Common Council

Regular Meeting

Agenda

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

Tuesday, March 17, 2026 | **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 **March 17, 2026** at **7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE**.

Electronic Meeting Access:
https://www.gotomeet.me/DePere

Telephonic Meeting Access:
1 866 899 4679 -or- 1 (312) 757-3117
Access Code: 154-883-285

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the Agenda
5. Public Hearings
   - A. Public Hearing on a request for a zoning map amendment to remove an outdated PDD overlay from 40 parcels within The Kingston Preserve Subdivision, generally located west from the N Honeysuckle CI and Lawrence DR intersection.
     - i. Notice of public hearing.
     - ii. Recommendation from Plan Commission.
     - iii. Ordinance #26-09 Approving Zoning Map Amendment to remove Planned Development District Overlay from 40 parcels within The Kingston Preserve Subdivision generally located west from North Honeysuckle Circle and Lawrence Drive intersection.
   - B. Public Hearing on a request for a zoning map amendment from O (Office District) to R1-45 (Single-Dwelling Detached District) at 1200 BLK Employers BL (Parcel WD-2336-1).
     - i. Notice of public hearing.
     - ii. Recommendation from Plan Commission.
     - iii. Ordinance #26-10 Approving Zoning Map Amendment from O, Office District to R1-45,

Single-Dwelling Detached District (1200 Block Employers Boulevard, Parcel WD-2336-1).

6. Presentations/Awards/Recognition

   A. South Bridge Connector informational project update by Brown County and City of De Pere.

7. Public Comments

   Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC

8. Consent Agenda

   A. Approval of the minutes of the March 3, 2026 Common Council meeting.

   B. Reappointment of Dan Lindstrom to the Brown County Plan Commission by Mayor Boyd; term to expire April 30, 2029.

   C. Reappointment of Grant Shilling to the Plan Commission by Mayor Boyd; term to expire April 30, 2029.

   D. For consideration and possible action regarding Consent to Partial Assignment and Assumption of Easement Agreement between Central Brown County Water Authority and Wisconsin Public Service Corporation (Parcel No. WD-1050; 0 Lawrence Drive).

9. New Business

   A. Recommendation from Plan Commission to approve a 47-lot and 1-outlot final plat of Kingston Preserve First Addition at 1200 BLK Employers BL (Parcels WD-2336, WD-2336-1).

   B. Recommendation from Finance/Personnel Committee for Common Council consideration and possible action regarding the Community Service Grant program policies.

   C. Recommendation from the Finance/Personnel Committee on TID #8 fiinancial statements and to approve fund transfer.

   D. Recommendation from the Finance/Personnel Committee to hire Associated Appraisal Consultants, Inc. for Statutory Assessor, Annual Maintenance and Alternating Year Interim Market Updates for 2027-2030 in the amount of $360,000.

   E. Recommendation from Finance/Personnel Committee to approve over-hire of one firefighter for Fire Department.

   F. Recommendation from Finance/Personnel Committee to approve over-hire of one police officer for Police Department.

   G. Recommendation from Board of Public Works on award of contract for MSC Expansion.

   H. Recommendation from the Board of Public Works on award of Contract 26-04 Ontario Street Reconstruction.

I. Recommendation from Board of Public Works on award of Contract 26-06 Concrete Street Repairs.

J. Recommendation from the License Committee on an application for a Class "A" Fermented Malt Beverage/"Class A" Intoxicating Liquor License for Homegrown Farmstand, LLC (DBA Homegrown Farmstand), 377 Main Av Suite B. Agent: Nicole L. Evers, De Pere WI.

10. Old Business

A. Recommendation from Plan Commission to approve a 3-lot certified survey map at 206 N Wisconsin ST, 224 N Wisconsin ST, and 550 William ST (Parcels ED-886, ED-875, ED-875-1).

11. Resolutions

A. Resolution #26-19 Authorizing Agreement for Contractor Services with Ferguson Waterworks (2026 hydrant painting).

B. Resolution #26-20 Approving Agreement for Construction of the Ninth Street Interceptor - American Boulevard, De Pere with Green Bay Metropolitan Sewerage District.

C. Resolution #26-21 Approving Annual Report under Municipal Separate Storm Sewer System (MS4) Permit and its submission to the Wisconsin Department of Natural Resources.

D. Resolution#26-22 Authorizing Agreement for Contractor Services with ECS Midwest, LLC (2026 construction materials testing).

E. Resolution #26-23 Establishing Non-Lapsing Funds as of December 31, 2025.

F. Resolution #26-24 Authorizing transfer of $28,722.98 from Unassigned Reserves for Assistant Finance Director wages for 2025.

G. Resolution #26-25 State of Emergency Declaration - Weather Disaster.

12. Future Agenda Items

13. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 920-339-4050 by noon on the previous day so that arrangements can be made.

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.

This meeting may also be rebroadcast on TV throughout the week and available on demand

at https://deperewi.portal.civicclerk.com/.

City of De Pere, Wisconsin

5.A

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Development Services
From:	
Subject:	Public Hearing on a request for a zoning map amendment to remove an outdated PDD overlay from 40 parcels within The Kingston Preserve Subdivision, generally located west from the N Honeysuckle CI and Lawrence DR intersection.
Recommendation:	

Attachments:
None

City of De Pere, Wisconsin

5.A.i

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Clerk
From:	Carey Danen, City Clerk
Subject:	Notice of public hearing.
Recommendation:	

Attachments:
Public Hearing Notice_PDD_N Honeysuckle Ci-Lawrence Dr_3-17-26 mtg_Class 2

Publish: February 27, 2026, and March 6, 2026, in the Press-Times (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is hereby given, that on **Tuesday, March 17, 2026,** at 7:35 PM or as soon thereafter as can be heard, a public hearing will be held by the Common Council of the City of De Pere to act on the request for a zoning map amendment at the following properties:

Parcels WD-2297, WD-2298, WD-2299, WD-2300, WD-2301, WD-2302, WD-2303, WD-2304, WD-2305, WD-2306, WD-2307, WD-2308, WD-2309, WD-2310, WD-2311, WD-2312, WD-2313, WD-2314, WD-2315, WD-2316, WD-2317, WD-2318, WD-2319, WD-2320, WD-2321, WD-2322, WD-2323, WD-2324, WD-2325, WD-2326, WD-2327, WD-2328, WD-2329, WD-2330, WD-2331, WD-2332, WD-2333, WD-2334, WD-2335, WD-2336, approximately 0.0 feet west from the N Honeysuckle CI and Lawrence DR intersection, from R1-45 PDD (Single-Dwelling Detached District with a planned development district overlay) to R1-45 (Single-Dwelling Detached District).

The public may attend the meeting either in person in the Council Chambers (2nd Floor City Hall, 335 S Broadway ST, De Pere WI) or electronically. Electronic or telephonic access to the meeting is below: Computer/smart phone accessing https://www.gotomeet.me/DePere OR dial by phone: United States (Toll Free): 1-866 899-4679 United States: +1 (312) 757-3117 Access Code: 154-883-285.

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

Dated this 24th day of February, 2026.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd

Mayor

Carey E. Danen

City Clerk

City of De Pere, Wisconsin **5.A.ii**

Request for Common Council Action

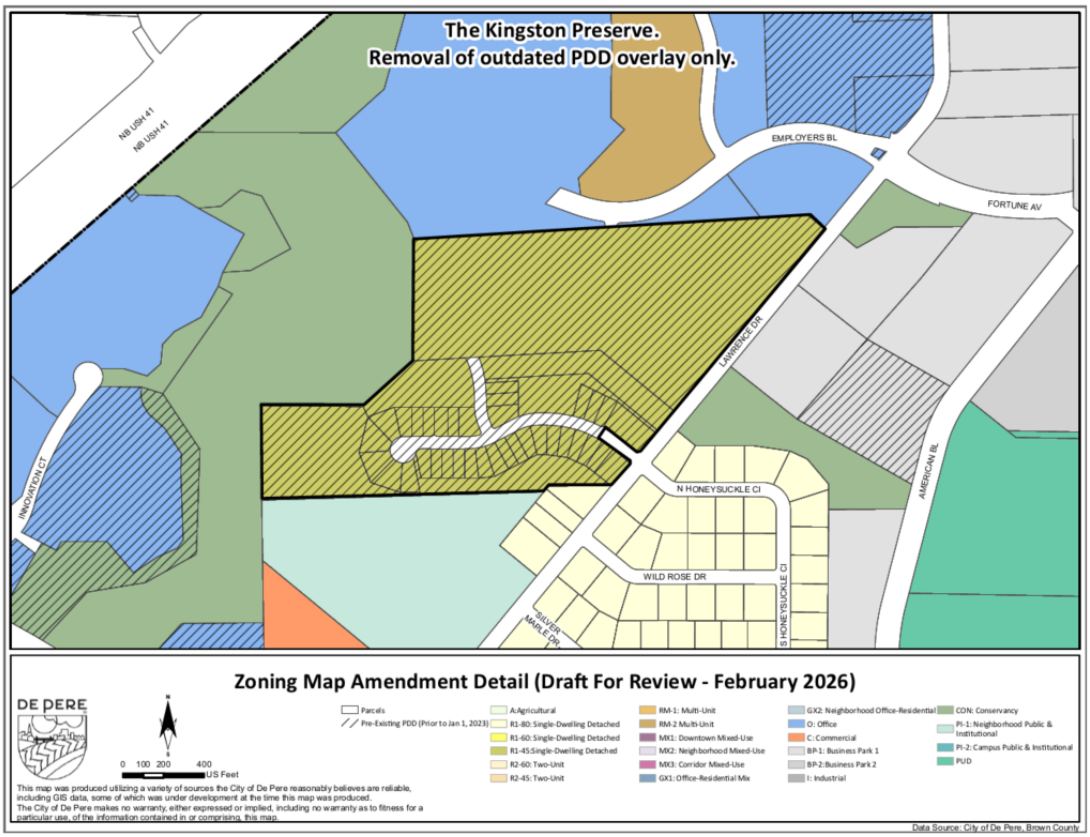
Meeting Date:	March 17, 2026
Department:	Development Services
From:	Peter Schleinz, City Planner/Zoning Administrator
Subject:	Recommendation from Plan Commission.
Recommendation:	Motion to approve.

On February 23, 2026, Plan Commission unanimously recommended approval by a vote of 6-0.

Attachments:
PC Report, Application and supporting documents - 22 Jan 2026

Consideration and possible action on a zoning map amendment to remove an outdated PDD overlay from 40 parcels within The Kingston Preserve Subdivision, generally located west from the N Honeysuckle CI and Lawrence DR intersection.*

SITE MAP



REQUESTED ACTION: Zoning Map Amendment Request to remove an outdated PDD Overlay (File ZMA 25-07).

NOTE: The request is for removing an outdated PDD overlay on one subdivision:

1. *The Kingston Preserve*

COMMON DESCRIPTION: 40 parcels generally located west from the N Honeysuckle CI and Lawrence DR intersection.

SURROUNDING LAND USES: Daycare and Office (O) and multi-unit residential (RM-2) to the north.
Church (PI-1) and one-unit residential (R1-80) to the south.
Business Park (BP-1), one-unit residential (R1-80), and storm water management (CON) to the east.
Conservancy (CON) to the west.

COMPREHENSIVE PLAN: Neighborhood Residential (Including Multi-Family), Multi-Family Residential, Business Park.

APPLICANT / OWNERS:

<u>Authorized Representative</u>
Troy Hewitt
REL
1250 Centennial Center BL
Hobart, WI 54155

<u>Property Owner</u>
Multiple (40 parcels)

LAND USE HISTORY: After a review of air photographs, the general subject area began developing as a park in the 1980's, and as a residential neighborhood in 2023.

STAFF REVIEW (GENERAL): When reviewing a zoning map amendment request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns. The proposed zoning map amendment complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.

Existing Zoning District

The Site Map reflects the specific zoning district for each of the 40 parcels, which includes the underlying R1-45 District. The zoning district name was updated in 2023, and regulations were created for the new zoning district that closely match the PDD overlay The new zoning district caused the PDD overlay to become outdated.

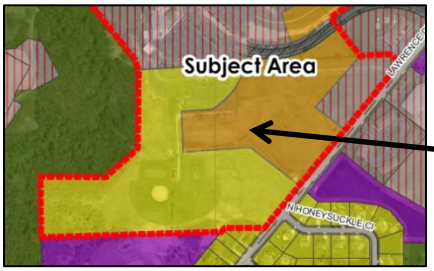
The underlying zoning district is not proposed to change. Only the outdated PDD overlay, created in 2022, is proposed to be removed.

Specific details about the outdated PDD overlay are provided separately within the *"Staff Review: (Specific for each Land Division)"* section of this Staff Report.

Surrounding Land Uses

The existing site zoning and surrounding land uses are referenced near the beginning of this report. A 2021 amendment to the 2010 Comprehensive Plan Update identifies future land uses as Neighborhood Residential (Including Multi-Family), Multi-Family Residential, and Business Park.

CLIP FROM FUTURE LAND USE MAP



FUTURE NEIGHBORHOOD RESIDENTIAL (INCLUDING MULTI-FAMILY), MULTI-FAMILY RESIDENTIAL, AND BUSINESS PARK.

Desired Development Patterns

The underlying R1-45 District remains unchanged if the outdated PDD overlay is removed. The permitted uses and conditional uses for each district are in Zoning Ordinance Article VII and summarized in Table 7-1.

The outdated PDD overlay was created to allow for the creation of smaller lots that were not possible in 2022. A rewrite of the Zoning Ordinance was approved a couple of months later in 2023, which permitted smaller lots by right without a PDD overlay.

STAFF REVIEW (SPECIFIC FOR EACH LAND DIVISION) The request is to remove an outdated PDD overlay from The Kingston Preserve. Below is a summary of approvals with details about the specific PDD overlay and the impact of removing the PDD overlay.

1. The Kingston Preserve

The subdivision was recorded on June 30, 2023, with 35 one-unit lots and five outlots.

The PDD Overlay was approved on November 15, 2022, and became effective on November 26, 2022, prior to the recording of The Kingston Preserve. The PDD overlay was utilized to allow for smaller lots that were difficult to get approved with the 2022 Zoning Ordinance, but a new Zoning Ordinance that was approved on January 1, 2023, which eliminated the need for a PDD overlay.

The table below shows that most current regulations are equal or less restrictive than the 2022 PDD overlay:

The Kingston Preserve Comparison of Regulations			
Topic	2022 Zoning Ordinance	2022 PDD and Recorded Plat	2026 Zoning Ordinance
Zoning District Name	R-1	R-1 PDD (with PDD overlay)	R1-45 (without PDD overlay)
Lot area	10,000 SF	5,000 SF	5,000 SF
Lot Width	85’	39’	45’
Front Setback	30’	15’	15’
Street Side Setback	30’	15’	15’
Interior Side Setback	10’	5’	4’
Rear Setback	30’	20’	20’
Neighborhood Clubhouse	Prohibited	Permitted	Permitted

Removing the PDD overlay would not change anything because the residents in the subdivision can utilize the existing recorded plat and the Zoning Ordinance regulations that are effective today.

STAFF REVIEW SUMMARY

The outdated PDD overlay was created to allow for the creation of smaller lots that were not possible in 2022. A rewrite of the Zoning Ordinance was approved a couple of months later in 2023, which permitted smaller lots by right without a PDD overlay. The outdated PDD Overlay provides no other benefits to the property owners.

NEIGHBOR OUTREACH

The publishing of a Class II public notice and public hearing is required for the removal of a PDD overlay. As a courtesy, property owners of the 40 parcels were notified by mail. No neighbor inquiries were made at the time the report was written. The public hearing is tentatively scheduled for the March 17, 2026, Common Council meeting.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the request for a zoning map amendment to remove an outdated PDD overlay from 40 parcels within The Kingston Preserve Subdivision, generally located west from the N Honeysuckle CI and Lawrence DR intersection. A zoning map amendment must comply with the following:

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

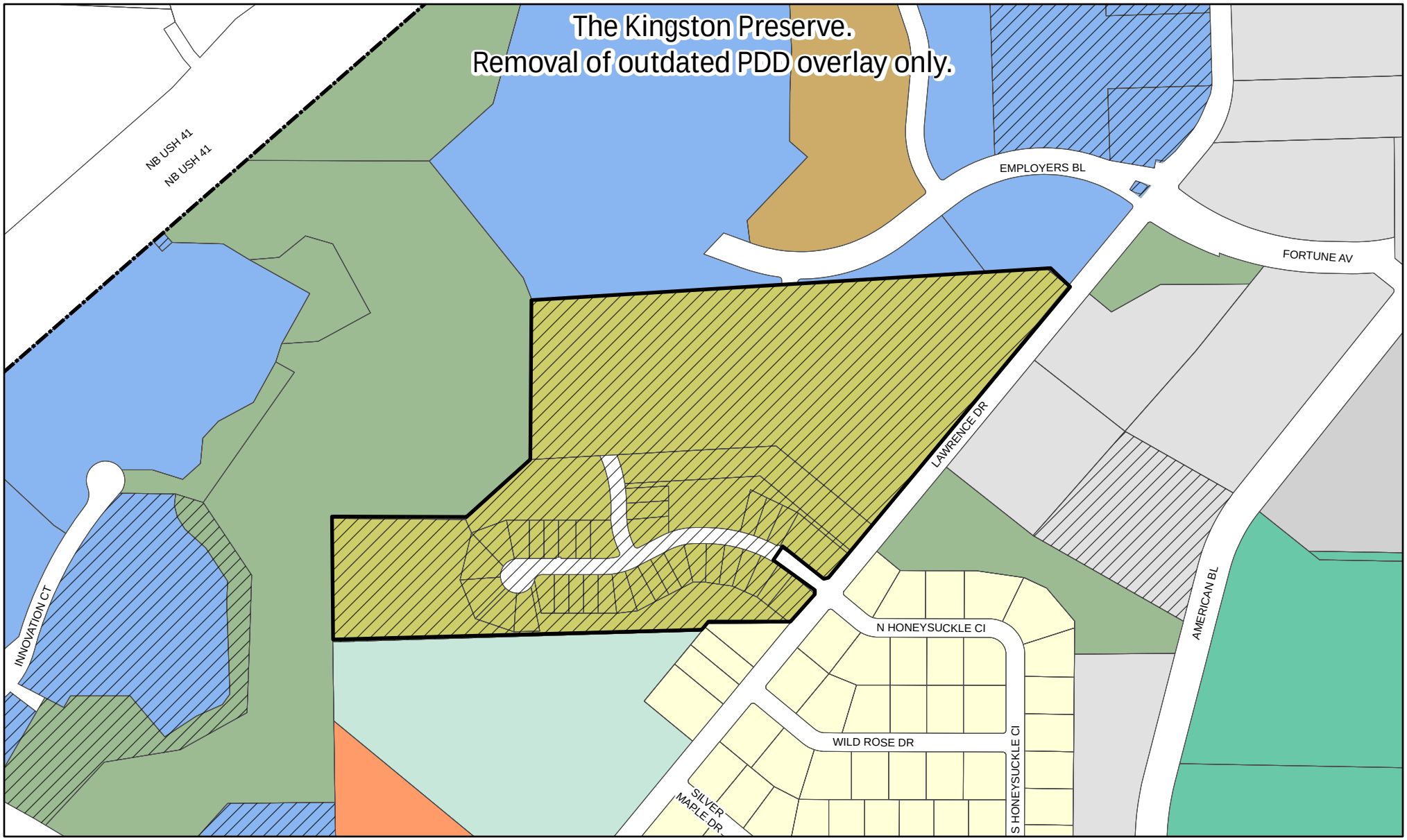
Planning/Zoning Application

Planning & Zoning Department

Submitted On:
Jan 22, 2026, 09:23AM EST

Parcel Number: (Include ALL parcels)	WD-2336 (proposed Kingston Preserve 1st Add) & Kingston Preserve Plat
Nearest property address to the project site:	**Street Address:** EVERETT DR **City:** DE PERE **State:** WI **Zip:** 54115
Check each project type that is being applied for:	Zoning Map Amendment (Rezoning) - Removal of PDD Overlay
Current De Pere Zoning Districts:	R1-45
Existing Site Land Uses:	Undeveloped/Vacant/Agricultural
Proposed Site Land Uses:	Residential
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a pre-consultation meeting?	Yes
Property Owner:	**First Name:** BUNGALOW **Last Name:** HOLDINGS LLC
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	**Street Address:** 1120 EMPLOYERS BLVD **Property Owner's Address::** STE 235 **City:** DE PERE **State:** WI **Zip:** 54115
Property Owner's Phone Number:	414-651-5077
Property Owner's Email Address:	thewitt@releeinc.com
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	**First Name:** TROY **Last Name:** HEWITT
Authorized Representative's Business Name:	REL

Authorized Representative's Address:	**Street Address:** 1250 CENTENNIAL CENTRE BLV **City:** HOBART **State:** WI **Zip:** 54155
Authorized Representative's Phone Number:	920-544-4436
Authorized Representative's Email Address:	thewitt@releeinc.com
Please attach an EXHIBIT MAP with the zoning boundary.	The Kingston Preserve PUD exhibit.pdf
Please attach a WORD DOCUMENT with the boundary legal description.	PUD Removal Legal.docx
How do you plan on paying for your application?	Online with a credit card
Total Due:	$350.00
Signature Data	First Name: TROY Last Name: HEWITT Email Address: thewitt@releeinc.com  Signed at: January 22, 2026 9:23am America/New_York
User's Session Information	IP Address: 24.106.22.82 Referrer URL:



Zoning Map Amendment Detail (Draf For Review - February 2026)

DE PERE

N

S

0 100 200 400

US Feet

Parcels

Pre-Existng PDD (Prior to Jan 1, 2023)

A:Agricultural

R1-80: Single-Dwelling Detached

R1-60: Single-Dwelling Detached

R1-45:Single-Dwelling Detached

R2-60: Two-Unit

R2-45: Two-Unit

RM-1: Mult-Unit

RM-2 Mult-Unit

MX1: Downtown Mixed-Use

MX2: Neighborhood Mixed-Use

MX3: Corridor Mixed-Use

GX1: Of ce-Residental Mix

GX2: Neighborhood Of ce-Residental

O: Of ce

C: Commercial

BP-1: Business Park 1

BP-2:Business Park 2

I: Industrial

CON: Conservancy

PI-1: Neighborhood Public & Institutional

PI-2: Campus Public & Institutonal

PUD

This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced.
The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.

Data Source: City of De Pere, Brown County

Legal Description

Parcels WD-2297, WD-2298, WD-2299, WD-2300, WD-2301, WD-2302, WD-2303, WD-2304, WD-2305, WD-2306, WD-2307, WD-2308, WD-2309, WD-2310, WD-2311, WD-2312, WD-2313, WD-2314, WD-2315, WD-2316, WD-2317, WD-2318, WD-2319, WD-2320, WD-2321, WD-2322, WD-2323, WD-2324, WD-2325, WD-2326, WD-2327, WD-2328, WD-2329, WD-2330, WD-2331, WD-2332, WD-2333, WD-2334, WD-2335, WD-2336

Lots 1-35 and Outlots 1-5 of The Kingston Preserve, Doc. #3039115, Brown County Records, located in part of the Northeast ¼ of the Southeast ¼ of Section 31, and part of the Northeast ¼ of the Southwest ¼ of Section 32, all located in Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin.

Final Plat and PDD Overlay Approvals

The Kingston Preserve

The Final Plat was approved on March 27, 2023, and recorded on June 30, 2023.

The PDD overlay was approved on November 15, 2022, and became effective on November 26, 2022, prior to the recording of The Kingston Preserve plat. The PDD overlay was utilized to allow for smaller lots that were difficult to get approved with the 2022 Zoning Ordinance, but the new Zoning Ordinance that was approved on January 1, 2023, quickly eliminated the need for a PDD overlay.

The table below shows that most current regulations are equal or less restrictive than the 2022 PDD overlay:

The Kingston Preserve Comparison of Regulations			
Topic	2022 Zoning Ordinance	2022 PDD and Recorded Plat	2026 Zoning Ordinance
Zoning District Name	R-1	R-1 PDD (with PDD overlay)	R1-45 (without PDD overlay)
Lot area	10,000 SF	5,000 SF	5,000 SF
Lot Width	85’	39’	45’
Front Setback	30’	15’	15’
Street Side Setback	30’	15’	15’
Interior Side Setback	10’	5’	4’
Rear Setback	30’	20’	20’
Neighborhood Clubhouse	Prohibited	Permitted	Permitted

City of De Pere, Wisconsin

5.A.iii

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Attorney
From:	Angela Zills, Paralegal
Subject:	Ordinance #26-09 Approving Zoning Map Amendment to remove Planned Development District Overlay from 40 parcels within The Kingston Preserve Subdivision generally located west from North Honeysuckle Circle and Lawrence Drive intersection.
Recommendation:	Motion to approve.

This ordinance formalizes the removal of the outdated Planned Development District overlay no longer needed for 40 parcels located within The Kingston Preserve Subdivison as contemplated by the Public Hearing.

Attachments:
Ord26-09

ORDINANCE #26-09

APPROVING ZONING MAP AMENDMENT TO REMOVE PLANNED DEVELOPMENT DISTRICT OVERLAY FROM 40 PARCELS WITHIN THE KINGSTON PRESERVE SUBDIVISION GENERALLY LOCATED WEST FROM NORTH HONEYSUCKLE CIRCLE AND LAWRENCE DRIVE INTERSECTION

WHEREAS, the Common Council of the City of De Pere, having reviewed the recommendation of the Plan Commission regarding the proposed change in zoning classification and Zoning Map amendment for the properties described below located in The Kingston Preserve Subdivision initiated pursuant to §14-122 of the De Pere Municipal Code (DPMC) and having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, the City Clerk, having published a Class 2 Notice of Public Hearing regarding such proposed zoning change and Zoning Map amendment and, pursuant thereto, a public hearing having been held on the 17th day of March, 2026 at 7:35 p.m. and the Common Council having heard all interested parties or their agents and/or attorneys;

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

Section 1. That the following described property:

Parcels WD-2297, WD-2298, WD-2299, WD-2300, WD-2301, WD-2302, WD-2303, WD-2304, WD-2305, WD-2306, WD-2307, WD-2308, WD-2309, WD-2310, WD-2311, WD-2312, WD-2313, WD-2314, WD-2315, WD-2316, WD-2317, WD-2318, WD-2319, WD-2320, WD-2321, WD-2322, WD-2323, WD-2324, WD-2325, WD-2326, WD-2327, WD-2328, WD-2329, WD-2330, WD-2331, WD-2332, WD-2333, WD-2334, WD-2335 and WD-2336

Lots 1-35 and Outlots 1-5 of The Kingston Preserve, recorded as Document No. 3039115, Brown County Records, located in part of the Northeast ¼ of the Southeast ¼ of Section 31, and part of the Northeast ¼ of the Southwest ¼ of Section 32, all located in Township 23 North, Range 20 East, City of De Pere, west side of Fox River, Brown County, Wisconsin

shall be and the same is hereby rezoned from the present zoning classification of R1-45 PDD, Single-Dwelling Detached District with a Planned Development District Overlay to R1-45, Single-Dwelling Detached District as set forth in and regulated by the provisions of Chapter 14, Article II Residential Districts and the permitted uses identified on the Principal Use Table (DPMC Chapter 14, Article VII – Uses, Table 7.1) and pursuant to Section 14-22 of the De Pere Zoning Code, conditioned upon compliance with the provisions of Chapter 14, DPMC, and all state and local laws and regulations.

Section 2. The City Clerk is directed to amend the City of De Pere Zoning Map in conformity with the provisions of this ordinance.

Section 3. All other ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall take effect upon its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 2/23/2026
Publication Date: _____
Effective Date: _____

City of De Pere, Wisconsin **5.B**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Development Services
From:	Peter Schleinz, City Planner/Zoning Administrator
Subject:	Public Hearing on a request for a zoning map amendment from O (Office District) to R1-45 (Single-Dwelling Detached District) at 1200 BLK Employers BL (Parcel WD-2336-1).
Recommendation:	

Attachments:
None

City of De Pere, Wisconsin

5.B.i

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Clerk
From:	Carey Danen, City Clerk
Subject:	Notice of public hearing.
Recommendation:	

Attachments:
Public Hearing Notice_Zoning Map Amendment_Employers Blvd_3-17-26 mtg_Class 2

Publish: February 27, 2026, and March 6, 2026, in the Press-Times (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is hereby given, that on **Tuesday, March 17, 2026,** at 7:35 PM or as soon thereafter as can be heard, a public hearing will be held by the Common Council of the City of De Pere to act on the request for a zoning map amendment at the following properties:

Parcel WD-2336-1, approximately 820.0 feet west from the Employers BL and Lawrence DR intersection, from O (Office District) to R1-45 (Single-Dwelling Detached District).

The public may attend the meeting either in person in the Council Chambers (2nd Floor City Hall, 335 S Broadway ST, De Pere WI) or electronically. Electronic or telephonic access to the meeting is below: Computer/smart phone accessing https://www.gotomeet.me/DePere OR dial by phone: United States (Toll Free): 1-866 899-4679 United States: +1 (312) 757-3117 Access Code: 154-883-285.

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

Dated this 24th day of February, 2026.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd

Mayor

Carey E. Danen

City Clerk

City of De Pere, Wisconsin **5.B.ii**

Request for Common Council Action

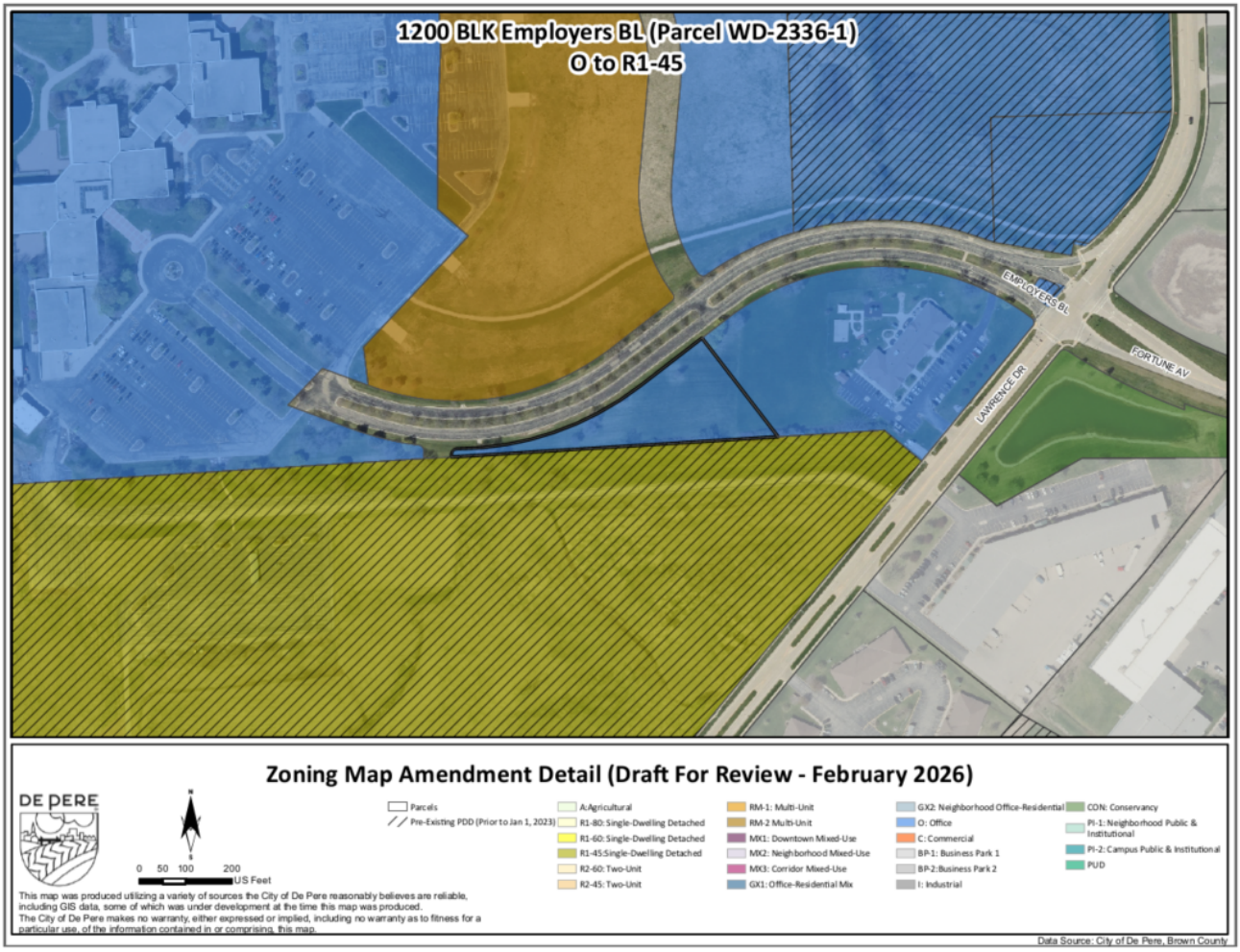
Meeting Date:	March 17, 2026
Department:	Development Services
From:	Peter Schleinz, City Planner/Zoning Administrator
Subject:	Recommendation from Plan Commission.
Recommendation:	Motion to approve.

On February 23, 2026, Plan Commission unanimously recommended approval by a vote of 6-0.

Attachments:
PC Report, Application and supporting documents - 22 Jan 2026

Consideration and possible action for a zoning map amendment from O (Office District) to R1-45 (Single-Dwelling Detached District) at 1200 BLK Employers BL (Parcel WD-2336-1).*

SITE MAP



REQUESTED ACTION: Zoning Map Amendment Request from O to R1-45 File ZMA 26-02).

COMMON DESCRIPTION: 1200 BLK employers BL, west from Employers BL and Lawrence DR intersection.

SURROUNDING LAND USES: Multi-unit residential (RM-2) to the north.
Developing residential (R1-45 PDD) to the south.
Daycare and Office (O) to the east and west.

COMPREHENSIVE PLAN: Neighborhood Residential (Including Multi-Family), Multi-Family Residential.

APPLICANT / OWNERS:

<u>Authorized Representative</u>
Troy Hewitt
REL
1250 Centennial Center BL
Hobart, WI 54155

<u>Property Owners</u>
Bungalow Holdings
1120 Employers BL, STE 235
De Pere, WI 54115

LAND USE HISTORY: After a review of air photographs, the general subject area began developing as a park in the 1980's, and as a residential neighborhood in 2023.

STAFF REVIEW (GENERAL): When reviewing a zoning map amendment request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns. The proposed zoning map amendment complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.

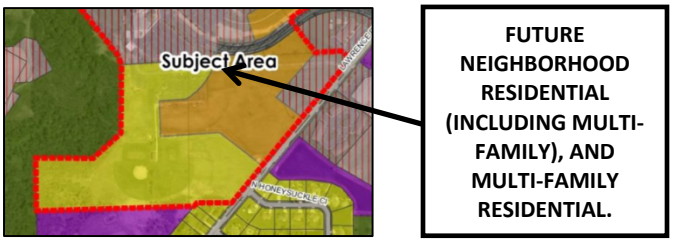
Existing Zoning District

The existing zoning district is O, which permits office use. The proposed zoning map amendment references a change to R1-45. The R1-45 District allows for a small lot residential development to the southwest, and prevents multiple zoning districts on one parcel, which is preferred). The zoning district may be amended again in the near future to accommodate multi-unit residential uses, similar to what is occurring to the north, and potentially commercial, office, and business park uses, similar to what is occurring to the east.

Surrounding Land Uses

The existing site zoning and surrounding land uses are referenced near the beginning of this report. A 2021 amendment to the 2010 Comprehensive Plan Update identifies future land use as Neighborhood Residential (Including Multi-Family), and Multi-Family Residential.

CLIP FROM FUTURE LAND USE MAP



Desired Development Patterns

The City's desired development pattern is shown in the Comprehensive Plan as Neighborhood Residential (Including Multi-Family), and Multi-Family Residential. The permitted uses and conditional uses for the R1-45 District are in Zoning Ordinance Article VII and summarized in Table 7-1.

There is a proposed development for small lot residential at the west end of the parcel.

NEIGHBOR OUTREACH: The publishing of a Class II public notice and public hearing is required for a zoning map amendment. Property owners within 300 feet of the proposed zoning map amendment were notified by mail and a sign was placed on the site prior to the Plan Commission meeting. No neighbor inquiries were made at the time this report was written. The public hearing is tentatively scheduled for the March 17, 2026, Common Council meeting.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the request for a zoning map amendment O (Office District) to R1-45 (Single-Dwelling Detached District) at 1200 BLK Employers BL. A zoning map amendment must comply with the following:

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

Planning/Zoning Application

Planning & Zoning Department

Submitted On:
Jan 22, 2026, 09:38AM EST

Parcel Number: (Include ALL parcels)	WD-2336-1
Nearest property address to the project site:	**Street Address:** EMPLOYERS BLVD **City:** DE PERE **State:** WI **Zip:** 54115
Check each project type that is being applied for:	Zoning Map Amendment (Rezoning)
Current De Pere Zoning Districts:	O
Existing Site Land Uses:	Undeveloped/Vacant/Agricultural
Proposed Site Land Uses:	Residential
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a pre-consultation meeting?	Yes
Property Owner:	**First Name:** BUNGALOW **Last Name:** HOLDINGS LLC
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	**Street Address:** 1120 EMPLOYERS BLVD **Property Owner's Address::** STE 235 **City:** DE PERE **State:** WI **Zip:** 54115
Property Owner's Phone Number:	414-651-5077
Property Owner's Email Address:	thewitt@releeinc.com
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	**First Name:** TROY **Last Name:** HEWITT
Authorized Representative's Business Name:	REL
Authorized Representative's Address:	**Street Address:** 1250 CENTENNIAL CENTRE BLVD **City:** HOBART

	State: WI **Zip:** 54155
Authorized Representative's Phone Number:	920-544-4436
Authorized Representative's Email Address:	thewitt@releeinc.com
Please attach an EXHIBIT MAP with the zoning boundary.	Rezone Exhibit.pdf
Please attach a WORD DOCUMENT with the boundary legal description.	Rezone Legal.docx
How do you plan on paying for your application?	Online with a credit card
Total Due:	$350.00
Signature Data	First Name: TROY Last Name: HEWITT Email Address: thewitt@releeinc.com  Signed at: January 22, 2026 9:38am America/New_York
User's Session Information	IP Address: 24.106.22.82 Referrer URL:

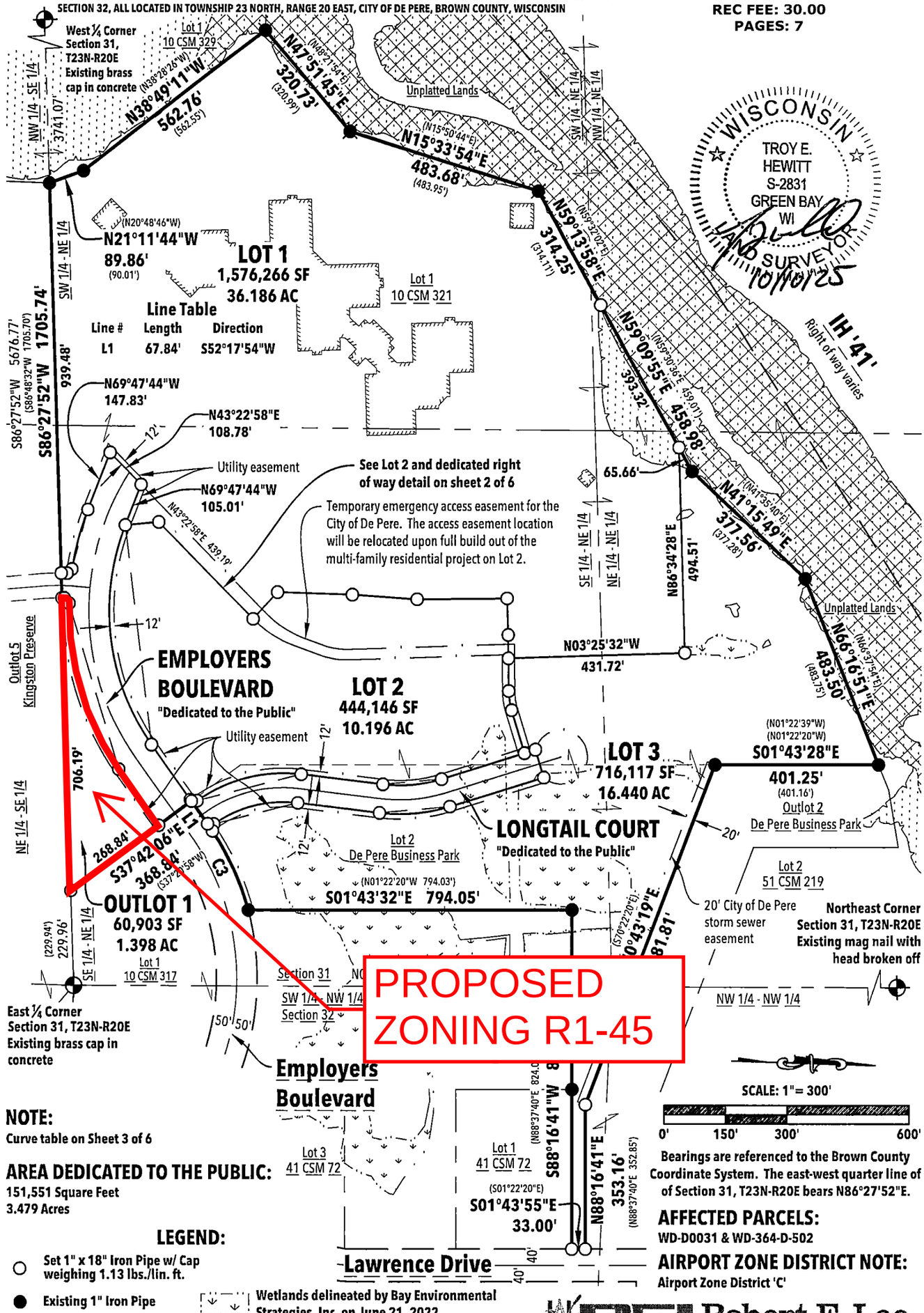
ZONING EXHIBIT

3108514

MAP# 9962
CHERYL BERKEN
BROWN COUNTY
REGISTER OF DEEDS
GREEN BAY, WI
RECORDED ON
10/15/2025 11:22 AM
REC FEE:
REC FEE: 30.00
PAGES: 7

CERTIFIED SURVEY MAP

ALL OF LOT 1, VOLUME 10 OF CERTIFIED SURVEY MAPS, PAGE 321, MAP NUMBER 2314, DOCUMENT NUMBER 968551, SAID MAP LOCATED IN PARTS OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4, SOUTHWEST 1/4 OF THE NORTHEAST 1/4, NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 31 AND PART OF LOT 2, DE PERE BUSINESS PARK, VOLUME 18 OF PLATS, PAGE 44, DOCUMENT NUMBER 1116819, SAID PLAT BEING PARTS OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 31 AND PARTS OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHWEST 1/4, SECTION 32, ALL LOCATED IN TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN



NOTE:
Curve table on Sheet 3 of 6

AREA DEDICATED TO THE PUBLIC:
151,551 Square Feet
3.479 Acres

LEGEND:

- Set 1" x 18" Iron Pipe w/ Cap weighing 1.13 lbs./lin. ft.
- Existing 1" Iron Pipe
- Existing 1/2" Iron Rod
- County PLSS Monument
- Record bearing or distance
- Wetlands delineated by Bay Environmental Strategies, Inc. on June 21, 2022
- 100 Year floodplain
- Floodway

Bearings are referenced to the Brown County Coordinate System. The east-west quarter line of of Section 31, T23N-R20E bears N86°27'52"E.

AFFECTED PARCELS:
WD-D0031 & WD-364-D-502

AIRPORT ZONE DISTRICT NOTE:
Airport Zone District 'C'

WISCONSIN
TROY E. HEWITT
S-2831
GREEN BAY
WI
LAND SURVEYOR
10/10/25

Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

R:\6200\6241\6241002\dwg\6241002_csm.dwg

SHEET 1 OF 7

Robert E. Lee & Associates, Inc.
Engineering | Environmental | Surveying | Ecological

1250 Centennial Centre Blvd
Hobart, WI 54155
920-662-9641
releeinc.com

All of Outlot 1, Certified Survey Map Number 9962, Document Number 3108514, said map located in part of the Southeast 1/4 of the Northeast 1/4 of Section 31, Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin

City of De Pere, Wisconsin

5.B.iii

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Attorney
From:	Angela Zills, Paralegal
Subject:	Ordinance #26-10 Approving Zoning Map Amendment from O, Office District to R1-45, Single-Dwelling Detached District (1200 Block Employers Boulevard, Parcel WD-2336-1).
Recommendation:	Motion to approve.

Corresponding ordinance related to the public hearing for Employers Boulevard Zoning Map amendment.

Attachments:
Ord26-10

ORDINANCE #26-10
APPROVING ZONING MAP AMENDMENT FROM O, OFFICE DISTRICT TO
R1-45, SINGLE-DWELLING DETACHED DISTRICT
(1200 Block Employers Boulevard; Parcel WD-2336-1)

WHEREAS, the Common Council of the City of De Pere, having reviewed the recommendation of the Plan Commission regarding the proposed change in zoning classification and Zoning Map amendment for the property described below, initiated pursuant to §14-122 of the De Pere Municipal Code (DPMC) and having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, the City Clerk, having published a Class 2 Notice of Public Hearing regarding such proposed zoning change and Zoning Map amendment and, pursuant thereto, a public hearing having been held on the 17th day of March, 2025 at 7:35 p.m. and the Common Council having heard all interested parties or their agents and attorneys;

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

Section 1. That the following described property:

Parcel WD-2336-1
All of Outlot 1, Certified Survey Map No. 9962, recorded as Document No. 3108514, said map located in part of the Southeast ¼ or the Northeast ¼ of Section 31, Township 23 North, Range 20 East, City of De Pere, west side of Fox River, Brown County, Wisconsin

shall be and the same is hereby rezoned from the present zoning classification of O, Office District to R1-45, Single Dwelling Detached District as set forth in and regulated by the provisions of Chapter 14, Article II Residential Districts and the permitted uses identified on the Principal Use Table (DPMC Chapter 14, Article VII – Uses, Table 7.1) and pursuant to Section 14-

22 of the De Pere Zoning Code, conditioned upon compliance with the provisions of Chapter 14, DPMC, and all state and local laws and regulations.

Section 2. The City Clerk is directed to amend the City of De Pere Zoning Map in conformity with the provisions of this ordinance.

Section 3. All other ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall take effect upon its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 2/23/2026
Publication Date: _____
Effective Date: _____

City of De Pere, Wisconsin **6.A**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Scott Thoresen, Public Works Director
Subject:	South Bridge Connector informational project update by Brown County and City of De Pere.
Recommendation:	

Attachments:
None

City of De Pere, Wisconsin **8.A**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Clerk
From:	Carey Danen, City Clerk
Subject:	Approval of the minutes of the March 3, 2026 Common Council meeting.
Recommendation:	Motion to approve.

Attachments:
3-3-26 Common Council minutes_draft

Common Council

Regular Meeting

Draft Minutes

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

Tuesday, March 3, 2026 | **7:30 PM** | **Council Chambers/Virtual**

1. CALL TO ORDER

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

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

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

5. PUBLIC COMMENTS

   Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC

   Resident Annie Ranft spoke about the Green Bay Metro transit system and the lack of regular bus routes in De Pere. She voiced concerns about the wait times for the on-demand ride program. City Manager Kim Flom will follow up with Ms. Ranft regarding this issue.

   Resident Tom Gallenberger stated that there is a deer problem on the west side of De Pere and asked for City assistance. Parks Director Marty Kosobucki will follow up with Mr. Gallenberger.

6. CONSENT AGENDA

   A. Approval of the minutes of the February 18, 2026 Common Council meeting.

   B. Appointment of Jeremy Beck to the Board of Park Commissioners by Mayor Boyd; term to expire April 30, 2029.

   C. Recommendation from the Board of Park Commissioners to accept a $1,500 donation from Durr CTS Inc. for individual sponsorship of the Beer Gardens on June 16 & August 4, 2026.

RESULT:	**APPROVED [UNANIMOUS]**

MOVER:	James Boyd
SECONDER:	Amy Kundinger
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Casey Nelson, Devin Perock, James Boyd

7. NEW BUSINESS

A. Recommendation from the Board of Park Commissioners to approve revising the Arboriculture Specifications Manual regarding tree planting.

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

B. Recommendation from the Board of Park Commissioners to approve a pop-up Beer Garden fundraiser with Stubborn Brothers with the proceeds being allocated to benefit the De Pere Dog Park.

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

C. Recommendation from the Board of Park Commissioners to approve Kay Distributing as the beer vendor for the Beer Gardens for 2026-2028.

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

D. Recommendation from the Board of Park Commissioners to approve the Beer Garden Revenue Policy.

Parks Director Marty Kosobucki explained that the intent of the policy is to allow the Park Board to make recommendations as to how the revenue gets allocated. If the Park Board wishes to allocate less than 100% of the funding for a project, the city manager could implement a portion into budget funding.

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

E. Consideration and possible action to authorize up to $10,000 from Unassigned Reserves to repair the Fox Point Boat Launch.

Parks Director Marty Kosobucki confirmed that staff is in the process of creating an ordinance to prohibit power loading; he noted that Brown County would not have a say in our ordinance. Kosobucki explained that De Pere cooperates with the County for the boat launch pass program, but that the boat launch is 100% under the City's jurisdiction.

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

F. For consideration and possible action on the First Amendment to the Development Agreement between the City of De Pere and William Street Investment Partners, LLC, as assignee of De Pere 230 Development Partners LLC regarding the Development of the former Shopko Site - BUILDING F (Parcel Numbers ED-861 and ED-875).

Development Services Director Dan Lindstrom reported that City owns 20 feet north of the parking garage which will be transferred to the developer, so they can expand their proposed plaza space for the project.

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

8. OLD BUSINESS

A. Consideration and possible action on redirection of Community Service Grant funds awarded to VFW Post 2113 in the amount of $250.

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

9. RESOLUTIONS

A. Resolution #26-14 Authorizing Agreement for Professional Services with GRAEF-USA, Inc. (Wilson Park Technical Design, Bidding and Construction).

B. Resolution #26-15 Authorizing Partial Release of Utility Easement (Parcel ED-875; 224 North Wisconsin Street).

C. Resolution #26-16 Authorizing Release of Utility Easement (Parcel ED-1164-R-32-2; Lebrun Street).

D. Resolution #26-17 Regarding the Vacation of a Portion of a Public Thoroughfare (right-of-way discontinuance at 1900 BLK Lebrun ST adjacent to Parcel ED-1164-R-32-2) - Refer for Public Hearing.

E. Resolution #26-18 Authorizing Agreement for Professional Services with SmithGroup (Downtown Master Plan Update).

Mayor Boyd moved, seconded by Alderperson Perock to suspend the rules and take up items #9A-E with one roll call vote. Upon vote, motion carried unanimously.

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

10. INFORMATIONAL

A. De Pere Police Department - annual update.

Police Chief Jeremy Muraski reported that the department currently has 42 full time employees and one vacancy; staff is divided between the Patrol, Investigations/Community Policing, and Professional Standards divisions. He then provided statistics for 2025 calls for service, police reports, and referrals for charges. Muraski reviewed call data trends by time of day and the most common call types.

Challenges facing the department include mental health challenges; Muraski estimated that 20% of all police calls involve someone in a mental health or substance abuse crisis. These are among the most complex and time-intensive types of calls. Muraski then reviewed use of force statistics. Other challenges facing the department include recruitment and retention; city growth; call volume and complexity; budget constraints; and new types of crime.

Accomplishments for 2025 include hiring two officers with four-year degrees; countywide active threat response training; the remodel and upgrade of officers' workspace; the implementation of a major officer wellness initiative; replacement of the PD security camera system; and the finalization of the regular equipment replacement cycle for squads.

Muraski reported that department priorities moving forward include impact fees for city growth; succession planning; revitalization of the Neighborhood Watch program; a centralized National Night Out this year; and furthering community engagement.

Chief Muraski answered questions from Council members on the following topics: the presence of fentanyl in the City; the type of training officers receive to deal with mental health calls; the department’s wellness initiative; the officer education requirement; reckless driving in the City; Community Service Officer workload; and the potential need for a second social worker.

11. FUTURE AGENDA ITEMS

Alderperson Nelson asked staff to determine if the City should conduct another deer survey.

Alderperson Hansen requested an update on the flagpole monument project at Bicentennial Park and whether it could be completed this year or would be included in the 2027 budget.

12. ADJOURNMENT

Mayor Boyd moved, seconded by Alderperson Nelson to adjourn the meeting at 8:29 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk

City of De Pere, Wisconsin **8.B**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Administration
From:	James Boyd, Mayor
Subject:	Reappointment of Dan Lindstrom to the Brown County Plan Commission by Mayor Boyd; term to expire April 30, 2029.
Recommendation:	Motion to approve.

Attachments:
None

City of De Pere, Wisconsin **8.C**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Administration
From:	James Boyd, Mayor
Subject:	Reappointment of Grant Shilling to the Plan Commission by Mayor Boyd; term to expire April 30, 2029.
Recommendation:	Motion to approve.

Attachments:
None

City of De Pere, Wisconsin **8.D**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Attorney
From:	
Subject:	For consideration and possible action regarding Consent to Partial Assignment and Assumption of Easement Agreement between Central Brown County Water Authority and Wisconsin Public Service Corporation (Parcel No. WD-1050; 0 Lawrence Drive).
Recommendation:	Motion to Approve.

Under Resolution #25-120, Council approved a Utility Facilities Easement Agreement with Central Brown County Water Authority (CBCWA). CBCWA is requesting City consent to partially assign its easement interest to Wisconsin Public Service (WPS) for WPS to use the easement to provide electric power to support CBCWA's water pipeline.

Attachments:
PARTIAL ASSIGNMENT AND ASSUMPTION OF EASEMENT_CBCWA-DePere (final)

3342447	**PARTIAL ASSIGNMENT AND ASSUMPTION OF EASEMENT**
Document Number	Document Title

THIS PARTIAL ASSIGNMENT AND ASSUMPTION OF EASEMENT (this "Assignment") is made and entered in as of the ____ day of _____, 2026 (the "Effective Date"), by and between **Central Brown County Water Authority**, a Wisconsin joint local water authority and separate municipal corporation located in Brown County, Wisconsin ("Assignor"), and **WISCONSIN PUBLIC SERVICE CORPORATION**, a Wisconsin corporation, 2830 S Ashland Ave, Green Bay, Wisconsin 54307, ("Assignee").

Recording Area

Name and Return Address

Return to:
Wisconsin Public Service Corp.
Real Estate Dept.
P.O. Box 19001
Green Bay, WI 54307-9001

WD-1050

RECITALS

WHEREAS, Assignor is the grantee under that certain UTILITY FACILITIES EASEMENT (the "Easement") granted by the **City of De Pere** and dated November 11, 2025, pertaining to certain real property in the City of De Pere, Brown County, Wisconsin, as described in the Easement (the "Easement Area"). The Easement was recorded with the Brown County Register of Deeds on November 13, 2025 as Document No. 3111424. The Easement Area is described on Exhibit A attached hereto.

WHEREAS, the Easement granted to Assignor easement rights "for cathodic protection / impressed current system facilities supporting Grantee's water pipeline running within the American Boulevard right-of-way, including but not limited to anode wells, above-ground rectifier and electronics cabinet, underground cables, wires, ducts and conduits, and other appurtenant equipment associated with the cathodic protection / impressed current system owned by Grantee" (the "Cathodic Protection System").

WHEREAS, Assignor needs to obtain electric power to its electronics cabinet for the Cathodic Protection System by way of underground wires and cables (the "Permitted Purpose") and wishes to obtain that electric power from Assignee.

WHEREAS, Assignor now desires to partially assign its right, title and interest under the Easement to Assignee as set forth herein, and Assignee desires to assume such assigned right, title and interest under the Easement, all upon the terms and conditions set forth herein.

NOW, THEREFORE, for good and valuable consideration, Assignor and Assignee agree as follows:

1. Assignment. Effective as of the Effective Date, Assignor hereby assigns to Assignee, on a non-exclusive basis, the right to use the Easement for the Permitted Purpose, subject to the terms and conditions of the Easement and this Assignment (the "Assigned Right"). Assignor hereby reserves and retains all right, title and interest in and to the Easement except for the Assigned Right (including, without limitation, the right to continue to use the Easement for the Permitted Purpose).

2. Assumption. Effective as of the Effective Date, Assignee hereby assumes the Assigned Right, and Assignee agrees to perform all obligations and assume all liabilities and obligations of the "Grantee" under the Easement that accrue on or after the Effective Date, as they pertain to the Assigned Right. Nothing else in this Assignment shall be construed as an assumption by Assignee of any other liability or obligation of Assignor under the Easement.

3. Use of the Easement Area. Assignee agrees to comply with all of the terms and conditions of the Easement as they pertain to the Assigned Right and Assignee's activities on or about the Easement Area. Assignee agrees that it shall comply with all applicable laws, regulations, codes, ordinances and other legal requirements that pertain to the Easement Area and Assignee's use thereof. Assignee agrees that it will not install any facilities or equipment within the Easement Area (a) in a manner that interferes with any facilities or equipment of Assignor or any other party, or (b) within three feet (3') of any facilities or equipment of Assignor or any other party (except as is required for the Permitted Purpose and approved by Assignor in writing. If any such facilities or equipment installation is required for the Permitted Purpose and within three feet (3') of the City of De Pere's facilities or equipment, then the City of De Pere's written approval of the installation shall be required), or (c) otherwise in such proximity to any facilities or equipment of Assignor or any other party as to violate applicable codes or industry standards for the co-location of utility equipment or facilities.

4. Indemnification by Assignor. Assignor hereby agrees to indemnify, defend and hold harmless Assignee and its successors and assigns from any and all liability, loss, cost, damage or expense arising out of or incurred in connection with any claims for injury or death to any person or for damage to property of any person (including, without limitation, damage to Assignee's facilities or equipment within the Easement Area) arising out of Assignor's acts or omissions on or about the Easement Area, excepting, however, any claims or actions arising out of the negligence or willful acts on the part of Assignee, its successors and assigns.

5. Indemnification by Assignee. Assignee hereby agrees to indemnify, defend and hold harmless Assignor and its successors and assigns from any and all liability, loss, cost, damage or expense arising out of or incurred in connection with any claims for injury or death to any person or for damage to property of any person (including, without limitation, damage to Assignor's facilities or equipment within the Easement Area) arising out of Assignee's acts or omissions on or about the Easement Area, excepting, however, any claims or actions arising out of the negligence or willful acts on the part of Assignor, its successors and assigns.

6. Assigned Interests Subordinate. Assignee acknowledges and agrees that the Assigned Right is subordinate to the interests of Assignor as Grantee under the Easement, and

that, without limitation, any termination of the Easement shall automatically terminate the Assigned Right and any other right, title and interest of Assignee in and to the Easement or Easement Area. Assignor may amend the Easement without Assignee's prior written consent, except that Assignee must consent to any amendment which materially changes the Assigned Right. Notwithstanding the foregoing, Assignor may terminate the Easement without Assignee's prior written consent and Assignor shall provide 10 days' advanced notice to Assignee before any such termination.

7. Binding Effect. This Assignment, and the rights, obligations and interests assigned hereby shall be permanent during the term of the Easement and shall run with the lands described within the Easement Area, and shall be binding upon and inure to the benefit of Assignor and Assignee and each and all of their respective successors and assigns.

8. Municipal Status. Nothing contained in this Agreement is intended to be a waiver or estoppel of Assignor to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including but not limited to those contained in Wis. Stat. §§ 893.80, 895.52, and 345.06. To the extent that indemnification is available and enforceable, Assignor or its insurers will not be liable in indemnity or contribution for an amount greater than the limits of liability for claims established by Wisconsin law.

9. Miscellaneous. This Assignment may be executed in one or more counterparts, all of which when taken together, shall constitute one and the same instrument. This Assignment shall be construed in accordance with the laws of the State of Wisconsin. This Assignment may be amended, modified or terminated only with the written agreement of Assignor and Assignee (or their respective successors and assigns, as applicable). Nothing set forth in this Assignment shall create or give rise to any public access or use rights pertaining to the Easement Area.

[Signatures appear on the following pages.]

IN WITNESS WHEREOF, the parties have executed this Assignment as of the Effective Date first above written.

ASSIGNOR: Central Brown County Water Authority

By: _____

Print name: _____

Title: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of _____, 2026, the above-named _____, to me known to be the _____ of **Central Brown County Water Authority**, who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

_____
Notary Public, State of Wisconsin
My Commission Expires:_____
[Notary Seal]

IN WITNESS WHEREOF, the parties have executed this Assignment as of the Effective Date first above written.

Approved and Consented by: City of De Pere

By: _____

Print name: _____

Title: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of _____, 2026, the above-named _____, to me known to be the _____ of **City of De Pere**, who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

_____
Notary Public, State of Wisconsin
My Commission Expires:_____
[Notary Seal]

This document was drafted by:

Jodi Peterson
Wisconsin Public Service Corporation
2830 S. Ashland Ave
Green Bay, WI 54301

EXHIBIT A

Description of the Easement Area

Part of Outlot 2 of De Pere Business Park South Addition, a subdivision recorded in Volume 20 of Plats on Pages 125–126 as Document No. 1550790, being part of the Northwest 1/4 of the Southwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section 32, Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin, containing 1,634 square feet (0.04 acres) of land, being more particularly described as follows:
Beginning at the Northeast corner of said Outlot 2; Thence S14°49'13"W, 10.36 feet along the Westerly right–of–way line of American Boulevard; Thence N60°00'00"W, 164.71 feet; Thence N30°00'00"E, 10.00 feet to the Northerly line of said Outlot 2; Thence S60°00'00"E, 162.00 feet along said Northerly line to the Point of Beginning.

PIN: __WD-1050_____

City of De Pere, Wisconsin **9.A**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	
From:	Peter Schleinz, City Planner/Zoning Administrator
Subject:	Recommendation from Plan Commission to approve a 47-lot and 1-outlot final plat of Kingston Preserve First Addition at 1200 BLK Employers BL (Parcels WD-2336, WD-2336-1).
Recommendation:	Motion to approve, subject to the revised conditions in the above Background details.

On February 23, 2026, Plan Commission unanimously recommended approval by a vote of 6-0.

On March 6, 2026, the developer revised the final plat lot count from 46-lots and 2-outlots to 47-lots and 1-outlot. The land division layout continues to substantially reflect the layout of the preliminary plat without increasing density, so the change does not require additional review by Plan Commission. The following are the revised conditions of approval for the final plat:

1. Meeting all other state and local regulations, including the City of De Pere and Brown County Planning Commission.
2. Correct the “Common Council Approval Certificate” title to read, “City of De Pere Approval Certificate."
3. Add a 6’ drainage easement to Lots 81 and 72.
4. Add a 20’ storm and drainage easement (10 feet on each lot) to lots 56 and 57, with the other half of the 10-foot easement being on Lot 55 behind lots 56 and 57.
5. Update the note on Sheet 2 to move lots 48 and 49 from CBU Detail “B” to CBU Detail “A”.
6. Drainage easements shall contain the following restrictions:
    a. An obstruction to the flow of water, by any means, shall be prohibited.
    b. No structure, earthen berm, dam, erection of other improvement, tree, or landscaping shall be permitted except for those items listed in “c.” below.
    c. The erection of a fence or annual plantings may be allowed provided that same does not obstruct the flow of water. Landscaping stone may also be permitted if placed according to the grading plan and approved by the City.
    d. Grantor (property owner) is prohibited from changing the grade elevation of the drainage easement from that established plan created by grantee (City).
    e. Grantee shall have full rights of ingress and egress to carry on and all work in connection with maintenance and operation in, over, under and across the lands of grantor. Maintenance required by the grantee shall be charged to the property owner.
    f. The property covered by said easement shall not be used in any way or manner

that will impair the rights of the grantee.

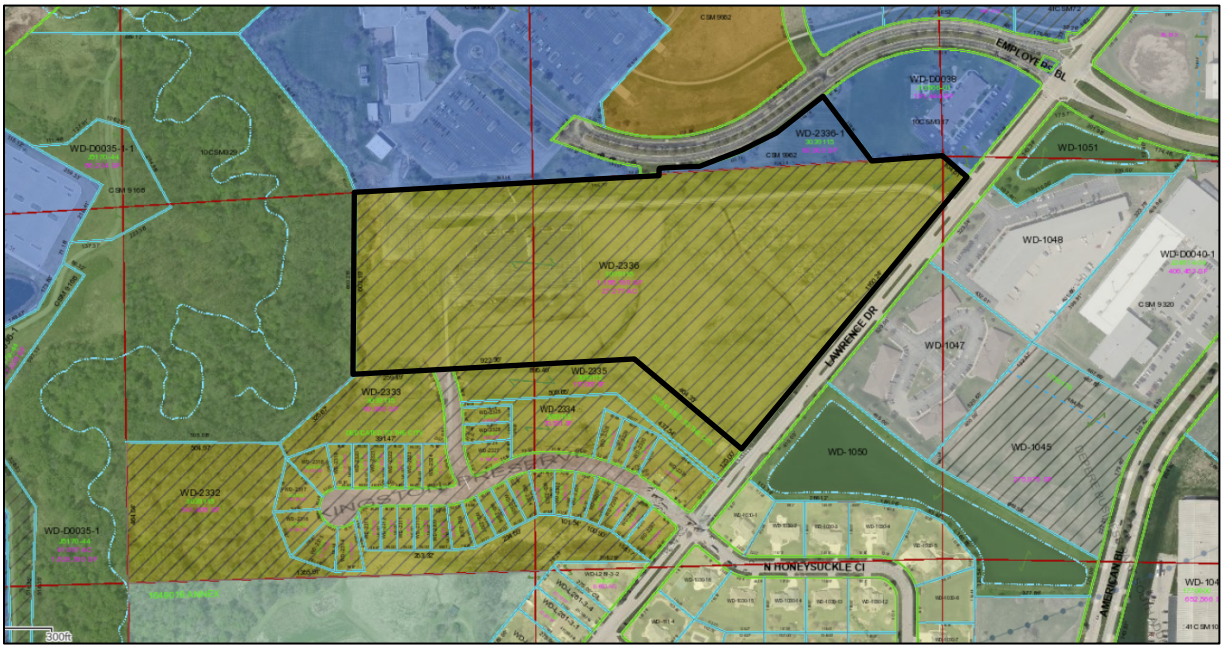
g. The easement shall run with the land, and shall be binding upon the grantees, lessees, successors, heirs and assigns of grantor and grantee.
h. The easement shall be assignable.

7. The City may restrict parking on one side of Everett Drive and Preserve Court.

Attachments:
PC Report, Final Plat Revised - Kingston Preserve First Addition - 06 Mar 2026

Consideration and possible action on a 46-lot and 2-outlot final plat of Kingston Preserve First Addition at 1200 BLK Employers BL (Parcels WD-2336, WD-2336-1).*

SITE MAP



REQUESTED ACTION: Final Plat Approval (File FP 26-01).

COMMON DESCRIPTION: 1200 BLK Employers BL, located west from the Employers BL and Lawrence DR intersection.

ZONING: R1-45 PDD Single-Dwelling Detached District) with a PDD overlay.
O (Office District).

Note: A zoning map amendment, proposing to change the plat to R1-45, will be reviewed by Plan Commission on February 23, 2026.

SURROUNDING LAND USES: Multi-unit residential (RM-2) to the north.
Developing residential (R1-45 PDD) to the south.
Daycare and Office (O) to the east and west.

COMPREHENSIVE PLAN: Neighborhood Residential (Including Multi-Family), Multi-Family Residential.

APPLICANT/OWNER:

<u>Authorized Representative</u>
Troy Hewitt
REL
1250 Centennial Center BL
Hobart, WI 54155

<u>Property Owners</u>
Bungalow Holdings
1120 Employers BL, STE 235
De Pere, WI 54115

LAND USE HISTORY: After a review of air photographs, the general subject area began developing as a park in the 1980's, and as a residential neighborhood in 2023.

STAFF REVIEW: When reviewing a plat, staff considers State Statutes 236 Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

- Lots 36-54 and 56-81 are for 45 one-unit residential lots.
- Lot 55 is for future land dividing and/or development.
  - Future zoning map amendments are likely on Lot 55.
- Outlot 6 will be dedicated to the City for storm water management.
- Outlot 7 is a greenspace, owned privately by the development.

The plat meets the criteria of State Statutes 236 and Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code. The proposed land division does not impact the Comprehensive Plan negatively. The proposed lot size, frontage, and setbacks meet acceptable City requirements.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the final plat and forwarding the plat to the Common Council for approval, subject to:

1. Meeting all other state and local regulations, including the City of De Pere and Brown County Planning Commission.
2. Correct the "Common Council Approval Certificate" title to read, "City of De Pere Approval Certificate".
3. Correct the following from Engineering Division:
   a. Provide a 20 foot storm sewer and drainage easement on the west side of Lot 58 from the Employers BL right-of-way to south property line for Lot 57.
   b. Provide a 6' drainage easement on the west side of Lot 55 adjacent to Lots 56 thru 65.
   c. Provide 30' storm sewer easement on Outlot 7 from Preserve Court to Outlot 6.
   d. Outlot 6 to be dedicated to the City.
   e. Provide a 6' drainage easement on the north side of Lot 80.
   f. Provide a 6' drainage easement on the east side of Lot 70
   g. Drainage along the north side of Lots 42 thru 54 needs to be addressed prior to final plat. The options are as follows: (1) Leave the 6' drainage easement and the property owner to the north provides a temporary construction permit for grading the swale along the lot line or (2) Provide a 12 drainage easement along the north side of lots 42 thru 54.
   h. Eliminate the storm sewer easement on the property line for Lots 73 and 74.
   i. Eliminate the storm sewer easement on the property line for Lots 57 and 58.
   j. The storm water from Lot 55 needs to be addressed prior to final recording. There are three options for this. Option 1 is to utilize the pond being built on Outlot 6. The peak will need to be reduced to the existing condition and discharge to the storm

sewer stubbed off Employers Boulevard as part of the construction of this plat. Option 2 is to utilize the pond being built on Outlot 6 and connect directly to the pond. Under this option a private storm sewer will be required in the future across Lots 65 and 66. A private easement will need to be added to this plat. Option 3 is to provide a separate and private storm water pond on Lot 55.

k. Update drainage easement across Lot 62 to eliminate the kink in the easement. A sample will be provided.
l. Move Lot 48 from CBU Exhibit "B" to CBU Exhibit "A".
m. Add the following additional restrictive covenants to the plat:
    i. Drainage easements shall contain the following restrictions:
        1. An obstruction to the flow of water, by any means, shall be prohibited.
        2. No structure, earthen berm, dam, erection of other improvement, tree, or landscaping shall be permitted except for those items listed in “3.” below.
        3. The erection of a fence or annual plantings may be allowed provided that same does not obstruct the flow of water. Landscaping stone may also be permitted if placed according to the grading plan and approved by the City.
        4. Grantor (property owner) is prohibited from changing the grade elevation of the drainage easement from that established plan created by grantee (City).
        5. Grantee shall have full rights of ingress and egress to carry on and all work in connection with maintenance and operation in, over, under and across the lands of grantor. Maintenance required by the grantee shall be charged to the property owner.
        6. The property covered by said easement shall not be used in any way or manner that will impair the rights of the grantee.
        7. The easement shall run with the land, and shall be binding upon the grantees, lessees, successors, heirs and assigns of grantor and grantee.
        8. The easement shall be assignable.
    ii. The City may restrict parking on one side of Everett DR and Preserve CT.

Planning/Zoning Application

Planning & Zoning Department

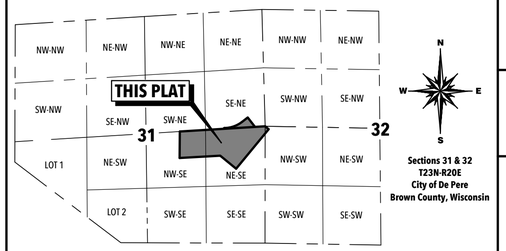
Submitted On:
Jan 22, 2026, 09:05AM EST
Revised:
Mar 6, 2026, 8:05AM CST

Parcel Number: (Include ALL parcels)	WD-2336, WD-2336-1
Nearest property address to the project site:	**Street Address:** EVERETT DRIVE **City:** DE PERE **State:** WI **Zip:** 54115
Check each project type that is being applied for:	Plat, Final
Current De Pere Zoning Districts:	R1-45 O PUD
Existing Site Land Uses:	Undeveloped/Vacant/Agricultural
Proposed Site Land Uses:	Residential
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a pre-consultation meeting?	Yes
Property Owner:	**First Name:** BUNGALOW **Last Name:** HOLDINGS, LLC
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	**Street Address:** 1120 EMPLOYERS BLVD **Property Owner's Address::** STE 235 **City:** DE PERE **State:** WI **Zip:** 54115
Property Owner's Phone Number:	[redacted]
Property Owner's Email Address:	[redacted]
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	**First Name:** TROY **Last Name:** HEWITT
Authorized Representative's Business Name:	REL

Authorized Representative's Address:	**Street Address:** 1250 CENTENNIAL CENTRE BLVD **City:** HOBART **State:** WI **Zip:** 54155
Authorized Representative's Phone Number:	[redacted]
Authorized Representative's Email Address:	[redacted]
Number of lots in the Final Plat: (PLEASE USE NUMERALS ONLY.)	46
Number of outlots in the Final Plat: (PLEASE USE NUMERALS ONLY.)	2
Please attach a PDF copy of the Final Plat.	Draft Kingston Preserve First Addition_1-22-26.pdf
Please attach a CAD copy of the Final Plat.	REL -6241004_final first-Model.dwg
How do you plan on paying for your application?	Online with a credit card
Total Due:	$200.00
Signature Data	First Name: TROY Last Name: HEWITT Email Address: [redacted]  Signed at: January 22, 2026 9:04am America/New_York
User's Session Information	IP Address: 24.106.22.82 Referrer URL:

THE KINGSTON PRESERVE FIRST ADDITION

ALL OF OUTLOT 5, THE KINGSTON PRESERVE, DOCUMENT NUMBER 3039115, SAID PLAT LOCATED IN PARTS OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 31, AND PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, AND ALL OF OUTLOT 1, CERTIFIED SURVEY MAP NUMBER 9962, DOCUMENT NUMBER 3108514, SAID MAP LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 31, ALL LOCATED IN TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

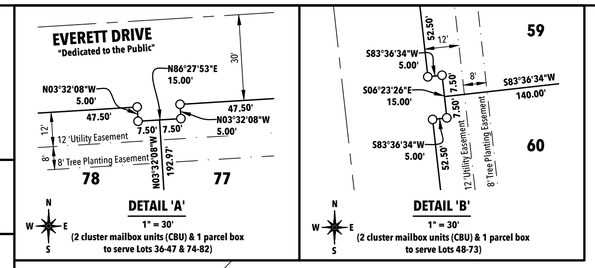


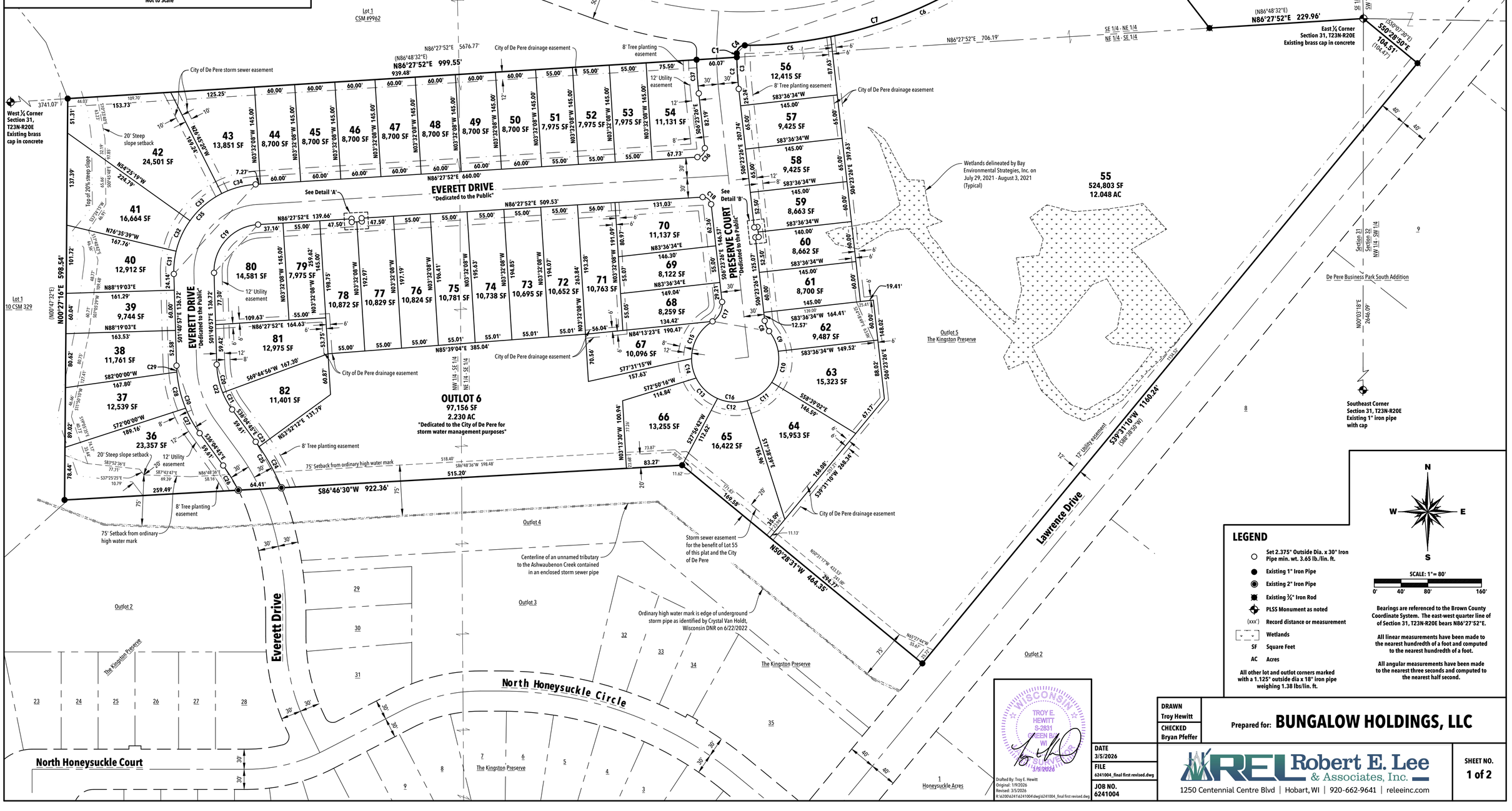
Sections 31 & 32
T23N-R20E
City of De Pere
Brown County, Wisconsin

LOCATION SKETCH
Not to Scale

AFFECTED TAX PARCELS
WD-2336
WD-2336-1

PLATTED AREA DEDICATED TO THE PUBLIC FOR ROADWAY PURPOSES
107,430 Square Feet
2.466 Acres





LEGEND

- Set 2.375" Outside Dia. x 30" Iron Pipe min. wt. 3.65 lb./lin. ft.
- Existing 1" Iron Pipe
- Existing 2" Iron Pipe
- Existing ¾" Iron Rod
- PLSS Monument as noted
- (xxx') Record distance or measurement
- Wetlands
- SF Square Feet
- AC Acres

All other lot and outlot corners marked with a 1.125" outside dia x 18" iron pipe weighing 1.38 lbs/lin. ft.

N
W E
S

SCALE: 1"= 80'
0' 40' 80' 160'

Bearings are referenced to the Brown County Coordinate System. The east-west quarter line of Section 31, T23N-R20E bears N86°27'52"E.

All linear measurements have been made to the nearest hundredth of a foot and computed to the nearest hundredth of a foot.

All angular measurements have been made to the nearest three seconds and computed to the nearest half second.

WISCONSIN
TROY E. HEWITT
S-2831
GREEN BAY WI
SURVEYOR
3/5/2026

Drafted By: Troy E. Hewitt
Original: 1/9/2024
Revised: 3/5/2026
R:\6200\6241\6241004\dwg\6241004_final first revised.dwg

DRAWN	Troy Hewitt
CHECKED	Bryan Pfeffer
DATE	3/5/2026
FILE	6241004_final first revised.dwg
JOB NO.	6241004

Prepared for: **BUNGALOW HOLDINGS, LLC**

Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

SHEET NO. **1 of 2**

THE KINGSTON PRESERVE FIRST ADDITION

ALL OF OUTLOT 5, THE KINGSTON PRESERVE, DOCUMENT NUMBER 3039115, SAID PLAT LOCATED IN PARTS OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 31, AND PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, AND ALL OF OUTLOT 1, CERTIFIED SURVEY MAP NUMBER 9962, DOCUMENT NUMBER 3108514, SAID MAP LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 31, ALL LOCATED IN TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

Curve Table

Curve #	Delta	Radius	Length	Chord Direction	Chord Length	Tangent Bearing	Second Tangent Bearing
C1	0°42'18"	470.00'	5.78'	S00°15'59"E	5.78'	S00°05'10"W	S00°37'08"E
C2	5°46'18"	470.00'	47.35'	S03°30'17"E	47.33'	S00°37'08"E	S06°23'26"E
C3	6°28'36"	470.00'	53.13'	S03°09'08"E	53.10'	S00°05'10"W	S06°23'26"E
C4	89°44'23"	12.00'	18.80'	S44°57'21.5"W	16.93'	S89°49'33"W	S00°05'10"W
C5	11°22'14"	650.00'	129.00'	N84°08'26"E	128.78'	N89°49'33"E	N78°27'19"E
C6	26°09'25"	650.00'	296.74'	N65°22'36.5"E	294.17'	N78°27'19"E	N52°17'54"E
C7	37°31'39"	650.00'	425.74'	N71°03'43.5"E	418.17'	N89°49'33"E	N52°17'54"E
C8	32°37'54"	30.00'	17.09'	S22°42'23"E	16.86'	S06°23'26"E	S39°01'20"E
C9	29°16'51"	65.00'	33.22'	N24°22'54.5"W	32.86'	N09°44'29"W	N39°01'20"W
C10	42°43'32"	65.00'	48.47'	N11°37'17"E	47.36'	N32°59'03"E	N09°44'29"W
C11	41°15'01"	65.00'	46.80'	N53°36'33.5"E	45.79'	N74°14'04"E	N32°59'03"E
C12	39°39'59"	65.00'	45.00'	S85°55'57"E	44.11'	S66°05'57"E	N74°14'04"E
C13	39°39'59"	65.00'	45.00'	S46°15'58"E	44.11'	S26°25'59"E	S66°05'57"E
C14	26°26'39"	65.00'	30.00'	S13°12'39"E	29.73'	S00°00'41"W	S26°25'59"E
C15	58°42'01"	65.00'	66.59'	S29°21'41"W	63.72'	S58°42'41"W	S00°00'41"W
C16	277°44'01"	65.00'	315.08'	S80°09'19.5"E	85.52'	S58°42'41"W	N39°01'20"W
C17	65°06'07"	30.00'	34.09'	N26°09'37.5"E	32.28'	N58°42'41"E	N06°23'26"W
C18	87°08'42"	12.00'	18.25'	N49°57'47"W	16.54'	N06°23'26"W	S86°27'52"W
C19	88°08'49"	70.00'	107.69'	S42°23'27.5"W	97.38'	S86°27'52"W	S01°40'57"E
C20	20°37'03"	120.00'	43.18'	S11°59'28.5"E	42.95'	S01°40'57"E	S22°18'00"E
C21	13°46'45"	120.00'	28.86'	S29°11'22.5"E	28.79'	S22°18'00"E	S36°04'45"E
C22	34°23'48"	120.00'	72.04'	S18°52'51"E	70.96'	S01°40'57"E	S36°04'45"E
C23	1°32'24"	330.00'	8.87'	N35°18'33"W	8.87'	N34°32'21"W	N36°04'45"W
C24	12°07'50"	330.00'	69.87'	N28°28'26"W	69.74'	N22°24'31"W	N34°32'21"W
C25	13°40'14"	330.00'	78.74'	N29°14'38"W	78.55'	N22°24'31"W	N36°04'45"W
C26	9°10'29"	270.00'	43.23'	N31°29'30.5"W	43.19'	N26°54'16"W	N36°04'45"W
C27	13°38'16"	180.00'	42.84'	S29°15'37"E	42.74'	S22°26'29"E	S36°04'45"E
C28	17°43'37"	180.00'	55.69'	S13°34'40.5"E	55.47'	S04°42'52"E	S22°26'29"E
C29	3°01'55"	180.00'	9.53'	S03°11'54.5"E	9.53'	S01°40'57"E	S04°42'52"E
C30	34°23'48"	180.00'	108.06'	S18°52'51"E	106.44'	S01°40'57"E	S36°04'45"E
C31	15°05'18"	130.00'	34.23'	S05°51'42"W	34.14'	S13°24'21"W	S01°40'57"E
C32	22°10'20"	130.00'	50.31'	S24°29'31"W	49.99'	S35°34'41"W	S13°24'21"W
C33	27°39'59"	130.00'	62.77'	S49°24'40.5"W	62.17'	S63°14'40"W	S35°34'41"W
C34	23°13'12"	130.00'	52.68'	S74°51'16"W	52.32'	S86°27'52"W	S63°14'40"W
C35	88°08'49"	130.00'	200.00'	S42°23'27.5"W	180.85'	S86°27'52"W	S01°40'57"E
C36	92°51'18"	12.00'	19.45'	N40°02'13"E	17.39'	N86°27'52"E	N06°23'26"W
C37	5°26'29"	530.00'	50.33'	S03°40'11.5"E	50.31'	S00°56'57"E	S06°23'26"E

UTILITY EASEMENT PROVISIONS

An easement for electric, natural gas, sanitary sewer, storm sewer, watermain and communications service is hereby granted by Bungalow Holdings, LLC, grantor to Wisconsin Public Service Corporation, a Wisconsin Corporation, Time Warner Cable, AT&T and the City of De Pere, and other public utilities, grantees, their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, sanitary sewer, storm sewer, watermain, telephone and cable tv facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "utility easement" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across, within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, sanitary and storm sewer facilities, watermain facilities or telephone and cable tv facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over grantees' facilities or in, upon or over the property within the lines marked "utility easement" without the prior written consent of grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of grantees. This utility easement provision does not prevent or prohibit others from utilizing or crossing the utility easement as the utility easement(s) are non-exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

RESTRICTIVE COVENANTS BETWEEN CITY OF DE PERE, PROPERTY OWNER AND SUBDIVIDER

1. Sidewalks are required on all streets.
2. Property owners are responsible for the removal and replacement of any amenities/improvements on easements beyond standard terrace restoration.
3. The land on all side and rear lot lines of all lots not included in the drainage easement shall be graded by the subdivider and maintained by the abutting property owners to provide for adequate drainage of surface water.
4. Exposed basement windows shall be approved by the Inspection Department prior to construction.
5. No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street lines, a disturbance of survey stake by anyone is a violation of Section 236.32 of the Wisconsin statutes.

UNITED STATES POSTAL SERVICE (USPS) NOTE

The USPS requires the installation of Cluster Mailbox Units (CBU) in this subdivision. The lot owners associated with the designated CBU are joint owners of the specified CBU structure, foundation, and associated sidewalk and responsible for the long-term maintenance and replacement. If the property owners do not keep the CBU in good-looking functional state, the municipality may assess/charge the lot owners for the shared cost of repairs of the replacement.

Lots 36-47 and 74-81 are assigned to the CBU location as shown on the CBU Detail 'A'.

Lots 48-73 are assigned to the CBU location as shown on the CBU Detail 'B'.

OWNER'S CERTIFICATE OF DEDICATION:

Bungalow Holdings, LLC, a Wisconsin limited liability company duly organized and by virtue of the laws of the State of Wisconsin, as the property owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

Bungalow Holdings, LLC, does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

CITY OF DE PERE
BROWN COUNTY
DEPARTMENT OF ADMINISTRATION

Dated this _____ day of _____, 2026.

In the presence of Bungalow Holdings, LLC

By _____

Name: _____

Title: _____

STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2026, the above named property owner(s) to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____ My commission expires _____
Notary Public, Wisconsin

MORTGAGE CERTIFICATE:

Bank First, N.A., a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedication of the land described on this plat, and does hereby consent to the above certificate of Bungalow Holdings, LLC, owner.

IN WITNESS WHEREOF, the said Bank First, N.A. has caused these presents to be signed by, _____, its President, and countersigned by _____, its Secretary (Cashier), at _____, Wisconsin, and its corporate seal to be hereunto affixed this _____ day of _____, 2026.

In the presence of:

_____
Date
_____, President
Print Name

_____
Date
_____, Secretary or Cashier
Print Name

(Corporate Mortgagee Notary Certificate)

STATE OF WISCONSIN)
_____ COUNTY) SS
Personally came before me this _____ day of_____, 2026, _____, President, and _____, Secretary (cashier) of the above named municipal corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary (cashier) of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____Notary Public,

_____, Wisconsin
My commission expires _____.

COMMON COUNCIL APPROVAL CERTIFICATE

Resolved, that the plat of "THE KINGSTON PRESERVE FIRST ADDITION" in the City of De Pere, Bungalow Holdings, LLC, owner, is hereby approved by the Common Council on _____, 2026.

_____
Carey E. Danen, City Clerk Date

CITY OF DE PERE TREASURER'S CERTIFICATE

I, being the duly elected, qualified and acting Treasurer of the City of De Pere, do hereby certify that in accordance with the records in my office, there are no unredeemed tax sales and no unpaid taxes, or no special assessments on and of the land included in this plat.

_____
Pamela Manley Date
City of De Pere Finance Director

BROWN COUNTY TREASURER'S CERTIFICATE

I, being the duly elected, qualified and acting Treasurer of Brown County, do hereby certify that in accordance with the records in my office, there are no unredeemed tax sales and no unpaid taxes, or no special assessments on and of the land included in this plat.

_____
Ray Suennen Date
Brown County Treasurer

SURVEYOR'S CERTIFICATE

I, Troy E. Hewitt, Professional Land Surveyor, hereby certify that by the order and under the direction of Bunglow Holdings, LLC, I have surveyed, divided and mapped a parcel of land being all of outlot 5, the kingston preserve, document number 3039115, said plat located in parts of the Northwest 1/4 of the Southeast 1/4 and the Northeast 1/4 of the Southeast 1/4 of Section 31, and part of the Northwest 1/4 of the Southwest 1/4 of Section 32, and all of Outlot 1, Certified Survey Map Number 9962, Document Number 3108514, said map located in part of the Southeast 1/4 of the Northeast 1/4 of Section 31, all located in Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin.

Said parcel contains 2,282,710 Square Feet (52.404 Acres) of land more or less.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes in the surveying, dividing and mapping of the same.

_____ 3/5/2026
Troy E. Hewitt S-2831 Date
ROBERT E. LEE & ASSOCIATES, INC.

WISCONSIN
TROY E. HEWITT
S-2831
GREEN BAY
WI
LAND SURVEYOR

DRAWN	Troy Hewitt
CHECKED	Bryan Pfeffer

Prepared for: **BUNGALOW HOLDINGS, LLC**

Drafted By: Troy E. Hewitt
Original: 1/9/2026
Revised: 3/5/2026
R:\s200\6241\6241004\dwg\6241004_final first revised.dwg

DATE	3/5/2026
FILE	6241004_final first revised.dwg
JOB NO.	6241004

Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

SHEET NO. 2 of 2

City of De Pere, Wisconsin **9.B**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Clerk
From:	Carey Danen, City Clerk
Subject:	Recommendation from Finance/Personnel Committee for Common Council consideration and possible action regarding the Community Service Grant program policies.
Recommendation:	

The Finance/Personnel Commission voted unanimously at its March 10, 2026 meeting to move this item forward for further discussion.

Alderperson Carpenter recently requested a discussion and possible action on the City's Community Service Grant policies. The City often receives multiple applications per grant cycle, and must decide whether to split available funds amongst the applicants. Establishing policies for comparing applications and determining awards would help Council members in their decision making process.

Ideas for potential consideration could include giving priority to organizations based in De Pere; limiting projects to those inside the City limits; giving preference to new applicants versus repeat applicants; and/or implementing a limit on how often an organization can apply.

In order to provide details on past applicants and projects, I conducted a review of grant recipients over the last ten years. Here is a summary of the awardees and their projects:

NEW Master Gardeners – 7 awards

- Native gardens at the Riverwalk/Wildlife Viewing Pier and Locktender's House

Sleep in Heavenly Peace, De Pere chapter – 6 awards

- Construction and delivery of fully furnished beds for local families in need

Eagle Scout Projects – 5 awards

- Decorative planter at the De Pere Dog Park; disc golf tees at Legion Park; no-mow grass demonstration; construction of a little library at Dickinson Elementary; construction of a

gaga ball pit at Altmayer Elementary

Lovin' the Skin I'm In – 5 awards

- Three hair care product drives for area shelters and for children in foster care; trauma conference for black youth; community engagement family cookout at Voyageur Park

VFW Post 2113 – 3 awards

- Beautification projects at local cemeteries and at Legion and VFW Parks

De Pere Historical Society – 2 awards

- Children's newsletter program for De Pere schools; archival preservation materials

Hope's House – 1 award

- Grief resources for children in the De Pere area

De Pere Lions' Club – 1 award

- Community garden at Trailside Park

Resurrection Church Health & Wellness Committee – 1 award

- Calming kits for the De Pere School District

De Pere School District Talented & Gifted Program – 1 award

- Community floral garden at Legion Park

Compassionate Home Health Care – 1 award

- Health & hygiene pop-up hub at Voyageur Park

St. Norbert College – 1 award

- Stop the Bleed initiative to provide tourniquets for the Campus Safety and Maintenance teams

Quilting for Vets, De Pere branch – 1 award

- Quilts of Valor program for veterans in NE Wisconsin

I am happy to answer any questions you may have in advance of the meeting.

Attachments:
None

City of De Pere, Wisconsin **9.C**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Finance
From:	Pamela Manley, Finance Director
Subject:	Recommendation from the Finance/Personnel Committee on TID #8 fiinancial statements and to approve fund transfer.
Recommendation:	Staff recommends approval.

The Finance/Personnel Committee voted unanimously at its March 10, 2026 meeting to recommend approval of this item.

TID #8 closed on July 15, 2025, with the tax increment from the 2025 tax roll going to the affordable housing fund. A final audit was recently completed on the TID with the following calculated refunds to overlying taxing districts:

	Percentage of Tax Base	Total Refund
Brown County	18.29%	$ 211,870
City of De Pere	37.40%	433,110
School District of West De Pere	40.70%	471,357
Northeast Wisconsin Technical College	3.61%	41,778
Grand Total	100.00%	$ 1,158,115

The other taxing jurisdictions will be paid their portion soon. The final calculation leaves the City with $433,110 remaining from the TID. I would recommend the balance from this closure be transferred to Fund 415 to offset 2027 or future capital project costs in lieu of borrowing. This is a similar request to the one made last year with the closure of TID #6. Those funds were utilized as part of the 2026 Budget process for the Capital Projects Fund.

Please feel free to contact me prior to the meeting with any questions.

Attachments:
Signed Final Report and Financial Statements TID 8

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8

FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

DATE OF CREATION THROUGH JULY 15, 2025



CPAs | CONSULTANTS | WEALTH ADVISORS

CLAconnect.com

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
TABLE OF CONTENTS
FROM DATE OF CREATION THROUGH JULY 15, 2025

INDEPENDENT AUDITORS' REPORT	**1**
FINANCIAL STATEMENTS	
BALANCE SHEET	**5**
HISTORICAL SUMMARY OF PROJECT COSTS, PROJECT REVENUES, AND NET COST TO BE RECOVERED THROUGH TAX INCREMENTS	**6**
HISTORICAL SUMMARY OF SOURCES, USES, AND STATUS OF FUNDS	**7**
NOTES TO FINANCIAL STATEMENTS	**8**
SUPPLEMENTARY INFORMATION	
SCHEDULE OF FINANCIAL TRANSACTIONS	**15**
ADDITIONAL INDEPENDENT AUDITORS' REPORT FOR FINANCIAL STATEMENTS	
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS OF TAX INCREMENTAL FINANCING DISTRICT LAWS AND REGULATIONS	**20**

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS' REPORT

City Council
City of De Pere, Wisconsin
De Pere, Wisconsin

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the City of De Pere Tax Incremental District Number 8 (the District), which comprise the balance sheet as of July 15, 2025, and the related historical summary of project costs, project revenues and net cost to be recovered through tax increments and the historical summary of sources, uses, and status of funds from the date the District was created through July 15, 2025, and the related notes to the financial statements.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the District and the net project costs to be recovered through tax increments as of July 15, 2025 and the sources, uses, and status of funds from the date the District was created through July 15, 2025 in accordance with the financial reporting provisions of the Wisconsin Department of Revenue as described in Note 1.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matters

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared by the District, in accordance with the financial reporting provisions of the Wisconsin Department of Revenue, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Wisconsin Department of Revenue. As a result, the financial statements may not be suitable for another purpose. Our opinion is not modified with respect to this matter.

CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See CLAglobal.com/disclaimer.

As discussed in Note 1, the financial statements present only the District and do not purport to, and do not, present fairly the financial position of the City of De Pere, Wisconsin (the City) as of July 15, 2025, or the changes in its financial position from the date of creation through July 15, 2025, in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Wisconsin Department of Revenue as described in Note 1. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of financial transactions is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Restriction on Use

This report is intended solely for the information and use of the City, overlapping tax districts, and the Wisconsin Department of Revenue and is not intended to be and should not be used by anyone other than these specified parties.

Report on Other Legal and Regulatory Requirements

In accordance with tax incremental district laws and regulations, we have also issued our report dated January 15, 2026 on our test of compliance with Wisconsin State Statutes 66.1105 and the project plan. The purpose of that report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. That report is an integral part of an audit performed in accordance with tax incremental district laws and regulations in considering the District's compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Green Bay, Wisconsin
January 15, 2026

FINANCIAL STATEMENTS

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
BALANCE SHEET
JULY 15, 2025

ASSETS	
Cash and Investments	$ 4,815,192
Receivables:	
Taxes	415,099
Due From Other Governments	229,321
Total Assets	$ 5,459,612
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE	
LIABILITIES	
Accounts Payable	$ 7,500
Due to Other Funds	1,614,211
Due to Other Taxing Entities	1,158,115
Total Liabilities	2,779,826
DEFERRED INFLOWS OF RESOURCES	
Property Taxes Levied for Subsequent Year	415,099
FUND BALANCE	
Restricted	2,245,315
Total Fund Balance	2,245,315
Total Liabilities, Deferred Inflows of Resources and Fund Balance	$ 5,440,240

See accompanying Notes to Financial Statements.

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
HISTORICAL SUMMARY OF PROJECT COSTS, PROJECT REVENUES, AND NET COST TO BE RECOVERED THROUGH TAX INCREMENTS
FROM DATE OF CREATION THROUGH JULY 15, 2025

	From Date of Creation Through July 15, 2025
PROJECT COSTS	
Capital Outlay	$ 1,424,760
Administration	855,757
Developer Incentive Payments	2,775,000
Interest and Fiscal Charges	852,774
Debt Issuance Costs and Agency Fees	35,418
Total Project Costs	5,943,709
PROJECT REVENUES	
Tax Increments	3,597,324
Intergovernmental	3,314,672
Miscellaneous	17,028
Total Project Revenues	6,929,024
NET COSTS (RECOVERED) RECOVERABLE THROUGH TAX INCREMENTS - JULY 15, 2025	$ (985,315)
RECONCILIATION OF FINAL PROJECT COSTS IN EXCESS OF PROJECT REVENUES	
As described in Note 5, the above net costs (recovered) recoverable, any deferred inflow of resources for property taxes levied for the subsequent year and the intergovernemntal revenue for state aids to be recognized in 2026, less debt service and the transfers to the Affordable Housing Fund, and refund to the overlying taxing districts.	
Final Year of Tax Incremet - Property Taxes Levied for Subsequent Year	$ (415,099)
Final Year of Intergovernmental Revenues for Exempt Computer and Personal Property Aids	(229,321)
Final Year of Miscellaneous Revenues	
Final Close Out Costs	7,500
Final Interest Payment	49,021
Contibution to Affordable Housing	415,099
Refund to Overlying Districts	1,158,115
FINAL PROJECT COSTS IN EXCESS OF PROJECT REVENUES	$ -

See accompanying Notes to Financial Statements.

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
HISTORICAL SUMMARY OF SOURCES, USES, AND STATUS OF FUNDS
FROM DATE OF CREATION THROUGH JULY 15, 2025

	From Date of Creation Through July 15, 2025
SOURCES OF FUNDS	
Tax Increments	$ 3,597,324
Intergovernmental	3,314,672
Proceeds from Long-term Debt	5,334,300
Miscellaneous Revenues	17,028
Total Sources of Funds	12,263,324
USES OF FUNDS	
Capital Outlay	1,424,760
Administration	855,757
Developer Incentive Payments	2,775,000
Principal on Long-Term Debt	4,074,300
Interest and Fiscal Charges	852,774
Debt Issuance Costs and Agency Fees	35,418
Total Uses of Funds	10,018,009
NET CHANGE IN FUND BALANCE	2,245,315
Fund Balance - Beginning of Period	-
FUND BALANCE - END OF PERIOD	$ 2,245,315

RECONCILIATION OF FINAL REFUND DUE TO OVERLYING DISTRICTS

As described in Note 5, the above fund balance at the end of the period, any deferred inflow of resources for property taxes levied for the subsequent year, and intergovernmental revenue for state aids and miscellaneous revenue to be recognized in 2026, less debt services and transfers to the Affordable Housing Fund, represent the final refund to the overlying taxing districts.

Final Year of Tax Incremet - Property Taxes Levied for Subsequent Year	$ 415,099
Final Year of Intergovernmental Revenues for Exempt Computer and Personal Property Aids	229,321
Final Close Out Costs	(7,500)
Principal and Interest Payments	(1,309,021)
Contibution to Affordable Housing	(415,099)
FINAL REFUND DUE TO OVERLYING TAX DISTRICTS	$ 1,158,115

See accompanying Notes to Financial Statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of De Pere Tax Incremental District Number 8 (the District) conform to accounting principles as applicable to governmental units and as defined by Wisconsin Statutes Section 66.1105, which is a basis of accounting other than accounting principles generally accepted in the United States of America (U.S. GAAP). Wisconsin Statutes Section 66.1105 establishes reporting requirements for the District. The significant accounting principles and policies utilized by the City of De Pere in preparing the financial statements of the District are described below.

A. Reporting Entity

This report contains the financial statements of the City of De Pere Tax Incremental District Number 8. The accompanying financial statements do not include the full presentation of the financial statements of the City of De Pere, Wisconsin, and do not purport to represent the financial position or changes in financial position of the City of De Pere. The financial statements of the District were prepared from data recorded in the District's capital project fund of the City and are presented in a format prescribed by the Wisconsin Department of Revenue.

The District was created under the provisions of Wisconsin Statute Section 66.1105. The purpose of that section is to allow a municipality to recover development and improvements costs in a designated area from the property taxes generated on the increased value of the property after the creation date of the District. The tax on the increased value is called a tax increment.

The statutes allow the municipality to collect tax increments until the net project cost has been fully recovered, or until the maximum life of the District, whichever occurs first. The statutes in effect at the time of creation of the District provided for a maximum life of 20 years. Project costs uncollected at the termination date are to be absorbed by the City. Project costs may be incurred up to five years before the unextended termination date of the District. Listed below are the significant dates applicable to the District:

Creation Date	8/21/2007
Latest Date to Incur Project Expenditures	8/21/2022
Latest Termination Date	8/21/2027
Actual Termination Date	7/15/2025

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus and Basis of Accounting

The District's financial statements are reported on the basis of financial reporting provisions of the Wisconsin Department of Revenue, which is a basis of accounting other than accounting principles generally accepted in the United States of America (U.S. GAAP) to comply with the requirements of the Wisconsin Department of Revenue. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Project plan expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

District increments are recorded as revenues in the year due. Revenues susceptible to accrual include intergovernmental grants, intergovernmental charges for services, public charges for services and interest. Other revenues are recognized when received in cash or when measurable and available.

C. Project Plan Budget

The estimated revenues and expenditures of the District are adopted in the original project plan and any subsequent amendments. Those estimates are for the entire life of the District.

	Creation/ Adoption Date	Approved Project Costs
Original Project Plan	8/21/2007	$ 17,637,057
Plan Amendment #1	9/1/2015	5,874,192
Final Project Plan Costs		$ 23,511,249

D. Use of Estimates

The preparation of financial statements in conformity with accounting provisions of the Wisconsin Department of Revenue requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

E. Assets, Liabilities, Deferred Inflows of Resources, and Fund Balance

1. Cash and Investments

Cash and investments are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions and are carried at cost. Investments are stated at fair value. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date.

2. Property Taxes

When the District was created, the value of all taxable property within the defined boundaries of the District was determined by the Wisconsin Department of Revenue. This value is known as the base value of the District, and remains unchanged through the life of the District unless the City amends District boundaries to add or remove properties. The Wisconsin Department of Revenue annually certifies the current value of all taxable property within the District.

Property taxes consist of taxes on real estate and personal property. They are levied during December of the prior year and become an enforceable lien on property the following January 1. Property taxes are payable in various options depending on the type and amount. Personal property taxes are payable on or before January 31 in full. Real estate taxes are payable in full by January 31 or in two equal installments on or before January 31 and July 31. Real estate taxes not paid by January 31 are purchased by the County as part of the February tax settlement.

Property taxes collected on the base value are shared with the overlying taxing jurisdictions while property taxes collected on the growth in value, also known as the increment value, are retained by the City as tax increment revenue. The City uses the tax increment revenue to pay for approved project plan expenditures. A summary of taxable value within the District as of December 31, 2025 (for 2025 statement of taxes and collection of the increment in 2026) follows:

Current Value	Base Value	Increment Value
$ 58,539,200	$ 32,201,300	$ 26,337,900

3. Deferred Inflows of Resources

In addition to liabilities, the balance sheet will report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenues) until that time.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Assets, Liabilities, Deferred Inflows of Resources, and Fund Balance (Continued)

4. Long-Term Obligations

The City recognized bond premiums and discounts, as well as bond issuance costs, during the period when received or paid. The face amount of debt issued was reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures. Premiums received, discounts on debt issuance, issuance costs and interest on long-term debt are considered financing costs recoverable from revenues of the District.

5. Fund Balance

Fund balance is reported in various categories for TID funds based on the nature of any limitations requiring the use of resources for specific purposes. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- **Nonspendable fund balance.** Amounts that are not in spendable form (such as inventory, prepaid items, or long-term receivables) or are legally or contractually required to remain intact.
- **Restricted fund balance.** Amounts that are constrained for specific purposes by external parties (such as grantor or bondholders), through constitutional provisions, or by enabling legislation.
- **Unassigned fund balance.** Only deficit amounts are shown in this category.

NOTE 2 CASH AND INVESTMENTS

The District invests in funds in accordance with the provisions of the Wisconsin Statutes 66.0603(lm) and 67.11(2).

Investments are stated at fair value, which is the price that would be received to sell an asset in an orderly transaction at the measurement date. Fair values are based on quoted market prices. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income.

The District, as a fund of the City, maintains common cash and investment accounts. Federal depository insurance and the State of Wisconsin Guarantee fund insurance apply to the City of De Pere as an individual municipality and, accordingly, the amount of insured funds is not determinable for the District.

NOTE 3 LONG-TERM OBLIGATIONS

During the life of the District, the City issued general obligation debt backed by the full faith and credit of the City to finance District project plan expenditures. The debt issued by the District will be retired by future tax increments.

The following is a summary of changes in long-term obligations for the District form the date of creation through July 15, 2025:

	Date of Creation	Issued	Retired	Outstanding 7/15/25	Due Within One Year
General Obligation Debt:					
Notes	$ -	$ 3,794,300	$ 3,659,300	$ 135,000	$ 30,000
Bonds	-	1,540,000	415,000	1,125,000	260,000
Total General Obligation Debt	$ -	$ 5,334,300	$ 4,074,300	$ 1,260,000	$ 290,000

Long-term obligations currently outstanding on July 15, 2025 are detailed as follows:

	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance 7/15/25
General Obligation Bond	8/13/13	2028	3.00-3.625%	$ 415,000	$ 135,000
General Obligation Note	10/18/19	2027	2.00-2.25%	205,000	95,000
General Obligation Note	10/15/21	2031	2.00%	410,000	205,000
General Obligation Note	9/7/22	2032	4.00%	195,000	120,000
General Obligation Bonds	10/14/20	2030	0.35-1.40%	1,100,000	705,000
Total Outstanding General Obligation Debt					$ 1,260,000

Annual principal and interest maturities of the long-term obligations of $1,260,000 on July 15, 2025 are shown detailed below.

Year Ended December 31,	Principal	Interest	Total
2025	$ 290,000	$ 9,909	$ 299,909
2026	310,000	18,761	328,761
2027	305,000	12,320	317,320
2028	205,000	5,931	210,931
2029	150,000	2,100	152,100
Total	$ 1,260,000	$ 49,021	$ 1,309,021

NOTE 4 AFFORDABLE HOUSING EXTENSION

As allowable under Wisconsin Statutes Section 66.1105(6)(g), the District elected to utilize the affordable housing extension through which 75% of the final increment must benefit affordable housing and the remaining portion must be used to improve housing stock. The 2025 increment of $415,099 is shown as a transfer to other funds to reflect the later use of the funds as permitted by the Wisconsin Department of Revenue.

NOTE 5 REFUND TO OVERLYING DISTRICTS

The refund to overlying districts of $1,167,801 is calculated based on increments collected in excess of project costs using the ratio of taxes from the 2025 Tax Incremental Worksheet. A summary of the total due, along with each overlying district's portion, are as follows:

	Percentage of Tax Base	Total Refund
Brown County	18.29%	$ 211,870
City of De Pere	37.40%	433,110
School District of West De Pere	40.70%	471,357
Northeast Wisconsin Technical College	3.61%	41,778
Grand Total	100.00%	$ 1,158,115

NOTE 6 ACTIVITY SUBSEQUENT TO THE CLOSE OF THE DISTRICT

The District was officially closed by City Council resolution on July 15, 2025, and notice was filed with the State of Wisconsin. In accordance with the provisions of Wisconsin State Statutes, the District will collect its last tax increment revenues and the final year of intergovernmental revenues for exempt computer and personal property aids during 2026.

SUPPLEMENTARY INFORMATION

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
SCHEDULE OF FINANCIAL TRANSACTIONS
FOR THE PERIOD AUGUST 21, 2007 THROUGH JULY 15, 2025

	2007	2008	2009	2010	2011	2012
REVENUES						
Tax Increments	$ -	$ -	$ -	$ -	$ -	$ -
Intergovernmental	-	-	-	-	153,967	273,744
Proceeds from Long-term Debt	-	-	334,300	150,000	-	2,895,000
Miscellaneous Revenues	-	-	-	-	-	-
Total Revenues	-	-	334,300	150,000	153,967	3,168,744
EXPENDITURES						
Capital Outlay	-	-	-	-	-	300,810
Administration	6,095	7,366	12,356	500	700	6,068
Developer Incentive Payments	-	-	-	-	-	775,000
Transfer to Affordable Housing	-	-	-	-	-	-
Principal on Long-Term Debt	-	-	-	15,155	19,457	19,457
Interest and Fiscal Charges	-	-	6,117	10,486	18,906	18,826
Debt Issuance Costs and Agency Fees	-	-	-	-	-	27,161
Refund to Overlying Districts	-	-	-	-	-	-
Total Expenditures	6,095	7,366	18,473	26,141	39,063	1,147,322
NET CHANGE IN FUND BALANCE	(6,095)	(7,366)	315,827	123,859	114,904	2,021,422
Fund Balance (Deficit) - Beginning of Period	-	(6,095)	(13,461)	302,366	426,225	541,129
FUND BALANCE (DEFICIT) - END OF PERIOD	$ (6,095)	$ (13,461)	$ 302,366	$ 426,225	$ 541,129	$ 2,562,551

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
SCHEDULE OF FINANCIAL TRANSACTIONS (CONTINUED)
FOR THE PERIOD AUGUST 21, 2007 THROUGH JULY 15, 2025

	2013	2014	2015	2016	2017	2018
REVENUES						
Tax Increments	$ -	$ -	$ 221,328	$ 191,787	$ 430,897	$ 194,387
Intergovernmental	212,580	166,010	272,478	228,060	220,659	223,903
Proceeds from Long-term Debt	415,000	-	-	40,000	-	-
Miscellaneous Revenues	-	-	-	672	-	2,361
Total Revenues	627,580	166,010	493,806	460,519	651,556	420,651
EXPENDITURES						
Capital Outlay	934,227	-	-	-	-	-
Administration	-	65,901	72,819	74,563	75,047	97,879
Developer Incentive Payments	775,000	-	-	1,120,000	105,000	-
Transfer to Affordable Housing	-	-	-	-	-	-
Principal on Long-Term Debt	192,457	176,155	242,046	201,938	206,938	214,829
Interest and Fiscal Charges	88,902	93,354	87,685	84,565	82,073	78,539
Debt Issuance Costs and Agency Fees	4,830	-	-	269	479	-
Refund to Overlying Districts	-	-	-	-	-	-
Total Expenditures	1,995,416	335,410	402,550	1,481,335	469,537	391,247
NET CHANGE IN FUND BALANCE	(1,367,836)	(169,400)	91,256	(1,020,816)	182,019	29,404
Fund Balance (Deficit) - Beginning of Period	2,562,551	1,194,715	1,025,315	1,116,571	95,755	277,774
FUND BALANCE (DEFICIT) - END OF PERIOD	$ 1,194,715	$ 1,025,315	$ 1,116,571	$ 95,755	$ 277,774	$ 307,178

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
SCHEDULE OF FINANCIAL TRANSACTIONS (CONTINUED)
FOR THE PERIOD AUGUST 21, 2007 THROUGH JULY 15, 2025

	2019	2020	2021	2022	2023	2024
REVENUES						
Tax Increments	$ 293,367	$ 305,352	$ 563,635	$ 271,469	$ 390,355	$ 400,995
Intergovernmental	231,873	230,172	228,471	230,172	230,172	230,172
Proceeds from Long-term Debt	205,000	1,100,000	-	195,000	-	-
Miscellaneous Revenues	-	-	-	13,995	-	-
Total Revenues	730,240	1,635,524	792,106	710,636	620,527	631,167
EXPENDITURES						
Capital Outlay	-	-	-	-	-	26,622
Administration	96,372	153,026	32,794	59,256	6,384	44,911
Developer Incentive Payments	-	-	-	-	-	-
Contribution to Affordable Housing	-	-	-	-	-	-
Principal on Long-Term Debt	434,868	1,292,000	249,000	245,000	285,000	280,000
Interest and Fiscal Charges	74,374	64,294	35,389	29,754	34,964	29,906
Debt Issuance Costs and Agency Fees	-	-	-	2,679	-	-
Refund to Overlying Districts	-	-	-	-	-	-
Total Expenditures	605,614	1,509,320	317,183	336,689	326,348	381,439
NET CHANGE IN FUND BALANCE	124,626	126,204	474,923	373,947	294,179	249,728
Fund Balance (Deficit) - Beginning of Period	307,178	431,804	558,008	1,032,931	1,406,878	1,701,057
FUND BALANCE (DEFICIT) - END OF PERIOD	$ 431,804	$ 558,008	$ 1,032,931	$ 1,406,878	$ 1,701,057	$ 1,950,785

CITY OF DE PERE, WISCONSIN
TAX INCREMENTAL DISTRICT NUMBER 8
SCHEDULE OF FINANCIAL TRANSACTIONS (CONTINUED)
FOR THE PERIOD AUGUST 21, 2007 THROUGH JULY 15, 2025

	2025	Total	Final Close Out	Original Project Plan	Plan Amendment	Total Project Plan
REVENUES						
Tax Increments	$ 333,752	$ 3,597,324	$ 415,099	$ 13,000,543	$ 5,977,389	$ 18,977,932
Intergovernmental	182,239	3,314,672	229,321	-	-	-
Proceeds from Long-term Debt	-	5,334,300	-	2,325,000	-	2,325,000
Miscellaneous Revenues	-	17,028	-	-	-	-
Total Revenues	515,991	12,263,324	644,420	15,325,543	5,977,389	21,302,932
EXPENDITURES						
Capital Outlay	163,101	1,424,760	-	4,245,980	2,500,000	6,745,980
Administration	43,720	855,757	7,500	801,096	80,000	881,096
Developer Incentive Payments	-	2,775,000	-	4,383,570	2,500,000	6,883,570
Contribution to Affordable Housing	-	-	415,099	-	-	-
Principal on Long-Term Debt	-	4,074,300	1,260,000	2,325,000	-	2,325,000
Interest and Fiscal Charges	14,640	852,774	49,021	5,792,420	-	5,792,420
Debt Issuance Costs and Agency Fees	-	35,418	-	88,991	794,192	883,183
Refund to Overlying Districts	-	-	1,158,115	-	-	-
Total Expenditures	221,461	10,018,009	2,889,735	17,637,057	5,874,192	23,511,249
NET CHANGE IN FUND BALANCE	294,530	2,245,315	(2,245,315)	(2,311,514)	103,197	(2,208,317)
Fund Balance (Deficit) - Beginning of Period	1,950,785	-	2,245,315			
FUND BALANCE (DEFICIT) - END OF PERIOD	$ 2,245,315	$ 2,245,315	$ -			

ADDITIONAL INDEPENDENT AUDITORS' REPORT FOR FINANCIAL STATEMENTS

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS OF TAX INCREMENTAL FINANCING DISTRICT LAWS AND REGULATIONS

City Council
City of De Pere
De Pere, Wisconsin

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the City of De Pere, Wisconsin's Tax Incremental District Number 8 (the District), which comprise the balance sheet as of July 15, 2025, and the related historical summary of project costs, project revenues, and net cost to be recovered through tax increments and the historical summary of sources, uses, and status of funds from the date the District was created through July 15, 2025, and the related notes to the financial statements, and have issued our report thereon dated January 15, 2026.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with the provisions of Wisconsin State Statutes Section 66.1105 and the project plan, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above-referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use of the City Council, management, overlapping taxing districts, and the Wisconsin Department of Revenue, and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Green Bay, Wisconsin
January 15, 2026

CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See CLAglobal.com/disclaimer.

Global
INDEPENDENT
NETWORK MEMBER

CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See CLAglobal.com/disclaimer.
Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an
SEC-registered investment advisor.

City of De Pere, Wisconsin **9.D**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Finance
From:	Pamela Manley, Finance Director
Subject:	Recommendation from the Finance/Personnel Committee to hire Associated Appraisal Consultants, Inc. for Statutory Assessor, Annual Maintenance and Alternating Year Interim Market Updates for 2027-2030 in the amount of $360,000.
Recommendation:	Motion to approve.

The Finance/Personnel Committee voted unanimously at its March 10, 2026 meeting to recommend approval of this item.

Last year, the City issued a Request for Proposals (RFP) for assessment services receiving two responses (Forward Appraisal LLC & Accurate Appraisal LLC). On August 19, 2025, Council voted to approve a one-year contract extension to Accurate Appraisal LLC for maintenance and full market revaluation services. As discussed, and per Council direction, we issued another RFP earlier this year and received three responses (Forward Appraisal LLC, Accurate Appraisal LLC, & Associated Appraisal Consultants, Inc.) The City Manager, City Clerk, Director of Development Services, and I interviewed two of the firms (Accurate & Associated).

Attached is a comparison of the pricing for the three respondents. Following the interviews it is our recommendation to hire Associated Appraisal Consultants, Inc. using their Option 2 proposal with alternating year interim market updates. Although we realize that their overall price is higher than Accurate's we understand that any sort of transition to a new company will include a substantial onboarding cost. We feel that Associated's software will be a great asset for staff as well as create better transparency for residents. Associated serves over 240 municipalities throughout the state. They are recognized as a leader in the state and received exceptional recommendations from their clients.

We previously discussed the considerations around performing a full valuation every year or moving to an interim year schedule. We recommend moving to an interim schedule with this contract to minimize the cost increase of the contract. Most communities conduct assessments using an interim, or longer-term maintenance schedule over an annual full valuation.

Please feel free to contact any of us prior to the meeting with any questions.

Attachments:
Assessment Services Pricing Comparison, AAC - Assessment Services Proposal - Five Year Options, Accurate Appraisal proposal 2026

	2027		2028		2029		TOTAL
Accurate	78,000	Maintenance & Interim Market	78,000	Maintenance & Interim Market	78,000	Maintenance & Interim Market	234,000
Associated	100,000	Maintenance & Interim Market	105,000	Maintenance & Interim Market	110,000	Maintenance & Interim Market	315,000
Forward	250,000	Onboarding, Maintenance & Interim Market	90,000	Maintenance	90,000	Maintenance	430,000

	2027		2028		2029		2030		TOTAL	
Accurate	36,000	Maintenance	78,000	Maintenance & Interim Market	36,000	Maintenance	78,000	Maintenance & Interim Market	228,000	
Associated	90,000	Maintenance & Interim Market	90,000	Maintenance	90,000	Maintenance & Interim Market	90,000	Maintenance	360,000	
Forward	250,000	Onboarding, Maintenance & Interim Market	90,000	Maintenance	90,000	Maintenance	Not Provided		430,000	*

**Price is only for 3 years*

	2027		2028		2029		2030		2031		TOTAL	
Accurate	78,000	Maintenance & Interim Market	78,000	Maintenance & Interim Market	78,000	Maintenance & Interim Market	78,000	Maintenance & Interim Market	78,000	Maintenance & Interim Market	390,000	
Associated	100,000	Maintenance & Interim Market	105,000	Maintenance & Interim Market	110,000	Maintenance & Interim Market	115,000	Maintenance & Interim Market	120,000	Maintenance & Interim Market	550,000	
Forward	250,000	Onboarding, Maintenance & Interim Market	90,000	Maintenance	90,000	Maintenance	Not Provided		Not Provided		430,000	*

**Price is only for 3 years*

AAC

ASSOCIATED APPRAISAL CONSULTANTS, INC.





ASSESSMENT SERVICES PROPOSAL

2027–2030

Qualifications and supporting documentation

PREPARED FOR
CITY OF DE PERE
January 16, 2026

DE PERE
RUNS DEEPER

CITY OF DE PERE

W62237 Neubert Road
Appleton, WI 54942
p (920) 749-1995
f (920)-731-4158
apraz.com

January 16, 2026

Kimberly Flom
City Manager
City of De Pere

Dear Mr. Frye:

I am pleased to provide the City of De Pere with a proposal for assessment services for the 2027, 2028, and 2029 assessment years.

Associated Appraisal Consultants, Inc. has specialized in mass appraisal since 1959. Our core focus is municipal assessment through both annual maintenance and revaluation programs. We currently serve as the statutory assessor for over 240 Wisconsin municipalities, encompassing a wide range of property types—from the estates of Lake Geneva to the unique attractions of Wisconsin Dells and the communities along Lake Superior.

We are committed to providing exceptional service. While our assessors are in the field, our knowledgeable administrative staff is available Monday through Friday to assist municipal staff, property owners, and businesses. Our team is highly trained and known for prompt, professional responses to phone calls and emails.

We utilize advanced cloud-based computer-assisted mass appraisal (CAMA) software to maintain modern, comprehensive assessment records. We also offer an optional service to host your municipality's assessment records on our website. This user-friendly platform allows property owners to search by various criteria and view detailed land and improvement data, including photos. You can explore this feature at www.apraz.com by clicking on "Property Search."

Our professional image sets us apart. When fieldwork begins, residents can easily identify our team by our clearly marked fleet of vehicles, company-branded clothing, and photo ID badges. Each appraiser also carries a letter of introduction from the City to ensure transparency and trust during onsite inspections.

This is our business—and our passion. We are proud of the reputation we've built with both our municipal clients and state equalization officials. We approach every project with integrity, professionalism, and a commitment to excellence.

We are enthusiastic about the opportunity to work with the City of De Pere. Thank you for considering our proposal. Please don't hesitate to reach out with any questions or to request additional information.

Respectfully,

Mark Brown
President



Our experienced and knowledgeable team is here to serve you and your property owners.

OUR MISSION

To provide our municipal clients the highest standard of assessing services. We do so by following sound assessing methodology, developing municipal equity without bias and providing a professional, courteous staff.





TABLE OF CONTENTS

COMPANY OVERVIEW 1-2

Accuracy Matters 3

Assessment Cycle 4

Education Outreach Program 5-6

PROPOSAL REQUIREMENTS

Designated Representatives / Team Support 7-9

Firm Qualifications 10

References 11

Understanding of Services Required 12-14

Assessment Services Cost 15-18

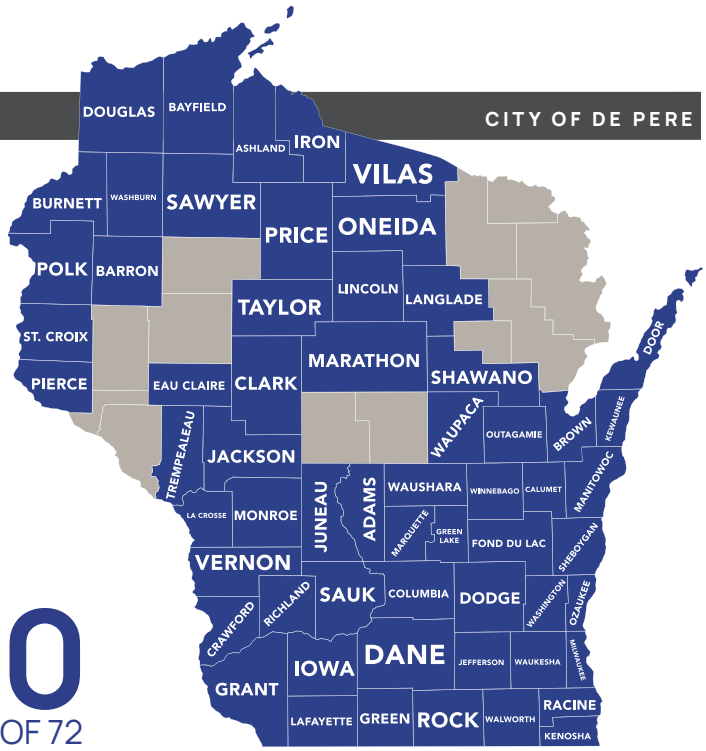
ADDENDUM

Accuracy in Assessment Work Comparison A

Sample Certificate of Insurance B

BY THE NUMBERS

Associated Appraisal serves over **240 municipalities** throughout the state of Wisconsin containing a total inventory of approximately **700,000+** real estate parcels for a total assessed value of over **$90 billion** making us the **largest mass appraiser** in Wisconsin.



Who we serve

46 CITIES

126 TOWNS

68 VILLAGES

60 OUT OF 72 COUNTIES

168 MOBILE HOME COMMUNITIES in **89** municipalities with over **10,800 sites** subject to monthly permit fee

302 ACTIVE TIDs (Tax Incremental Districts)



Why AAC?

Associated Appraisal has been in the mass appraisal business since 1959. Our primary focus is municipal assessment through maintenance and revaluation programs. Our client base is divided between providing services directly to municipalities by acting as their statutory assessor or supporting the local municipal assessor.



Associated Appraisal maintains a professional image in the field, at the Open Book, and Board of Review hearings. For identification in the field, our staff members carry letters of introduction for the municipality, wear company ID tags and apparel, and drive red company vehicles clearly identified as part of the Associated Appraisal fleet.



When you call our office, Monday through Friday, you will be greeted by a friendly voice ready to direct your inquiry to an appropriate team member who will be happy to assist you. Our website offers links to important information and access to property assessment records twenty-four (24) hours per day.

Each municipal client has a primary point of contact, the project technician, providing a consistent relationship with the Associated Appraisal team. Our corporate office is in Appleton with satellite offices in Lake Geneva (Southern) and Hurley (Northern).

WE DO ASSESSMENTS RIGHT

Assessment documentation is what sets Associated Appraisal above the rest. For property owners demanding answers to assessment methodology, we document all aspects of a maintenance or revaluation project.

Our property records include:

- land data
- improvement attributes
- sketch and pictures
- current and historical sales data
- applicable appraisal reports
- property maps
- and any additional documentation needed to defend values

Each year, maintenance and/or revaluation guidebooks are prepared for use during Open Book or Board of Review to aid in understanding the appraisal methodology used and provide the public with data used in our analysis.

Included in these reports:

- current assessment levels
- property sale attributes with recent pictures
- all database data for valuation tables
- a detailed sales analysis
- applicable appraisal reports
- property maps
- any additional reports needed to support values


We're dedicated to your success.

ASSOCIATED APPRAISAL CONSULTANTS, INC.
W62237 Neubert Road
Appleton, WI 54942

Phone: (920) 749-1995
Fax: (920) 731-4158
Website: apraz.com

Mark Brown
President
W62237 Neubert Road
Appleton, WI 54942
Email: mabrown@apraz.com
Direct: (920) 224-8802

Associated Appraisal adheres to the Wisconsin Property Assessment Manual and the annual timelines as developed by the Wisconsin Department of Revenue.

ACCURACY MATTERS

Simply put, Associated Appraisal's property record database management, valuation practices, and assessment documentation sets us above the rest.

A few examples of areas Associated Appraisal outperforms the competition

QUALITY OF WORK

AAC is superior time and time again in assessment equity and uniformity. This can be seen in our assessment-to-sale ratio studies after conducting a revaluation. While our competitors factor values to gain statutory compliance, AAC takes pride in precise CAMA modeling, data collection, and great attention to detail throughout all aspects of the assessment process. This results in a much higher quality of work which will save municipalities money and future headaches/complaints in the long run. Inferior work conducted by our competitors results in homeowner frustration and unfair assessments.

CUSTOMER SERVICE

AAC excels in customer service. While other companies seem to avoid the hard questions from homeowners, AAC responds quickly and respectfully as we have nothing to hide and believe in transparency. We have the most Level II and III assessors in the state. We work together as a team to provide the highest level of customer service.

APPRAISAL TRAINING

AAC has highly trained and competent appraisal staff, which is the foundation for collecting quality data. AAC invests in its appraisal staff with individualized training and utilizes the latest technologies. This results in appraisers who professionally interact with homeowners and gather the most accurate data.

LONG-TERM RELATIONSHIPS

AAC doesn't chase municipalities because they have good assessment data. Many times, when AAC contracts with a new municipality, the data we receive is out of compliance. It is important to be mindful of competitors who "chase after" AAC municipalities because of the high-quality work we perform. We believe in mutually beneficial long-term relationships with municipalities and not short-term profits.

INTEGRITY

Ethical behavior is at the core of AAC's culture... We unwaveringly hold employees accountable to the highest standards. Public trust in our performance is the foundation of our credibility.

ASSESSMENT CYCLE

The following summary of events is not all inclusive but identifies significant primary activities, deadlines and timeframes during a typical annual maintenance year.

All property records are updated to reflect important changes that have occurred since the prior assessment year, such as new construction, building permits, zoning or land use changes, ownership and mailing updates among other things.

All real estate sales from the previous year are reviewed and validated by the assessor. All required property record data is electronically sent to the Wisconsin Department of Revenue (DOR).

A new assessment roll is prepared, including parcel changes from annexations, splits, and merges, as well as ownership changes from sales.

Field inspections are conducted as needed for all parcels impacted by the events listed above along with all previous partial assessments from the prior assessment year.

Open book and Board of Review dates along with general assessment timelines and public relation plans are set with the municipal Clerk.

JANUARY/FEBRUARY

Assessor receives and requests for property tax exemption (form PR-230). These exemption requests are carefully reviewed. Assessor makes a determination either to grant or deny the exemption and responds in writing to the requester.

Assessment-to-sale ratio analysis is conducted to determine an estimated level of assessment (assessment ratio), along with monitoring equity and uniformity of assessments as compared to sales.

Notices of changed assessment are mailed along with informational inserts to help explain the process and direct property owners to helpful information sources such as our website and the DOR publications.

MARCH

Open book meeting(s) is either held in-person or over the phone. Property owners may contact AAC at any time to ask questions or to find out how their assessment was determined.

APRIL

Assessor attends the Board of Review (BOR) meeting(s) to deliver the final assessment roll and to defend assessed values in the event of any appeals. AAC provides reports to the BOR showing such things as net new construction values, estimated level of assessment, and the municipality's compliance status with state requirements.

Final assessment values are balanced with the County along with timely filing of all required reports with the DOR, such as the Municipal Assessment Report (MAR).

MAY/JUNE





OUR EDUCATION OUTREACH PROGRAM

We understand the importance of having a strong, proactive communication and education program to help you engage with your community's property owners. As we have learned from over 60 years of doing this work, being open and transparent with property owners as you begin assessments is critical.

We will partner with you to supply you with content, data, key communication pieces, and a public relations plan that will rectify misconceptions, eliminate inaccuracies, and garner the support of your community as we provide you with the very best, technically sound assessment services — free from errors and defensible from an equity standpoint.

We stake our reputation on it and it's why we've been Wisconsin's preferred assessor for decades. We're in this together!

SOCIAL MEDIA
We provide helpful educational content to share on social media platforms.

TOOLKIT FOR MUNICIPALITIES
We provide an online toolkit for municipalities rich with resources to enhance the communication process.

NOTICES
We mail out notices to inform property owners of upcoming assessment work.

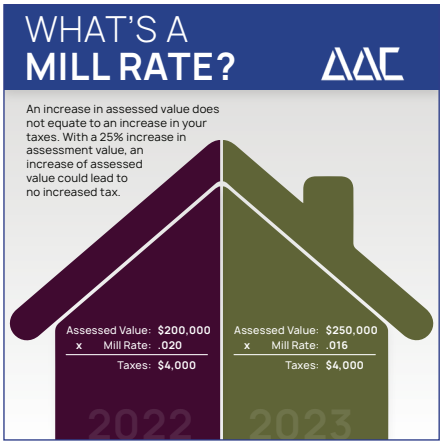
ONLINE RESOURCES
Our website is rich with educational content. We have also created YouTube Videos and Infographics to help make the assessment process more understandable/ interesting.

TECHNOLOGY
From digital data collection to our cloud-based solutions, we are modernizing the assessment process end to end.



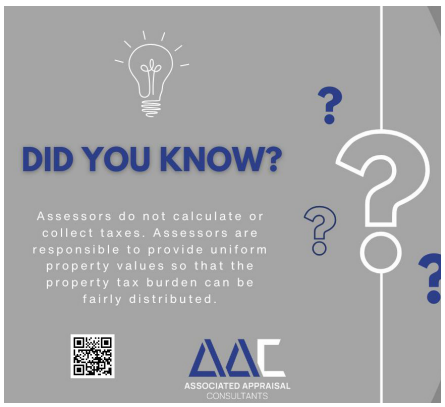
EXAMPLES OF SOCIAL MEDIA POSTS





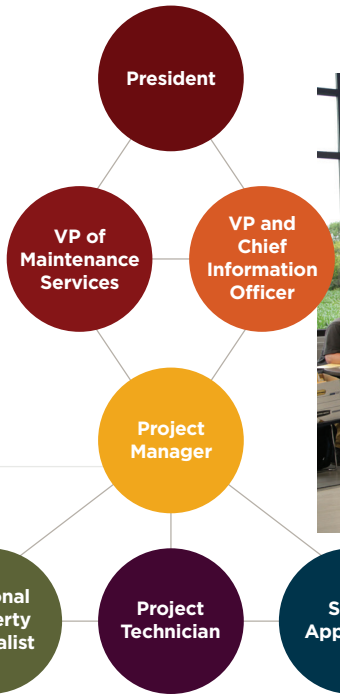








WE CREATE MAXIMUM TEAM SUPPORT



- Primary Contact
- Lead Assessor
- Responsible for Assessments
- Open Book & Board of Review representative
- Public Relations/spokesperson



- Assists the Project Manager
- Responds to Property Owner inquiries
- Knowledgeable, professional support

Appraising Property, Not People

Our firm considers property, not people, when establishing assessed values. We leave out the affordability factor when setting our values. We review property without the influence of friends, neighbors and enemies. Our only intent is to establish true market values.

Immunity to Pressures

We as the "outside assessor" are independent of local creditors and business influence. We do not run for public office, therefore we are not seeking constituents' votes. We have the freedom to establish values as the market dictates, without a concern for public pressures.

Customer Inquiries

When taxpayers need questions answered, we have a large staff of highly trained technicians ready with the answer. Municipal officials are spared the task of researching and answering the endless stream of technical questions from property owners .

Experience & Training

Our appraisers not only have their own education and experience as a foundation, but also draw upon the collective knowledge of the entire team. Our firm has been in the municipal mass appraisal business for over 60 years. All members of our customer service staff are certified by the Wisconsin Department of Revenue as Assessment Technicians, and all project managers are certified Level II Assessors.

Accepted Standard & Proven Methodology

We utilize industry standard methodology to determine values. We are highly skilled at incorporating the cost approach, market approach and income approach in our valuation models. We abide by the standards set in the Wisconsin Department of Revenue Assessors' Manual Volume 11, and The Marshall and Swift Cost Guides. The market approach is our primary method of valuation when adequate sales data is available.

Customer/ Public Access

Our courteous and professional staff is experienced at handling all types of inquires from municipalities, taxpayers, realtors and financial institutions. Our records are public, and are easily available through the Internet, e-mail, fax or phone. Our website offers municipalities and property owners access to their information at any time day or night. Our office hours are Monday through Friday, 8:00a.m. - 4:00 p.m.

OUR FIRM'S LEADER



Mark Brown
President

About Mark
Assessor with vast experience performing reviews, inspections and appraisals of property using independent discretion and judgment within the guidelines set forth by statutory requirements, and department policies and procedures. Experienced municipal Assessor, having successfully performed over 250 full-scale municipal revaluations, and successfully served as chief assessor for towns, villages, and cities throughout the state of Wisconsin.

Summary of Qualifications
- 22 years experience in appraisal and assessment.
- Considerable ability to communicate complex information tactfully and effectively, both orally and in writing, with state regulatory agencies, county regulatory agencies, elected officials, municipal staff, and the general public.
- In-depth knowledge of accepted principals, methods and techniques of property appraisal including computerized assessment systems.
- Extensive knowledge of all laws and regulations pertinent to local tax assessments.
- Strong knowledge of real estate property values and land economics.
- Ability to accurately perform mathematical calculations, analyze data, and prepare reports.
- Experience working with a variety of mass appraisal computer systems, including Market Drive, GSA CAMA, Microsolve, GVS, MCost, Vision, Universe, and others.
- Strong project management skills including the ability prioritize projects and to organize, plan and direct the work of staff.
- Ability to read and interpret a wide variety of legal documents.
- Successful experience in defending valuations at Open Book, Board of Review, Department of Revenue appeals and Circuit Court.

Certifications • WI60828CA
- Assessor III Certification
- Assessor II Certification

Professional Experience
Associated Appraisal Consultants, Inc., Appleton, Wisconsin
2004 – Present

Career Growth @ AAC
Staff Appraiser › Director of Project Management › President

Education
St. Norbert College, De Pere, Wisconsin
Bachelor of Business Administration, 2004

Contact
W62237 Neubert Road, Appleton, WI 54942
Email: mabrown@apraz.com
Direct: (920) 224-8802

YOUR KEY CONTACT



Dean Peters

Vice President of Maintenance Services

About Dean

A skilled and experienced municipal Assessor, having successfully performed over 250 full-scale municipal revaluations, and successfully served as chief assessor for towns, villages, and cities throughout the state of Wisconsin.

Summary of Qualifications

- 27 years experience in appraisal and assessment.
- In-depth knowledge of professionally accepted appraisal practices for residential, commercial, multi-family and agricultural property.
- Full working knowledge of laws and regulations pertaining to local property tax assessment.
- Strong knowledge of real estate property values and land economics.
- Extensive experience with analysis of trends in market value based on real estate sales.
- Familiarity with variations in building construction costs throughout Wisconsin.
- Extensive experience with appraisal of high-value lakefront property.
- Successful experience in defending valuations at Open Book, Board of Review, Department of Revenue appeals and circuit court.
- Experience working with a variety of mass appraisal computer systems, including Market Drive, GSA CAMA, Microsolve, GVS, MCost, and others.
- Ability to effectively communicate complex information with state and local government, elected officials, municipal staff, the media, and general public.
- Involved in managing, training, and educating of assessment staff.

Certifications • WI77308CA

- Assessor III Certification
- Assessor II Certification
- Assessor I Certification
- Property Appraiser

Professional Experience

Associated Appraisal Consultants, Inc., Appleton, Wisconsin
1999 – Present

Career Growth @ AAC

Staff Appraiser › Project Manager › Director of Project Management › VP of Maintenance Services

Education

University of Wisconsin, Madison
Bachelor of Arts, 1999

Contact

W62237 Neubert Road, Appleton, WI 54942
Email: dpeters@apraz.com
Direct: (920) 224-8803

2025 AAC MUNICIPALITIES
OVER $1 BILLION IN EQUALIZED VALUE

*Municipality	Population	2025 Equalized Value	Total Parcel Count	Type of Assessment Services
City of Oshkosh	66,816	$6,592,596,800	21,262	Maintenance (2025 Revaluation)
City of Middleton	21,050	$5,805,056,500	7,460	Maintenance (2026 Revaluation)
City of Verona	12,737	$4,693,079,100	5,405	Maintenance (2022 Revaluation)
Village of Germantown	20,686	$4,424,654,900	8,672	Maintenance (2024 Revaluation)
City of Oconomowoc	20,000	$4,394,385,000	7,484	Full Value Maintenance
City of De Pere	**25,453**	**$3,839,271,900**	**8,823**	**TBD**
Town of Linn	2,459	$3,811,769,600	3,183	Maintenance (2024 Revaluation)
Village of Whitefish Bay	14,951	$3,726,927,500	4,995	Maintenance (2027 Revaluation)
City of Manitowoc	34,570	$3,717,017,900	13,738	Maintenance (2025 Revaluation)
Village of Waunakee	14,399	$3,618,999,700	5,247	Maintenance (2025 Revaluation)
City of Neenah	26,333	$3,606,794,700	10,387	Maintenance (2023 Revaluation)
Village of Richfield	11,948	$2,923,921,600	5,872	Maintenance (2026 Revaluation)
City of Lake Geneva	8,504	$2,528,575,000	5,051	Maintenance (2023 Revaluation)
Village of Sussex	11,373	$2,357,042,500	4,200	Full Value Maintenance
Village of Lake Delton	2,900	$2,275,451,200	4,175	Maintenance (2024 Revaluation)
Village of Deforest	10,624	$2,272,058,000	4,212	Full Value Maintenance
City of Hartford	15,870	$2,176,307,900	6,011	Maintenance (2026 Revaluation)
Village of Grafton	11,989	$2,170,902,400	4,167	Maintenance (2025 Revaluation)
City of Menasha	17,468	$1,827,432,700	5,259	Full Value Maintenance
City of Port Washington	11,954	$1,720,339,200	4,621	Maintenance (2025 Revaluation)
Town of Liberty Grove	1,786	$1,714,108,600	4,627	Full Value Maintenance
Village of Fox Point	6,826	$1,675,976,100	2,664	Maintenance (2026 Revaluation)
Village of Williams Bay	2,614	$1,643,729,500	2,507	Maintenance (2022 Revaluation)
Village of Mukwonago	8,126	$1,616,595,700	3,138	Maintenance (2024 Revaluation)
City of Sturgeon Bay	9,542	$1,605,849,800	4,619	Maintenance (2025 Revaluation)
Village of Little Chute	11,947	$1,592,020,500	3,907	Maintenance (2024 Revaluation)
Town of Mukwonago	7,979	$1,573,545,000	3,381	Maintenance (2024 Revaluation)

*Complete client list available upon request.

REFERENCES

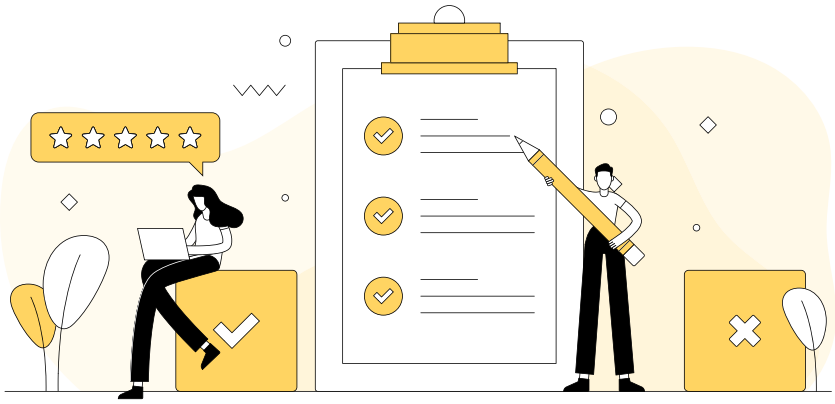
City of Hartford
Steve Volkert
City Administrator
109 N Main Street
Hartford, WI 53027
262-673-8204
svolkert@ci.hartford.wi.us

City of Verona
Brian Lamers
Finance Director / City Treasurer
111 Lincoln Street
Verona, WI 53593
608-848-9949
brian.lamers@ci.verona.wi.us

City of Middleton
Bill Burns
Finance Director
7426 Hubbard Ave.
Middleton, WI 53562
608-821-8356
bburns@cityofmiddleton.us

City of Neenah
Brad Schmidt
Deputy Director of Community Development
211 Walnut St.
Neenah, WI 54956
920-886-6126
BSchmidt@neenahwi.gov

City of Manitowoc
Adam Tegen
Community Development Director
900 Quay Street
Manitowoc, WI 54220
920-686-6930
ategen@manitowoc.org



UNDERSTANDING OF REQUIREMENTS

AAC appreciates the opportunity to submit this proposal and affirms our complete understanding of the scope, responsibilities, and performance expectations outlined in the City's Request for Proposals for assessment services. With more than 65 years of experience providing full-service municipal assessment throughout Wisconsin, AAC has established a long-standing reputation for accuracy, accessibility, technological leadership, and strict adherence to Wisconsin State Statutes and Wisconsin Department of Revenue (WI DOR) requirements. Our firm fully understands every requirement listed in the RFP and is prepared to deliver all services at the highest professional standards.

AAC acknowledges the City's requirement that all assessment work be performed in accordance with Wisconsin law and WI DOR rules, and we affirm that all work will be completed in full compliance with these mandates. We will designate a primary project supervisor who is certified at the required Assessor Level II or III, and who will serve as the City's dedicated point of contact for the duration of the contract. In the event a supervisor must be reassigned, AAC will provide an equally qualified replacement subject to City review.

We understand the City expects regular and transparent communication, and AAC will meet with the City Clerk or designee on a recurring basis to review progress, data, and deliverables. All assessment operations—including fieldwork, data entry, valuation, and reporting—will remain fully accessible to the City at all times. Our staff will attend meetings of the City Council, committees, or other departments when requested, and we will maintain reliable communication channels through a dedicated email address and toll-free phone number, with all inquiries answered within 48 hours or sooner.

UNDERSTANDING OF SERVICES REQUIRED *continued*

AAC fully understands the City's expectations for annual assessment work, including field review of new construction, partially completed construction, remodeling projects, sales inspections, permit-related inspections, and identification of demolished or destroyed improvements. Our field staff conducts interior inspections where applicable and will coordinate closely with City personnel to ensure timely and accurate completion of all required site visits and valuation activities.

We recognize the City's need for timely support related to economic development, including projected assessed values for potential projects and cooperative annual reviews of building permit activity. AAC will also determine fair market values for mobile home units as required under State Statute 66.0435 and will administer use-value agricultural assessments consistent with WI DOR guidelines.

AAC will prepare and mail all required Notices of Changed Assessment, conduct Open Book sessions, and provide advance written instructions for scheduling appointments. We understand the City's expectations regarding Board of Review, including preparation, attendance, testimony, and follow-up on appeals. Our assessors will supply comparable data, digital images, and supporting documentation in advance of hearings and will provide full support for any subsequent circuit court proceedings.

We acknowledge our responsibility to provide accurate assessment data to Brown County Real Property Listing, including all required digital formats and printed assessment rolls. AAC will submit all WI DOR preliminary and final reports, TIF district assessments, and all other required state filings by statutory deadlines.

AAC further recognizes the City's expectations regarding public access to assessment information. We will provide detailed property records with images through our secure web-based system, which is available at no cost to the public or the City. Property record cards will be updated annually or biannually, and the City will have access to all underlying databases in unlocked formats. Annual exports, including PDF property cards, will be provided as requested.

UNDERSTANDING OF SERVICES REQUIRED *continued*

CAMA Software Requirements

AAC confirms that our CAMA software platform fully meets and exceeds every software capability outlined in the RFP. Our system includes:

- Comparative sales reporting with model-driven adjustment logic
- Flexible, customizable cost and depreciation models
- Full income-approach capabilities for commercial properties
- Electronic export of the completed roll to Brown County
- Import capability for existing databases and permit files (CSV/Excel)
- Separate sales file tracking and full ownership history
- Robust reporting capabilities, including all statutory reports
- Advanced query tools for any data field
- Integrated electronic sketches for all properties
- SQL Server-compatible database architecture
- GIS-ready data exports

AAC understands that no subcontracting or assignment of assessment services may occur without prior written approval of the City Council, and we agree to comply with this requirement.

OPTION 1 - ANNUAL INTERIM MARKET UPDATES

For over 60 years, AAC has been a trusted partner to Wisconsin municipalities, delivering expert general assessment and revaluation services. Our team brings extensive experience with all property types across the state, from residential and commercial to agricultural and special-use properties.

AAC's annual full-value maintenance assessment services are designed to meet or exceed the expectations of the City of De Pere. We are committed to transparency, accuracy, and collaboration. The final scope of work will be reviewed and clearly outlined in coordination with City staff prior to finalizing contract commitments. AAC affirms that there are no current or prior business, professional, personal, or other interests that would conflict in any manner or degree with the performance of our obligations regarding your conflict of interest requirements.

The figures provided below represent our proposed fees for the assessment years 2027, 2028, and 2029, with services beginning no later than September 1, 2026.

Assessment Services

	2027	2028	2029	TOTAL
Total Annual Compensation Rate	$100,000	$105,000	$110,000	**$315,000**
Maintenance Services	Included	Included	Included	Included
Interim Market Update	Included	Included	Included	Included
Monthly Municipal Permit Fee	Included	Included	Included	Included
CAMA Software & Conversion	Included	Included	Included	Included
Web Hosting of Assessment Data	Included	Included	Included	Included
Educational Outreach Program	Included	Included	Included	Included
Postage & Mailing Services	Not Included	Not Included	Not Included	Not Included
Open Book & Board of Review	Included	Included	Included	Included
***TOTAL**	**$100,000**	**$105,000**	**$110,000**	**$315,000**

*The above fee(s) for each year of this proposed contract (2027, 2028, and 2029) are in not-to exceed sums including all labor, materials, transportation costs, meals, lodging, Open Book and Board of Review expenses. There would be separate charges for those services identified as not included and or optional as applicable each assessment year.



ASSESSMENT SOFTWARE

AAC utilizes GSA CAMA, a powerful, cloud-based computer-aided mass appraisal software used by over 240 Wisconsin municipalities. This system meets or exceeds all state and municipal assessment software requirements, ensuring accurate, efficient, and compliant property assessments. A viewer version of the software can be made available to City staff at no additional cost, providing convenient access to assessment data. A full demonstration or detailed specification list is available upon request.

OPTION 2 - MAINTENANCE & INTERIM MARKET UPDATES

For over 60 years, AAC has been a trusted partner to Wisconsin municipalities, delivering expert general assessment and revaluation services. Our team brings extensive experience with all property types across the state, from residential and commercial to agricultural and special-use properties.

AAC's annual maintenance assessment services paired with interim market updates are designed to meet or exceed the expectations of the City of De Pere. We are committed to transparency, accuracy, and collaboration. The final scope of work will be reviewed and clearly outlined in coordination with City staff prior to finalizing contract commitments. AAC affirms that there are no current or prior business, professional, personal, or other interests that would conflict in any manner or degree with the performance of our obligations regarding your conflict of interest requirements.

The figures provided below represent our proposed fees for the assessment years 2027, 2028, 2029, and 2030, with services beginning no later than September 1, 2026.

Assessment Services

	2027	2028	2029	2030	TOTAL
Total Annual Compensation Rate	$90,000	$90,000	$90,000	$90,000	**$360,000**
Maintenance Services	Included	Included	Included	Included	Included
Interim Market Update	Included	N/A	Included	N/A	Included
Monthly Municipal Permit Fee	Included	Included	Included	Included	Included
CAMA Software & Conversion	Included	Included	Included	Included	Included
Web Hosting of Assessment Data	Included	Included	Included	Included	Included
Educational Outreach Program	Included	Included	Included	Included	Included
Postage & Mailing Services	Not Included	Not Included	Not Included	Not Included	Included
Open Book & Board of Review	Included	Included	Included	Included	Included
***TOTAL**	**$90,000**	**$90,000**	**$90,000**	**$90,000**	**$360,000**

*The above fee(s) for each year of this proposed contract (2027, 2028, and 2029) are in not-to exceed sums including all labor, materials, transportation costs, meals, lodging, Open Book and Board of Review expenses. There would be separate charges for those services identified as not included and or optional as applicable each assessment year.



ASSESSMENT SOFTWARE

AAC utilizes GSA CAMA, a powerful, cloud-based computer-aided mass appraisal software used by over 240 Wisconsin municipalities. This system meets or exceeds all state and municipal assessment software requirements, ensuring accurate, efficient, and compliant property assessments. A viewer version of the software can be made available to City staff at no additional cost, providing convenient access to assessment data. A full demonstration or detailed specification list is available upon request.

OPTION 3 - ANNUAL INTERIM MARKET UPDATES

For over 60 years, AAC has been a trusted partner to Wisconsin municipalities, delivering expert general assessment and revaluation services. Our team brings extensive experience with all property types across the state, from residential and commercial to agricultural and special-use properties.

AAC's annual full-value maintenance assessment services are designed to meet or exceed the expectations of the City of De Pere. We are committed to transparency, accuracy, and collaboration. The final scope of work will be reviewed and clearly outlined in coordination with City staff prior to finalizing contract commitments. AAC affirms that there are no current or prior business, professional, personal, or other interests that would conflict in any manner or degree with the performance of our obligations regarding your conflict of interest requirements.

The figures provided below represent our proposed fees for the assessment years 2027, 2028, 2029, 2030, and 2031, with services beginning no later than September 1, 2026.

Assessment Services (Five-Year Contract)

	2027	2028	2029	2030	2031	TOTAL
Total Assessment Services	$100,000	$105,000	$110,000	$115,000	$120,000	**$550,000**
Optional Annualized Fee	*$110,000*	*$110,000*	*$110,000*	*$110,000*	*$110,000*	*$550,000*
Maintenance Services	Included	Included	Included	Included	Included	Included
Interim Market Update	Included	Included	Included	Included	Included	Included
Monthly Municipal Permit Fee	Included	Included	Included	Included	Included	Included
CAMA Software & Conversion	Included	Included	Included	Included	Included	Included
Web Hosting of Assessment Data	Included	Included	Included	Included	Included	Included
Educational Outreach Program	Included	Included	Included	Included	Included	Included
Postage & Mailing Services	Not Included	Not Included	Not Included	Not Included	Not Included	Not Included
Open Book & Board of Review	Included	Included	Included	Included	Included	Included
***TOTAL**	**$100,000**	**$105,000**	**$110,000**	**$115,000**	**$120,000**	**$550,000**

*The above fee(s) for each year of this proposed contract (2027, 2028, 2029, 2030, and 2031) are in not-to exceed sums including all labor, materials, transportation costs, meals, lodging, Open Book and Board of Review expenses. There would be separate charges for those services identified as not included and or optional as applicable each assessment year.



ASSESSMENT SOFTWARE

AAC utilizes GSA CAMA, a powerful, cloud-based computer-aided mass appraisal software used by over 240 Wisconsin municipalities. This system meets or exceeds all state and municipal assessment software requirements, ensuring accurate, efficient, and compliant property assessments. A viewer version of the software can be made available to City staff at no additional cost, providing convenient access to assessment data. A full demonstration or detailed specification list is available upon request.

OPTION 4 - MAINTENANCE & (2) INTERIM MARKET UPDATES

For over 60 years, AAC has been a trusted partner to Wisconsin municipalities, delivering expert general assessment and revaluation services. Our team brings extensive experience with all property types across the state, from residential and commercial to agricultural and special-use properties.

AAC's annual maintenance assessment services paired with interim market updates are designed to meet or exceed the expectations of the City of De Pere. We are committed to transparency, accuracy, and collaboration. The final scope of work will be reviewed and clearly outlined in coordination with City staff prior to finalizing contract commitments. AAC affirms that there are no current or prior business, professional, personal, or other interests that would conflict in any manner or degree with the performance of our obligations regarding your conflict of interest requirements.

The figures provided below represent our proposed fees for the assessment years 2027, 2028, 2029, 2030, and 2031, with services beginning no later than September 1, 2026.

Assessment Services (Five-Year Contract)

	2027	2028	2029	2030	2031	TOTAL
Total Assessment Services	$90,000	$90,000	$90,000	$90,000	$90,000	**$450,000**
Maintenance Services	Included	Included	Included	Included	Included	Included
Interim Market Update	N/A	Included	N/A	Included	N/A	Included
Monthly Municipal Permit Fee	Included	Included	Included	Included	Included	Included
CAMA Software & Conversion	Included	Included	Included	Included	Included	Included
Web Hosting of Assessment Data	Included	Included	Included	Included	Included	Included
Educational Outreach Program	Included	Included	Included	Included	Included	Included
Postage & Mailing Services	Not Included	Not Included	Not Included	Not Included	Not Included	Not Included
Open Book & Board of Review	Included	Included	Included	Included	Included	Included
***TOTAL**	**$90,000**	**$90,000**	**$90,000**	**$90,000**	**$90,000**	**$450,000**

*The above fee(s) for each year of this proposed contract (2027, 2028, 2029, 2030, and 2031) are in not-to exceed sums including all labor, materials, transportation costs, meals, lodging, Open Book and Board of Review expenses. There would be separate charges for those services identified as not included and or optional as applicable each assessment year.



ASSESSMENT SOFTWARE

AAC utilizes GSA CAMA, a powerful, cloud-based computer-aided mass appraisal software used by over 240 Wisconsin municipalities. This system meets or exceeds all state and municipal assessment software requirements, ensuring accurate, efficient, and compliant property assessments. A viewer version of the software can be made available to City staff at no additional cost, providing convenient access to assessment data. A full demonstration or detailed specification list is available upon request.

ADDENDUM

A I Accuracy in Assessment Work Comparison A1

B I Certificate of Insurance B1

Demonstration of Accuracy in Assessment Work

A major objective of assessment/sales ratio studies is to determine the degree of assessment uniformity. This measure of assessment performance is gauged by looking at the level of assessment and the degree to which individual assessments differ from that level. The below ratio studies only include transactions of valid or arm's-length sales in accordance with the Wisconsin Property Assessment Manual. Sales data and statistics correspond to the calendar year of the sale as recorded via the Real Estate Transfer Return provided to the Assessors office. A series of ratios by itself does not tell much about assessment performance. A basic understanding of statistics is needed to successfully interpret the following ratios as **published by the Wisconsin Department of Revenue** each year.

Associated Appraisal Consultants, Inc.						
	Village of DeForest	Village of Sussex	City of Hartford	City of Verona	City of Middleton	WPAM & IAAO Standards
Equalized Value	$1,828,925,000	$1,921,321,200	$1,844,911,200	$3,629,798,500	$4,775,023,600	
Scope of Work	Full Value	Full Value	Exterior Revaluation	IMU Revaluation	IMU Revaluation	
# of Residential Sales	156	141	225	176	264	
Aggregate Ratio	90.21	81.45	95.18	87.58	87.77	100.00
Mean Ratio	89.64	82.95	96.01	88.08	88.69	100.00
Median Ratio	88.48	82.96	95.91	87.95	88.72	100.00
Coefficient of dispersion	8.56	10.32	6.15	6.69	8.94	5 - 10
Coefficient of concentration	83.3	80.9	92.4	92.1	79.9	80 - 100
Price Related Differential	0.99	1.02	1.01	1.01	1.01	0.98 - 1.03
Level of Assessment	96.45	93.23	101.63	94.97	95.21	90 - 110
Accurate Appraisal						
	City of De Pere (2023)	City of De Pere (2022)	City of Watertown	Village of Fox Crossing	City of Onalaska	WPAM & IAAO Standards
Equalized Value	$3,315,310,100	$2,887,309,500	$1,958,383,300	$2,284,883,200	$2,616,780,700	
Scope of Work	Full Value	Full Value	Exterior Revaluation	Full Value	Full Value	
# of Residential Sales	292	357	331	259	234	
Aggregate Ratio	90.11	86.09	87.97	88.77	87.46	100.00
Mean Ratio	100.26	93.40	92.32	91.20	94.43	100.00
Median Ratio	91.59	87.46	87.93	88.80	89.62	100.00
Coefficient of dispersion	22.68	21.33	20.15	17.50	16.99	5 - 10
Coefficient of concentration	66.1	66.7	58.9	64.9	64.1	80 - 100
Price Related Differential	1.11	1.08	1.05	1.03	1.08	0.98 - 1.03
Level of Assessment	97.49	95.82	100.68	100.21	97.87	90 - 110

Aggregate ratio—As applied to real estate, the ratio of the total assessed value to the total selling price. Advantage is that it takes dollar values into account. Disadvantage is that it is sensitive to extreme ratios.

Mean ratio—A measure of central tendency equal to the sum of the values divided by the number. Also referred to as arithmetic average or arithmetic mean. Advantage is that it is easily calculated and understood. Disadvantage is that it is sensitive to extreme ratios.

Median ratio—A measure of central tendency equal to that point in a distribution above which 50% of the values fall and below which 50% of the values fall. The 50th percentile is the 2nd quartile. The median is the ratio in the middle. Advantage is that it is not sensitive to extreme ratios.

Coefficient of dispersion—As applied to an assessment-to-sale ratio distribution, is the average distance in percentage terms that individual ratios lie from the median ratio. A reasonable dispersion is 10% - 15%; good is under 10%. **Big is bad**.

Coefficient of Concentration—A single statistic expressed in percentage terms which tells how many ratios are within +/- 15% of the median ratio.

Price-related differential—As applied to real estate, an analytical measure of the vertical uniformity of values in a given distribution calculated by dividing the mean ratio by the aggregate ratio; a ratio of more than one being generally indicative of the relative undervaluation of high priced properties as compared to the less valuable properties, whereas a ratio of less than 1 would indicate the converse relationship. Price-related differentials above 1.03 tend to indicate assessment regressivity; price-related differentials below .98 tend to indicate assessment progressivity.

CERTIFICATE OF INSURANCE

ASSOC02 OP ID: JS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ADEMINO & ASSOCIATES 1001 TRUMAN P O BOX 99 KIMBERLY, WI 54136-0099 DAVID VAN BOOGARD 920-734-3110	CONTACT NAME: DAVID VAN BOOGARD PHONE (A/C, No, Ext): 920-734-3110 FAX (A/C, No): 920-734-6027 E-MAIL ADDRESS: dvanboogard@ademino.com
INSURED ASSOCIATED APPRAISAL CONSULTANTS INC & GP ACQUISITION INC PO BOX 291 GREENVILLE, WI 54942	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : WEST BEND MUTUAL INS — 15350 INSURER B : ACCELERANT SPECIALTY INSURANCE — 16890 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:			A323069	08/16/2022	08/16/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 3,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY			A323069	08/16/2022	08/16/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ WAIVED			A323069	08/16/2022	08/16/2023	EACH OCCURRENCE AGGREGATE	$ 3,000,000 $ 3,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		A339201	08/16/2022	08/16/2023	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 100,000 $ 100,000 $ 500,000
B	ERRORS & OMISSIONS			S0004PL00101401	08/16/2022	08/16/2023	$10000DED	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

SAMPL-1

SAMPLE CERTIFICATE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ACORD 25 (2016/03) © 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

ACCURATE

INNOVATION | EDUCATION | TECHNOLOGY



ASSESSMENT SERVICES PROPOSAL

PREPARED FOR:

DE PERE

RUNS DEEPER

TABLE OF CONTENTS

Cover Letter
INTRODUCTION....3
SERVICE TEAM....4

QUALIFICATIONS & CAPABILITIES
WHO WE SERVE....5
ASSESSMENT ACCURACY....6
ASSESSMENT ACCURACY CONTINUED....7
BOR REPORT....8
ASSESSMENT TEAM....9
AUTHORIZED AGENT....10
KEY CONTACT PERSON....11
STATUTORY ASSESSOR....12
CUSTOMER SERVICE....13

UNDERSTANDING & APPROACH
SCOPE OF WORK....14
SCOPE OF WORK CONTINUED....15
SCOPE OF WORK APPROACH....16
SCOPE OF WORK APPROACH CONTINUED....17
ASSESSMENT HISTORY OF DE PERE....18
OUR HISTORY....19
FAIRNESS & EQUITY....20
EXAMPLES OF WORK....21
SOFTWARE....22
EDUCATION PLAN....23
SOCIAL MEDIA....24
POSITIVE INTERACTION....25
OUR COMMITMENT....26

PROJECT TIMELINE
ASSESSMENT TIMELINE....27
WORKLOAD....28

BUDGET
SERVICE OPTIONS....29

REFERENCES
REFERENCES....30

INSURANCE & LEGAL
INSURANCE & LEGAL....31

SUMMARY
OUR CORE VALUES....32
SUMMARY....33

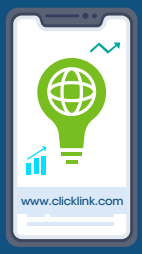
Accurate is an independent contractor pursuant to Sec. 62.09(1)(c) Wis. Stats. Accurate will never subcontract any portion of the contract with the City of De Pere to any other firms or individuals.

This proposal is built to be INTERACTIVE!

Throughout this document you will see QR codes. Use your cell phone camera app and point your camera at the QR code. A link will pop up. Click on the link to watch videos, visit websites and much more!



Open your camera app and hover your phone over the QR Code. Your camera will automatically scan the QR code.



A clickable link will appear. Select the link and enjoy the content!

Test this link to our website!

Viewing this as a digital copy? You can click the QR codes to view the content in the proposal.

INTRODUCTION

We are excited for the opportunity to continue serving the City of De Pere as its assessor.

With 18 years of experience assessing in De Pere, we have developed an in-depth understanding of the community, its neighborhoods, its growth patterns, and its unique character. This long-standing relationship allows us to provide continuity, institutional knowledge, and consistency that cannot be replicated by a new firm. As De Pere continues to evolve, our proven track record positions us as the most qualified partner to carry this responsibility forward.

Our commitment to accuracy and equity is demonstrated through nearly two decades of consistent, well-supported assessments. We believe the assessment process should be transparent and approachable, not something that happens to property owners, but something they are invited to understand and participate in. This philosophy guides how we communicate with residents, conduct Open Book, and support the Board of Review process.

TRANSPARENCY

is our core principle in educating and empowering those we serve.

our employees.
municipalities.
the community.

ACCURATE

PO BOX 415 | Menasha WI 54952-0415 | info@accurateassessor.com | 920.749.8098 | accurateassessor.com

DE PERE ASSESSMENT TEAM

Shanda Stachurski
Main Point of Contact

Brandon Rusch
Statutory Assessor

- **Josh Spatz** — *Data Team Manager*
- **Colin Loughrin** — *Review Manager*
- **Bill Gaber** — *Authorized Agent, Operations Manager*
- **Lori Sacco** — *Fieldwork Manager*



Our Mission:

Engaging our employees to collaborate, educate, and deliver the most reliable and transparent assessment solutions through innovation, communication and technology.

SERVICE TEAM

At Accurate, we utilize dedicated service teams to ensure both the accuracy and effectiveness of our assessment services.

Bill Gaber will lead the Accurate team and oversee all operational aspects to ensure the project runs smoothly and efficiently.

Shanda Stachurski will serve as your primary point of contact. She will manage all correspondence with the City and coordinate closely with Carey on Open Book and Board of Review scheduling, as well as address any additional needs of the municipality.

Brandon Rusch will serve as your Statutory Assessor. He will guide the City through the valuation changes and the data supporting those changes, and he will act as the lead expert during the Board of Review. Brandon provides a steady, knowledgeable presence to help ensure Board of Review proceedings are clear, well-organized, and run smoothly



"Taking the time day in and day out to make sure the clerk has a better experience has made my job a blast. Carey has been amazing to work with these last 3 years. I look forward to continuing our relationship."

Shanda Stachurski

Main Point of Contact
Marketing and Account Development Coordinator - Assessor II

Shandas@accurateassessor.com 920.749.8098



"I am incredibly excited to work with the City of De Pere. I want to be able to build a deep trust with the community and the board. I'm looking forward to being your expert and helping make board of review smooth."

Brandon Rusch

Statutory Assessor
Value Data Analyst, Review Coordinator - Assessor II & III

brandonr@accurateassessor.com 920.749.8098



"Being able to ensure each step of the process is completed has been amazing. We've been able to take big leaps in process improvements and look forward to continuing to innovate."

Bill Gaber

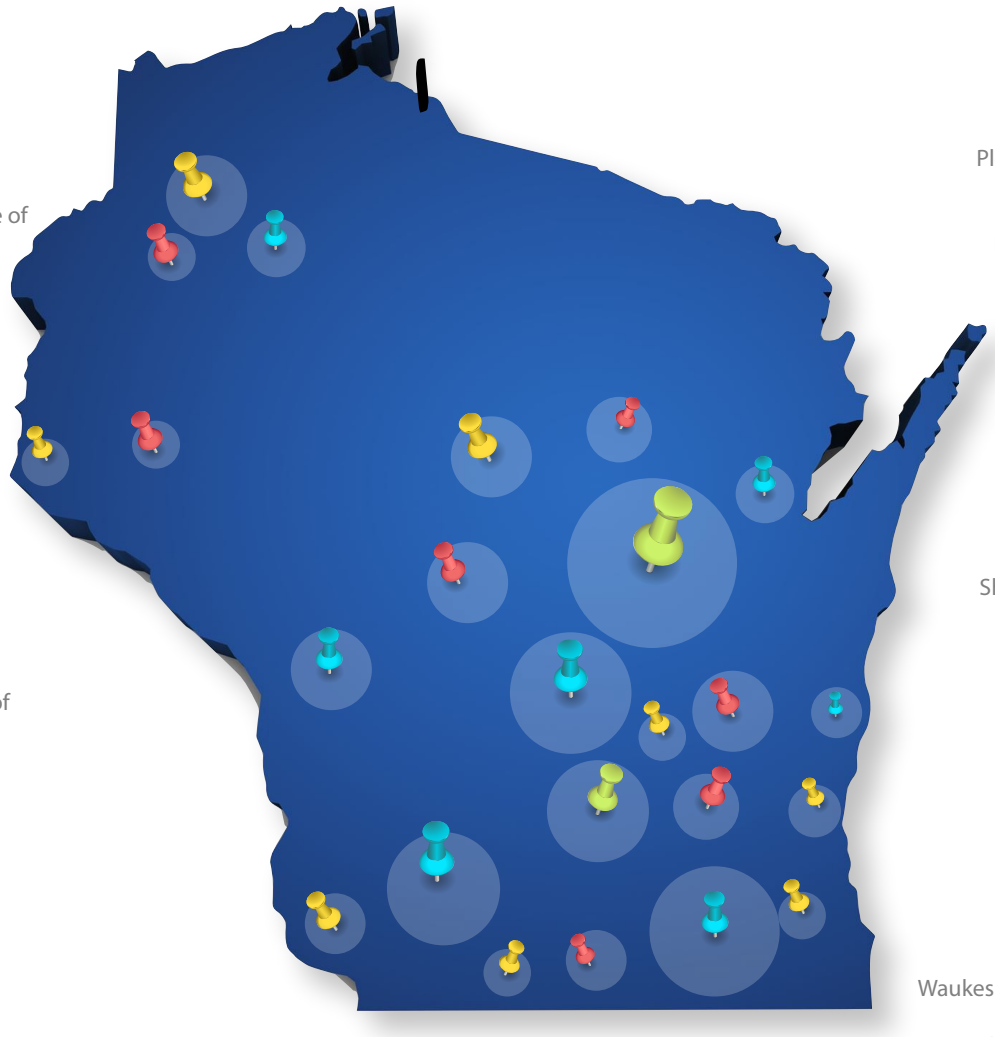
Authorized Agent
Operations Manager - Assessor III

billg@accurateassessor.com 920.749.8098

WHO WE SERVE

Accurate assesses for **over 100 municipalities across Wisconsin.** Our assessors live in the areas closest to their region which allows us to be more reactive to our customer's needs.

Albion, Town of
Altoona, City of
Baraboo, City of
Bayside, Village of
Beaver Dam, City of
Belleville, Town of
Beloit, Town of
Berry, Town of
Blooming Grove, Town of
Blue Mounds, Village of
Boscobel, City of
Brillion, City of
Brooklyn, Village of
Buchanan, Town of
Burlington, City of
Burlington, Town of
Caledonia, Town of
Cambria, Village of
Cambridge, Village of
Chilton, City of
Cleveland, Village of
Combined Locks, Village of
Courtland, Town of
Cross Plains, Village of
Cudahy, City of
Dale, Town of
Darien, Town of
Dayton, Town of
De Pere, City of
Deerfield, Town of
Deerfield, Village of
Dekorra, Town of
Delafield, City of
Delavan, Town of
Edgerton, City of
Eldorado, Town of
Elkhorn, City of
Fontana, Village of
Fort Winnebago, Town of
Fox Crossing, Village of
Fox Lake, Town of
Friesland, Village of
Fulton, Town of
Geneva, Town of
Glendale, City of
Grand Chute, Town of
Green Valley, Town of
Greenville, Village of
Harrison, Village of
Hazel Green, Village of
Jamestown, Town of
Jefferson, City of
Kewaunee, City of
Lancaster, City of
Lisbon, Village of



Lyons, Town of
Marathon, Town of
McFarland, Village of
Medford, City of
Menominee, Town of
Monona, City of
Monroe, City of
Mosinee, City of
New Glarus, Village of
New Richmond, City of
Oakland, Town of
Oconto Falls, City of
Onalaska, City of
Oregon, Town of
Oregon, Village of
Orien, Town of
Pacific, Town of
Pardeeville, Village of
Perry, Town of
Pleasant Springs, Town of
Portage, City of
Poynette, Village of
Prairie du Sac, Village of
Prescott, City of
Primrose, Town of
Randolph, Town of
Richland Center, City of
Richmond, Town of
River Falls, City of
Rose, Town of
Rothschild, Village of
Rutland, Town of
Saukville, Village of
Seymour, City of
Sheboygan Falls, Town of
Shorewood, Village of
Sparta, City of
Spring Prairie, Town of
Stoughton, City of
Sugar Creek, Town of
Sullivan, Village of
Summit, Village of
Two Rivers, City of
Union, Town of
Upham, Town of
Walworth, Town of
Walworth, Village of
Watertown, City of
Waukesha, City of (commercial)
Wescott, Town of
West Baraboo, Village of
Whitelaw, Village of
Whitewater, City of
Williams Bay, Village of
Windsor, Village of

ASSESSMENT ACCURACY

There is no stronger demonstration of our ability to effectively serve a municipality with a population exceeding 20,000 than our 18-year partnership with you. Since implementing our full value maintenance system, we have consistently remained in compliance and have never fallen below a 95% overall assessment ratio. In 2025 we came in at 100.67%. This track record reflects our commitment to accuracy, transparency, and excellence in assessments. Please see the Department of Revenue major class data below, which highlights our sustained performance in a municipality of this size since 2019.

DATE: 10/27/2025

Wisconsin Department of Revenue
Preliminary Major Class Comparison

EQMCC701PWI
Page 24 of 25

EQ ADMIN AREA 81 Green Bay
COUNTY 05 Brown County
CITY 216 De Pere

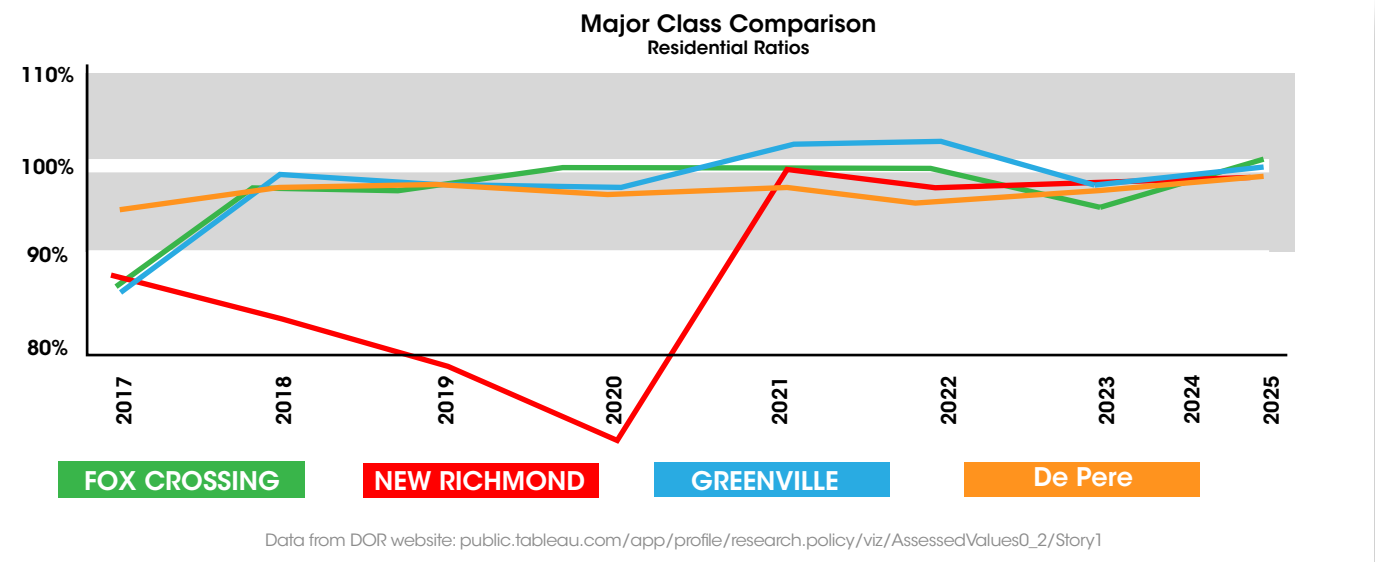
Year	Property Class	Municipal Assessed Value	DOR Base Value	% of DOR Base Value	Ratio (%)	Major Class Municipal Compliance Status	Type Of Notice Issued
2025	Residential	2,633,776,400	2,635,917,200	74.07	99.92	YES	
	Commercial	947,499,300	921,679,300	25.90	102.80	YES	
	Agricultural	193,100	192,700	0.01	100.21		
	Sum Of 5, 5M, 6, 7	798,900	737,200	0.02	108.37		
	Total	3,582,267,700	3,558,526,400	100.00	100.67	YES	
2024	Residential	2,457,500,500	2,498,936,400	75.30	98.34	YES	
	Commercial	828,294,100	818,877,500	24.67	101.15	YES	
	Agricultural	183,700	183,300	0.01	100.22		
	Sum Of 5, 5M, 6, 7	798,800	753,800	0.02	105.97		
	Personal	0	0	0.00	0.00		
	Total	3,286,777,100	3,318,751,000	100.00	99.04	YES	
2023	Residential	2,219,994,700	2,256,656,800	74.11	98.38	YES	
	Commercial	710,611,600	750,368,900	24.64	94.70	YES	
	Agricultural	201,000	197,500	0.01	101.77		
	Sum Of 5, 5M, 6, 7	726,500	672,700	0.02	108.00		
	Personal	37,184,800	37,184,800	1.22	100.00		
	Total	2,968,718,600	3,045,080,700	100.00	97.49	YES	
2022	Residential	1,959,266,100	2,007,542,300	75.10	97.60	YES	
	Commercial	573,155,500	636,619,400	23.81	90.03	YES	
	Agricultural	181,400	183,600	0.01	98.80		
	Sum Of 5, 5M, 6, 7	675,800	655,000	0.02	103.18		
	Personal	28,279,000	28,279,000	1.06	100.00		
	Total	2,561,557,800	2,673,279,300	100.00	95.82	YES	
2021	Residential	1,722,330,644	1,722,355,300	74.10	100.00	YES	
	Commercial	523,382,235	577,252,800	24.83	90.67	YES	
	Agricultural	187,100	185,300	0.01	100.97		
	Sum Of 5, 5M, 6, 7	603,000	636,500	0.03	94.74		
	Personal	23,931,500	23,931,500	1.03	100.00		
	Total	2,270,434,479	2,324,361,400	100.00	97.68	YES	
2020	Residential	1,598,630,469	1,618,168,000	73.85	98.79	YES	
	Commercial	495,302,735	546,735,500	24.95	90.59	YES	
	Agricultural	182,800	182,600	0.01	100.11		
	Sum Of 5, 5M, 6, 7	590,200	679,700	0.03	86.83		
	Personal	25,324,000	25,324,000	1.16	100.00		
	Total	2,120,030,204	2,191,089,800	100.00	96.76	YES	
2019	Residential	1,501,238,469	1,503,176,100	73.53	99.87	YES	
	Commercial	493,873,600	510,873,800	24.99	96.67	YES	
	Agricultural	182,200	182,400	0.01	99.89		
	Sum Of 5, 5M, 6, 7	647,400	654,200	0.03	98.96		
	Personal	29,497,900	29,497,900	1.44	100.00		
	Total	2,025,439,569	2,044,384,400	100.00	99.07	YES	

As we continue to maintain strong assessment ratio performance through our full value maintenance system and effectively manage your 8,477 total parcels, including 7,880 improved parcels, we remain committed to continuous improvement. We are consistently refining our processes to enhance accuracy, strengthen communication, and elevate our outreach and marketing efforts.

ASSESSMENT ACCURACY
Continued

Various statistical methods are used to gauge property assessment accuracy. **The DOR emphasizes the equalized value ratio, requiring assessments of major classes to be within 10% of fair market value in a 5 year period.** Non-compliance triggers an Interim Market Update using previous year(s) sales for reassessment.

A good test of accuracy in assessments is after reviewing sales and setting new values during a market update, **have the assessments been brought back to 100% market value?**



Data from DOR website: public.tableau.com/app/profile/research.policy/viz/AssessedValues0_2/Story1

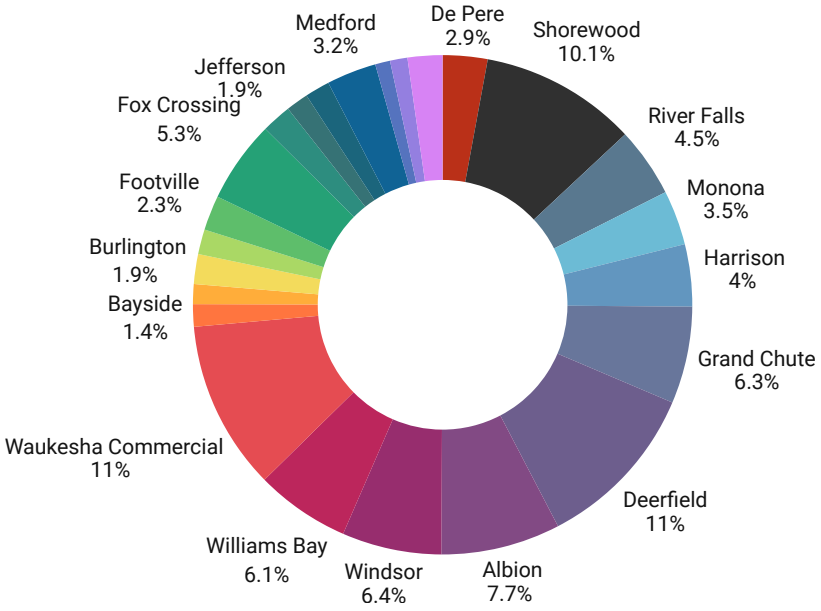
The table above shows the impact of regular market updates. The center white line is the state's 100% fair market value determination or equalized value. The green line shows the impact of annual market updates in Fox Crossing. Deviations in the red line show maintenance years before New Richmond started annual market updates in 2020. Greenville's blue line shows the maintenance year before the 2018 full revaluation follow years of annual market updates. De Pere's orange line shows the start of Annual Market Updates and the continued success of Annual Market Updates system in staying in compliance. **The closer to overall values are to 100% after a market update shows how accurate the assessments are.**

Since 2020 the market has become extremely volatile, setting new precedent when comparing assessments to market sales. This RFP requesting an every other year market update. In many ways you want to ensure **assessments are close to 100% every year.**

We must also address statistics our competition might try to exploit:
concentration and dispersion, both of which are uncontrollable lagging measures comparing last year's assessments to the following year's market sales. **Assessors can't predict the future market nor control property factors like style, age, non-permitted work, or homogeneity/make-up of property in a municipality.** Our competitors divert attention to uncontrollable statistics in a volatile market with numerous variables. We could also share samples of their so called "sub standard" results in this RFP but we would rather focus on the controllable factors when it comes to assessing fairly and equitably.

De Pere BOR Report

BOR Objections by Municipality



Objections Explained

When viewed in context, De Pere's objection volume compares very favorably to similar communities. While the average IMU sees approximately 16 objections per year, consistent with De Pere, the average IMU size is about 3,034 improved parcels. De Pere has more than double that number, with 7,827 improved parcels. In comparison, other municipalities of larger size have experienced substantially higher activity in 2025, including Wauwatosa (different assessor) with over 150 cases across 23 days of Board of Review and the City of Waukesha, where we assess commercial property only, with more than 105 total cases across multiple Board days. Overall, for a municipality of De Pere's size and population, the level of objections is well within, and even below, typical expectations.

Our Solution

1. We will continue to do everything possible to proactively limit the number of objections and Board of Review cases moving forward.
2. Brandon Rusch as your Statutory Assessor. Brandon is a cornerstone of our review process and plays a critical role in analyzing market data and validating the statistics behind assessment changes. His depth of knowledge and calm, clear approach makes him exceptionally effective at Board of Review, where he consistently helps municipalities navigate cases with confidence and clarity. Brandon is our highest-rated assessor and currently serves as the statutory assessor for Bayside, Onalaska, Glendale, and the Village of Oregon, bringing proven experience from a range of communities.

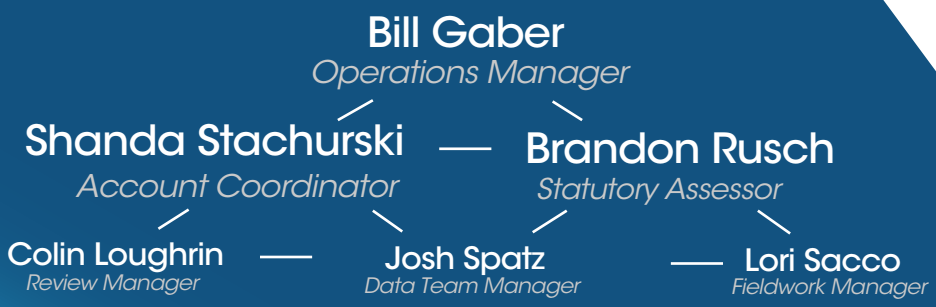


Brandon Rusch

ASSESSMENT TEAM

Your assessment team has access to over **200 YEARS** of assessing experience!

Our approach of the **Assessment Team** means each assessor coordinates their efforts from accountability officers to our field team and customer service. Throughout the entire assessment process - field work, attending open books and closing boards of review, our services are completed as a team. You will have full access to an account coordinator as your main point of contact throughout the contract.



31 EMPLOYEES

26 ASSESSOR I & II

5 ASSESSOR III

ACCURATE

Bill Gaber brings more than 12 years of assessment experience and currently serves as Operations Manager at Accurate. He advanced through the organization as a Field Assessor and Account Manager, giving him a comprehensive understanding of all facets of the assessment process. Bill is our most highly qualified assessor, having completed hundreds of market updates with a strong emphasis on commercial property valuation. He actively mentors our assessment staff and collaborates closely with the Wisconsin Department of Revenue to help advance assessment practices statewide. Bill holds Assessor II and III certifications.

Shanda Stachurski will serve as your primary point of contact throughout the contract. She will be responsible for workload tracking, report generation, scheduling and facilitating regular meetings, and providing any necessary training. Shanda works closely with your Statutory Assessor to manage timelines and ensure clear, consistent communication with municipal staff and the community. She holds an Assessor II certification and has three years of assessment experience.

Brandon Rusch will act as your Statutory Assessor and Review Specialist. He has extensive expertise in Board of Review proceedings as well as residential and commercial property review. Brandon is highly regarded for his ability to provide clear, thorough, and easily understood guidance during complex review processes, ensuring confidence and transparency for all. Brandon has an assessor II and assessor III.

Colin Loughrin is our Review Manager, oversees all aspects of the valuation and review process. His responsibilities include permit review, valuation review, and commercial property review for market updates. Colin holds Assessor II and III certifications, has seven years of experience, and has successfully completed over one hundred market updates.

Josh Spatz is our Data Team Manager. He is responsible for ensuring the security, accuracy, and integrity of all assessment data and manages all required exports and communications with Brown County. Josh's diligent oversight ensures data reliability and compliance at every stage.

Lori Sacco serves as our Fieldwork Manager and leads all fieldwork logistics. She plays a critical role in coordinating schedules, maintaining efficiency, and ensuring fieldwork remains on pace. Lori holds Assessor II and III certifications and brings five years of assessment experience to the role.

PROUD PARTNERS WITH: LEAGUE OF WISCONSIN MUNICIPALITIES WAAO Wisconsin Association of Assessing Officers

AUTHORIZED AGENT



BILL GABER

Operations Manager - Assessor II & III

billg@accurateassessor.com 920.213.1916

ABOUT ME

I have a thorough background in business and finance. I also have over 12 years of experience in the assessment industry. My involvement in coaching youth sports has increased my leadership skills to develop successful teams. Watching teams grow and learn is my passion. I look forward to working with you and your community.

" I like to lead by example both at home for my son (20 years old) and for those that I work with."

EXPERIENCE

- Determine values using the three approaches Sales, Income, Cost
- Managed over 150 Market revaluations
- 100+ Open Book and Boards of Review
- 10+ years of scheduling fieldwork assignments
- Statistically analyze market trends
- Land valuation review
- Filed word duties
- Estimate valuations for TID creations
- GIS mapping
- Closing Boards of Review
- Logistics Coordinator

EDUCATION

University of Wisconsin - Oshkosh 1996
Business

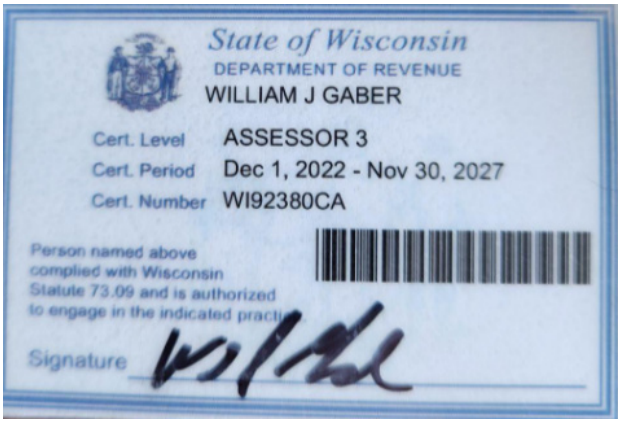
COMMUNITY INVOLVEMENT

Little League coach for 9 years
American Legion Baseball Coach for 4 years –
Won the Wisconsin AA state title in 2021
Coached youth Football for 6 years

STRENGTHS/SKILLS

Management
Organization
Team Leadership
Operations
Self-Motivation
Creativity
Communication
Development

CERTIFICATION



*Will attend proposed interview

KEY CONTACT PERSON



SHANDA STACHURSKI

Account Coordinator - Assessor II

shandas@accurateassessor.com 920.716.9658

WHY ME?

I am an energetic self-starter with professional success in the fields of Assessing, Compliance, Finance, Sales and Education. I am an effective communicator, dedicated to achieving goals while building professional relationships. I am a quick learner committed to maintaining open communication and building the best education plan for your community.

"I love working with Carey! She is wonderful and I always look forward to our conversations."

EXPERIENCE

- Determine values using the three approaches: Market, Income, Cost
- Performed over 20 Market revaluations
- Statistically analyze market trends
- Closing Board of Review
- 3 years of Tax exempt property
- Estimate valuations for TID creations
- GIS mapping

STRENGTHS/SKILLS

Communication
Organization
Financial
Work Ethic
Prompt
Education
Flexibility
Responsibility

CERTIFICATION

WI07740CA

*Will attend proposed interview

"Being part of the entire assessing process creates ownership and a deep understanding of the community."

ACCURATE

STATUTORY ASSESSOR



BRANDON RUSCH

Value Data Analyst, Review Coordinator - Assessor II & III
Statutory Assessor

brandonr@accurateassessor.com 920-749-8098

ABOUT ME

I have many of assessing experience and several years in the real estate industry. I enjoy real estate but even more so enjoy working and talking with people. The education piece of my job is one I do not take lightly and enjoy the most when it comes to talking to property owners. My hope when I have completed a task, residents are able to understand the reasoning behind it.

"I truly love working with large communities and hope to get the chance to grow our relationship."

EXPERIENCE

- Determine values using the three approaches: Market, Income, Cost
- Residential and Commercial Valuation
- Work with municipalities to value new developments
- Development of Neighborhood Mapping
- Determining and revaluation of land pricing
- Participate in Open Book Sessions
- Represent Company at Boards of Review
- Communication with Property Owners and Municipalities
- Validating Property Sales
- Entering and Reviewing Building Permits

BACKGROUND

Janesville WI - Assessor 2018 - 2022
Accurate - Assessor 2022 - Present
Real Estate Licence - 2016 - Present

STRENGTHS/SKILLS

Work Ethic	Communication
Creative	Flexible
Marketing	Relationship Building
Ethical	Educating

CERTIFICATION



State of Wisconsin
DEPARTMENT OF REVENUE
PO BOX 8971, MADISON WI 53708-8971

Assessor Certification Program

Certification Level ASSESSOR 2
Certification Period Aug 1, 2021 - Jul 31, 2026
Certification Number WI59502CA

BRANDON RUSCH
18 N JACKSON STREET
JANESVILLE WI 53547

The person named above complied with Wisconsin Statute 73.09 and is authorized to engage in the indicated practice.

*Will attend proposed interview

"The only way to do great work is to love what you do."

ACCURATE

CUSTOMER SERVICE

When property owners call us they get a live person. Our agents are trained assessors that answer questions quickly and educate property owners on the assessment process. Our **online appointment scheduling tool** is available 24/7.

Property owners have full access to us on our main line, email address, and over the phone appointments. We utilize a visual voicemail service which speeds up our response time. Voicemails are monitored daily to we make sure respond within 24 to 48 hours. All of these services are included at no additional cost to you.



MEET OUR CUSTOMER SERVICE TEAM MEMBERS:



"Being the first connection with property owners, my goal is to be able to help them understand the process of assessing and how it affects them. Being a property owner, I understand how confusing and daunting the process can seem. It is extremely rewarding when I answer their questions, help them understand the process, and make someone's day a little better."

TERRI MUSKEVITSCH since 2007

Customer Service Manager - Assessor II

terrim@accurateassessor.com 920.749.8098



"Talking with property owners on a daily basis gives me the opportunity to educate them on the assessment process. I take it as a challenge to convey positivity when not all of my interactions start out that way. Fairness and equity is paramount in my job and I take it very seriously."

AMY BAJI since 2011

Personal Property Coordinator- Assessor II

amyb@accurateassessor.com 920.749.8098



"The best feeling in the world is hanging up a phone and knowing I was able to help property owners understand their assessment. My background in hospitality gives me the tools I need to be empathetic to their needs. I have been known to make people laugh - because my laughter is infectious."

PATTI PETERS since 2010

Customer Service - Assessor I

pattip@accurateassessor.com 920.749-8098

SCOPE OF WORK

Specific Services Required

a) Consultant shall perform all of the work required to properly and professionally assess the real and personal property of the City in accordance with applicable Wisconsin State Statutes and in full compliance with all rules and regulations officially adopted and promulgated by the Wisconsin Department of Revenue.

b) Consultant shall designate a qualified and responsible employee to supervise the operation of the consultant's staff for the entire contract period. The individual shall be certified (at a minimum) Assessor Level II or Assessor Level III. The individual designated as such shall be available to the City for the entire contract. Should the supervisor be reassigned, that person shall be replaced by an equally qualified individual, subject to review and approval by the City.

c) Consultant shall report to and be accountable to the City Clerk or his/her designee. Consultant shall meet with the Clerk on a regular basis to discuss the progress of the work and to review the data and the reports completed. The City reserves the right to inspect the data and the progress of the work performed at any time without limitation.

d) Consultant shall be available to attend City Council and committee meetings on an as-needed basis.

e) Consultant shall provide an e-mail address and a local (or toll free) phone number for City officials and customers to contact the Contractor during regular business hours, Monday through Friday, and shall return e-mails and calls within two business days/48 hours.

f) Consultant shall provide an educational outreach program for the City related to the activity and responsibility of Contractor's assessment services.

g) Consultant shall field review and assess all properties that were under partial construction as of January 1st of the previous year.

h) Consultant shall field review and assess new construction as of January 1st of the current year.

i) Consultant shall perform interior inspections on all newly constructed homes, partially constructed homes from the previous year, and any interior remodeling including kitchen, bath, basement, remodeling, and additions if allowable.

j) Consultant shall field visit and measure all properties with building permits for exterior remodeling and for detached buildings and decks, and other miscellaneous permits.

k) Consultant shall field review as deemed necessary sale properties and properties for which no building permit has been issued.

l) Consultant shall account for all buildings destroyed or demolished.

m) Consultant shall provide projected assessed values for potential development projects upon the request of the Development Services Director.

n) Consultant shall coordinate with City staff for an annual meeting to discuss the previous year's development projects and building permit data.

0) Consultant shall determine the fair market value of mobile home units in the municipality subject to the monthly municipal permit fee, in accordance with State Statute 66.0435.

p) Consultant shall implement use value assessments of agricultural lands per specifications set forth by the Wisconsin Department of Revenue.

q) Consultant shall create, print, and mail State-approved Notices of Changed Assessment to property owners and others as required by State Statutes.

r) Consultant shall conduct Open Book sessions in accordance with Wisconsin State Statutes. Consultant shall prepare a written statement regarding Open Book dates, times, and instructions on how to set up an appointment for an Open Book session, at least thirty (30) days prior to the first Open Book session.

s) Consultant shall be responsible for preparing for the annual Board of Review hearing proceedings as required by State Statutes prior to the deadline each year. Consultant shall work with the City Clerk to arrange for the hearings. Consultant will provide digital photographs and data for comparable properties in advance of the Board of Review meeting so that the Board and the petitioner have evidence of comparability.

t) Consultant will attend the Board of Review hearing(s), serve as City staff at the hearing(s) and defend the valuations and work products. Consultant will promptly and adequately follow up and respond to any appeals made at the Board of Review hearing, incorporating assessment modifications as approved. The consultant will be available for any Circuit Court proceedings that may result from appeals or other assessment-related matters.

u) Consultant shall be responsible for providing all assessment data to Brown County's Real Property Listing office to facilitate the digital and manual transfer of data and values and for ensuring that the County's assessment roll is balanced to the records submitted by the Consultant. Consultant will provide printed copy of assessment roll to the City.

v) Consultant shall be responsible for providing the Wisconsin Department of Revenue (WI DOR) with both preliminary and final reports of assessed valuations after the Board of Review meeting. Consultant will also be responsible for providing WI DOR with assessments for all TIF districts by the prescribed deadlines.

SCOPE OF WORK

Specific Services Required - Continued

w) Consultant shall place detailed property assessment records with images and full parcel information on the internet with free access to the public and the City. This may be accomplished through the City's existing online resources or through the Consultant's software package. Property record cards will be updated on at least an annual or bi-annual basis. Consultant shall provide the City with unlocked, freely accessible databases upon request. Consultant will provide an annual export of one PDF property card per parcel ID, or a suitable alternative.

x) Consultant is not permitted to assign, subcontract, or transfer the work of providing assessment services without the prior written approval of the City Council.

y) Assessment Software:
The City currently consults with an outside contractor for Assessor Services, and as such the City requires the Consultant software platform be able to complete the following items:

i. Comparative sales reports that can be used to support individual assessments with adjustments shown to be derived from the regression analysis.

ii. Flexible cost and depreciation tables that can be adjusted to capture specific markets. For commercial properties, a system-generated income approach to value.

iii. The ability to electronically export the completed assessment roll to the Brown County Real Property Listing office in the format required, eliminating any manual data entry of the completed roll.

iv. The ability to import "start-up data" from any existing databases to avoid time/cost-consuming initial data entry.

v. The ability to accept and import the City's existing building permit records utilizing either a CSV or MS Excel file.

vi. Maintains a separate sales listing file to record and store data on sale properties as of the date of sale.

vii. Maintains an ownership history.

viii. The ability to create a wide range of reports, including Assessment Roll, Assessor's Final Report; and neighborhood attributes and values.

ix. The ability to run queries to locate specific data.

x. Has an electronic sketch for each property.

xi. Uses standard database format that can be read or easily converted to be read by other software packages and managed by Microsoft Sequel (SQL) Server.

xii. The data should be capable of being uploaded to the City's GIS system.

i. Comparative sales reports that can be used to support individual assessments with adjustments shown to be derived from the regression analysis.

ii. Flexible cost and depreciation tables that can be adjusted to capture specific markets. For commercial properties, a system-generated income approach to value.

iii. The ability to electronically export the completed assessment roll to the Brown County Real Property Listing office in the format required, eliminating any manual data entry of the completed roll.

iv. The ability to import "start-up data" from any existing databases to avoid time/cost-consuming initial data entry.

v. The ability to accept and import the City's existing building permit records utilizing either a CSV or MS Excel file.

vi. Maintains a separate sales listing file to record and store data on sale properties as of the date of sale.

vii. Maintains an ownership history.

viii. The ability to create a wide range of reports, including Assessment Roll, Assessor's Final Report; and neighborhood attributes and values.

ix. The ability to run queries to locate specific data.

x. Has an electronic sketch for each property.

xi. Uses standard database format that can be read or easily converted to be read by other software packages and managed by Microsoft Sequel (SQL) Server.

xii. The data should be capable of being uploaded to the City's GIS system.

Accurate has reviewed, understands, and acknowledges each point in the Specific Service Required, detailed by the City of De Pere.

SCOPE OF WORK

Approach to Achieving the Scope of Work

Accurate Appraisal's approach to fulfilling the City's assessment services is rooted in statutory compliance, consistency, transparency, and collaboration. Our proven processes are designed to meet all Wisconsin State Statutes and Wisconsin Department of Revenue (DOR) requirements while providing the City and its residents with reliable, well-supported assessments and responsive service.

Oversight, Accountability, and Communication

Bill Gaber will supervise all assessment activities for the duration of the contract. This individual will serve as the primary point of accountability and will remain available to City staff throughout the contract term. We maintain continuity in staffing and, should a change ever be necessary, would provide an equally qualified replacement subject to City approval.

Shanda will report directly to the City Clerk or their designee and prioritize regular communication to review progress, data integrity, timelines, and reporting. City staff will have full access to assessment data and work progress at any time. Shanda and Brandon are also available to attend meetings with City leadership, department heads, committees, or the City Council upon request and with reasonable notice.

We provide dedicated email and phone contact information for City officials and property owners and commit to returning communications within 48 business hours.

Fieldwork, Data Collection, and Valuation

Our fieldwork program ensures accurate, current, and defensible assessments. This includes:

- Field review and assessment of all new construction, partial construction, permitted remodeling, detached structures, decks, and miscellaneous improvements
- Interior inspections of newly constructed homes, partially completed homes, and qualifying interior remodels when allowable
- Field review of sale properties and other parcels as needed to ensure accurate data
- Accounting for demolished or destroyed structures
- Ongoing review of mobile homes subject to monthly municipal permit fees in compliance with Wis. Stat. §66.0435
- Implementation of use value assessments for agricultural land per DOR specifications

We coordinate annually with City staff to review development activity and building permit data and provide projected assessed values for proposed development projects upon request.

SCOPE OF WORK

Approach to Achieving the Scope of Work Continued

Assessment Notices, Public Outreach, and Education

Accurate prepares, prints, and mails all State-approved Notices of Changed Assessment in compliance with statutory requirements. We conduct Open Book sessions in accordance with Wisconsin law and provide written notice of Open Book dates, times, and scheduling procedures at least 30 days in advance.

Public education and outreach are central to our approach. We believe informed property owners are key to a successful assessment cycle, and we provide educational support to explain assessment practices, valuation methods, and statutory processes to both City staff and residents.

Board of Review and Appeals Support

Brandon will attend the annual Board of Review hearings. Brandon and Shanda will work closely with the City Clerk to coordinate logistics and statutory compliance. Brandon will serves as City staff during hearings, defend assessment with clear documentation, and provide comparable sales data and digital photographs in advance to support transparency and due process.

Following the Board of Review, we promptly implement any approved changes and respond to appeals. If necessary, we remain available to assist with Circuit Court proceedings related to assessment matters.

Data Management, Reporting, and Technology

Accurate ensures seamless coordination with Brown County's Real Property Listing office by providing complete and balanced assessment data in the required electronic format. We also provide printed assessment rolls to the City.

We submit all required preliminary and final valuation reports to the Wisconsin Department of Revenue, including TIF district reporting, within prescribed deadlines.

Our assessment software supports regression-based comparable sales analysis, flexible cost and depreciation modeling, and income approaches for commercial properties. It allows for electronic roll export, eliminating manual data entry. Property record cards with images and full parcel details are made available online at no cost to the public and the City, with regular updates. Upon request, the City will receive unlocked databases and annual PDF exports of property record cards.

Commitment to the City

Accurate performs all assessment services directly and does not subcontract without prior written approval from the City Council. Our team-based approach, combined with experienced leadership and strong local knowledge, ensures consistent service delivery, statutory compliance, and a smooth assessment cycle year after year.

ASSESSMENT HISTORY OF DE PERE

The City of De Pere and Accurate have been working together for 18 years. Throughout that time we have integrated new assessment technologies and built a strong relationship with your community. We can proudly say that since Accurate has been involved with De Pere your ratio have never fallen out of compliance with State regulations.

2008-2015

De Pere welcomes Accurate to complete maintenance services.

2010
Residential Parcels: 6800
Commercial Parcels: 400

2016

De Pere hires Accurate to complete a 1 year market revaluation

2017

De Pere contracts with Accurate for 1 year of maintenance

2018-2021

De Pere contracts with Accurate for 4 years of Full Value Maintenance

2022-2025

De Pere contracts with Accurate for 4 years of Full Value Maintenance

2025
Residential Parcels: 7449
Commercial Parcels: 439

From 2010 to 2025 De Pere has grown about 6%. During those 15 years there have been about 650 new improved parcels added to the roll. We are sharing this to be completely transparent about our role in assessing for the City of De Pere. With additional parcels comes additional time needed to complete assessments in the City. We know

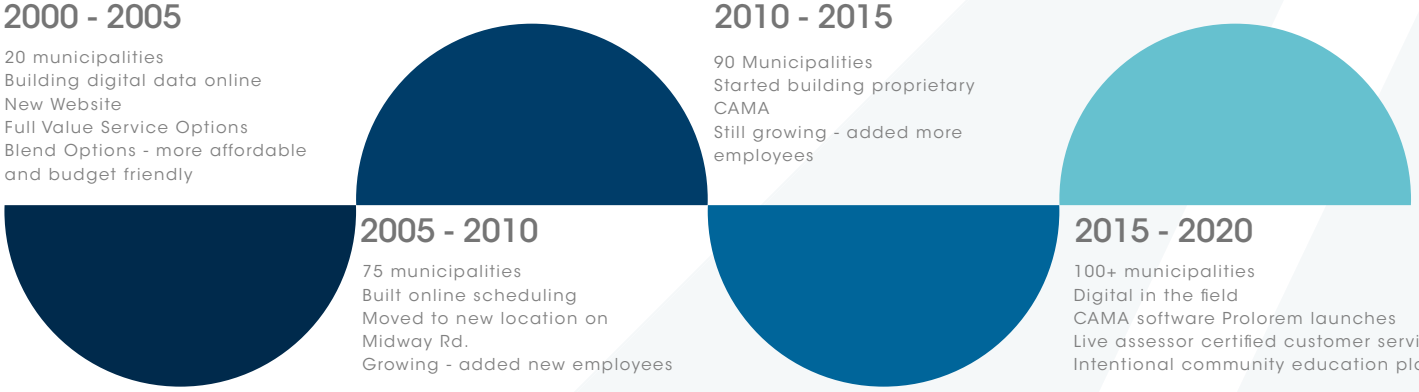
In 2018 Accurate began tracking hours on every aspect of our services. From entering sales, tracking field work, checking permits, collecting customer service data and much more. The data has been very consistent. Based on the last 4 years we can share that on average Accurate spends 696 hours a year assessing the City of De Pere.

	2022	2023	2024	2025
Hours Spent	658	675	839	612+
Service Cost	$76,000	$76,000	$76,000	$76,000
Per Hour	$115	$112	$91	>$124

The industry average for assessment services ranges from $125 to $150+ an hour depending on the type of contract and services needed. By understanding the increase in improved parcels, additional sales, and hours spent during the open book and board of review means we can now accurately quote a fair cost for our services that meets the needs of your community.

OUR HISTORY

Accurate was founded 20 years ago on the idea of complete transparency and communication. For many years it was common practice for assessors to suppress information from the public. This resulted in a lack of understanding and mistrust within the community. The founders of Accurate recognized these shortcomings and began pioneering new innovative assessment standards. Over the last 20 years we have developed web-based digital property record cards, created online scheduling options, and built our own CAMA to update data digitally in the field. With a combined experience of over 180 years Accurate has continuously improved the assessment experience through innovation, education, and technology.



2000 - 2005

20 municipalities
Building digital data online
New Website
Full Value Service Options
Blend Options - more affordable and budget friendly

2005 - 2010

75 municipalities
Built online scheduling
Moved to new location on Midway Rd.
Growing - added new employees

2010 - 2015

90 Municipalities
Started building proprietary CAMA
Still growing - added more employees

2015 - 2020

100+ municipalities
Digital in the field
CAMA software Prolorem launches
Live assessor certified customer service
Intentional community education plan

At Accurate we make a concerted effort to connect and learn the nuances of each community. There is no "cookie-cutter" way to assess unique communities. We tailor our services to fit the needs of everyone we serve. Here is a small sample:

UNIQUE ASSESSMENTS

Views of the Capital Building - Dane County
Views of the lake - Lake Geneva & Fontana
Bayshore Mall - Glendale
Access to the Chain of Lakes - Dayton
All of Menominee County
Dock-O-Miniums - Fontana

CORPORATE BUSINESS

Secura - Fox Crossing
Johnson Controls - Glendale
Foth - De Pere
Miron - Fox Crossing
Cleary Building - Greenville
Humana Insurance - De Pere

TAX EXEMPT EXPERIENCE

St. Norbert College - De Pere
Divine Savior Hospital - Portage
Skaalen Retirement Services - Stoughton

DISTRIBUTION/WAREHOUSING

WALMART Distribution center - Beaver Dam
Amazon - Greenville
TARGET - Oconomowoc

OUR ALL INCLUSIVE SERVICES

- Online roll books
- Digital property record cards, with photos online
- Assessment data integrated into your website
- Live, assessor operated, telephone-based open books
- Cloud based CAMA system with dedicated support
- Assessor certified customer service
- Assessors available to answer questions daily over the phone or via video chat
- Multiple assessors at open book to keep waiting to a minimum
- Interactive videos and educational materials at open book
- Active live chat function available on our website
- Community education planning with dedicated marketing person
- Virtual walk-through options
- Access to your own dedicated assessor
- Maintenance inspections included

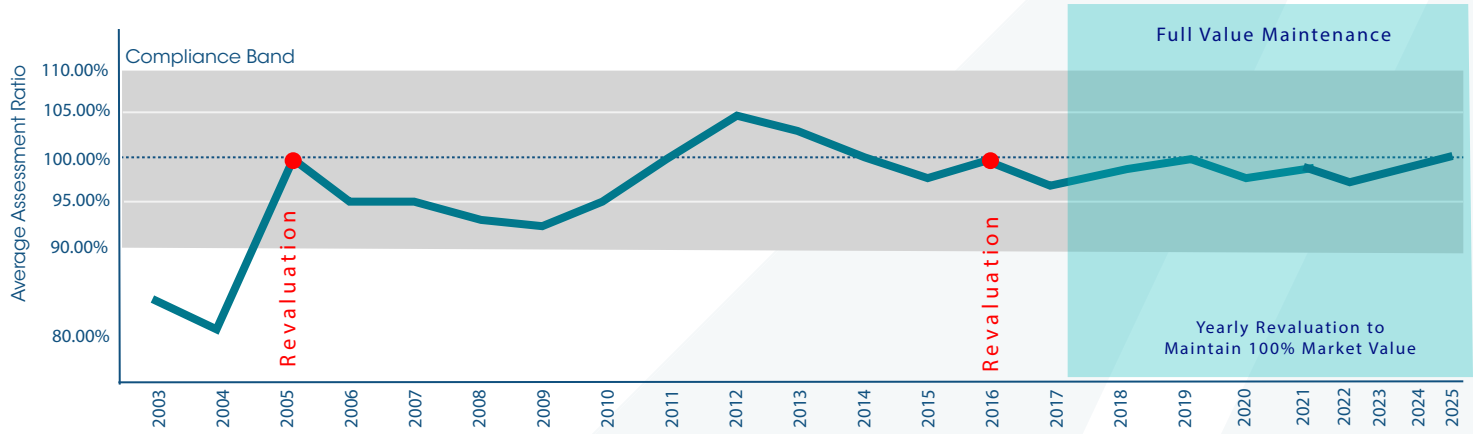
ACCURATE

FAIRNESS & EQUITY

There is no better way to express the fairness and equity of our work than to show a visual example. The center dotted line represents true fairness and equity, where assessed values are in line with market value. When assessments maintain 100% market value they mirror the state's equalized value to ensure every property owner is paying their fair share of taxes.

City of De Pere

Brown County

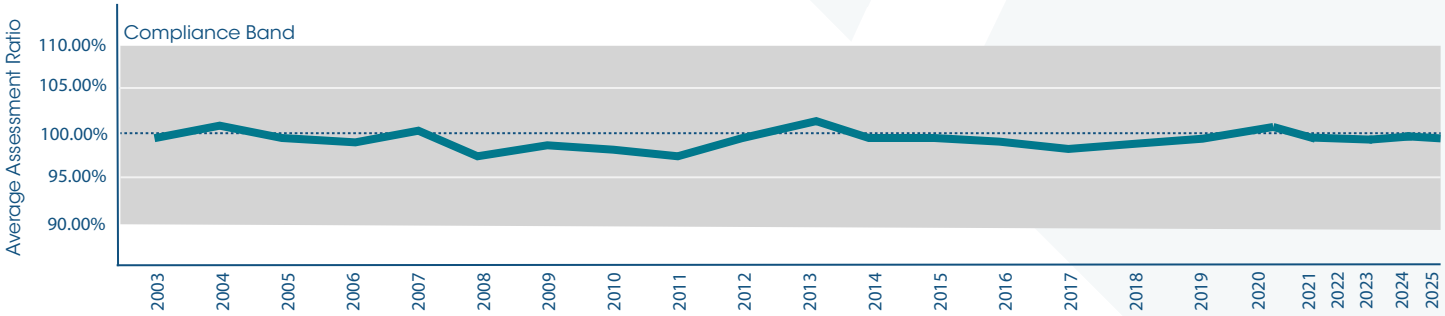


From 2003 through 2013 De Pere property was revalued only twice. Every year of maintenance creates natural market inequity, in which the market value of properties rise and fall while assessed values stay the same. This market inequity means property owners are no longer paying their fair share of taxes until a revaluation is performed.

You can see that the ratios stay close to 100% once De Pere started the Annual Market Updates program. This is the most fair and equitable assessment process. The graph below shows the ratios for the City of Stoughton. We have performed our Annual Market Updates program over the same time period, since 2003. You can see that by revaluing property every year the assessment ratio stays within 10% of state's 100% guideline never going more than 5% away from 100%.

City of Stoughton

Dane County



Annual market updates is not just "keeping you in compliance" with a market update every few years. It means we perform a market update every year!

The benefits of Annual Market updates is three-fold. 1.) It maintains 100% market value, 2.) keeps you from saving up for revaluations every 6 to 8 years, and 3.) is the most fair and equitable way to make sure every property owner is paying taxes on their property at 100% market value every year.

EXAMPLES OF WORK

We have experience working on special projects with multiple municipalities throughout the state. Below are a few examples of our ability to adapt our services and work with municipalities that we are not currently contracted with. We are committed to helping move the assessment experience forward through education, building partnerships, and supporting those in need.

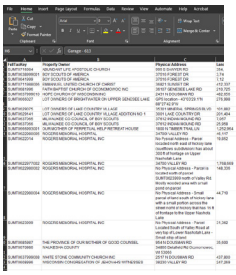
1. SUMMIT

Background:
The Village of Summit was in need of measurements for exempt properties to determine the sqft of the buildings as they had no data on file. Their assessor could not complete the work in their timeframe so their clerk reached out other assessors in the state and we were the only one to respond to their request.

Accurate's Solution:
We developed a plan to review the properties from any practical data we could find assisted by aerial GIS to measure the sq ft of each property and store the data in a spreadsheet. We supplied them with images of the measurements along with a letter format to send to each owner for verification. We were happy to help out a municipality in need.







2. GREENVILLE

Background:
We have been the assessors for Greenville well over 10 years now. The town was incorporating to be a village in 2021. During this transition they didn't have much time to plan or execute a message to the community.

Accurate's Solution:
We reached out to Wendy at Greenville about what their plan was to educate property owners on the transition. Based on our initial meeting we offered to help them with social media posts, inserts, and explanations for what happens during an incorporation and the dates surrounding their meetings. We have also helped them update their social media with assessment education and have recently been working with them to incorporate their building permit process into our new Online Permit Portal.





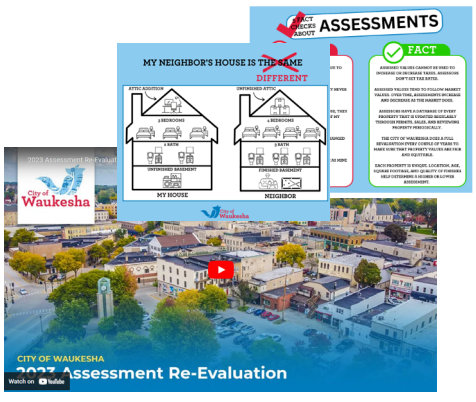


3. WAUKESHA

Background:
Sam Walker, the City of Waukesha's assessor reached out to us for help with assessment education content. The City was performing a market update and had been following our linked in posts. They liked what we were sharing and wanted to use some it for their website and social media.

Accurate's Solution:
Without hesitation we connected with Sam and shared our entire library of newsletter content, post card mailings, videos, and social media content. We worked together on a few verbiage changes and stayed in touch throughout the market update process to make sure they had what they needed. They even updated some of the pieces that we now use so it was mutually beneficial. Sam still stays in touch and we are working on other projects with him.



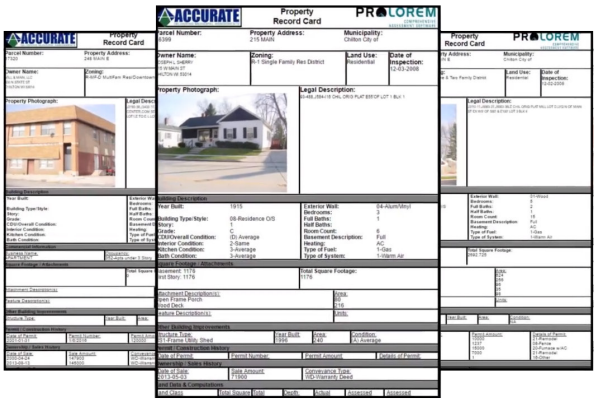


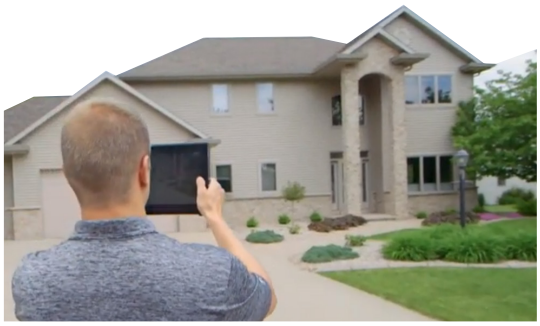
We have many more projects we would like to share with you during the interview process, such as our recent inspections and social media education.

SOFTWARE

Our proprietary CAMA system is completely **CLOUD BASED.**

With Prolorem, all property record cards are digital. They are available on our website FREE to you and your community 24/7. There are no costs to use our software and convert your Market Drive data.
All property record cards have images and detailed information about each parcel.
We believe in 100% transparency therefore all data and programs gathered are the property of the City of De Pere should you ever change assessors.





Our assessors utilize computer tablets to assess properties in the field. With Prolorem there is no need to take hand written notes back to the office to update the value on a property. Our assessors are trained to complete assessments on premise, eliminating errors from re-entering data. All property record cards are updated in real time and saved to the cloud instantly. Our CAMA is the only software that updates property record cards in real time.

Our on staff IT integrates multiple platforms like GIS, Apex Sketching Tool, iWorQ, etc to streamline our process. Because our software is proprietary we have the ability to add or remove features the City of De Pere requests at no additional cost.

PROLOREM

A REVOLUTION IN ASSESSING SOFTWARE

SOFTWARE COST: $0.00
LICENSING/MAINTENANCE: $0.00
SOFTWARE:
INTEGRATION ABILITY: YES, $0.00
CONVERSION ABILITY: YES, $0.00

There are never additional costs for conversions, updates, licensing, integrations, additions, etc.



EDUCATION PLAN

On average, most property owners have about 40 days from the time they first learn about the Market Update to when their new value is finalized.

It is standard practice for an assessor to send notices and wait for the community to reach out with questions or concerns. However, this one-way communication is not transparent and often leaves property owners scrambling to understand what's happening. Frequently, this leads to a disconnect between property owners, the municipality, and the assessor.

Our education plan puts your community first. We leverage your existing communication channels to start the conversation early. With our approach, your community will be informed about potential value changes 80 to 190 days before notices are sent out. Together, we'll establish a **two-way communication** channel through social media, council meetings, newsletters, postcard mailings, custom videos, and much more.

EXPERIENCE OUR EDUCATION PLAN:

1. SOCIAL MEDIA

Utilize your channels of social media preparing to share the process of Full Value Assessments. We mix this with a schedule of postings over the coming year to educate property owners on what to expect and the status of the current market. Involving the community ensures we have a two-way communication through the process.

2. COUNCIL MEETINGS

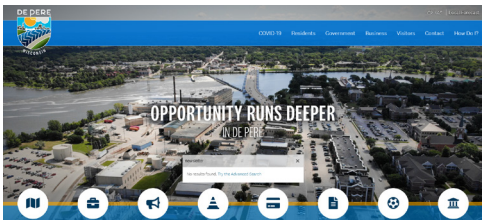


Your community will inevitably have questions about the how Annual IMU works. We will attend council meetings to educate your council members arming them with the knowledge they need to explain the Market Update assessment process with property owners.

3. NEWSLETTER

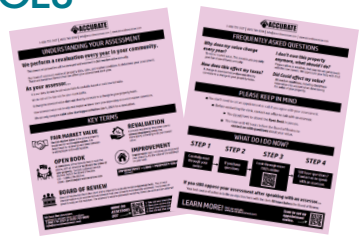
Writing articles that address the assessments, what to expect, and the schedule of social media postings keep your community engaged. We can invite readers to sign up for text alerts or email updates throughout the year.

4. WEBSITE



Updating the City website with a custom video helps explain what a revaluation is and what to expect. We can build links to property record cards and show a timeline for the revaluation. The community utilizes your website as a resource, we serve them best by keeping them up to date.

5. NOTICES



A notice of new value will be mailed to every property owner. Inserted with the notice will be an Understanding Your Assessment information sheet explaining the assessment process with QR codes, links to videos, an online appointment scheduler, and access to our customer service team.

6. OPEN BOOK & BOR

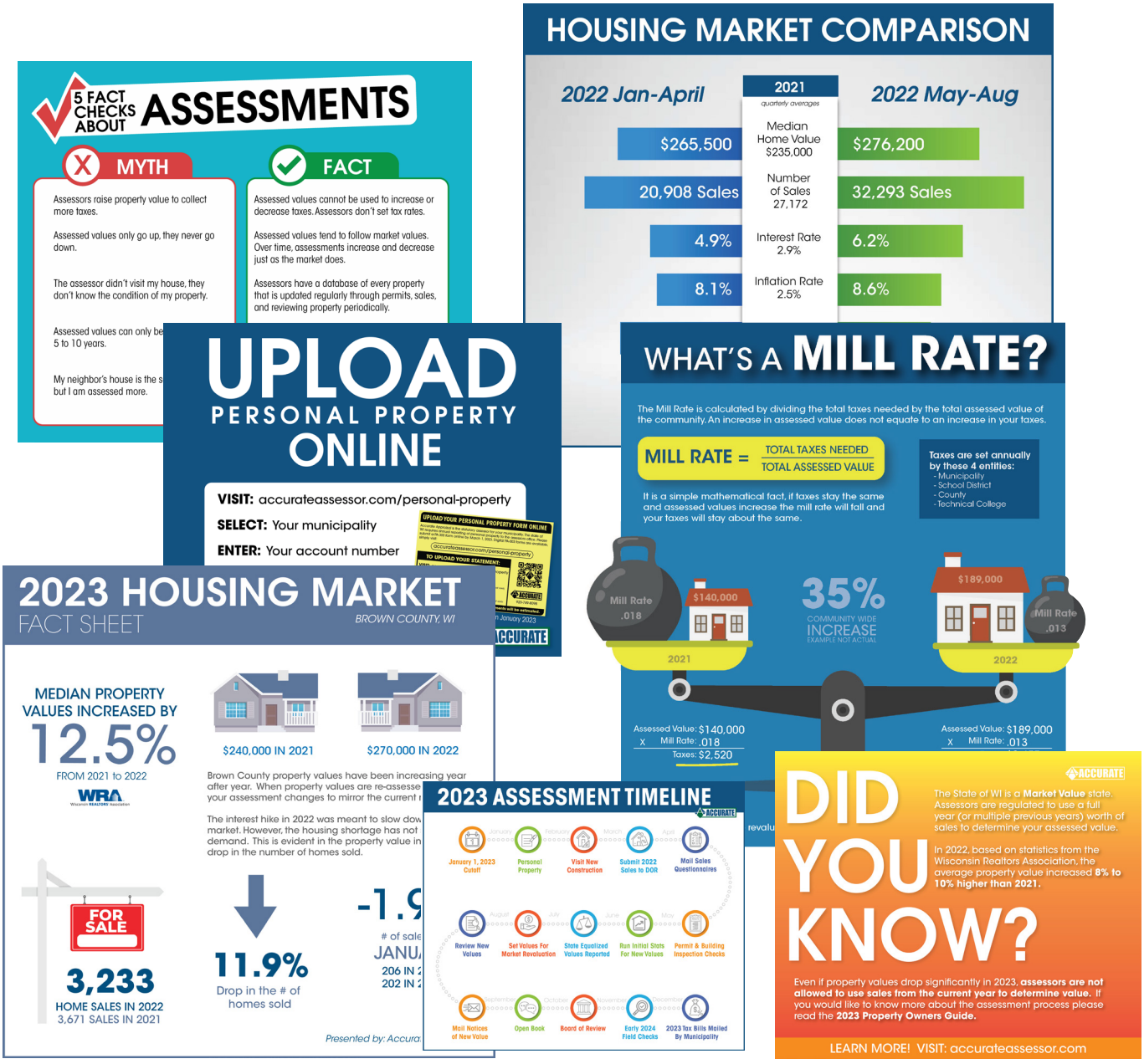
We will offer over the phone Open Book appointments as well as in person options. For in person Open Book property owners will be greeted with a TV slideshow with assessment videos playing. We provide computers for property owners to search for their record cards.

SOCIAL MEDIA

We post content 4 times a week! If you haven't been using our educational content, we highly recommend meeting with our social media team to work on a regular schedule.

Through **Social Media** we build a positive and informative **two-way communication** with your community. Over 85% of 25-45 year olds use social media, and over 70% over the age of 50 use it daily.

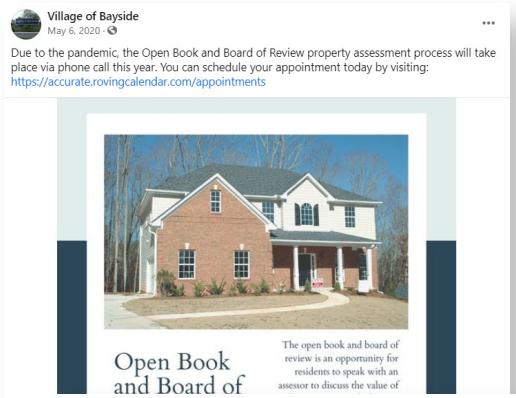
With a simple share you can instantly connect with thousands of property owners to **quell the stigma of taxes and assessed values.** By not involving your community they may feel left out and discouraged about the assessment process. Let us help you with continual education on social media.

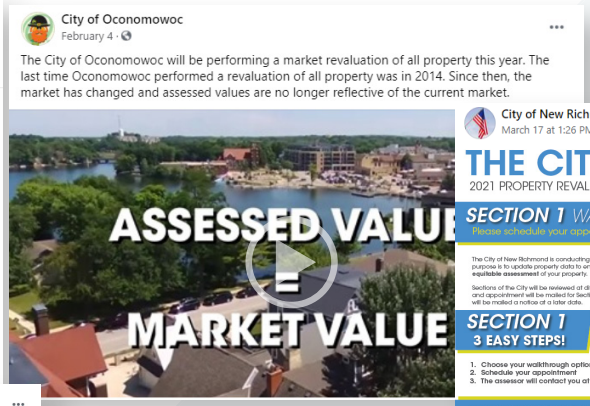


CHECK US OUT ONLINE!

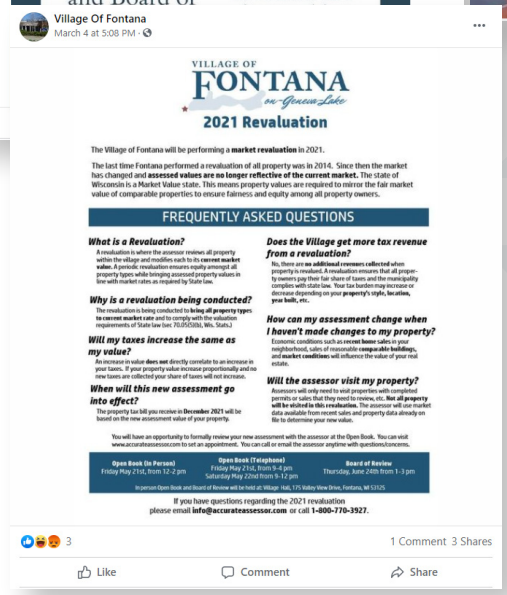
POSITIVE INTERACTION

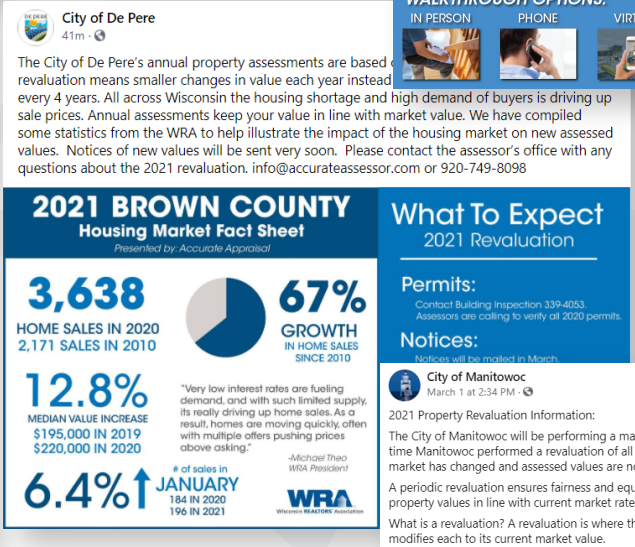
Through social media we establish an important **two-way communication** with the people in your community. Social media helps us instantly connect with thousands of property owners. We are all aware of the stigma of taxes and assessed values. By not involving your community they feel left out and discouraged about the assessment process. Our transparency ensures they feel like they're informed about any value changes. Engaging with your community through social media allows us to **inform, educate, and empower** them. Here are just a few examples of how we engage with our current municipalities:

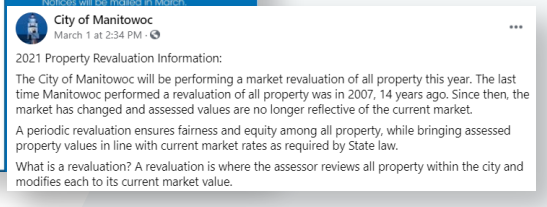












Accurate builds relationships with the community. For example our Personal Property department created an instructional video on our website walking through how to fill out PP statements.

"Just wanted to let you know, I was not looking forward to filling out the form. But the instructional video and the information on your website made the process a lot easier than I thought it would be. Thank you!"

Barr Resort - Kika Barr

Our assessors go above and beyond just valuing property. The classification of land changed for this property owner. We helped him by working with the DOR on properly classifying his land.

"Paul at Accurate was very helpful with my land classification and working with the DOR. He was very gracious and professional through the journey."

Resident - Duane Wagner

OUR COMMITMENT

Accurate has been at the forefront of moving the assessment experience forward. To accomplish this, we are fully **committed to building a culture of assessment knowledge.** Every assessor that works for accurate is required to attend knowledge sessions on each assessment process. Knowledge sessions are established by our senior assessors and encompass each aspect of assessing such as: Ag land calculations, vacant land valuation, roll books, exemptions, board of review and open book, statistics, commercial valuation, and many more.

Additionally, our assessors have book club meetings regularly to read, review, and interpret the WPAM which is our guideline for assessment practices. Spring of 2023, our assessors joined in on the first ever **listening sessions with the DOR to update and bring the WPAM guidelines and statutes into the 21st century. 14 of our assessors attended and led 6 of the round-table discussions** on assessment practices. We shared the experience with our entire team at our weekly Monday Morning Meeting.





Technology allows assessors to be more accurate in our assessments. We have been **working on a project with the WI Department of Revenue (DOR) to standardize the import and export of assessment data files.** Our IT team will continue to work with the DOR on this project to make it easier on municipalities and assessors when collecting and sharing data.

Finally, **we attend conferences annually to connect with clerks, administrators, mayors, etc.** to share ideas and build relationships with those we serve. It's our way to educate municipal officials on the assessment process. **We also enjoy having fun with the municipal officials who do so much for their communities!**



MTA WISCONSIN

LEAGUE OF WISCONSIN MUNICIPALITIES

WAAO
Wisconsin Association of Assessing Officers

WMCA
Wisconsin Municipal Clerks Association

ASSESSMENT TIMELINE

Before January of each year we will sit with you and **discuss the options for open book and board of review dates.** We will work with you to schedule new construction checks, field work, data entry, and the date notices are mailed. Below is a suggested timeline of what happens throughout the assessment process. These dates are for example only.

January

We start every year by visiting new construction to verify the % completion of new property. Trespass notices are mailed to property owners so they know we will be in the area.

If the property is not complete as of January 1st (each year) we update our records accordingly and flag the parcel/s for a final visit to measure and list the property as complete.

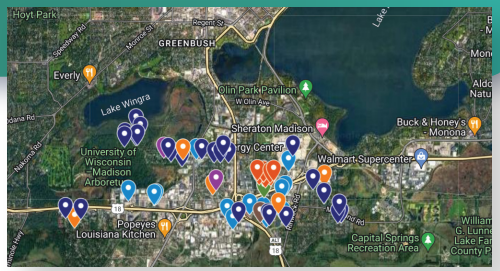


This timeline may change depending on the agreed upon dates for Open Book and Board of Review. We are flexible on the date for Open Book and Board of Review that works best for you.

March

Properties are sorted and mapped for field inspections based on permits, sales, inspection requests, etc. Assessors update data on premise with their laptops.

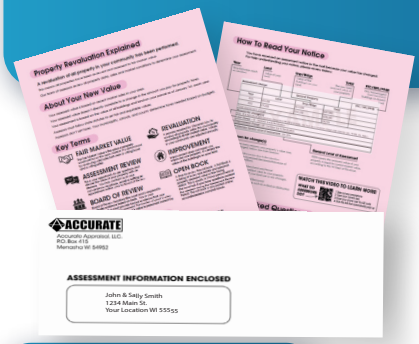
Initial market statistics from recent sales are calculated. Properties are segmented into neighborhoods to compare market values of like/similar property.



April

Initial values are forecasted. Value checks are performed and revisions are made. Our import/export team works with the county to verify assessment and mailing data. Initial statutory board meeting must be held if needed.

Notices are printed and mailed. Every notice includes an educational insert with links to videos and FAQ's. Rolls are posted online.



May

Once residents receive their notices, we begin the Open Book period. This is an important opportunity to speak with as many residents as possible. The more conversations we have, the better we can explain assessment changes and educate residents on the assessment process.



June

After the Open Book period concludes, we move into the Board of Review. This provides residents who have chosen to file an objection the opportunity to present their case to the Board, which then makes the final determination on the assessed value.



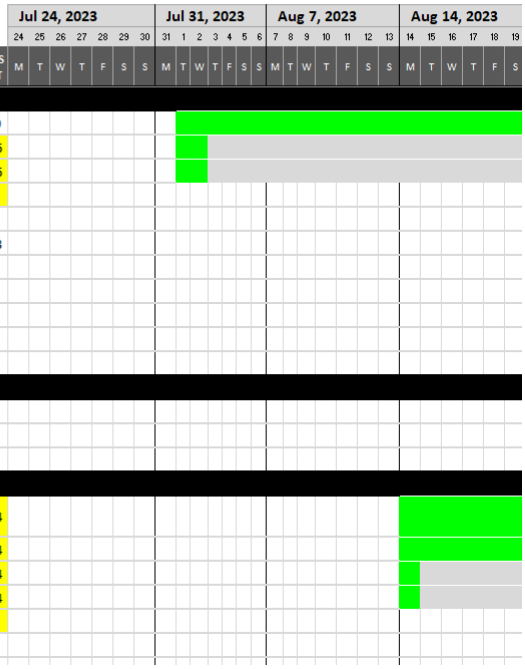
WORKLOAD

On a regular basis Shanda will meet with your team to go over accountability for our assessment team. **There will be a standard agenda to ensure open communication and that all metrics are being followed.** Below is an example of a progress report that can be created to ensure you know the progress of current processes.

City of Kenosha Interim Market Update (2024)

Project Start: Mon, 7/24/2023
Display Week: 1

TASK	ASSIGNED TO	PROGRESS	START	END	TOTAL DAYS	DAYS LEFT
Education / Publication						
Prep and share Education Plan	Chris	100%	8/1/23	8/30/23	30	-19
Update website - Add video	Chris	1%	8/1/23	4/1/24	245	196
Create content on current Res Market	Chris	1%	8/1/23	4/1/24	245	196
Initiate education through all forms of communication	Chris	1%	9/1/23	9/30/23	30	12
Mill Rate Education with Tax Bill (if allowed)		100%	11/1/23	12/31/23	61	61
Prepare notice letter and insert for 2024 market update (if allowed)		1%	11/1/23	4/1/24	153	153
Connect Accurate's Facebook to Kenosha website		1%	1/1/24	1/15/24	15	15
Send Mailer		1%	1/15/24	4/1/24	78	78
Use all avenues of Education		1%	2/1/24	4/1/24	61	61
Additional education on the BOA and BOR		1%	5/1/24	5/31/24	31	31
Data Transfer & Analysis						
Data Transfer		1%	1/1/24	1/15/24	15	15
Code Table Data Reviews & Return		1%	1/1/24	3/10/24	70	70
Fieldwork (Permits & New Construction)						
Permit Reviews (Verify permits (occ) and what our next step is, actionable or non-actionable)(Value partial Construction)		5%	8/14/23	12/31/23	140	104
Commercial Permit Value (Permits completed after 1/1/23 (value them))		5%	8/14/23	12/31/23	140	104
New Construction Checks		1%	8/14/23	12/31/23	140	104
New Construction Alterations/Progress		1%	8/14/23	12/31/23	140	104
Ag Checks (Kenosha mails letter, Lori onsite visit)		10%	9/8/23	9/29/23	22	11
Ag Checks (Kenosha 2nd letter, data update)		10%	10/1/23	11/15/23	46	46



Additional meetings will be held throughout the year. Four main annual meetings will cover:

Kick-Off Meeting:
Establish Open Book and Board of Review dates, outline the education plan and reminder schedule, review the Open Book letter, and confirm the assessment timeline. This meeting ensures alignment and clear expectations as we begin the new assessment year.

Pre–Open Book Meeting:
Prepare the community with appropriate educational materials, review the assessment roll with the Clerk, and confirm the timing and distribution of educational outreach and reminders.

Pre–Board of Review Meeting:
Review Board of Review expectations, confirm all filed objections have been received and are accounted for, and ensure post-Board meeting reminders are in place, including confirming manufacturing values are included in the roll prior to export to Brown County.

End-of-Year Wrap-Up:
Evaluate what worked well and identify areas for improvement, plan for late-fall fieldwork, and begin preparation for the upcoming assessment year.

SERVICE OPTIONS

The service options below are reflective of our all-inclusive services. **There will never be an additional invoice for any reason.** You may retain 10% of the total fee subject to delivery of certified tax roll.

3 YEAR ANNUAL INTERIM MARKET UPDATES

	2027	2028	2029	Total
Assessor Services	Market Update	Market Update	Market Update	Total
Service Cost	$78,000	$78,000	$78,000	$234,000
Annual Amortized Price	**$78,000**	**$78,000**	**$78,000**	**$234,000**

4 YEAR ALTERNATING 2028, 2030 Market Update

	2027	2028	2029	2030	Total
Assessor Services	Maintenance	Market Update	Maintenance	Market Update	Total
Service Cost	$36,000	$78,000	$36,000	$78,000	$228,000
Annual Amortized Price	**$57,000**	**$57,000**	**$57,000**	**$57,000**	**$228,000**

5 YEAR ANNUAL INTERIM MARKET UPDATES

	2027	2028	2029	2030	2031	Total
Assessor Services	Market Update	Market Update	Market Update	Market Update	Market Update	Total
Service Cost	$78,000	$78,000	$78,000	$78,000	$78,000	$390,000
Annual Amortized Price	**$78,000**	**$78,000**	**$78,000**	**$78,000**	**$78,000**	**$390,000**

Maintenance:
We will inspect all permits, new construction and any demolitions. Every sale will be entered and reviewed. If there are changes to condition or missing information we will update the data to reflect. Any request for inspection from your community will also be visited during a maintenance year.

Market Update:
We will conduct the same services as in a maintenance year. On top of our maintenance services every year we will break down each property by neighborhood, style, age, location etc. Each will be evaluated and assessed to its new fair market value. A notice of new value will be mailed to the property owner. It is important to maintain a schedule of social media education to ensure your community understands how the assessment process works.

ALL INCLUSIVE SERVICES

- **FREE** Web Data Access
- **CUSTOM** Community Education
- **LIVE** Customer Service
- **ZERO** Cost to Convert Assessment Data

Would you like to see additional options?
We will work with you to customize any assessment plan to fit your community's needs.

ACCURATE

REFERENCES

DE PERE

*We are proud to have featured you as a reference in several of our proposals, and we greatly value your continued support and partnership

Accurate Appraisal has served as the statutory assessor for the City of De Pere since 2005. In 2018, the City decided to adopt their annual Full Value Maintenance program. This transition has been beneficial to the City, because market trends over the past few years would have otherwise forced another city-wide revaluation. It also makes budget planning easier by supplying consistent information year-to-year. Our account manager at Accurate is extremely knowledgeable, and has always been responsive to our questions and needs. Accurate's proactive public relations campaign, which provides social media posts and additional website content, has been very helpful in communicating with and educating our citizens.

Carey Danen
CLERK/TREASURER
www.deperewi.gov
cdanen@mail.de-pere.org
(920) 339-4072 ext 1355

GREENVILLE

We have worked with Accurate over the last three years, who performed a total revaluation of our municipality. Their leadership in the industry is one of the reasons why we chose Accurate as our Assessor. Their friendly, reliable service is why we continue to utilize Accurate. Timely, professional response has been appreciated and we trust them to serve our residents with dependable service and fair assessments.

Wendy Helgeson
CLERK
www.townofgreenville.com
whelgeson@greenvillewi.gov
(920) 757-5151 ext 1100

FOX CROSSING
BRIDGING THE FOX CITIES

Accurate Appraisal has professionally served as the Assessor for the Village of Fox Crossing since 2015. Over the past several years, Accurate Appraisal expertly conducted a full revaluation of the Village in 2017, and has maintained the Village at full value since 2019.A full value contract with Accurate Appraisal has provided a tremendous benefit to Fox Crossing. With the large increase in property values over the past few years, having the Village's assessed value grow incrementally over the past several years rather than a large increase in value in one year, is much easier to explain to Village residents. Accurate Appraisal has been a great partner with Fox Crossing in managing the difficult task of assessing.

Jeffrey S. Sturgell
Village Manager
www.fccommunity.com
JSturgell@foxcrossingwi.gov
(920) 720-7101

CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

It is with enthusiasm that I recommend Accurate Appraisal, LLC. We could not have asked for a better partner to go through a full revaluation with this year. Their depth of experience allows them to handle even the most complicated of situations and their professionalism is obvious to our team, but more importantly to our residents. A revaluation is a big deal to a community, but doesn't have to be strain on City Staff - Accurate will get you through every step.

Michelle Scanlin
CLERK
www.newrichmondwi.gov
mscanlan@newrichmondwi.gov
(715) 246-4268

THE CITY of Altoona

Cindy Bauer
CLERK
www.ci.altoona.wi.us
cindyb@ci.altoona.wi.us
(715) 839-6092

Insurance & Legal

Insurance Providers and Legal History Statement

Over the past three (3) years, Accurate Appraisal, LLC has held commercial liability insurance policies with the following insurance providers:

Houston Casualty Company
13403 Northwest Freeway
Houston, TX 77040

West Bend Mutual Insurance Company
1900 South 18th Avenue
West Bend, WI 53095

With regard to claims activity:

Houston Casualty Company is currently representing Accurate Appraisal in ongoing litigation involving the City of Franklin. This matter is pending, and no judgment has been entered.

Legal Actions:

Apart from the ongoing Franklin case mentioned above, Accurate Appraisal has not been a party to any other legal actions related to our appraisal projects in the past five (5) years. There have been no judgments entered against Accurate Appraisal in relation to any of our services.

Defaults and Non-Conformance:

Accurate Appraisal has never been declared in default, issued a non-conformance notice, or terminated for cause with respect to any of our services.

Government Contract Participation:

At no point in the past five (5) years has Accurate Appraisal or any of our sub-consultants been suspended from bidding on or entering into any government contracts.

Additional Information:

Accurate Appraisal works closely with the Wisconsin Department of Revenue (DOR) through its annual assessment review process. We have developed and maintained a strong, collaborative relationship with the DOR and are committed to upholding the highest standards of accuracy, transparency, and regulatory compliance in all our work

OUR CORE VALUES

We strive to always put others first and maintain transparency about our assessment process. The values we believe in are not just empty statements. The words were carefully selected, not by the owners but by the employees of Accurate. Our core values express who we are as a company, as your assessors, and how we treat each other.

WE ARE FAMILY

We have an unwavering loyalty to each other and our customers. We Respect & Encourage each other and appreciate uniqueness. We value and support each other's health, safety and work/life balance.

ALWAYS TRANSPARENT

We are Open & Honest in ALL interactions, sharing our data, processes, information, mistakes, and victories. We hold each other accountable. Our availability to our customers and family members is abundant.

EMBRACE GROWTH & INNOVATION

We are comfortable being uncomfortable while striving to get better every day. We foster and enhance customer relationships while seeking to learn and develop. We offer to teach and mentor customers and family members.

BE ADMIRABLE

We guard our integrity by doing the right thing-ALWAYS. We strive for quality and precision in our work, our products, and our services. We act like owners and honor our word and commitments. We choose candor, respect, and kindness.

WE ARE A BOATLOAD OF FUN!

Positivity is our attitude of choice. We have infectious spirits bringing enthusiasm and excitement to all we do. We are passionate and value diversity and inclusion. There's no reason too small to celebrate.



ACCURATE

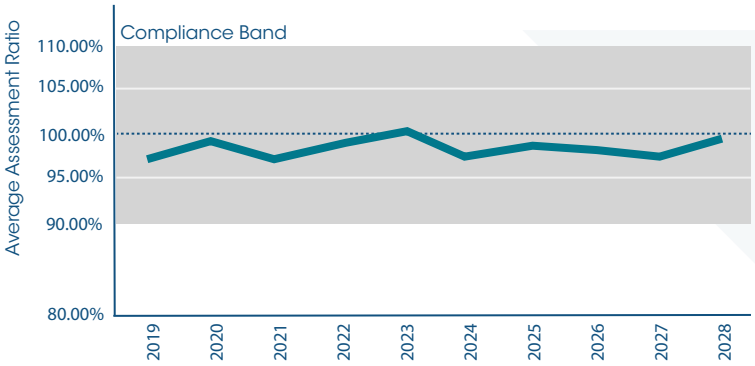
SUMMARY

Thanks again for taking the time to review our proposal. We have enjoyed working with the City of De Pere over the last 18 years. We look forward to building an even stronger relationship with you and your community over the next 3 to 5 years. We will work together to build a progressive public education plan. Our Transparency will put your community first, keeping them involved in the assessment process. Our team of assessors will be responsive to your needs and offer the best customer service to your community.

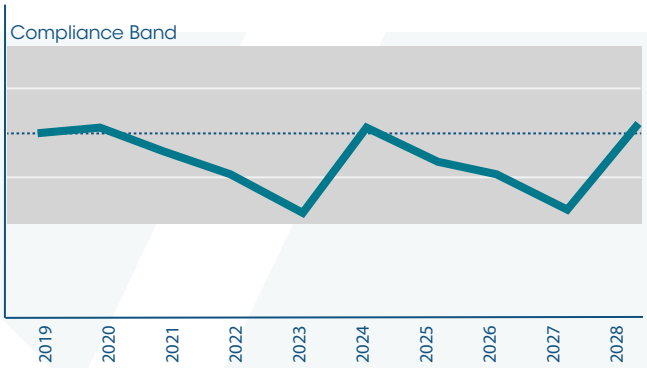
In the RFP you expressed to us that the assessor is to maintain 100% market value annually on all taxable property if you continue with Annual Interim Market Updates . With our Annual Market Updates program, we perform yearly revaluations to ensure fairness and equity among all property owners. Our recommendation would be to continue with Annual Market Updates.

The term Annual Market Updates does not mean simply staying in compliance. In order to maintain 100% market value annually a yearly revaluation should be performed. You can see the difference of Annual Market Updates and staying in compliance in the graphs below. Every year a revaluation is not completed assessed values are no longer in line with the states equalized values. This means ratios are above or below 100% until the next revaluation is performed.

Annual Market Updates



Cyclical Revaluations



Based on the current market forecasts and trends from the last 5 years of market sales data.

We have 18 years of experience in De Pere and over 20 years of experience with similar sized cities. We are not the standard 'cookie cutter' assessment firm that tells you how you should assess the City of De Pere. We will collaborate with you to adapt to the needs of your ommunity so we can give you the best services tailored to fit your every property owner.

Transparency between the property owners, the City of De Pere and the assessor is paramount to build a successful assessment program.

It has been an absolute honor to serve the City of De Pere over the past 18 years. We've truly valued every moment and every connection made along the way. We sincerely hope to continue this trusted partnership and remain your Assessors for many years to come.

City of De Pere, Wisconsin **9.E**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Fire
From:	Lea Taylor, Executive Assistant
Subject:	Recommendation from Finance/Personnel Committee to approve over-hire of one firefighter for Fire Department.
Recommendation:	Staff recommends approval of the over hire request for one firefighter position.

Unanimously approved by Finance/Personnel Committee.

Attachments:
20260302104106535

Memo

To: Honorable Mayor Boyd

Members of the Finance and Personnel Committee

From: Brett Jansen, Fire Chief BJJ

Date: March 10, 2026

Re: Consideration of Request to Over Hire One Firefighter Position

---

On behalf of De Pere Fire Rescue, I respectfully request your consideration to authorize the over hire of one firefighter/paramedic with a proposed start date of approximately May 1, 2026. As you are aware, the Council previously approved the addition of one full-time employee effective July 1, 2026, in the 2026 Executive Budget, as part of our effort to gradually increase line staffing on each shift.

Over the past four years, the department has experienced an average turnover of three employees per year. In 2026, we anticipate at least one to two retirements, in addition to onboarding the newly approved position. Given this continued turnover, proactive hiring is essential to maintaining operational readiness and service levels.

From an operational standpoint, it would be highly advantageous to have this replacement in place prior to the summer season. During the summer months, members traditionally utilize a significant portion of their earned vacation time. In accordance with the Collective Bargaining Agreement, up to two members may be off on vacation at the same time. When combined with medical leave, this frequently results in backfilling shifts at overtime rates. Additionally, we have a member scheduled to be on Family Medical Leave during June and July. Bringing a new member on board in early May would allow sufficient time to complete orientation and recruit academy requirements before peak vacation usage begins at the end of May, reducing overtime costs and minimizing staffing disruptions.

We have recently conducted interviews and identified a highly qualified candidate who is prepared to join our organization. Advancing the hiring timeline would allow us to secure this candidate and strengthen our team at De Pere Fire Rescue.

There are no provisions within the Collective Bargaining Agreement that specify the total number of firefighters within the organization or the number required to be on duty at any given time.

Staffing levels fall under management rights; therefore, no negotiations with the union are required for this request.

Thank you for your consideration of this proposal and for your continued support of the department.

Please do not hesitate to contact me if you have any questions or would like additional information.

City of De Pere, Wisconsin **9.F**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Police
From:	Jeremy Muraski, Police Chief
Subject:	Recommendation from Finance/Personnel Committee to approve over-hire of one police officer for Police Department.
Recommendation:	Request Approval

Unanimously approved by the Finance/Personnel Committee on Tuesday, March 10, 2026.

Attachments:
Overhire Request March 2026

325 S. Broadway Street, De Pere, WI 54115 920-339-4078 Jeremy A. Muraski, Chief of Police

M E M O R A N D U M

To: Personnel and Finance Committee, Mayor James Boyd, De Pere Common Council
From: Jeremy A. Muraski, Chief of Police
Date: 2/26/2026
Subject: Police Officer Over Hire Request

Executive Summary

As previously noted in our spending requests, the recruitment landscape for law enforcement remains hyper-competitive. To secure high-character candidates currently in our pipeline and ensure seamless operational continuity, I am requesting authorization for one temporary over-hire. We have successfully identified two high-quality candidates. One will fill an existing budgeted vacancy; the second would serve as a temporary over-hire. This proactive step takes into account a scheduled retirement in September 2026. By authorizing this hire for late May or early June, the Department will be positioned to reach its full complement of 38 sworn officers immediately upon the senior officer's retirement, effectively eliminating the standard vacancy gap.

Financial Impact

Maximum Unassigned Reserves Impact: Approximately $28,333.

Cost Mitigation: This expenditure will be partially offset by a significant reduction in mandated overtime. Having a trained officer ready to step into a solo patrol role exactly when a vacancy occurs prevents the costly "Time-to-Fill Gap."

The "Time-to-Fill" Gap

The traditional hiring model creates an operational lag of 8 to 9 months. This timeline accounts for recruitment and intensive background investigations, and the mandatory 16-week Field Training Program (FTO) required for solo patrol certification. Because we don’t always receive more than a few weeks' notice for transitions, we are often forced to cover patrol gaps with overtime. This over-hire allows us to conduct the 16-week training concurrently with the departing officer’s final months, ensuring the community experiences no lapse in service.

Thank you for your time and consideration,

Jeremy A. Muraski, Chief of Police

City of De Pere, Wisconsin **9.G**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Scott Thoresen, Public Works Director
Subject:	Recommendation from Board of Public Works on award of contract for MSC Expansion.
Recommendation:	Staff is recommending accepting the bid from SMA Constructions Services, LLC in the amount of $13,833,000.00

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
Consider MSC Expansion Bids 3-4-2026, De Pere MSC Expansion Recommendation of Award Letter, MSC Expansion 2-26-2026 Bid Results

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Board of Public Works Members
From: Scott J. Thoresen, Director of Public Works
Date: March 4, 2026
RE: Consider and Possible Action on Award of Contract for MSC Expansion*

The City's consultant SEH received bids (See attached bid and recommendation letter) for the contract for the Municipal Service Center (MSC) expansion.

The total estimated costs for the entire project is as follows:

- SMA Bid = $13,833,000.00
- Contingencies (15%) = $2,074,950
- Water & Sanitary Replacement = $200,000
- Storm Sewer Replacement = $400,000
- Temporary Office = $100,000
- Office Furniture/Cubicles = $350,000
- Miscellaneous Equipment/City Work = $400,000
- Utilities (WPS, Fiber, SCADA) = $100,000
- Consultant Fees = $831,444

Total Project Costs = $18,289,394

The budgeted amount from the 2025 & 2026 capital improvement program is $25,000,000.

Staff is recommending accepting the bid from SMA Constructions Services, LLC in the amount of $13,833,000.00

Building a Better World for All of Us®

March 3, 2026

RE: De Pere, WI
Municipal Service Center Renovation
SEH No. DEPEW 161454

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

On Thursday, February 26, 2026, eight (8) bids were received for the De Pere Municipal Service Center renovation project. The low bid received including the alternate bids was submitted by SMA Construction Services, LLC, of Green Bay in the amount of $13,833,000.00.

In reliance on the materials and information provided by the contractor, we have determined that 1) they met the requirements for pre-qualification as established by the City of De Pere; 2) have a sufficient understanding of the project and equipment to perform the construction for which it bid; and 3) according to their bonding agent they presently have the financial ability to complete the project as bid.
SEH makes no representation or warranty as to the actual financial viability of the contractor or its ability to complete its work.

We recommend the project, including all of the alternate bids be awarded to SMA Construction Services, LLC in the amount of $13,833,000.00. We also recommend that the City carry a minimum 15% contingency in addition to this contract amount.

Sincerely,

Trevor M. Frank, AIA
Architect in WI, AZ, FL, GA, IA, IL, IN, MI, MN, NC, ND, OH, RI, SD, VA

Project Manager

De Pere, WI - Municipal Service Center (DEPEW 161454) (#10024552)
Owner: De Pere WI, City of
Solicitor: SEH - Appleton, WI
02/26/2026 01:00 PM CST

		SMA Construction Services, LLC	IEI General Contractors	Bayland Buildings Inc.	Howard Immel Inc	IC Construction Company	Milbach Construction Services, Co.	Frank O. Zeise Construction Co., Inc.	8PINE. Inc.
Section Title	UofM	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
Base Bid Lump Sum									
	LS	$13,550,000.00	$13,883,000.00	$14,364,057.00	$14,461,220.00	$14,923,800.00	$15,612,011.00	$15,682,500.00	$19,915,000.00
Alternate 1									
	LS	$190,000.00	$135,458.00	$96,836.00	$70,263.00	$303,000.00	$72,487.00	$81,750.00	$78,240.00
Alternate 2									
	LS	$56,000.00	$96,058.00	$77,351.00	$61,745.00	$40,000.00	$74,899.00	$79,000.00	$172,785.00
Alternate 3									
	LS	$37,000.00	$31,498.00	$32,848.00	$38,767.00	$38,000.00	$32,840.00	$36,300.00	$33,325.00
Base Bid Total:									
		$13,833,000.00	**$14,146,014.00**	**$14,571,092.00**	**$14,631,995.00**	**$15,304,800.00**	**$15,792,237.00**	**$15,879,550.00**	**$20,199,350.00**

City of De Pere, Wisconsin **9.H**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Eric Rakers, City Engineer
Subject:	Recommendation from the Board of Public Works on award of Contract 26-04 Ontario Street Reconstruction.
Recommendation:	Accept the bid from Kruczek Construction, Inc. in the amount of $1,605,605.00

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
2026 0309 CI_BOPW_Award_26-04, Project 26-04_Bid Tab

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: March 9, 2026

RE: **Consideration and possible action on award of Contract 26-04 Ontario Street Reconstruction***

The Engineering Department received bids on Project 26-04 Ontario Street Reconstruction on Thursday, February 26, 2026. This project involves the reconstruction and utility relay on Ontario Street from George Street to Ridgeway Boulevard due to the deteriorating condition of the street and various utilities. The bids received were as follows:

Contractor	Base Bid
Kruczek Construction, Inc.	$1,605,605.00
Jossart Brothers, Inc.	$1,609,277.00
David Tenor Corporation	$1,667,806.00
Peters Concrete Company	$1,719,829.50
Dorner, Inc.	$1,760,737.80
De Groot, Inc.	$1,959,830.83

The allocated amount from the capital improvement budget is $1,675,000. The breakdown is as follows:

- General Obligation Debt: $490,000
- General Property Tax: $30,000
- Sewerage Utility Fund: $390,000
- Water Utility Fund: $395,000
- Storm Water Utility Fund: $370,000

Staff's recommendation is to accept the bid from Kruczek Construction, Inc. in the amount of $1,605,605.

Attachments:
CE_Project 26-04 Bid Tab (PDF)

Project 26-04
Ontario Street Reconstruction

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6	
				Kruczek Construction Inc.		Jossart Brothers, Inc.		David Tenor Corporation		Peters Concrete Company		Dorner Inc.		DE GROOT, INC.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SANITARY SEWER															
SS-01	Remove and Relay 8" PVC Sanitary Sewer	LF	380	$125.00	$47,500.00	$112.00	$42,560.00	$102.00	$38,760.00	$115.65	$43,947.00	$108.00	$41,040.00	$116.96	$44,444.80
SS-02	Provide 8" PVC Sanitary Sewer	LF	480	$105.00	$50,400.00	$112.00	$53,760.00	$103.00	$49,440.00	$112.40	$53,952.00	$106.00	$50,880.00	$116.55	$55,944.00
SS-03	Remove and Relay 6" or 4" PVC Sanitary Lateral	LF	610	$101.00	$61,610.00	$91.00	$55,510.00	$98.00	$59,780.00	$109.95	$67,069.50	$82.00	$50,020.00	$106.38	$64,891.80
SS-04	Provide 4" PVC Sanitary Sewer Lateral	LF	90	$101.00	$9,090.00	$91.00	$8,190.00	$101.00	$9,090.00	$142.35	$12,811.50	$80.00	$7,200.00	$106.05	$9,544.50
SS-05	Provide Sanitary Sewer Risers (at ROW)	VF	30	$60.00	$1,800.00	$91.00	$2,730.00	$75.00	$2,250.00	$140.00	$4,200.00	$83.00	$2,490.00	$151.50	$4,545.00
SS-06	Provide 8"X4" Sanitary Wye	EA	13	$100.00	$1,300.00	$100.00	$1,300.00	$225.00	$2,925.00	$125.00	$1,625.00	$141.00	$1,833.00	$883.75	$11,488.75
SS-07	Pipe Burst Sanitary Sewer Lateral	LF	475	$10.00	$4,750.00	$10.50	$4,987.50	$10.30	$4,892.50	$10.00	$4,750.00	$11.00	$5,225.00	$10.61	$5,039.75
SS-08	Provide Pipe Burst Connections	EA	20	$4,080.00	$81,600.00	$4,200.00	$84,000.00	$4,120.00	$82,400.00	$4,000.00	$80,000.00	$4,223.00	$84,460.00	$4,242.00	$84,840.00
SS-09	Provide Extra Pipe Burst Excavation	EA	5	$510.00	$2,550.00	$525.00	$2,625.00	$515.00	$2,575.00	$500.00	$2,500.00	$528.00	$2,640.00	$530.25	$2,651.25
SS-10	Provide Additional Riser/Cleanout in Basement	VF	5	$205.00	$1,025.00	$210.00	$1,050.00	$206.00	$1,030.00	$200.00	$1,000.00	$211.00	$1,055.00	$212.10	$1,060.50
SS-11	Provide Pipe Burst Pre Televising	EA	20	$150.00	$3,000.00	$158.00	$3,160.00	$154.50	$3,090.00	$150.00	$3,000.00	$158.00	$3,160.00	$159.08	$3,181.60
SS-12	Provide Pipe Burst Post Televising	EA	20	$150.00	$3,000.00	$158.00	$3,160.00	$154.50	$3,090.00	$150.00	$3,000.00	$158.00	$3,160.00	$159.08	$3,181.60
SS-13	Provide Sump Pump Basin	EA	5	$765.00	$3,825.00	$788.00	$3,940.00	$772.50	$3,862.50	$750.00	$3,750.00	$792.00	$3,960.00	$795.38	$3,976.90
SS-14	Provide Sanitary Lateral Tracer Wire Box	EA	15	$65.00	$975.00	$50.00	$750.00	$75.00	$1,125.00	$75.00	$1,125.00	$92.00	$1,380.00	$126.25	$1,893.75
SS-15	Remove and Replace 4' Diameter Outside Drop Sanitary Sewer Manhole	VF	10	$752.00	$7,520.00	$950.00	$9,500.00	$730.00	$7,300.00	$909.00	$9,090.00	$716.00	$7,160.00	$1,005.35	$10,053.50
SS-16	Provide 4' Diameter Outside Drop Sanitary Sewer Manhole	VF	20	$752.00	$15,040.00	$950.00	$19,000.00	$720.00	$14,400.00	$858.00	$17,160.00	$1,000.00	$20,000.00	$950.25	$19,005.00
SS-17	Provide 4' Diameter Sanitary Sewer Manhole	VF	45	$639.00	$28,755.00	$690.00	$31,050.00	$715.00	$32,175.00	$632.00	$28,440.00	$680.00	$30,600.00	$865.62	$38,952.90
SS-18	Provide Watertight Connection to Manhole for Lateral	EA	3	$1,000.00	$3,000.00	$500.00	$1,500.00	$1,200.00	$3,600.00	$1,075.00	$3,225.00	$540.00	$1,620.00	$1,212.00	$3,636.00
SS-19	Connect to Existing Sanitary Sewer Pipe	EA	5	$1,000.00	$5,000.00	$1,000.00	$5,000.00	$1,000.00	$5,000.00	$985.00	$4,925.00	$1,646.00	$8,230.00	$3,131.00	$15,655.00
SS-20	Connect to Existing Sanitary PVC Lateral at Main	EA	10	$800.00	$8,000.00	$200.00	$2,000.00	$550.00	$5,500.00	$970.00	$9,700.00	$525.00	$5,250.00	$3,168.07	$31,680.70
SS-21	Dig Down and Verify Sanitary Depth	EA	1	$600.00	$600.00	$700.00	$700.00	$650.00	$650.00	$875.00	$875.00	$1,257.00	$1,257.00	$1,515.00	$1,515.00
SS-22	Abandon/Remove Sanitary Sewer and Appurtenances	LS	1	$10,200.00	$10,200.00	$5,500.00	$5,500.00	$2,500.00	$2,500.00	$2,075.00	$2,075.00	$3,677.00	$3,677.00	$2,525.00	$2,525.00
STORM SEWER															
ST-01	Remove and Relay 30" PVC, RCP (Class III), or PP Storm Sewer (Granular Backfill)	LF	320	$150.00	$48,000.00	$180.00	$57,600.00	$141.00	$45,120.00	$157.00	$50,240.00	$167.00	$53,440.00	$177.02	$56,646.40
ST-02	Remove and Relay 24" PVC, RCP (Class III), or PP Storm Sewer (Granular Backfill)	LF	30	$170.00	$5,100.00	$165.00	$4,950.00	$121.00	$3,630.00	$135.00	$4,050.00	$131.00	$3,930.00	$163.41	$4,902.30
ST-03	Remove and Relay 18" PVC or RCP (Class III), or PP Storm Sewer (Granular Backfill)	LF	10	$150.00	$1,500.00	$140.00	$1,400.00	$98.00	$980.00	$157.00	$1,570.00	$106.00	$1,060.00	$95.88	$958.80
ST-04	Remove and Relay 15" PVC or RCP (Class III), or PP Storm Sewer (Granular Backfill)	LF	35	$145.00	$5,075.00	$140.00	$4,900.00	$82.00	$2,870.00	$151.00	$5,285.00	$91.00	$3,185.00	$113.63	$3,977.05
ST-05	Remove and Relay 12" PVC or RCP (Class III), or PP Storm Sewer (Granular Backfill)	LF	70	$135.00	$9,450.00	$138.00	$9,660.00	$80.00	$5,600.00	$92.70	$6,489.00	$74.00	$5,180.00	$82.77	$5,793.90
ST-06	Provide 12" PVC, RCP (Class III), or PP Storm Sewer (Granular Backfill)	LF	800	$69.50	$55,600.00	$67.00	$53,600.00	$80.00	$64,000.00	$73.40	$58,720.00	$74.00	$59,200.00	$90.59	$72,472.00
ST-07	Provide 8" PVC Storm Sewer (Granular Backfill)	LF	380	$59.00	$22,420.00	$63.00	$23,940.00	$79.00	$30,020.00	$66.95	$25,441.00	$64.00	$24,320.00	$86.69	$32,942.20
ST-08	Provide 6" PVC Storm Sewer Lateral	LF	1500	$45.00	$67,500.00	$67.00	$100,500.00	$72.00	$108,000.00	$65.00	$97,500.00	$50.00	$75,000.00	$68.72	$103,080.00
ST-09	Remove and Replace 6" PVC Storm Lateral	LF	40	$70.00	$2,800.00	$67.00	$2,680.00	$72.00	$2,880.00	$52.75	$2,110.00	$52.00	$2,080.00	$70.70	$2,828.00
ST-10	Provide 15"X12" Storm Cut-In Tee	EA	2	$1,300.00	$2,600.00	$1,500.00	$3,000.00	$2,300.00	$4,600.00	$1,745.00	$3,490.00	$2,431.00	$4,862.00	$3,546.99	$7,093.98
ST-11	Provide 12"X12" Storm Cut-In Tee	EA	1	$1,200.00	$1,200.00	$1,300.00	$1,300.00	$1,200.00	$1,200.00	$1,120.00	$1,120.00	$1,774.00	$1,774.00	$3,222.53	$3,222.53
ST-12	Provide 30"X6" Storm Branch or Inserta Tee	EA	3	$275.00	$825.00	$300.00	$900.00	$595.00	$1,785.00	$275.00	$825.00	$768.00	$2,304.00	$743.36	$2,230.08
ST-13	Provide 18"X6" Storm Branch or Inserta Tee	EA	7	$275.00	$1,925.00	$300.00	$2,100.00	$300.00	$2,100.00	$500.00	$3,500.00	$768.00	$5,376.00	$1,690.61	$11,834.27
ST-14	Provide 15"X6" Storm Branch or Inserta Tee	EA	9	$275.00	$2,475.00	$300.00	$2,700.00	$300.00	$2,700.00	$525.00	$4,725.00	$768.00	$6,912.00	$1,690.61	$15,215.49
ST-15	Provide 12"X6" Storm Branch or Inserta Tee	EA	13	$275.00	$3,575.00	$300.00	$3,900.00	$300.00	$3,900.00	$260.00	$3,380.00	$768.00	$9,984.00	$725.96	$9,437.48
ST-16	Provide 8"X6" Storm Branch	EA	10	$120.00	$1,200.00	$150.00	$1,500.00	$200.00	$2,000.00	$175.00	$1,750.00	$164.00	$1,640.00	$656.50	$6,565.00
ST-17	Core Drill Storm Sewer and Provide Lateral Connection	EA	1	$500.00	$500.00	$500.00	$500.00	$950.00	$950.00	$875.00	$875.00	$621.00	$621.00	$858.50	$858.50
ST-18	Provide Storm Sewer Lateral Tracer Wire Box	EA	53	$65.00	$3,445.00	$50.00	$2,650.00	$85.00	$4,505.00	$75.00	$3,975.00	$92.00	$4,876.00	$114.13	$6,048.89
ST-19	Remove and Replace 5' Diameter Storm Manhole	VF	8	$825.00	$6,600.00	$975.00	$7,800.00	$915.00	$7,320.00	$975.00	$7,800.00	$978.00	$7,824.00	$1,069.98	$8,559.84
ST-20	Remove and Replace 4' Diameter Storm Manhole	VF	15	$788.00	$11,820.00	$800.00	$12,000.00	$1,100.00	$16,500.00	$789.00	$11,835.00	$870.00	$13,050.00	$1,088.36	$16,325.40
ST-21	Provide 4' Diameter Storm Manhole	VF	40	$695.00	$27,800.00	$800.00	$32,000.00	$825.00	$33,000.00	$970.00	$38,800.00	$881.00	$35,240.00	$1,034.45	$41,378.00
ST-22	Provide Type B Inlet	EA	15	$3,377.00	$50,655.00	$3,400.00	$51,000.00	$3,650.00	$54,750.00	$3,510.00	$52,650.00	$3,424.00	$51,360.00	$3,736.80	$56,052.00
ST-23	Dig Down and Verify Storm Depth	EA	2	$475.00	$950.00	$500.00	$1,000.00	$350.00	$700.00	$450.00	$900.00	$628.00	$1,256.00	$1,515.00	$3,030.00

Project 26-04
Ontario Street Reconstruction

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6	
				Kruczek Construction Inc.		Jossart Brothers, Inc.		David Tenor Corporation		Peters Concrete Company		Dorner Inc.		DE GROOT, INC.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
ST-24	Connect to Existing Storm Lateral	EA	1	$275.00	$275.00	$200.00	$200.00	$250.00	$250.00	$525.00	$525.00	$347.00	$347.00	$858.50	$858.50
ST-25	Connect to Existing Storm Pipe	EA	13	$1,000.00	$13,000.00	$1,000.00	$13,000.00	$1,850.00	$24,050.00	$440.00	$5,720.00	$1,328.00	$17,264.00	$2,298.91	$29,885.83
ST-26	Connect to Existing Storm Manhole/Inlet	EA	2	$1,000.00	$2,000.00	$1,200.00	$2,400.00	$950.00	$1,900.00	$875.00	$1,750.00	$1,134.00	$2,268.00	$2,020.00	$4,040.00
ST-27	Connect to Existing Storm Pipe Concrete Collar	EA	1	$500.00	$500.00	$800.00	$800.00	$700.00	$700.00	$500.00	$500.00	$1,296.00	$1,296.00	$3,030.00	$3,030.00
ST-28	Abandon/Remove Existing Storm Sewer Appurtenances	LS	1	$6,700.00	$6,700.00	$2,500.00	$2,500.00	$10,000.00	$10,000.00	$9,600.00	$9,600.00	$6,489.00	$6,489.00	$4,545.00	$4,545.00
WATER MAIN															
W-01	Provide 12" PVC Water Main	LF	15	$288.00	$4,320.00	$125.00	$1,875.00	$205.00	$3,075.00	$148.00	$2,220.00	$542.00	$8,130.00	$158.09	$2,371.35
W-02	Provide 8" PVC Water Main	LF	1175	$93.00	$109,275.00	$96.00	$112,800.00	$96.00	$112,800.00	$113.40	$133,245.00	$92.00	$108,100.00	$96.85	$113,798.75
W-03	Provide 6" PVC Water Main	LF	35	$175.00	$6,125.00	$90.00	$3,150.00	$107.00	$3,745.00	$101.15	$3,540.25	$214.00	$7,490.00	$108.99	$3,814.65
W-04	Provide 1" HDPE Water Service Open Cut	LF	1600	$100.00	$160,000.00	$84.00	$134,400.00	$105.00	$168,000.00	$97.85	$156,560.00	$81.00	$129,600.00	$70.60	$112,960.00
W-05	Provide 1" Corporation and Curb Stop	EA	52	$570.00	$29,640.00	$575.00	$29,900.00	$625.00	$32,500.00	$595.00	$30,940.00	$1,054.00	$54,808.00	$1,848.76	$96,135.52
W-06	Provide 2" Corporation with Plug/Saddle with 2" Galvanized Pipe	EA	2	$794.50	$1,589.00	$1,000.00	$2,000.00	$550.00	$1,100.00	$775.00	$1,550.00	$1,324.00	$2,648.00	$1,868.50	$3,737.00
W-07	Provide Valve Cover for Curb Stop in Concrete	EA	5	$126.00	$630.00	$100.00	$500.00	$330.00	$1,650.00	$75.00	$375.00	$112.00	$560.00	$157.56	$787.80
W-08	Provide 12" Gate Valve	EA	1	$5,575.00	$5,575.00	$5,600.00	$5,600.00	$5,100.00	$5,100.00	$5,300.00	$5,300.00	$5,551.00	$5,551.00	$5,449.96	$5,449.96
W-09	Provide 8" Gate Valve	EA	5	$3,070.00	$15,350.00	$3,100.00	$15,500.00	$2,850.00	$14,250.00	$2,975.00	$14,875.00	$3,068.00	$15,340.00	$3,176.45	$15,882.25
W-10	Provide 6" Gate Valve	EA	3	$2,150.00	$6,450.00	$2,150.00	$6,450.00	$2,000.00	$6,000.00	$2,025.00	$6,075.00	$2,152.00	$6,456.00	$2,344.21	$7,032.63
W-11	Provide Connection to Existing Water Main	EA	5	$2,000.00	$10,000.00	$2,000.00	$10,000.00	$2,300.00	$11,500.00	$2,665.00	$13,325.00	$2,183.00	$10,915.00	$3,636.00	$18,180.00
W-12	Provide Hydrant 7.0' Bury	EA	2	$6,900.00	$13,800.00	$6,100.00	$12,200.00	$6,475.00	$12,950.00	$6,675.00	$13,350.00	$6,353.00	$12,706.00	$6,863.96	$13,727.92
W-13	Provide 6" PVC Hydrant Lead	LF	25	$99.00	$2,475.00	$70.00	$1,750.00	$65.00	$1,625.00	$82.00	$2,050.00	$162.00	$4,050.00	$70.38	$1,759.50
W-14	Provide Water Main Offset	EA	1	$4,000.00	$4,000.00	$3,000.00	$3,000.00	$4,200.00	$4,200.00	$4,955.00	$4,955.00	$4,074.00	$4,074.00	$4,832.85	$4,832.85
W-15	Provide Temporary Water	LS	1	$3,000.00	$3,000.00	$4,500.00	$4,500.00	$4,000.00	$4,000.00	$8,750.00	$8,750.00	$1,893.00	$1,893.00	$12,625.00	$12,625.00
W-16	Abandon/Remove Water Main and Appurtenances	LS	1	$6,700.00	$6,700.00	$6,000.00	$6,000.00	$5,500.00	$5,500.00	$925.00	$925.00	$1,025.00	$1,025.00	$3,535.00	$3,535.00
STREET AND DRAINAGE															
SD-01	Provide Tree and Stump Removal	In Dia	75	$40.00	$3,000.00	$42.00	$3,150.00	$41.20	$3,090.00	$65.00	$4,875.00	$42.20	$3,165.00	$42.42	$3,181.50
SD-02	Provide Tree and Stump Removal (Easement between Ontario-Erie & Franklin-Fulton)	LS	1	$10,500.00	$10,500.00	$10,500.00	$10,500.00	$10,300.00	$10,300.00	$8,000.00	$8,000.00	$10,558.00	$10,558.00	$10,605.00	$10,605.00
SD-03	Unclassified Excavation	CY	4050	$12.00	$48,600.00	$12.60	$51,030.00	$12.36	$50,058.00	$19.44	$78,732.00	$26.10	$105,705.00	$17.21	$69,700.50
SD-04	Pulverize Asphaltic Concrete Pavement and Aggregate (10" Depth Franklin Street)	SY	865	$5.40	$4,671.00	$5.55	$4,800.75	$5.46	$4,722.90	$5.30	$4,584.50	$5.60	$4,844.00	$5.63	$4,869.95
SD-05	Provide 1 1/4" Crushed Aggregate and/or Pulverized Pavement Base Course	CY	2660	$21.00	$55,860.00	$22.00	$58,520.00	$21.53	$57,269.80	$33.20	$88,312.00	$40.70	$108,262.00	$32.72	$87,035.20
SD-06	Provide Asphaltic Concrete Pavement Type 4 LT 58-28 S, 1 3/4" Upper Layer	TON	725	$73.00	$52,925.00	$75.70	$54,882.50	$74.26	$53,838.50	$72.10	$52,272.50	$76.10	$55,172.50	$76.47	$55,440.75
SD-07	Provide Asphaltic Concrete Pavement Type 3 LT 58-28 S, 2 1/4" Lower Layer	TON	935	$74.00	$69,190.00	$76.45	$71,480.75	$74.98	$70,106.30	$72.80	$68,068.00	$76.90	$71,901.50	$77.20	$72,182.00
SD-08	Provide Large Asphalt Patch	SY	40	$73.00	$2,920.00	$75.60	$3,024.00	$73.44	$2,937.60	$72.00	$2,880.00	$76.00	$3,040.00	$76.36	$3,054.40
SD-09	Remove and Replace 30" Concrete Curb and Gutter	LF	100	$44.50	$4,450.00	$52.00	$5,200.00	$45.32	$4,532.00	$42.00	$4,200.00	$50.10	$5,010.00	$47.72	$4,772.00
SD-10	Remove and Replace 24" Concrete Curb and Gutter (Slip Form)	LF	3700	$18.25	$67,525.00	$19.20	$71,040.00	$18.81	$69,597.00	$16.27	$60,199.00	$20.80	$76,960.00	$19.27	$71,299.00
SD-11	Remove and Replace 8-Inch Concrete Pavement with Integral Curb	LF	35	$30.00	$1,050.00	$31.50	$1,102.50	$30.90	$1,081.50	$20.00	$700.00	$31.50	$1,102.50	$26.46	$926.10
SD-12	Remove and Replace 8-Inch Concrete Pavement	SY	35	$102.00	$3,570.00	$106.70	$3,734.50	$105.06	$3,677.10	$103.00	$3,605.00	$108.50	$3,797.50	$107.72	$3,770.20
SD-13	Provide 6" Concrete Sidewalk	SY	10	$72.00	$720.00	$74.50	$745.00	$73.13	$731.30	$71.00	$710.00	$75.00	$750.00	$75.30	$753.00
SD-14	Remove and Replace 8" Concrete Driveway	SY	35	$105.00	$3,675.00	$108.15	$3,785.25	$106.09	$3,713.15	$104.00	$3,640.00	$116.10	$4,063.50	$108.78	$3,807.30
SD-15	Remove and Replace 6" Concrete Sidewalk, Ramp, and Driveway	SY	725	$79.00	$57,275.00	$82.95	$60,138.75	$81.37	$58,993.25	$76.65	$55,571.25	$89.20	$64,670.00	$83.33	$60,414.25
SD-16	Remove and Replace 4" Concrete Sidewalk	SY	750	$73.00	$54,750.00	$75.60	$56,700.00	$74.16	$55,620.00	$73.80	$55,350.00	$78.70	$59,025.00	$107.72	$80,790.00
SD-17	Provide Sidewalk Curb	LF	160	$38.00	$6,080.00	$39.90	$6,384.00	$39.14	$6,262.40	$38.00	$6,080.00	$40.10	$6,416.00	$40.30	$6,448.00
SD-18	Provide #4 Reinforcement Bars for Curb and Sidewalk	LF	3350	$1.00	$3,350.00	$1.05	$3,517.50	$1.03	$3,450.50	$1.00	$3,350.00	$1.10	$3,685.00	$1.06	$3,551.00
SD-19	Drilled Tie Bars (Existing Sidewalk, Driveway, and Curb and Gutter)	EA	400	$4.00	$1,600.00	$4.20	$1,680.00	$4.12	$1,648.00	$4.20	$1,680.00	$4.20	$1,680.00	$4.24	$1,696.00
SD-20	Drilled Dowel Bars	EA	35	$14.00	$490.00	$14.70	$514.50	$14.42	$504.70	$14.00	$490.00	$14.80	$518.00	$14.85	$519.75
SD-21	Drilled Tie Bars (Concrete Pavement)	EA	10	$9.00	$90.00	$9.45	$94.50	$9.27	$92.70	$9.00	$90.00	$9.50	$95.00	$9.54	$95.40
SD-22	Provide Detectable Warning Field (Natural)	EA	21	$315.00	$6,615.00	$325.00	$6,825.00	$319.30	$6,705.30	$310.00	$6,510.00	$327.30	$6,873.30	$328.76	$6,903.96
SD-23	Landscaping Topsoil, Seed, Fertilizer and Mulch	SY	2850	$8.00	$22,800.00	$8.40	$23,940.00	$8.24	$23,484.00	$11.00	$31,350.00	$9.70	$27,645.00	$8.48	$24,168.00

Project 26-04
Ontario Street Reconstruction

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6	
				Kruczek Construction Inc.		Jossart Brothers, Inc.		David Tenor Corporation		Peters Concrete Company		Dorner Inc.		DE GROOT, INC.	
ITEM	**DESCRIPTION**	**UNIT**	**QTY**	**UNIT PRICE**	**AMOUNT BID**	**UNIT PRICE**	**AMOUNT BID**	**UNIT PRICE**	**AMOUNT BID**	**UNIT PRICE**	**AMOUNT BID**	**UNIT PRICE**	**AMOUNT BID**	**UNIT PRICE**	**AMOUNT BID**
SPECIAL CONSTRUCTION															
SC-01	Pipe Foundation Stabilization	CY	100	$1.00	$100.00	$20.00	$2,000.00	$0.10	$10.00	$30.00	$3,000.00	$31.00	$3,100.00	$25.25	$2,525.00
SC-02	Inlet Protection Type D	EA	60	$85.00	$5,100.00	$25.00	$1,500.00	$90.00	$5,400.00	$60.00	$3,600.00	$107.00	$6,420.00	$202.00	$12,120.00
SC-03	Adjust Inlet	EA	1	$605.00	$605.00	$600.00	$600.00	$550.00	$550.00	$650.00	$650.00	$504.00	$504.00	$959.50	$959.50
SC-04	Adjust Manhole	EA	1	$605.00	$605.00	$550.00	$550.00	$450.00	$450.00	$650.00	$650.00	$504.00	$504.00	$909.00	$909.00
SC-05	Adjust Manhole New Casting	EA	3	$1,750.00	$5,250.00	$1,200.00	$3,600.00	$950.00	$2,850.00	$1,700.00	$5,100.00	$1,612.00	$4,836.00	$1,439.25	$4,317.75
SC-06	Polystyrene Insulation Board	LF	20	$14.00	$280.00	$8.00	$160.00	$12.00	$240.00	$15.00	$300.00	$12.00	$240.00	$12.12	$242.40
SC-07	Traffic Control	LS	1	$27,000.00	$27,000.00	$6,000.00	$6,000.00	$6,450.00	$6,450.00	$3,900.00	$3,900.00	$8,414.00	$8,414.00	$12,625.00	$12,625.00
	TOTAL AMOUNT BID:				**$1,605,605.00**		**$1,609,277.00**		**$1,667,806.00**		**$1,719,829.50**		**$1,760,737.80**		**$1,959,830.83**

City of De Pere, Wisconsin **9.I**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Eric Rakers, City Engineer
Subject:	Recommendation from Board of Public Works on award of Contract 26-06 Concrete Street Repairs.
Recommendation:	Accept the bid from Highway Landscapers, Inc. in the amount of $478,286.50.

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
2026 0309 CI_BOPW_Award_26-06, 26_06_Bid Tab

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: March 9, 2026

RE: **Consideration and possible action on award of Contract 26-06 Concrete Street Repairs***

The Engineering Department received bids on Project 26-06 Concrete Street Repairs on February 19, 2026. This project involves colored concrete sealing, concrete street rehabilitation on Ridgeway Boulevard, Lande Street, and Grant Street from Fifth Street to Third Street. Any spot concrete street repairs needed throughout the city are also completed under this project. The bids received are as follows:

Contractor	Amount
Highway Landscapers, Inc.	$478,286.50
Sommers Construction Co., Inc.	$488,224.01

The allocated amount from the capital improvement budget is $480,000.00. Funding will be $450,000.00 from General Obligation Debt for Street Management and $30,000 from the Storm Water Utility.

Staff's recommendation is to accept the bid from Highway Landscapers, Inc. in the amount of $478,286.50

Attachments:
2026 0219 Project 26-06 Bid_Tab (PDF)

DE PERE

Project 26-06
Concrete Street Repairs

Item	Description	Unit	Qty	BIDDER NO. 1 Highway Landscapers, Inc. Unit Price	BIDDER NO. 1 Highway Landscapers, Inc. Amount Bid	BIDDER NO. 2 Sommers Construction Co., Inc. Unit Price	BIDDER NO. 2 Sommers Construction Co., Inc. Amount Bid
STORM SEWER							
ST-01	Remove and Replace 12" PVC, PP, or RCP (Class III) Storm Sewer	LF	45	$150.00	$6,750.00	$132.00	$5,940.00
ST-02	Dig Down Spot Repair of Storm Sewer Offset Joint (10'-21" PVC, PP, or RCP Class III)	EA	1	$5,500.00	$5,500.00	$5,510.00	$5,510.00
ST-03	Dig Down Spot Repair of Storm Sewer Offset Joint (15'-18" PVC, PP, or RCP Class III)	EA	1	$6,000.00	$6,000.00	$5,485.00	$5,485.00
ST-04	Dig Down Spot Repair of Storm Sewer Offset Joint (15'-12" PVC, PP, or RCP Class III)	EA	1	$6,500.00	$6,500.00	$4,366.00	$4,366.00
ST-05	Dig Down Spot Repair of Storm Sewer Offset Joint (5'-12" PVC, PP, or RCP Class III)	EA	1	$4,500.00	$4,500.00	$3,455.00	$3,455.00
STREET AND DRAINAGE							
SD-01	Provide 1-1/4" Crushed Aggregate Base Course	TON	100	$30.00	$3,000.00	$0.01	$1.00
SD-02	Remove and Replace 9" Doweled Concrete Pavement	SY	1600	$129.25	$206,800.00	$122.10	$195,360.00
SD-03	Remove and Replace 9" Doweled Concrete Pavement (HES-3 Day)	SY	10	$165.00	$1,650.00	$125.00	$1,250.00
SD-04	Remove and Replace 9" Doweled Concrete Pavement (HES-24 Hour)	SY	10	$175.00	$1,750.00	$135.00	$1,350.00
SD-05	Remove and Replace 9" Doweled Concrete Pavement (City Wide Repairs)	SY	50	$150.00	$7,500.00	$130.00	$6,500.00
SD-06	Remove and Replace 24" Concrete Curb and Gutter (Integral)	LF	1300	$29.00	$37,700.00	$32.00	$41,600.00
SD-07	Remove and Replace 24" Concrete Curb and Gutter	LF	30	$115.00	$3,450.00	$71.00	$2,130.00
SD-08	Remove and Replace 8" Concrete Sidewalk and Driveway	SY	20	$18.00	$360.00	$99.00	$1,980.00
SD-09	Remove and Replace 6" Concrete Sidewalk, Ramp, and Driveway	SY	10	$15.00	$150.00	$92.00	$920.00
SD-10	Drilled Dowel Bars	EA	1800	$12.00	$21,600.00	$15.00	$27,000.00
SD-11	Drilled Tie Bars	EA	800	$5.00	$4,000.00	$9.00	$7,200.00
SPECIAL CONSTRUCTION							
SC-01	Inlet Protection Type D	EA	57	$100.00	$5,700.00	$100.00	$5,700.00
SC-02	Adjust Inlet Less than 1-Foot	EA	26	$750.00	$19,500.00	$860.00	$22,360.00
SC-03	Adjust Inlet Less than 1-Foot and Provide New Casting	EA	3	$1,450.00	$4,350.00	$1,645.00	$4,935.00
SC-04	Adjust Inlet Greater than 1-Foot	EA	2	$1,550.00	$3,100.00	$1,010.00	$2,020.00
SC-05	Adjust Inlet Greater than 1-Foot and Provide New Casting	EA	1	$2,150.00	$2,150.00	$1,800.00	$1,800.00
SC-06	Adjust Manhole Less than 1-Foot	EA	6	$550.00	$3,300.00	$860.00	$5,160.00
SC-07	Adjust Manhole Less than 1-Foot and Provide New Casting	EA	26	$1,250.00	$32,500.00	$1,415.00	$36,790.00
SC-08	Adjust Manhole Greater than 1-Foot	EA	3	$950.00	$2,850.00	$985.00	$2,955.00
SC-09	Adjust Manhole Greater than 1-foot and Provide New Casting	EA	1	$1,550.00	$1,550.00	$1,545.00	$1,545.00
SC-10	Mortar Pipe Connections within Interior of Structure	EA	7	$450.00	$3,150.00	$305.00	$2,135.00
SC-11	Re-Pour Flowline of Structure	EA	2	$950.00	$1,900.00	$610.00	$1,220.00
SC-12	Colored Concrete Sealing	SF	56870	$0.95	$54,026.50	$1.10	$62,557.00
SC-13	Traffic Control (Main Avenue Colored Concrete Sealing)	LS	1	$12,000.00	$12,000.00	$0.01	$0.01
SC-14	Traffic Control (Concrete Street Repairs)	LS	1	$15,000.00	$15,000.00	$29,000.00	$29,000.00
	TOTAL AMOUNT BID:				**$478,286.50**		**$488,224.01**

City of De Pere, Wisconsin **9.J**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Clerk
From:	Carey Danen, City Clerk
Subject:	Recommendation from the License Committee on an application for a Class "A" Fermented Malt Beverage/"Class A" Intoxicating Liquor License for Homegrown Farmstand, LLC (DBA Homegrown Farmstand), 377 Main Av Suite B. Agent: Nicole L. Evers, De Pere WI.
Recommendation:	Motion to approve.

The Police Department conducts background checks twice a month for all applications received during the previous two weeks. Due to the timing of the application submission, results for this agent have not been received as of the agenda publication deadline. If approved, the Clerk's office will not issue the license until the background check results have been confirmed.

Attachments:
Homegrown Farmstand_application, Homegrown Farmstand_agent

Form **AB-200**

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	City of De Pere
License Period	

License(s) Requested: (up to two boxes may be checked)

- ☑ Class "A" Beer . . . . . $ _____
- ☐ Class "B" Beer . . . . . $ _____
- ☑ "Class A" Liquor . . . . . $ _____
- ☐ "Class B" Liquor . . . . . $ _____
- ☐ "Class A" Liquor (cider only) $ _____
- ☐ Reserve "Class B" Liquor $ _____
- ☐ "Class C" Liquor (wine only) $ _____

Fees	
License Fees	**We will invoice you separately.**
Background Check Fee	
Publication Fee	$30.00
Total Fees	$30

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship): Homegrown Farmstand, LLC
2. Business Trade Name or DBA: Homegrown Farmstand, LLC
3. FEIN: 413876736
4. Wisconsin Seller's Permit Number: 456-1032327543-02
5. Entity Type *(check one)*: ☐ Sole Proprietor ☐ Partnership ☑ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization
6. State of Organization: Wisconsin
7. Date of Organization: 1/19/26
8. Wisconsin DFI Registration Number:
9. Premises Address: 377 Main Ave. Suite B
10. City: De Pere
11. State: WI
12. Zip Code: 54115
13. County: Brown
14. Governing Municipality: ☒ City ☐ Town ☐ Village of: De Pere
15. Aldermanic District:
16. Premises Phone: 9204197326
17. Premises Email: homegrownfarmstand@gmail.com
18. Website:
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.
The retail location is located in the back of the storefront building with 3 apartments above it and another store on the front side of the building. The alcohol will be distributed on a retail basis and not served. It will be stored in the store room in boxes or on the sales floor for purchase.
20. Mailing Address (if different from premises address):
21. City:
22. State:
23. Zip Code:

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☑ No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . . ☐ Yes ☐ No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . . ☐ Yes ☐ No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ● No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ☐ Yes ● No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ● No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☐ Yes ● No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ● No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ● No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone

Part D: Attestation

One of the following must sign and attest to this application:

• sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name	First Name	M.I.
Evers	Nicole	

Title	Email	Phone
Owner	thehomegrownfarmstand@gmail.com	9204197326

Signature	Date
eSigned via GovOS.com Nicole Evers Key: 42ca1cc9-4b5c-4862-b00d-c2c3471b3727	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
3/2/26			

Signature of Clerk/Deputy Clerk	Date Provisional License Issued (if applicable)

City of De Pere, Wisconsin **10.A**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Development Services
From:	Peter Schleinz, City Planner/Zoning Administrator
Subject:	Recommendation from Plan Commission to approve a 3-lot certified survey map at 206 N Wisconsin ST, 224 N Wisconsin ST, and 550 William ST (Parcels ED-886, ED-875, ED-875-1).
Recommendation:	Motion to approve, subject to the condition in the above Background details.

On January 26, 2026, Plan Commission unanimously recommended approval by a vote of 6-0.

On February 3, 2026, Common Council referred the request back to staff to complete additional revisions to the map.

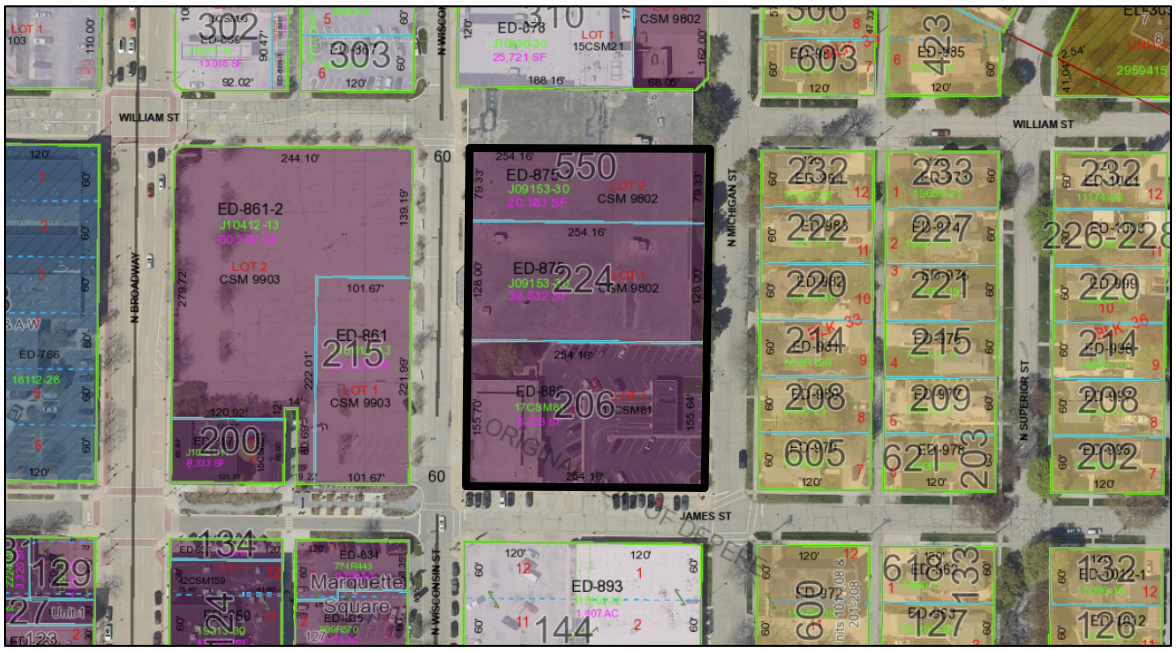
On March 9, 2026, Staff submitted a revised certified survey map, with easement issues addressed, for Common Council review on March 17, 2026.
The conditions of approval for the revised certified survey map are the following:

1. Meeting all other state and local regulations, including the City of De Pere and Brown County Planning Commission.

Attachments:
PC Report, Preliminary Revised CSM - 09 Mar 2026

Consideration and possible action for a 3-lot certified survey map at 206 N Wisconsin ST, 224 N Wisconsin ST, and 550 William ST (Parcels ED-886, ED-875, ED-875-1).*

SITE MAP



REQUESTED ACTION:	Certified Survey Map Approval (File CSM 26-01).
COMMON DESCRIPTION:	206 N Wisconsin ST, 224 N Wisconsin ST, and 550 William ST , northeast from the N Wisconsin ST and James ST intersection.
ZONING:	MX1 (Downtown Mixed-Use District).
SURROUNDING LAND USES:	Mixed uses to the north (MX1, MX2), south, MX2, and east MX2. Residential R2-45) to the west.
COMPREHENSIVE PLAN:	Commercial.

APPLICANT / OWNERS:

Authorized Representative
City of De Pere
335 S Broadway ST
De Pere, WI 54115

Property Owners
Parcel ED-886:
Associated De Pere Bank
433 Main ST
Green Bay, WI 54301-5114

Parcel ED-875:
City of De Pere
335 S Broadway ST
De Pere, WI 54115

Parcel ED-875:
William Street Investment Partners LLC
102 N Broadway ST, STE 101
De Pere, WI 54115

LAND USE HISTORY: After a review of air photographs, the area began redeveloping from a closed retail store to mixed uses in 2024 and 2025.

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

- The proposed CSM includes the adjustment of the interior lot lines for three existing parcels. No new lots are proposed.
- Lot 1 is a developing mixed use building that includes residential use on the upper floors.
- Lot 2 is a developing city-owned parking ramp.
- Lot 3 is an existing bank with a drive thru.
- Although not shown in the DRAFT, a utility easement may be added to the east end of the CSM for one or all of the lots for Common Council review.

All conditions of approval are listed at the end of the report. The conditions are technical and can be overseen by staff.

The Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. The proposed land division provides development opportunities and does not impact the Comprehensive Plan negatively. The proposed lot sizes, street frontages, and setbacks meet City requirements.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the certified survey map, subject to:

1. Meeting all other state and local regulations, including the City of De Pere and Brown County Planning Commission.
2. Subject to additional comments that may be received from review agencies after the Plan Commission meeting.

Planning/Zoning Application

Planning & Zoning Department

Submitted On:
Jan 21, 2026, 01:24PM EST

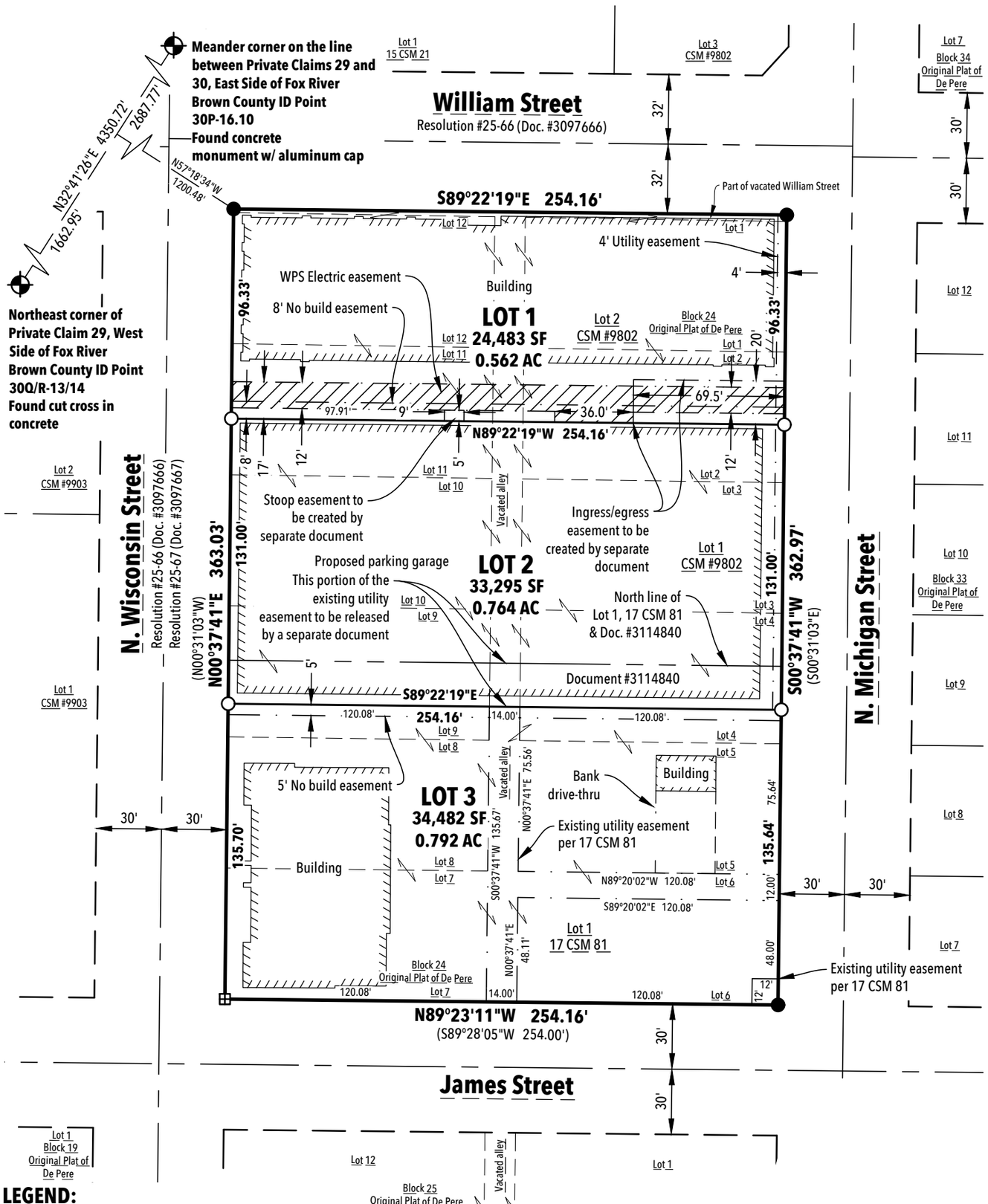
Parcel Number: (Include ALL parcels)	ED-886, ED-875, ED-875-1
Nearest property address to the project site:	**Street Address:** 206 N Wisconsin ST, 224 N Wisconsin ST, 550 William ST **City:** De Pere **State:** WI **Zip:** 54115
Check each project type that is being applied for:	CSM
Current De Pere Zoning Districts:	MX1
Existing Site Land Uses:	Residential Commercial
Proposed Site Land Uses:	Residential Commercial
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a pre-consultation meeting?	Yes
Property Owner:	**First Name:** City of De Pere **Last Name:** Etc.
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	**Street Address:** 335 S Broadway ST **City:** De Pere **State:** WI **Zip:** 54115
Property Owner's Phone Number:	[redacted]
Property Owner's Email Address:	[redacted]
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	**First Name:** Peter **Last Name:** Schleinz
Authorized Representative's Business Name:	City of De Pere
Authorized Representative's Address:	**Street Address:** 335 S Broadway ST **City:** De Pere

	State: WI **Zip:** 54115
Authorized Representative's Phone Number:	[redacted]
Authorized Representative's Email Address:	[redacted]
Number of lots in the CSM:	3
Number of outlots in the CSM:	0
Please attach 1 PDF copy of the CSM.	Draft CSM_12-22-25.pdf
How do you plan on paying for your application?	City is the petitioner
Total Due:	$375.00

Signature Data	First Name: Peter Last Name: Schleinz Email Address: [redacted]  Signed at: January 21, 2026 1:24pm America/New_York
User's Session Information	IP Address: 216.56.64.34 Referrer URL:

CERTIFIED SURVEY MAP

ALL OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 9802, DOCUMENT NUMBER 3075335, SAID MAP LOCATED IN ALL OF LOTS 1, 2, 3, 10, 11, AND 12, AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY AND PART OF VACATED WILLIAM STREET, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23 AND ALL OF LOT 1, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 81, MAP NUMBER 3206, DOCUMENT NUMBER 1101810, SAID MAP LOCATED IN ALL OF LOTS 5, 6, 7 AND 8 AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23, ALL LOCATED IN PART OF PRIVATE CLAIM 32, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN



LEGEND:

- ○ Set 1" x 18" Iron Pipe w/ Cap weighing 1.13 lbs./lin. ft.
- ● Existing 1" Iron Pipe
- ⊞ Existing Cut Cross in Concrete
- ⊕ County PLSS Monument
- ( ) Record bearing or distance

SCALE: 1"= 60'

0' 30' 60' 120'

Bearings are referenced to the Brown County Coordinate System. The line connecting Brown County ID Point 30Q/R-13/14 and Brown County ID Point 30P-16.10 bears N32°41'26"E.

AFFECTED PARCELS:

ED-875-1
ED-875
ED-886

Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

R:\0400\0404\0404511\dwg\404511_CSM.dwg

SHEET 1 OF 6

CERTIFIED SURVEY MAP

ALL OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 9802, DOCUMENT NUMBER 3075335, SAID MAP LOCATED IN ALL OF LOTS 1, 2, 3, 10, 11, AND 12, AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY AND PART OF VACATED WILLIAM STREET, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23 AND ALL OF LOT 1, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 81, MAP NUMBER 3206, DOCUMENT NUMBER 1101810, SAID MAP LOCATED IN ALL OF LOTS 5, 6, 7 AND 8 AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23, ALL LOCATED IN PART OF PRIVATE CLAIM 32, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, Troy E. Hewitt, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed hereon, I have surveyed, mapped and divided all of Lots 1 & 2, Certified Survey Map Number 9802, Document Number 3075335, said map located in all of Lots 1, 2, 3, 10, 11, and 12, and part of Lots 4 and 9, and part of a vacated alley and part of vacated William Street, all in Block 24, Original Plat of De Pere, Volume 1, Plats, Page 23 and all of Lot 1, Volume 17 of Certified Survey Maps, Page 81, Map Number 3206, Document Number 1101810, said map located in all of Lots 5, 6, 7 and 8 and part of Lots 4 and 9, and part of a vacated alley, all in Block 24, Original Plat of De Pere, Volume 1, Plats, Page 23, all located in part of Private Claim 32, East Side of the Fox River, City of De Pere, Brown County, Wisconsin.

Said parcel contains 92,260 Square Feet (2.118 Acres) of land more or less. Subject to any and all easements and restrictions of record.

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

Dated this _____ day of _____, 2026.

_____

Troy E. Hewitt PLS #2831
ROBERT E. LEE & ASSOCIATES, INC.
Original: 12/22/2025
Revised: 3/9/2026 - Added easements

RESTRICTIVE COVENANTS:

1. **The land on all side and rear lot lines of all lots not included in the drainage easement shall be graded by the lot owner and maintained by the abutting property owners to provide for adequate drainage of surface water.**

2. **Each lot owner shall grade the property abutting a street to conform to the adopted sidewalk grade elevation and maintain said elevation for future sidewalks.**

3. **No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street lines, a disturbance of survey stake by anyone is a violation of Section 236.32 of the Wisconsin statutes.**

EROSION CONTROL NOTE:

The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the City has an adopted soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.

GENERAL NOTE:

The City is providing storm water management for these lots via a regional storm water management pond designed to treat to current WDNR standards for storm water quality. City storm sewers are designed for five-year rainfall intensity events. Private storm sewers connecting to City storm sewers shall be designed for a five-year rainfall event to match the City allocated flow. On-site, private, detention facilities may be required for higher flow volumes.

WPS ELECTRIC EASEMENT PROVISIONS:

An easement for electric is hereby granted by

City of De Pere, Grantor and William Street Investment Partners, LLC, Grantor to

Wisconsin Public Service Corporation (WPS), a Wisconsin Corporation, grantee,

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with underground transmission and distribution of electricity and electric energy for such purposes as the same is now or may hereafter be used, all in, under, across, along and upon the property shown within those areas on the CSM designated as "WPS Electric easement" and the property designated on the CSM for streets and alleys, whether public or private, together with the right to install service connections beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the grantees or their agents. Structures (excluding asphalt and pavement material) shall not be placed over grantees' facilities or in, upon or over the property within the lines marked "WPS Electric easement" without the prior written consent of grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of grantees. This utility easement provision does not prevent or prohibit others from utilizing or crossing the utility easement as the utility easement(s) are non-exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

CERTIFIED SURVEY MAP

ALL OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 9802, DOCUMENT NUMBER 3075335, SAID MAP LOCATED IN ALL OF LOTS 1, 2, 3, 10, 11, AND 12, AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY AND PART OF VACATED WILLIAM STREET, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23 AND ALL OF LOT 1, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 81, MAP NUMBER 3206, DOCUMENT NUMBER 1101810, SAID MAP LOCATED IN ALL OF LOTS 5, 6, 7 AND 8 AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23, ALL LOCATED IN PART OF PRIVATE CLAIM 32, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

As owners, we do hereby certify that we caused the land described on this Certified Survey Map to be surveyed, mapped, divided and granted (easement rights) as represented on this map. We also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection: CITY OF DE PERE

William Street Investment Partners, LLC Date

_____
Print name and title

_____
STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2026, the above named to me known to be the same person who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CORPORATE MORTGAGEE CERTIFICATE

_____ (Corporate Name), a corporation duly organized and existing under and by virtue of the laws of Wisconsin, mortgagee of the above described land, does hereby consent to the surveyed, mapped, divided and granted (easement rights) of the land described on this Certified Survey Map and does hereby consent to the above certificate of William Street Investment Partners, LLC, Owner.

IN WITNESS WHEREOF, _____ (Corporate Name) has caused these presents to be signed by _____(Print Name) it's _____(Print Title) and countersigned by _____(Print Name) it's _____(Print Title) at _____(City), Wisconsin, and its corporate seal to be hereunto affixed this _____ day of _____, 2026.

In the presence of _____ (Corporate Name):

_____ _____ _____
Date Date

Print Title:_____ Print Title:_____

STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2026, the above named officers of said corporation to me known to be the persons who executed the foregoing instrument and to me known to be such officers of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

_____Notary Public,

_____, Wisconsin

My commission expires_____

CERTIFIED SURVEY MAP

ALL OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 9802, DOCUMENT NUMBER 3075335, SAID MAP LOCATED IN ALL OF LOTS 1, 2, 3, 10, 11, AND 12, AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY AND PART OF VACATED WILLIAM STREET, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23 AND ALL OF LOT 1, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 81, MAP NUMBER 3206, DOCUMENT NUMBER 1101810, SAID MAP LOCATED IN ALL OF LOTS 5, 6, 7 AND 8 AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23, ALL LOCATED IN PART OF PRIVATE CLAIM 32, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

As owners, we do hereby certify that we caused the land described on this Certified Survey Map to be surveyed, mapped and divided as represented on this map. We also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection: CITY OF DE PERE

James Boyd, City of De Pere Mayor Date

Carey E. Danen, City of De Pere Clerk Date

STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2026, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

UTILITY EASEMENT PROVISIONS:

An easement for electric, natural gas, communications, sanitary sewer, water main and storm sewer service is hereby granted by

City of De Pere, Grantor, William Street Investment Partners, LLC, Grantor and Associated Bank, N.A., Grantor to

Wisconsin Public Service Corporation, a Wisconsin Corporation, Time Warner Cable, AT&T, City of De Pere and other public utilities, grantees,

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, sanitary sewer, storm sewer, water, telephone and cable tv facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "utility easement" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across, within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, sanitary sewer and storm sewer facilities, water facilities, or telephone and cable tv facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures (excluding asphalt and pavement material) shall not be placed over grantees' facilities or in, upon or over the property within the lines marked "utility easement" without the prior written consent of grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of grantees. This utility easement provision does not prevent or prohibit others from utilizing or crossing the utility easement as the utility easement(s) are non-exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

CERTIFIED SURVEY MAP

ALL OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 9802, DOCUMENT NUMBER 3075335, SAID MAP LOCATED IN ALL OF LOTS 1, 2, 3, 10, 11, AND 12, AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY AND PART OF VACATED WILLIAM STREET, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23 AND ALL OF LOT 1, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 81, MAP NUMBER 3206, DOCUMENT NUMBER 1101810, SAID MAP LOCATED IN ALL OF LOTS 5, 6, 7 AND 8 AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23, ALL LOCATED IN PART OF PRIVATE CLAIM 32, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

As owners, we do hereby certify that we caused the land described on this Certified Survey Map to be surveyed, mapped, divided and granted (easement rights) as represented on this map. We also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection: CITY OF DE PERE

_____

Associated Bank, N.A. formerly known as the State Bank of De Pere, a Wisconsin Banking Corporation and Associated De Pere Bank, a Wisconsin Corporation **Date**

_____

Print name and title

STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2026, the above named to me known to be the same person who executed the foregoing instrument and acknowledged the same.

_____

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

ALL OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 9802, DOCUMENT NUMBER 3075335, SAID MAP LOCATED IN ALL OF LOTS 1, 2, 3, 10, 11, AND 12, AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY AND PART OF VACATED WILLIAM STREET, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23 AND ALL OF LOT 1, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 81, MAP NUMBER 3206, DOCUMENT NUMBER 1101810, SAID MAP LOCATED IN ALL OF LOTS 5, 6, 7 AND 8 AND PART OF LOTS 4 AND 9, AND PART OF A VACATED ALLEY, ALL IN BLOCK 24, ORIGINAL PLAT OF DE PERE, VOLUME 1, PLATS, PAGE 23, ALL LOCATED IN PART OF PRIVATE CLAIM 32, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

CITY OF DE PERE APPROVAL CERTIFICATE

Approved by the City of De Pere Common Council on this _____ day of _____, 2026.

_____

Carey E. Danen, City of Clerk **Date**

BROWN COUNTY TREASURER'S CERTIFICATE:

As duly elected Brown County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below.

_____

Raymond Suennen **Date**
Brown County Treasurer

CITY OF DE PERE TREASURER'S CERTIFICATE:

As duly appointed City of De Pere Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below.

_____

Pamela R. Manley **Date**
City of De Pere Finance Director/Treasurer

Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

City of De Pere, Wisconsin **11.A**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Eric Zygarlicke, Water Dept Supervisor
Subject:	Resolution #26-19 Authorizing Agreement for Contractor Services with Ferguson Waterworks (2026 hydrant painting).
Recommendation:	Approval of Ferguson Waterworks' proposal for hydrant painting at $195.00 per hydrant.

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
Reso26-19, Ferguson Waterworks(Hydrant Painting)3-11-26, Exhibit A-2026 De Pere Hydrant Painting Proposal, Exhibit B-20260217 Ferguson - De Pere Hydrant Painting Bid, 2026 0309 CI_BOPW Memo_Hydrant Painting, Hydrant Painting Proposal Summary 02-19-2026

RESOLUTION #26-19

AUTHORIZING AGREEMENT FOR CONTRACTOR SERVICES BETWEEN
THE CITY OF DE PERE AND FERGUSON WATERWORKS
(2026 Hydrant Painting)

WHEREAS, the City is in need of hydrant painting services in the southeast and northwest sections of the city; and

WHEREAS, Ferguson Waterworks, a subsidiary of Ferguson Enterprises, LLC has available and offers to provide personnel and equipment necessary to perform the hydrant painting services within the required time; and

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The City Manager and City Clerk are hereby authorized and directed to execute the Agreement for Contractor Services Between the City of De Pere and Ferguson Waterworks (2026 Hydrant Painting) as is attached hereto.

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 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 03/09/2026

AGREEMENT FOR CONTRACTOR SERVICES BETWEEN THE CITY OF DE PERE AND FERGUSON WATERWORKS (2026 Hydrant Painting)

THIS AGREEMENT made and entered into this _____ day of _____, 2026, by and between the City of De Pere, Wisconsin, a municipal corporation ("City"), and Ferguson Waterworks, a subsidiary of Ferguson Enterprises, LLC, a foreign limited liability company authorized to do business in the State of Wisconsin ("Contractor").

I. SCOPE OF CONTRACTING SERVICES

Contractor agrees to perform painting services for City's existing hydrants in the southeast and northwest sections of the City of De Pere as described in the City's Request for Proposals, dated January 27, 2026, attached hereto and incorporated herein as Exhibit A. Any change to the scope of services as identified therein shall be defined in writing and authorized by both parties prior to performing such work. Such writing shall include the scope of work to be done, schedule for commencing and completing the work and the basis for compensation for such work. No standard terms or conditions of Contractor's Proposal are incorporated into this Agreement unless such term is specifically written into the Agreement.

II. COMPENSATION

Contractor shall be paid as provided in Contractor's proposal attached and incorporated herein as Exhibit B, paid in a flat fee of $195.00 per hydrant. Payment shall be made once the Water Utility has inspected and determined that all the specifications and conditions have been met and a detailed invoice has been submitted showing which of City's hydrants have been completed.

III. INSURANCE

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

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than $1,000,000 per occurrence; with additional umbrella liability insurance coverage to a total of not less than $2,000,000.

2. Automobile Liability

   (A) Coverages must include the following extensions:

Comprehensive Form
(1) All Owned Autos
(2) All Hired Autos
(3) All Non-Owned Autos
(4) Mobile Equipment
(5) Specialized Equipment
(6) Contractual Liability
(7) Uninsured Motorists to Limit of Policy
(8) Additional Insured Endorsement naming City of De Pere, its employees, agents and assigns

(B) Limits of Liability:
Combined Single Limit/Bodily Injury and Property Damage:
$1,000,000 per person/per accident

Uninsured/Underinsured Motorists:
Limits equal to above combined single limit

3. Worker's Compensation and Employers' Liability Insurance
Limits of Liability: Statutory

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

IV. INDEMNIFICATION

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

V. LEGAL RELATIONS AND PUBLIC RESPONSIBILITY

1. LAWS TO BE OBSERVED. The Contractor shall at all times observe and comply with all federal, state, and local laws, regulations and ordinances which are in effect or which may be placed in effect during the contract period and which in any manner affect the conduct of the work. The Contractor shall indemnify and save harmless the City and its officers, agents and employees against any claim or liability arising from or based on the violation of any such law, ordinance, or regulation, whether by Contractor or its employees, subcontractors, or agents.

2. CONTRACTOR RECORDS. Contractor acknowledges that, as a contractor of a Wisconsin Municipality, Wis. Stats. §19.36(3) applies to it and records produced by it pursuant to this contract are subject to the public records law to the extent that they would otherwise be if maintained by the City of De Pere. Contractor agrees that, within 10 business days of a written request of the City of De Pere, it shall forward such records as are requested by the City of De Pere. Such records shall be in the format requested by City of De Pere provided that such records are kept and maintained in that format.

3. PERMITS AND LICENSING. The Contractor shall procure all permits and licenses necessary and incidental to the work required hereunder.

4. WORK SAFETY AND HEALTH. The Contractor shall comply with all federal, state and local laws governing work safety and health and shall provide all safeguards, safety devices and protective equipment, and take any other needed actions as the Contractor or the City Engineer may determine reasonably necessary, to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.

5. RESPONSIBILITY FOR DAMAGE CLAIMS. The Contractor and its surety shall indemnify and save harmless the City and all of its officers, officials, agents and employees from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of the operations of the said Contractor; or on account of or in consequence of any neglect in safeguarding the work, or through use of unacceptable materials in constructing the work; or because of any act or omission, neglect or misconduct of said Contractor; or because of any claims or amount recovered for any infringement of patent, trademark or copyright; or from any claims or amounts arising or recovered under the worker's compensation law; or any other law, ordinance, order or decree; and so much of the money due the said Contractor under and by virtue of this contract as shall be considered necessary by the Board of Public Works for such purposes, may be retained for the use of the City; or, in case no money or insufficient money is retained, the Contractor's surety shall be held.

   The City shall not be liable to the Contractor for damages or delays resulting from work by third parties or by injunctions or other restraining orders obtained by third parties.

   It shall be the Contractor's responsibility to see that all of the contract operations incidental to the completion of this contract are covered by public liability and property damage liability insurance in order that the general public or any representative of the contracting authority may have recourse against a responsible party for injuries or damages sustained as a result of said contract operations. This

requirement shall apply with equal force, whether the work is performed by the Contractor, or by a Subcontractor or by anyone directly or indirectly employed by either of them.

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

7. PERSONAL LIABILITY OF PUBLIC OFFICIALS. In carrying out any of the provisions of this contract or in exercising any power or authority granted to them thereby, there shall be no personal liability upon the City, its officers, officials, agents and employees, it being understood that in such matters they act as agents and representatives of the City. Any right of action by the Contractor against the City, or its agents or employees, is hereby expressly waived.

VI. GUARANTEE OF MATERIALS AND WORKMANSHIP

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

VII. MEDIATION

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

accordance with applicable law to comply with lien notice and filing deadlines prior to resolution of the matter by mediation.

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

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

VIII. NOTICES

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

If to City:	If to Contractor:
City of De Pere	Ferguson Waterworks
Attention: City Manager	Attention: Douglas Gries, Services Director
925 South Sixth Street	5350 North Richmond Street
De Pere, WI 54115	Appleton, WI 54913

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

FERGUSON WATERWORKS
By:

_____
Printed Name: _____
Title: _____

CITY OF DE PERE
By:

_____
Kimberly T. Flom, City Manager

_____
Carey E. Danen, City Clerk

Approved as to Form:

_____
Joanne Bungert, City Attorney

CITY OF DE PERE

Public Works Department

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

January 27, 2026

RE: Request for Proposals
2026 Hydrant Painting Project

The City of De Pere would like to invite your firm to submit a proposal for hydrant painting.

GENERAL INFORMATION

The **City of De Pere** is requesting a proposal from your firm to paint existing hydrants in the City. The work under this proposal includes providing labor, materials, and services associated with preparing, priming and painting approximately 450 hydrants (or as many as can fit into our budgeted amount determined by the awarded bid per hydrant) in the Southeast and Northwest sections of the City of De Pere. (See attached maps) All work must conform to the accepted practices for sandblasting and painting of hydrants, and the proposal should reflect the necessary effort to perform this work and any additional efforts the firm feels are necessary to complete the project. Subcontracting is not permitted. Note: there will also be 20 additional private hydrants to be painted red.

SCOPE OF WORK:

1. **Workmanship**

   All work shall be done in a workmanlike manner so that the finished surfaces will be free from **rust, bare spots, runs, drips, ridges, waves, laps, and unnecessary brush marks.** All coats shall be applied in such a manner as to produce an even film of uniform thickness, completely coating all corners and crevices, including the undersides of nozzles and flanges.

   All hydrant caps should be tightened down prior to blasting, preventing any damage or painting of the nozzle threads

2. Atmospheric Conditions

As specified, all paints shall be applied only to surfaces that are thoroughly dry and only under such combination of humidity and temperatures of the atmosphere and surfaces to be painted as will cause evaporation rather than condensation. In no case, shall any paint be applied to moist or frosty surfaces.

3. Contractor Responsibilities

The contractor shall be responsible for all permits, blasting, painting, and disposal of debris associated with blasting, meeting all federal, state and local regulations and standards that are in any way applicable.

The contractor shall submit in writing to the Water Utility a proposed schedule of when hydrant painting work will start and when it will be completed. The contractor shall adhere to the proposed work schedule unless otherwise agreed upon with the Water Utility. **Once the contractor starts the work, the work shall be continuous until the work is completed.**

The contractor shall meet daily with the Water Utility's assigned field operator to inform them where the crew(s) are working for that day.

The contractor shall complete all hydrant painting by **October 2, 2026**.

The contractor shall supervise and direct the work using his/her best skill and attention, and shall be solely responsible for all means, methods, techniques, sequences, and procedures and for coordinating all portions of the work.

The contractor shall employ competent forepersons and laborers. Workers shall be experts in their respective branches of work and shall be employed where special skill is required.

The contractor shall provide qualified supervision of each crew at all times while working under this contract. The foreperson shall be required to work with and supervise the crews at all times under work of this contract in order to supply sufficient supervision to maintain order and control of the work.

The contractor shall comply with all OSHA requirements.

All blasting and painting work will be done in containment.

The contractor shall provide protection to any sidewalk, driveway, surrounding paved areas, turf and/or landscaping, adjacent structures, and trees so that the sandblasting and spray primer/paint materials does not discolor, or damage said sidewalk, driveway, surrounding paved areas, turf and/or landscaping, adjacent structures, and trees. Any paint that adheres to adjacent surfaces must be cleaned off, especially sidewalks.

The contractor shall safely remove all chains connecting the hydrant barrel to the caps prior to sandblasting. The removed chains shall be re-installed once the painting is completed. Any damaged chains will be replaced at the contractor's expense.

The contractor shall safely remove and/or cover all hydrant markers/flags prior to sandblasting. The removed hydrant marker/flag shall be re-installed once the painting is completed. Any damaged hydrant marker/flag will be replaced at the contractor's expense.

The contractor is responsible for two (2) additional attempts to sandblast, prime and paint any hydrants that are passed due to a hazard preventing contractor from completing the work during normal progress (i.e. car parked too close). The contractor shall notify the Water Supervisor before the end of each day regarding hydrants that have been passed over due to hazards.

The contractor is responsible for providing at all times adequate traffic/pedestrian control per the Manual of Uniform Traffic Control Devices requirements. This shall include, but is not limited to, Public Works and/or Police Department notification of road closures, installation of signs, barricades, fencing, etc. protecting all hazards.

The contractor will provide the Water Utility with 48 hours' notice prior to commencing any work. This notice will provide the dates and locations of the work being done, in order for the Water Utility to provide notification that may be necessary and to conduct an inspection upon completion of the work.

The contractor will notify Water Utility of any accidents, injuries, or complaints by the general public to allow the Water Utility to follow up on these matters.

All other damages that occur will be the responsibility of the contractor to repair or replace.

4. Surface Preparation

Commercial Blast Cleaning - Blast all surfaces to be coated using a **non-silica** type blasting media (or equal). Blasting must be done to the complete above-ground portion of the hydrant to assure removal of all rust and debris in accordance with SSPC-SP 6 (NACE 3), which is an abrasive blast with angular abrasive to remove all visible mill scale, rust, coating, oxides, corrosion products, and other foreign matter. Minimum surface profile is (1mil).

All metal/cast surfaces shall receive an abrasive blast that will remove paint, and rust from each hydrant that includes barrel, caps, and chains.

All blasting and painting work will be done in containment.

Contractor is responsible for cleanup of excess sandblast material from the sidewalk, driveway, surrounding paved areas, turf and/or landscaping. All blasting material from sandblast operations shall be removed from the site the same day it is placed. Under no circumstances will debris be left on the terrace areas over the weekend unless otherwise approved by the Water Utility.

All primer coating shall be immediately applied after sandblasting.

5. Complete Primer Coating

Hydrants shall have all exposed above ground surfaces spray applied with Devran 224 QC Low Temperature Cure Epoxy Primer (or equal) applied to a minimum 5 mil dry film thickness immediately after sandblasting. Drying time between coats shall be as recommended by the paint manufacturer.

All primer painting work will be done in containment.

6. Hydrant Painting

All painting work will be done in containment.

Attached with the proposal is "Waterous Hydrant Color Selector" chart.

Hydrants shall have all exposed above ground finish surfaces spray applied with the following color requirements:

- City Hydrant – M4106 Hydrant Yellow
- Private Hydrant – M4104 Hydrant Red

Hydrant paint shall be applied to a minimum 5 mil dry film thickness no less than 24 hours after primer application on each hydrant.

Hydrant caps shall be painted with the following color requirements:

- Hydrant Cap – "Blue" – M4137 Hydrant National Blue
- Hydrant Cap – "Green" – M4221 Direct Green
- Hydrant Cap – "Orange" – M4171 Naperville Orange
- Hydrant Cap – "Red" – M4219 Red Fed Spec 1664

Contractor shall submit paint color samples for caps to the Water Utility for approval prior to painting the caps. Paint materials shall be the same as the hydrant except for the color. Hydrant caps shall be painted in workmanlike manner so that the finished surfaces will be free from bare spots, runs, drips, ridges, waves, laps, and unnecessary brush marks. Hydrant cap paint shall be applied to a minimum 5 mil dry film thickness.

7. **Hours of Work**

No work shall be performed prior to 7:00 a.m. and shall be completed by 5:00 p.m. Normal working days shall be Monday through Friday. No work will be allowed for any reason on Saturday, Sunday, or Holidays unless weather issues throughout the work requires Saturday work. Work on weekends or holidays must be approved by the Water Utility.

8. **Warranty**

All work shall be warranted for a period of two (2) years from the date of final completion.

9. **Payment**

Payment shall be made when the following conditions have been met:

1) The Water Utility has inspected and has determined that all the specifications and conditions have been met to the Water Utility's satisfaction.

2) A detailed invoice is submitted to the individual Water Utility for the specific municipality showing which hydrants have been completed.

SCHEDULE:

All hydrant painting shall be completed by October 2, 2026. The contractor shall submit in writing to the Water Utility a proposed schedule of when hydrant painting work will start and when it will be completed. The contractor shall adhere to the proposed work schedule unless otherwise agreed upon with the Water Utility.

INSURANCE REQUIREMENTS:

The firm shall be required to provide the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work as stated below:

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than $1,000,000; with additional umbrella liability insurance coverage to a total of not less than $2,000,000.

2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than $1,000,000 per person/per accident.

3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.

4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be $1,000,000 or the total engineers and/or surveyor's fee on the project, whichever is greater.

Indemnification:

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify, and hold harmless the Water Utility, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Water Utility, its officials, agents, employees and volunteers arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in any way result therefore, except that arising out of the sole legal cause of the Water Utility, its officials, agents, or employees, the Contractor shall, at its own expense appear, defend, and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the municipality, its officials, agents, and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Water Utility as herein provided.

ADDITIONAL INFORMATION:

- Sample consultant agreement is attached.
- Hydrant map is attached
- Waterous hydrant color selector chart is attached.

FEE:

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

Should there be any items outside the scope of services listed in the proposal your firm feels should be included, we encourage the firm to include alternate fees for such work.

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

PAYMENT:

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

PROPOSAL SUBMITTALS:

Company proposal should include the following information in the order listed:

1. Previous Experience: Past Work on projects of similar or greater magnitude.

2. References: The proposals shall include the Contractor's experience. At a minimum, three (3) similar projects shall be included as references.

3. Cost: Firm shall submit prices on proposal sheets provided with this proposal to complete all work mentioned above.

4. Schedule: Firm shall submit the number of days to complete the inspections and the anticipated start date on proposal sheet provided with this proposal to complete all work mentioned above.

Proposals shall be submitted via e-mail to sthoresen@deperewi.gov

Proposals shall be marked **"2026 Hydrant Painting"** and received no later than 10:00 A.M. on Thursday, February 19, 2026.

The City of De Pere reserves the right to reject any or all proposals, to waive any informality in bidding and to accept any proposal which the City Council deems most favorable to the best interest of City.

Questions may also be emailed to sthoresen@deperewi.gov

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Scott Thoresen, P.E.
Director of Public Works

City of De Pere Water Utility

2026 Hydrant Painting Proposal

The following proposal is submitted to: City of De Pere Water Utility, in accordance with the written proposal to furnish all labor, materials, tools, equipment and incidentals necessary to sandblast, prime, and paint fire hydrants and caps as specified.

The undersigned FIRM agrees, if this proposal is accepted, to enter into an agreement with the City of De Pere to perform and furnish all work as specified in this proposal. The undersigned firm will meet and adhere to the City of De Pere's requirements as indicated in the proposal.

Based on the details provided in this proposal, the undersigned firm agrees they are able to meet the City of De Pere's requirements and that the prices per hydrant to meet said requirements are as follows:

Price per Hydrant: $ _____

Brand of Paint: _____

Product Name: _____

Product Series : _____

Brand of Primer: _____

Product Name: _____

Product Series: _____

_____
Name of Firm

_____
Address of Firm

_____
Telephone Number

The undersigned bidder, being duly sworn, does depose and say that he is an authorized

representative of:_____
and that the said bidder has examined and carefully prepared his bid from the Proposal Requirements, and has checked the same in detail before submitting said proposal or bid; and that
said bidder or his agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in an collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal or bid.

_____ _____
Signature of Bidder Date

_____ _____
Print or Type Name of Bidder Title

Estimated Start Date: _____

Estimated Completion Date: _____

CITY OF DE PERE

Public Works Department

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

January 27, 2026

RE: Request for Proposals
2026 Hydrant Painting Project

The City of De Pere would like to invite your firm to submit a proposal for hydrant painting.

GENERAL INFORMATION

The **City of De Pere** is requesting a proposal from your firm to paint existing hydrants in the City. The work under this proposal includes providing labor, materials, and services associated with preparing, priming and painting approximately 450 hydrants (or as many as can fit into our budgeted amount determined by the awarded bid per hydrant) in the Southeast and Northwest sections of the City of De Pere. (See attached maps) All work must conform to the accepted practices for sandblasting and painting of hydrants, and the proposal should reflect the necessary effort to perform this work and any additional efforts the firm feels are necessary to complete the project. Subcontracting is not permitted. Note: there will also be 20 additional private hydrants to be painted red.

SCOPE OF WORK:

1. **Workmanship**

   All work shall be done in a workmanlike manner so that the finished surfaces will be free from **rust, bare spots, runs, drips, ridges, waves, laps, and unnecessary brush marks.** All coats shall be applied in such a manner as to produce an even film of uniform thickness, completely coating all corners and crevices, including the undersides of nozzles and flanges.

   All hydrant caps should be tightened down prior to blasting, preventing any damage or painting of the nozzle threads

2. Atmospheric Conditions

As specified, all paints shall be applied only to surfaces that are thoroughly dry and only under such combination of humidity and temperatures of the atmosphere and surfaces to be painted as will cause evaporation rather than condensation. In no case, shall any paint be applied to moist or frosty surfaces.

3. Contractor Responsibilities

The contractor shall be responsible for all permits, blasting, painting, and disposal of debris associated with blasting, meeting all federal, state and local regulations and standards that are in any way applicable.

The contractor shall submit in writing to the Water Utility a proposed schedule of when hydrant painting work will start and when it will be completed. The contractor shall adhere to the proposed work schedule unless otherwise agreed upon with the Water Utility. **Once the contractor starts the work, the work shall be continuous until the work is completed.**

The contractor shall meet daily with the Water Utility's assigned field operator to inform them where the crew(s) are working for that day.

The contractor shall complete all hydrant painting by **October 2, 2026**.

The contractor shall supervise and direct the work using his/her best skill and attention, and shall be solely responsible for all means, methods, techniques, sequences, and procedures and for coordinating all portions of the work.

The contractor shall employ competent forepersons and laborers. Workers shall be experts in their respective branches of work and shall be employed where special skill is required.

The contractor shall provide qualified supervision of each crew at all times while working under this contract. The foreperson shall be required to work with and supervise the crews at all times under work of this contract in order to supply sufficient supervision to maintain order and control of the work.

The contractor shall comply with all OSHA requirements.

All blasting and painting work will be done in containment.

The contractor shall provide protection to any sidewalk, driveway, surrounding paved areas, turf and/or landscaping, adjacent structures, and trees so that the sandblasting and spray primer/paint materials does not discolor, or damage said sidewalk, driveway, surrounding paved areas, turf and/or landscaping, adjacent structures, and trees. Any paint that adheres to adjacent surfaces must be cleaned off, especially sidewalks.

The contractor shall safely remove all chains connecting the hydrant barrel to the caps prior to sandblasting. The removed chains shall be re-installed once the painting is completed. Any damaged chains will be replaced at the contractor's expense.

The contractor shall safely remove and/or cover all hydrant markers/flags prior to sandblasting. The removed hydrant marker/flag shall be re-installed once the painting is completed. Any damaged hydrant marker/flag will be replaced at the contractor's expense.

The contractor is responsible for two (2) additional attempts to sandblast, prime and paint any hydrants that are passed due to a hazard preventing contractor from completing the work during normal progress (i.e. car parked too close). The contractor shall notify the Water Supervisor before the end of each day regarding hydrants that have been passed over due to hazards.

The contractor is responsible for providing at all times adequate traffic/pedestrian control per the Manual of Uniform Traffic Control Devices requirements. This shall include, but is not limited to, Public Works and/or Police Department notification of road closures, installation of signs, barricades, fencing, etc. protecting all hazards.

The contractor will provide the Water Utility with 48 hours' notice prior to commencing any work. This notice will provide the dates and locations of the work being done, in order for the Water Utility to provide notification that may be necessary and to conduct an inspection upon completion of the work.

The contractor will notify Water Utility of any accidents, injuries, or complaints by the general public to allow the Water Utility to follow up on these matters.

All other damages that occur will be the responsibility of the contractor to repair or replace.

4. **Surface Preparation**

Commercial Blast Cleaning - Blast all surfaces to be coated using a **non-silica** type blasting media (or equal). Blasting must be done to the complete above-ground portion of the hydrant to assure removal of all rust and debris in accordance with SSPC-SP 6 (NACE 3), which is an abrasive blast with angular abrasive to remove all visible mill scale, rust, coating, oxides, corrosion products, and other foreign matter. Minimum surface profile is (1mil).

All metal/cast surfaces shall receive an abrasive blast that will remove paint, and rust from each hydrant that includes barrel, caps, and chains.

All blasting and painting work will be done in containment.

Contractor is responsible for cleanup of excess sandblast material from the sidewalk, driveway, surrounding paved areas, turf and/or landscaping. All blasting material from sandblast operations shall be removed from the site the same day it is placed. Under no circumstances will debris be left on the terrace areas over the weekend unless otherwise approved by the Water Utility.

All primer coating shall be immediately applied after sandblasting.

5. **Complete Primer Coating**

Hydrants shall have all exposed above ground surfaces spray applied with Devran 224 QC Low Temperature Cure Epoxy Primer (or equal) applied to a minimum 5 mil dry film thickness immediately after sandblasting. Drying time between coats shall be as recommended by the paint manufacturer.

All primer painting work will be done in containment.

6. **Hydrant Painting**

All painting work will be done in containment.

Attached with the proposal is "Waterous Hydrant Color Selector" chart.

Hydrants shall have all exposed above ground finish surfaces spray applied with the following color requirements:

- City Hydrant – M4106 Hydrant Yellow ✓
- Private Hydrant – M4104 Hydrant Red ✓

Hydrant paint shall be applied to a minimum 5 mil dry film thickness no less than 24 hours after primer application on each hydrant.

Hydrant caps shall be painted with the following color requirements:

- Hydrant Cap – "Blue" – M4137 Hydrant National Blue ✓
- Hydrant Cap – "Green" – M4221 Direct Green ✓
- Hydrant Cap – "Orange" – M4171 Naperville Orange ✓
- Hydrant Cap – "Red" – M4219 Red Fed Spec 1664 ✓

Contractor shall submit paint color samples for caps to the Water Utility for approval prior to painting the caps. Paint materials shall be the same as the hydrant except for the color. Hydrant caps shall be painted in workmanlike manner so that the finished surfaces will be free from bare spots, runs, drips, ridges, waves, laps, and unnecessary brush marks. Hydrant cap paint shall be applied to a minimum 5 mil dry film thickness.

7. **Hours of Work**

No work shall be performed prior to 7:00 a.m. and shall be completed by 5:00 p.m. Normal working days shall be Monday through Friday. No work will be allowed for any reason on Saturday, Sunday, or Holidays unless weather issues throughout the work requires Saturday work. Work on weekends or holidays must be approved by the Water Utility.

8. **Warranty**

All work shall be warranted for a period of two (2) years from the date of final completion.

9. **Payment**

Payment shall be made when the following conditions have been met:

1) The Water Utility has inspected and has determined that all the specifications and conditions have been met to the Water Utility's satisfaction.

2) A detailed invoice is submitted to the individual Water Utility for the specific municipality showing which hydrants have been completed.

SCHEDULE:

All hydrant painting shall be completed by October 2, 2026. The contractor shall submit in writing to the Water Utility a proposed schedule of when hydrant painting work will start and when it will be completed. The contractor shall adhere to the proposed work schedule unless otherwise agreed upon with the Water Utility.

INSURANCE REQUIREMENTS:

The firm shall be required to provide the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work as stated below:

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than $1,000,000; with additional umbrella liability insurance coverage to a total of not less than $2,000,000.

2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than $1,000,000 per person/per accident.

3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.

4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be $1,000,000 or the total engineers and/or surveyor's fee on the project, whichever is greater.

Indemnification:

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify, and hold harmless the Water Utility, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Water Utility, its officials, agents, employees and volunteers arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in any way result therefore, except that arising out of the sole legal cause of the Water Utility, its officials, agents, or employees, the Contractor shall, at its own expense appear, defend, and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the municipality, its officials, agents, and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Water Utility as herein provided.

ADDITIONAL INFORMATION:

- Sample consultant agreement is attached.
- Hydrant map is attached
- Waterous hydrant color selector chart is attached.

FEE:

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

Should there be any items outside the scope of services listed in the proposal your firm feels should be included, we encourage the firm to include alternate fees for such work.

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

PAYMENT:

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

PROPOSAL SUBMITTALS:

Company proposal should include the following information in the order listed:

1. Previous Experience: Past Work on projects of similar or greater magnitude.

2. References: The proposals shall include the Contractor's experience. At a minimum, three (3) similar projects shall be included as references.

3. Cost: Firm shall submit prices on proposal sheets provided with this proposal to complete all work mentioned above.

4. Schedule: Firm shall submit the number of days to complete the inspections and the anticipated start date on proposal sheet provided with this proposal to complete all work mentioned above.

Proposals shall be submitted via e-mail to sthoresen@deperewi.gov

Proposals shall be marked **"2026 Hydrant Painting"** and received no later than 10:00 A.M. on Thursday, February 19, 2026.

The City of De Pere reserves the right to reject any or all proposals, to waive any informality in bidding and to accept any proposal which the City Council deems most favorable to the best interest of City.

Questions may also be emailed to sthoresen@deperewi.gov

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Scott Thoresen, P.E.
Director of Public Works

City of De Pere Water Utility

2026 Hydrant Painting Proposal

The following proposal is submitted to: City of De Pere Water Utility, in accordance with the written proposal to furnish all labor, materials, tools, equipment and incidentals necessary to sandblast, prime, and paint fire hydrants and caps as specified.

The undersigned FIRM agrees, if this proposal is accepted, to enter into an agreement with the City of De Pere to perform and furnish all work as specified in this proposal. The undersigned firm will meet and adhere to the City of De Pere's requirements as indicated in the proposal.

Based on the details provided in this proposal, the undersigned firm agrees they are able to meet the City of De Pere's requirements and that the prices per hydrant to meet said requirements are as follows:

Price per Hydrant: $ 195.00

Brand of Paint: Devoe or Equal

Product Name: Devthane 379

Product Series: 379 UVA Aliphatic Ureethane Gloss Enamel

Brand of Primer: Devoe or Equal

Product Name: Devran

Product Series: 224 QC Low Temp Epoxy

Ferguson Waterworks
Name of Firm

5350 N. Richmond St. Appleton, WI 54913
Address of Firm

(920) 731-3252
Telephone Number

The undersigned bidder, being duly sworn, does depose and say that he is an authorized

representative of: Ferguson Waterworks
and that the said bidder has examined and carefully prepared his bid from the Proposal Requirements, and has checked the same in detail before submitting said proposal or bid; and that said bidder or his agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in an collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal or bid.

Signature of Bidder

2/16/2026
Date

Douglas Geies
Print or Type Name of Bidder

Services Director
Title

Estimated Start Date: 5/1/2026

Estimated Completion Date: 10/2/2026

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/1/2026 — 4/21/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Lockton Companies, LLC DBA Lockton Insurance Brokers, LLC in CA CA license #0F15767 3280 Peachtree Rd. NE, Ste. 1000 Atlanta GA 30305 (404) 460-3600	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED 1531924: Ferguson Enterprises, LLC and Subsidiaries (See attached Named Insured Schedule) 751 Lakefront Commons Newport News VA 23606	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: ACE American Insurance Company	22667
INSURER B: ACE Property and Casualty Insurance Company	20699
INSURER C: Indemnity Insurance Co of North America	43575
INSURER D: ACE Fire Underwriters Insurance Company	20702
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 20116338 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR X Retained Limit $4m GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [X] LOC [ ] OTHER:	N	N	XSL G48977534	5/1/2025	5/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 1,000,000 $ 5,000 $ 1,000,000 $ 10,000,000 $ 10,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY X Self Insured X Physical Damage	N	N	ISA H11377361	5/1/2025	5/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 5,000,000 $ XXXXXXX $ XXXXXXX $ XXXXXXX $ XXXXXXX
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $	N	N	XOO G72519802 005	5/1/2025	5/1/2026	EACH OCCURRENCE AGGREGATE $	$ 10,000,000 $ 10,000,000 $ XXXXXXX
C A D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WLR C72622376 (AOS) WLR C72792944 (OR) SCF C72792956 (WI)	5/1/2025 5/1/2025 5/1/2025	5/1/2026 5/1/2026 5/1/2026	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 2,000,000 $ 2,000,000 $ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THIS CERTIFICATE SUPERSEDES ALL PREVIOUSLY ISSUED CERTIFICATES FOR THIS HOLDER, APPLICABLE TO THE CARRIERS LISTED AND THE POLICY TERM(S) REFERENCED.

Issued for informational purposes only.

CERTIFICATE HOLDER

20116338
Evidence of Coverage

CANCELLATION See Attachments

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Effective Date	Company	Effective Date	Company
4/1/1975	Acquisition - Charleston, SC	3/16/1992	Chatham Pipe & Supply
5/1/1976	Southern States Supply Company, Inc.	11/2/1992	U.S. Supply Company
11/1/1977	Atlas Supply Company, Inc.	8/2/1993	Armstrong Plumbing Supply Company, Inc.
12/31/1980	SCL Equipment Corporation	10/4/1993	Hub Inc.
1/28/1983	Universal Supply Company, Inc.	6/27/1994	Automatic Temperature Supplies Inc.
3/10/1983	Central Plumbing Supply Company	6/5/1995	Lyon, Conklin & Co., Inc.
1/1/1984	Riverside Supply Company, Inc.	7/10/1995	Wilmington Plumbing Supply Co., Inc.
5/1/1984	McKenna Supply Company	11/13/1995	Walden Industrial Supply Co., Inc.
10/30/1984	Cooper Supply Company	12/18/1995	Wisconsin River Supply Company
1/15/1985	Plumbers Supply Company, Inc.	2/26/1996	Columbia Supply Corporation
6/4/1985	R. W. Farmer Supply Co., Inc.	9/30/1996	Great Lakes Plumbing Supply, Inc.
1/7/1986	The Warner Company, Inc.	10/15/1996	General Plumbing Supply Co. of MD, Inc.
10/1/1986	Underground Supply Company, Inc.	11/23/1996	J&G Products Company, Inc.
12/30/1986	Terry Supply Company	5/5/1997	Central Engineering and Supply, Co., Inc.
12/31/1986	Virginia Supply and Well Company	6/30/1997	Standard of Lynn, Inc.
1/5/1988	Geo. McGinley Supply Co., Inc.	8/25/1997	Cities Supply Company, Inc.
1/29/1988	LBS Supply, Inc.	9/22/1997	Raleigh Supply Company, Inc.
12/29/1989	C. Selzer & Sons, Inc.	10/8/1997	Climate Makers of Charleston, Inc.
4/1/1990	Consumer's Supply Company, Inc.	11/3/1997	South Bend Supply Company, Inc.
5/20/1991	Gonnan Air Conditioning Company, Inc.	12/15/1997	Jaime Salicrup, Inc.
3/4/1992	Cain & Bulirnan, Inc.	1/7/1998	Steel City Wholesalers
3/30/1998	Tozour Unitary Product Division	6/18/2001	Mid-Cities - Dallas, TX
6/1/1998	Forward Enterprises	6/30/2001	Westburne Supply, Inc.
7/1/1998	Esco Supply Company	4/8/2002	Clayton Acquisition Company
10/29/1998	L&H Plumbing & Heating Supply	5/6/2002	Sumner & Dunbar
12/23/1998	Fields & Company of Lubbock, Inc.	5/13/2002	Tahoe Truckee Supply
1/25/1999	Dunaway's Wides Pipe & Supply Co., Jnc.	1/13/2003	York Factory Branch - Corona, CA
3/30/1999	Alamo Plumbing Supply Co.	1/13/2003	Triangle Supply, Inc.
4/26/1999	Plumbers Specialty Company, Inc.	4/7/2003	Linwood Pipe and Supply Co., Inc.
6/1/1999	Midwest Pipe & Supply	4/14/2003	Hanco Supply, Inc.
8/2/1999	Thrall Distribution, Inc.	6/2/2003	Huskey, Inc.
8/4/1999	Goldberg Company (GCI)	6/16/2003	A-1 Pipe
8/30/1999	The Gage Company	9/15/2003	Liberty Equipment
9/15/1999	Baker Pipe and Supply Company	12/15/2003	High Country
1/24/2000	Donovan Industrial Supply Corporation	1/19/2004	Builder's Plumbing Supply
3/6/2000	Plumbing & Mill Supplies, Incorporated	3/29/2004	Municipal Pipe

Effective Date	Company	Effective Date	Company
6/12/2000	Eastern Sewer Pipe Corp.	9/1/2004	Cline Contract Sales
8/21/2000	Pesco Pipe and Supply Co.	11/22/2004	Clark Supply
9/11/2000	Fire Protection Supply Company	12/7/2004	R Supply
1/8/2001	Sunbelt Marketing	12/31/2004	Parnell Martin
3/1/2001	Red Hed Supply	1/31/2005	JD Daddario
5/21/2001	Mid-Cities - Plant City, FL	2/8/2005	Meckco Supply
5/1/2005	Full Service Supply	5/22/2006	Central Lighting Supply
5/23/2005	United Supply & Distributing	8/1/2006	Palermo
6/26/2005	Webb Distributors, Inc.	8/1/2006	Waterworks Supply
8/15/2005	Park Supply	8/21/2006	United Automatic
8/29/2005	S&S Fabricators	10/2/2006	Castle Supply
9/12/2005	Contractor's Field Products	10/2/2006	Castle North
9/19/2005	Economy Plumbing Supply	10/2/2006	Lawrence Supply
9/30/2005	Endries International	10/2/2006	Northern Water Works Supply
10/17/2005	Camellia Valley Supply	10/16/2006	Gulf Refrigeration
11/7/2005	LAB Appliances	10/16/2006	Kandall
11/15/2005	Mobile Supply	12/4/2006	Ondalay Pipe
11/30/2005	Frischkorn	12/11/2006	Page's Appliance
12/19/2005	South Lake Tahoe	12/18/2006	Guntersville Fab
1/9/2006	Colgan	12/29/2006	Cal-Steam
2/21/2006	Dixie Plumbing Supply	2/7/2007	Grif-Fab
3/13/2006	Alamo Pipe	2/28/2007	Improvement Direct
3/20/2006	Indiana Plumbing Supply	7/30/2007	Fire Fab
4/10/2006	Pipe Products	8/13/2007	Western Air
4/24/2006	Davies Water	8/27/2007	Davidson Pipe & Supply
5/8/2006	Central Supply	11/5/2007	JD Wholesale
5/22/2006	Supply North Central Group	12/30/2007	JC Plumbing
2/18/2008	Mastercraft Cabinets	2/9/2015	Builders Appliance Center
9/1/2009	DPS	2/23/2015	The Ar-Jay Center
12/31/2010	Summit Pipe & Supply	3/9/2015	Equarius Waterworks, Inc.
8/29/2011	Louisiana Chemical PVF	3/16/2015	Redlon & Johnson Supply
9/26/2011	SG Supply	4/27/2015	Arkansas Supply, Inc.
11/7/2011	Groeniger	5/18/2015	Ecomfort Holdings Inc.
4/23/2012	Reese Kitchens	6/8/2015	WR White Supply
9/25/2012	Power Equipment Direct, Inc. (PED)	8/24/2015	S&P Investment, Inc. (dba - Central Pipe & Supply)

Effective Date	Company	Effective Date	Company
10/1/2012	Davis & Warshow	10/1/2015	Living Direct, Inc.
2/11/2013	Fluid Systems Hawaii, Inc.	10/19/2015	Atlantic American Fire Equipment
1/20/2014	Karl's Sales and Service - Karls Appliance	10/27/2015	Renwes Appliances, Inc.
3/31/2014	Waterworks Industries	11/16/2015	Action Fire Fab & Supply, Inc.
4/28/2014	Factory Direct Appliance	1/25/2016	Professional Cleaning Service and Supply Corporation
5/31/2014	Capstone Global Solutions	4/4/2016	Andrews Lighting Gallery, Inc.
6/9/2014	HP Products (and HP Logisitics)	4/18/2016	Dealernet, LLC
8/18/2014	Joseph G. Pollard Co. Inc.	4/18/2016	The Bath + Beyond
9/14/2014	Powell Pipe & Supply Co.	5/23/2016	Bruce-Rogers Company
10/6/2014	Spillius, Inc. (dba City Lights and Design)	6/13/2016	Michigan Pipe and Valve-Flint, Inc.
11/17/2014	Global HVAC Distributors, Inc.	6/27/2016	Michigan Pipe and Valve-Lansing, Inc.
12/8/2014	Ship-Pac, Inc.	7/11/2016	Michigan Meter Technology Group, Inc.
12/8/2014	McFarland Supply Co., Inc.	8/1/2016	Clawfoot Supply LLC d/b/a Signature Hardware
8/29/2016	Westfield Lighting Co., Inc.	10/22/2018	Dogwood Building Supply
10/10/2016	Ramapo Wholesalers Inc.	10/29/2018	Capital Distributing
10/24/2016	The Plumbing Source, Inc.	11/19/2018	Roberston Supply
11/14/2016	Underground Pipe & Valve, Inc.	12/10/2018	Wallwork Bros., Inc
12/12/2016	Matera Paper Company, Inc.	12/11/2018	Blackman
2/13/2017	P.V. Sullivan	1/28/2019	James Martin Furniture
2/20/2017	Custom Lighting & Hardware	2/4/2019	Kitchen Art
3/27/2017	Lighting Unlimited, LLC	6/3/2019	Mission Valley Pipe and Supply
8/7/2017	Wholesale Group, Inc.	7/15/2019	Action Supply Co.
9/18/2017	HM Wallace, Inc.	7/29/2019	Innovative Soil Solutions
1/22/2018	Duhig Stainless	9/9/2019	Process Instruments & Controls
5/14/2018	National Fire	11/11/2019	SW Anderson
7/2/2018	Wright Plumbing	3/13/2020	Columbia Pipe & Supply
7/9/2018	Lighting Design Center	3/16/2020	Rencor Controls
7/16/2018	Appliance Distributors of Louisiana	3/25/2020	MFP Design
7/30/2018	Brock McVey	10/26/2020	Old Dominion Supply

Effective Date	Company
7/31/2018	Safe Step Walk-In Tub Co
8/13/2018	Jones Stephens
8/20/2018	Action Automation
8/27/2018	Millennium Lighting
9/24/2018	Grand Junction Pipe & Supply
7/26/2021	Canyon Pipe & Supply
9/20/2021	Meyer Appliances, Kitchens and Baths
10/25/2021	Sunstate Meters and Supply, Inc
11/1/2021	Galkos Construction (Safe Step Walk In Tubs)
11/13/2021	Hot Water Products, Inc.
11/22/2021	RP Lighting & Fans (Royal Pacific)
1/24/2022	Plumbers Supply Company of St Louis
2/7/2022	Uncle Sam Piping Solutions. Inc.
3/21/2022	AP Supply Company
4/4/2022	Lighting Plus
4/25/2022	Founders Kitchen & Bath, Inc.
5/9/2022	Canadian Safe-Step Tubs, Inc.
5/23/2022	Aaron & Company, LLC
5/25/2022	STE LLC
6/27/2022	Triton Environmental, LLC
7/18/2022	D2 Land & Water Resource, Inc
7/25/2022	Minka Lighting LLC
7/26/2022	Rybak Engineering. Inc
8/29/2022	Monark Premium Appliance (Transform Midco LLC)
11/7/2022	Guarino Distributing Co, LLC
12/1/2022	Airefco, Inc
4/15/2024	Safe Step Walk In Tub, LLC
7/31/2010	Lincoln Products
9/11/2000	Ferguson Fire & Fab, Inc
4/22/2024	AVCO Supply (AVCO Supply, Inc.)
5/16/2024	GAR Engineering
5/20/2024	Southwest GeoSolutions, Inc.
7/30/2024	Gerster Equipment Co.
7/30/2024	United Water Works, Inc.
10/29/1993	Energy & Process Corporation
3/31/2025	Independent Pipe & Supply Corp.
4/15/2025	Light Innovations, Inc.

Effective Date	Company
11/16/2020	Atlantic Construction Fabrics
1/11/2021	Amerock Corporation
1/11/2021	Clarksville Lighting and Appliance
6/21/2021	Kitchen Showcase
7/12/2021	Moore Industrial Supply, Co.
12/5/2022	Power Process Equipment Co
1/30/2023	Pipelines, INC
6/13/2023	S.G. Torrice
7/25/2023	Kennedy Companies
7/31/2023	Bruce Supply Corp
10/16/2023	SecureVision of America
1/8/2024	Harway Supply, LLC
1/8/2024	Capital City Appliances LLC dba Harway Appliances
1/8/2024	Texas State Appliances, LLC
1/29/2024	Grove Supply, Inc.
1/29/2024	Wolfe Family Partnership, Ltd
1/29/2024	Wvhc Enterprises, LLC
1/29/2024	PLCC Enterprises LLC
3/4/2024	Yorkwest Plumbing Supply Inc.

Name	Tax ID No.	Entity or DBA	Corresponding Entity (for DBAs)
A P Supply Company	54-1211771	DBA	Ferguson Enterprises, LLC
A. P. Supply Co.	54-1211771	DBA	Ferguson Enterprises, LLC
Aaron & Co.	54-1211771	DBA	Ferguson Enterprises, LLC
Aaron and Company	54-1211771	DBA	Ferguson Enterprises, LLC
AC Wholesalers	33-1026975	DBA	Power Equipment Direct, Inc.
ACF Environmental	54-1211771	DBA	Ferguson Enterprises, LLC
Action Automation, a Wolseley Industrial Group company	54-1211771	DBA	Ferguson Enterprises, LLC
Action Plumbing Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Action Supply Co.	54-1211771	DBA	Ferguson Enterprises, LLC
Adirondack Piping Solutions	54-1211771	DBA	Ferguson Enterprises, LLC
ADL	54-1211771	DBA	Ferguson Enterprises, LLC
A-H Distribution	54-1211771	DBA	Ferguson Enterprises, LLC
A-H Logistics	54-1211771	DBA	Ferguson Enterprises, LLC
Air Cold	54-1211771	DBA	Ferguson Enterprises, LLC
Air Cold Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Air Compressors Direct	33-1026975	DBA	Power Equipment Direct, Inc.
Airefco	54-1211771	DBA	Ferguson Enterprises, LLC
Alaska Pipe & Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Amerock Holdings, Inc.	35-2484334	Entity	
Amerock, LLC	80-0945726	Entity	
AMS Steam Products	54-1211771	DBA	Ferguson Enterprises, LLC
Beautyware Plumbing Supply Co.	54-1211771	DBA	Ferguson Enterprises, LLC
Build.com	54-1211771	DBA	Ferguson Enterprises, LLC
Clawfoot Supply, LLC	61-1401237	Entity	
Davies Water	54-1211771	DBA	Ferguson Enterprises, LLC
Electric Generators Direct	33-1026975	DBA	Power Equipment Direct, Inc.
Ferguson Bath & Kitchen Gallery	54-1211771	DBA	Ferguson Enterprises, LLC
Ferguson Enterprises of Montana, LLC	54-1211771	DBA	Ferguson Enterprises, LLC
Ferguson Fire & Fabrication International	95-2912930	DBA	Ferguson Fire & Fabrication, Inc.
Ferguson Heating & Cooling	54-1211771	DBA	Ferguson Enterprises, LLC
Ferguson HVAC – Lyon Conklin	54-1211771	DBA	Ferguson Enterprises, LLC
Ferguson Industrial Plastics and Pump Division	54-1211771		Ferguson Enterprises, LLC
Ferguson Leasing Company	54-1211771	DBA	Ferguson Enterprises, LLC
Ferguson Puerto Rico, Inc.	66-0911457	Entity	
Ferguson Waterworks	54-1211771		Ferguson Enterprises, LLC

Ferguson Waterworks International	54-1211771	DBA	Ferguson Enterprises, LLC
FNW	54-1211771	DBA	Ferguson Enterprises, LLC
Frishkorn	54-1211771	DBA	Ferguson Enterprises, LLC
GAR Engineering	92-0981667		Ferguson Fire Design, LLC
Gerster Equipment Company	54-1211771		Ferguson Enterprises, LLC
Gotham Pipe	54-1211771		Ferguson Enterprises, LLC
Gotham Pipe Supply	54-1211771		Ferguson Enterprises, LLC
Grove Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Harway Appliances	54-1211771		Ferguson Enterprises, LLC
Henry Kitchen & Bath	54-1211771		Ferguson Enterprises, LLC
Henry Plumbing Kitchen & Bath Galleries	54-1211771		Ferguson Enterprises, LLC
Henry Plumbing Supply	54-1211771		Ferguson Enterprises, LLC
Hot Water Products	54-1211771		Ferguson Enterprises, LLC
HP Products	54-1211771	DBA	Ferguson Enterprises, LLC
Independent Pipe & Supply Corp.	54-1211771		Ferguson Enterprises, LLC
Innovative Soil Solutions	54-1211771	DBA	Ferguson Enterprises, LLC
J&G Products, a Ferguson Enterprise	54-1211771		Ferguson Enterprises, LLC
James Martin Signature Vanities, LLC	45-2983176	Entity	
Joseph G. Pollard Co.	54-1211771		Ferguson Enterprises, LLC
Light Innovations, Inc.	54-1211771		Ferguson Enterprises, LLC
Karl's Appliances	54-1211771		Ferguson Enterprises, LLC
Kennedy Companies	54-1211771		Ferguson Enterprises, LLC
Kennedy Water Works	54-1211771	DBA	Ferguson Enterprises, LLC
Kern Pipe	54-1211771	DBA	Ferguson Enterprises, LLC
Kern Pipe & Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Kitchen Art	54-1211771	DBA	Ferguson Enterprises, LLC
Lighting and Appliance	54-1211771	DBA	Ferguson Enterprises, LLC
Lighting Design Center	54-1211771	DBA	Ferguson Enterprises, LLC
Lighting Plus	54-1211771		Ferguson Enterprises, LLC
Lighting Unlimited	54-1211771		Ferguson Enterprises, LLC
Lightingdirect.com	54-1211771		Ferguson Enterprises, LLC
Lincoln Products	54-1211771		Ferguson Enterprises, LLC
Linwood Pipe and Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Living Direct, Inc.	74-3008228	Entity	
Louisiana Utilities Supply Company	54-1211771		Ferguson Enterprises, LLC
LUSCO	54-1211771		Ferguson Enterprises, LLC
Lyon Conklin	54-1211771		Ferguson Enterprises, LLC
Lyon Conklin & Co., Inc.	54-1211771		Ferguson Enterprises, LLC

Lyon Conklin, a Ferguson Enterprise	54-1211771	DBA	Ferguson Enterprises, LLC
Maddux Supply Company	54-1211771	DBA	Ferguson Enterprises, LLC
Matera Paper	54-1211771	DBA	Ferguson Enterprises, LLC
Matera Paper Company	54-1211771	DBA	Ferguson Enterprises, LLC
Max Industries, LLC	72-1532845	Entity	
McFarland Supply	54-1211771		Ferguson Enterprises, LLC
Meyer Appliance	54-1211771		Ferguson Enterprises, LLC
MFP Design	95-2912930	DBA	Ferguson Fire & Fabrication, Inc.
Michigan Meter	54-1211771	DBA	Ferguson Enterprises, LLC
Midwest Pipe & Supply, a Ferguson enterprise	54-1211771	DBA	Ferguson Enterprises, LLC
Minka Lighting, LLC	95-3683513	Entity	
Mission Valley Pipe	54-1211771	DBA	Ferguson Enterprises, LLC
Mission Valley Pipe & Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Mississippi Utility Supply Co. (MUSCO)	54-1211771	DBA	Ferguson Enterprises, LLC
Myers HVAC Supply	33-1026975	DBA	Power Equipment Direct, Inc.
National Fire Products	95-2912930	DBA	Ferguson Fire & Fabrication, Inc.
Old Dominion Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Parnell Martin Companies	54-1211771	DBA	Ferguson Enterprises, LLC
PCS Industries	35-1116846	DBA	HP Products Corporation
Peebles Supply Corporation	54-1211771	DBA	Ferguson Enterprises, LLC
Pipe Products	54-1211771	DBA	Ferguson Enterprises, LLC
Pipelines	54-1211771	DBA	Ferguson Enterprises, LLC
Pipelines of PA	54-1211771	DBA	Ferguson Enterprises, LLC
PL Sourcing, Inc.	54-1211771	DBA	Ferguson Enterprises, LLC
Plumb Source	54-1211771	DBA	Ferguson Enterprises, LLC
Plumbers Supply Company	54-1211771	DBA	Ferguson Enterprises, LLC
Plumbers Supply Company of St. Louis	54-1211771	DBA	Ferguson Enterprises, LLC
Plumbing Décor, a Wolseley Company	54-1211771	DBA	Ferguson Enterprises, LLC
Plumbing Supply Now	54-1211771	DBA	Ferguson Enterprises, LLC
Pollardwater	54-1211771	DBA	Ferguson Enterprises, LLC
Powell Pipe & Supply Co.	54-1211771	DBA	Ferguson Enterprises, LLC
Power Equipment Direct	33-1026975	DBA	Power Equipment Direct, Inc.
Power Equipment Direct Inc.	33-1026975	Entity	
Power Process Equipment	54-1211771	DBA	Ferguson Enterprises, LLC
Pressure Washers Direct	33-1026975	DBA	Power Equipment Direct, Inc.
Professional's Bath Source	54-1211771	DBA	Ferguson Enterprises, LLC
PullsDirect.com	54-1211771	DBA	Ferguson Enterprises, LLC
PV Sullivan Supply	54-1211771	DBA	Ferguson Enterprises, LLC

Ramapo Wholesalers	54-1211771	DBA	Ferguson Enterprises, LLC
Redlon & Johnson	54-1211771	DBA	Ferguson Enterprises, LLC
Reese Kitchen, Bath & Lighting Gallery	54-1211771	DBA	Ferguson Enterprises, LLC
Rencor Controls	54-1211771	DBA	Ferguson Enterprises, LLC
Renwes Sales	54-1211771	DBA	Ferguson Enterprises, LLC
Robertson Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Royal Pacific Limited	85-0385374	Entity	
Rybak Engineering	95-2912930	DBA	Ferguson Fire & Fabrication, Inc.
S.G. Torrice, LLC	04-2236750	Entity	
S.W. Anderson	54-1211771	DBA	Ferguson Enterprises, LLC
Safe Step Walk In Tub, LLC	26-2848868	Entity	
Schell Supply Corporation	54-1211771	DBA	Ferguson Enterprises, LLC
Securevision	54-1211771	DBA	Ferguson Enterprises, LLC
Securevision of America	54-1211771	DBA	Ferguson Enterprises, LLC
SEMSCO Barbados, L.L.C.	59-3641852	Entity	
SG Supply Co.	54-1211771	DBA	Ferguson Enterprises, LLC
Ship-Pac	35-1116846	DBA	HP Products Corporation
Signature Hardware	61-1401237	DBA	Clawfoot Supply, LLC
SOS Sales	54-1211771	DBA	Ferguson Enterprises, LLC
Southwest Geo-Solutions	54-1211771	DBA	Ferguson Enterprises, LLC
Stevens Supply Corporation	54-1211771	DBA	Ferguson Enterprises, LLC
Stock Loan Services, LLC	20-3908387	Entity	
Stockton Pipe & Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Stocton Pipe	54-1211771	DBA	Ferguson Enterprises, LLC
Sump Pumps Direct	33-1026975	DBA	Power Equipment Direct, Inc.
Sunstate Meter & Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Tacoma Heavy Goods	54-1211771	DBA	Ferguson Enterprises, LLC
Tarpon Wholesale Supplies	54-1211771	DBA	Ferguson Enterprises, LLC
Tellum Construction, LLC	20-3045488	Entity	
Templeton & Associates	54-1211771	DBA	Ferguson Enterprises, LLC
Templeton & Associates Equipment Sales	54-12111771	DBA	Ferguson Enterprises, LLC
TEMSCO	54-1211771	DBA	Ferguson Enterprises, LLC
The Ar-Jay Center	54-1211771	DBA	Ferguson Enterprises, LLC
The Davidson Group	54-1211771	DBA	Ferguson Enterprises, LLC
The Kitchen Showcase	54-1211771	DBA	Ferguson Enterprises, LLC
The Parnell Martin Companies	54-1211771	DBA	Ferguson Enterprises, LLC
The Plumbing Source	54-1211771	DBA	Ferguson Enterprises, LLC
The Stock Market	54-1211771	DBA	Ferguson Enterprises, LLC

TPW Kitchen & Bath	54-1211771	DBA	Ferguson Enterprises, LLC
Triton Environmental	54-1211771	DBA	Ferguson Enterprises, LLC
Uncle Sam Piping Solutions	54-1211771	DBA	Ferguson Enterprises, LLC
United Water Works	54-1211771	DBA	Ferguson Enterprises, LLC
Vena Designs	45-2983176	DBA	James Martin Signature Vanities, LLC
Wallwork	54-1211771	DBA	Ferguson Enterprises, LLC
Wallwork Bros.	54-1211771	DBA	Ferguson Enterprises, LLC
Warner Supply Corporation	54-1211771	DBA	Ferguson Enterprises, LLC
Water Pumps Direct	33-1026975	DBA	Power Equipment Direct, Inc.
Water Works Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Waterworks Industries	54-1211771	DBA	Ferguson Enterprises, LLC
Webb Distributors	54-1211771	DBA	Ferguson Enterprises, LLC
Westburne Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Western Air Supply	54-1211771	DBA	Ferguson Enterprises, LLC
Westfield Lighting	54-1211771	DBA	Ferguson Enterprises, LLC
Wolseley Capital, Inc.	20-3756465	Entity	
Wolseley de Puerto Rico, Inc.	66-0784341	Entity	
Wolseley Financial Services	54-1211771	DBA	Ferguson Enterprises, LLC
Wolseley Industrial Group	54-1211771	DBA	Ferguson Enterprises, LLC
Wolseley Integrated de Mexico S.A. de C.V.	WIM081114UK3	Entity	
Wolseley NA Construction Services, LLC	27-1094401	Entity	
WPCC Forwarding	54-1211771	DBA	Ferguson Enterprises, LLC
Wright Plumbing Supply	54-1211771	DBA	Ferguson Enterprises, LLC

2026 HYDRANT PAINTING – CONTRACTOR LIST

Douglas Gries
Service Division Manager
Ferguson Waterworks
5350 North Richmond Street
Appleton, WI 54915
Office: (920) 731-3252
Cell: (920) 213-1730
Email: douglas.gries@ferguson.com
Cost per hydrant:

John Paalman
Services Director
Faith Leak Detection
2800 Howard Commons #322
Howard, WI 54313
Phone: (920) 200-2959
Email: faithleakdetection@gmail.com
Cost per hydrant:

Gene LaPlant
Great Lakes Protective Coatings, Inc.
3946 Sergeant Road
Sturgeon Bay, WI 54235
Cell: (920) 559-1111
Email: GLPCInc@gmail.com
Cost per hydrant:

Bob Thul
Thul Specialty Contracting, Inc.
P.O. Box 322
8985 Odean Avenue N.E.
Elk River, MN 55330
Phone: 763-576-8790
Fax: 763-576-8799
Email: info@thulspecialtycontracting.com
Cost per hydrant:

Hydrant Painting References

Customer - Neenah Water
Tim Jens
211 Walnut St.
Neenah, WI. 54956
(920) 886-6240

Customer - Little Chute Water
Sam Schepp
108 W. Main St
Little Chute, WI. 54140
(920) 423-3865

Customer - Darboy Sanitary District
Pat Hennessey
N398 County Rd. N
Appleton, WI 54915
(920) 788-6048

Customer - Kaukauna Utilities
Andy Vanden Heuvel
777 Island St
Kaukauna, WI. 54130
(920) 462-0233

WATEROUS SINCE 1886

SHEBOYGAN PAINT COMPANY
Innovative Coating Solutions….. for Generations

Waterous Hydrant Color Selector


M4104
HYDRANT RED


M4105
HYDRANT GREEN


M4106
HYDRANT YELLOW


M4107
HYDRANT ORANGE


M4109
HYDRANT WHITE


M4110
HYDRANT BLACK


M4111
HYDRANT ALUMINUM


M4122
INTERNATIONAL ORANGE


M4125
SEA GREEN


M4134
HYDRANT SUNFAST RED


M4135
SPANISH YELLOW


M4137
HYDRANT NATIONAL BLUE


M4138
LIME YELLOW


M4143
RW ORANGE


M4152
HYDRANT HOUSTON BLUE


M4154
HYDRANT SAFETY YELLOW


M4157
EMERALD GREEN


M4160
HYDRANT BURGUNDY


M4163
HYDRANT BEIGE


M4169
SAFETY YELLOW


M4170
PANTONE PURPLE


M4171
NAPERVILLE ORANGE


M4172
HYDRANT 508A WHITE


M4173
HYDRANT LIME GREEN


M4177
HYDRANT ANTIQUE LINEN

WATEROUS SINCE 1886

SHEBOYGAN PAINT COMPANY
Innovative Coating Solutions….. for Generations

Waterous Hydrant Color Selector



M4181
DARK EMERALD GREEN



M4182
FEDERAL SAFETY YELLOW



M4184
SILVER METALLIC



M4187
POTABLE WATER BLUE



M4188
EMPACET GREEN



M4189
SAFETY BLUE



M4190
SAFETY YELLOW



M4193
DARK BROWN



M4195
GAS SERVICE YELLOW



M4204
WATEROUS GRAY



M4205
LIGHT BEIGE



M4208
EJP BLUE



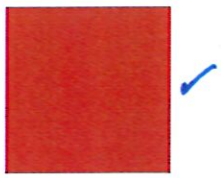
M4209
MERIDIAN GRAY



M4216
PANTONE 278 BLUE HI-SOLIDS



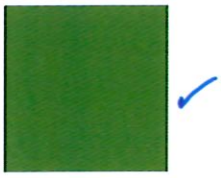
M4217
PRESTO GREEN HI-SOLIDS URAGUARD



M4219
RED FED SPEC 1664

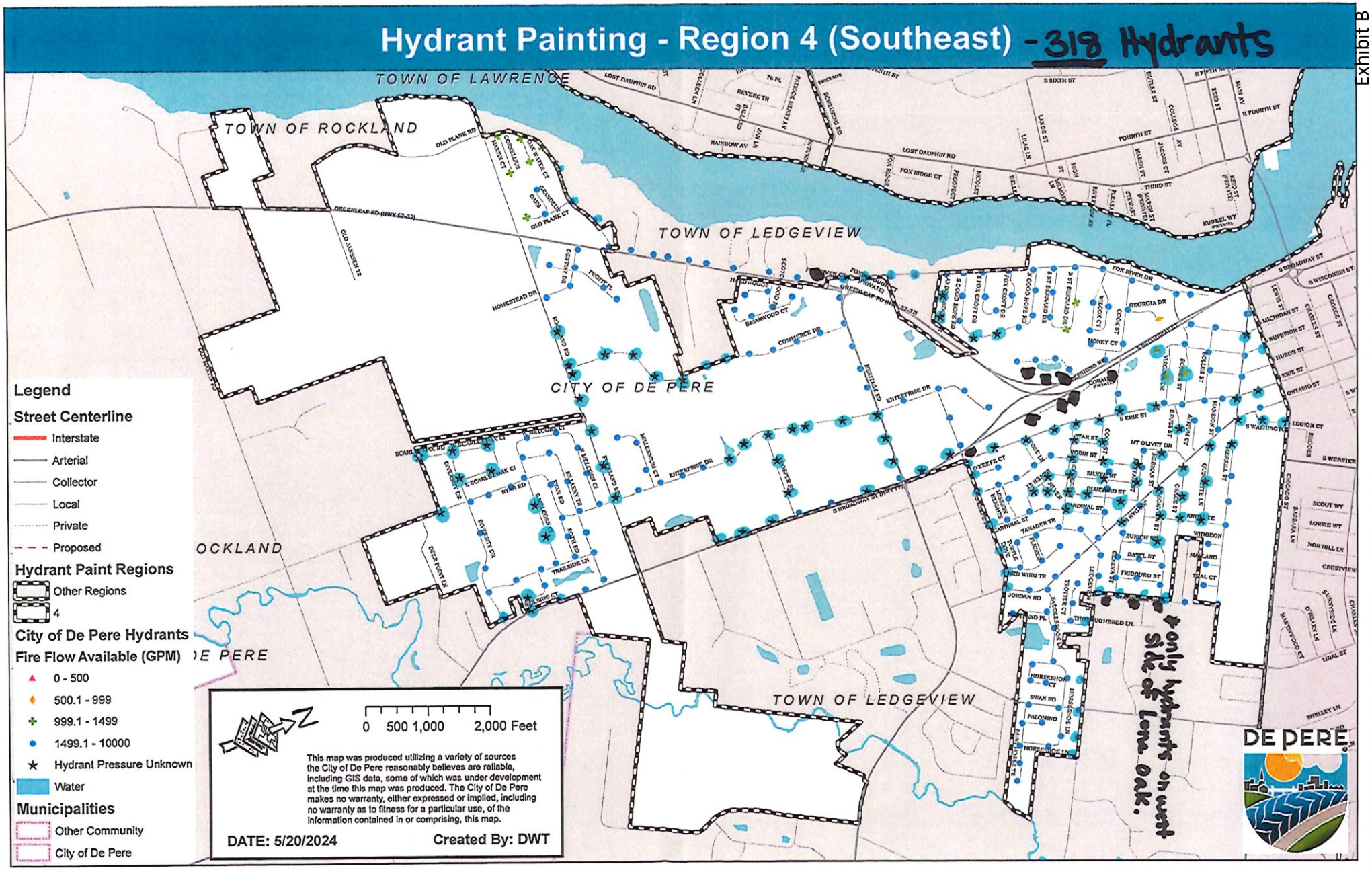


M4220
FED SPEC YELLOW 3186

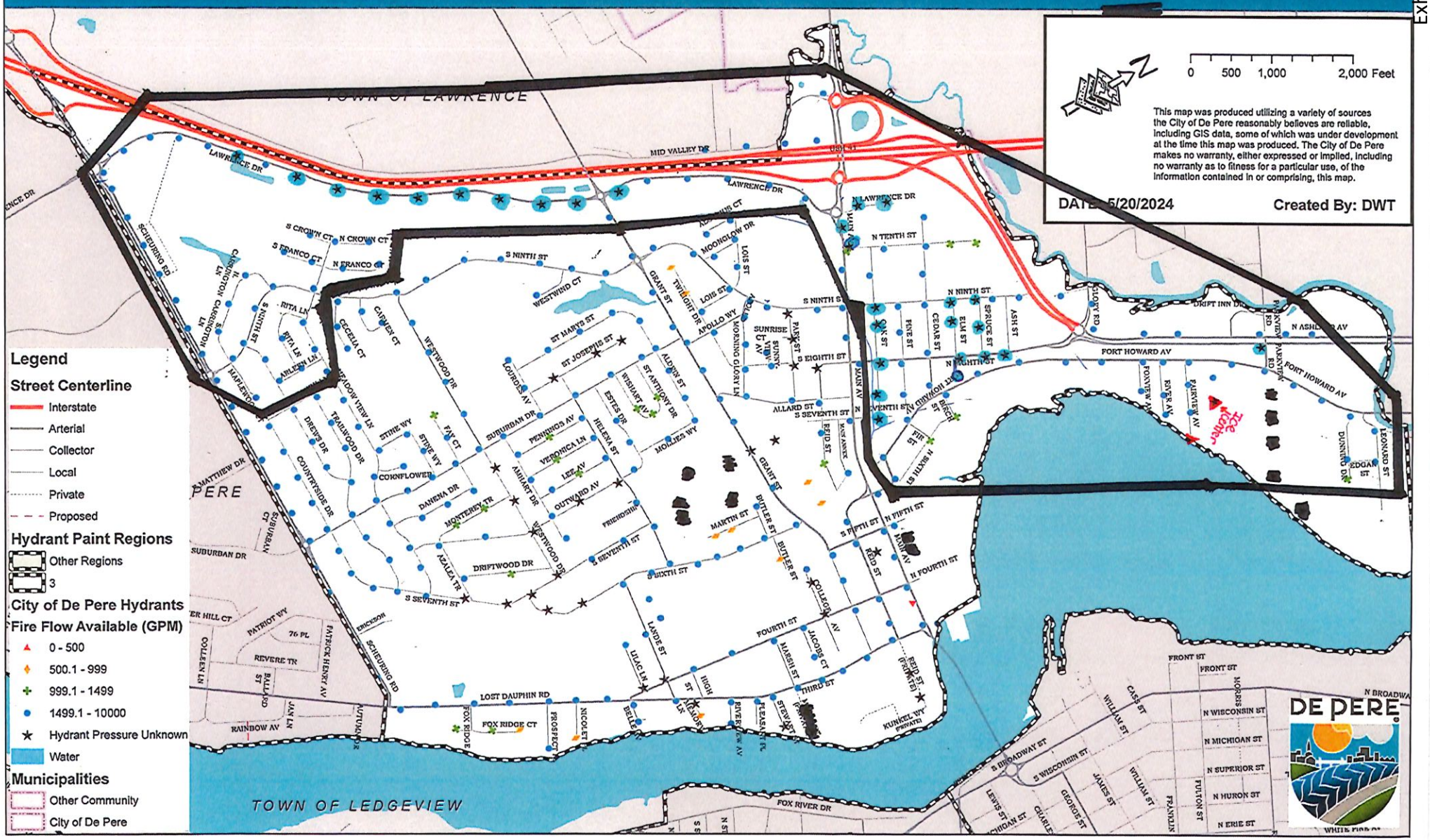


M4221
DIRECT GREEN

Hydrant Painting - Region 4 (Southeast) - 318 Hydrants



Hydrant Painting - Region 3 (Northwest) - 132



CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric Zygarlicke, Water Department Supervisor
Date: March 09, 2026

RE: Consideration and Possible Action on Hydrant Painting Project*

Background

In Wisconsin, the industry standard is to repaint fire hydrants every 8 to 10 years to protect against corrosion and maintain visibility. This year, work will continue on the southeast side of the City. The last time hydrants in this section were painted was during 2014–2015.

Project Details

The department solicited proposals from four (4) companies for this work. Proposals were evaluated based on cost per hydrant. The following responses were received:

Company	Location	Bid
Ferguson Waterworks	Appleton, WI	$195.00
Faith Leak Detection	Howard, WI	No Bid
Great Lakes Protective Coatings, Inc.	Sturgeon Bay, WI	No Bid
Thul Specialty Contracting, Inc.	Elk River, MN	No Bid

Recommendation

The department recommends approving the proposal from **Ferguson Waterworks** for the 2026 Hydrant Painting Project at a cost of **$195.00 per hydrant**. This bid allows for **256 hydrants** to be painted within the **budgeted amount of $50,000.00**.

Action Requested:
Approval of Ferguson Waterworks' proposal for hydrant painting at $195.00 per hydrant.

Hydrant Painting Proposals Summary 2/19/2026

Company Name	Hydrant Each
Faith Leak Detection Services	No Bid
Ferguson Waterworks	$195.00
Great Lakes Protective Coatings, Inc.	No Bid
Thul Specialty Contracting, Inc.	No Bid

City of De Pere, Wisconsin **11.B**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Eric Rakers, City Engineer
Subject:	Resolution #26-20 Approving Agreement for Construction of the Ninth Street Interceptor - American Boulevard, De Pere with Green Bay Metropolitan Sewerage District.
Recommendation:	Funding for the City's portion will be though the TID. Staff recommends approval of the agreement.

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
2026 0309 CI-BOPW GBMSD NSI Agreement, Reso26-20, NSI Agreement for Construction of American Blvd_NSI, NSI Sewer Service Agreement Exhibit A, Conveyance of Title to Interceptor Exhibit B, NSI Sewer Service Agreement Exhibit C, NSI Sewer Service Agreement Exhibit D

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: March 9, 2026

RE: **Consideration and possible action on Ninth Street Interceptor Agreement between the City of De Pere and the Green Bay Metropolitan Sewerage District***

Attached is an agreement between the City of De Pere and Green Bay Metropolitan Sewerage District (GBMSD) for the extension of the Ninth Street Interceptor (NSI) as part of the American Boulevard construction project. The City will build the sanitary sewer and invoice GBMSD for construction with a portion of this cost assigned to the City for capacity of the sewer.

Background

Staff has bid and build the American Boulevard utility and street construction project to the south City limits. The street extension includes sanitary sewer, water main, storm sewer and pond construction. The existing sanitary sewer on American Boulevard is the NSI and owned and maintained by the GBMSD. This sewer services a large part of the City's west side. The sanitary sewer extension will provide sewer service to the City and also the Town of Lawrence. De Pere and Lawrence have allocated capacity in the NSI from previous agreements.

Discussion

The agreement for the NSI sewer is for the City to construct as part of the American Boulevard extension. The interceptor will provide capacity for the remainder of the undeveloped portion of the City along American Boulevard along with an area in Lawrence. The City will oversee construction. The City will invoice GBMSD for the construction, engineering, and related project expenses. De Pere will be allocated back a portion of the costs per the agreement letter from January 15, 2008 and April 6, 2007 based on the flow. The City is allocated 0.18 cfs in this segment at an estimated cost of $12,113.19 per Exhibit C in the draft agreement.

Recommendation

Funding for the City's portion will be through the TID. Staff recommends approval of the agreement.

Attachments:

NSI Agreement for Construction of American NSI	(DOC)
NSI Sewer Service Agreement Exhibit A	(PDF)
Conveyance of Title to Interceptor Exhibit B	(DOC)
NSI Sewer Service Agreement Exhibit C	(PDF)
NSI Sewer Service Agreement Exhibit D	(PDF)

RESOLUTION #26-20

APPROVING AGREEMENT FOR CONSTRUCTION OF EXTENSION OF THE
NINTH STREET INTERCEPTOR – AMERICAN BOULEVARD, DE PERE
WITH GREEN BAY METROPOLITAN SEWERAGE DISTRICT

WHEREAS, the Green Bay Metropolitan Sewerage District (GBMSD), of which the City is a member municipality, owns and operates a wastewater facility for the purpose of treating wastewater discharged to it by its members and contract customers; and

WHEREAS, the American Boulevard utility and street construction project to the south City limits, within GBMSD's jurisdiction, has necessitated the construction of an extension of the Ninth Street Interceptor to provide additional capacity for such areas; and

WHEREAS, the parties wish to enter into the attached Agreement for Construction of Extension of the Ninth Street Interceptor – American Boulevard, De Pere, pursuant to the terms and conditions as set forth therein; and

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

NOW THEREFORE, BE IT HEREBY RESOLVED THAT:

> The City Manager is authorized and directed to execute the Agreement for Construction of Extension of the Ninth Street Interceptor – American Boulevard, De Pere as is attached hereto.

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 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 03/09/2026

AGREEMENT FOR CONSTRUCTION OF EXTENSION OF THE NINTH STREET INTERCEPTOR – AMERICAN BOULEVARD, DE PERE

THIS AGREEMENT (the "Agreement"), is made and entered into this _____ day of _____, 2026, by and between GREEN BAY METROPOLITAN SEWERAGE DISTRICT ("GBMSD") and CITY OF DE PERE ("De Pere").

WITNESSETH:

WHEREAS, GBMSD is a metropolitan sewerage district organized under Chapter 200 of the Wisconsin Statutes;

WHEREAS, De Pere is a member municipality of GBMSD;

WHEREAS, GBMSD owns and operates a wastewater facility for the purpose of treating wastewater discharged to it by its members and contract customers;

WHEREAS, Development in De Pere requires the construction of an extension of the Ninth Street Interceptor at American Boulevard, more particularly described on the attached **Exhibit A** (the "Ninth Street Interceptor Extension");

WHEREAS, The parties have agreed that De Pere shall construct the Ninth Street Interceptor Extension;

WHEREAS, The parties have agreed that GBMSD shall purchase the Ninth Street Interceptor Extension from De Pere upon completion of the Ninth Street Interceptor Extension; and

WHEREAS, De Pere has agreed to purchase certain capacity in the Ninth Street Interceptor Extension, and GBMSD agrees to allocate certain capacity in those facilities to De Pere.

NOW, THEREFORE, in consideration of the covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Definitions. For purposes of this Agreement, the terms "Allocated Interceptor Capacity," "Collector" and "Lateral" shall have the meanings of those terms as defined in GBMSD's Sewer Use Ordinance.

2. Construction of Ninth Street Interceptor Extension. De Pere agrees to design, engineer and construct the Ninth Street Interceptor Extension pursuant to plans and specifications approved by GBMSD, which approval shall not be unreasonably withheld. Once approved by GBMSD, the plans and specifications for the Ninth Street Interceptor Extension shall not be changed without the consent of GBMSD. De Pere agrees to commence construction of the Ninth Street Interceptor Extension no later than June 15, 2026 conditioned on receipt of Wisconsin Department of Natural Resources approvals for the Ninth Street Interceptor Extension and shall use its best efforts to substantially complete the construction before September 1, 2026. GBMSD agrees to cooperate with De Pere in the construction of the Ninth Street Interceptor Extension as may be reasonably be requested by De Pere. In connection with the construction of the Ninth Street Interceptor Extension, De Pere may construct the connections, including Laterals and Collectors, which are indicated on the plans and specifications.

3. Acquisition of Permits and Easements. De Pere agrees that it will acquire all easements and apply for all necessary permits for the construction of the Ninth Street Interceptor Extension. De Pere will use its best efforts to acquire said easements on a "no-cost basis."

4. Acquisition of Interceptor Extension. GBMSD agrees to purchase from De Pere and De Pere agrees to sell to GBMSD the Ninth Street Interceptor Extension on a day mutually

agreed upon by the parties within sixty (60) days after contract completion/closeout of the Ninth Street Interceptor Extension. The purchase price for the Ninth Street Interceptor Extension shall be De Pere's Actual Costs of Construction. For the purposes of this Agreement, "Actual Costs of Construction" shall be determined by adding together the costs of construction (including easement acquisition costs), any engineering costs charged at 20% of the actual costs of construction, any permit fees, and any interest expenses and incidental costs of financing, including legal expenses, and subtracting any state or federal grants. De Pere acknowledges that the costs of hooking up sewer connections, including Laterals and Collectors are De Pere's responsibility and those costs shall not be included in the purchase price for the Ninth Street Interceptor Extension. Upon GBMSD's payment of the Actual Costs of Construction to De Pere, De Pere shall convey to GBMSD title for the Ninth Street Interceptor Extension free and clear of all liens and incumbrances pursuant to the form attached hereto as **Exhibit B**.

5. Contractual Guarantees and Warranties. Upon notification by GBMSD, De Pere agrees to assert for GBMSD's benefit all contractual guarantees and warranties made by the contractor De Pere engages to construct the Ninth Street Interceptor Extension.

6. Allocated Interceptor Capacity. Upon acquisition of the Ninth Street Interceptor Extension, GBMSD agrees De Pere's Allocated Interceptor Capacity will be as indicated on the attached **Exhibit C**. The mapped area in **Exhibit D** is strictly a projection of the anticipated service area, which is subject to change based on the actual future development needs in the area. Any changes to the anticipated service area reflected in **Exhibit D** shall require GBMSD approval.

7. Assessment of Interceptor Cost Recovery Charge. In consideration of the allocation of the capacity set forth in Paragraph 6, above, De Pere hereby acknowledges and

agrees that it shall pay to GBMSD an interceptor cost recovery charge determined by GBMSD pursuant to the methodology set forth in GBMSD's Sewer Use Ordinance. De Pere's interceptor cost recovery charge shall be based on its relative allocation as set forth in **Exhibit C**. The assessment and the estimated payment due by De Pere is set forth on **Exhibit C**. De Pere shall pay the amount due to GBMSD pursuant to this Paragraph 7 in one lump-sum payment within thirty (30) days on invoice from GBMSD.

8. Connection to Facilities. With the exception of the connections indicated on the plans and specifications referenced in Paragraph 2, De Pere acknowledges and agrees that no sewer connections, including Laterals or Collectors, will be allowed to be made to the Ninth Street Interceptor Extension without the prior written consent of GBMSD. GBMSD shall be under no obligation to give its consent to any sewer connection requested by De Pere and GBMSD may withhold its consent for any reason. This Paragraph 8 is not intended, however, to restrict the right of De Pere to allow individual connections to their Collector systems; provided, however, that the parties acknowledge that all industrial dischargers in De Pere may need a permit from GBMSD in order to discharge their wastewater to GBMSD's sewerage system.

9. Effect of Annexation by De Pere. If De Pere annexes any territory in the Town of Lawrence ("Lawrence") which is located in Lawrence's design area for the Ninth Street Interceptor Extension, De Pere agrees to purchase from GBMSD that portion of the capacity in the Ninth Street Interceptor Extension allocated to Lawrence which is equal to the design capacity per acre for the portion annexed (the "Annexed Capacity"). The purchase price for the Annexed Capacity shall be equal to the total interceptor cost recovery assessment paid by Lawrence for the Annexed Capacity through the date of annexation, plus the balance of any Ninth Street Interceptor Extension cost recovery assessment owing by Lawrence to GBMSD for

the Annexed Capacity. The purchase price shall be paid by De Pere in cash at closing and by formal assumption by De Pere of the remaining Ninth Street Interceptor Extension cost recovery assessment owing by Lawrence for the Annexed Capacity.

10. Municipal Status. Nothing contained in this Agreement is intended to be a waiver or estoppel of GBMSD or De Pere or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including but not limited to those contained in Wisconsin Statute Sections 893.80, 895.52, and 345.06. To the extent that indemnification is available and enforceable, neither party will be liable in indemnity or contribution for an amount greater than the limits of liability for claims established by Wisconsin law.

11. Notice. Any notice required under this Agreement shall be delivered personally or sent by certified mail, return receipt requested, to the parties at their addresses set forth below. Any party may, by like written notice at any time, and from time to time, designate a different address to which notices shall be subsequently sent. Notices given in accordance with this Section shall be deemed received when mailed.

To GBMSD: Executive Director
Green Bay Metropolitan Sewerage District
2231 N. Quincy Street
Green Bay, Wisconsin 54302

To De Pere: City Manager
City of De Pere
335 S. Broadway
De Pere, Wisconsin 54115

12. No Third-Party Rights. Except for the parties hereto, no person, corporation, association, or any group or combination thereof, shall have any rights or interest under this

Agreement; it being the express intent of the parties to exclude all third-party beneficiaries and all third-party claims, demands, actions, causes of action and suits hereunder.

13. Headings. Captions and headings are not to be used in aid of construction, but are intended for reader convenience alone.

14. Entire Agreement. This writing, which includes and incorporates the attached exhibits, contains the entire agreement of the parties. There are no understandings, written or verbal, express or implied, except as contained herein.

15. Amendment. This Agreement may be amended at any time in writing, approved and subscribed by all the parties hereto.

16. Governing Law. This Agreement shall be construed and interpreted according to the laws of the State of Wisconsin.

17. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

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

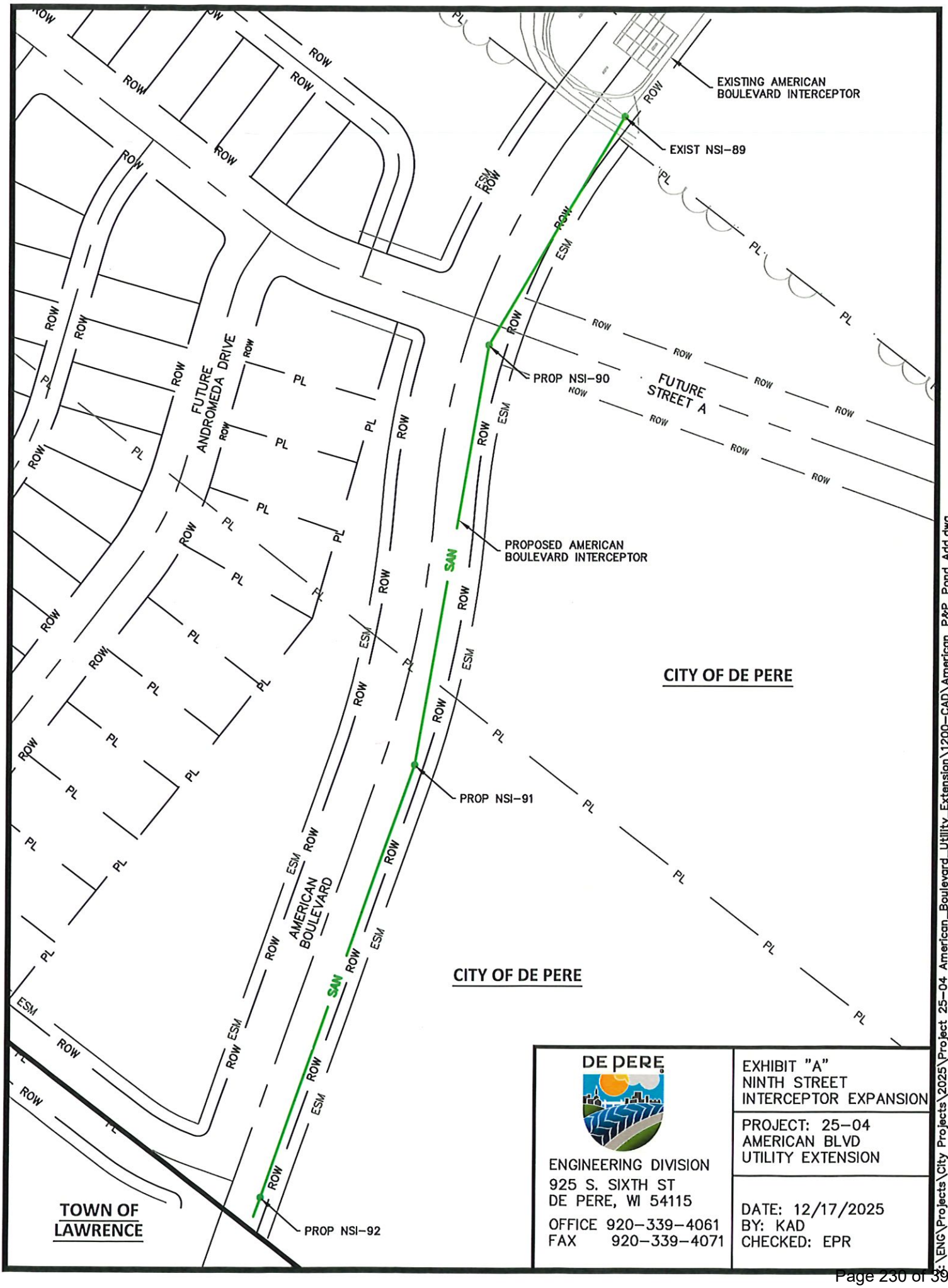
GREEN BAY METROPOLITAN SEWERAGE DISTRICT

By:_____
Its:_____
Name:_____

CITY OF DE PERE

By:_____
Its:_____
Name:_____

DRAFT



DE PERE

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

EXHIBIT "A"
NINTH STREET
INTERCEPTOR EXPANSION

PROJECT: 25-04
AMERICAN BLVD
UTILITY EXTENSION

DATE: 12/17/2025
BY: KAD
CHECKED: EPR

J:\ENG\Projects\City Projects\2025\Project 25-04 American_Boulevard_Utility_Extension\1200-CAD\American_P&P_Pond Add.dwg

DOCUMENT NO.

CONVEYANCE OF TITLE TO INTERCEPTOR

THIS SPACE RESERVED FOR RECORDING DATA

NAME AND RETURN ADDRESS

Jonathan T. Smies
Godfrey & Kahn, S.C.
200 S. Washington St., Ste. 100
Green Bay, Wisconsin 54301

PARCEL IDENTIFICATION NUMBER (PIN)

THIS CONVEYANCE OF TITLE TO INTERCEPTOR, made and entered into this ____ day of _____, 2026, by the CITY OF DE PERE ("Owner") for the benefit of the GREEN BAY METROPOLITAN SEWERAGE DISTRICT ("GBMSD").

WHEREAS, Owner owns a certain interceptor sewer within its municipal boundaries, more particularly described in the attached **Exhibit A** (the "Interceptor"); and

WHEREAS, the Interceptor is located in the public right of way; and

WHEREAS, GBMSD desires to purchase the Interceptor and the Owner desires to sell the Interceptor to GBMSD.

NOW, THEREFORE, in consideration of One Dollar ($1.00) and other good and valuable consideration, paid by GBMSD to Owner, the Owner agrees as follows:

1. Assignment and Conveyance of Title to Interceptor. Owner hereby assigns and conveys to GBMSD all right, title and interest to the Interceptor, free and clear of any and all encumbrances.

2. Warranty and Representation. Owner hereby warrants and represents, which warranty and representation shall survive the execution hereof, that the Owner, as of the date hereof, owns the Interceptor free and clear of all liens and encumbrances.

IN WITNESS WHEREOF, the parties have executed this Conveyance of Title to Interceptor the day and year first written above.

CITY OF DE PERE

By:_____
Its: City Manager

Countersigned:

_____
Its:

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____, 2026, the above-named _____, City Manager and City Clerk of the City of De Pere, to me known to be the persons executed the foregoing document, and to me known to be such City Manager and City Clerk of the City of De Pere, and acknowledged that they executed the foregoing instrument as officers of said City of De Pere by its authority.

_____

_____
Notary Public, State of Wisconsin
My commission: _____

37882117.1

Interceptor Cost Recovery Charge - Ninth Street Interceptor

Exhibit C

American Boulevard Extension

February 19, 2026

Based on Estimate

Upstream MH	Downstream MH	ICR Capacity (cfs)	Acquisition Cost	Cost per CFS	De Pere Allocated Capacity (cfs)	De Pere Cost	Lawrence Allocated Capacity (cfs)	Lawrence Cost	GBMSD Reserve Capacity (cfs)	GBMSD Cost
NSI-92	NS-89	5.62	$378,825.00	$67,406.58	0.18 (3)	$12,133.19	4.40	$296,588.97	1.04	$70,102.85

Notes:

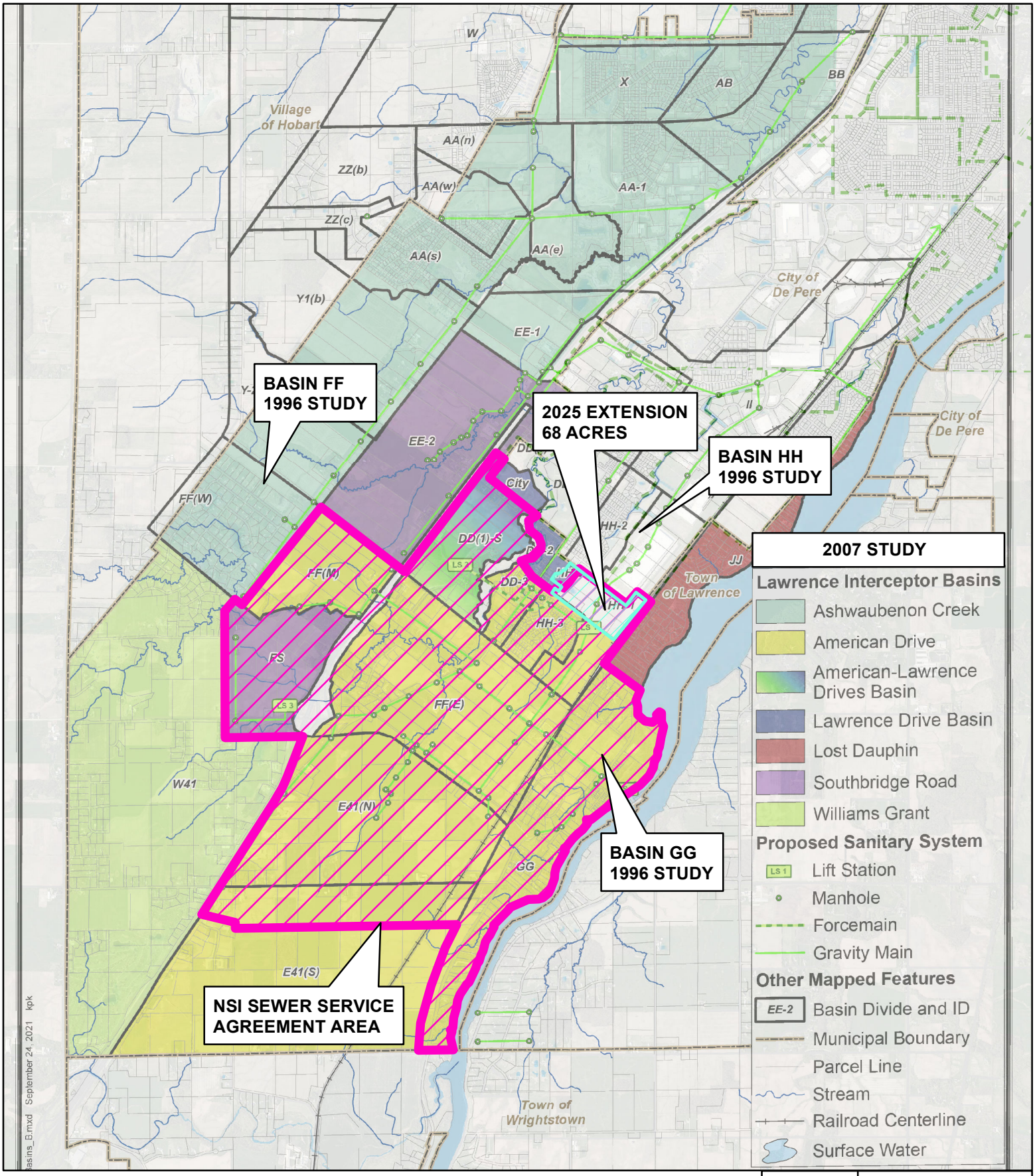
(1) The acquisition cost is an estimate. Actual costs will be detemined after construction has been completed.

(2) The ICR capacity is based on Table 4 from the March 1996 Dutchmen Creek Inteceptor Sewer Study for Basins FF, GG, and HH.

(3) De Pere capacity based on flow generation rates from Table 4, 1996 Dutchmen Creek Interceptor Sewer Study for Basin HH. See calculations below:

Area (Acres)	Flow Generation (CFS/Acre)	Total CFS with Peak Factor of 4	Total CFS with Peak Factor of 3.4
68	0.0008	0.22	0.18

(4) Lawrence Capacity from 2021 Agreement



1 inch = 4,000 feet

DE PERE

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

NSI Sewer Service Agreement

Exhibit D

January 2026
By: KAD

X:\ENG\Projects\City Projects\2025\Project 25-04 American_Boulevard_Utility_Extension\1300-GIS\NSI Sewer Service Agreement Exhibit D.mxd

basins_B.mxd September 24, 2021 kpk

City of De Pere, Wisconsin **11.C**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Eric Rakers, City Engineer
Subject:	Resolution #26-21 Approving Annual Report under Municipal Separate Storm Sewer System (MS4) Permit and its submission to the Wisconsin Department of Natural Resources.
Recommendation:	Staff recommends the Board of Public Works approve the Annual Report for submittal to the WDNR.

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
2026 0309 CI_BOPW-WDNR MS4 Annual Permit, Reso26-21, MS2045-2025_De_Pere_City_Annual_Report, 2-2025 TMDL Summary, 3-Storm Water Facility Maintenance Checklists, 4-2025 Storm Water Facility Inventory, 5-2025 Map Update Summary, 6-2025 Basin Updates, 7-2025 TMDL Maps, 8-2025 Storm Outfalls, 9-2025 Major and Minor Outfalls, 10-Ashwaubenon Creek Basin Updates, 11-East River Basin Updates, 12-Fox River Base Updates, 13-2025 NEWSC Annual Report

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: March 9, 2026

RE: **Consideration and possible action on Draft 2025 Annual Report for the Wisconsin Department of Natural Resources MS4 General Permit***

The City has a Wisconsin Pollutant Discharge Elimination System Number WE-S050075-03 permit to discharge storm water from the Wisconsin Department of Natural Resources (WDNR). The City is required to complete an annual report as part of the permit. There are six different components to the permit that the City is responsible for completing during the permit five year cycle. These items include:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention

The Engineering Department has created the draft Annual Report under MS4 General Permit for the 2025 calendar year and it is attached for your review. The Report identifies activities that the City has completed in 2025 to meet our MS4 General Permit for storm water discharge. Highlights from the 2025 Report include:

- Installed storm sewer and/or laterals
  - Project 25-01 – Adams Street, Martin Street, Pleasant Place, and Washington Street.
  - Project 25-02 – Oakdale Avenue, Randall Avenue, and Talbot Avenue
  - Project 25-11 – Williams Street and Wisconsin Street
- Replaced inlets with catch basins in Basin FW070 on Martin Street and Basin FW150 on Pleasant Place on Project 25-01.
- Replaced and/or lined the storm sewer in the easement on Ridgeway Boulevard extended, from Broadway Street to the Fox River.
- Cleaned and televised 63,600 linear feet of storm sewer.
- Spring and fall leaf collection.
- Spring and fall brush collection.
- Street sweeping.
- Inspected all public storm water management ponds in the City.
- Membership in the Northeast Wisconsin Stormwater Consortium (NEWSC) which helps the City meet the requirements for Public Outreach and Education and Public Involvement and Participation.

Staff recommends the Board of Public Works approve the Annual Report for submittal to the WDNR.

RESOLUTION #26-21

APPROVING ANNUAL REPORT UNDER MUNICIPAL SEPARATE
STORM SEWER SYSTEM (MS4) PERMIT AND ITS SUBMISSION TO THE
WISCONSIN DEPARTMENT OF NATURAL RESOURCES (DNR)

WHEREAS, the DNR has issued an MS4 Permit (Wisconsin Pollutant Discharge Elimination System Permit No. WI-S050075-03) to the City which regulates City's storm water management program; and

WHEREAS, as an MS4 Permit Holder, the City is required to submit an annual report to the DNR by March 31st of each year; and

WHEREAS, the attached Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permit No. WI-S050075-03 has been reviewed by the Board of Public Works and is recommended for approval and submission; and

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> The Common Council approves the City's Annual Report under MS4 Permit No. WI-S050075-03 and authorizes submission to the DNR by the City Engineer on or before March 31, 2026, for the reporting year 2025.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 3/09/2025

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted.**

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? (•) **Annual Report** ( ) **Other**

Project Name:	2025 Annual Report
County:	Brown
Municipality:	De Pere City
Permit Number:	S050075
Facility Number:	31088
Reporting Year:	2025

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ( ) **Yes** (•) **No**

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for Municipal storm water permit eReporting [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
- Storm Water Consortium/Group Report
- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above

  - Storm Water Management Program
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
  - Total Maximum Daily Load documents *(*If applicable, see permit for due dates.)*
    - TMDL Mapping*
    - TMDL Modeling*
    - TMDL Implementation Plan*
    - Fecal Coliform Screening Parameter *
    - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
    - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31,2023)*

- Sign and Submit form

Form 3400-224 (R8/2021)

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].
Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality	De Pere City
Facility ID # or (FIN):	31088
Updated Information:	☐ Check to update mailing address information
Mailing Address:	925 S. Sixth Street
Mailing Address 2:	
City:	De Pere City
State:	WI
Zip Code:	54115 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to ***create new*** primary contact

First Name:	Eric
Last Name:	Rakers

☐ Select to ***update*** current contact information

Title:	City Engineer
Mailing Address:	925 S. Sixth St
Mailing Address 2:	
City:	De Pere
State:	WI
Zip Code:	54115 xxxxx or xxxxx-xxxx
Phone Number:	920-339-4061 Ext: xxx-xxx-xxxx
Email:	erakers@deperewi.gov

Additional Contacts Information (Optional)

☐ I&E Program

Individual with responsibility for: (Check all that apply)	☐ IDDE Program ☐ IDDE Response Procedure Manual ☐ Municipal-wide Water Quality Plan ☐ Ordinances ☐ Pollution Prevention Program ☐ Post-Construction Program ☐ Winter roadway maintenance

First Name:	
Last Name:	
Title:	
Mailing Address:	
Mailing Address 2:	
City:	
State:	
Zip Code:	xxxxx or xxxxx-xxxx
Phone Number:	Ext: xxx-xxx-xxxx
Email:	

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☐ Select to ***create new*** Billing contact

First Name:	Eric
Last Name:	Rakers

☐ Select to ***update*** current contact information

Title:	City Engineer
Mailing Address:	925 S. Sixth St
Mailing Address 2:	
City:	De Pere
State:	WI
Zip Code:	54115 xxxxx or xxxxx-xxxx
Phone Number:	920-339-4061 Ext: xxx-xxx-xxxx
Email:	erakers@deperewi.gov

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

◉ Yes ○ No

☑ Public Education and Outreach NEWSC

☑ Public Involvement and Participation NEWSC

☑ Illicit Discharge Detection and Elimination Robert E Lee and Associates

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

○ Yes ◉ No

Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

a. Does MS4 conduct any educational efforts or events independently (not with a group) ◉ Yes ○ No

b. How many total educational events were held during the reporting year: 15

c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ◉ Yes ○ No

d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	**Passive Mechanisms**
☐ Education activities (school presentations, summer camps)	☑ Passive print media (brochures at front desk, posters, etc.)
☑ Information booth at event	☑ Distribution of print media (mailings, newsletters, etc.) via mail or email.
☑ Targeted group training (contractors, consultants, etc.)	☑ Media offerings (radio and TV ads, press release, etc.)
☑ Government event (public hearing, council meeting)	☑ Social media posts
☐ Workshops	☐ Signage
☐ Tours	☐ Website
☑ Other: Storm water discussion at Annual Publi...	☑ Other: Good Dog Bad Dog brochure provided ...

Topics Covered	Target Audience
☑ Illicit discharge detection and elimination	☑ General Public
☑ Household hazardous waste disposal/pet waste management/vehicle washing	☑ Public Employees
☑ Yard waste management/pesticide and fertilizer application	☑ Residents
☐ Stream and shoreline management	☐ Businesses
☑ Residential infiltration	☑ Contractors
☑ Construction sites and post-construction storm water management	☐ Developers
☑ Pollution prevention	☐ Industries
☐ Green infrastructure/low impact development	☑ Public Officials
☐ Other:	☐ Other:

e. Will additional information/summary of these education events be attached to the annual report? ◉ Yes ○ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☑ MS4 Annual Report ☑ Storm Water Management Program ☐ Storm Water related ordinance ☐ Other:	☑ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☑ Public Officials ☐ Other	101 +	○ Yes ◉ No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	☑ General Public ☐ Public Employees ☑ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Public Officials ☐ Other	101 +	○ Yes ◉ No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

a.	How many total outfalls does the municipality have?	125
b.	How many major outfalls does the municipality have?	70
c.	How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?	0
d.	From the municipality's routine screening, how many were confirmed illicit discharges?	0
e.	How many illicit discharge complaints did the municipality receive?	4
f.	From the complaints received, how many were confirmed illicit discharges?	1
g.	How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? (If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)	1

h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

☐ Verbal Warning	
☑ Written Warning (including email)	1
☐ Notice of Violation	
☐ Civil Penalty/ Citation	

Additional Information:

i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? 4

b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? 0

c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? 48

d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

☑ Verbal Warning	0
☑ Written Warning (including email)	0
☐ Notice of Violation	
☐ Civil Penalty/ Citation	
☐ Stop Work Order	
☐ Forfeiture of Deposit	
☐ Other - Describe below	

e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many new structural storm water management Best Management Practice (BMP) have received local approval ? 0

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ◉ Yes ○ No

c. If Yes, how many privately owned storm water management facilities were

inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number. 72

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ○ Yes ◉ No

e. Does MS4 have maintenance authority on these privately owned BMPs?
◉ Yes ○ No

f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

☐ Verbal Warning	
☑ Written Warning (including email)	21
☐ Notice of Violation	
☐ Civil Penalty/ Citation	
☐ Forfeiture of Deposit	
☐ Complete Maintenance	
☐ Bill Responsible Party	
☐ Other - Describe below	

g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page*.

Missing Information

Do not close your work until you **SAVE.**

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately o wned BMPs) structural storm water management best management practices. 87

b. How many new municipally owned storm water management best management practices were installed in the reporting year ? 1

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year? 87

d. What elements are looked at during inspections (250 character limit)?

See the attached pond and swale inspection checklists

e. How many of these facilities required maintenance? 34

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

Maintenance was performed in 2025

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☐ Not Applicable

g. How many municipal properties require a SWPPP? 1

h. How many inspections of municipal properties have been conducted in the reporting year? 12

i. Have amendments to the SWPPPs been made?

○ Yes ◉ No

j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

MSC fuel island and yard inspects for leaks around fuel tanks and pumps. Also inspect parked vehicles.

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* ☐ Not Applicable

l. Did the municipality conduct street sweeping during the reporting year?

◉ Yes ○ No

m. If known, how many tons of material was removed? 249

n. Does the municipality have a low hazard exemption for this material? ○ Yes ◉ No

o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

◉ Yes - Explain frequency Daily based on the season

○ No - Explain _____

○ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

p. Did the municipality conduct catch basin sump cleaning during the reporting year? ◉ Yes ○ No

q. How many catch basin sumps were cleaned in the reporting year? 50

r. If known, how many tons of material was collected? 0

s. Does the municipality have a low hazard exemption for this material? ○ Yes ◉ No

t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

◉ Yes- Explain frequency Annually

○ No - Explain _____

○ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

u. Does the municipality conduct curbside leaf collection? ◉ Yes ○ No

v. Does the municipality notify homeowners about pickup? ◉ Yes ○ No

w. Where are the residents directed to store the leaves for collection?

☑ Pile on terrace ☐ Pile in street ☐ Bags on terrace

☐ Other - Describe _____

x. What is the frequency of collection?

4 weeks in Spring, 8 weeks in Fall

y. Is collection followed by street sweeping? ◉ Yes ○ No

z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles*.) 260

ab. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Product	*Oct*	*Nov*	*Dec*	*Jan*	*Feb*	*Mar*
Salt	0	64	317	132	89	0

Liquids (gallons) (ex. brine)

	Oct	*Nov*	*Dec*	*Jan*	*Feb*	*Mar*
Brine	0	3700	27490	12721	4000	0

ac.

Was salt applying machinery calibrated in the reporting year? ◉ Yes ○ No

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ◉ Yes ○ No

Training Date	Training Name	# Attendance
4/15/2025	APWA Snow Conference	2
8/20/2025	APWA Winter Maintenance Workshop	5
9/25/2025	Western US Snow & Ice Conference	2
10/23/2025	Saltwise Open House - Sheboygan Coun...	10

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter road management includes a combination of equipment management and calibration along with staff training.

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ◉ Yes ○ No

If yes, describe what training was provided (250 character limit):

See supplemental Information for a listing of internal trainings

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Annual MS4 permit discussed at the Board of Public Works and Common Council. Updated Storm Water Management Plan presented to the Board of Public Works.

Municipal Officials

Storm water requirements are discussed on a regular basis with proposed new development

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Discussed at staff meetings and with the MS4 Team

ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Internal education involves attending external seminars along with regular discussions during meetings and on the construction sites.

Missing Information

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

a. Did the municipality update their storm sewer map this year?

(●) Yes ( ) No

If yes, check the areas the map items that got updated or changed:

- [ ] Storm water treatment facilities
- [x] Storm pipes
- [ ] Vegetated swales
- [ ] Outfalls
- [ ] Other - Describe below

b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

Mapping is updated on a regular basis for infrastructure updates and implementing the City's storm water management plan.

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	**Budget** Reporting Year	**Budget** Upcoming Year	**Source of Funds**
Element: Public Education and Outreach			
2025	35972	37083	Storm water utility
Element: Public Involvement and Participation			
2025	35972	37083	Storm water utility
Element: Illicit Discharge Detection and Elimination			
2025	15554	17277	Storm water utility
Element: Construction Site Pollutant Control			
2025	100301	105491	Storm water utility
Element: Post-Construction Storm Water Management			
2025	910905	981908	Storm water utility
Element: Pollution Prevention			
2025	3289681	2995392	Storm water utility
Other (describe)			
Storm Water Quality Management			
2025	71943	74166	Storm water utility
Other (describe)			
Storm Sewer System Map			
2025	0	17277	Select...

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters*.

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

○ Yes ◉ No ○ Unsure If Yes, explain below:

b : Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

○ Yes ◉ No ○ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

○ Yes ◉ No ○ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

◉ Yes ○ No ○ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ○ Yes ◉ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE.**

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - Help reduce file size and trouble shoot file uploads
*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

File Attachment

Attach - Other Supporting Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

Draft and Share PDF Report

Form 3400-224(R8/2021)

Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information:	Complete
Minimum Control Measures Section 1:	Complete
Minimum Control Measures Section 2:	Complete
Minimum Control Measures Section 3:	Complete
Minimum Control Measures Section 4:	Complete
Minimum Control Measures Section 5:	Complete
Minimum Control Measures Section 6:	Complete
Minimum Control Measures Section 7:	Complete
Attachments:	Has Missing Items
Final Evaluation:	Complete

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

City of De Pere MS4 Annual Permit – Supplemental Information for 2025 Activities
Last Update: March 5, 2026

Note during the year:
List :

- *Active or Passive*
- *Delivery Mechanism – See Permit, 2.1.2 Table 2*
- *Audience – General Public, Public Employees, Residents, Businesses, Contractors, Developers, Industries, Public Officials, or Other*

Below is a summary of activities completed for the various requirements of the MS4 permit.

1 - Public Education and Outreach Summary

Date	Active/ Passive	Description	People Reached	Topic
Annual	Active	Pool water discharge handout to Property Owners constructing pools	Variable – Dependent on number of permits	2
2/3/25	Passive	Good Dog Bad Dog brochure provided with all dog license renewals	50	2
2/3/25	Active	PIM Meeting 25-01 and 25-07	16	1, 2, 5
2/3/25	Active	PIM Meeting 25-02	15	1, 2, 5
4/15/25	Active	Front/Franklin Pond Mailer. Perfect Lawn, Leave your Leaves on the Land, Good Dog, Good Owner brochures included	155	2, 3, 5
4/17/25	Active	1880 Payton Ct-grass clippings. Perfect Lawn brochure included	1	3
4/29/25	Active	2217-2219 Rygar Ct-grass clippings. Perfect Lawn brochure included	2	3
4/29/25	Active	Presentation about Adopt-a-Drain Program at UWGB	75	2, 5
5/1/25	Active	1756 Adare, 2419 Tullig and 2441 Tullig letters. Perfect Lawn brochure included	3	3
5/8/25	Active	1890 Payton Ct letter. Perfect Lawn	1	3

		brochure included		
6/18/25	Active	349 and 357 Cross Gate. Perfect Lawn brochure included	2	3
7/14/25	Active	1400 Lawrence Dr, 1975 Ridgeway Dr, 825 East River Dr, 1757 Briarwood Ct letters. Perfect Lawn brochure included	17	3
7/17/25	Active	Farmers Market-NEWSC Display	42-55	2, 5
9/18/25	Active	Adopt a Drain Campaign at Movie Theatre	Variable	
11/11/25	Active	Workshop - City staff participated in a webinar to educate viewers on ways to minimize salt usage	Variable	6

2 - Public Involvement and Participation

Date	**Active/ Passive**	**Permit Activity**	**Participants/Audience**
3/10/25	Active	Annual Report Presented	5 Public Officials
5/3/25	Active	Volunteer Activities-watershed cleanup	33 General Public
2025	Active	Adopt a Drain Program	24
7/8, 9/9, 10/14, 11/11	Active	Adopt a Drain Program Discussion	Sustainability Commission

3 - Illicit Discharge Detection and Elimination

- 2025 0514 – E-mail regarding 985 N. Broadway
- 2025 0530 – 728 Reid Street – Concrete washout
- 2025 0728 – 324 Southern Star – Concrete washout
- 2025 0807 – 445 N Good Hope – New home construction sanitary connected to storm

4 - Construction Site Pollutant Control

- 2025 0228 – E-mail notification to private site contractors to check erosion control with spring melt. – 31 contractors – Active
- 2025 0410 – E-mail notification to private site contractors with new self-reporting requirement – 31 contractors – Active.
- 2025 0421 – E-mail notification to private site contractors reminding of self-reporting requirement – 31 contractors – Active.
- 2025 0424 – E-mail notification to home builder at 1617 N Honeysuckle – 1 contractor – Active
- 2025 0508 – E-mail-Stop Work Order to Home Builder – 1600 N. Honeysuckle – 1-contractor – Active

- 2025 0508 – E-mail-Stop Work Order to Home Builder – 1617 N. Honeysuckle – 1 contractor – Active
- 2025 0508 – E-mail-Stop Work Order to Home Builder – 1719 N. Honeysuckle – 1 contractor – Active
- 2025 0612 – E-mail notification to private contractor – 1040 S Broadway – 1 contractor - Active

5 - Post Construction Storm Water Management

- 2025 01 – Cut Charles Street Swale
- 2025 01 – Trimmed by pond AC140
- 2025 01 – Cut Des Plaines Swale
- 2025 04 – Pond trapping
- 2025 0505 – Maintenance on Southbridge Road Swale
- 2025 0505 – Rockland Road – Remove track and clear vegetation around pipes
- 2025 0530 – Spring rodent tracking completed. Ponds include SW Business Park, Honeysuckle Pond and Swale, Lawrence Drive Pond, Perkofski Boat Launch, Lawrence Drive (north end), Lawrence Drive at Grant Street, Trailside Lane, Garrity's Glen.
- 2025 0714 – Private pond maintenance letters – 2000 American Boulevard, 1991 Commerce Drive, 1997 Venture Avenue, 1400 Lawrence Drive, 1975 & 825 East River Drive, 505 Lawrence Drive, 1001 Main Avenue, 939 Lawrence Drive, 1700 Lawrence Drive, 1740 Matthew Drive, 1253 Scheuring Road

6 - Pollution Prevention

- Internal Training
    - 2025 0116 – QLDI Training – Eric
    - 2025 0212 – LID MS4 Training – Eric
    - 2025 0305 – Algal Bloom Action Team Webinar – A look at Cyanobacteria – Eric
    - 2025 0324-0325 – CSI – MS4 Certification Training – Adam
    - 2025 0423-0424-WinSlamm Training – Aleah
    - 2025 0813 – APWA Winter Maintenance Workshop at FVTC – Covered winter operations, materials (salt/sand usage), fleet maintenances, liquids, etc. – 3 street employees, 5 park employees.
    - 2025 1009 – Street Department Saltwise Training – 12 people
- 2025 0417 – Letter to 1890 Payton Court on grass clippings.
- 2025 0428 MS4 Team Meeting – 7 People
- 2025 0429 – Letter to 2217-2219 Rygar Court on grass clippings – Perfect Lawn – Active.
- 2025 0501 – Letter on Grass Dumping to 1756 Adare, 2419 Tullig and 2441 Tullig
- 2025 0508 – Letter on Grass Dumpings to 1890 Payton
- 2025 0618 – Letters on Grass Dumpings to 349 and 357 Cross Gate –Active
- 2025 0702 – Invoiced 1890 Payton Court for grass clipping cleanup
- 2025 0714 – Letters on Grass Dumping to 1757 Briarwood Court
- 2025 0819 – E-mail to staff with WDNR MS4 Statewide Newsletter Summer 2025 – 12 people.

- 2025 1015 – Award for Excellence in Recycling
- 2025 1125 – Award for Excellence in Snow and Ice Control – APWA
- 2025 - Adopt a Drain – 80 gallons of debris

Map Updates

- Project 25-01 - Adams Street, Martin Street, Pleasant Place, and Washington Street.
- Project 25-02 - Oakdale Avenue, Randall Avenue, and Talbot Avenue
- Project 25-11 – Williams Street and Wisconsin Street

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

POND SEDIMENT INSPECTION CHECKLIST

Get pond depths in multiple areas every 5 years to measure the sediment accumulation.

BASIN ID:

SITE NAME:

PERSONS INSPECTING
LEVEL/SAFETY ROPE:
ICE DRILL/ROD:
GPS:

INSPECTION DATE:

Ownership (Circle One) Public Private

GIS POINT NUMBER	COORDINATE (N,E)	TOP OF SEDIMENT DEPTH	BOTTOM OF POND DEPTH

ADDITIONAL COMMENTS/ISSUES:

UPDATE MASTERSHEET under x:\Storm\Inspections & Calcs by Basin\Stormwater Inspection Mastersheet

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

POND OPERATION & MAINTENANCE INSPECTION CHECKLIST

Inspection of all listed items shall take place at least quarterly (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Municipal, County, and State Officials upon request.

BASIN ID:

SITE NAME:

PERSON INSPECTING:

INSPECTION DATE AND TIME:

RAINFALL WITHIN PAST 2-3 DAYS:

Reason for Inspection (Circle One): Complaint / Storm Event / Scheduled / Other

Ownership (Circle One) Public Private

LEGEND: PROBLEM NOTICED

N/A = Not Applicable **M = Monitor (potential for future problem)**

NP = Not a Problem **WN = Work Needed**

ITEM INSPECTED	PROBLEM NOTICED	COMMENTS
INFLOW ASSESSMENT		
Obstruction: Vegetation/Debris/Sediment		
Erosion/Undercutting		
Displacement of Fabric/ Rip Rap		
Pipe Condition/Exposure		
Other:		
FOREBAY ASSESSMENT		
Sediment/ Debris Accumulation		
Side Slope Erosion		
Invasive Vegetation		
Other:		
VEGETATED SHELF / MAIN TREATMENT AREA ASSESSMENT		
Visible Pollution / Muddiness		
Sediment / Debris Accumulation		
Plants are Dead, Diseased, or Dying		
Bare Soil/Erosive Gullies		
Algae Cover (estimate %)		
Invasive Vegetation (estimate %)		
Phragmites (estimate %)		

EMBANKMENT ASSESSMENT		
Erosion and/or Loss of Dam Material		
Shrubs/Trees Present		
Animal Burrows		
Soft Spots or Boggy Areas		
Slides		
Other:		
OUTLET DEVICE ASSESSMENT		
Obstruction: Vegetation/Debris/Sediment		
Erosion/Undercutting		
Joint Failure/ Loss of Joint Material		
Leaking Device		
Other:		
MISCELLANEOUS		
Trash/Debris		
Access		
Vandalism		
Fence Condition (if applicable)		
Fish/ Wildlife Observations		
Signage (if applicable)		
Muskrats		

Attach color digital photographs of the site and structural BMPs including a caption describing each photo.

COMMENTS:

OVERALL CONDITION OF FACILITY:

In accordance with approved design plans? Y / N

Maintenance required as detailed above? Y / N

Dates by which maintenance should be completed: ____/_____/_____

Signature of Person Inspecting: _____

UPDATE MASTERSHEET under x:\Storm\Inspections & Calcs by Basin\Stormwater Inspection Mastersheet

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

BIOFILTER OPERATION & MAINTENANCE INSPECTION CHECKLIST Inspection of all listed items shall take place at least quarterly (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Municipal, County, and State Officials upon request.	**BASIN ID:** **ADDRESS:** **PERSON INSPECTING:** **INSPECTION DATE AND TIME:** **RAINFALL WITHIN PAST 2-3 DAYS:**

Reason for Inspection (Circle One): complaint / storm event / scheduled / other

Ownership (Circle One): Public Private

ITEM INSPECTED	PROBLEM NOTICED	COMMENTS
EMBANKMENT & EMERGENCY SPILLWAY		
1. Vegetation & ground cover condition		
2. Appropriate plants per site plan/weeds		
3. Adequate freeboard		
4. Erosion occurring		
5. Cracking or bulging		
6. Animal burrows or damage		
7. Seepage or leeks on downstream face		
8. Vertical & Horizontal alignment of top of berm as per plans		
9. Clear of debris and obstructions		
10. Accessible for maintenance		
11. Is the emergency spillway level, note condition		
BOTTOM OF BASIN		
12. Vegetative & ground cover condition		
13. Appropriate plants per site plan		
14. Removal of debris and trash (See Note 1)		
15. Visible pollution or sheen		
16. Evidence of edge erosion		
17. Ponding present over 50% of basin floor 3 days after a rainfall event (See Note 2)		

INFLOW POINTS		
18. Riprap failures		
19. Condition of endwalls / headwalls		
20. Evidence of slope erosion		
21. Condition of inflow pipes and/or swales		
22. Condition of spreader structure (If applicable)		
OTHER		
23. Encroachments on facility maintenance easements		
24. Complaints from residents		
25. Any public hazards		
26. Evidence of invasive species		
27. Evident of snow storage on facility		

COMMENTS:

OVERALL CONDITION OF FACILITY:

In accordance with approved design plans? Y / N

Maintenance required as detailed above? Y / N

Dates by which maintenance will be completed: ____/_____/_____

Signature of Person Inspecting: _____

Notes:

1) Trash shall be removed as quickly as possible once it is observed.
2) Restoration Procedures – these include removing the top 2 to 3 inches, chisel plowing and adding topsoil and compost. If deep tilling is used, the basin shall be drained and the soils dried to a depth of 8 inches. If the basin was planted in turf grass and clogging again occurs after these restoration procedures have been used, the owner/operator shall replant with prairie type vegetation using the soil preparation method recommended by the native nursery in the area.
3) Do not use heavy machinery for maintenance as it may cause clogging of the surface of the basin.
4) Do not spread topsoil over surface of the basin as this will decrease the infiltration rate.
5) Keep basin off-line from the storm water system until seed become established. Never allow sediment from disturbed areas of the site to enter the basin.
6) Winter Maintenance – All drawdown devices in the pond shall be opened during winter months to discourage infiltration of runoff water containing high levels of chlorides. If this practice is an enclosed basin, the use of chloride deicers shall be limited in the area draining to the basin to reduce the chance of exceeding the limits of ch. NR 140.

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

SWALE OPERATION & MAINTENANCE INSPECTION CHECKLIST Inspection of all listed items shall take place annually (unless noted otherwise) and after rainfall events resulting in 2" of rainfall or more. A copy of this document shall be completed during each inspection. The party responsible for performing inspections and maintenance shall keep all completed checklists and make them available to Municipal, County, and State Officials upon request.	**BASIN ID:** **ADDRESS:** **PERSON INSPECTING:** **INSPECTION DATE AND TIME:** **RAINFALL WITHIN PAST 2-3 DAYS:**

Reason for Inspection (Circle One): complaint / storm event / scheduled / other

Ownership (Circle One): Public Private

N/A – Not Applicable M – Monitor
NP – Not a Problem WN – Work Needed

ITEM INSPECTED	PROBLEM NOTICED	COMMENTS
SIDEWALL CONDITION		
1. Vegetation & ground cover condition		
2. Erosion occurring		
3. Cracking or bulging		
4. Animal burrows or damage		
5. Other		
BOTTOM		
6. Vegetative & ground cover condition		
7. Sediment accumulation on vegetation		
8. Removal of debris and trash needed		
9. Vertical & horizontal alignment per plan		
10. Evidence of edge erosion		
11. Sitting water present (approx. depth)		
12. Other		
INFLOW POINTS		
13. Riprap failures		
14. Evidence of slope erosion		
15. Condition of inflow pipes/endwalls and/or swales		
16. Other		

OUTFLOW/CONNECTION POINTS		
17. Water backlog		
18. Evidence of slope erosion		
19. Condition of outflow pipes/endwalls and/or swales		
20. Other		
OTHER		
21. Encroachments on facility maintenance easements		
22. Complaints from residents		
23. Any public hazards		
24. Evidence of invasive species		
25. Evidence of snow storage on facility		
26. Evidence of dumping (Grass, leaves, etc.)		

COMMENTS:

OVERALL CONDITION OF FACILITY:

In accordance with approved design plans? Y / N

Maintenance required as detailed above? Y / N

Dates by which maintenance will be completed: ____/_____/_____

Signature of Person Inspecting: _____

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

STORM SEWER OUTFALL INSPECTION CHECKLIST – CITY FACILITIES Inspection of all listed items shall take place annually. This form is to be used when outlets are not inspected for IDDE.	**BASIN ID:**
	SITE NAME:
	PERSON INSPECTING:
	INSPECTION DATE AND TIME:
	RAINFALL WITHIN PAST 2-3 DAYS:

Reason for Inspection (Circle One): complaint / storm event / scheduled / other

N/A = Not Applicable **M = Monitor (potential for future problem)**

NP = Not a Problem **WN = Work Needed**

ITEM	INFORMATION	COMMENTS
GENERAL INFORMATION		
GIS Designation		
Outfall (Major or Minor)		
Endwall Size		
Endwall Material		
OUTFALLS		
Rip Rap failures		
Condition of endwalls		
Evidence of erosion		
Condition of downstream swales		
Trash/debris		
OTHER		
Complaints from residents		
Any public hazards		
Flowing water		
Signage (if applicable)		
Other		

Attach color digital photographs of the site and structural BMPs including a caption describing each photo.

COMMENTS:

OVERALL CONDITION OF FACILITY:

In accordance with approved design plans? Y / N

Maintenance required as detailed above? Y / N

Dates by which maintenance will be completed: ____/_____/_____

Signature of Person Inspecting: _____

City of De Pere - Engineering
925 S. Sixth St. ◊ De Pere, WI 54115 ◊ Ph: 920.339.4061

STORMWATER OPERATION & MAINTENANCE LISTING						No. of Problems Noticed (Inspection Checklist)					
Basin	**Name or Location**	**Type**	**Date of Last Inspection**	**Inspector**	**Ownership**	**Monitor (M)**	**Work Needed (WN)**	**Maintence Deadline**	**Maintence Completed**	**Follow Up Inspection Date**	**Maintenance Needed**
AC020A	1901 S Ashland Ave	Pond	6/19/2025	JB & ANH	Private	3	0				
AC030A	1629 S Ashland Ave	Pond	6/19/2025	JDB & ANH	Private	5	0				
AC030A	1509 Ashland Ave	Pond	6/19/2025	JDB & ANH	Private	5	0				
AC050A	250 S 9th St (Rennes Health)	Pond	6/23/2025	JDB, ANH, EAR	Private	1	2				Remove phragmities and debris from inflow
AC050A	900 Main Ave (Unison Credit Union)	Biofilter	6/25/2025	EAR and JDB	Private	4	0				
AC050A	Suburban - Ninth on Grant St	Swale/Ravine	6/19/2025	ANH & JB	Private	0	0				
AC050A	820 Main Ave (North Shore Bank)	Biofilter	6/25/2025	EAR and JDB	Private	2	2				Erosion control still on inlet grate.
AC050A	Elm - Ninth St	Swale/Ravine	6/18/2025	ANH & JB	Public	0	0				
AC050B	Westwind Ct	Pond	6/19/2025	ANH & JB	Disputed	0	0				
AC050B	765 Lawrence Dr (Pool Works Inc)	Pond	6/23/2025	JDB, ANH, EAR	Private	1	0				
AC050B	901 9th St WDSD	Pond	6/19/2025	ANH & JB	Private	3	0				
AC051	261 N Lawrence Dr	Pond	4/11/2025	ANH	Public	6	6		Trapping		Bad condition. Trash, burrows, erosion, dead vegetation, outlet plug
AC055A	1001 Main Ave (Festival Foods)	Pond	6/23/2025	JDB, ANH, EAR	Private	10	1		Yes		Remove trash & sediment by inflow
AC055A	1501 Main Ave (Mid-Valley)	Pond	6/23/2025	JDB, ANH, EAR	Private	4	2		Yes		Grass clippings, vegetations and phragmities need removal
AC055A	Exit 163 (Mid-Valley Rd-Hwy 41)	Pond	6/11/2025	ANH, JB, NP	Public	0	2		Yes		Phragmites & vegetation in front of end walls. Minnow trap connected.
AC060A	505 Lawrence Dr	Biofilter	6/19/2025	ANH & JB	Private	1	1				Vegetation at endwall to be removed
AC060A	875 Lawrence Dr (Swale)	Swale/Ravine	6/25/2025	JDB, ANH, EAR	Private	0	2		Yes		Remove obstruction in inlet and outlet and remove trash
AC060A	875 Lawrence Dr (Cummins)	Pond	6/23/2025	JDB, ANH, EAR	Private	3	0				
AC060A	1218 Grant	Pond	6/23/2025	JDB, ANH, EAR	Private	3	0				
AC060A	NW Lawrence - Grant Dry	Dry Detention	4/14/2025	ANH	Public	0	3		Yes		Vegetation and phragmites. Note this maintenacne is already planned.
AC060A	SW Lawrence - Grant	Pond	4/14/2015	ANH	Public	2	0				
AC070A	1205 Lawrence Dr (Concrete Contractors)	Pond	6/23/2025	JDB, ANH, EAR	Private	0	0				
AC070A	1313 Lawrence Dr (Rear Menards/Walmart)	Pond	6/23/2025	JDB, ANH, EAR	Private	1	0				
AC070A	1400 Block Lawrence Dr (Menards Parking)	Pond	6/23/2025	JDB, ANH, EAR	Private	0	1		Yes		Grass clippings
AC080A	1610-1620 Lawrence Dr (Scheuring)	Pond	6/23/2025	JDB, ANH, EAR	Private	3	1				Phragmites need removal
AC090A	1420 Fortune Ave (Harper Co.)	Dry Detention	6/23/2025	JDB, ANH, EAR	Private	0	4		Yes		Phragmites need removal. Vegetation in front of two inflets and outlets
AC090A	1717 Lawrence Dr (Shopko Northwest)	Pond	6/24/2025	JDB, ANH, EAR	Private	5	1		Yes		Phragmites need removal
AC090A	1700 Lawrence Dr (Community First Credit Union)	Pond	6/24/2025	JDB, ANH, EAR	Private	1	1		Yes		Fixing inflow pipe cracked and smushed
AC090A	1717 Lawrence Dr (Shopko Northeast)	Pond	6/24/2025	JDB, ANH, EAR	Private	4	0				
AC090A	1801 Lawrence Dr (Independent Printing)	Pond	6/24/2025	JDB, ANH, EAR	Private	0	0				
AC090A	1869 American Blvd (Graybar)	Pond	6/24/2025	JDB, ANH, EAR	Private	1	1		Yes		Phragmites need removal
AC090A	1997 American Blvd (Cleaning Systems)	Pond	6/23/2025	JDB, ANH, EAR	Private	4	0				
AC090A	2000 American Blvd. (northeast)	Pond	6/25/2025	JDB, ANH, EAR	Private	6	1		Yes		Trash removal (styrofoam board)
AC090A	2000 American Blvd. (southwest)	Pond	6/25/2025	JDB, ANH, EAR	Private	7	0				
AC090A	2001 Lawrence (Coin Wrap)	Pond	6/23/2025	JDB, ANH, EAR	Private	7	0				
AC090A	2001 Lawrence (Coin Wrap)	Swale/Ravine	6/25/2025	EAR and JDB	Private	3	1				Phragmites need removal
AC090A	Shopko Southeast (Dry)	Dry Detention	6/25/2025	JDB, ANH, EAR	Private	2	1				Phragmites need removal
AC090A	Exit 161 Roundabout (Hwy 41 - Scheuring)	Pond	4/11/2025	ANH	Public	3	0				
AC090A	Lawrence Dr (Integrys Parking-Preserve Entrance)	Pond	4/11/2025	ANH	Public	2	2		Yes		Add phragmites to list? Remove trash.
AC090A	Scheuring - American Blvd	Pond	6/12/2025	ANH, JB, NP	Public	0	1				Remove traffic barrel and kiddy pool in pond.
AC100A	1100 Employers Blvd (Humana)	Pond	6/23/2025	JDB, ANH, EAR	Private	0	0				
AC100A	1880 Southbridge Rd	Pond	6/24/2025	JDB, ANH, EAR	Private	2	0				
AC100A	Ashwaubenon Creek (Preserve behind Humana-Hwy 41)	Pond	6/18/2025	ANH & JB	Public	3	1				Endwall separation
AC100A	Hemlock Creek (Preserve behind Humana - Hwy 41)	Pond	6/18/2025	ANH & J B	Public	3	1				Endwall separation
AC100A	Humana Swale - Preserve	Swale/Ravine	6/16/2025	ANH, JB, NP	Public	1	0				
AC100A	Garrity's Glen	Pond	4/30/2025	ANH	Public	4	2		Yes		Erosion will be fixed under 25-01. Put up sign. Trash. Animal burrows.

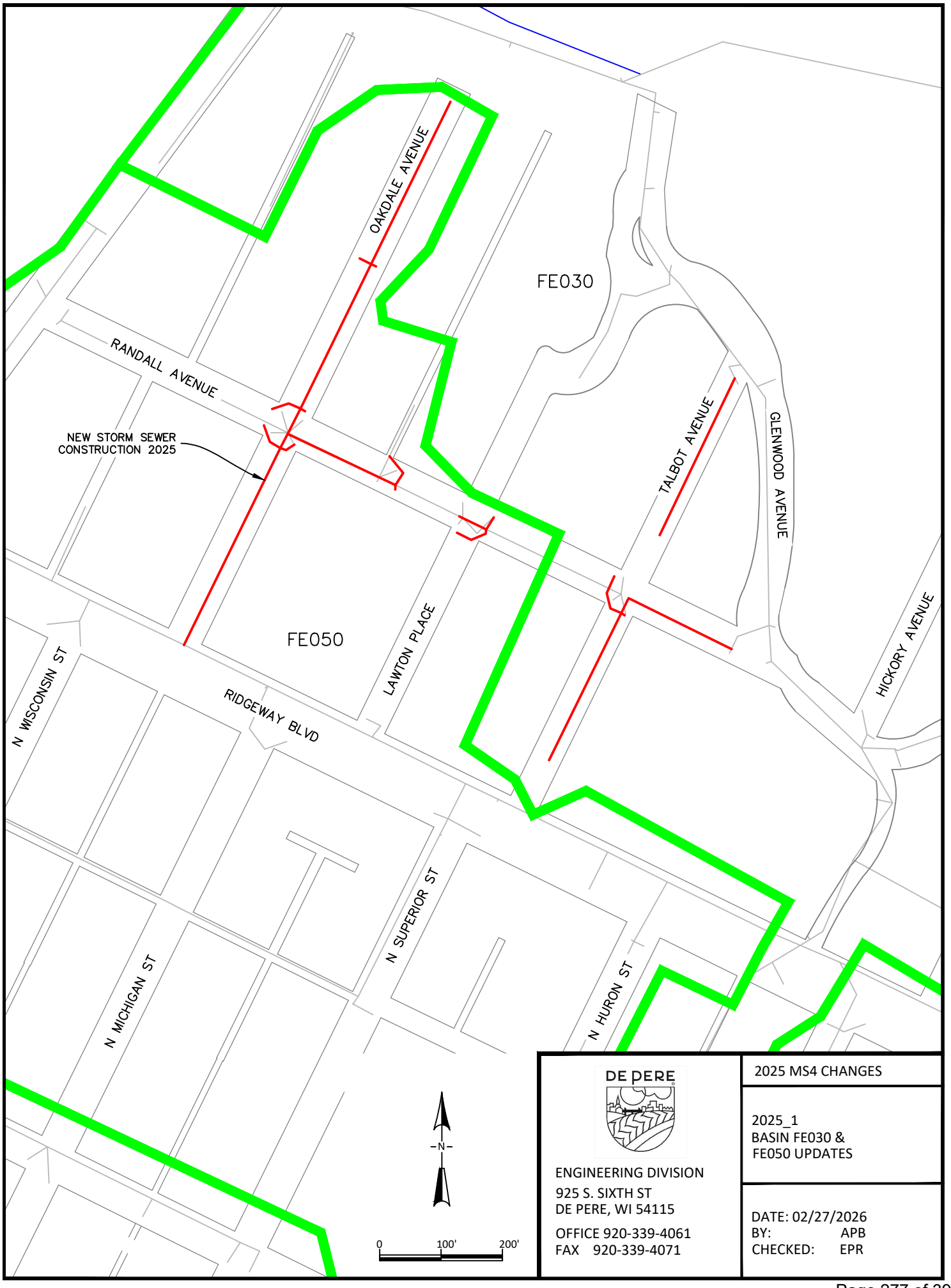
AC100B	2077B Lawrence Dr (Honeysuckle)	Pond	6/12/2025	ANH, JB, NP	Public	3	1		Trapping		Clear debris outlet. Animal burrows.
AC100B	Honeysuckle Swale (Rygar Ct.)	Swale/Ravine	4/28/2025	ANH & APB	Public	1	4		Yes		Trash , clean Southbridge endwalls, pills, grass clippings.
AC100D	1746-1770 Burgoyne Ct. (Burgoyne Lake Apartments)	Pond	6/24/2025	JDB, ANH, EAR	Private	3	0				
AC100D	2191 American Blvd (Milwood)	Pond	6/24/2025	JDB, ANH, EAR	Private	5	2				Phragmites and trash need removal
AC100D	American Blvd - Southbridge Rd	Pond	6/11/2025	ANH, JB, NP	Public	1	1				Lateral causing erosion. Note given to Eric last year.
AC100D	American Blvd Central (Samantha St)	Pond	5/22/2025	ANH	Public	12	2				Unclog outlet pipe and remove dead brush
AC100D	American Blvd Central 2 (Burgoyne Ct)	Pond	4/30/2025	ANH	Public	2	1		Yes		Trash
AC100D	Central connecting ditch (American Blvd)	Swale/Ravine	4/30/2025	ANH	Public	0	0				
AC100D	Northern connecting ditch (American Blvd)	Swale/Ravine	6/11/2025	ANH	Public	0	0				
AC100D	Southern connecting ditch (American Blvd)	Swale/Ravine	4/30/2025	ANH	Public	0	2		Trapping		Endwall separation 2425 Tullig. Trash. Animal burrows.
AC100E	Adare Ct	Pond	4/30/2025	ANH	Public	2	1		Yes		Can't find 1755/1749 Adare Ct endwall. Animal burrows. 2441 Tullig hockey net. 1756 Adare grass clippings.
AC100E	American Blvd South (Tullig)	Pond	4/30/2025	ANH	Public	2	2		Yes		2 endwall separation. 2 chistmas trees- Tony & 2419 Tullig. Trash.
AC105A	Southbridge Road	Pond			Public						Pond Constructed 2025
AC110A	Payton Ct	Pond	4/17/2025	ANH	Public	3	3				trees, debris, pipe underwater, grass clippings, endwall
AC130A	1951 Snowy Owl Ct [Organics Inc]	Pond	6/18/2025	ANH, JB, NP	Disputed	0	1				Remove trimmed branches by inflow
AC140A	Cross Creek Cir	Pond	6/16/2025	ANH, JB, NP	Public	3	1				Clear inflow sediment. Animal burrows. Monitor algae.
AC140A	Cross Creek Cir	Swale/Ravine	6/16/2025	ANH, JB, NP	Public	0	0				
AC150A	Daytona Speedway (Pocono Ct)	Pond	4/11/2025	ANH	Public	2	0				
AC160A	2221 Innovation Dr (American 3 Fab)	Pond	6/24/2025	JDB, ANH, EAR	Private	10	1		Yes		Phragmites need removal
AC160A	Southbridge - Innovation (Foth)	Pond	6/18/2025	ANH & JB	Public	4	1		Yes		Cut vegetation around inflows. Phragmites will be sprayed.
AC170A	Southwest Park West - Daytona Speedway	Dry Detention	4/11/2025	ANH	Public	5	0				
AC180A	Southwest Park South (Diamond)	Pond	4/11/2025	ANH	Public	2	2				Clear vegetation inflow and outflow endwalls
AC190A	2020 Innovation Court	Pond	6/23/2025	JBD, ANH, EAR	Private	2	0				
AC200A	Mystic Creek	Pond	6/16/2025	ANH, JB, NP	Public	2	0				Animal burrows
AC210	Kingston Preserve	Pond	6/16/2025	ANH, JB, NP	Public	2	0				
ER010A	W. Baraboo Cir.	Swale/Ravine	6/19/2025	ANH & JB	Disputed	0	0				
ER010A	1820-11A Ridgeway Dr (Eau Claire Pl)	Pond	6/18/2025	ANH, JB, NP	Disputed	5	0				Monitor bare spots & erosion
ER010A	825 E River Dr + 1901 Ridgeway Dr (Charleston Pointe I)	Pond	6/24/2025	JDB, ANH, EAR	Private	6	1		Yes		Grass clippings
ER010A	Brule Rd. - Ridgeway Dr. Pond Connection	Swale/Ravine	6/25/2025	EAR and JDB	Private	3	0				
ER010A	Pike Ln.	Swale/Ravine	6/25/2025	EAR and JDB	Private	0	0				
ER015A	Pecatonica Ct (Charleston Pointe II)	Pond	6/19/2025	ANH & JB	Disputed	7	0				
ER015A	W Rock River Cir	Swale/Ravine	6/17/2025	ANH & JB	Public	2	0				
ER020A	Pecatonica Ct drain	Swale/Ravine	6/17/2025	ANH & JB	Public	1	0				
ER020A	East River Dr - Rock River Ct	Swale/Ravine	6/17/2025	ANH & JB	Public	0	0				
ER020A	East River Trail (Black Earth Dr)	Pond	6/11/2025	ANH, JB, NP	Public	0	0				
ER030A	1979 Tyler Ln	Pond	6/19/2025	ANH & JB	Disputed	3	0				Monitor vegetation & algae
ER030A	Brule Rd. - Sullivan Ln.	Swale/Ravine	6/18/2025	ANH & JB	Public	1	0				
ER030A	Desplaine Rd. - East River Dr.	Swale/Ravine	6/18/2025	ANH & JB	Public	2	0				
ER030A	East River Dr. - Black Earth Dr. (East)	Swale/Ravine	6/11/2025	ANH, JB, NP	Public	0	0				
ER030A	Shelley Ln. - Brule Rd.	Swale/Ravine	6/18/2025	ANH & JB	Public	0	0				
ER030A	Shelley Ln. (East)	Swale/Ravine	6/18/2025	ANH & JB	Public	1	0				1838 Charles wants vegetation cut
ER030A	Sullivan Ln. - Desplaine Rd.	Swale/Ravine	6/18/2025	ANH & JB	Public	2	0				
ER040A	Shelley Ln [POTENTIAL]	FUTURE			Public						
ER040A	1881 Chicago St. (Aurora)	Dry Detention	6/24/2025	JDB, ANH, EAR	Private	4	1				Phragmites need removal
ER040A	Jim Martin Park	Pond	4/15/2025	ANH	Public	3	1		Yes		Clean trash. Tony crew check often?
ER040A	Jim Martin Park 1st Easement East	Swale/Ravine	6/17/2025	ANH & JB	Public	2	0				
ER040A	East De Pere High School	Pond	6/24/2025	JBD, ANH, EAR	Private	0	0				
ER050A	Shetland Pl - Saddlebrook Ln (Rotary Park)	Pond	4/15/2025	ANH	Public	0	2		Yes		Endwall separation. Work occuring under 25-01. Also rip rap fabric.
ER050A	Shetland Pl	Swale/Ravine	4/15/2025	ANH	Public	0	0				
ER060A	Painthorse Trail	Pond	4/15/2025	ANH	Public	4	1		Yes		Disc golf basket needs to be removed by 1998 Painthorse Tr.

ER080A	1950 Enterprise Dr (CA Lawton)	Pond	6/24/2025	JDB, ANH, EAR	Private	5	0				
ER080A	Ledgeview Swan Rd (Jossart Brothers Co.)	Pond	N/A	N/A	Public Ledgeview	N/A	N/A				*Ledgeview Pond Not Inspecting
ER080A	Ledgeview Swan Rd Swale	Swale/Ravine	6/17/2025	ANH & JB	Public	0	0				
ER080B	1900 Enterprise Dr.	Pond	6/25/2025	JDB, ANH, EAR	Private	2	2				Inlet pipe separation causing erosion (open hole to pipe separation)
ER100A	711 Millenium Ct	Biofilter	6/17/2025	ANH & JB	Private	0	0				
ER100A	Millenium Ct	Swale/Ravine	6/17/2025	ANH & JB	Public	0	0				
ER110A	Enterprise Dr (Sit & Stay Pet Resort)	Pond	4/15/2025	ANH	Public	1	0				
ER120A	S. Melcorn Cl	Swale/Ravine	6/17/2025	ANH & JB	Public	1	0				Fences blocking. Monitor cattails & sediment.
ER120A	Trailside Ln	Pond	4/15/2025	ANH	Public	2	2		Yes		Endwall separation. Work occuring under 25-01. Animal burrows.
ER120B	Rockland Rd (North of 2100-2120 S. Broadway St.)	Swale/Ravine	6/17/2025	ANH & JB	Public	0	0				
ER130A	Diversity Dr (Susie C Altmayer Elementary)	Pond	4/15/2025	ANH	Public	2	0		Yes		Outlet blocked. Fixed day of.
FE010B	1040 N Broadway (Abbey Pond, SNC)	Pond	6/24/2025	JBD, ANH, EAR	Private	1	0				
FE030A	1011 Broadway St. (West of Fox River Trail)	Pond	6/18/2025	ANH, JB, NP	Disputed	2	0				Monitor high water levels
FE030A	1015 N Broadway	Pond	6/24/2025	JBD, ANH, EAR	Private	3	0				
FE070	Franklin Street	Pond	6/11/2025	ANH, JB, NP	Public	3	2				Clean east inlet. Outlet plugged.
FE110	755 Williams Street	Swale/Ravine	6/25/2025	EAR and JDB	Private	6	0				
FE130	150 S Wisconsin Walgreens	Biofilter	UNDERGROUND		Private						
FE150A	1171 S Atrium Ct	Swale/Ravine	6/18/2025	ANH & JB	Public	1	0				
FE190A	Optimist Park (17-09)	Pond	6/11/2025	ANH, JB, NP	Public	3	4				clean inlets and outlet. Remove trash
FE240B	1200-1281 Pershing Rd (Lake Park Estates)	Pond	6/24/2025	JDB, ANH, EAR	Private	2	0				
FE260A	801 O'Keefe Rd	Dry Detention	6/24/2025	JBD, ANH, EAR	Private	1	0				
FE260A	Greenleaf Rd - North of Belmark	Pond	6/11/2025	ANH, JB, NP	Public	1	0				
FE260B	1850 Enterprise Dr. (Dry)	Dry Detention	6/25/2025	JBD, ANH, EAR	Private	3	0				
FE260B	1300 Enterprise Dr (Behind PAi)	Swale/Ravine	6/16/2025	ANH, JB, NP	Public	1	1				Sand bags in outlet pipe
FE260B	Greenleaf Rd - Fox River Trail	Pond	6/11/2025	ANH, JB, NP	Public	1	0				
FE270A	1891 Commerce Dr (Bedford Paper)	Pond	6/24/2025	JBD, ANH, EAR	Private	4	1				Remove trees/debris by outlet
FE275A	600 Heritage Rd (Belmark-Briarwood)	Pond	6/25/2025	JDB, ANH, EAR	Private	4	1		Yes		Grass clippings and trash need removal. Inlets and outlet not accessible.
FE275A	600 Heritage Rd (Belmark-Briarwood)	Swale/Ravine	6/25/2025	JDB, ANH, EAR	Private	3	1				Open hole near swale that could be in use by Michels. Grass clippings noted on pond inspection.
FE280A	Oak Water Ct	Swale/Ravine	6/17/2025	ANH & JB	Public	1	0				
FE280A	Old Plank Ct	Swale/Ravine	6/17/2025	ANH & JB	Public	0	0				
FE280B	Greenleaf-Rockland Rd	Pond	4/15/2025	ANH	Public	1	2		Yes		Endwall separation. Work occuring under 25-01. Remove trash.
FE290A	Commerce Pond (16-09 Pond and Drainage Construction)	Pond	6/18/2025	ANH & JB	Public	3	0				Monitor sediment from construction
FW010A	Perkofsky Boat Landing/Brown County Fair Grounds	Pond	4/14/2025	ANH	Public	0	3				Clean inlets and outlet of leaves and vegetation. Remove trash.
FW070A	450 College Ave (Joliet Square Apartments) (420 College Ave)	Swale/Ravine	6/25/2025	EAR and JDB	Private	6	0				
FW070A	West De Pere High School (Dry)	Biofilter	6/25/2025	EAR and JDB	Private	1	0				POND REMOVED WITH PARKING LOT, NEW POND OFF C
FW140A	601 Third Street	Biofilter	6/25/2025	EAR and JDB	Private	0	0				
FW140A	620 Third Street	Biofilter	UNDERGROUND		Private						
FW180A	1300 Lost Dauphin (SNC Baseball, Mel Nicks Field)	Dry Detention	6/23/2025	JDB, ANH, EAR	Private	0	0				
FW200A	1600 Lost Daupin (SNC Track, Schneider Athletic)	Pond	6/23/2025	JDB, ANH, EAR	Private	1	0				
FW200B	1745 E Matthew Dr (De Pere Cabinet)	Pond	6/24/2025	JDB, ANH, EAR	Private	6	2				
FW200B	Scheuring Rd - Suburban Dr	Pond	6/12/2025	ANH, JB, NP	Public	0	2				Clear vegetation in inflow path. Outlet blocked.
FW200C	1251 Scheuring Rd (Front Cadre)	Biofilter	6/25/2025	EAR and JDB	Private	5	0				
FW200C	1252 Scheuring Rd (Cadre) East Swale	Swale/Ravine	6/25/2025	EAR and JDB	Private	7	1				Dead cat tails causing sitting water and cracked pipes.
FW200C	1255 Scheuring Rd (Behind Cadre)	Pond	6/25/2025	EAR and JDB	Private	10	0				
FW200C	1740 E. Matthew Dr. (1751 W. Matthew Dr.)	Swale/Ravine	6/25/2025	EAR and JDB	Private	4	2				Rocks filling inlet and outlet pipes up halfway.
FW200C	Matthew - Suburban Dr	Pond	6/16/2025	ANH, JB, NP	Public	7	0		Yes		Erosion ditch to occur under 25-01
FW200D	1997 Venture Ave Drainage Swale	Swale/Ravine	6/25/2025	EAR and JDB	Private	1	0				
FW200D	1997 Venture Ave (WI Lift Truck Co. - West)	Pond	6/24/2025	JDB, ANH, EAR	Private	1	1		Yes		Plastic sheet in East end that needs removal
FW200D	1997 Venture Ave [WI Lift Truck Co. Warehouse (East)]	Pond	6/25/2025	JDB, ANH, EAR	Private	1	1		Yes		Remove large clear plastic sheet and trash.
FW200D	1998 Venture Ave	Pond	6/24/2025	JDB, ANH, EAR	Private	6	0				

FW200E	Terry Ln - Mobile Home Park	Swale/Ravine	6/24/2025	ANH, JB, ER	Public	5	0				Monitor heavy vegetation
FW280A	Fortune - Venture	Pond	1/14/2025	ANH & BM	Public	2	0		Yes		Will spray phragmites
FW280A	Red Maple - Lost Daupin	Swale/Ravine	4/17/2025	ANH	Public	0	0				
FW280B	500 Fortune Ave (East vertical)	Pond	1/14/2024	ANH & BM	Private*	3	0				
FW280B	500 Fortune Ave (Old Ecofibre)	Swale/Ravine	1/14/2025	ANH & BM	Public	0	0		Yes		Will spray phragmites
FW290A	1414 Builders Ct.	Pond	6/12/2025	ANH, JB, NP	Public	0	0				
FW290B	Hopf Ln (Glen Meadows Cir)	Pond	6/16/2025	ANH, JB, NP	Public	3	2		Yes		Clear vegetation from inlet, remove foam sheet
FW290B	Red Maple (River Trail Ct)	Pond	4/17/2025	ANH	Public	4	O				Note: monitor Mac's concerns
FW290C	Dog Park	Pond	6/12/2025	ANH, JB, NP	Public	4	1				Clear vegetation at end walls & flume
FW290C	Dog Park West Swale	Swale/Ravine	6/12/2025	ANH, JB, NP	Public	1	0				
FW290C	Richco Ct Swale	Swale/Ravine	6/12/2025	ANH, JB, NP	Public	0	0				
FW290C	Richco Ct.	Pond	6/12/2025	ANH, JB, NP	Public	0	0				
FW290C	Waterview Heights Addison	Pond	6/16/2025	ANH, JB, NP	Public	7	1		Yes		monitor Erosion forming ditch. Grass clippings.
FW310	Waterview Heights Willie Mays	Pond	6/16/2025	ANH, JB, NP	Public	7	3				Remove cattails & sediment from inlets. Outlet plugged vegetation. Remove trash.
XA100A	2066 Lawrence Dr (St Mark Lutheran - Large SW pond)	Pond	6/23/2025	JBD, ANH, EAR	Private	2	0				
XA100A	2066 Lawrence Dr (St Mark Lutheran - Small N pond)	Pond	6/23/2025	JBD, ANH, EAR	Private	2	0				

CITY OF DE PERE
2025 Map Updates
2025 MS4 Annual Report
Last Update - March 5, 2026

Basin	Type of Change	2025 Map Change - City
FE030	Basin Change and Storm Sewer	Modified basins due to storm sewer design. Added storm sewer on Talbot Avenue and Randall Avenue.
FE050	Basin Change and Storm Sewer	Modified basins due to storm sewer design. Upsized and added storm sewer on Oakdale Avenue. Added Storm sewer on Randall Avenue, North Washington Street and North Adams Street. Reconstructed major outfall storm sewer.
FE070	Basin Change and Storm Sewer	Modified basins due to storm sewer design. Added storm sewer on Cass Street. Upsized and added storm sewer on Williams Street and N Wisconsin Street.
FW070	Storm Sewer	Upsized and relocated storm sewer at the De Pere Community Center. Added storm sewer on Martin Street.
FW155	Storm Sewer	Added storm sewer on Pleasant Place.
AC105	Basin, Pond and Storm Sewer	Brown County added a pond and storm sewer for GV-14. Modified basins due to pond. Upsized and added storm sewer on Southbridge Road and Lawrence Drive.



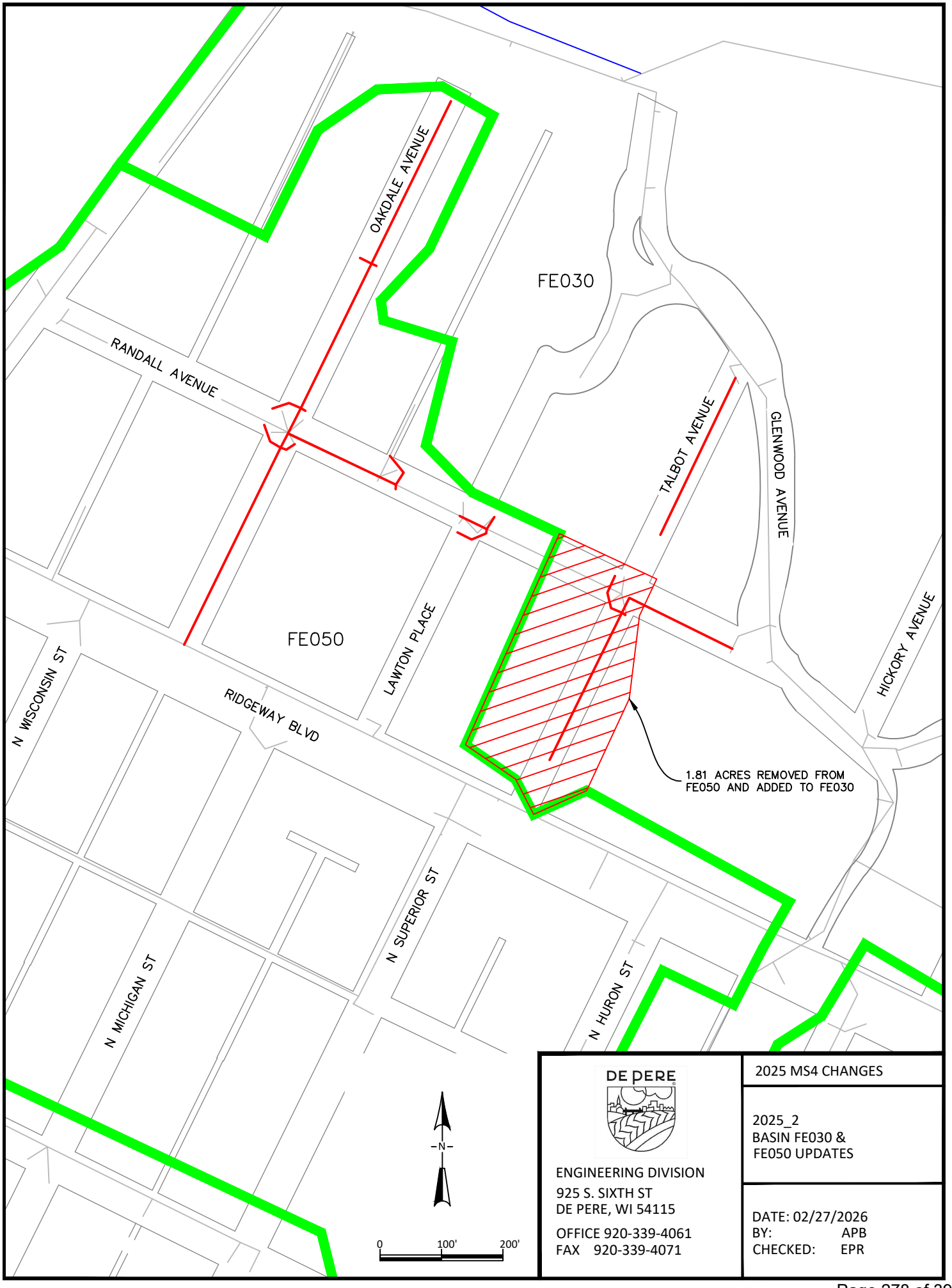
DE PERE

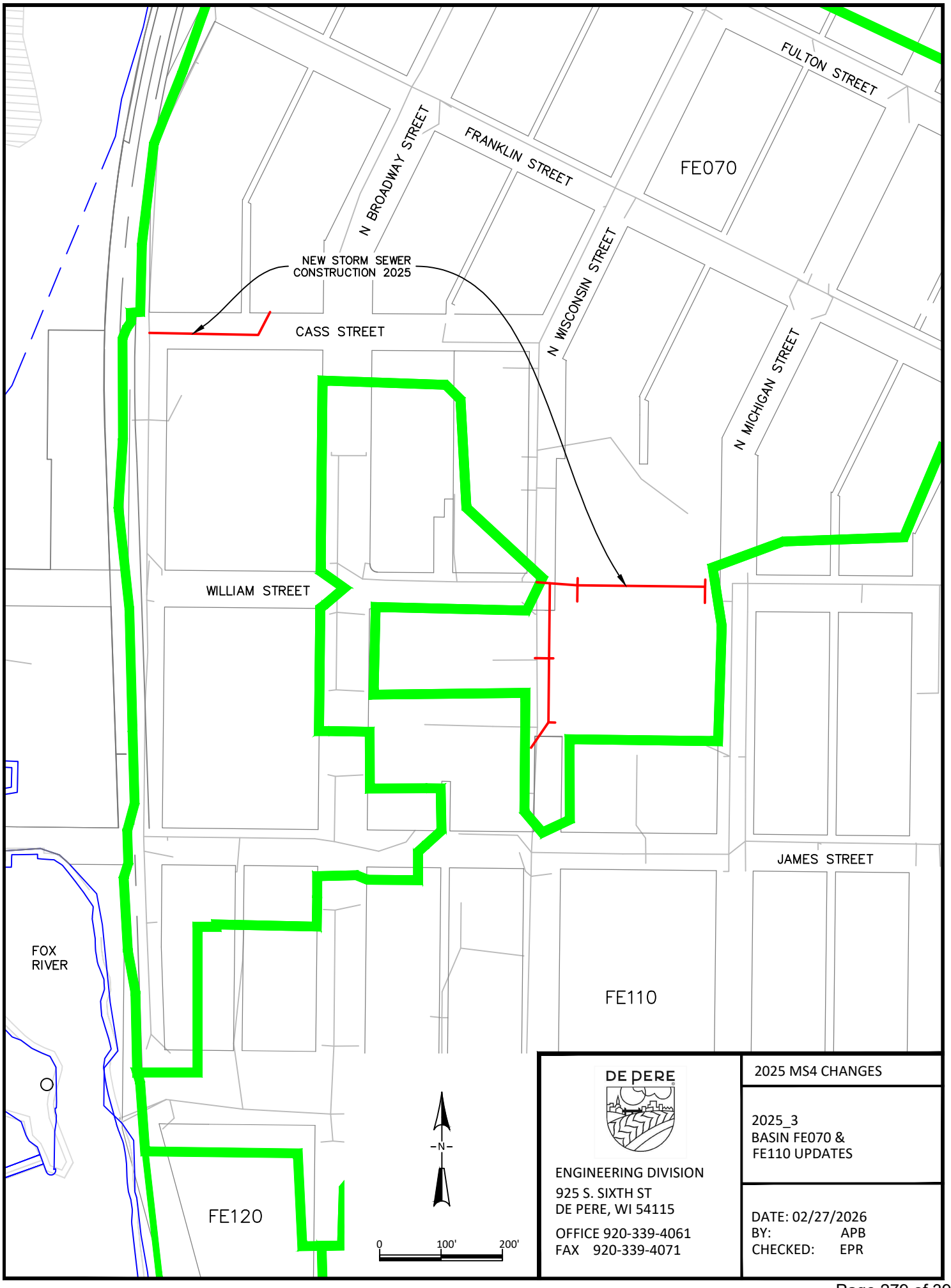
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071

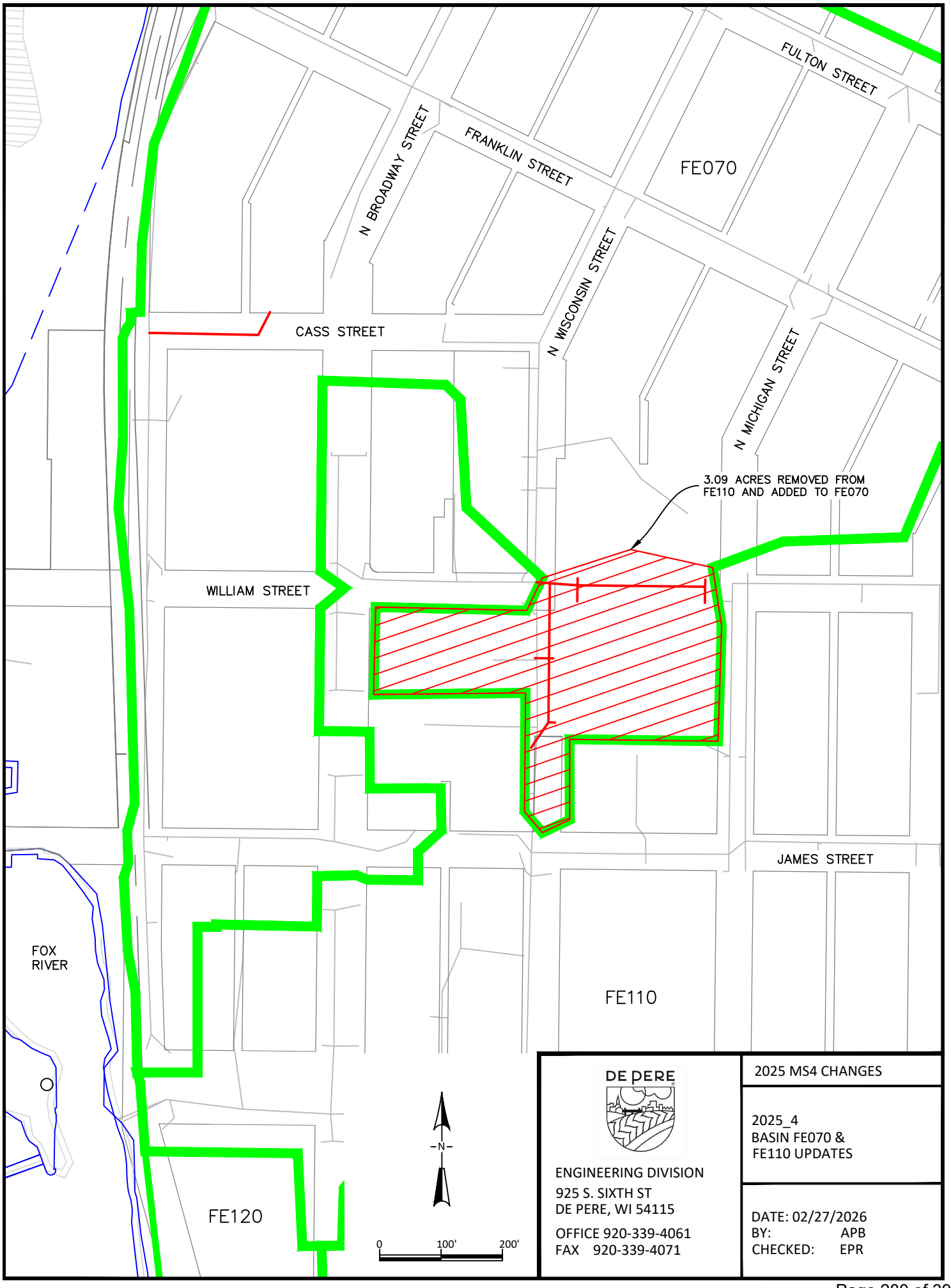
2025 MS4 CHANGES

2025_1
BASIN FE030 &
FE050 UPDATES

DATE: 02/27/2026
BY: APB
CHECKED: EPR


FE030
FE050
OAKDALE AVENUE
RANDALL AVENUE
TALBOT AVENUE
GLENWOOD AVENUE
HICKORY AVENUE
LAWTON PLACE
RIDGEWAY BLVD
N WISCONSIN ST
N MICHIGAN ST
N SUPERIOR ST
N HURON ST
1.81 ACRES REMOVED FROM FE050 AND ADDED TO FE030
N
0
100'
200'
DE PERE
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071
2025 MS4 CHANGES
2025_2
BASIN FE030 &
FE050 UPDATES
DATE: 02/27/2026
BY: APB
CHECKED: EPR


FULTON STREET
FRANKLIN STREET
N BROADWAY STREET
FE070
NEW STORM SEWER
CONSTRUCTION 2025
CASS STREET
N WISCONSIN STREET
N MICHIGAN STREET
WILLIAM STREET
JAMES STREET
FOX
RIVER
FE110
FE120
N
0
100'
200'
DE PERE
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071
2025 MS4 CHANGES
2025_3
BASIN FE070 &
FE110 UPDATES
DATE: 02/27/2026
BY: APB
CHECKED: EPR



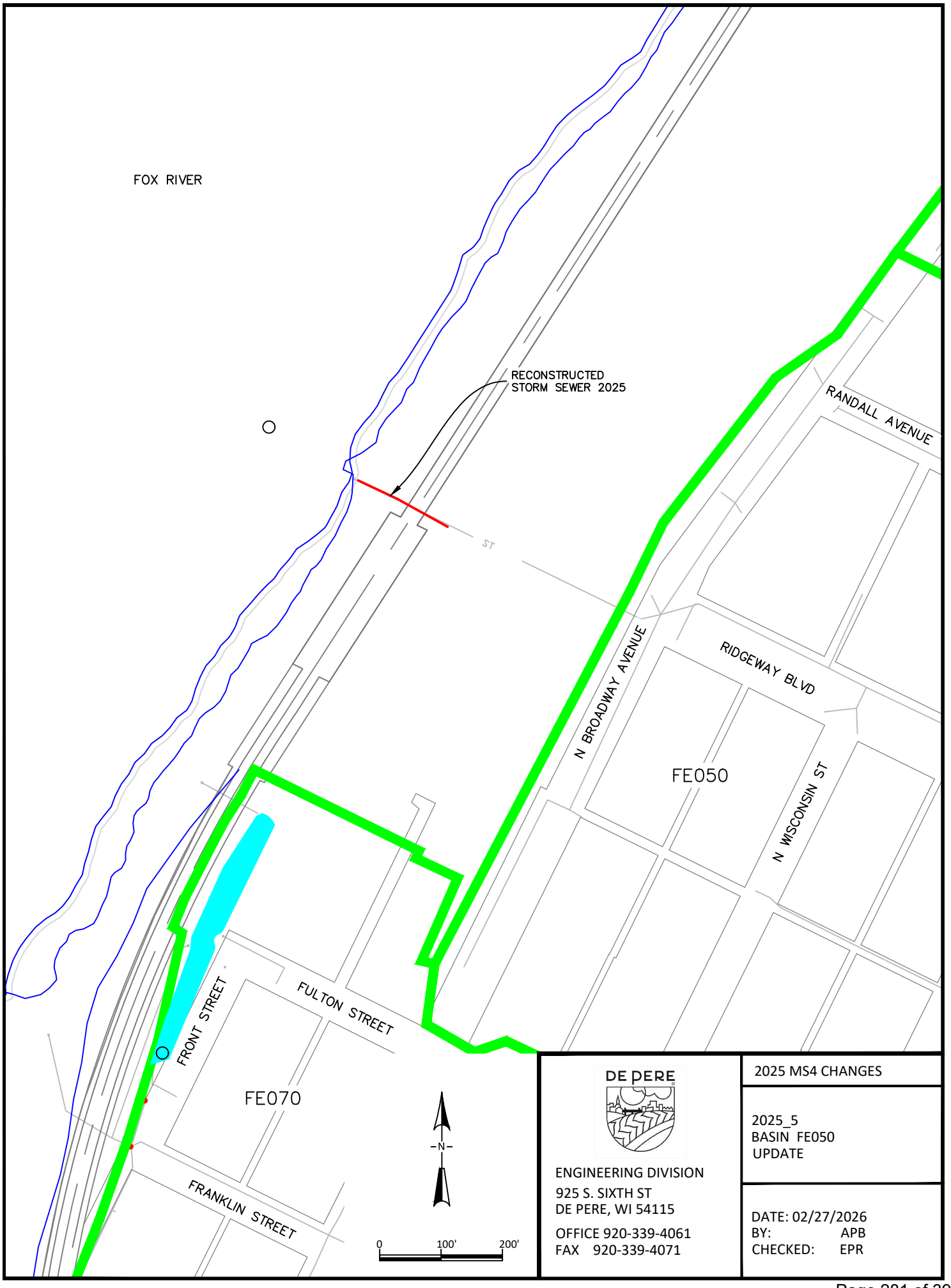
DE PERE

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

2025 MS4 CHANGES

2025_4
BASIN FE070 &
FE110 UPDATES

DATE: 02/27/2026
BY: APB
CHECKED: EPR



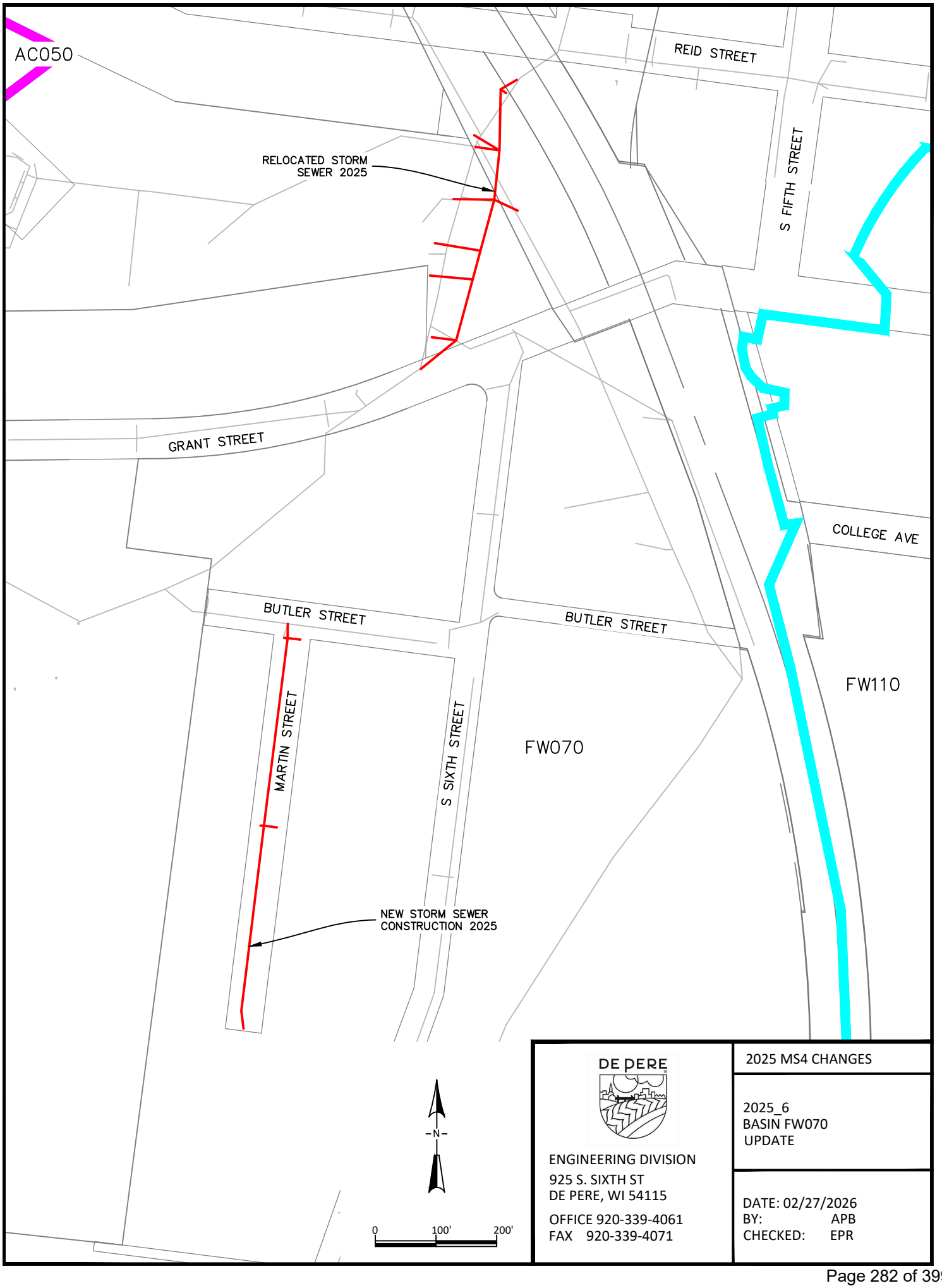
DE PERE

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

2025 MS4 CHANGES

2025_5
BASIN FE050
UPDATE

DATE: 02/27/2026
BY: APB
CHECKED: EPR



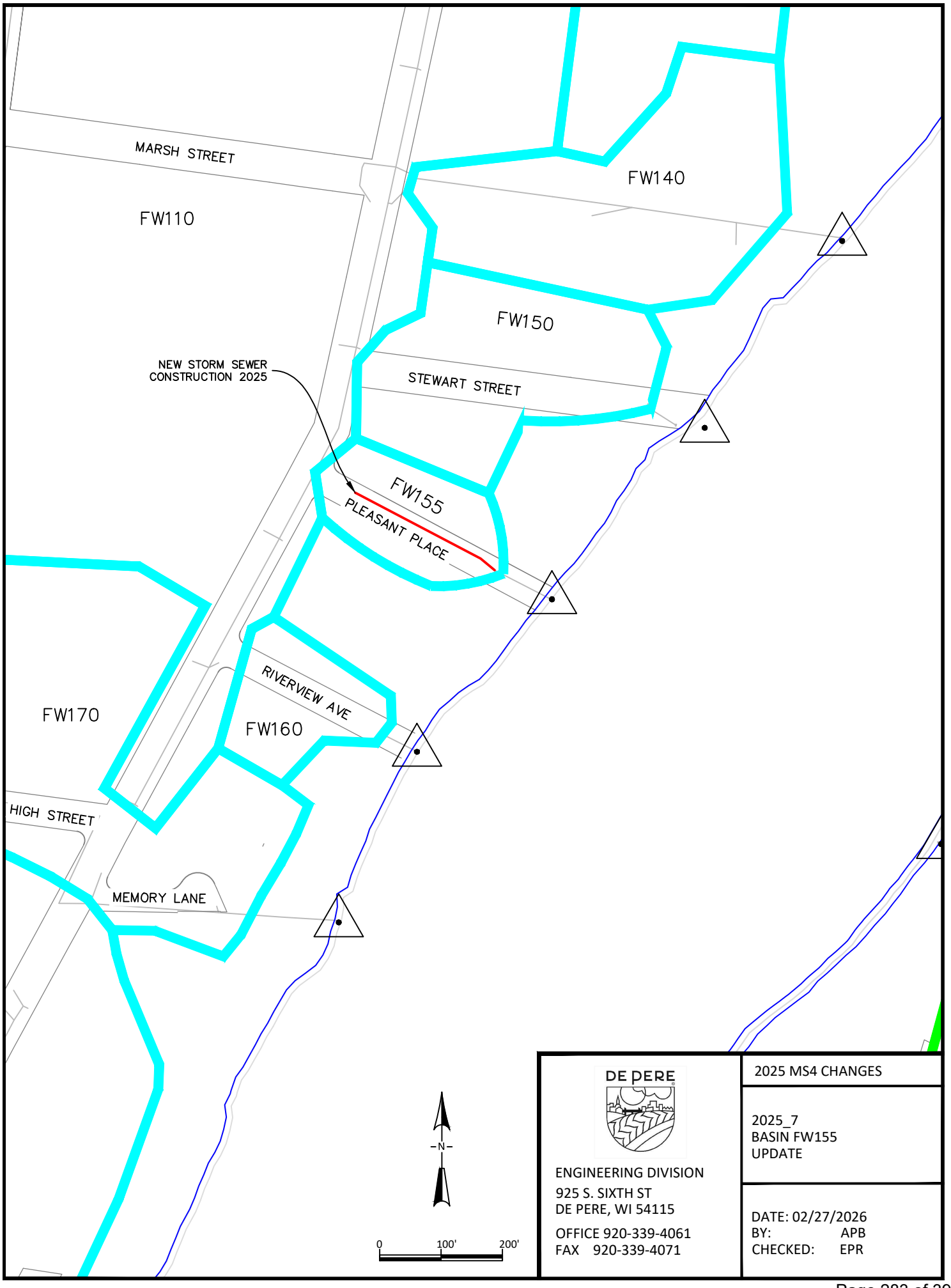
DE PERE

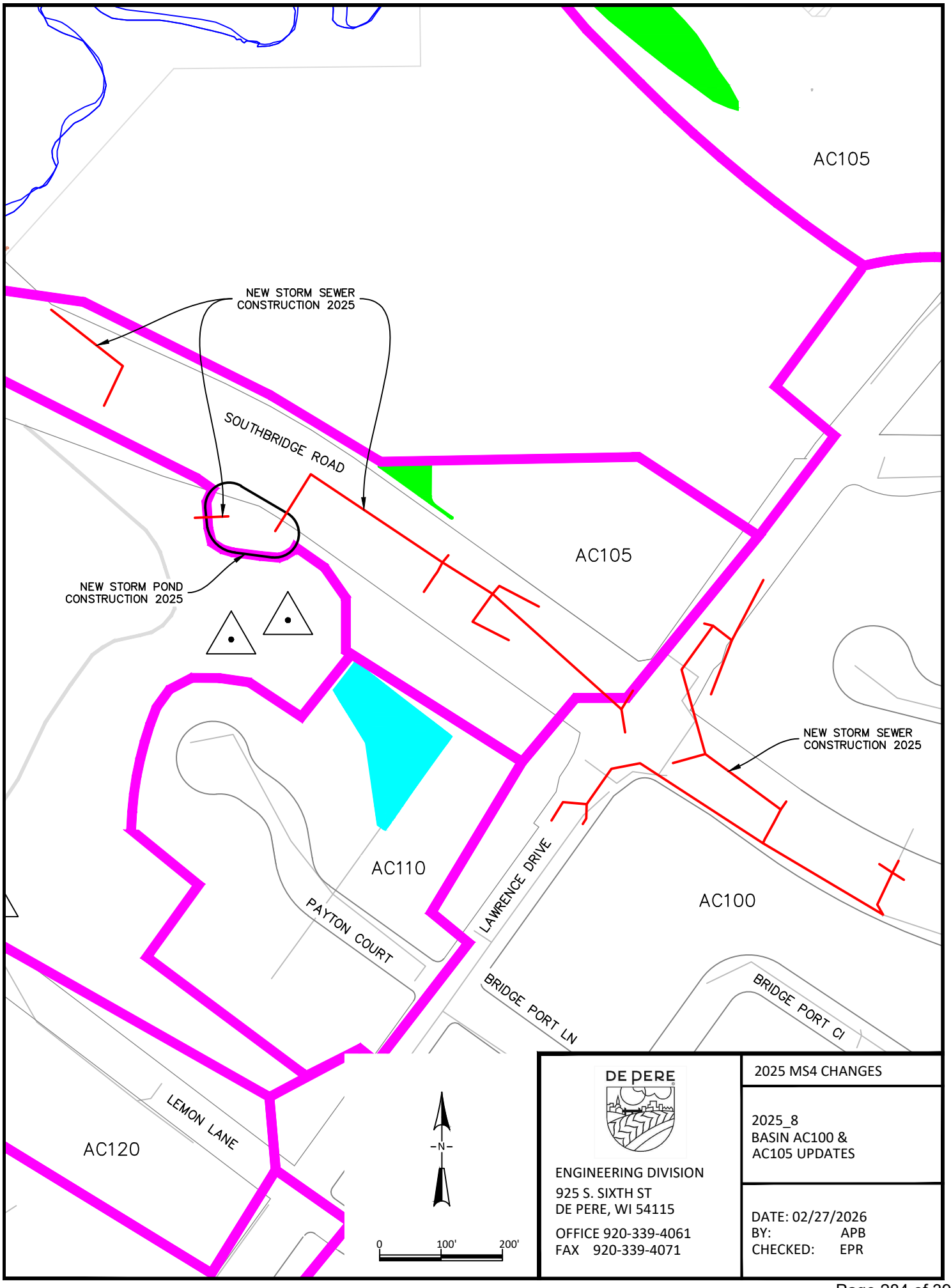
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071

2025 MS4 CHANGES

2025_6
BASIN FW070
UPDATE

DATE: 02/27/2026
BY: APB
CHECKED: EPR


MARSH STREET
FW110
FW140
FW150
NEW STORM SEWER
CONSTRUCTION 2025
STEWART STREET
FW155
PLEASANT PLACE
RIVERVIEW AVE
FW170
FW160
HIGH STREET
MEMORY LANE
N
0
100'
200'
DE PERE
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071
2025 MS4 CHANGES
2025_7
BASIN FW155
UPDATE
DATE: 02/27/2026
BY: APB
CHECKED: EPR



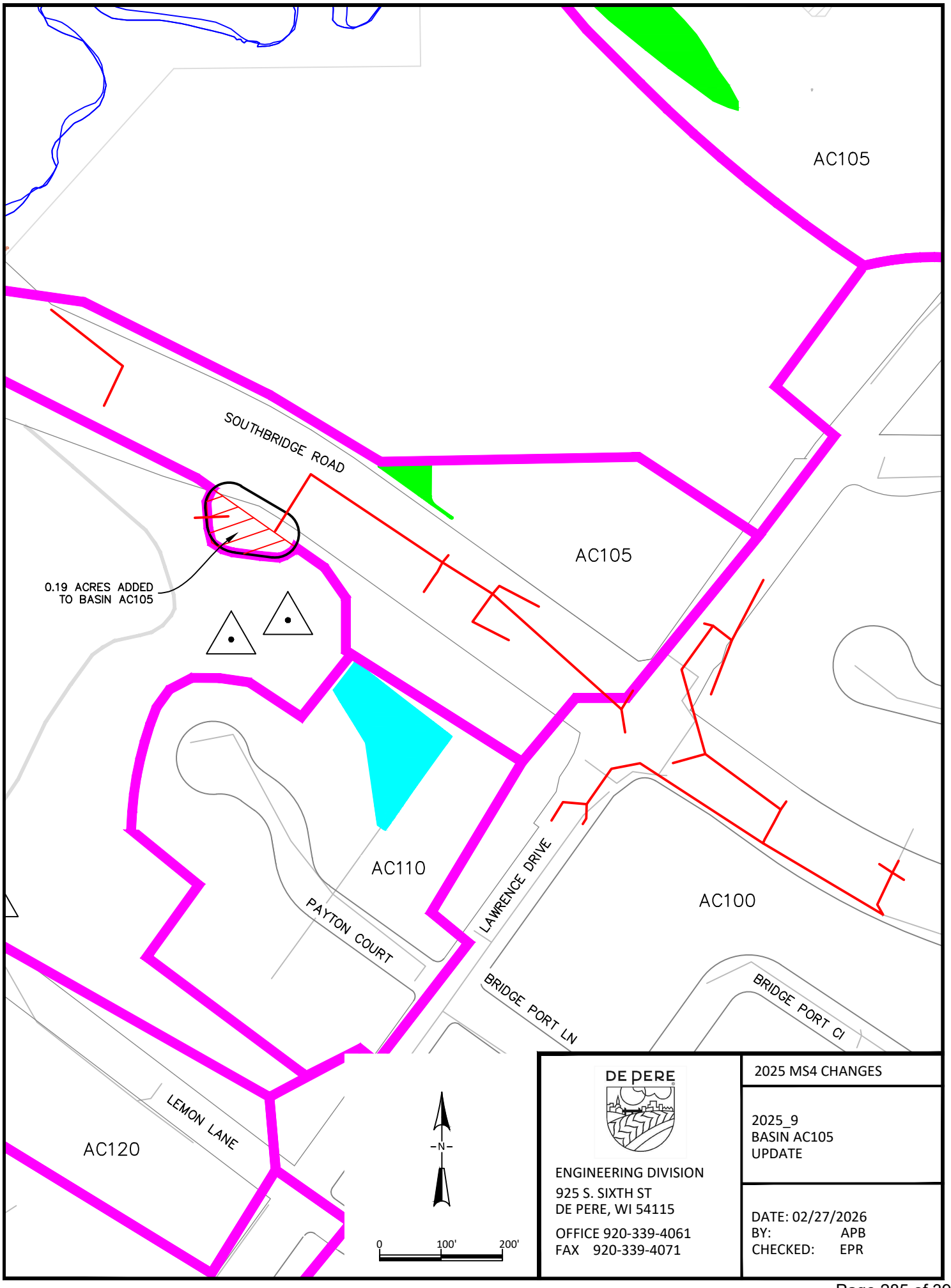
DE PERE

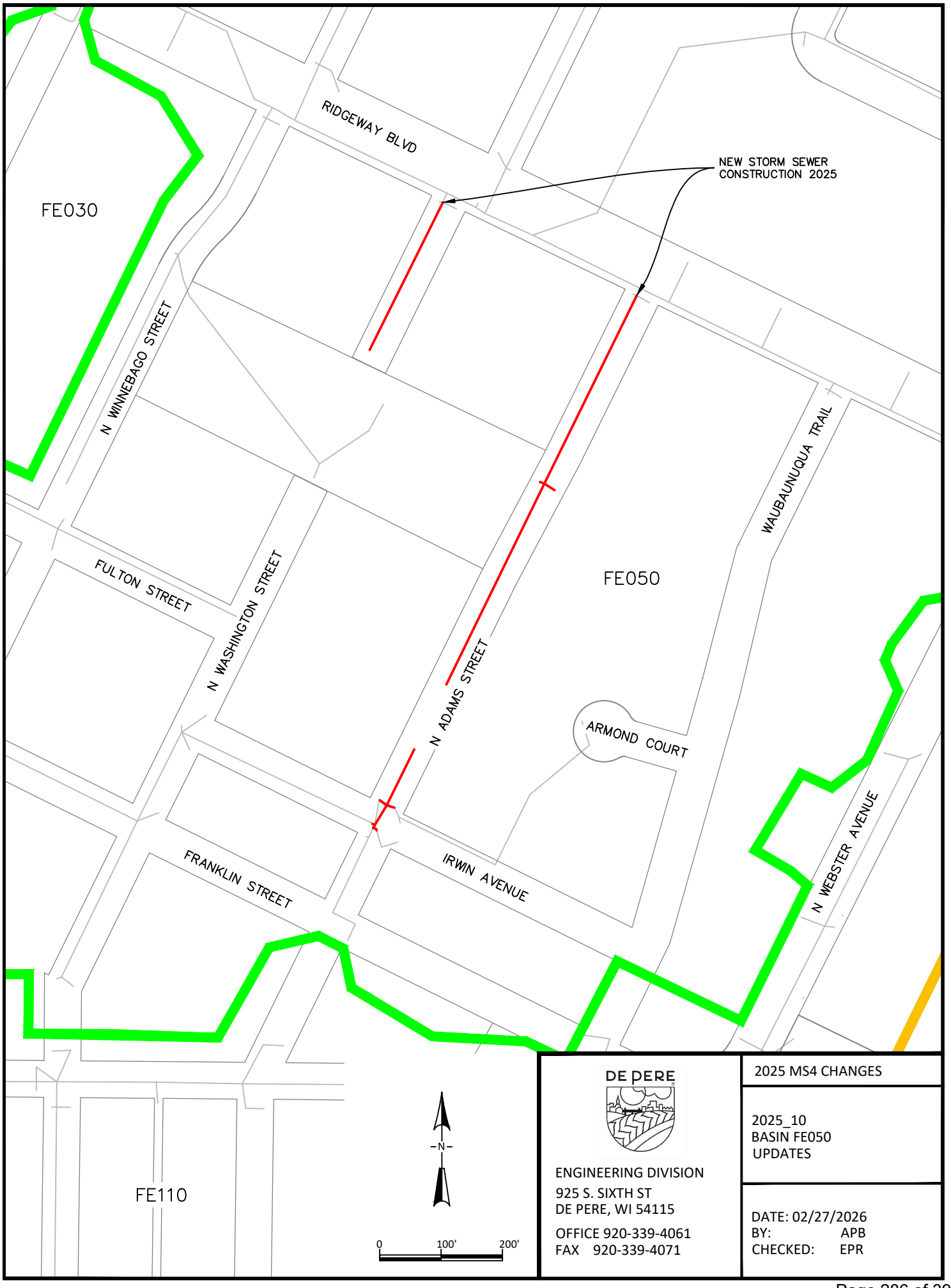
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071

2025 MS4 CHANGES

2025_8
BASIN AC100 &
AC105 UPDATES

DATE: 02/27/2026
BY: APB
CHECKED: EPR


AC105
SOUTHBRIDGE ROAD
AC105
0.19 ACRES ADDED
TO BASIN AC105
AC110
PAYTON COURT
LAWRENCE DRIVE
AC100
BRIDGE PORT LN
BRIDGE PORT CI
LEMON LANE
AC120
N
0
100'
200'
DE PERE
ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071
2025 MS4 CHANGES
2025_9
BASIN AC105
UPDATE
DATE: 02/27/2026
BY: APB
CHECKED: EPR



DE PERE

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

2025 MS4 CHANGES

2025_10
BASIN FE050
UPDATES

DATE: 02/27/2026
BY: APB
CHECKED: EPR

MS4 Drainage System

- Private Facilities/Swale
- City Swales
- Minor Outfalls
- Major Outfalls
- Storm Manhole
- Storm End Wall
- Storm Catch Basin
- Collectors

Publically Owned Land

- De Pere Recreational Areas
- De Pere Municipal Facilities

Natural Resources

- City Pond
- Private Storm Water Facilities
- 303(d) Impaired Waters
- WDNR Wetland Inventory (Less Than 2 Acres)
- WDNR Wetland Inventory (2 Acres or Greater)

WPDES Industrial Permits

- WPDES Industrial Permit I.D.

Other Mapped Features

- Municipal Boundary
- Parcel Lines

TMDL Watershed Basins

- Fox East Basins
- East River Basins
- Fox West Basins
- Ashwaubenon Creek Basins

1:6,000

N W E S

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing are developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. The City of De Pere does not guarantee this information to be correct, current or complete. The property and right-of-way information are only intended for use as a general referance and are not intended or suitable for site-specific use. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

DE PERE

SE MS4 SYSTEM UPDATED 03/2026

2025 CONSTRUCTION NOT UPDATED ON GIS
STORM SEWER MANAGEMENT PLAN
CITY OF DE PERE
BROWN COUNTY, WISCONSIN

AC060
42.9 Acres

AC070
68.8 Acres

AC080
4 Acres

AC090
226.4 Acres

AC160
60.3 Acres

AC210
13.8 Acres

AC106
7 Acres

AC105
8.3 Acres

AC110
6.5 Acres

AC100
620.1 Acres

FW070
325.7 Acres

FW180
38.2 Acres

FW190
3.7 Acres

FW200
629.2 Acres

FW210
3.6 Acres

FW230
13.5 Acres

FW270
23.5 Acres

FW280
202.2 Acres

FW290
346.7 Acres

FW300
7.6 Acres

FE280
129.7 Acres

FE290
94.4 Acres

10

14

3

SCHEURING RD

EMPLOYERS BLVD

SOUTHBRIDGE RD

RED MAPLE RD

SILVER MAPLE DR

WILD ROSE DR

N HONEYSUCKLE CI

OLD PLANK RD

ROCKLAND RD

MS4 Drainage System

- Private Facilities/Swale
- City Swales
- Minor Outfalls
- Major Outfalls
- Storm Manhole
- Storm End Wall
- Storm Catch Basin
- Collectors

Publically Owned Land

- De Pere Recreational Areas
- De Pere Municipal Facilities

Natural Resources

- City Pond
- Private Storm Water Facilities
- 303(d) Impaired Waters
- WDNR Wetland Inventory (Less Than 2 Acres)
- WDNR Wetland Inventory (2 Acres or Greater)

WPDES Industrial Permits

- WPDES Industrial Permit I.D.

Other Mapped Features

- Municipal Boundary
- Parcel Lines

TMDL Watershed Basins

- Fox East Basins
- East River Basins
- Fox West Basins
- Ashwaubenon Creek Basins

1:6,000

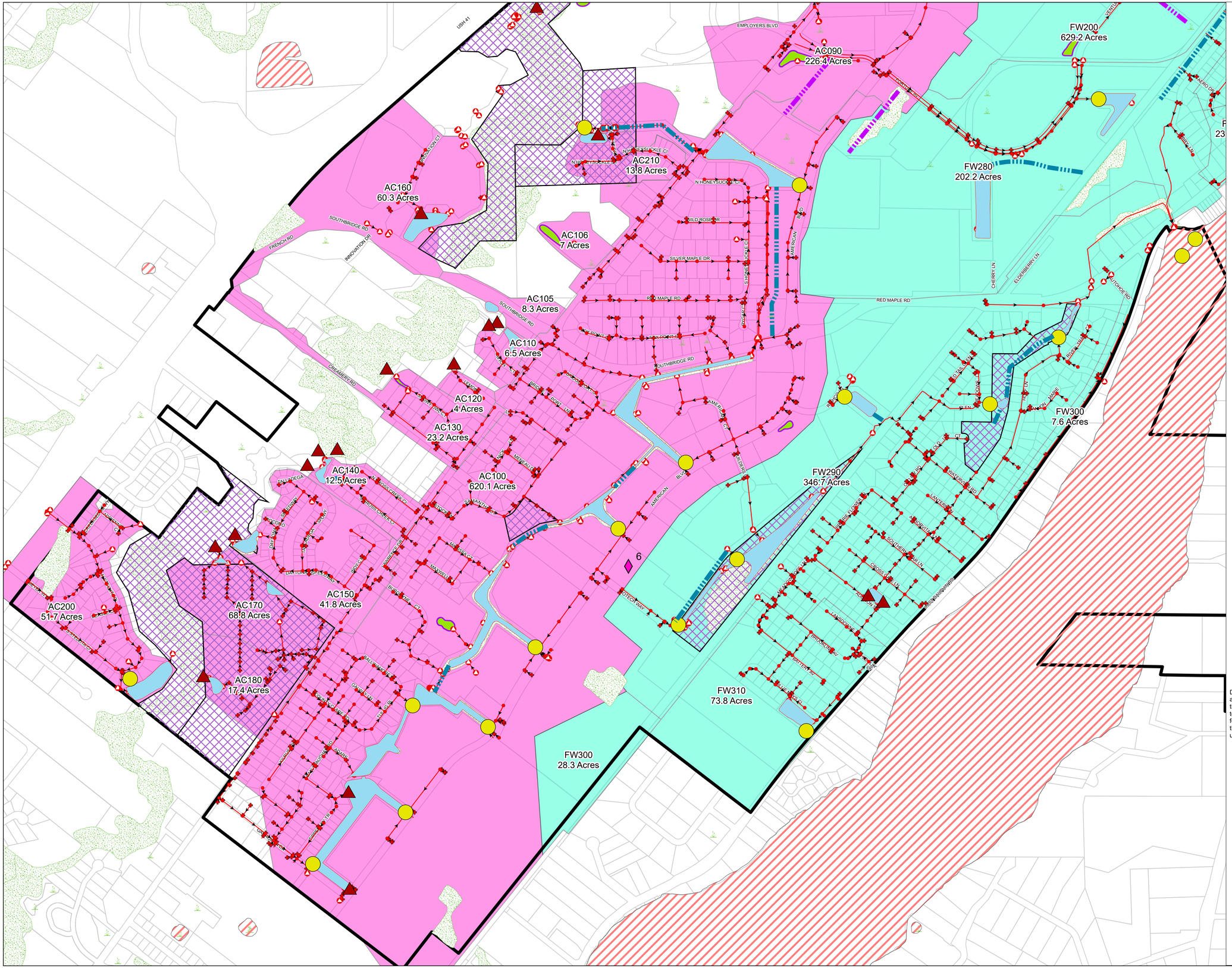
N
W E
S

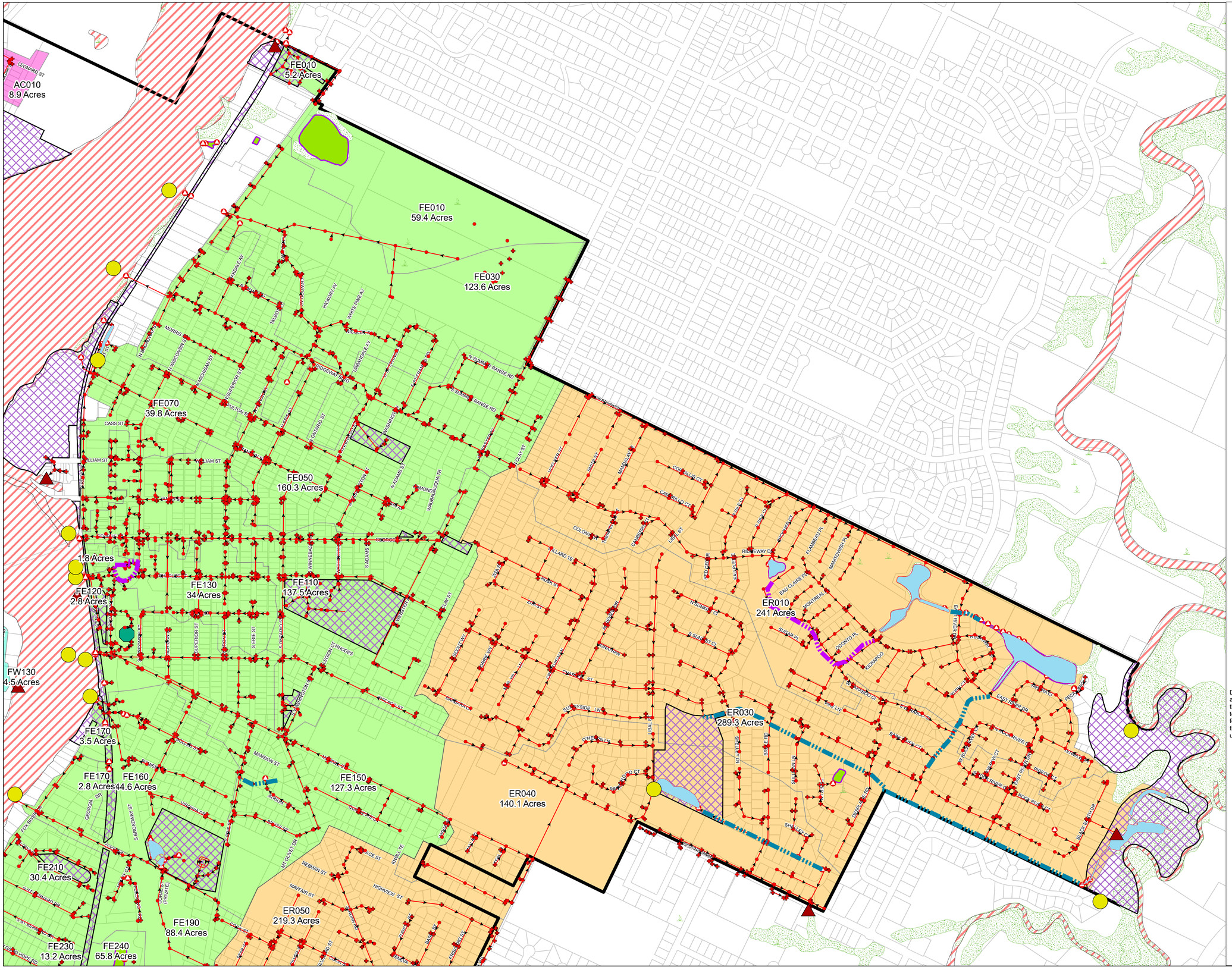
Disclaimer: The property lines, right-of-way lines, and other property information on this drawing are developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. The City of De Pere does not guarantee this information to be correct, current or complete. The property and right-of-way information are only intended for use as a general referance and are not intended or suitable for site-specific use. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

DE PERE

SE MS4 SYSTEM UPDATED 03/2026

2025 CONSTRUCTION NOT UPDATED ON GIS
STORM SEWER MANAGEMENT PLAN
CITY OF DE PERE
BROWN COUNTY, WISCONSIN


AC090
226.4 Acres
AC210
13.8 Acres
AC160
60.3 Acres
AC106
7 Acres
AC105
8.3 Acres
AC110
6.5 Acres
AC120
4 Acres
AC130
23.2 Acres
AC140
12.5 Acres
AC100
620.1 Acres
AC150
41.8 Acres
AC200
51.7 Acres
AC170
68.8 Acres
AC180
17.4 Acres
FW200
629.2 Acres
FW280
202.2 Acres
FW300
7.6 Acres
FW290
346.7 Acres
FW310
73.8 Acres
FW300
28.3 Acres
6
EMPLOYERS BLVD
USH 41
FRENCH RD
SOUTHBRIDGE RD
INNOVATION DR
CREAMERY RD
RED MAPLE RD
SILVER MAPLE DR
WILD ROSE DR
AMERICAN BLVD
CHERRY LN
ELDERBERRY LN
STONE RD
WATERFORD RD
LANTERN DR
STEEPLE WAY
DAYTONA SPEEDWAY
PALLADIEGA
MAYFIELD
ANDRETTI CT
PETTY DR
GARLAND
SPRINGBOK TRL
GAZELLE CT
IMPALA CT
WILDEBEEST CT
KUDU CT
GIRAFFE CT
ZEBRA CT TR
ANTELOPE
ARABIAN
PERSIMMON
BLUE ASH
ELM
ASPEN
SOUTHERN ELM
CROSS ELM
HENRY CLAY
LINCOLN AV
JACKSON AV
VAN BUREN
ESTHER PL
LIBERTY CT
BLUE RIDGE
BLUE RIDGE CT
BLUE RIDGE TR
BLUE RIDGE LN
TREE LN
ELEVEN OAKS
ELEVEN OAKS CT
ELEVEN OAKS LN
ELEVEN OAKS TR
ELEVEN OAKS WAY
ELEVEN OAKS PKWY
ELEVEN OAKS CIR
ELEVEN OAKS PL
ELEVEN OAKS TER
ELEVEN OAKS BLVD
ELEVEN OAKS DR
ELEVEN OAKS RD
ELEVEN OAKS LOOP
ELEVEN OAKS PATH
ELEVEN OAKS ALLEY
ELEVEN OAKS AVE
ELEVEN OAKS ST



MS4 Drainage System

- Private Facilities/Swale
- City Swales
- Minor Outfalls
- Major Outfalls
- Storm Manhole
- Storm End Wall
- Storm Catch Basin
- Collectors

Publically Owned Land

- De Pere Recreational Areas
- De Pere Municipal Facilities

Natural Resources

- City Pond
- Private Storm Water Facilities
- 303(d) Impaired Waters
- WDNR Wetland Inventory (Less Than 2 Acres)
- WDNR Wetland Inventory (2 Acres or Greater)

WPDES Industrial Permits

- WPDES Industrial Permit I.D.

Other Mapped Features

- Municipal Boundary
- Parcel Lines

TMDL Watershed Basins

- Fox East Basins
- East River Basins
- Fox West Basins
- Ashwaubenon Creek Basins

1:6,000

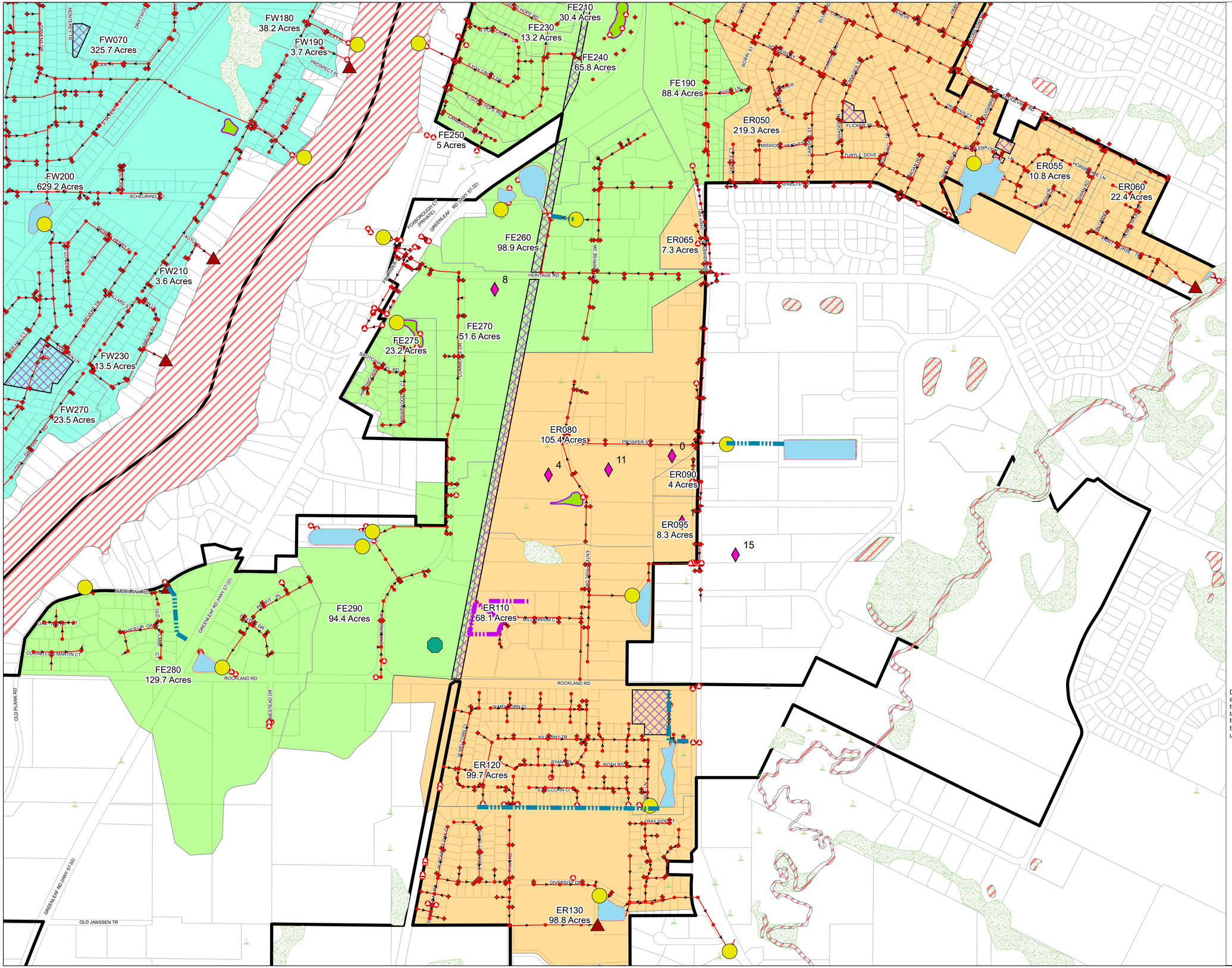
N
W E
S

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing are developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. The City of De Pere does not guarantee this information to be correct, current or complete. The property and right-of-way information are only intended for use as a general referance and are not intended or suitable for site-specific use. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

DE PERE

SE MS4 SYSTEM UPDATED 03/2026

2025 CONSTRUCTION NOT UPDATED ON GIS
STORM SEWER MANAGEMENT PLAN
CITY OF DE PERE
BROWN COUNTY, WISCONSIN



MS4 Drainage System

- Private Facilities/Swale
- City Swales
- Minor Outfalls
- Major Outfalls
- Storm Manhole
- Storm End Wall
- Storm Catch Basin
- Collectors

Publically Owned Land

- De Pere Recreational Areas
- De Pere Municipal Facilities

Natural Resources

- City Pond
- Private Storm Water Facilities
- 303(d) Impaired Waters
- WDNR Wetland Inventory (Less Than 2 Acres)
- WDNR Wetland Inventory (2 Acres or Greater)

WPDES Industrial Permits

- WPDES Industrial Permit I.D.

Other Mapped Features

- Municipal Boundary
- Parcel Lines

TMDL Watershed Basins

- Fox East Basins
- East River Basins
- Fox West Basins
- Ashwaubenon Creek Basins

1:6,000

N
W E
S

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing are developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. The City of De Pere does not guarantee this information to be correct, current or complete. The property and right-of-way information are only intended for use as a general referance and are not intended or suitable for site-specific use. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

DE PERE

SE MS4 SYSTEM UPDATED 03/2026

2025 CONSTRUCTION NOT UPDATED ON GIS
STORM SEWER MANAGEMENT PLAN
CITY OF DE PERE
BROWN COUNTY, WISCONSIN

CITY OF DE PERE OUTFALLS FOR 2025

ASHWAUBENON CREEK BASIN

Outfall #	Subbasin #	Pipe Size (Inches)	Type of Outfall
AC010-1	AC010	18	Major
AC070-1	AC070	36	Major
AC100-1	AC100	18	Major
AC041-2	AC160	21	Major
AC030-1	AC030	36	Major
AC050-3	AC050	66	Major
AC055-1	AC055	42	Major
AC060-1	AC060	36	Major
AC090-1	AC090	54	Major
AC100-10	AC100	30	Major
AC100-4	AC100	36	Major
AC100-3	AC100	48	Major
AC100-2	AC100	36	Major
AC100-5	AC100	36	Major
AC100-6	AC100	36	Major
AC100-7	AC100	36	Major
AC100-9	AC100	36	Major
AC055-1	AC055	42	Major
AC200-1	AC200	42	Major
AC100-1	AC100	36	Minor
AC050-1	AC050	18	Minor
AC050-2	AC050	24	Minor
AC050-3	AC050	66	Minor
AC055-2	AC055	24	Minor
AC030-2	AC030	15	Minor
AC055-3	AC055	24	Minor
AC055-4	AC055	24	Minor
AC180-1	AC180	21	Minor
AC041-1*	AC41	21	Minor
AC041-2*	AC41	21	Minor
AC041-3*	AC41	21	Minor
AC041-4*	AC41	21	Minor
AC100-8	AC100	15	Minor
AC105-1	AC105	18	Minor
AC105-2	AC105	15	Minor
AC105-3	AC105	12	Minor
AC110-1	AC110	8	Minor
AC110-2	AC110	10	Minor
AC120-1	AC120	15	Minor
AC130-1	AC130	12	Minor
AC140-1	AC140	8	Minor
AC140-2	AC140	8	Minor
AC140-3	AC140	12	Minor
AC150-1	AC150	10	Minor
AC160-1	AC160	30	Minor
AC170-1	AC170	12	Minor
AC200-1	AC200	42	Major
AC210-1	AC210	24	Minor

*Ashwaubenon Creek Ponds

EAST RIVER BASIN

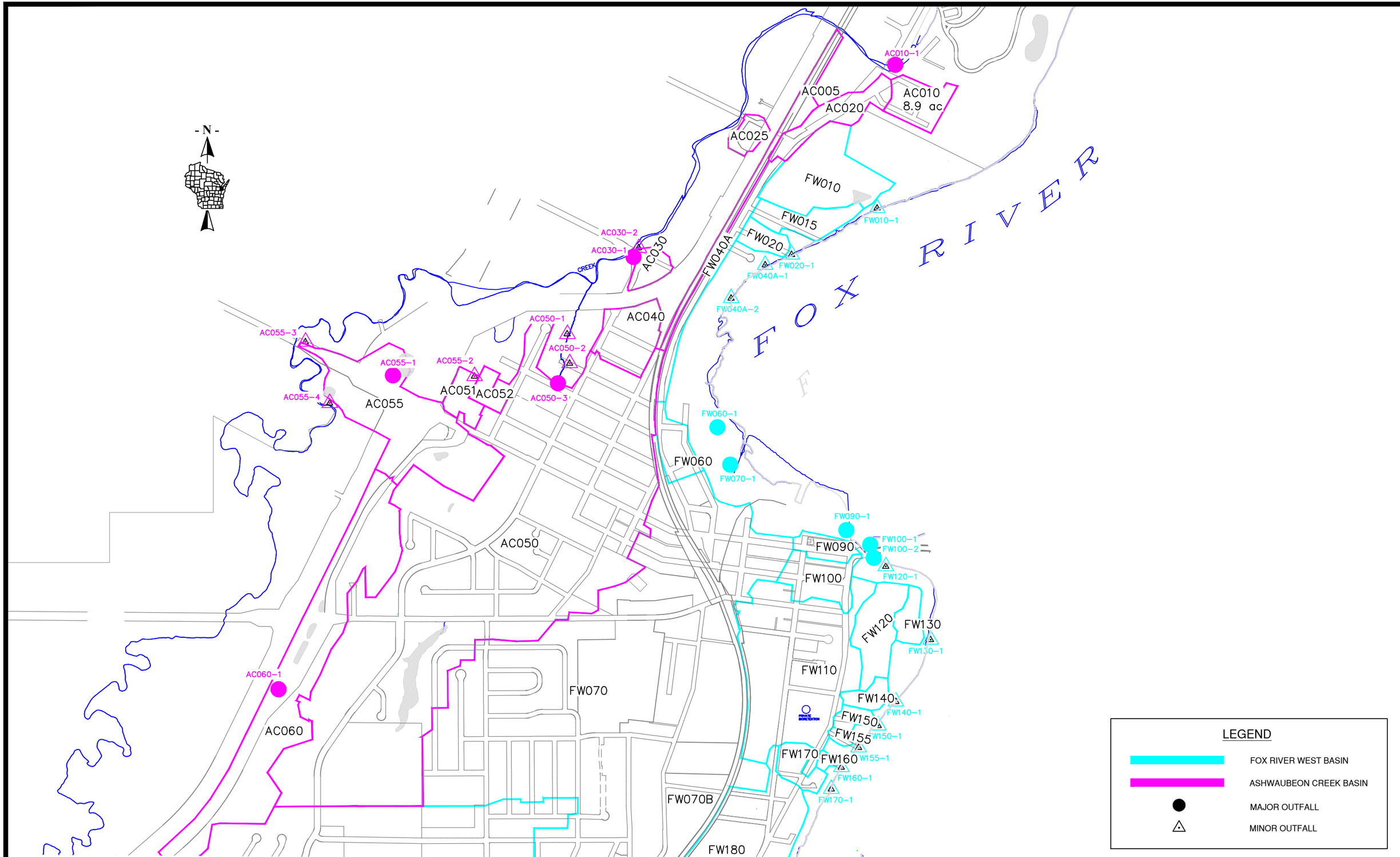
ER010-1	ER010	42	Major
ER010-2	ER010	42	Major
ER030-1	ER030	60	Major
ER080-1	ER080	24	Major
ER040-1	ER040	34X53	Major
ER050-1	ER050	42	Major
ER110-1	ER110	42	Major
ER120-1	ER120	42	Major
ER120-2	ER120	36	Major
ER130-1	ER130	42	Major
ER130-2	ER130	36	Major
ER130-3	ER130	30	Minor
ER040-2	ER040	30	Minor
ER030-2	ER030	21	Minor
ER060-1	ER060	21	Minor

FOX RIVER WEST BASIN

Outfall #	Subbasin #	Pipe Size (Inches)	Type of Outfall
FW060-1	FW060	18	Major
FW070-1	FW070	60X87	Major
FW090-1	FW090	18	Major
FW100-1	FW100	30	Major
FW100-2	FW100	42	Major
FW180-1	FW180	60	Major
FW200-1	FW200	72	Major
FW280-1	FW280	72	Major
FW290A-1	FW290A	72	Major
FW200-2	FW200	42	Major
FW200-3	FW200	36	Major
FW200-4	FW200	30	Major
FW200-5	FW200	42	Major
FW280-2	FW280	42	Major
FW290-1	FW290	52	Major
FW290-2	FW290	54	Major
FW290-3	FW290	42	Major
FW290-4	FW290	42	Major
FW290-5	FW290	36	Major
FW310-1	FW310	24	Major
FW290-6	FW290	15	Minor
FW020-1	FW020	12	Minor
FW155-1	FW155	8	Minor
FW160-1	FW160	8	Minor
FW010-1	FW010	24	Minor
FW040A-1	FW040A	15	Minor
FW040A-2	FW040A	18	Minor
FW120-1	FW120	16	Minor
FW130-1	FW130	16	Minor
FW140-1	FW140	12	Minor
FW150-1	FW150	12	Minor
FW170-1	FW170	12	Minor
FW190A-1	FW190A	8	Minor
FW210-1	FW210	12	Minor
FW230-1	FW230	21	Minor
FW270-1	FW270	24	Minor
FW290-1	FW290	15	Minor
FW300-1	FW300	18	Minor
FW310-1	FW310	42	Major
FW310-2	FW310	24	Minor

FOX RIVER EAST BASIN

FE030-1	FE030	72	Major
FE050-1	FE050	43x60	Major
FE070-1	FE070	42	Major
FE110-1	FE110	38x60	Major
FE130A-1	FE130A	24x38	Major
FE130A-2	FE130A	24x38	Major
FE150-1	FE150	30	Major
FE150-2	FE150	42	Major
FE160-1	FE160	42	Major
FE190-1	FE190	24	Major
FE240-1	FE240	24	Major
FE270-1	FE270	60	Major
FE270-2	FE270	48	Major
FE280-2	FE280	48	Major
FE280-3	FE280	42	Major
FE260-1	FE260	36	Major
FE260-2	FE260	42	Major
FE290-1	FE290	42	Major
FE290-2	FE290	60	Major
FE280-1	FE280	12	Minor
FE010-1	FE010	30	Minor
FE070-2	FE070	24	Minor
FE140-1	FE140	24	Minor
FE210-1	FE210	24	Minor
FE230-1	FE230	21	Minor



DE PERE

CITY OF DE PERE

ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115

OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

CITY OF DE PERE
MAJOR & MINOR OUTFALLS NW REGION

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS
1	03-2020	KAD	MAJOR AND MINOR OUTFALLS UPDATED
2	02-2021	KAD	MAJOR AND MINOR OUTFALLS UPDATED
3	10-2023	MAL	MAJOR AND MINOR OUTFALLS UPDATED

X:\ENG\Storm System Map\MASTER STORM SYSTEM MAP.dwg

- N -

AC070–1
AC070
AC080
AC090–1
AC090
AC041–2
AC041–3
AC041–1
AC041–4
AC100–1
AC210–1
AC210
AC160
AC160–1
AC105
AC100
AC105–1
AC105–2
AC105
AC105–3
AC110–1
AC110–2
AC130–1
AC120–1
AC110
AC120
AC130
AC140–2
AC140–1
AC140–3
AC100D
AC140
AC150–1
AC170–1
AC150
City
Dry
AC100–4
AC100–3
AC100–2
FW290–4
FW290
FW290–6
FW290–3
FW290–2
FW290–1
FW300–1
FW300
FW280
FW280–2
FW280–1
FW290A
FW290A–1
FW270–1
FW270
FW200
FW200–5
FW200–4
FW200–2
FW200–3
FW200–1
FW230
FW230–1
FW210
FW210–1
FW180–1
FW190A
FW190A–1
FOX RIVER

LEGEND

- FOX RIVER WEST BASIN
- ASHWAUBEON CREEK BASIN
- MAJOR OUTFALL
- MINOR OUTFALL

DE PERE

CITY OF DE PERE

ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115

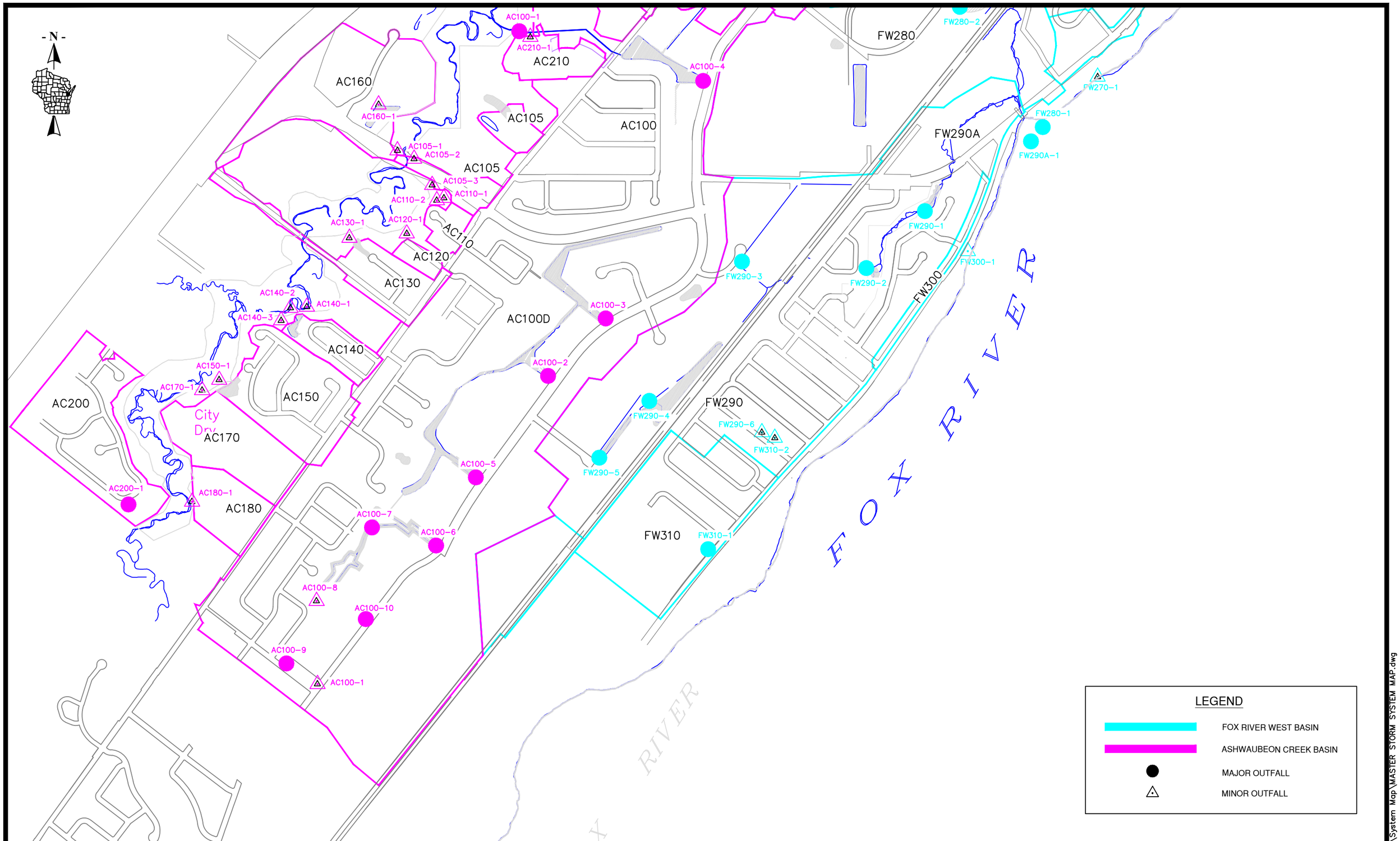
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

CITY OF DE PERE
MAJOR & MINOR OUTFALLS SW REGION

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS
1	03–2020	KAD	MAJOR AND MINOR OUTFALLS UPDATED
2	03–2021	KAD	MAJOR AND MINOR OUTFALLS UPDATED
3	10–2023	MAL	MAJOR AND MINOR OUTFALLS UPDATED
4	03–2026	APB	BASIN AND MINOR OUTFALLS UPDATED

X:\ENG\Storm\System Map\MASTER STORM SYSTEM MAP.dwg



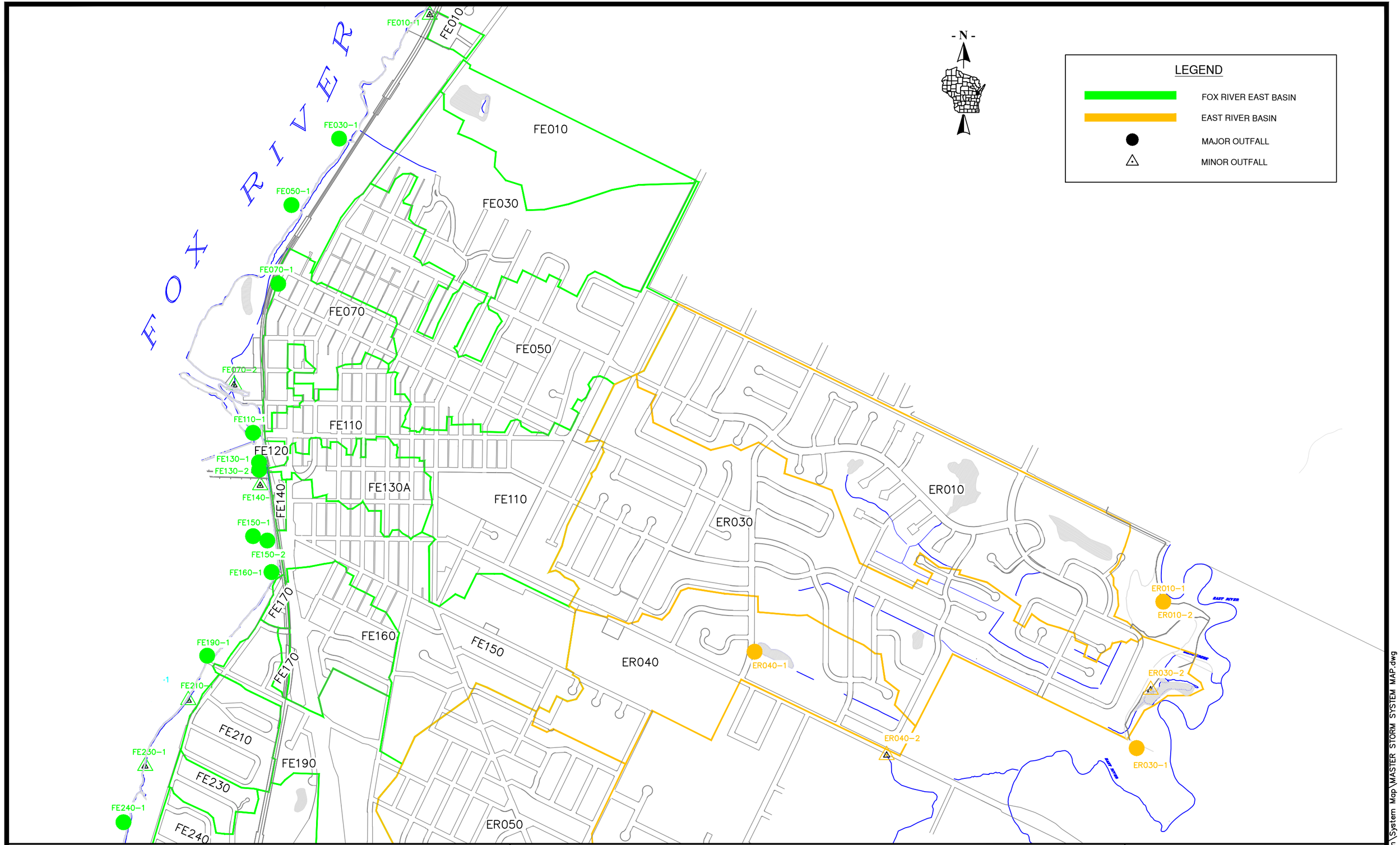
CITY OF DE PERE
ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

CITY OF DE PERE
MAJOR & MINOR OUTFALLS SW REGION

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS
1	03-2020	KAD	MAJOR AND MINOR OUTFALLS UPDATED
2	02-2021	KAD	MAJOR AND MINOR OUTFALLS UPDATED
3	10-2023	MAL	MAJOR AND MINOR OUTFALLS UPDATED
4	03-2026	APB	BASIN AND MINOR OUTFALLS UPDATED

X:\ENG\Storm\System Map\MASTER STORM SYSTEM MAP.dwg



CITY OF DE PERE

ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115

OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

CITY OF DE PERE

MAJOR & MINOR OUTFALLS NE REGION

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS
1	03-2020	KAD	MAJOR AND MINOR OUTFALLS UPDATED
2	03-2021	KAD	MAJOR AND MINOR OUTFALLS UPDATED
3	10-2023	MAL	MAJOR AND MINOR OUTFALLS UPDATED
4	03-2026	APB	BASINS UPDATED

X:\ENG\Storm\System Map\MASTER STORM SYSTEM MAP.dwg

FOX RIVER

FE240
FE250
FE260
FE270
FE275
FE280
FE290
ER065
ER055
ER060
ER080
ER090
ER095
ER110
ER120
ER130

FE270–1
FE260–1
FE260–2
FE270–2
FE290–1
FE290–2
FE280–2
FE280–1
FE280–3
ER050–1
ER060–1
ER080–1
ER110–1
ER120–1
ER120–2
ER130–1
ER130–3
ER130–2

- N -

LEGEND

- FOX RIVER EAST BASIN
- EAST RIVER BASIN
- MAJOR OUTFALL
- MINOR OUTFALL

DE PERE

CITY OF DE PERE

ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115

OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

CITY OF DE PERE
MAJOR & MINOR OUTFALLS SE REGION

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS
1	03–2020	KAD	MAJOR AND MINOR OUTFALLS UPDATED
2	03–2021	KAD	MAJOR AND MINOR OUTFALLS UPDATED
3	10–2023	MAL	MAJOR AND MINOR OUTFALLS UPDATED

X:\ENG\Storm\System Map\MASTER STORM SYSTEM MAP.dwg

ASHWAUBENON CREEK - CITY OF DE PERE, WI
Modifications/Upgrades for TSS Reduction
2025 MS4 Annual Report
Last Update -March 5, 2026

Modifications/Upgrades to Existing Basins

	Beginning of Year Totals 2025						Calender Year 2025 Modifications						End of Year Totals (Carry to Next Year) (See Note 2)					
Basin	Area (acres) (Note 2)	Total Suspended Solids No Controls (lbs/acre/yr)	Total Suspended Solids No Controls (lbs/yr) (Note 2)	Total Suspended Solids With Controls (lbs/yr) (Note 2)	Percent TSS Reduction (Note 2)	TSS Reduction	Area Modifications (acres)	Total Suspended Solids No Controls - New Treatment Area (lbs/yr)	Modeled Percent TSS Reduction	Total Suspended Solids Reduction (lbs/year)	Additional Suspended Solids Reduction (lbs/year)	Comment - 2025 Changes	Area (acres) (Note 2)	Total Suspended Solids No Controls (lbs/yr) (Note 2)	Total Suspended Solids With Controls (lbs/yr) (Note 2)	Percent TSS Reduction (Note 2)	TSS Reduction	Comment for Next Year
AC005	16.119	477	7,694	7,556	1.8%	138							16.119	7,694	7,556	1.8%	138	
AC010	8.923	265	2,361	2,038	13.7%	323							8.923	2,361	2,038	13.7%	323	
AC020	10.718	326	3,495	3,023	13.5%	472							10.718	3,495	3,023	13.5%	472	
AC025	3.4	488	1,659	1,445	12.9%	214							3.4	1,659	1,445	12.9%	214	
AC030	4.6	488	2,247	1,957	12.9%	290							4.6	2,247	1,957	12.9%	290	
AC040	13.183	310	4,089	3,402	16.8%	687							13.183	4,089	3,402	16.8%	687	
AC050	299.958	288	86,388	54,252	37.2%	32,136							299.96	86,388	54,252	37.2%	32,136	
AC051	5.13	288	1,477	286	80.6%	1,191							5.13	1,477	286	80.6%	1,191	
AC052	3.38	0	0	0		0							3.38	0	0		0	
AC055	24.34	502	12,225	3,741	69.4%	8,484							24.34	12,225	3,741	69.4%	8,484	
AC060	50.506	489	24,719	8,133	67.1%	16,587							50.506	24,719	8,133	67.1%	16,587	
AC070	68.77	479	32,916	9,414	71.4%	23,502							68.77	32,916	9,414	71.4%	23,502	
AC080	3.999	502	2,009	701	65.1%	1,308							3.999	2,009	701	65.1%	1,308	
AC090	226.369	448	101,364	29,598	70.8%	71,766							226.369	101,364	29,598	70.8%	71,766	
AC100	610.305	263	160,506	32,101	80.0%	128,405							610.305	160,506	32,101	80.0%	128,405	
	15.92	263	4,187	617	85.3%	3,570							15.92	4,187	617	85.3%	3,570	
AC105	15.254	267	4,069	1,424	65.0%	2,645	0.19	51	65.0%	33	18	Added for County Constructed Pond	15.444	4,120	1,442	65.0%	2,678	
AC110	6.497	203	1,320	254.76	80.7%	1,065							6.497	1,320	254.76	80.7%	1,065	
AC120	3.993	197	788	646	18.0%	142							3.993	788	646	18.0%	142	
AC130	23.238	235	5,466	3,110	43.1%	2,356							23.238	5,466	3,110	43.1%	2,356	
AC140	12.462	195	2,428	410	83.1%	2,018							12.462	2,428	410	83.1%	2,018	
AC150	41.82	160	6,681	1,276	80.9%	5,405							41.82	6,681	1,276	80.9%	5,405	
AC160	60.318	343	20,717	4,744	77.1%	15,973							60.318	20,717	4,744	77.1%	15,973	
AC170	68.77	479	32,916	5,958	81.9%	26,958							68.77	32,916	5,958	81.9%	26,958	
AC180	17.352	49	843	26	96.9%	817							17.352	843	26	96.9%	817	
AC190	23.78	109	2,592	316	87.8%	2,276							23.78	2,592	316	87.8%	2,276	
AC 200A	51.7	540	27,918	4,662	83.3%	23,256							51.70	27,918	4,662	83.3%	23,256	
AC210	14.9	175	2,607	493	5.0%	2,114							14.90	2,607	493	81.1%	2,114	
Total	1,705.70		555,682	181,585	67.3%	374,097					18		1,705.89	555,733	181,603	67.3%	374,130	

Assumptions
(1) Agricultural lands in the Lower Fox River Mainstream HUC-12 are discharging 540lbs/acre of TSS. Assume a 5% TSS reduction.
(2) Formula Based. This should not change from year to year unless acreage is changed from on HUC-12 to another or new area is added.

EAST RIVER - CITY OF DE PERE, WI
Modifications/Upgrades for TSS Reduction
2025 MS4 Annual Report
Last Update - March 5, 2026

Modifications/Upgrades to Existing Basins

	Beginning of Year Total 2025						Calender Year 2025 Modifications						End of Year Totals (Carry to Next Year) (See Note 2)					
Basin	Area (acres)	Total Suspended Solids No Controls (lbs/acre/yr)	Total Suspended Solids No Controls (lbs/yr)	Total Suspended Solids With Controls (lbs/yr)	Percent TSS Reduction	TSS Reduction	Additional Area Treated (acres)	Total Suspended Solids No Controls - New Treatment Area (lbs/yr)	Modeled Percent TSS Reduction	Total Suspended Solids Reduction (lbs/year)	Additional Suspended Solids Reduction (lbs/year)	Comment - 2025 Changes	Area (acres)	Total Suspended Solids No Controls (lbs/yr)	Total Suspended Solids With Controls (lbs/yr)	Percent TSS Reduction	TSS Reduction	Comment for Next Year
ER010	241.222	216	52,164	4,747	90.9%	47,417							241.222	52,164	4,747	90.9%	47,417	
ER030	289.329	207	59,872	18,800	68.6%	41,072							289.33	59,872	18,800	68.6%	41,072	
ER040	130.973	265	34,659	14,072	59.4%	20,587							130.973	34,659	14,072	59.4%	20,587	
ER050	208.635	209	43,577	9,413	78.4%	34,164							208.635	43,577	9,413	78.4%	34,164	
ER055	10.819	202	2,188	1,794	18.0%	394							10.819	2,188	1,794	18.0%	394	
ER060	22.444	192	4,308	1,055	75.5%	3,253							22.444	4,308	1,055	75.5%	3,253	
ER065	7.053	430	3,031	2,667	12.0%	364							7.053	3,031	2,667	12.0%	364	
ER080	105.288	470	49,455	6,182	87.5%	43,273							105.288	49,455	6,182	87.5%	43,273	
ER090	4.046	517	2,090	1,904	8.9%	186							4.046	2,090	1,904	8.9%	186	
ER095	8.325	421	3,503	3,219	8.1%	284							8.325	3,503	3,219	8.1%	284	
ER110	68.139	505	34,436	8,471	75.4%	25,965							68.139	34,436	8,471	75.4%	25,965	
ER120	96.119	234	22,496	7,514	66.6%	14,982							96.12	22,496	7,514	66.6%	14,982	
ER130	59.574	308	18,376	2,811	84.7%	15,564							59.574	18,376	2,811	84.7%	15,564	
Total	1,252.0		330,155	82,649	75.0%	247,506					0		1,252.0	330,155	82,649	75.0%	247,506	

Assumptions
(1) Agricultural lands in the Lower Fox River Mainstream HUC-12 are discharging 540lbs/acre of TSS. Assume a 5% TSS reduction.
(2) Move this End of Year Totals to Beginning of Year Totals for the next calendar year. Delete extra rows at the beginning of each year. These are the rows that summarize multiple actions within a basin.

LOWER FOX RIVER MAINSTREAM - CITY OF DE PERE, WI
Modifications/Upgrades for TSS Reduction
2025 MS4 Annual Report
Last Update -March 5, 2026

Modifications/Upgrades to Existing Basins

	Beginning of Year Totals 2025						Calender Year 2025 Modifications						End of Year Totals 2025					
Basin	Area (acres)	Total Suspended Solids No Controls (lbs/acre/yr)	Total Suspended Solids No Controls (lbs/yr)	Total Suspended Solids With Controls (lbs/yr)	Percent TSS Reduction	TSS Reduction	Area Modifications (Acres)	Total Suspended Solids No Controls - New Treatment Area (lbs/yr)	Modeled Percent TSS Reduction	Total Suspended Solids Reduction (lbs/year)	Additional Suspended Solids Reduction (lbs/year)	Comment - 2025 Changes	Area (acres)	Total Suspended Solids No Controls (lbs/yr)	Total Suspended Solids With Controls (lbs/yr)	Percent TSS Reduction	TSS Reduction	Comment for Next Year
FE010	64.606	273	17,624	15,491	12.10%	2,133							64.606	17,624	15,491	12.10%	2,133	
FE030	123.12	232	28,563	24,421	14.50%	4,142	1.81	420	14.50%	61	-2	Switch of basin increases load slightly	124.93	28,983	24,780	14.50%	4,202	
FE050	159.27	214	34,055	27,891	18.10%	6,164	(1.81)	-387	18.10%				157.46	33,668	27,574	18.10%	6,094	
FE070	42.73	300	12,839	3,568	72.21%	9,271	3.09	928	72.21%	670	372	Using FE110 reduction of 16.70% to calculate the difference	45.82	13,767	3,826	72.21%	9,941	
FE110	139.2	242	33,658	28,037	16.70%	5,621	(3.09)	-747	16.70%	0	0	Change calculated above	136.11	32,911	27,415	16.70%	5,496	
FE120	1.82	387	704	580.096	17.60%	124							1.82	704	580.096	17.60%	124	
FE130	36.029	284	10,243	8,481	17.20%	1,762							36.029	10,243	8,481	17.20%	1,762	
FE140	2.789	139	388	347.26	10.50%	41							2.789	388	347.26	10.50%	41	
FE150	127.311	268	34,093	28,808	15.50%	5,284							127.311	34,093	28,808	15.50%	5,284	
FE160	42.629	215	9,165	7,735	15.60%	1,430							42.629	9,165	7,735	15.60%	1,430	
FE170	6.249	166	1,040	877.76	15.60%	162							6.249	1,040	877.76	15.60%	162	
FE190	17.59	835	14,679	12,374	15.70%	2,305							17.59	14,679	12,374	15.70%	2,305	
	51.87	250	12,968	1504	88.40%	11,463							51.87	12,968	1504	88.40%	11,463	
FE210	30.413	195	5,937	4,928	17.00%	1,009							30.413	5,937	4,928	17.00%	1,009	
FE230	13.221	214	2,830	2,355	16.80%	475							13.221	2,830	2,355	16.80%	475	
FE240	56.309	246	13,866	9,706	30.00%	4,160							56.309	13,866	9,706	30.00%	4,160	
FE250	4.965	201	997	816.543	18.10%	180							4.965	997	816.543	18.10%	180	
FE260	104.219	416	43,355	8,671	80.00%	34,684							104.219	43,355	8,671	80.00%	34,684	
FE270	42.165	457	19,269	17,689	8.20%	1,580							42.165	19,269	17,689	8.20%	1,580	
			0	0		0								0	0		0	
FE275	23.216	291	6,761	1,258	81.40%	5,503							23.216	6,761	1,258	81.40%	5,503	
FE280	124.622	257	32,013	19,464	39.20%	12,549							124.62	32,013	19,464	39.20%	12,549	
FE290	40.108	346	13,877	1749	87.40%	12,129							40.11	13,877	1749	87.40%	12,129	
	58.21	540	31,433	3961	87.40%	27,473							58.21	31,433	3961	87.40%	27,473	
FE310			0	0	5.00%	0								0	0	5.00%	0	
FW010	25.055	142	3,567	991.626	72.20%	2,575							25.055	3,567	991.626	72.20%	2,575	
FW015	8.853	182	1,615	1,360	15.80%	255							8.853	1,615	1,360	15.80%	255	
FW020	3.298	201	662	541.516	18.20%	120							3.298	662	541.516	18.20%	120	
FW040	10.493	426	4,468	4,218	5.60%	250							10.493	4,468	4,218	5.60%	250	
FW060	7.785	233	1,812	1,535	15.30%	277							7.785	1,812	1,535	15.30%	277	
FW070	323.861	264	85,651	73,746	13.90%	11,906							323.86	85,651	73,746	13.90%	11,906	
			0	0		0									0		0	
FW090	4.984	401	2,000	1,680	16.00%	320							4.984	2,000	1,680	16.00%	320	
FW100	11.052	376	4,156	3,441	17.20%	715							11.052	4,156	3,441	17.20%	715	
FW110	63.639	264	16,817	14,497	13.80%	2,321							63.64	16,817	14,497	13.80%	2,321	
FW120	13.135	332	4,366	3,890	10.90%	476							13.135	4,366	3,890	10.90%	476	
FW130	4.476	335	1,498	1,336	10.80%	162							4.476	1,498	1,336	10.80%	162	
FW140	3.62	335	1,211	1,080	10.80%	131							3.62	1,211	1,080	10.80%	131	
FW150	2.691	329	886	788.54	11.00%	97							2.691	886	788.54	11.00%	97	
FW155	1.111	201	223	182.637	18.10%	40							1.111	223	182.637	18.10%	40	
FW160	1.022	201	205	167.895	18.10%	37							1.022	205	167.895	18.10%	37	
FW170	5.628	218	1,226	1,008	17.80%	218							5.628	1,226	1,008	17.80%	218	
FW180	38.228	179	6,854	5,826	15.00%	1,028							38.228	6,854	5,826	15.00%	1,028	
FW190	3.672	201	737	603.603	18.10%	133							3.672	737	603.603	18.10%	133	
FW200	509.02	306	155,607	89,941	42.20%	65,666							509.02	155,607	89,941	42.20%	65,666	
FW200	120.77	306	36,956	7,354	80.10%	29,601							120.77	36,956	7,354	80.10%	29,601	
FW210	3.561	201	715	585.585	18.10%	129							3.561	715	585.585	18.10%	129	
FW230	13.484	201	2,708	2,218	18.10%	490							13.484	2,708	2,218	18.10%	490	
FW270	22.826	200	4,565	3,743	18.00%	822							22.826	4,565	3,743	18.00%	822	
FW280	189.281	472	89,344	32,521	63.60%	56,823							189.281	89,344	32,521	63.60%	56,823	
	12.93	201	2,599	2,131	18.00%	468							12.93	2,599	2,131	18.00%	468	
FW290	321.329	312	100,255	38,698	61.40%	61,556							321.329	100,255	38,698	61.40%	61,556	
FW310	92.9	0	0	0	5.00%	0							92.9	0	0	5.00%	0	
			0															
Total	3,131.37		911,061	524,798	42.40%	386,263	0.00				370		3,131.37	911,275	524,476	42.45%	386,799	

Assumptions
(1) Agricultural lands in the Lower Fox River Mainstream HUC-12 are discharging 540lbs/acre of TSS. Assume a 5% TSS reduction.
(2) Move this End of Year Totals to Beginning of Year Totals for the next calendar year. Delete extra rows at the beginning of each year. These are the rows that summarize multiple actions within a basin.

2025 ANNUAL REPORT



NORTHEAST WISCONSIN STORMWATER CONSORTIUM

Table of Contents:

INTRODUCTION 1
2025 NEWSC MEMBERS 2
ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES
MCM #1 PUBLIC EDUCATION & OUTREACH 3
Topic #1: Illicit Discharge Detection & Elimination 3
NEWSC ACTIVE PRESENTATION DELIERY ON BEHALF OF MEMBERS 5
Annual Watershed Cleanup 5
2025/2026 Chloride Monitoring 7
Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing 8
Topic #3: Yard Waste Management/Pesticide and Fertilizer Application 10
Topic #4: Stream and Shoreline Management 12
Topic #5: Residential Infiltration 12
NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS 13
2025 Winter Sow Volunteers 13
. 2025 Shoreline Restoration Volunteers 14
Topic #6: Construction Sites/Post Construction Stormwater Management 15
Topic #7: Pollution Prevention 16
Topic #8: Green Infrastructure/Low Impact Development 18
ACTIVE OUTREACH THAT COVERS MULTIPLE TOPICS 18
2025 School Presentations 18
2025 NEWSC Exhibiting 20
VIDEO THAT COVERS MULTIPLE TOPICS 23
Elected Official Education Video 23
PASSIVE OUTREACH THAT COVERS MULTIPLE TOPICS 24
Topic #1: Illicit Discharge Detection & Elimination 24
Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing 28
Topic #3: Yard Waste Management/Pesticide and Fertilizer Application 29
Topic #4: Stream and Shoreline Management 30
Topic #5: Residential Infiltration 31
NEWSC MEDIA/NEWS COVERAGE 32

Table of Contents Continued:

ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES
MCM#2 PUBLIC INVOLVEMENT AND PARTICIPATION - VOLUNTEER ACTIVITIES. 34
NEWSC ACTIVE DELIVERY ON BEHALF OF MEMBERS. 34
Annual Watershed Cleanup. 34
Chloride Monitoring: Fall 2025/Winter 2026. 36
2025 Winter Sow Volunteers. 37
2025 Shoreline Restoration Volunteers. 38
OTHER NEWSC EFFORTS. 39
WORKSHOPS AND TRAININGS. 39
Erosion Control Workshop. 39
Winter Equipment Open House. 40
ANNUAL REPORT PART 3: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES
MCM#4 CONSTRUCTION SITE RUNNOFF CONTROL. 41
Construction Site Ordinance & Construction Site Reference Guide. 41
ANNUAL REPORT PART 4: STORMWATER PORGRAM EVALUTION - MINIMUM CONTROL MEASURES
MCM#5 CONSTRUCTION SITE RUNNOFF CONTROL. 41
Post-Construtution Ordinance & Post-Construction Reference Guide. 41
LEADERSHIP COUNCIL. 42



2025 ANNUAL REPORT

NEWSC Mission:
To facilitate efficient implementation of stormwater programs locally and regionally that will meet DNR and EPA regulatory requirements and maximize the benefit of stormwater activities to the watershed by:

- Fostering partnerships
- Sharing Information
- Seeking Administrative Efficiency
- Pooling Financial Resources

The Northeast Wisconsin Stormwater Consortium was formed in 2005 as a subsidiary of the Fox-Wolf Watershed Alliance. The consortium is a collaborative of members with leadership elected annually from within its membership.

Northeast Wisconsin Stormwater Consortium

PO Box 1861
Appleton, Wi 54912

NEWSC Coordinator: Alyssa Reinke
Email: Alyssa@fwwa.org
Phone: (920) 851-4336

2025
NEWSC Members

Brown County
Calumet County
Fond du Lac County
Outagamie County
Winnebago County

City of Appleton
City of De Pere
City of Fond du Lac
City of Green Bay
City of Kaukauna
City of Manitowoc
City of Marinette
City of Menasha
City of Neenah
City of Oshkosh
City of Two Rivers

Town of Algoma
Town of Black Wolf
Town of Buchanan
Town of Clayton
Town of Empire
Town of Fond du Lac
Town of Friendship
Town of Grand Chute
Town of Lawrence
Town of Ledgeview
Town of Neenah
Town of Scott
Town of Taycheedah
Town of Vinland

Village of Allouez
Village of Ashwaubenon
Village of Bellevue
Village of Combined Locks
Village of Eden
Village of Fox Crossing
Village of Greenville
Village of Harrison
Village of Hobart
Village of Howard
Village of Kimberly
Village of Little Chute
Village of N. Fond du Lac
Village of Sherwood
Village of Suamico

University of WI – Oshkosh

AECOM
Ayres Associates
Brown & Caldwell
Cedar Corporation
Contech Construction
County Materials
Davel Engineering
GEI Consultants
Mach IV Engineering & Surveying
Martenson & Eisele
McMAHON Group
Mead & Hunt
MSA Professional Services
raSmith
Robert E. Lee Associates
Ruekert & Mielke
Westwood Professional Services

NEWSC

Renew Our Waters

Every choice counts.

ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES MCM #1 PUBLIC EDUCATION & OUTREACH

Topic #1: Illicit Discharge Detection & Elimination

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Carpet Cleaning Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Professional-Carpet-Cleaning.pdf
Carpet Cleaning Website	http://www.renewourwaters.org/carpet-cleaning-2/
Carpet Cleaning Website Updated	https://fwwa.org/2023/01/18/carpet-cleaning/
Greenhouses, Garden Centers, & Nurseries Fyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Garden-Centers.pdf
Professional Power Washing Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Power-washing-for-the-professional-washer.pdf
Power Washing Website	http://www.renewourwaters.org/power-washing/
Concrete Washout Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Concrete-Washout.pdf
Construction Site Erosion & Sediment Control	http://www.renewourwaters.org/wp-content/uploads/2019/07/Construction-BMPs-Erosion-Sediment-Control.pdf
Dumpster Management Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Dumpster-Management-bilingual-pamphlet.pdf
Dumpster Managment Poster	https://drive.google.com/file/d/1736Sg155_XWFND0kH4nHq1MQowgiuD8_/view?usp=sharing
Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Parking-Lot-BMP.pdf

Did you have inspectors in your community stop by any businesses this year?
Did they do illicit discharge inspections and meet with area businesses about illicit discharge?
If so, you can record those interactions as active outreach.

MCM #1 PUBLIC EDUCATION & OUTREACH

Topic #1: Illicit Discharge Detection & Elimination

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Parking-Lot-BMP.pdf
Winter Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/11/Parking-Lot-Maintenance-Winter-BMPs.pdf
Fish Don't Swim in Chlorine Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Pool-Spa-Discharge.pdf
Fish Don't Swim in Chlorine Website	http://www.renewourwaters.org/pools-and-spas/
Fish Don't Swim in Chlorine Website Updated	https://fwwa.org/2023/01/18/fish-dont-swim-in-chlorine-2/





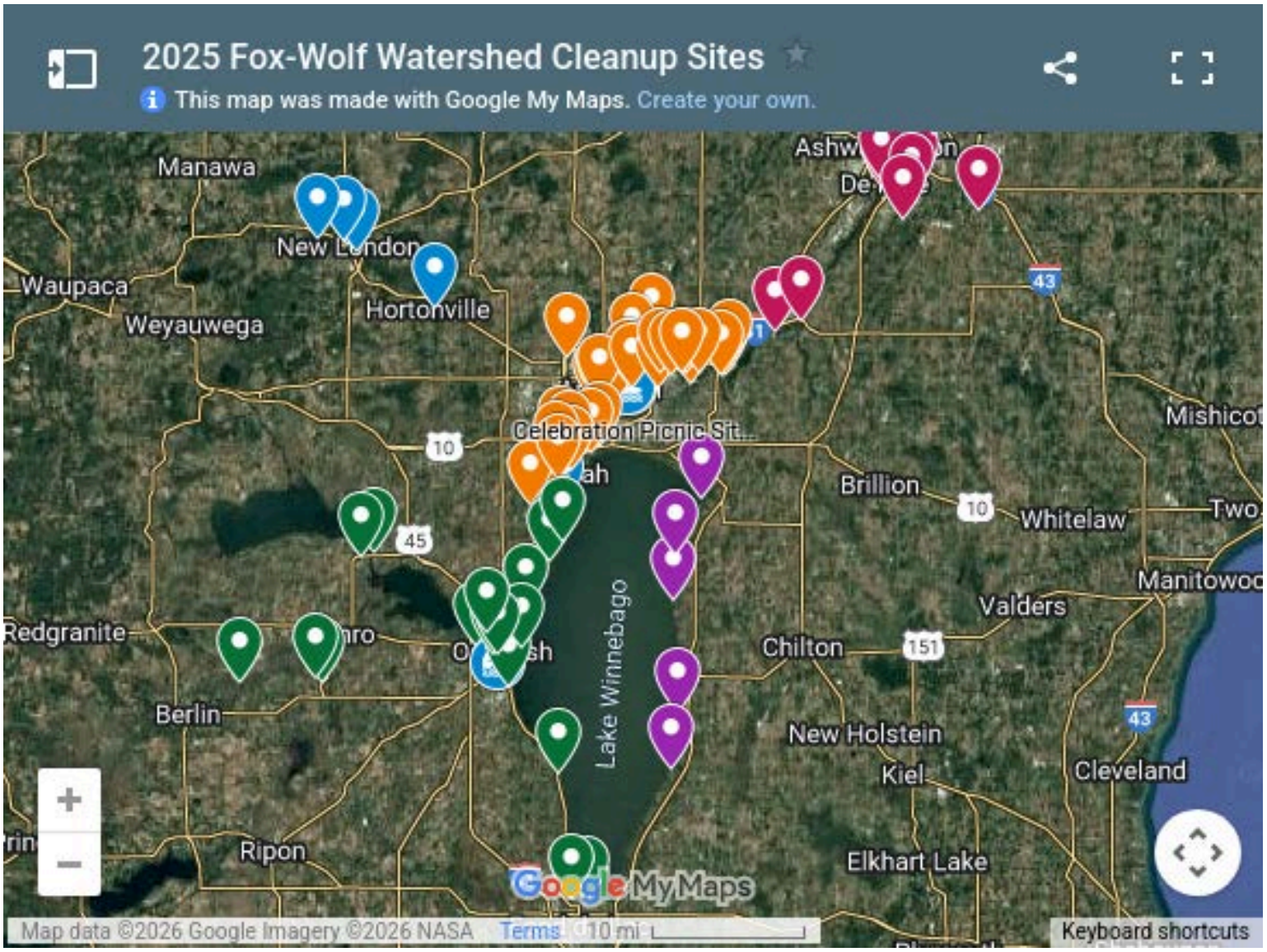


Does your community require a permit for swimming pools?
Did someone provide in person education on maintaining and draining the pool in the permit office?
If so, you can record those interactions as <u>active outreach.</u>

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: ANNUAL WATERSHED CLEANUP - IDDE EDUCATION FOR VOLUNTEERS

Fox-Wolf Watershed Alliance hosted Northeast Wisconsin's largest volunteer trash cleanup May 3rd, 2025. We continue to add sites every year. Over 1,745 volunteers joined us in 2025 to clean up over 75 public sites in our watershed. Volunteers started the morning by meeting at their assigned sites with their site leaders. They learn about trash collection and pollution (illicit discharge) in addition to how to properly retrieve, collect, and dispose of it. After the cleanup, trash weights are totaled and volunteers join us for our annual Cleanup Picnic. Fox-Wolf staff work the event to assist in the fun activities, but also to interact and educate the participants.

There are 75+ cleanup sites located along the Fox River, the Wolf River, Lake Butte des Morts, Lake Winnebago, Lake Winneconne, the East River, the bay of Green Bay, and more throughout the Fox-Wolf River Basin. If your community would like a site added for 2026, contact us via email (CleanUp@fwwa.org). Sites should have public access. Communities are asked to provide a site leader for the 1st year.



***Additional data and volunteer trash totals can be found under MCM #2 Public Involvement and Participation (Volunteer Activities)**

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: ANNUAL WATERSHED CLEANUP - IDDE EDUCATION FOR VOLUNTEERS CONTINUED

Total number of active education participants by community

Municipality	Number of Volunteers
Allouez	26
Appleton	247
Brown County	101
Calumet County	22
Combined Locks	35
De Pere	33
Fond du Lac	65
Fox Crossing	18
Grand Chute	9
Green Bay	155
Hortonville	57
Howard	21
Kaukauna	98
Kimberly	64
Ledgeview	40
Little Chute	67
Menasha	82
Neenah	198
New London	14
Oshkosh	186
Sherwood	42
Winnebago County	75
Winneconne	40
Wrightstown	13







NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: 2025/2026 CHLORIDE MONITORING - IDDE EDUCATION FOR VOLUNTEERS

Chloride volunteers were trained and received active participation education. During trainings, participants learned about chlorides and their impact on our waterways, proper winter salting/maintenance practices, and how to collect and submit chloride data. Documentation numbers are below and detailed data and photos can be found on the Google Map.

2025/2026 Google Maps of Volunteer Monitoring Locations

Virtual/Online training recordings:

- Salt Watch Training:
  - https://drive.google.com/file/d/14CF36B9V9AwARWmhXdDaniQX5uGlndzj/view?usp=sharing
- How to Submit Data:
  - https://drive.google.com/file/d/1EEGU8TYjXEwN9zVdLmP9T6O-IwcoOEph/view?usp=sharing

Total number of active education participants by community

Municipality	Number of Active Education Volunteers
Brown County	1
Calumet County	2
City of Appleton	8
City of De Pere	3
City of Fond du Lac	2
City of Green Bay	3
City of Neenah	8
City of Menasha	7
City of Oshkosh	3
Outagamie County	1

Municipality	Number of Active Education Volunteers
Village of Greenville	1
Village of Kimberly	1
Winnebago County	4



***Additional data and volunteer totals can be found under MCM #2 Public Involvement and Participation (Volunteer Activities)**

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Household Hazardous Waster Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Household-Hazardous-Waste.pdf
Hazardous Waste Website	https://www.renewourwaters.org/household-hazardous-waste-3/
Household Hazardous Waste Website Updated	https://fwwa.org/2023/01/18/household-hazardous-waste/
Carpet Cleaning Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/carpet-cleaning.pdf
Carpet Cleaning Website	http://www.renewourwaters.org/carpet-cleaning-2/
Carpet Cleaning Website Updated	https://fwwa.org/2023/01/18/carpet-cleaning/
Kids Can Help Too Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Kids-can-help-too.pdf
Kids Can Help Too Website	http://www.renewourwaters.org/kids-can-help-too-3/
Kids Can Help Too Website Updated	https://fwwa.org/2023/01/18/kids-can-help-too/
Good Dog, Good Owner Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Good-Dog-Good-Owner.pdf
Good Dog, Good Owner Website	http://www.renewourwaters.com/our-pets-our-waters/
Good Dog, Good Owner Website Update	https://fwwa.org/2023/01/18/good-dog-good-owner/
Good Dog, Good Owner Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/Good-Dog-Good-Owner-Web-Ready.png

***Did you exhibit or do any community presentations that hit on these topics? If so, you can record those interactions as active outreach.**

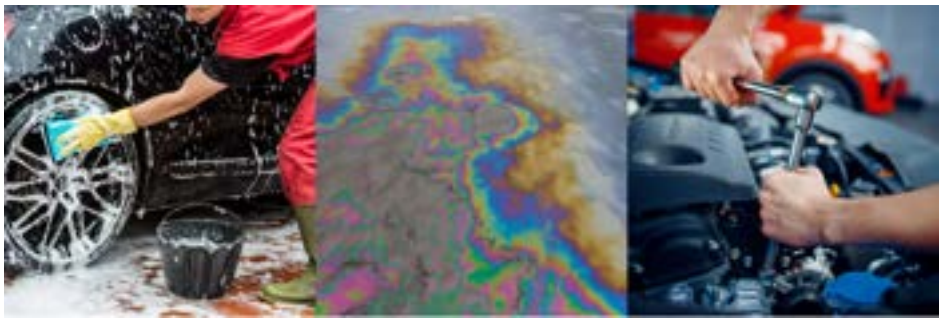
Did you issue dog licenses? If you did, and you talked with residents about proper pet waste management, you can claim that interaction as active education.

Did you host a household hazardous waste collection day? If you did, and you talked with residents about impacts of improper disposal, count this as active outreach.

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing Continued

Power Washing Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Power-Washing-Home.pdf
Power Washing Website	http://www.renewourwaters.org/power-washing/
Fish Don't Swim in Chlorine Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Pool-Spa-Discharge.pdf
Fish Don't Swim in Chlorine Website	http://www.renewourwaters.org/pools-and-spas/
Fish Don't Swim in Chlorine Website Updated	https://fwwa.org/2023/01/18/fish-dont-swim-in-chlorine-2/
Vehicle Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Vehicle-Maintenance.pdf
Vehicle Maintenance Website	http://www.renewourwaters.org/vehicle-maintenance-2/
Vehicle Maintenance Website Updated	https://fwwa.org/2023/01/18/vehicle-maintenance/
Car Washing Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/Car-on-GrassSM.jpg

In 2023, we started to update and reformat content. If you did not see our new website for Renew Our Waters, please check it out. There is still content being added in 2026.
https://fwwa.org/what-we-do/renew-our-waters/
Additionally, NEWSC educational flyers can be found through the member portal.
https://fwwa.org/what-we-do/newsc/newsc-member-resources/



***Did you exhibit or do any community presentations that hit on these topics? If so, you can record those interactions as active outreach.**

Do you issue permits for pools? If you do, and you talked with residents about pool or spa discharge, you can claim that interaction as active education.

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.



Leave Your Leaves on Land Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Leave-Your-Leaves-on-Land.pdf
Leave Your Leaves on Land Website	http://www.renewourwaters.org/leave-your-leaves-on-land/
Leave Your Leaves on Land Website Updated	https://fwwa.org/2023/09/26/leaveyourleavesonland/
The Perfect Lawn Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Perfect-Lawn.pdf
The Perfect Lawn Website	https://www.renewourwaters.org/the-perfect-lawn-3/
Perfect Landscapes Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Pefect-Landscape-7.9.19.pdf
Perfect Landscapes Website	http://www.renewourwaters.org/the-perfect-landscape/
Perfect Landscapes Website Updated	https://fwwa.org/2023/01/18/the-perfect-landscape/
Kids Can Help Too Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Kids-can-help-too.pdf
Kids Can Help Too Website	http://www.renewourwaters.org/kids-can-help-too-3/
Kids Can Help Too Website Updated	https://fwwa.org/2023/01/18/kids-can-help-too/

***Did you exhibit or do any community presentations that hit on these topics?**
If so, you can record those interactions as active outreach.

Do you have a yard waste disposal site or require a permit/pass? If you do, and you talked with residents about yard waste management, you can claim that interaction as active education.

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application Continued

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Ice & Snow Control Flyer	https://drive.google.com/drive/search?q=ice%20and%20snow%20control
Ice & Snow Control Website	http://www.renewourwaters.org/ice-and-snow-control-3/
Ice & Snow Control Infographic	https://drive.google.com/file/d/1kNnGHQSAclZm139ArXbdtKbxfz-YPPRa/view
Sweep Grass Clippings Infographic	https://drive.google.com/drive/folders/1ImwXMbKYIyjRdziIuL18nMOfS6EhJiSv

***Did you exhibit or do any community presentations that hit on these topics?**
If so, you can record those interactions as active outreach.



In 2023, we started to update and reformat our content. If you did not see our new website for Renew Our Waters, please check it out. There is still content being added in 2026. Please note, the links to the previous Renew Our Waters website will become inactive in the future.

https://fwwa.org/what-we-do/renew-our-waters/

Additionally, NEWSC educational flyers can be found through the NEWSC member portal.
https://fwwa.org/what-we-do/newsc/newsc-member-resources/

Topic #4: Stream and Shoreline Management

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Restore Your Shore Flyer	https://drive.google.com/file/d/1Qcel0qumtuyfu204Qg9kMFa1BSZjb4DA/view?usp=sharing

***Did you meet with homeowners to educate them on streambank erosion and BMPs to reduce erosion? You can record these discussions as active outreach.**

Topic #5: Residential Infiltration

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Rain Barrel Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/04/Rain-Barrels-Handout.pdf
Rain Barrel Website	http://www.renewourwaters.org/rain-barrels/
Rain Barrel Website Updated	https://fwwa.org/2023/01/18/rain-barrels-2/
The Perfect Lawn Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Perfect-Lawn.pdf
The Perfect Lawn Website	https://www.renewourwaters.org/the-perfect-lawn-3/
Perfect Landscape Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Pefect-Landscape-7.9.19.pdf
Perfect Landscape Website	http://www.renewourwaters.org/the-perfect-landscape/
Perfect Landscape Website Updated	https://fwwa.org/2023/01/18/the-perfect-landscape/
Grass Clippings Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/grassclippingsROW.jpg

***Did you host a rain barrel workshop? If so, claim active outreach for this topic.**

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: 2025 WINTER SOW VOLUNTEERS - STREAM & SHORELINE MANAGEMENT & RESIDENTIAL INFILTRATION

Volunteers joined Fox-Wolf staff building mini greenhouses, utilizing milk jugs to grow native plants. Participants were able to keep what they want from the plants they grew and any extra plants were or will be used in restoration projects for the Winnebago Waterways Program at Fox-Wolf Watershed Alliance. During the event, volunteers were also educated on the benefits of native plants on shorelines, streams, and infiltration on our landscapes.

Winter Sowing Hack: Grow Native Plants and Protect Water Quality Video:
https://www.youtube.com/watch?v=1t-PzjC9mL4

2025 Winter Sow Workshop:
Jan 25th, 2025
Neenah Public Library
240 E Wisconsin Ave, Neenah, Wi 54956



Total number of active education participants by community

Municipality	**Number of Volunteers**
City of Appleton	6
City of Green Bay	2
Village of Greenville	3
City of Kaukauna	3
City of Menasha	2
City of Neenah	14
Village of Shawano	2



***Additional data and volunteer totals can be found under MCM #2 Public Involvement and Participation (Volunteer Activities)**

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: 2025 SHORELINE RESTORATION VOLUNTEERS- STREAM & SHORELINE MANAGEMENT & RESIDENTIAL INFILTRATION

Volunteers joined Fox-Wolf staff at shoreline planting sites. They learned about the native plants utilized, why they are important, and the benefits they provide. A highlight of this volunteer opportunity was discussing how shoreline plantings and management reduce erosion, stormwater runoff, increase infiltration rates, and more.

Shoreline Management & Restoration Page:
https://fwwa.org/where-we-work/winnebago-waterways-2/shoreline-restoration-program/



Total number of active education participants by community

Each row is one volunteer with their number of volunteers hours in the second column.

Municipality	Hours of Volunteering
City of Appleton	6
City of Fond du Lac	9
City of Fond du Lac	6
City of Oshkosh	18
City of Oshkosh	18
City of Oshkosh	18
City of Oshkosh	6
City of Oshkosh	3
City of Oshkosh	3
Town of Omro	3
Winnebago County	3



***Additional data and volunteer totals can be found under MCM #2 Public Involvement and Participation (Volunteer Activities)**

Topic #6: Construction Sites/Post Construction Stormwater Management

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media, or make available to residents by printing and displaying them at the office or another public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Stormwater & the Construction Industry Poster	http://www.renewourwaters.org/wp-content/uploads/2019/07/Construction-BMPs-Erosion-Sediment-Control.pdf
Erosion & Sediment Control Pocket Field Guide	https://drive.google.com/file/d/1TBtgl61znizXDZyLoDRVRVNhxThD40kH/view?usp=sharing

***Did you have active discussions regarding construction site erosion control? If you used these materials or other educational materials and had meetings/trainings (even 1 on 1 meetings with builders/contractors/inspectors), then you can record that interaction as active outreach. This training may have included the NEWSC Excal Video below.**

Excal Visual Videos on Erosion Control available for member checkout in 2026.

"Ground Control" – Stormwater for Construction BMPs

This employee training kit is designed to show employees how erosion, sediments and other potential surface water pollutants are controlled at construction sites. The program focuses on Best Management Practices (BMPs) that are widely used at most construction sites including: silt fence, stabilized entrances/exits, drop inlet protectors and others. The program illustrates how these BMPs work and how they can fail. (14 minutes)
Click here to preview from Excal Visual's site:
https://www.excalvisual.com/ground-control-extended-preview

BMP Master List

The purpose of the Stormwater Quality Management BMP master list is to allow MS4 and Public Works managers to easily search available stormwater and erosion control BMPs based on target pollutants, WDNR Technical Standards, and keywords. The master list provides insight into the benefits and limitations of each BMP, allowing the user to have a brief understanding of each device to help guide decision making when implementing or reviewing projects. The spreadsheet can be found on the NEWSC member resources page on newsc.org and HERE.

Model Ordinance Reference Guides

NEWSC's Construction Site Erosion Control Reference Guide and Post-Construction Pollution Control Reference Guide – the companion documents to NEWSC's model ordinances – are being updated. With the permit delay since 2024, these will be updated when the new permit is released by WDNR and will be available for use. Members should utilize the current versions of the documents until the new permit is enacted. The documents can be found on the NEWSC member resources page on newsc.org.

TOPIC #7: POLLUTION PREVENTION

The resources below were created by NEWSC and are available for NEWSC members to print and post by time clocks for training municipal staff. If used in the manner above: Delivery Mechanism would be passive.

Fleet Maintenance	https://drive.google.com/file/d/1fIRY40S5nhHZU_7cIwGTHtDfwgLt7wbu/view?usp=sharing
Land Disturbances	https://drive.google.com/file/d/1VujZccTojAWZhjVcp4e6A9HytWjVAkGu/view?usp=sharing
Materials Storage and Spill Cleanup	https://drive.google.com/file/d/1J_2_SuMYXwmOsqdpsdIlNR_0klJ3qKMu/view?usp=sharing
Parks and Ground Maintenance	https://drive.google.com/file/d/14r436EKrJM44x_iPgioWXFrspmqbTVAq/view?usp=sharing
Solid Waste Operations	https://drive.google.com/file/d/1r2gimtAsRanIpxSCevFntWMJwI5Z5tMS/view?usp=sharing
Street and Drainage Maintenance	https://drive.google.com/file/d/1KtikoiyMCIPVBhv5VOhYERUlrH52NFXo/view?usp=sharing

Municipal Staff PSAs

Mowing	https://drive.google.com/file/d/1h-tz-pzbTow-xMeIISeG30YkN_L-uERr/view?usp=drive_link
Leaf Collection	https://drive.google.com/file/d/1ZSndB33w39XudANHWeTFRcaRjqaP144C/view?usp=sharing
Salt, Brine, & Sand	https://drive.google.com/file/d/1W8GWi9CTSsTd1NbzfS2UQp5rxSXYea_P/view?usp=sharing

*Did you have active pollution prevention trainings? If you used these materials or other educational materials and had meetings/trainings, then you can record that interaction as an active outreach.

These trainings may have included the NEWSC Excal Videos.

Did you talk about any of the Municipal Staff PSAs with employees, at a team meeting, or during a "tool box talk"?

Did you have staff watch any of the NEWSC recorded trainings that are linked on the NEWSC Member Resources Page under the Miscellaneous Presentations and Workshops section?
This can be counted toward staff training as well.

Topic #7: Pollution Prevention Continued

Excal Visual Videos on Pollution Prevention available for member checkout.

"Rain Check" - Stormwater Pollution Prevention for MS4s	"Storm Warnings" - Stormwater Pollution Prevention
Regulated municipalities and other municipal separate storm sewer system (MS4) operators must prevent pollutants from entering their storm drainage systems. One element of this requirement is preventing stormwater pollution by municipal facilities such as fleet maintenance shops, bus barns, sanitation facilities, parks and street sweeping operations. This program shows employees how to practice good housekeeping, spill response, materials management, vehicle fueling and washing and the other BMPs profiled in the "National Menu". {Program versions run between: 19 -and up to- 31 minutes)" Click here to preview from Excal Visual's site: https://www.excalvisual.com/swrc-extended-preview	This training kit is designed to provide general awareness training to employees and contractors about stormwater pollution prevention. It describes Best Management Practices (BMPs) that are useful and important at a wide range of regulated facilities. It covers good housekeeping and other BMPs that help protect stormwater run-off. The kit includes a template to guide the trainer through creating site specific training to use in addition to the general training in the video. (18 minutes) Click here to preview from Excal Visual's site: https://www.excalvisual.com/storm-warning-extended-preview

Staff and Public Training Materials Check Out Form

Check Out/Borrow:

- EnviroScape Model
- Floodplain Model
- Stormwater Plinko Game
- Stormwater Pollutants "Find it Jars"
- Wheel of Pollution
- Cleanup Trash Grabbers
- Stormwater BMP Outdoor "Raindrop Banner"
- "Rain Check" - Stormwater Pollution Prevention for MS4s Video
- "Ground Control" - Stormwater for Construction BMPs Video
- "Storm Warnings" - General Stormwater Pollution Prevention Videos

Did you do any other Pollution Prevention trainings with staff in 2025?



TOPIC #8: GREEN INFRASTRUCTURE/LOW IMPACT DEVELOPMENT

NEWSC will be gathering resources for members to use going forward in 2026.

***Did you have active discussions with elected officials or developers about low-impact residential design? If you held meetings/trainings, or provided presentations on the topic, then you can record that interaction as an active outreach.**

ACTIVE OUTREACH THAT COVERS MULTIPLE TOPICS

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

2025 School Presentations

Stormwater Topic:	Discussed?	Stormwater Topic:	Discussed?
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	YES
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO





2025 School Presentations Continued

The following presentations were provided in classrooms or virtually in NEWSC communities throughout the Fox-Wolf River Basin in 2025. These lessons covered watershed basics, how we use water, water quality, stormwater runoff pollution, floodplains, water quantity issues, green infrastructure, and tips for students and parents for reducing and preventing polluted stormwater runoff. Tools used for providing this education include: EnviroScape model, Ward's Floodplain model, stormwater find-it jars, stormwater runoff plinko, and templates for designing storm drain murals.

Name of School/School Event	Address	Date of Presentation	Number of Approximate Reach
Freedom	N4021 Cty Rd E, Freedom, WI 54130	9/24/2025	111
Xavier Middle School	2626 N Oneida St, Appleton, WI 54911	9/24/2025	97
Hortonville Middle School	220 Warner St, Hortonville, WI 54944	9/23/2025	100
Mount Olive Lutheran	930 E Florida Ave, Appleton, WI 54911	9/23/2025	29
St Paul Lutheran Elementary School	225 E Harris St, Appleton, WI 54911	9/23/2025	28

Outagamie County Conservation Field Days

- 9/23/2025; approximate reach 157
- 9/24/2025; approximate reach 208





NEWSC sent out a large school mailing to schools in NEWSC member communities at the end of 2025. More school presentations will be scheduled and held in 2026.

2025 NEWSC Exhibiting

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

Stormwater Topic:	**Discussed?**	**Stormwater Topic:**	**Discussed?**
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	NO
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO



Did your community table at any local events and educate the public?
Do you have a sustainability board who exhibiting locally and covered stormwater topics?

2025 Exhibiting

Municipality	Date	Number of Contacts
City of Appleton	1/23/2025	20
City of Oshkosh	1/25/2025	60
Village of Ashwaubenon	2/19/2025	59
Town of Grand Chute	4/22/2025	30
Town of Neenah	4/22/2025	5
Village of Fox Crossing	4/22/2025	10
City of Appleton	4/22/2025	55
Town of Fond du Lac	4/26/2025	30
Town of Empire	4/26/2025	30
City of Fond du lac	4/26/2025	60
City of Appleton	6/20/2025	65
City of Appleton	6/21/2025	71
City of Green Bay	7/9/2025	151
City of Oshkosh	8/9/2025	120
University of Wisconsin Oshkosh	8/9/2025	20
Town of Grand Chute	9/6/2025	800
City of Oshkosh	10/11/2025	125
City of Green Bay	11/11/2025	14
City of De Pere	11/11/2025	14
City of Menasha	11/13/2025	100







NEWSC 2026-2027 Exhibiting List

NEWSC member communities are included in an annual exhibiting plan once during the 5 year permit cycle. Communities planned for 2026 and 2027 are listed below:

2026	2027
Calumet County	Fond du Lac County
City of De Pere	City of Green Bay
City of Marinette	City of Menasha
Town of Algoma	Town of Black Wolf
Town of Friendship	Town of Grand Chute
Town of Scott	Town of Taycheedah
Village of Ashwaubenon	Village of Bellevue
Village of Greenville	Village of Harrison
Village of Little Chute	Village of North Fond du Lac
Township of Empire	

To ensure your space is reserved NEWSC members must:

1. **Contact the Outreach Coordinator by March 30** of the year you are scheduled with the name of the event, date of the event, and the contact information for the event organizer that you would like the Outreach Coordinator to be a part of.
2. Work with the Outreach Coordinator and the event organizer to ensure acceptance of NEWSC participation at the event. The NEWSC member must pay any exhibiting fees (if applicable) for the event. For most community events, NEWSC members are able to coordinate with the event host for a free exhibiting space, if the event chosen does not waive exhibiting fees for the community, those fees are the responsibly of the NEWSC member.

If communities do not schedule the Outreach Coordinator to participate by March 30, invitations to the Outreach Coordinator from other communities for events will be entertained and all will be accepted as time is available on a first come first serve basis. If the Outreach Coordinator is unable to exhibit in your community due to workload or date of event, NEWSC members may check out exhibiting materials from NEWSC. Promotional materials will be provided as part of the exhibiting display if NEWSC has promotional items to hand out.



ELECTED OFFICIAL EDUCATION VIDEO

NEWSC created an elected official education video. Depending on how your community utilized this resource, you could mark it as passive or active education.

https://www.youtube.com/watch?v=GSqvr7YV2mQ&t=295s

***Did you have active discussion with elected officials or developers about low impact residential design? If you had meetings/trainings or provided presentations on the topic, then you can record that interaction as an active outreach.**

VIDEO COVERS MULTIPLE TOPICS

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

2025 Video Education

Stormwater Topic:	Discussed?	Stormwater Topic:	Discussed?
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	YES
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO



PASSIVE OUTREACH THAT COVERS MULTIPLE TOPICS

NEWSC Media Continued by Topic

Topic #1: Illicit Discharge Detection & Elimination

2025 Totals
Facebook:
Likes: 1656
Shares: 416
Views: 35,000+
Followers: 3,422

Topic #1 Total
Facebook:
Likes: 1,281
Shares: 336
Views: 15,000+

Date	Topic	Likes	Shares	Link
1/6/2025	Salt Week	34	56	https://www.facebook.com/WISaltWise/post
1/8/2025	Watershed Moments	7	1	https://www.facebook.com/share/p/1BxL6kjAib/
1/18/2025	Salt Blog	6	1	https://www.facebook.com/share/p/1BxoCXCG6H/
1/21/2025	Watershed Moments	5	1	https://www.facebook.com/share/p/1DjH4XRuKi/
1/23/2025	Trash	11	3	https://www.facebook.com/share/p/1AqFf91NVN/
1/27/2025	Salt Week	5	6	https://www.facebook.com/share/p/1AbEkyBSGV/
1/28/2025	Salt Week	4	3	https://www.facebook.com/share/p/1CBDah6G6d/
1/29/2025	Salt Week	5	1	https://www.facebook.com/share/p/14YmF8SsaKG/
1/30/2025	Salt Week	1	0	https://www.facebook.com/share/p/1C37icMmAb/
1/31/2025	Chloride Monitoring	2	1	https://www.facebook.com/share/p/1WB6ZmKD2f/
2/4/2025	Municipal Salt	4	2	https://www.facebook.com/share/p/1AG7EN12hV/
2/24/2025	Cleanup Promo	205	49	https://www.facebook.com/share/p/1AdbjBNAp3/
2/27/2025	Cleanup Promo	3	3	https://www.facebook.com/share/p/16arSk3j9U/
3/1/2025	Cleanup	11	5	https://www.facebook.com/share/p/19frWeJ2hC/
3/5/2025	Cleanup Success	9	11	https://www.facebook.com/share/p/1C9F1tyhj3/

***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #1: Illicit Discharge Detection & Elimination Continued

Facebook:
Likes: 1,281
Shares: 336
Views: 15,000+

Date	Topic	Likes	Shares	Link
3/15/2025	Cleanup	25	5	https://www.facebook.com/share/p/1AKCmk3E1Z/
4/1/2025	Preseason Pick-Up	32	8	https://www.facebook.com/share/v/1C9Dg3mhEn/
4/2/2025	Preseason Pick-Up	8	1	https://www.facebook.com/share/r/1QPcW65v1F/
4/10/2025	Cleanup Promo	11	5	https://www.facebook.com/share/p/17vkKJVQET/
4/22/2025	Earth Day & Cleanup	37	3	https://www.facebook.com/share/p/1AS38QYeGY/
4/30/2025	Erosion Control	15	0	https://www.facebook.com/share/p/14TU29D5xyd/
5/2/2025	Cleanup Count Down	24	6	https://www.facebook.com/share/p/14ZrC9P35DS/
5/3/2025	Trash Totals	49	0	https://www.facebook.com/share/p/16tvK5qVfT/
5/4/2025	Cleanup Success	69	8	https://www.facebook.com/share/p/1CxbMwEo7J/
5/5/2025	Cleanup Success	48	2	https://www.facebook.com/share/p/1BbZhmKV6U/
5/12/2025	Cleanup Totals	32	5	https://www.facebook.com/share/p/1BtvUZ8763/



Highlighted Post - Preseason Pick-Up. Over 6,500 views on this post!

***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #1: Illicit Discharge Detection & Elimination Continued

Facebook:
Likes: 1,281
Shares: 336
Views: 15,000+

Date	Topic	Likes	Shares	Link
6/2/2025	Storm Drains	11	9	https://www.facebook.com/share/p/17zHbB1rT5/
6/10/2025	Firework Disposal	65	34	https://www.facebook.com/share/p/182No8CaHK/
6/26/2025	Firework Disposal	5	5	https://www.facebook.com/share/r/1Cv6kucfwY/
7/4/2025	Firework Disposal	6	1	https://www.facebook.com/share/r/1GHjEGj4Yh/
7/18/2025	Happiest Hour	95	11	https://www.facebook.com/share/p/1D95UUsbg8/
9/8/2025	Stormwater Week	8	5	https://www.facebook.com/share/p/1D7PYryYj4/
9/15/2025	Stormwater Week	11	7	https://www.facebook.com/share/p/1BnrGUTijt/
9/19/2025	Stormwater Week	3	1	https://www.facebook.com/share/p/1CCnP7yZGW/
9/22/2025	Stormwater Week	4	3	https://www.facebook.com/share/p/1AJn9BjJCC/
9/24/2025	IDDE	3	1	https://www.facebook.com/share/p/1DNGYmEZR8/
9/29/2025	Chlorine	3	1	https://www.facebook.com/share/p/1H96ffS4Jn/
9/30/2025	Stormwater Ponds	25	2	https://www.facebook.com/share/p/17sgNAj9ra/







More than 2,500 Views on 4th of July firework posts!

***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #1: Illicit Discharge Detection & Elimination Continued

Facebook:
Likes: 1,281
Shares: 336
Views: 15,000+

Date	Topic	Likes	Shares	Link
10/18/2020	General Water Quality	46	3	https://www.facebook.com/share/r/1DWUMAXpPc/
10/22/2025	Chloride Monitoring	28	6	https://www.facebook.com/share/p/1737D95i2x/
10/28/2025	Chloride Monitoring	5	2	https://www.facebook.com/share/p/1F16bG7pPy/
11/3/2025	Snow & Salt	2	2	https://www.facebook.com/share/p/16skitCCTY/
11/10/2025	Salt Webinar	6	0	https://www.facebook.com/share/p/17sGRRQUkh/
11/11/2025	Street Sweeping	4	0	https://www.facebook.com/share/v/1HZpN2gzg7/
11/19/2025	Bioswales	7	0	https://www.facebook.com/share/p/1ABNFctDuz/
11/24/2025	Salt	56	23	https://www.facebook.com/share/p/17vpxEygGM/
11/25/2025	Chloride Volunters	1	0	https://www.facebook.com/share/p/1D372Rig3n/
11/28/2025	Chloride Volunters	167	19	https://www.facebook.com/share/p/14P7ge6VzDk/
12/11/2025	What is a Watersehd	11	7	https://www.facebook.com/share/p/1FzkTfj8ER/
12/18/2025	What is a Watersehd	12	0	https://www.facebook.com/share/p/1HLZEE2he7/
12/22/2025	Salt Quiz	20	4	https://www.facebook.com/share/p/1FfzqTV1ge/
12/23/2025	What is a Watersehd	5	0	https://www.facebook.com/share/p/1CGZxYwexh/
12/28/2025	Winter Watershed Wins	10	4	https://www.facebook.com/share/p/14XZE7qkYp5/

***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #2:Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing

Topic #2 Total
Facebook:
Likes: 30
Shares: 10

Date	Topic	Likes	Shares	Link
5/24/2025	Foamy Water - Soaps	8	1	https://www.facebook.com/share/p/1DHzp47sTf/
7/30/2025	Foamy Water - Soaps	6	1	https://www.facebook.com/share/p/1AaUd1qygY/
8/8/2025	Vehicle Washing	5	3	https://www.facebook.com/share/p/1D2KyziuAF/
8/21/2025	Vehicle Maintenance	3	2	https://www.facebook.com/share/p/1CLj5VfZuJ/
8/30/2025	Vehicle Maintenance	3	2	https://www.facebook.com/share/p/1DBD4nKwas/
9/30/2025	Household Hazardous Waste	1	0	https://www.facebook.com/share/p/1GErGhitVY/
10/24/2025	Household Hazardous Waste	4	1	https://www.facebook.com/share/p/1AQ18XEoYw/





Did you create any posts about these topics and share on your community page?

If so, you can record those as passive outreach.

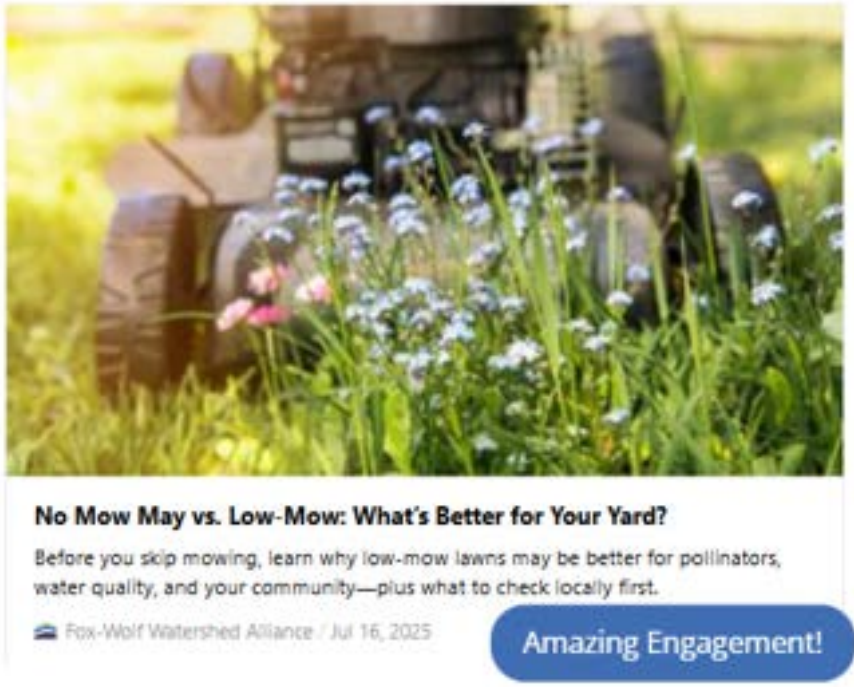
NEWSC Media by Topic

NEWSC Media by Topic
Topic #3: Yard Waste Management/Pesticide and Fertilizer Application

Topic #3 Total
Facebook:
Likes: 128
Shares: 34
Views: 1,750+

Date	Topic	Likes	Shares	Link
4/9/2025	Pesticides & Fertilizer Application	2	0	https://www.facebook.com/share/p/1Muzg7bzEk/
4/15/2025	Pesticides & Fertilizer Application	13	0	https://www.facebook.com/share/p/1GbySpoPGk/
4/16/2025	Grass, Pesticides, etc	5	0	https://www.facebook.com/share/p/1DQZLFAJhY/
4/27/2025	No Mow May	58	14	https://www.facebook.com/share/p/1AMf442bhx/
6/18/2025	HABs	4	3	https://www.facebook.com/share/p/17dCnQnWC2/
8/7/2025	HABs & Dogs	2	3	https://www.facebook.com/share/r/1GvQXsvvyV/
8/8/2025	HABs & Beach Closures	4	3	https://www.facebook.com/share/p/17icaW2VbN/
10/7/2025	Leaf Management	4	3	https://www.facebook.com/share/v/17haCMJRSw/
11/5/2025	Leaf Management	36	8	https://www.facebook.com/share/p/1C4WE37Vw8/

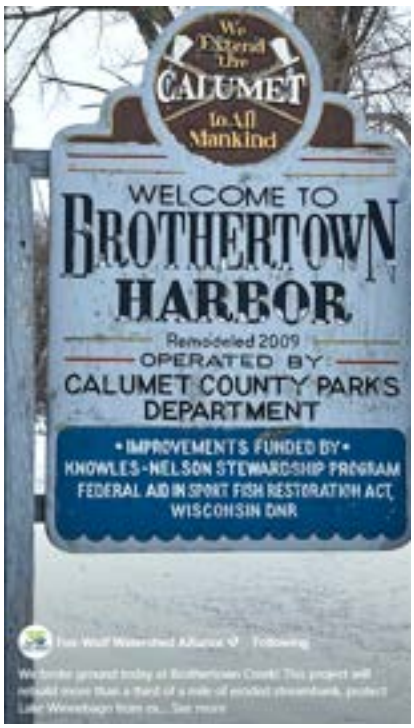




***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

Topic #4 Total
Facebook:
Likes: 172
Shares: 28
Views: 18,350+

Date	Topic	Likes	Shares	Link
2/7/2025	Little Lake Butte Des Morts	9	2	https://www.facebook.com/share/p/1BSJz85ZE4/
3/22/2025	Shoreline Restoration	11	2	https://www.facebook.com/share/p/1DeGPjBdgb/
3/25/2025	Shoreline Restoration	5	0	https://www.facebook.com/share/p/1BBXNLumjZ/
3/26/2025	Water Levels	7	3	https://www.facebook.com/share/p/16ysV3BDtn/
3/28/2025	Water Levels	7	2	https://www.facebook.com/share/p/1BjqfYkeAe/
6/25/2025	Streambank Erosion	9	0	https://www.facebook.com/share/p/183CrDWmsT/
9/2/2025	Shoreline Restoration	7	2	https://www.facebook.com/share/v/1JLrfWxzLA/
9/23/2025	Shoreline Restoration	6	1	https://www.facebook.com/share/p/1Bx2u8aLRU/
12/9/2025	Streambank Restoration	102	15	https://www.facebook.com/share/r/14Y82hHerVb/
12/19/2025	Streambank Restoration	9	1	https://www.facebook.com/share/p/17hKp7v8Sz/



Over 18,000 Views!

The work will restore more than one-third of a mile of unstable bank, improving habitat for fish and aquatic life, reducing sediment and nutrient runoff, and helping the creek withstand heavy rains and flooding. Conservation practices like root wads, regraded slopes, and newly planted native vegetation will all play a role in stabilizing the site and supporting long-term health.
https://fwwa.org/2025/12/09/were-breaking-ground-in-brothertown-brothertown-creek-streambank-restoration-begins/

***Did you share any of these Facebook posts through your communities Facebook account?**
If so, you can record those as passive outreach.

NEWSC Media by Topic

Topic #5: Residential Infiltration

Topic #5 Total
Facebook:
Likes: 45
Shares: 8
Views: 300+

Date	Topic	Likes	Shares	Link
1/11/2025	Winter Sow	2	1	https://www.facebook.com/share/p/1HLXw5VU4G/
1/18/2025	Winter Sow Blog	6	1	https://www.facebook.com/share/p/1BxoCXCG6H/
2/21/2025	Native Plantings	5	0	https://www.facebook.com/share/p/1APvem3C95/
3/10/2025	Winter Sow Reel	3	0	https://www.facebook.com/share/r/1D119kqjyq/
3/12/2025	Winter Sow	5	1	https://www.facebook.com/share/p/1BeHhf2Lpx/
3/23/2025	Rain Barrels	11	3	https://www.facebook.com/share/p/1B3AHKxw5v/
4/21/2025	Earth Day Rain Barrels	9	1	https://www.facebook.com/share/p/1DJ9LKiQ3U/
11/30/2025	Winter Sow	1	1	https://www.facebook.com/share/p/1DcD6JSr7G/
12/24/2025	Winter Sow	3	0	https://www.facebook.com/share/p/1AaiprbM5j/



***Did you share any of these Facebook posts through your communities Facebook account? If so, you can record those as passive outreach.**

NEWSC Media/News Coverage

The following sources of Media/News Coverage reach an estimated 100,000+ people and are a passive form of outreach/education.

Media Outlet	Topic	Publish Date	Link
Fox 11	Cleanup/IDDE	3/31/2025	https://fox11online.com/news/local/gallery/fox-wolf-watershed-alliance-seeks-volunteers-ahead-of-cleanup-dan-beckwith-chelsea-bishop-nfl-draft-outdoors-de-pere-river-voyageur-park-earth-day?photo=1
WFRV	Cleanup/IDDE	4/9/2025	https://www.wearegreenbay.com/news/sustainably-speaking/sustainably-speaking-fox-wolf-watershed-alliance-to-host-watershed-clean-up-event/
GB Press Gazette	Cleanup/IDDE	4/15/2025	https://www.greenbaypressgazette.com/story/news/local/2025/04/15/2025-nfl-draft-community-events-include-clay-matthews-earth-day-more/83096775007/
Civic Media	Cleanup/IDDE	4/17/2025	https://civicmedia.us/news/2025/04/17/fox-wolf-watershed-alliance-hosts-clean-up-before-nfl-draft
WFRV	Cleanup/IDDE	4/22/2025	https://www.wearegreenbay.com/titletownsturn/nfl-verizon-local-group-gather-at-fox-river-trail-ahead-of-may-cleanup-event-to-get-a-headstart/
NBC26	Cleanup/IDDE	4/22/2025	https://www.nbc26.com/news/local-news/in-your-neighborhood/de-pere/everyone-can-do-something-earth-day-clean-up-along-fox-river
WFRV	Cleanup/IDDE	5/3/2025	https://www.wearegreenbay.com/news/local-news/volunteers-unite-at-70-sites-for-fox-wolf-watershed-cleanup-restoring-quality-to-water/
WFRV	Fall Garden Prep	9/17/2025	https://www.wearegreenbay.com/news/sustainably-speaking/sustainably-speaking-northeast-wisconsin-fall-garden-preparation-tips-and-suggestions/

Did any of your local news stations or papers do or write a story about your stormwater work?

NEWSC Media/News Coverage Continued

The following sources of Media/News Coverage reach an estimated 100,000+ people and are a passive form of outreach/education.

Media Outlet	Topic	Publish Date	Link
Fox 11	Shoreline Restoration	12/9/2025	https://fox11online.com/news/local/groundbreaking-held-for-project-to-conserve-lake-winnebago-farmlands-and-water-quality-brothertown-creek-chilton-restoration-erosion-runoff-soil-fox-wolf-watershed-alliance-calumet-county-environmental-protection-agency
WFRV	Shoreline Restoration	12/9/2025	https://www.wearegreenbay.com/news/local-news/conservation-project-aims-to-improve-brothertown-creek-and-lake-winnebago-watershed/
WFRV	Smart Salting	12/17/2025	https://www.wearegreenbay.com/news/sustainably-speaking/sustainably-speaking-wisconsin-road-salting-techniques-to-limit-negative-water-impacts/



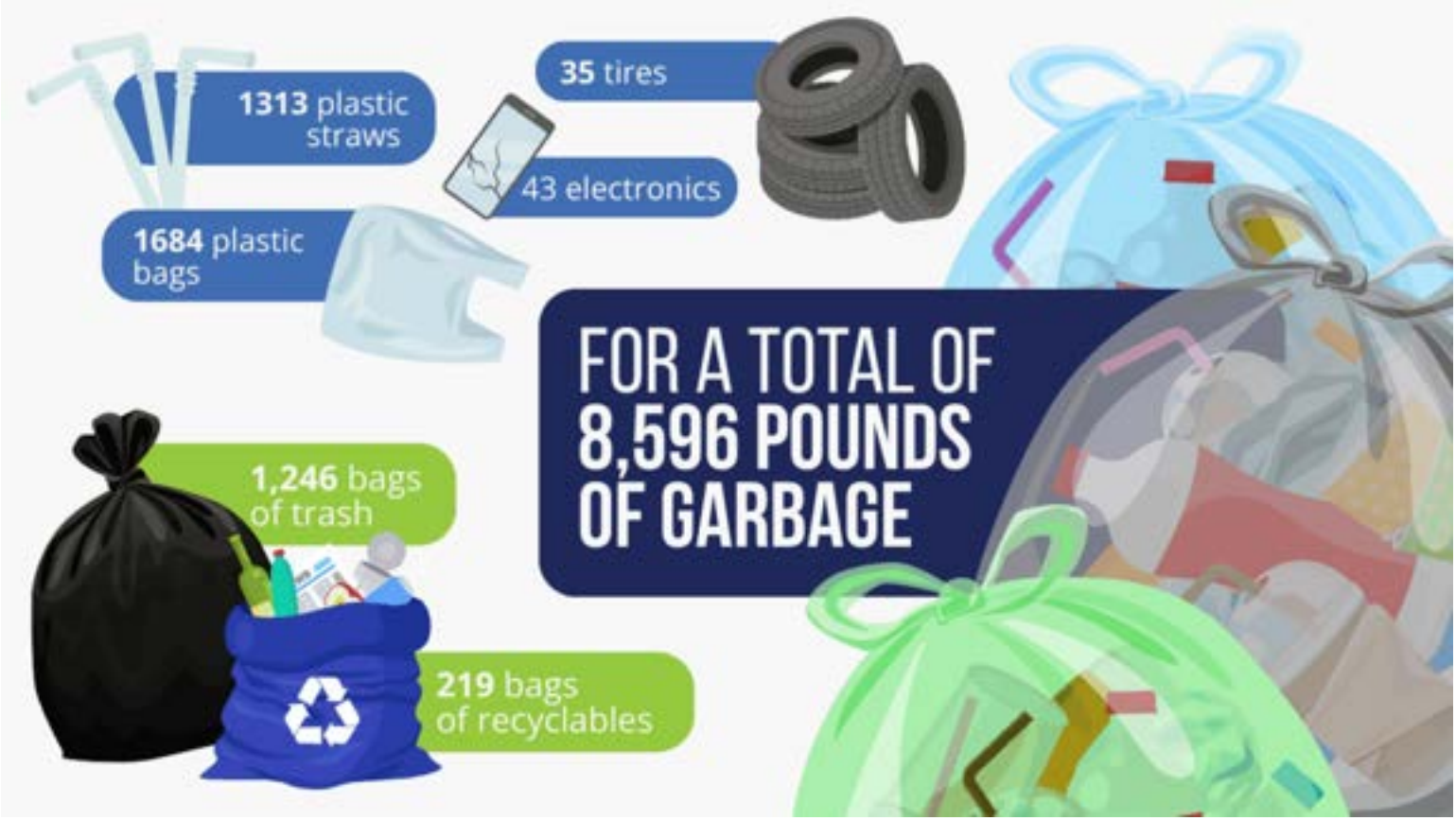
Did any of your local news stations or papers do or write a story about your stormwater work?

ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES MCM # 2 PUBLIC INVOLVEMENT AND PARTICIPATION - VOLUNTEER ACTIVITIES

NEWSC Active Delivery on Behalf of Members:

Volunteer Event - Annual Watershed Cleanup May 3, 2025

Fox-Wolf Watershed Alliance continues to add sites every year. If your community would like a site added for 2026, contact us via email (CleanUp@fwwa.org). Sites should have public access. Communities are asked to provide a site leader for the 1st year.



2025 Trash total details can also be found at:
https://fwwa.org/2025/05/12/2025-fox-wolf-watershed-cleanup-trash-totals/







2025 Annual Cleanup Volunteer Totals by Community

Municipality	Number of Volunteers
Allouez	26
Appleton	247
Brown County	101
Calumet County	22
Combined Locks	35
De Pere	33
Fond du Lac	65
Fox Crossing	18
Grand Chute	9
Green Bay	155
Hortonville	57
Howard	21
Kaukauna	98
Kimberly	64
Ledgeview	40
Little Chute	67
Menasha	82
Neenah	198
New London	14
Oshkosh	186
Sherwood	42
Winnebago County	75
Winneconne	40
Wrightstown	13







Chloride Monitoring: Fall 2025/Winter 2026

Chloride volunteers were trained and received active participation education and volunteering participation. During trainings, participants learned about chlorides and their impact on our waterways, proper winter salting/maintenance practices, and how to collect and submit chloride data. Documentation numbers are below and detailed data and photos can be found on the Google Map.

2025/2026 Google Maps of Volunteer Monitoring Locations

Data: (data for internal use, volunteer information must be removed for any public use)
https://docs.google.com/spreadsheets/d/1NFcohszqygUqu8r_VhhQtuFD7R6rvoEDyofbOaq9GV8/edit?usp=sharing

Municipality	Number of Active Education Volunteers
Brown County	1
Calumet County	2
City of Appleton	8
City of De Pere	3
City of Fond du Lac	2
City of Green Bay	3
City of Neenah	8
City of Menasha	7
City of Oshkosh	3
Outagamie County	1
Village of Greenville	1
Village of Kimberly	1
Winnebago County	4





2025 WINTER SOW VOLUNTEERS - STREAM & SHORELINE MANAGEMENT & RESIDENTIAL INFILTRATION

Volunteers joined Fox-Wolf staff building mini greenhouses, utilizing milk jugs to grow native plants. Participants were able to keep what they want from the plants they grew and any extra plants were or will be used in restoration projects for the Winnebago Waterways Program at Fox-Wolf Watershed Alliance. During the event, volunteers were also educated on the benefits of native plants on shorelines, streams, and infiltration on our landscapes.

Winter Sowing Hack: Grow Native Plants and Protect Water Quality Video:
https://www.youtube.com/watch?v=1t-PzjC9mL4



2025 Winter Sow Workshop:
Jan 25th, 2025
Neenah Public Library
240 E Wisconsin Ave, Neenah, Wi 54956

Total number of active education participants by community

Municipality	**Number of Volunteers**
City of Appleton	6
City of Green Bay	2
Village of Greenville	3
City of Kaukauna	3
City of Menasha	2
City of Neenah	14
Village of Shawano	2



2025 SHORELINE RESTORATION VOLUNTEERS- STREAM & SHORELINE MANAGEMENT & RESIDENTIAL INFILTRATION

Volunteers joined Fox-Wolf staff at shoreline planting sites. They learned about the native plants utilized, why they are important, and the benefits they provide. A highlight of this volunteer opportunity was discussing how shoreline plantings and management reduce erosion, stormwater runoff, increase infiltration rates, and more.

Shoreline Management & Restoration Page:
https://fwwa.org/where-we-work/winnebago-waterways-2/shoreline-restoration-program/

Total number of active education participants by community

Each row is one volunteer with their number of volunteers hours in the second column.

Municipality	Hours of Volunteering
City of Appleton	6
City of Fond du Lac	9
City of Fond du Lac	6
City of Oshkosh	18
City of Oshkosh	18
City of Oshkosh	18
City of Oshkosh	6
City of Oshkosh	3
City of Oshkosh	3
Town of Omro	3
Winnebago County	3





OTHER NEWSC EFFORTS:

Workshops and Trainings

NEWSC Erosion Control Workshop

NEWSC hosted an Erosion Control workshop to educate private contractors, private consultants, and municipal staff on erosion control practice. Topics covered included: environmental & regulatory compliance, requirements/permits, and installation, inspection, repairs, maintenance, and more. A field portion to a commercial, residential, and road active construction sites were included.

Agenda: https://drive.google.com/drive/folders/1-xKdIdaJltm2tCcQplbaH-0B5IkfzGUJ

April 29, 2025
8:00 am to 4:00 pm
Town of Grand Chute Town Hall

Name	Organization or Muncipality	Name	Organization or Muncipality
Daniel Faust	City of Appleton	Jordan Englebert	Ruekert-Mielke
Richard Hamlet	City of Appleton	Alanna Muller	Ruekert-Mielke
Nick Waldschmidt	City of Fond du Lac	Ryan Marshall	The Handy Husband LLC
Joe Bittner	City of Green Bay	Jason Loduha	Town of Algoma
Jon Humphrey	City of Green Bay	Dennis Jandrey	Town of Buchanan
Keeshawn Katers	City of Green Bay	Tyler DeBruin	Town of Grand Chute
Ciara Urbanek	City of Green Bay	Jason Tucker	Town of Grand Chute
Kyle Vander Loop	City of Green Bay	Morgan Tollard	Town of Ledgeview
Andrew Wick	City of Green Bay	Greg Potts	Town of Ledgeview
Tanner Matheny	City of Green Bay	Jr Lacy	Town of Ledgeview
Jonathon Paque	Davel Engineering	Cole Hendricks	Town of Ledgeview
Anthony Rozewski	Davel Engineering	Keven Tadeyeske	Town of Ledgeview
Jason Danen	Duquaine Development	Jacob Kraynin	Town of Ledgeview
Dave Wallace	Duquaine Development	Tenor Douglas	Town of Ledgeview
Nikki Raimer	Jacobs	Jason Gruetmacher	Village of Harrison
Mindy Metoxen	Martenson & Eisele	Eli Leitermann	Village of Kimberly
Richard Perschon	Martenson & Eisele	Bryan Blum	Village of Little Chute
Mike Dercks	Mi-Mar Builders	Dave Mattson	Village of Little Chute
Claire Ebben	Outagamie County	Rob Olkiewicz	Village of Little Chute
Brad Hartjes	ra Smith	MaKayla Erdmann	Westwood Professional

OTHER NEWSC EFFORTS:

Workshops and Trainings Continued

Outagamie County HWY Department, Fox-Wolf Watershed Alliance, & WI Salt Wise Winter Equipment Open House

This was a training for winter maintenance professionals who remove snow, apply roads salt, or maintain snow removal equipment. Attendees learned how using the right amount of salt can save time, budget, and our waters.

October 10, 2025

9:00 am to 11:00 am

1313 Holland Road, Appleton, Wi

Name	Organization or Muncipality	Name	Organization or Muncipality
Nick Kositzke	Appleton Area School District	Sydney Faestel	State Senate
Joe Sargent	Appleton Area School District	Lyle Byre	University Wisconsin Oshkosh
Greg Ebben	City of Appleton	Trevor Tanner	University Wisconsin Oshkosh
Glen Flemming	City of Appleton	Mike Martin	University Wisconsin Oshkosh
Matt Barnes	City of Appleton	Jacob Pickett	University Wisconsin Oshkosh
Josh Wranosky	City of Appleton	Bryce Manders	University Wisconsin Oshkosh
Kelly Much	City of Appleton	Scotty Siefert	University Wisconsin Oshkosh
Brian Hansen	City of Appleton	John Nennig	University Wisconsin Oshkosh
Anthony VanDaalwyk	City of Appleton	Zach Vossekuil	University Wisconsin Oshkosh
Randy Peters	City of Appleton	Tony Arellano	University Wisconsin Oshkosh
Lance Wilkinson	City of Appleton	Parker Mikulski	University Wisconsin Oshkosh
Cody Schmidt	City of Appleton	Jeremy Kamps	Village of Little Chute
Josh Karl	City of Kaukauna	Casey Verbruggen	Village of Little Chute
Eric Fischer	City of Kaukauna	Dan Kamps	Village of Little Chute
Riley Brochtrup	City of Kaukauna	Tyler Nechodom	Village of Little Chute
Jerrod Butteris	City of Kaukauna	Alex Ploor	Village of Little Chute
Pete Nelson	City of Kaukauna	Brady Propson	Village of Little Chute
Kyle Rich	City of Kaukauna	Zach Gussert	Village of Little Chute
Grady Nettekoven	City of Kaukauna	Jason Verbeten	Village of Little Chute
Kelly Stewart	City of Marinette	Jake Romenesko	Village of Little Chute
Brice Settlemier	City of Marinette	Michael Vanden Boom	Village of Little Chute
Adam Buyarski	City of Marinette	Scotty Wegand	Village of Little Chute
Randy Kramer	City of Marinette		
Jim Shaffer	City of Marinette		

ANNUAL REPORT PART 3: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES MCM # 4 CONSTRUCTION SITE RUNOFF CONTROL

NEWSC Model Ordinances & Reference Guides:

Construction Site Ordinance & Construction Site Reference Guide

NEWSC has an existing model ordinance and reference guide for construction sites to support communities with MCM #4 of their MS4 permit. These are updated with changes to the permit. With the permit delay since 2024, these will be updated when the new permit is released by WDNR and will be available for use. Members should utilize the current versions of the documents until the new permit is enacted. These model ordinances and references guides are available year round through the NEWSC member resources page as well.

- NEWSC Construction Site Model Ordinance
- NEWSC Reference Guide Construction Site Erosion Control
- Appendices

ANNUAL REPORT PART 4: STORMWATER PROGRAM EVALUATION MINIMUM CONTROL - MEASURES MCM # 5 CONSTRUCTION SITE RUNOFF CONTROL

NEWSC Model Ordinances & Reference Guides:

Post-Construction Ordinance & Post-Construction Reference Guide

NEWSC has an existing model ordinance and reference guide for construction sites to support communities with MCM #5 of their MS4 permit. These are updated with changes to the permit. With the permit delay since 2024, these will be updated when the new permit comes out and will be available for use. Members should utilize the current versions of the documents until the new permit is enacted. These model ordinances and references guides are available year round through the NEWSC member resources page as well.

- NEWSC Post-Construction Model Ordinance
- NEWSC Reference Guide Post-Construction Stormwater Management
- Appendices

The NEWSC Building and Development Committee has begun updating the NEWSC Model Ordinances and reference guides to enable a faster turnaround following the release of the new MS4 permit.

Thank you 2025 Leadership Council Members!

Chair Brent Jalonen (2024 -2026) Calumet County	Vice-Chair Justin Gierach (2025-2026) City of Oshkosh	Secretary/Treasurer Kelly O'Malley (2023-2025) City of Green Bay/GEI	Past-Chair Heath Kummerow (2023-2025) City of De Pere
Municipal Committee John Neumeier (2025-2026) City of Kaukauna	General Public Committee Valerie Joosten (2025) City of Green Bay	Building & Development Committee Claire Ebben (2025-2026) Outagamie County	Stormwater Quality Management Committee Sue Olson (2023-2025) City of Appleton
Member-At-Large Mark Van Der Wegen (2023-2025) raSmith	Member-At-Large Paul Willis (2023-2025) Mead & Hunt		

Thank you 2025 Committee Members!

General Public Committee	Municipal Committee	Stormwater Quality Management Committee	Building & Development Committee
Valerie Joosten - City of Green Bay Dani Santry - Calumet County George Dearborn - Village of Fox Crossing Brian Wayner - Westwood Professional Services Chad Pelishek - Village of Harrison Adam Meade - City of Green Bay Anna Huber - Village of Kimberly	John Neumeier - City of Kaukauna Sue Olson - City of Appleton James Rabe - City of Oshkosh Scott Ahl - City of Two Rivers Casey Canady - City of Oshkosh Jason Tucker - Town of Grand Chute Elizabeth Marks - Westwood Professional Chad Pelishek - Village of Harrison Josh Braun - Town of Grand Chute Adam Meade - City of Green Bay	Sue Olson - City of Appleton Chuck Boehm - Brown and Caldwell Justin Keen - Cedar Corp Paul Willis - Mead and Hunt Brent Jalonen - Calumet County Abby Maslanka - Martenson & Eisele Heather Zaunmueller - AECOM Mark Van Der Wegen - raSmith Joe Hoechst - Village of Fox Crossing Chadwich Shaw - University Wisconsin Oshkosh Katelyn Seppanen - Westwood Professional	Claire Ebben - Outagamie County Brad Hartjes - raSmith Nick Waldschmidt - City of Fond du Lac Brent Jalonen - Calumet County Abby Maslanka - Martenson & Eisele Katie (Buchalski) Vandenberg - Ruekert-Mielke Elizabeth Marks - Westwood Professional Andrew Wick - City of Green Bay Makayla Erdmann - Westwood Katelyn Seppanen - Westwood Professional

Welcome New and Returning Leadership Council Members!

Chair Justin Gierach (2026 -2027) City of Oshkosh	Vice-Chair Katelyn Vandenberg (2026-2027) Ruekert-Mielke	Secretary/Treasurer Kelly O'Malley (2023-2026) Merjent	Past-Chair Brent Jalonen (2026-2027) Calumet County
Municipal Committee John Neumeier (2025-2027) City of Kaukauna	General Public Committee Anna Huber (2026 - 2027) Village of Kimberly	Building & Development Committee Claire Ebben (2025-2027) Outagamie County	Stormwater Quality Management Committee Mark Van Der Wegen (2026-2027) raSmith
Member-At-Large Abby Maslanka (2026-2027) Martenson & Eisele	Member-At-Large Paul Willis (2023-2026) Mead & Hunt	Member-At-Large Jessie Kreiling (2026-2027) Town of Grand Chute	

City of De Pere, Wisconsin **11.D**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Public Works
From:	Eric Rakers, City Engineer
Subject:	Resolution#26-22 Authorizing Agreement for Contractor Services with ECS Midwest, LLC (2026 construction materials testing).
Recommendation:	Accept the quote from ECS Midwest, LLC for the materials testing estimated at $50,825.00.

The Board of Public Works voted unanimously at its March 9, 2026 meeting to recommend approval of this item.

Attachments:
Reso26-22, ECS Midwest, LLC(2026 Construction Materials Testing)3-12-25-189-001-15, Exhibit A-ECS Midwest, Exhibit B-2026 0303 CE_ECS_Materials_Testing_Proposal, 2025 0309 CI_BOPW_Materials_Testing, 2026 Materials Testing Summary, 2026 0305 CE_BATC_Materials_Testing_Proposal, 2026 0227 CE_Intertek_Materials_Testing_Proposal

RESOLUTION #26-22

AUTHORIZING AGREEMENT FOR CONTRACTOR SERVICES BETWEEN THE
CITY OF DE PERE AND ECS MIDWEST, LLC
(2026 Construction Materials Testing)

WHEREAS, the City is in need of construction materials testing services for its 2026 construction projects; and

WHEREAS, ECS Midwest, LLC has available and offers to provide personnel, equipment and professional assistance necessary to accomplish such services within the required timeframe.

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> The City Manager and City Clerk are hereby authorized and directed to execute the Agreement for Contractor Services Between the City of De Pere and ECS Midwest, LLC (2026 Construction Materials Testing) as is attached hereto.

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 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 03/09/2026

AGREEMENT FOR CONTRACTOR SERVICES BETWEEN THE CITY OF DE PERE AND ECS MIDWEST, LLC (2026 Construction Materials Testing)

THIS AGREEMENT made and entered into this _____ day of _____, 2026, by and between the City of De Pere, Wisconsin, a municipal corporation ("City"), and ECS Midwest, LLC, a foreign limited liability company authorized to conduct business in the State of Wisconsin ("Contractor").

I. SCOPE OF CONTRACTING SERVICES

Contractor agrees to perform construction materials testing services for its 2026 construction projects as described in the City's Request for Proposals for Geotechnical Services, attached hereto and incorporated as Exhibit A. Any change to the scope of services as identified therein shall be defined in writing and authorized by both parties prior to performing such work. Such writing shall include the scope of work to be done, the schedule for commencing and completing such work and the basis for compensation for such work. No standard terms or conditions of Contractor's Proposal are incorporated into this Agreement unless such term is specifically written into the Agreement.

II. COMPENSATION

The City agrees to pay, and the Contractor agrees to accept, compensation as identified in Exhibit B based upon unit prices quoted, to be invoiced on a monthly basis. Invoices shall include an itemization of charges for each assigned project. Payment to the Contractor is due upon receipt of an invoice by the City; however, no more than one invoice per month shall be submitted. Compensation for special services shall be as agreed upon by the City and Contractor and set forth in the written authorization for special services.

III. INSURANCE

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

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than $1,000,000 per occurrence; with additional umbrella liability insurance coverage to a total of not less than $5,000,000.

2. Automobile Liability

(A) Coverages must include the following extensions:
Comprehensive Form
(1) All Owned Autos
(2) All Hired Autos
(3) All Non-Owned Autos
(4) Mobile Equipment
(5) Specialized Equipment
(6) Contractual Liability
(7) Uninsured Motorists to Limit of Policy
(8) Additional Insured Endorsement naming City of De Pere, its employees, agents and assigns

(B) Limits of Liability:
Combined Single Limit/Bodily Injury and Property Damage:
$1,000,000 per person/per accident

Uninsured/Underinsured Motorists:
Limits equal to above combined single limit

3. Worker's Compensation and Employers' Liability Insurance
Limits of Liability: Statutory

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

IV. INDEMNIFICATION

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

V. LEGAL RELATIONS AND PUBLIC RESPONSIBILITY

1. LAWS TO BE OBSERVED. The Contractor shall at all times observe and comply with all federal, state, and local laws, regulations and ordinances which are in effect or

which may be placed in effect during the contract period and which in any manner affect the conduct of the work. The Contractor shall indemnify and save harmless the City and all of its officers, agents and employees against any claim or liability arising from or based on the violation of any such law, ordinance, or regulation, whether by Contractor or its employees, subcontractors, or agents.

2. CONTRACTOR RECORDS. Contractor acknowledges that, as a contractor of a Wisconsin Municipality, Wis. Stats. §19.36(3) applies to it and records produced by it pursuant to this contract are subject to the public records law to the extent that they would otherwise be if maintained by the City of De Pere. Contractor agrees that, within 10 business days of a written request of the City of De Pere, it shall forward such records as are requested by the City of De Pere. Such records shall be in the format requested by City of De Pere provided that such records are kept and maintained in that format.

3. PERMITS AND LICENSING. The Contractor shall procure all permits and licenses necessary and incidental to the work required hereunder.

4. WORK SAFETY AND HEALTH. The Contractor shall comply with all federal, state and local laws governing work safety and health and shall provide all safeguards, safety devices and protective equipment, and take any other needed actions as the Contractor or the City Engineer may determine reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.

5. RESPONSIBILITY FOR DAMAGE CLAIMS. The Contractor and its surety shall indemnify and save harmless the City and all of its officers, officials, agents and employees from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of the operations of the said Contractor; or on account of or in consequence of any neglect in safeguarding the work, or through use of unacceptable materials in constructing the work; or because of any act or omission, neglect or misconduct of said Contractor; or because of any claims or amount recovered for any infringement of patent, trademark or copyright; or from any claims or amounts arising or recovered under the worker's compensation law; or any other law, ordinance, order or decree; and so much of the money due the said Contractor under and by virtue of this contract as shall be considered necessary by the Board of Public Works for such purposes, may be retained for the use of the City; or, in case no money or insufficient money is retained, the Contractor's surety shall be held.

The City shall not be liable to the Contractor for damages or delays resulting from work by third parties or by injunctions or other restraining orders obtained by third parties.

It shall be the Contractor's responsibility to see that all of the contract operations incidental to the completion of this contract are covered by public liability and property damage liability insurance in order that the general public or any representative of the contracting authority may have recourse against a responsible party for injuries or damages sustained as a result of said contract operations. This requirement shall apply with equal force, whether the work is performed by the Contractor, or by a Subcontractor or by anyone directly or indirectly employed by either of them.

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

7. PERSONAL LIABILITY OF PUBLIC OFFICIALS. In carrying out any of the provisions of this contract or in exercising any power or authority granted to them thereby, there shall be no personal liability upon the City, its officers, officials, agents and employees, it being understood that in such matters they act as agents and representatives of the City. Any right of action by the Contractor against the City, or its agents or employees, is hereby expressly waived.

VI. GUARANTEE OF MATERIALS AND WORKMANSHIP

The Contractor shall guarantee all materials furnished and all work performed under the Contract against all defects in materials and workmanship for a period of one year following the date of acceptance of the Work, which date shall be understood to be the date of which final payment of all monies due the Contractor under the contract is authorized by the Director of Public Works. Should any defect appear during the guarantee period, the Contractor shall make

the required repairs or replacement upon receipt of written notification from the Director of Public Works to do so.

VII. MEDIATION

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

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

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

VIII. NOTICES

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

If to City:	If to Contractor:
City of De Pere	ECS Midwest, LLC
Attention: Director of Public Works	Attention: Troy Vetort, P.E.
925 South Sixth Street	Office Manager/Vice President
De Pere, WI 54115	1280 Parkview Road
	Green Bay, WI 54304

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

ECS MIDWEST, LLC
By:

_____
Troy Vetort, P.E.
Office Manager/Vice President

_____
Printed Name: _____
Title: _____

CITY OF DE PERE
By:

_____
Larry M. Delo, City Manager

_____
Carey E. Danen, City Clerk

Approved as to Form:

_____
Joanne Bungert, City Attorney

J:\Law\Agreements\2026\Contractor\ECS Midwest, LLC(2026 Construction Materials Testing)3-12-26-189-001-15.docx

Request for Proposals
For
Geotechnical Services

The City of De Pere would like to invite your firm to submit a proposal for the 2026 construction materials consulting.

Your proposal must be submitted to our office by Thursday, March 5, at 2:00 p.m. Proposals can be submitted via mail or e-mail to:

Eric Rakers
City Engineer
925 S. Sixth Street
De Pere, WI 54115
erakers@deperewi.gov

GENERAL INFORMATION:

The City of De Pere is preparing for the 2026 capital improvement program. The program includes projects in the following categories: new street construction, street reconstruction, street milling and overlay, street pulverizing and overlay, sanitary sewer improvements, water system improvements, storm sewer improvements, concrete replacement (curb & gutter, sidewalk, driveway, street), and concrete street construction/reconstruction. The purpose for this Request for Proposal (RFP) is to obtain services to provide construction materials and soils testing services for these projects.

SCOPE OF SERVICES:

Construction materials testing services shall include, but are not limited to:

1. Earthwork Testing
2. Subgrade Compaction
3. Trench Compaction
4. Crushed Aggregate Base Course Testing (Material and Compaction)
5. Asphaltic Concrete Pavement Testing (Samples and Compaction)
6. Concrete Testing
7. Field Observation Related to Soil and/or Construction Conditions

SCHEDULING:

The City will request services throughout the year. Generally, the City will give a 24-hour notice prior to needing service; however the City reserves the right for shorter notices.

INSURANCE:

Your company shall effect and maintain insurance to protect from claims under workers compensation acts; claims for damages because of bodily injury including personal injury, sickness or disease, or death of any of the company's employees; and from claims for damages because of injury to or destruction of tangible property including loss of use resulting there from; and from claims arising out of the performance of professional services caused by any errors, omissions or negligent acts for which the company is legally liable.

The company shall indemnify and save harmless the City of De Pere and their representatives from all suits, actions, or claims of any character brought for or on account of any injuries or damages received by any person, persons or property resulting from the negligent acts of the company or of any of their sub-consultants in prosecuting the work.

FEE:

The proposed fee schedule shall be submitted on the attached form. Estimated hours and testing quantities are based off similar construction year totals.

A company fee schedule shall be attached for additional services offered that are not shown on the attached form. Any account fee set-up charges shall be considered incidental to the items listed in the fee schedule attached with this agreement.

DELIVERY:

E-mail, in PDF format, copies of test results specific for each project to the City Engineer. Hard copies will not need to be provided. Report all failed test results by telephone to the project inspector within 24 hours of any failed test.

ADDITIONAL INFORMATION:

A sample consultant agreement is attached.

INVOICING:

Invoices will be accepted monthly and should include a breakdown of charges for each project.

Proposed Fee Schedule

Company Name:_____

Company Address:_____

Company Address:_____

Company Representative:_____

Signature:_____

CONSTRUCTION MATERIALS TESTING				
Item	**Unit**	**Estimated Quantity**	**Unit Price**	**Total**
Engineering Services				
Project Manager	HR	10		
Project Engineer	HR	10		
Staff Engineer	HR	50		
Field Technician				
Senior Technician	HR	250		
Technician	HR	300		
Clerical	HR	50		
Mileage	MI	7,500		
Distance from Office to City of De Pere – 925 S. Sixth Street	MI			
Laboratory Testing Services				
Standard Proctor	EA	1		
Modified Proctor	EA	10		
Concrete Compression Test (Cylinder by Company)	EA	400		
Concrete Compression Test (Cylinder by City)	EA	10		
Handling of Backup Cylinders	EA	100		
Aggregate Sieve Analysis	EA	10		
Atterberg Limits	EA	1		
Permeability, Granular Soils	EA	1		
Permeability, Cohesive Soils	EA	1		
Field Technician Services				
Sample Pickup	EA	1		
Nuclear Density Gauge	½ DAY	100		
Nuclear Density Gauge	DAY	5		

Proposed Fee Schedule

Company Name: ECS Midwest, LLC

Company Address: 3315 French Road

Company Address: De Pere, WI 54115

Company Representative: Troy Vetort, PE

Signature: 

CONSTRUCTION MATERIALS TESTING				
Item	**Unit**	**Estimated Quantity**	**Unit Price**	**Total**
Engineering Services				
Project Manager	HR	10	$145.00	$1,450.00
Project Engineer	HR	10	$80.00	$800.00
Staff Engineer	HR	50	$68.00	$3,400.00
Field Technician				
Senior Technician	HR	250	$55.00	$13,750.00
Technician	HR	300	$50.00	$15,000.00
Clerical	HR	50	$40.00	$2,000.00
Mileage	MI	7,500	$0.70	$5,250.00
Distance from Office to City of De Pere – 925 S. Sixth Street	MI	7.5		
Laboratory Testing Services				
Standard Proctor	EA	1	$125.00	$125.00
Modified Proctor	EA	10	$150.00	$1,500.00
Concrete Compression Test (Cylinder by Company)	EA	400	$13.00	$5,200.00
Concrete Compression Test (Cylinder by City)	EA	10	$28.00	$280.00
Handling of Backup Cylinders	EA	100	$0.00	$0.00
Aggregate Sieve Analysis	EA	10	$80.00	$800.00
Atterberg Limits	EA	1	$70.00	$70.00
Permeability, Granular Soils	EA	1	$300.00	$300.00
Permeability, Cohesive Soils	EA	1	$300.00	$300.00
Field Technician Services				
Sample Pickup	EA	1	$50.00	$50.00
Nuclear Density Gauge	½ DAY	100	$5.00	$500.00
Nuclear Density Gauge	DAY	5	$10.00	$50.00

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: March 9, 2026

RE: **Consideration and possible action on Quotes for 2026 Materials Testing***

The Engineering Department received proposals for materials testing that will be completed in conjunction with the City's 2026 construction projects. The total cost of this work was estimated using hours from previous construction years. Each firm's cost estimate is as follows:

Materials Testing	Estimate
ECS	$50,825.00
BATC	$61,570.00
Intertek PSI	$66,715.00

The staff recommendation is to accept the quote from ECS Midwest, LLC (ECS) for the materials testing estimated at $50,825.00. Funds for this work are budgeted in the various capital project accounts.

Attachments:

2026 Materials Testing Summary (PDF)
2026 0303 CE_ECS_Materials_Testing_Proposal (PDF)
2026 0305 CE_BATC_Materials_Testing_Proposal (PDF)
2026 0227 CE_Intertek_Materials_Testing_Proposal (PDF)

Item	Unit	2026 Estimate	ECS		BATC		PSI	
			Unit Price	Total	Unit Price	Total	Unit Price	Total
Engineering Services								
Project Manager	Per hour	10	$145.00	$1,450.00	$75.00	$750.00	$85.00	$850.00
Project Engineer	Per hour	10	$80.00	$800.00	$75.00	$750.00	$85.00	$850.00
Staff Engineer	Per hour	50	$68.00	$3,400.00	$75.00	$3,750.00	$85.00	$4,250.00
Field Technician								
Senior Technician	Per hour	250	$55.00	$13,750.00	$65.00	$16,250.00	$70.00	$17,500.00
Technician	Per hour	300	$50.00	$15,000.00	$55.00	$16,500.00	$60.00	$18,000.00
Clerical	Per hour	50	$40.00	$2,000.00	$45.00	$2,250.00	$40.00	$2,000.00
Mileage	Per mile	7500	$0.70	$5,250.00	$0.95	$7,125.00	$1.00	$7,500.00
Laboratory Testing Services								
Standard Proctor	Per each	1	$125.00	$125.00	$140.00	$140.00	$150.00	$150.00
Modified Proctor	Per each	10	$150.00	$1,500.00	$150.00	$1,500.00	$175.00	$1,750.00
Concrete Compression Test (Cylinder by Company)	Per each	400	$13.00	$5,200.00	$16.00	$6,400.00	$20.00	$8,000.00
Concrete Compression Test (Cylinder by City)	Per each	10	$28.00	$280.00	$16.00	$160.00	$25.00	$250.00
Handling of Backup Cylinders	Per each	100	$0.00	$0.00	$10.00	$1,000.00	$10.00	$1,000.00
Aggregate Sieve Analysis	Per each	10	$80.00	$800.00	$90.00	$900.00	$75.00	$750.00
Atterberg Limits	Per each	1	$70.00	$70.00	$70.00	$70.00	$100.00	$100.00
Permeability, Granular Soils	Per each	1	$300.00	$300.00	$325.00	$325.00	$425.00	$425.00
Permeability, Cohesive Soils	Per each	1	$300.00	$300.00	$375.00	$375.00	$500.00	$500.00
Field Technician Services								
Sample Pickup	Per each	1	$50.00	$50.00	$75.00	$75.00	$90.00	$90.00
Nuclear Density Gauge	Per ½ day	100	$5.00	$500.00	$30.00	$3,000.00	$25.00	$2,500.00
Nuclear Density Gauge	Per day	5	$10.00	$50.00	$50.00	$250.00	$50.00	$250.00
MATERIAL TESTING TOTAL COST				**$50,825.00**		**$61,570.00**		**$66,715.00**

PROJECT:

REQUEST FOR PROPOSAL
MATERIAL TESTING SERVICES
2026 CONSTRUCTION
CITY OF DE PERE, WISCONSIN

CLIENT:

MR. ERIC RAKERS, P.E.
CITY ENGINEER

DATE:

MARCH 5, 2026

Bay Area Testing & Consulting, LLC

3125 Birch Road, Suite B
Suamico, WI 54173
Telephone: 920/660-5246
Fax: 920/544-9693

March 5, 2026

Mr. Eric Rakers, P.E.
City Engineer
City of De Pere
925 South Sixth Street
De Pere, WI 54115-1199

Request for Proposal
Material Testing Services
2026 Construction
City of De Pere, Wisconsin

Mr. Rakers,

Bay Area Testing & Consulting, LLC (BATC) has prepared this Request for Proposal for the City of De Pere 2026 Material Testing Services. The attached "Request for Proposal" includes the information that was requested in the Request for Proposal (RFP). BATC has submitted an electronic copy of this proposal for your use. We have also attached our insurance certificate and the acceptance of our proposal for this project will include acceptance of our insurance limits. **This quote is valid for thirty (30) days from the date above. If a signed quote is not returned within this period, we reserve the right to amend or withdraw it.**

Respectfully,
Bay Area Testing & Consulting, LLC

Jacob P. Franzmeier, P.E.
Owner / Geotechnical Engineer

cc: Chase Kuffel, P.E., Assistant City Engineer

TABLE OF CONTENTS
MATERIAL TESTING SERVICES
2026 CONSTRUCTION
CITY OF DE PERE

1.0 INTRODUCTION 1

1.1 Proposing Firm 1
1.2 Statement of Qualifications 2

2.0 PROJECT SCOPE OF SERVICES 3

2.1 Overview of Construction Materials Testing 4
2.2 City of De Pere Materials Testing Scope of Services 5
2.2.1 Earthwork, Subgrade and Trench Compaction, and Crushed Aggregate Base Course Testing Services 5
2.2.2 Asphaltic Concrete Pavement Testing Services 6
2.2.3 Concrete Testing Services 6
2.2.4 Construction Inspection and Observations 7
2.2.5 Additional Field and Laboratory Testing 8

3.0 BATC KEY PERSONNEL AND ROLES 9

4.0 BATC ADDITIONAL INFORMATION 11

4.1 Project Response Time and Saturday Work 11
4.2 BATC Approach 11

5.0 PREVIOUS PROJECTS 12

6.0 SUPPLEMENTAL FEE SCHEDULE 16

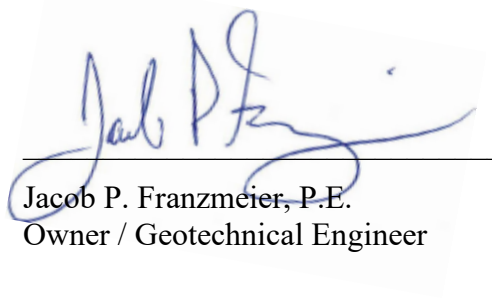
1.0 INTRODUCTION

1.1 Proposing Firm

Bay Area Testing & Consulting, LLC (BATC) would like to extend our expression of interest to the Request for Proposal for the City of De Pere Material Testing Services for the 2026 Construction Season. BATC is located at 3125 Birch Road, Suite B, Suamico, Wisconsin. Mr. Jacob Franzmeier, P.E., is an owner and will be representing BATC for this contract. The office telephone number, which is also Jacob's mobile phone number, is 920-660-5246. Further, coordination for projects during the construction season will typically be done by Ethan Bornick.

Bay Area Testing & Consulting, LLC
3125 Birch Road, Suite B
Suamico, WI 54173
Phone: 920-660-5246
Fax: 920-544-9693
Email: jake@bayareatesting.com

I, Jacob P. Franzmeier, am authorized to represent Bay Area Testing & Consulting, LLC.



_____ _3/5/2026_____

Jacob P. Franzmeier, P.E. Date
Owner / Geotechnical Engineer

1.2 Statement of Qualifications

In December, 2010, BATC was established in Green Bay, Wisconsin, to provide independent construction materials testing for various private, commercial, and municipal projects, along with Wisconsin Department of Transportation (WisDOT) projects. BATC is currently on the WisDOT list of qualified laboratories for concrete, soil, aggregate, and asphalt testing. BATC also participates in the AASHTO Materials Reference Laboratory (AMRL) Proficiency Sample Program for Coarse Aggregate. Since our staff has a wide variety of experience on projects throughout the state, our extensive knowledge and experience in soil, concrete, and asphalt field and laboratory testing results in exceptional quality control.

Further, our company goal is to provide accurate, detailed, and repeatable quality control results in a timely manner. Since all of our staff members have both extensive field and laboratory experience, we maintain that our test results are done both precisely and promptly, no matter who performs the testing, saving our clients both time and money.

All of our staff members are certified at different levels based on their experience and capabilities. Further, as an organization, we currently have certified personnel through the American Concrete Institute, the Wisconsin Department of Transportation Highway Technician Certification Program, and Troxler Laboratories. The following list contains the certifications and qualifications BATC employees currently maintain:

- Wisconsin DOT Certified PCC Technician – Level II
- Wisconsin DOT Certified PCC Technician – Level I
- Wisconsin DOT Certified ATTS Technician
- Wisconsin DOT Certified Aggregate Technician – Level I
- Wisconsin DOT Certified Grading Technician
- Wisconsin DOT Certified Aggregate Sampling Technician
- Wisconsin DOT Certified Concrete Strength Tester
- Wisconsin DOT Certified Nuclear Density Technician
- Wisconsin DOT Certified Asphalt Technician – Level ITP
- ACI Concrete Field Technician – Level I
- Soil Moisture/Density Operator – Troxler Electronics Labs, Inc.

2.0 PROJECT SCOPE OF SERVICES

We understand the City of De Pere is pursuing a qualified consulting firm to complete material testing services on an "as-needed" basis for the 2026 construction season under a fixed fee, open-ended contract. Our understanding of the scope of services includes but is not limited to the following:

- Earthwork Testing
- Subgrade Compaction
- Trench Compaction
- Crushed Aggregate Base Course Testing (Material and Compaction)
- Asphaltic Concrete Pavement Testing (Samples and Compaction)
- Concrete Testing
- Field Observation Related to Soil and/or Construction Conditions

BATC understands that the City of De Pere would like a firm that can provide the above listed scope of services in a timely and professional manner in compliance with industry standards, by certified technicians and engineers under the direct supervision of a Professional Engineer, licensed in the State of Wisconsin. Most test results will be submitted to the City within 24 hours, unless a further detailed analysis is needed to provide a more cost effective solution to the problem. All reports will be submitted in PDF format and paper copies will be provided, if requested.

2.1 Overview of Construction Materials Testing

BATC will provide construction materials field testing for the 2026 City of De Pere contract. BATC will be responsible for the concrete testing, soil and aggregate laboratory testing, soil and asphalt density testing, and asphalt sampling, as well as construction inspections and observations upon the City's request. For this contract, BATC will utilize subcontract services for some of the specialty laboratory testing services, if needed.

Some of the laboratory services that can be provided are: washed and unwashed sieve analysis, standard and modified proctors, Atterberg Limits, hydrometer testing, double hydrometer testing, percent material finer than the #200 sieve testing, fractured face count of coarse aggregate, specific gravity of fine and coarse aggregates, L.A. Abrasion, freeze-thaw soundness, sodium sulfate soundness, lightweight particles, organic content, organic impurities testing, compressive strength of concrete, mortar, and grout, flexural and splitting tensile strength of concrete, asphalt extraction and gradation including asphalt content, and determination of theoretical maximum density of bituminous concrete.

Some of the field testing services that can be provided are: slump, air content, temperature, unit weight, and yield of plastic concrete; soil bearing capacity verification; proof-rolling observations of subgrade soils; nuclear density testing of soil, base aggregate, and asphalt; concrete and asphalt coring and analysis; rebar inspection; mortar and grout testing; and concrete batch plant inspections, if requested.

The list of laboratory and field testing services that BATC listed above is not a complete list of tests that could be performed. As demand increases for a particular testing procedure, and as our company continues to grow, BATC evaluates our services on a case by case basis and determines whether or not to expand our services to meet the demand of the requested testing procedure.

2.2 City of De Pere Materials Testing Scope of Services

Prior to the start of each project for the City, BATC would like to obtain any available project plans and specifications, if allowed by the City contracts. If available, these plans and specifications can be submitted to us electronically. We have found with working in municipalities over the years, it is convenient for the field technicians to have project plans in case a situation arises wherein a City of De Pere inspector is not able to be on-site. We request a 24 hour courtesy call prior to on-site testing. BATC takes pride in reliable and timely service to our clients.

2.2.1 Earthwork, Subgrade and Trench Compaction, and Crushed Aggregate Base Course Testing Services

BATC field staff will provide base aggregate and soil sampling and testing, as requested, on projects throughout the City of De Pere. We will either obtain samples on-site after the material is delivered to the construction site or stockpiled on-site, or we will obtain samples from the pit or quarry using proper sampling methods. Further, we will provide test results for sieve analyses and proctor tests on granular soils typically within 24 hours of obtaining samples. However, when cohesive soils will be utilized for backfilling utility trenches or used for pond liners, proctor test results will typically be available within 36 hours of obtaining the sample because of the additional preparation time needed for cohesive soils.

After the completion of the laboratory testing and approval of the source by the City of De Pere, BATC will provide nuclear density testing on sub-base and base course, trench backfill, and/or structural fill materials. BATC will immediately notify the City of De Pere inspector of all test results before leaving the jobsite. If the inspector cannot be found on-site or by telephone, the City Project Manager will be notified prior to the technician's departure from the jobsite. Test results for compaction testing will be typically sent to the City of De Pere within 24 hours of our return to the laboratory.

2.2.2 Asphaltic Concrete Pavement Testing Services

During paving operations, BATC staff will provide on-site asphalt density testing and asphalt sampling on an as requested basis. Sampling of asphalt pavement may occur on-site or at the asphalt plant either by our qualified staff or the asphalt suppliers' staff, depending on the asphalt suppliers' insurance and liability restrictions. In either case, BATC personnel will be present during the sampling of the asphalt to ensure proper sampling techniques are followed.

After sampling, BATC personnel will return the asphalt sample to our laboratory to perform testing. We are capable and our laboratory is certified to perform asphalt extraction and gradation analysis, including asphalt content. If further analysis is needed, such as determining the bulk density by use of gyratory compaction methods in the laboratory, we may have to employ a subcontractor to perform these services. However, we can determine bulk specific gravity of in-place compacted asphalt pavement from core samples from the roadway during construction, if needed. Test results for asphalt density testing will be provided within 48 hours of receiving the sample. Asphalt extraction and gradation and theoretical maximum density determination laboratory asphalt testing will be provided within 36 hours of receiving the sample.

2.2.3 Concrete Testing Services

Based on our past experience working with the City of De Pere, typically concrete testing and cylinders would be cast by BATC, but some may be cast by City of De Pere inspectors. When providing concrete testing services, BATC will conduct slump, air content, and temperature tests, and cast four (4) standard 6" x 12" concrete cylinders, unless directed otherwise. BATC will typically pick-up cylinders within 24 hours of cylinders being cast, but in no case will cylinders be in the field longer than 48 hours. We understand that the most critical time period for cylinders is within the first 48 hours of curing in the field. Therefore, we will do our best to ensure all cylinders cast by BATC and the City of De Pere inspectors cure at the proper initial curing temperature and record maximum/minimum temperatures upon pick-up of the cylinder sets. If we notice that cylinders are curing too hot or too cold during the initial cure, we will immediately

contact the City Project Manager and discuss methods to ensure proper curing methods. Test results for field testing will be reported to the City Inspector immediately after testing, with a written report sent to the City typically within 24 hours of testing. Compressive strength testing will be conducted at 7 and 28 days and reports will be sent to the City usually within 24 hours after the testing is completed. However, if concrete compressive strength does not meet the required 7-day or 28-day strength, BATC will immediately contact the City Project Manager to discuss the next course of action.

2.2.4 Construction Inspection and Observations

BATC will provide construction inspection and/or observations on an as requested basis throughout the 2026 construction season. We understand the scope may include but is not limited to: subgrade soil testing and observations in parking lot and building foundations, proof-rolling observations of either existing subgrade soils or compacted base course, pile driving observations, and structural concrete pour inspections and documentation. When observing and testing soils for foundations and parking lots, BATC follows the recommendations that are given in the geotechnical reports for the project. If a geotechnical report is not available for the project, BATC will provide our recommendation based on the soil conditions or refer back to the structural-engineer-of-record (SER) for recommendations concerning unsuitable soils. Further, based on the recommendations that are accepted, BATC will conduct the necessary field and laboratory testing to fulfill the intention of the specifications or recommendations.

For structural concrete observations before and at the completion of concrete pours, BATC will provide documentation that the number, size, splice lengths and locations, and clear cover of the reinforcement steel match the reinforcement schedule prior to placement of concrete. If there is a deficiency in the reinforcement steel, BATC will immediately contact the project inspector or project engineer and the issue will be resolved prior to the placement of concrete. Further, if requested, BATC will also document the placement, orientation, and location of any structural bolt settings in accordance with the structural drawings. Also, BATC will ensure concrete placement is done in conformance with the most recent ACI and ASTM procedures for form work, perform

mix design reviews, and review and recommend proper consolidation and curing techniques. Construction Inspection and/or Observation written reports will be available to the City within 48 hours of our return to the laboratory.

BATC can also provide concrete batch plant inspections, if requested by the City. BATC would travel to the concrete batch plant, perform the inspections in accordance with ACI 311.5 and document any deficiencies with the batch plant. These deficiencies would be documented during the inspection process and verbally reported to the City immediately following the inspection. The batch plant inspection report would be available to the City in writing within 24 hours of the completion of the inspection.

2.2.5 Additional Field and Laboratory Testing

BATC is capable and certified to perform a wide variety of specialty testing not typically requested on projects. Further, additional services include masonry testing and observations, sprayed applied fire-proofing testing, caisson inspections, moisture-vapor transmission testing, concrete and asphalt coring for thickness, concrete distress evaluations, smoke pencil testing of exterior building wall coverings, flexural and splitting tensile strength of concrete specimens, double hydrometer testing, and flat and/or elongated particle testing. Depending on what the circumstances are regarding the additional services, we will be able to perform the above testing on an as-requested basis.

3.0 BATC KEY PERSONNEL AND ROLES

Jacob P. Franzmeier, P.E.
Professional Engineer/Staff Engineer/Field Operations Manager/Chief Quality Control Officer

Jacob will be the primary contact for the construction materials testing services for this contract. Jacob has over 20 years of experience in construction materials testing, site recommendations and trouble shooting, and geotechnical engineering. Jacob is the Field Operations Manager/Lab Supervisor of BATC. His duties include overseeing all operations of BATC from scheduling technicians to reviewing field reports. He is also BATC's Radiation Safety Officer and Chief Quality Control Officer for the WisDOT Laboratory Certification. Jacob will be the direct contact for this contract and will be coordinating the material testing, including concrete, asphalt, soil, base aggregate, and any other testing services needed for the City contract. He will also be attending all meetings that require our attendance as requested by the City. Further, he will also conduct field work involving engineering recommendations and inspections, and on occasion field materials testing, if needed or if immediate testing is requested by the City. Jacob is licensed in the State of Wisconsin as a Professional Engineer.

Ethan Bornick, CET
Senior Engineering Technician / Project Coordinator

Ethan has over 10 years of experience as both a field and laboratory technician. His field experience includes soil subgrade bearing capacity verification, proof-rolling observations, concrete testing, soil, aggregate, and asphalt density testing, and aggregate sampling. His laboratory experience includes, but is not limited: to hardened concrete testing, soil and base aggregate sieve analysis, standard and modified proctor tests, and many more. Ethan also serves as a primary project coordinator and scheduler throughout the year as well.

Austin Dier, CET
Senior Engineering Technician

Austin has over 10 years of experience as both a field and laboratory technician. His field experience includes proof-rolling observations, concrete testing, soil, aggregate, and asphalt density testing, and aggregate sampling. His laboratory experience includes, but is not limited to: hardened concrete testing, soil and base aggregate sieve analysis, standard and modified proctor tests, and many more.

Henry P. Koch, CET
Senior Engineering Technician

Henry has over 30 years of experience as both a field and laboratory technician. His field experience includes concrete testing, soil and asphalt density testing, soil, aggregate, and asphalt sampling, subgrade soil observations and testing, proof-rolling observations, spray fire resistant material and intumescent fireproof testing, concrete coring, and water vapor transmission testing. His laboratory experience includes but is not limited to hardened concrete testing, soil and base aggregate sieve analysis, specific gravity of fine and coarse aggregates, WisDOT asphalt mix and quality testing, and many more.

Eric Marnocha
Engineering Technician

Eric has over 5 years of experience as both a field and laboratory technician. His field experience includes soil subgrade bearing capacity verification, proof-rolling observations, concrete testing, soil, aggregate, and asphalt density testing, and aggregate sampling. His laboratory experience includes, but is not limited: to hardened concrete testing, soil and base aggregate sieve analysis, standard and modified proctor tests, and many more.

Depending on the schedule for the day and the complexity of the City project, any of the above staff may be sent to the projects. However, a majority of the field testing will be performed by either a Senior Engineering Technician or an Engineering Technician. Further, if the project is complex and requires more extensive testing and observations, either a Senior Engineering Technician or a Staff Engineer would be scheduled to the project because of their experience. If a project would require a recommendation regarding either an alternative construction method or a change in design, a Staff Engineer or a Professional Engineer would be scheduled for that particular case. Only in cases in which the City would need an immediate response to a project, any of the staff personnel could be scheduled to that project to ensure that the required testing is performed, especially if the testing is critical to the project schedule.

4.0 BATC ADDITIONAL INFORMATION

4.1 Project Response Time and Saturday Work

We understand in some cases project plans change and a quick response is required with very little notice. With our past experience on similar projects, especially working with time critical concrete pours, such as with the Wisconsin Department of Transportation, we recognize that at times the City of De Pere will need an immediate response. As stated previously, BATC takes pride in reliable and timely service. For instance, the office phone is always with the owner and field coordinator, Mr. Franzmeier. All phone calls for BATC run through one point of contact, ensuring that all scheduling gets to the technicians as quickly and efficiently as possible. If a situation would arise that requires immediate testing in the City of De Pere, a BATC staff member will almost always be there when needed or within a reasonable time limit, day or night, if requested. Also, based on previous year's project locations, we generally have multiple projects in or near the City of De Pere. With this many projects in the area, we will have more flexibility with our schedule and a more timely response if something is not scheduled and work needs to be performed. Typically, if Saturday work is expected for an upcoming weekend, we would ask to have a curtesy call prior to Friday to inform us. Any work performed either at night or weekends, including cylinder pick-ups, will be charged twice the normal rate for the technician performing the work. We understand that sometimes weekend work is unexpected and is usually last-minute scheduling by the contractor, which we can typically accommodate.

4.2 BATC Approach

BATC's primary goal is to provide affordable quality control while emphasizing safety and team work. We have experience in almost all facets of the construction project, from soil assessments in the geotechnical phase to inspecting and testing construction materials during the construction phase. BATC, as a part of your construction team, is committed to the success of your projects. One of our goals as a smaller company is to achieve exceptional quality control on each project to

ensure our client's satisfaction. We will assist both the project engineer and project inspector in the scheduling and management of the quality control by being proactive and we will be available anytime for questions you may have before, during, and after the completion of the project. Our success depends on the success of our clients. We strive to improve the quality control on projects in any way possible. Because most of our staff has worked with the City of De Pere in the past, we are familiar with most of the current City Public Works Staff and a majority of the operating procedures of the City.

5.0 PREVIOUS PROJECTS

BATC has performed construction materials testing on a wide variety of projects throughout the state in recent years. The following is a list of recent projects of similar nature that BATC was contracted to perform, a brief description of the services performed, and references for each of the contracts:

- 2011, 2016, 2019, 2020, 2021, 2022, 2023, and 2024 City of De Pere Construction Materials Testing Contract, De Pere, Wisconsin
  BATC performed the annual construction materials testing contract for the City of De Pere, which included but was not limited to: plastic concrete testing and concrete compressive strength testing on concrete curb and gutter, sidewalk, and pavement throughout the City of De Pere. We also performed soil and aggregate field and laboratory testing, including utility trench compaction testing, soil subgrade density testing, roadway base course density, sieve analyses and proctor testing. Further, we also performed asphalt density testing on various streets for this contract.
  Contracting Party: City of De Pere
  Project Contact: Chase K. Kuffel
  Contact Number: 920-339-4060

- Titletown Development Phase I and Phase II, Green Bay, Wisconsin
  BATC performed all inspections and testing for the general contractor on a site development project including, but not limited to: soil subgrade bearing capacity verification, proof-rolling observations, over-excavation recommendations, plastic and hardened concrete testing, soil compaction testing, soil laboratory testing, frost checks, reinforcing steel observations, fireproofing inspections, and construction observations.
  Contracting Party: Sterling Development Group
  Project Contact: Adam Bickoff
  Contact Number: 201-207-9205

- Titletown – Bellin Clinic, Ashwaubenon, Wisconsin
  BATC performed all inspections and testing for the general contractor on the new orthopedic sports medicine clinic including but not limited to: soil subgrade bearing capacity verification, proof-rolling observations, over-excavation recommendations, reinforcing steel inspections and observations, plastic and hardened concrete testing, soil compaction testing, soil laboratory testing, and asphalt density testing.
  Contracting Party: Miron Construction Company
  Project Contact: Chad Theilman
  Contact Number: 920-585-3780

- City of Kaukauna – Project 1-17, 1-18, 1-19, 1-20, 1-21 Kaukauna, Wisconsin
  BATC performed the construction materials testing contract for the City of Kaukauna Projects, which included but was not limited to: plastic concrete testing and concrete compressive strength testing on concrete curb and gutter, sidewalk, and pavement on multiple streets downtown in the City of Kaukauna, Wisconsin. We also performed soil and aggregate field and laboratory testing, including utility trench compaction testing, soil roadway base course density, sieve analyses and proctor testing.
  Contracting Party: Vinton Construction Company
  Project Contact: Ron Raboine
  Contact Number: 920-682-0375

- Cedars Central Parkway Demolition, Grading, and Graveling – Phase I, Kimberly, Wisconsin
  BATC performed the construction materials testing contract for the Village of Kimberly, which included but was not limited to: approval of backfill material and building demolition and utility removal compaction testing for a new site development. We also performed soil and aggregate field and laboratory testing, including sieve analyses and proctor testing.
  Contracting Party: Peters Concrete Company
  Project Contact: Brian Bartels
  Contact Number: 920-494-3700

- Aurora Baycare Medical Center, Building Additions and Parking Lot Expansions, Green Bay, Wisconsin
  BATC performed all inspections and testing on the hospital building additions and parking lot expansions for the owner including but not limited to: soil subgrade bearing capacity verification, proof-rolling observations, over-excavation recommendations, construction inspections, plastic and hardened concrete testing, soil compaction testing, soil laboratory testing, asphalt density testing, and vapor barrier inspections.
  Contracting Party: Aurora Baycare Medical Center
  Project Contact: Barbara Johnson
  Contact Number: 920-288-4033

- Agropur Expansion and Renovations, Luxemburg and Weyauwega, Wisconsin
  BATC performed all inspections and testing for the general contractor on the cheese plant expansions and renovations including building additions, parking lot expansions, and wastewater treatment plant construction including, but not limited to: soil subgrade bearing capacity verification, proof-rolling observations, over-excavation recommendations, reinforcing steel inspections and observations, plastic and hardened concrete testing, soil compaction testing, soil laboratory testing, asphalt density testing.
  Contracting Party: Miron Construction Company
  Project Contact: Chad Theilman
  Contact Number: 920-585-3780

- Belmark Building Additions and Expansions on Multiple Buildings, De Pere, Wisconsin
  BATC performed all inspections and testing for the general contractor on multiple building and parking lot expansions to the plant including, but not limited to: soil subgrade bearing capacity verification, proof-rolling observations, over-excavation recommendations, plastic and hardened concrete testing, soil compaction testing, and soil laboratory testing.
  Contracting Party: The Boldt Company
  Project Contact: Tony Meeuwsen
  Contact Number: 920-450-3255

- Appleton Medical Center Hybrid OR Expansion, Appleton, Wisconsin
  BATC performed all inspections and testing for the general contractor on a hospital building expansion including, but not limited to: soil subgrade bearing capacity verification, over-excavation recommendations, plastic and hardened concrete testing, soil compaction testing, soil laboratory testing, frost checks, sprayed applied fireproof testing, reinforcing steel observations, and construction observations.
  Contracting Party: The Boldt Company
  Project Contact: Matt Peterson
  Contact Number: 920-225-6259

- Wrightstown Water Transmission Main Project, Brown County, Wisconsin
  BATC performed testing for the general contractor on a water transmission main project including, but not limited to: plastic and hardened concrete testing, soil compaction testing, soil laboratory testing, and asphalt density testing.
  Contracting Party: Carl Bowers and Sons Construction
  Project Contact: Bill Bowers
  Contact Number: 920-419-4950

- Aldon Station Infrastructure Construction, Village of Ashwaubenon, Wisconsin
  BATC performed testing for the general contractor on a mass fill / utility construction project including, but not limited to: hardened concrete testing, soil compaction testing, and soil laboratory testing.
  Contracting Party: Riverview Construction
  Project Contact: Matt Athey
  Contact Number: 920-609-1025

- 2021 Water and Sewer Construction, Village of Fox Crossing, Wisconsin
  BATC performed testing for the general contractor on a large utility construction project including, but not limited to: soil compaction testing, and soil laboratory testing.
  Contracting Party: David Tenor Corporation
  Project Contact: Dave Tenor
  Contact Number: 920-360-9246

- Bellevue TID #1 Phase 2, Contract A-22, Village of Bellevue, Wisconsin
  BATC performed testing for the general contractor on a utility construction project including, but not limited to: plastic and hardened concrete testing, soil compaction testing, and soil laboratory testing.
  Contracting Party: Dorner, Inc.
  Project Contact: Matt Athey
  Contact Number: 920-609-1025

- East Washington Street Reconstruction, City of Gillett, Wisconsin
  BATC performed testing for the general contractor on a utility construction project including, but not limited to: plastic and hardened concrete testing, soil compaction testing, and soil laboratory testing.
  Contracting Party: Dorner, Inc.
  Project Contact: Adam Enderby
  Contact Number: 920-857-0760

- Riverpoint Development, Multiple Phases, City of Manitowoc, Wisconsin
  BATC performed testing for the general contractor on a site redevelopment construction project including, but not limited to: plastic and hardened concrete testing, soil compaction testing, and soil laboratory testing.
  Contracting Party: Michels Foundations and Vinton Construction Company

6.0 SUPPLEMENTAL FEE SCHEDULE

BATC FEE SCHEDULE 2026

Soil and Aggregate Laboratory Services:

1.	Mechanical Analysis of Soils, 3" to Fine Aggregate (ASTM D6913 with D1140)	$90.00/Each
2.	Mechanical Analysis of Soils, 3" to 6" (ASTM D6913 with D1140)	$130.00/Each
3.	Moisture Content of Soils (ASTM D2216)	$15.00/Each
4.	Percent Material Passing the #200 Sieve (ASTM D1140)	$55.00/Each
5.	Atterberg Limits (Liquid Limit, Plastic Limit, Plasticity Index) (ASTM D4318)	$70.00/Each
6.	Standard Proctor Test (ASTM D698)	$140.00/Each
7.	Modified Proctor Test (ASTM D1557)	$150.00/Each
8.	Hydrometer Test (ASTM D7928)	$110.00/Each
9.	Permeability of Granular Soils (ASTM D5084)	$325.00/Each
10.	Permeability of Cohesive Soils (ASTM D5084)	$375.00/Each
11.	Organic Content of Soils (D2974)	$55.00/Each
12.	Organic Impurities in Fine Aggregate (ASTM C40)	$45.00/Test
13.	Flat/Elongated Particles, Fractured Particles in Coarse Aggregate (ASTM D4791)	$50.00/Test
14.	Unit Weight / Density of Shelby Tube Sample (ASTM D7263)	$100.00/Test
15.	Abrasion of Coarse Aggregate by Los Angeles Machine (ASTM C131)	$170.00/Test
16.	Soundness of Aggregate, Sodium or Magnesium Sulfate (ASTM C88)	$300.00/Test
17.	Freeze/Thaw Soundness of Aggregates (AASHTO T103)	$300.00/Test
18.	Fine Aggregate Specific Gravity (ASTM C128)	$95.00/Each
19.	Coarse Aggregate Specific Gravity (ASTM C127)	$95.00/Each
20.	Friable Particles in Aggregate (ASTM C142)	$85.00/Test
21.	Lightweight Pieces in Aggregate (ASTM C123)	$200.00/Test
22.	Visual Examination of Chert in Aggregate	$50.00/Test

Asphalt Laboratory Testing Services

23.	Extraction / Gradation of Bituminous Mixtures (ASTM D2172)	$200.00/Test
24.	Bulk Specific Gravity of Cored Asphalt Specimens (ASTM D2726)	$140.00/Core

Laboratory Services and Equipment Rentals:

25.	Compressive Strength of Cylinders (ASTM C39)	$16.00/Each
26.	Flexural Strength of Concrete (ASTM C78)	$55.00/Each
27.	Splitting Tensile Strength of Cylindrical Concrete Specimens (ASTM C496)	$45.00/Each
28.	Handling Reserve Cylinders (ASTM C39)	$10.00/Each
29.	Trimming Non-Planar Concrete Cylinder Specimens (ASTM C42)	$50.00/Each
30.	Compressive Strength of 2" Mortar Cubes (ASTM C109)	$20.00/Each
31.	Compressive Strength of 3" x 3" x 6" Grout Prisms (ASTM C1019)	$20.00/Each
32.	Trimming, Capping, and Compressive Strength of Drilled Cores (ASTM C42)	$50.00/Each
33.	Case of Cylinder Molds	$55.00/Case
34.	Mileage	$0.95/Mile
35.	Nuclear Gauge Rental	$30.00/½ day: $50.00/day
36.	Cone Penetrometer Rental	$25.00/½ day: $35.00/day
37.	Coring Equipment Rental	$175.00/½day: $300.00/day
38.	Sample Pick-up from Quarry/Pit within 30 Miles of Green Bay	$75.00/Trip

Field Services Staff:

39.	Jacob Franzmeier, PE, Project Engineer	$75.00/hour
40.	Jacob Franzmeier, PE, Staff Engineer	$75.00/hour
41.	Henry Koch, CET, Senior Engineering Technician	$65.00/hour
42.	Austin Dier, CET, Senior Engineer Technician	$65.00/hour
43.	Ethan Bornick, CET, Senior Engineer Technician	$65.00/hour
44.	Engineer Technician	$55.00/hour
45.	Engineering Technician, Intern / Coop	$55.00/hour
46.	Administrative Assistant	$45.00/hour

Note: The prices included for this project will be in effect for the duration of the project and throughout the 2026 construction season. Further, if your project requires an additional test procedure to be performed that is not included in this fee schedule, feel free to contact our office for additional pricing. Any work performed on Saturdays will be billed at a rate of 2.0 times the rate listed on the fee schedule, including requested cylinder pick-ups. Any work performed on Sunday or Holidays will be billed at a rate of 4.0 times the rate listed on the fee schedule.

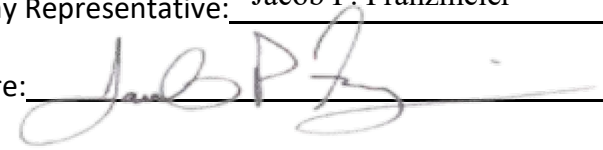
Proposed Fee Schedule

Company Name: Bay Area Testing & Consulting, LLC.

Company Address: 3125 Birch Road, Suite B

Company Address: Suamico, WI 54173

Company Representative: Jacob P. Franzmeier

Signature: 

CONSTRUCTION MATERIALS AND SOIL TESTING				
Item	**Unit**	**Estimated Quantity**	**Unit Price**	**Total**
Engineering Services				
Project Manager	HR	10	$75.00	$750.00
Project Engineer	HR	10	$75.00	$750.00
Staff Engineer	HR	50	$75.00	$3,750.00
Field Technician				
Senior Technician	HR	250	$65.00	$16,250.00
Technician	HR	300	$55.00	$16,500.00
Clerical	HR	50	$45.00	$2,250.00
Mileage	MI	7,500	$0.95	$7,125.00
Distance from Office to City of De Pere – 925 S. Sixth Street	MI	16		
Laboratory Testing Services				
Standard Proctor	EA	1	$140.00	$140.00
Modified Proctor	EA	10	$150.00	$1,500.00
Concrete Compression Test (Cylinder by Company)	EA	400	$16.00	$6,400.00
Concrete Compression Test (Cylinder by City)	EA	10	$16.00	$160.00
Handling of Backup Cylinders	EA	100	$10.00	$1,000.00
Aggregate Sieve Analysis	EA	10	$90.00	$900.00
Atterberg Limits	EA	1	$70.00	$70.00
Permeability, Granular Soils	EA	1	$325.00	$325.00
Permeability, Cohesive Soils	EA	1	$375.00	$375.00
Field Technician Services				
Sample Pickup	EA	1	$75.00	$75.00
Nuclear Density Gauge	½ DAY	100	$30.00	$3,000.00
Nuclear Density Gauge	DAY	5	$50.00	$250.00

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
12/09/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services Central, Inc.
Green Bay WI Office
1175 Lombardi Avenue
Suite 350
Green Bay WI 54304 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (920) 437-7123 **FAX (A/C. No.):** (920) 431-6345
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	ACUITY, A Mutual Insurance Company	14184
INSURER B:	Underwriters At Lloyds London	15792
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
Bay Area Testing & Consulting LLC
3125 Birch Road
Suite B
Suamico WI 54173 USA

COVERAGES **CERTIFICATE NUMBER:** 570116998333 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:			Z10006 Package Policy	01/01/2026	01/01/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $300,000 $10,000 Included $3,000,000 $3,000,000
A	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			Z10006 Package Policy	01/01/2026	01/01/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$1,000,000
A	X **UMBRELLA LIAB** X OCCUR **EXCESS LIAB** CLAIMS-MADE DED RETENTION			Z10006 Package Policy	01/01/2026	01/01/2027	EACH OCCURRENCE AGGREGATE	$6,000,000 $6,000,000
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		Z10006 Package Policy	01/01/2026	01/01/2027	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	 $100,000 $100,000 $500,000
B	E&O - Professional Liability - Primary			HPL250594	01/01/2026	01/01/2027	Each Claim Aggregate	$1,000,000 $3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

For Informational Purposes Only

--- WI --- USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Central, Inc.

Holder Identifier :

Certificate No : 570116998333

©1988-2015 ACORD CORPORATION. All rights reserved.

Professional Service Industries, Inc.
3009 Vandenbroek Road
Kaukauna, Wisconsin 54130
Phone: (920)-735-1200

Mr. Chase K. Kuffel, P.E.
City of De Pere
925 South Sixth Street
De Pere, Wisconsin 54115

Re: Proposal for Construction Material Testing Services
Proposed Soil Testing Services – 2026 Capital Improvement
De Pere, Wisconsin

Dear Mr. Kuffel:

In accordance with your request, Professional Service Industries, Inc. (PSI), an Intertek Company, is pleased to submit this proposal for providing construction materials testing services for the above referenced project. The purpose of the services will be to perform construction observations and materials testing, as part of a generalized evaluation of compliance with the project specifications, within the limitations of the authorized scope of our work. A brief description of our understanding of the project, scope of proposed work to be provided, proposed method of performance and fee is included in the following paragraphs.

Project Description

It is understood that the 2026 capital improvement program will include projects such as: new street construction, street reconstruction, street milling and overlay, sanitary sewer improvements, water system improvements, storm sewer improvements, concrete replacement (curb & gutter, sidewalk, driveway, street), concrete street construction/reconstruction, and new pond construction in the City of De Pere, Wisconsin. No additional design information was available at the time of proposal preparation.

Scope of Work

PSI can provide the following construction monitoring and testing services, when scheduled by your personnel:

Earthwork

- Observe site stripping to document that unsuitable fills, organic soils and existing building foundations, walls and slabs are removed and that exposed subgrades are suitable for placement of new fill or subbase materials.
- Perform moisture-density relationship testing in accordance with ASTM D698 (Standard Proctor) or ASTM D1557 (Modified Proctor) in order to determine the Proctor maximum dry density and optimum moisture content.
- Document in-place density of compacted fill soils in accordance with ASTM D2922 at the frequencies described in the project documents.

Concrete Observations and Testing

- Perform slump testing in accordance with ASTM C143.
- Perform air content testing in accordance with ASTM C231 for regular weight concrete.
- Record concrete and air temperature at the time cylinders are taken.
- Cast, cure and test cylinders.
- Transport cylinders to our facilities for laboratory curing.
- Perform compressive strength testing of concrete cylinder samples in accordance with ASTM C39.

Fees

Professional Service Industries, Inc. proposes to provide the above referenced services on a unit rate basis in accordance with the PSI's Standard Fee Schedule, and pursuant to the General Conditions, which are enclosed herein and considered part of this agreement. PSI's fees will be determined by the actual time expended by our personnel for this project and the amount of field and laboratory testing performed, and therefore directly dependent on the actual construction period, extent of our involvement, and the testing requirements outlined in the project specifications. We request that the field services be scheduled at least 24 hours in advance.

Closing

If this proposal is acceptable, please sign and return one (1) copy of this proposal to PSI. We also ask that you complete and return the attached Project Data Sheet so that we can properly establish your file. **PSI can proceed with services immediately; however, all reports will be withheld until we have received written authorization to proceed and a completed copy of the attached project data sheet.**

PSI appreciates the opportunity to offer its services to your project and looks forward to being of service to you. Meanwhile, if you have any questions or require additional information, please contact our office at (920) 735-1200.

Respectfully submitted,

Professional Service Industries, Inc.

Patrick Bray, E.I.T.
Branch Manager

Attachments: Proposal Acceptance Form
City of De Pere Fee Schedule
General Conditions

PROPOSAL ACCEPTANCE:

AGREED TO, THIS _____ **DAY OF** _____ **, 2026**	
BY *(please print)*:	_____
TITLE:	_____
COMPANY:	_____
SIGNATURE:	_____

PROJECT INFORMATION:

1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Distribution of Reports:

Name	Email Address	Report Type				
		Soils/ Foundation	Reinforcing Steel	Concrete	Structural Steel	Misc.

7. Invoicing Address: _____
_____
_____
Attn: _____

8. Other Pertinent Information Or Previous Subsurface Information Available:
_____

Proposed Fee Schedule

Company Name: Professional Service Industries, Inc.

Company Address: 3009 Vandenbroek Road

Company Address: Kaukauna, WI 54130

Company Representative: Patrick Bray

Signature: Patrick Bray

CONSTRUCTION MATERIALS TESTING				
Item	**Unit**	**Estimated Quantity**	**Unit Price**	**Total**
Engineering Services				
Project Manager	HR	10	$85.00	$850.00
Project Engineer	HR	10	$85.00	$850.00
Staff Engineer	HR	50	$85.00	$4,250.00
Field Technician				
Senior Technician	HR	250	$70.00	$17,500.00
Technician	HR	300	$60.00	$18,000.00
Clerical	HR	50	$40.00	$2,000.00
Mileage	MI	7,500	$1.00	$7,500.00
Distance from Office to City of De Pere – 925 S. Sixth Street	MI	18		
Laboratory Testing Services				
Standard Proctor	EA	1	$150.00	$150.00
Modified Proctor	EA	10	$175.00	$1,750.00
Concrete Compression Test (Cylinder by Company)	EA	400	$20.00	$8,000.00
Concrete Compression Test (Cylinder by City)	EA	10	$25.00	$250.00
Handling of Backup Cylinders	EA	100	$10.00	$1,000.00
Aggregate Sieve Analysis	EA	10	$75.00	$750.00
Atterberg Limits	EA	1	$100.00	$100.00
Permeability, Granular Soils	EA	1	$425.00	$425.00
Permeability, Cohesive Soils	EA	1	$500.00	$500.00
Field Technician Services				
Sample Pickup	EA	1	$90.00	$90.00
Nuclear Density Gauge	½ DAY	100	$25.00	$2,500.00
Nuclear Density Gauge	DAY	5	$50.00	$250.00

GENERAL CONDITIONS

1. PARTIES AND SCOPE OF WORK: Professional Service Industries Inc. ("PSI") shall include said company or its particular division, subsidiary or affiliate performing the work. "Work" means the specific service to be performed by PSI as set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by PSI. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of PSI's work. PSI shall have no duty or obligation to any third party greater than that set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from PSI, or the reliance on any of PSI's work, shall constitute acceptance of the terms of PSI's proposal and these General Conditions, regardless of the terms of any subsequently issued document.

2. TESTS AND INSPECTIONS: Client shall cause all tests and inspections of the site, materials and work performed by PSI or others to be timely and properly performed in accordance with the plans, specifications and contract documents and PSI's recommendations. No claims for loss, damage or injury shall be brought against PSI by Client or any third party unless all tests and inspections have been so performed and unless PSI's recommendations have been followed. Client agrees to indemnify, defend and hold PSI, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or PSI's recommendations are not so followed.

3. PREVAILING WAGES: This proposal specifically excludes compliance with any project labor agreement, labor agreement, or other union or apprenticeship requirements. In addition, unless explicitly agreed to in the body of this proposal, this proposal specifically excludes compliance with any state or federal prevailing wage law or associated requirements, including the Davis Bacon Act. It is agreed that no applicable prevailing wage classification or wage rate has been provided to PSI, and that all wages and cost estimates contained herein are based solely upon standard, non-prevailing wage rates. Should it later be determined by the Owner or any applicable agency that in fact prevailing wage applies, then it is agreed that the contract value of this agreement shall be equitably adjusted to account for such changed circumstance. Client will reimburse, defend, indemnify and hold harmless PSI from and against any liability resulting from a subsequent determination that prevailing wage regulations cover the Project, including all costs, fines and attorney's fees.

4. SCHEDULING OF WORK: The services set forth in PSI's proposal and Client's acceptance will be accomplished by PSI personnel at the prices quoted. If PSI is required to delay commencement of the work or if, upon embarking upon its work, PSI is required to stop or interrupt the progress of its work as a result of changes in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of PSI, additional charges will be applicable and payable by Client.

5. ACCESS TO SITE: Client will arrange and provide such access to the site and work as is necessary for PSI to perform the work. PSI shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment.

6. CLIENT'S DUTY TO NOTIFY ENGINEER: Client warrants that it has advised PSI of any known or suspected hazardous materials, utility lines and pollutants at any site at which PSI is to do work, and unless PSI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save PSI harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to PSI's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to PSI by Client.

7. RESPONSIBILITY: PSI's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. PSI shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. PSI's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Client agrees that it shall require subrogation to be waived against PSI and for PSI to be added as an Additional Insured on all policies of insurance, including any policies required of Client's contractors or subcontractors, covering any construction or development activities to be performed on the project site. PSI has no right or duty to stop the contractor's work.

8. SAMPLE DISPOSAL: Test specimens will be disposed immediately upon completion of the test. All drilling samples will be disposed sixty (60) days after submission of PSI's report.

9. PAYMENT: The quantities and fees provided in this proposal are PSI's estimate based on information provided by Client and PSI's experience on similar projects. The actual total amount due to PSI shall be based on the actual final quantities provided by PSI at the unit rates provided herein. Where Client directs or requests additional work beyond the contract price it will be deemed a change order and PSI will be paid according to the fee schedule. Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay PSI's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees. PSI shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein PSI waives any rights to a mechanics' lien, or any provision conditioning PSI's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that PSI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of PSI from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time.

10. ALLOCATION OF RISK: CLIENT AGREES THAT PSI'S SERVICES WILL NOT SUBJECT PSI'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST PSI.

SHOULD PSI OR ANY OF ITS EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESS OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON P SI' S WORK AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF PSI, ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO $25,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO PSI FOR ITS WORK PERFORMED ON THE PROJECT, WHICHEVER AMOUNT IS GREATER. IN THE EVENT CLIENT IS UNWILLING OR UNABLE TO LIMIT PS I' S LIABILITY IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN THIS PARAGRAPH, CLIENT MAY, UPON WRITTEN REQUEST OF CLIENT RECEIVED WITHIN FIVE DAYS OF C LI E N T' S ACCEPTANCE HEREOF, INCREASE THE LIMIT OF PS I' S LIABILITY TO $250,000.00 OR THE AMOUNT OF P SI' S FEE PAID TO PSI FOR ITS WORK ON THE PROJECT, WHICHEVER IS THE GREATER, BY AGREEING TO PAY PSI A SUM EQUIVALENT TO AN ADDITIONAL AMOUNT OF 5% OF THE TOTAL FEE TO BE CHARGED FOR P SI' S SERVICES. THIS CHARGE IS NOT TO BE CONSTRUED AS BEING A CHARGE FOR INSURANCE OF ANY TYPE, BUT IS INCREASED CONSIDERATION FOR THE GREATER LIABILITY INVOLVED. IN ANY EVENT, ATTOR NEY'S FEES EXPENDED BY PSI IN CONNECTION WITH ANY CLAIM SHALL REDUCE THE AMOUNT AVAILABLE, AND ONLY ONE SUCH AMOUNT WILL APPLY TO ANY PROJECT.

NEITHER PARTY SHALL BE LIABLE TO THE OTHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE AND BREACH OF STATUTORY DUTY) OR OTHERWISE FOR LOSS OF PROFIT (WHETHER DIRECT OR INDIRECT) OR FOR ANY INDIRECT, CONSEQUENTIAL, PUNITIVE, OR SPECIAL LOSS OR DAMAGE, INCLUDING WITHOUT LIMITATION LOSS OF PROFITS, REVENUE, BUSINESS, OR ANTICIPATED SAVINGS (EVEN WHEN ADVISED OF THEIR POSSIBILITY).

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT, OR OTHERWISE, MAY BE BROUGHT AGAINST PSI, ARISING FROM OR RELATED TO P S I'S WORK, MORE THAN TWO YEARS AFTER THE CESSATION OF PSI'S WORK HEREUNDER, REGARDLESS OF THE DATE OF DISCOVERY OF SUCH CLAIM.

11. INDEMNITY: Subject to the above limitations, PSI agrees not to defend but to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs to the extent arising out of PSI's negligence as finally determined by a court of law. Client shall provide the same protection to the extent of its negligence. In the event that Client or Client's principal shall bring any suit, cause of action, claim or counterclaim against PSI, the Client and the party initiating such action shall pay to PSI the costs and expenses incurred by PSI to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that PSI shall prevail in such suit.

12. TERMINATION: This Agreement may be terminated by either party upon seven days' prior written notice. In the event of termination, PSI shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses.

13. EMPLOYEES/WITNESS FEES: PSI's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay PSI's legal expenses, administrative costs and fees pursuant to PSI's then current fee schedule for PSI to respond to any subpoena. For a period of one year after the completion of any work performed under this agreement, Client agrees not to solicit, recruit, or hire any PSI employee or person who has been employed by PSI within the previous twelve months. In the event Client desires to hire such an individual, Client agrees that it shall seek the written consent of PSI and shall pay PSI an amount equal to one- half of the employee's annualized salary, without PSI waiving other remedies it may have.

14. FIDUCIARY: PSI is not a financial advisor, does not provide financial advice or analysis of any kind, and nothing in our reports can create a fiduciary relationship
between PSI and any other party.

15. RECORDING: Photographs or video recordings of the Client's own project may be taken by and used for the Client's own internal purposes. Photographs or video recordings may not be used for marketing or publicity or distributed to a third party or otherwise published without PSI's prior review and consent in writing. Taking photographs of other Clients' samples, test setups, or facilities, or recording in any manner any test specimen other than the test specimen related to the Client's project is prohibited; and the Client agrees to hold in strict confidence and not use any proprietary information disclosed either advertently or inadvertently. The Client shall defend, hold harmless, and indemnify PSI for any breach of this clause.

16. CHOICE OF LAW AND EXCLUSIVE VENUE: All claims or disputes arising or relating to this agreement shall be governed by, construed, and enforced in accordance with the laws of Illinois. The exclusive venue for all actions or proceedings arising in connection with this agreement shall be either the Circuit Court in Cook County, Illinois, or the Federal Court for the Northern District of Illinois.

17. PROVISIONS SEVERABLE: The parties have entered into this agreement in good faith, and it is the specific intent of the parties that the terms of these General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken, and the remaining provisions shall be enforceable.

18. ENTIRE AGREEMENT: This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

City of De Pere, Wisconsin **11.E**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Finance
From:	Pamela Manley, Finance Director
Subject:	Resolution #26-23 Establishing Non-Lapsing Funds as of December 31, 2025.
Recommendation:	Motion to approve.

The Finance/Personnel Committee voted unanimously at its March 10, 2026 meeting to recommend approval of this item.

Annually departments review their budgets and request an encumbrance to carryover funds from one budget year to the next. These funds are for projects that were budgeted for but for one reason or another were unable to be completed within the budgeted year. In addition, there are several donation accounts that the city tracks that are included on this list to be available to be spent for their designated purpose in 2026. Attached is a listing of the department requests to encumber these funds to be used in 2026. The general fund total request is $737,696.23. The City's 2025 audit will take place the week of March 30th with financial statements usually being presented in July.

Please feel free to contact me prior to the meeting with any questions.

Attachments:
Reso26-23, Non-Lapsing Fund Detail 3.10.26

RESOLUTION #26-23

ESTABLISHING NON-LAPSING FUNDS
AS OF DECEMBER 31, 2025

WHEREAS, the Finance/Personnel Committee has reviewed the proposed listing of department requests to encumber funds budgeted in 2025; and

WHEREAS, the Committee recommends approval of such non-lapsing funds for carryover to 2026.

NOW THEREFORE BE IT HEREBY RESOLVED THAT:

The City Manager and Common Council do hereby authorize that the listing of accounts as is attached hereto and incorporated herein by reference be established as non-lapsing funds as of December 31, 2025.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 03/10/2026

City of De Pere
Non-Lapsing Fund Detail
December 31, 2025

DEPARTMENT	ITEM	AMOUNT	COMMENTS	Acct. #
Parks and Recreation	Security Deposits	4,005.00	Current Balance in Security Deposit Account	100-21120
Parks and Recreation	Recreation Scholarships	25,514.85	Carry-over of donated funds for Financial Assistance Program (Recreation Scholarship)	100-21115
Parks and Recreation	Recreation Scholarships	27,079.29	Carry-over of donated funds for Financial Assistance Program (Recreation Scholarship)	100-46727
Parks and Recreation	Ice Arena Fund	111,104.39	Balance in fund at end of 2025	100-47433
Parks and Recreation	Jerry Hasenberg Tree Memorial Donations	1,160.00	Balance in tree fund at end of 2025	100-48309
Police Department	Miscellaneous Donations	8,330.22	Rollover Account - $5,876.69 (Previous)+$2,453.53 (Current)	100-48510
Police Department	K9 Donations	59,291.93	Rollover Account - $60,150 (Previous) - $858.07 (2025)	100-48511
Parks and Recreation	Holiday Light Show	3,907.00	Profit for 2025 - Roll to 2026 to purchase additional lighting displays.	100-48515-340
Fire Department	Donation Account	6,093.29	Donations	100-48520
Law	Consulting	82,030.00	Ongoing litigation for Eminent Domain matter and anticipated consulting needs to advise and assist with ADA compliance revised requirements	100-51300-215
City Manager	Operating Supplies	12,700.00	Branding initiatives to be completed in 2026	100-51410-340
Human Resources	Consulting	19,675.00	Classification and Compensation Study to be completed in 2026	100-51430-215
Information Management	Consulting	10,000.00	3rd party pen testing not completed in 2025 due to Arctic Wolf MDR on-boarding. Scheduled be completed in 2026.	100-51450-215
Information Management	Operating Supplies	1,120.00	Emergency Notification System not completed in 2025. Scheduled be completed in 2026	100-51450-340
Sustainability	Consulting	10,000.00	This is in anticipation of hiring a consultant to complete the City's Green Tier Annual submittal to the DNR. This will also provide some funds should the commission move forward in hiring speakers for their "Sustainable Series."	100-51460-215
Sustainability	Operating Supplies	5,000.00	This is in anticipation of renting space for the "Sustainable Series" presentations (e.g. at the Mulva Center).	100-51460-340
Finance	Capital Outlay	60,000.00	RFP for ERP Consulting issued in 2026.	100-51500-811
Public Works	Consulting	4,104.00	Extra work for 1st floor remodel project that was not part of the bid in 2025	100-51600-215
Police Department	Training	7,872.19	$3,300 for Shadow Systems-PO generated and quote authorized in Aug, invoice was sent after product was shipped. Remaining to be used for training that was rescheduled, additional training for new officers and	100-52100-190
Police Department	Outside Services	9,395.91	Humane Society billing system error. Contract/invoice for 2025 still needs to be billed	100-52100-215
Police Department	Vehicle Maintenance	9,484.40	For PIT cars-MSC still working on, parts est. at $5,000, which does not include labor	100-52100-240
Police Department	Maintenance Contracts	1,243.00	esoph Background software contract did not finalize due to company being bought out-contract to finalize in 2026.	100-52100-290
Police Department	Emergency Voucher Program	5,206.44	Rollover Account	100-52100-362
Police Department	Confidential Informant	360.00	Replenish cash on hand from 2025 undercover alcohol buys	100-52100-390
Police Department	Uniform Allowance	6,310.28	$1,465.45 for badges - 2025 order was finalized early January. $1,291.40 for allotted officer carryover. $3,553.43 for new training	100-52100-392
Fire Department	Act 102	179,043.75	EMS-Funding Assistance Program (FAP) grant funds not yet spent	100-52200-191
Fire Department	Stanley Donation Account	5,121.44	Donations	100-52200-360

DEPARTMENT	ITEM	AMOUNT	COMMENTS	Acct. #
Fire Department	Uniform Allowance	754.80	Clothing order placed with Global Recognition in mid December, order won't be received until late Feb/early March. Invoice isn't generated until after items are created/delivered.	100-52200-392
Public Works	Operating Supplies	1,000.00	Purchasing shelving for MSC done in January 2026.	100-53000-310
Public Works	Repair parts	3,625.00	New reels of Hydraulic hose for the shop Plus 76 repair	100-53240-350
Public Works	Operating Supplies	9,007.00	New wing cylinders for plow trucks purchased with carry over and 2026 funds.	100-53310-340
Development Services	Excess Stadium Tax Proceeds	5,604.81	Unspent projects-Streetscape Project	100-53330-810
Public Works	Operating Supplies	3,000.00	Service on Sign Printer was scheduled for 2025 but vendor can't make it	100-53400-340
Public Works	Operational supplies	4,000.00	Placed order for new light heads in December and they got invoiced in Feb	100-53420-340
Public Works	Poly Cart Supplies	2,570.00	Ordered in 2025 and took shipment of what could fit on truck along with freight. Will order more in 2026 and the city is growing and causing need to carryover.	100-53620-344
Community Center, Recreation & Aquatics	Capital Outlay - General CC Improvements	4,691.00	Trim work painting left to do yet - timing with contractor and programs did not allow for this project to be completed in 2025.Hoping to complete by May 2026.	100-55140-810
Parks and Recreation	Parks and Public Lands - Outside Services	6,000.00	To extend electrical services in Voyageur Park - to further improve the Holiday Light Event.	100-55210-215
Community Center, Recreation & Aquatics	Summer Band	1,250.00	Music Sheets ordered in 2025 but not yet received.	100-55300-373
Development Services	Consulting	10,453.52	Idle Sites Grant App (2022 Carryover)	100-56700-215
Development Services	GIS-Consulting	10,587.72	GIS Utility Network Migration project started, but not completed in 2025. On-track to complete in 2026.	100-56900-215
TOTAL		**737,696.23**		

* Amounts listed do not include Utility portions

City of De Pere, Wisconsin **11.F**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	Finance
From:	Pamela Manley, Finance Director
Subject:	Resolution #26-24 Authorizing transfer of $28,722.98 from Unassigned Reserves for Assistant Finance Director wages for 2025.
Recommendation:	Motion to approve.

This item is the corresponding budget approval for Resolution #25-35, which authorized the hiring of an Assistant Finance Director to replace a vacant part-time accounting position. A portion of the wages were authorized to be utilized from Unassigned Reserves for 2025, and this resolution formalizes the budget amendment required.

Attachments:
Reso26-24

RESOLUTION #26-24

AUTHORIZING TRANSFER OF $28,722.98 FROM UNASSIGNED
RESERVES FOR ASSISTANT FINANCE DIRECTOR WAGES FOR 2025

WHEREAS, Resolution #25-35 approved the reclassification of a former part-time accountant position into a full time Assistant Finance Director position; and

WHEREAS, the Assistant Finance Director position was filed in July 2025, and required the use of funds in the amount of $28,722.98 from Unassigned Reserves for a portion of the wages required for the position, until fully budgeted in 2026; and

WHEREAS, a formal budget amendment is required to allocate funds expended from Unassigned Reserves.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council hereby approves the transfer of funds from City's Unassigned Reserves account in the amount of $28,722.98 and authorizes the allocation as follows:

100-51500-110	$20,953.80
100-51500-150	$ 1,538.66
100-51500-151	$ 1,572.58
100-51500-152	$ 4,657.94
	$28,722.98

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 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____

City of De Pere, Wisconsin **11.G**

Request for Common Council Action

Meeting Date:	March 17, 2026
Department:	City Attorney
From:	Joanne Bungert, City Attorney
Subject:	Resolution #26-25 State of Emergency Declaration - Weather Disaster.
Recommendation:	Motion to approve.

Attachments:
Reso26-25FINAL

RESOLUTION #26-25

STATE OF EMERGENCY DECLARATION – WEATHER DISASTER

WHEREAS on March 15, 2026, a disaster, namely a blizzard struck the City of De Pere with snow accumulations exceeding 26 inches of total snowfall within a 72-hour period; and

WHEREAS the disaster has caused the City of De Pere to expand, commit and exhaust all of its available resources;

WHEREAS costs related to responding to the disaster have caused a burden with significant unexpected costs on the local budget; and

WHEREAS the disaster has created conditions such that they continue to pose a threat to the public order, life, health and safety of the citizens of the City of De Pere; and

NOW THEREFORE, BE IT RESOLVED THAT pursuant to section 323.11 of the Wisconsin Statutes, the City of De Pere hereby declares a local State of Emergency for the City of De Pere due to a weather disaster as of March 15, 2026 and for a period of (3) days thereafter unless sooner terminated or extended by act of the City of De Pere Common Council. During the State of Emergency, the City Manager and the Fire Chief shall issue all such orders as they deem necessary to protect public life, health and safety. IT IS FURTHER RESOLVED that:

1. The City of De Pere (“City”) shall utilize all available resources necessary to cope with the emergency and weather disaster.

2. City shall transfer the direction, personnel or functions of the City Departments or units thereof for purposes of facilitating or performing emergency services as necessary or desirable.
3. City shall expend such resources and funds necessary to perform such emergency services as necessary or desirable.
4. City shall contract, requisition and compensate for goods and services from private sources as necessary or desirable.
5. City shall suspend or limit non-emergency activities as deemed necessary or desirable.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of March, 2026.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____