Common Council

Regular Meeting

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

Agenda

Tuesday, October 1, 2013 | 7:30 PM | De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a Regular Meeting of the **Common Council** of the City of De Pere will be held on **October 1, 2013** at **7:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

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

Call to Order.

1. Roll Call

2. Approval of the Minutes of the September 17, 2013 Common Council Meeting.

3. Public Hearing to amend Precise Implementation Plan for Parcel WD-657-1 (Grant Street) to allow for two units of row housing and WD-657-2 (College Street) and to allow for a three story apartment complex is scheduled for 7:35 p.m. or soon after.

   ### A. Notice of Public Hearing.

   ### B. Recommendation from the Plan Commission.

   C. Ordinance #13-19, Amending Precise Implementation Plan (WD-657-1 and WD-657-2).

4. Public Hearing to rezone Parcel WD-714 from Single & Two Family Residence (R-2) to General Residence with a Planned Development Overlay (R-3 PDD) for one six unit apartment building desigend as row housing is scheduled for 7:35 p.m. or soon after.

   ### A. Notice of Public Hearing.

   B. Recommendation from the Plan Commission.

   C. Ordinance #13-20, Rezoning Certain Property (Parcel WD-714).

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

6. Recommendation from Historic Preservation Commission for installation of Historic Plaques

7. Recommendation from the Board of Park Commissioners to accept $250 donation from The Celebrate Committee, Inc. to The Recreation Scholarship Fund.

8. Recommendation from the Board of Park Commissioners to accept $250 donation from Celebrate De Pere for De Pere Dog Park.

9. Recommendation from the Board of Park Commissioners to accept $250 Donation from Celebrate De Pere Committee for the Recreation Department.

10. Recommendation from the Board of Park Commissioners to approve $4300 from the Parkland Dedication Fund to fund wetland delineation and land transfer for Dog Park.
11. Ordinance #13-21, Repealing §8-1, De Pere Municipal Code Regarding Health Department Licensing of Certain Establishments.
12. Ordinance #13-22, Repealing and Recreating §110-7 De Pere Municipal Code Regarding Weights and Measures Regulations.
13. Resolution #13-121, Authorizing Submission of Grant Request for Aerial Deer Survey.
14. Resolution #13-122, Approving Agreement for Consulting Services Between the City of De Pere and McMahon Associates, Inc. (WDNR Field Screening Services).
15. Resolution #13-123, Authorizing Fifth Amendment to Lease Agreement Between the City of De Pere and Humana Insurance Company.
16. Review Classification and Compensation Study Results
17. Operator License Applications.
18. Voucher Approval.
19. Future Agenda Items.
20. Adjournment.

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

Wayne G. Rasmussen
Wisconsin Housing and Economic Development Authority
Best Built – Craig Kassner
CKROLL Properties LLC
De Pere Christian Outreach Corp
De Pere Joliet Square LLC
Investors Community Bank
Kathryn F. Hafeman
Masters Properties of De Pere LLC
Mrs. Mary Lindsley
NEW Developers LLC
Nicolet Highlands LLC
Randall S. Van Den Elzen – Vans Heating
St. Norbert College, VP Business/Finance
VHC Inc.
Wisconsin Central LTD
Alhambra Village De Pere
Allan and Brenda Reckelberg
Allen and Janice Baeten
C&C Investments of De Pere LLC
Craig and Barbara Johnson
Dennis and Claudia Larson
Gajeski Family Trust
Gene and Patti Fiala
Jeffrey Doberstein

Joseph Westcott
Judith Burdey
Leona Sausen
Leonard and Mary Tarkowski
Lori Stang
Melina Landess
Nancy Jansch Blashka
Phyllis Day
Ralph Enderby
Timothy and Joanne Alberts

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE:	**October 1, 2013**
DEPARTMENT:	**City Clerk-Treasurer**
FROM:	**Shana Defnet**
SUBJECT:	**Approval of the Minutes of the September 17, 2013 Common Council Meeting.**

ATTACHMENTS:

- Minutes Council 9-17-2013 City of De Pere (PDF)

Common Council

Regular Meeting

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

Draft Minutes

Tuesday, September 17, 2013 7:30 PM De Pere City Hall Council Chambers

1. Roll call.

The Meeting was called to order at 7:30 PM on September 17, 2013 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

2. Pledge of Allegiance.

The Council said the Pledge of Allegiance to the Flag.

3. Approval of minutes.

A. Approval of the Minutes of the September 3, 2013 Common Council Meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	James Kneiszel, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

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

Allyson Watson, Executive Director of Definitely De Pere, stated that Definitely De Pere received 4 awards for their Main Street Program from The Wisconsin Main Street Program and the Wisconsin Economic Development Corporation. She provided information about the upcoming 3rd Annual Soup Walk on October 5.

5. Discussion items.

A. Central Brown County Water Authority 2014 Budget presentation.

Dave Vaclavik of the Brown County Water Authority presented a slideshow outlining their 2014 Budget. Discussion followed.

*At this time, Mayor Walsh introduced Cole Griffin of a local Boy Scout Troop for his Communication Badge.

B. Fire Department Organizational Analysis Update.
Interim Fire Chief Jeffrey Roemer reviewed the presentation with the Council. After the presentation ended, Chief Roemer answered questions from Council Members.

6. Action items.

A. Recommendation from the Plan Commission on the Final Plat of Garrity's Glen Second Addition.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

B. Recommendation from the Board of Public Works to Award Project 13-12 - 2013 Street and Utility Extension to Feaker and Sons Construction Company

Attachment: Minutes Council 9-17-2013 City of De Pere (1426 : Approval of the Minutes of the September 17, 2013 Common Council Meeting.)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	Kevin Bauer, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

C. Recommendation from Board of Public Works to Award Project 13-18 to Advance Construction Inc.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

D. Recommendation from the Board of Park Commissioners to approve the $250 donation from the Pink Flamingo Group for the Recreation Scholarship Program.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bob Heuvelmans, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

E. Recommendation from the Board of Park Commissioners to approve $260 donation from the De Pere Area Men's Club for the Recreation Scholarship Program.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

F. Recommendation from the Board of Park Commissioners to approve $250 donation from the Bugsy Softball Tournament Group for the Recreation Scholarship.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bob Heuvelmans, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

G. Recommendation from the Board of Park Commissioners to approve donation from Walter Anderson for a flag pole, flag, pole installation and sound system for Southwest Park.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

H. Recommendation from the Board of Park Commissioners to approve Southwest Park for location of future baseball diamond.

Alderperson Lueck announced that he received an opinion from the Government Accountability Board regarding his participation on this agenda item; it was determined by the GAB that he should abstain from voting and should not participate in official action but can discuss the item as a public member. He removed himself from the Council Member seating area.

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Alderperson Donovan moved, seconded by Alderperson Crevier to open the meeting. Upon vote, motion carried unanimously.

Larry Lueck, President of De Pere Baseball spoke on the topic and answered the Council's questions.

Alderperson Donovan moved, seconded by Alderperson Boyd to close the meeting. Upon vote, motion carried unanimously.

Discussion followed. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [7 TO 0]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans
ABSTAIN:	Larry Lueck

I. Recommendation from the Finance/Personnel Committee to provide project funding for a repair at the De Pere earthen dam.

City Planner Ken Pabich stated that the cost for the contract work is actually $25,000 and not $20,000 as stated in the meeting documents.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

J. Recommendation from the License Committee to approve an Application for a Temporary Premise Description Change for the Drift Inn submitted by AlChris, LLC, Agent: Gail M. Kozlovsky, 4900 Sportman Dr., De Pere, WI 54115.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

K. Reconsideration of Ordinance #13-15, Creating Conditional Use Permit Approval For Overnight Shelter Facilities.

Alderperson Donovan moved, seconded by Alderperson Lueck, to reconsider Ordinance 13-15, Creating Conditional Use Permit Approval for Overnight Shelter. Discussion followed. Upon roll call vote, motion carried 4-4 with Alderpersons Kneiszel, Crevier, Bauer and Rafferty voting nay and Alderpersons Lueck, Boyd, Donovan, and Heuvelmans voting aye. Mayor Walsh broke the tie and voted aye, making the vote 5-4 in favor of reconsidering Ordinance 13-15.

Alderperson Donovan moved to remove previous amendments to Ordinance 13-15 and revert the Ordinance to original form. Discussion followed. City Attorney Judy Schmidt-Lehman read the original ordinance presented to Council at a meeting held on

Attachment: Minutes Council 9-17-2013 City of De Pere (1426 : Approval of the Minutes of the September 17, 2013 Common Council Meeting.)

August 20, 2013. Alderperson Heuvelmans seconded the motion to remove previous amendments to Ordinance 13-15 and revert the Ordinance to original form.

Alderperson Heuvelmans moved, seconded by Alderperson Kneiszel to open the meeting. Upon vote, motion carried unanimously.

Robert Pyne addressed the Council, not on the behalf of St. Norbert but as an advocate for the homeless and spoke in favor of an ordinance allowing for shelters in the City of De Pere.

Dan Robinson spoke in favor of Ordinance 13-15 as it was passed at the 8-20-2013 Common Council Meeting.

Alderperson Crevier moved, seconded by Alderperson Kneiszel to close the meeting. Upon vote, motion carried unanimously.

Discussion followed.

Alderperson Kneiszel moved, seconded by Alderperson Donovan to open the meeting. Upon vote, motion carried unanimously.

Robert Pyne and Dan Robinson addressed the Council again.

Alderperson Kneiszel moved, seconded by Alderperson Lueck to close the meeting. Upon vote, motion carried unanimously.

City Attorney Judy Schmidt-Lehman suggested amending the ordinance by adding "a temporary overnight shelter shall not operate for more than 6 months in a 12 month period."

Upon vote on the motion to remove previous amendments to Ordinance 13-15 and revert the ordinance to its original form, motion failed 0-8.

Alderperson Bauer moved, seconded by Alderperson Boyd to add "Overnight shelters shall not operate for more than 6 months in a 12 month period" to the definition of an overnight shelter facility. Upon vote, motion to amend the ordinance carried unanimously. Discussion followed. Alderperson Bauer moved, seconded by Alderperson Lueck to approve the ordinance as amended. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

L. Resolution #13-117, Authorizing Contract with Wisconsin Public Service Corporation for Outdoor Lighting Service (Parking Lot Lighting for Southwest Park).

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

M. Resolution #13-118, Repealing and Recreating Section 8 of the City's Rules and Regulations Regarding Residency Requirement.

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RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Kevin Bauer, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

N. Preliminary Resolution # 13-119, Declaring Intention To Exercise Special Assessment Powers Under Section 66.0703, Wis. Stats. For Water Main and Water Services on Cedar Street from the Westerly Termini to Tenth Street.

Alderperson Donovan moved, seconded by Alderperson Kneiszel to open the meeting. Upon vote, motion carried unanimously.

Leland Doherty asked if he is still able to use his well for watering outside. Public Works Director Scott Thoresen explained to him that he would need a well permit to do so.

Alderperson Donovan moved, seconded by Alderperson Kneiszel to close the meeting. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Kneiszel, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

O. Resolution #13-120, Authorizing Agreement Regarding the Sale/Purchase and Right of First Refusal of Certain Property Between the City of De Pere and Bayland Buildings, Inc.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

P. Consideration of Application by Police Department for Impaired Driving Enforcement Grant
Discussion followed.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

Q. Consideration of Request for Police Department Participation in OWI Enforcement Task Force Grant

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	James Kneiszel, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

Attachment: Minutes Council 9-17-2013 City of De Pere (1426 : Approval of the Minutes of the September 17, 2013 Common Council Meeting.)

R. Operator License Applications.

CITY OF DE PERE - SEPTEMBER 17, 2013					
ITEM#	NAME	ADDRESS	CITY	ST	ZIP
PREVIOUSLY TABLED OPERATOR LICENSE APPLICATIONS					
1	ELWELL, ALEXANDRA G.	610 N. 9TH ST.	DE PERE	WI	54115
2	LAMAL, ZACHARY M.	1773 BRIARWOOD CT.	DE PERE	WI	54115
OPERATOR LICENSE APPLICATIONS FOR THE 2012-2014 LICENSING PERIOD					
1	ALLEN, KELLY A.	1013 CORAL ST., #5	DE PERE	WI	54115
2	CAIN, MARY F.	1009 MALLARD WAY	MARINETTE	WI	54143
3	COLLINS, PATRICK M.	106 N. MICHIGAN ST., APT.#3	DE PERE	WI	54115
4	DEKEYSER, ASHLEY A.	116 1/2 N. BROADWAY ST., APT. 2	DE PERE	WI	54115
5	GRUTZA, EMILY F.	1407 CONRAD DR.	GREEN BAY	WI	54313
6	JARVI, ASHLEY M.	2748 VIKING DR., APT. A	GREEN BAY	WI	54304
7	KANUGH, LEON G.	940 ROSCOE ST.	GREEN BAY	WI	54304
8	LEBBY, ANDREA S.	302 GEORGE ST., APT. #4	DE PERE	WI	54115
9	MARONEY, APRIL D.	1984 TERRY LN.	DE PERE	WI	54115
10	MAYER, ANTHONY J.	212 BELLEVUE ST.	GREEN BAY	WI	54302
11	RAASCH, LILA	2686 TROJAN DR.,	GREEN BAY	WI	54304

Alderperson Bauer moved, seconded by Alderperson Boyd to approve Previously Tabled Operator License #1 and to table Previously Tabled Operator License #2. Upon vote, motion carried unanimously.

Alderperson Bauer moved, seconded by Alderperson Boyd to table Operator License #3, 8, and 9 and to approve Operator License #1-2, 4-7, and 10-11. Upon vote, motion carried unanimously.

S. Voucher Approval.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Lueck, Boyd, Kneiszel, Crevier, Donovan, Bauer, Rafferty, Heuvelmans

T. Future agenda items.
Alderperson Lueck requested the following:

Update on the grants received by the Police Department regarding speeding.

Update on the August Sex offender compliance checks.

7. Adjournment.

Upon motion by Alderperson Crevier, seconded by Alderperson Rafferty, the Common Council Meeting was adjourned at 10:04 p.m.

Respectfully submitted,

Shana Defnet
Clerk-Treasurer

Attachment: Minutes Council 9-17-2013 City of De Pere (1426 : Approval of the Minutes of the September 17, 2013 Common Council Meeting.)

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Planning**

FROM: **Ken Pabich**

SUBJECT: **Ordinance #13-19, Amending Precise Implementation Plan (WD-657-1 and WD-657-2).**

ATTACHMENTS:

- Ord13-19 (DOCX)
- PIP Hearing Notice (PDF)
- Grant St PIP Amendment (PDF)

ORDINANCE #13-19

AMENDING PRECISE IMPLEMENTATION PLAN
(WD-657-1 and WD-657-2)

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

WHEREAS, the City Clerk-Treasurer, having published a Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 1st day of October, 2013 at 7:35 p.m. and the Common Council having heard all interested parties or their agents and attorneys;

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

Section 1. That the Precise Implementation Plan for the properties legally described as:

> Lot 1 of Volume 50, Certified Survey Maps page 106, being part of Lots 1-9, Block C of Dousman's Addition to West De Pere and that part of PC29W described in 2259841 that lies adjacent Westerly except 2600259.
> Parcel WD-657-1 (431 Grant Street)
>
> Lot 3 of Volume 50, Certified Survey Maps page 106, being all of Lots 28 & 29 and part of Lots 1-4, 26 & 27 and part of vacated alley Block C all located in Dousman's Addition to West De Pere and that part of PC29W described in 2259841 that lies adjacent westerly.
> Parcel WD-657-2 (431 Grant Street)

be and the same is hereby amended to allow for a substantial alteration to the original Planned Development District to allow for two "row house" style condominium buildings and a 3-story apartment building thereon, subject to the following conditions:

Attachment: Ord13-19 (1325 : Ordinance #13-19, Public Hearing: Amendment to PIP for Grant Street)

Public Works:

Sanitary Sewer:

1. Grant Street development will need to tie directly to sewer on College. The existing hookup shown is to a private line.
2. Provide anticipated wastewater flows.

Water Main:

1. Provide the peak water flow requirements.
2. A 30 foot easement is required over the City water main.

Storm Water Management:

1. Storm water treatment is required to 40% TSS for the re-development. Provide calculations.
2. Water flowing to the catch basin on the southwest corner of the site is not being treated.
3. The existing pond is on private property. Provide an agreement with the property owner for use. Maintenance to the pond will be required.
4. Provide storm sewer sizes on the internal piping.

Traffic/Vehicle Access:

1. Grant and Fifth street intersection signage shall be addressed by the City.
2. The new driveway apron on College Avenue shall be concrete with the recommended depth of 8".
3. The curb head is to be profile cut and removed per the City in detail in the curb cut permit.

Other:

1. Verify the location of the natural gas.
2. Provide verification for southern most parking stall in center lot with a turning movement template on how someone will exit this stall or remove as a parking stall.
3. Utilizing the driveway on the adjacent parcel for the eastern most parking stall shall require an easement from the adjacent property owner.
4. Remove the northern most parking stall on the east side to provide separation between the parking area and sidewalk.
5. For the parking and drive area on the west side:
   A. Provide spot elevations at all changes in direction on the parking area to verify the direction of flow.
   B. With the contours, water is being directed toward the railroad. Curb and gutter will be required to capture this water on-site.
   C. Similarly, water is being directed toward the building. Curb and gutter should be considered on this side.
6. Provide verification of water flow along Grant Street. Water shall not be discharged via surface to avoid an icing problem.
7. Correct the numbers under "Planned Erosion Control Practices" on page C5.0. The numbers do not match the application on the plan to the left on the page.
8. Provide documentation on how external lighting will be minimized from shining into the adjacent multi-family residences.
9. Central Brown County Water Authority approval should be obtained for construction with their water main easement.
10. Provide a lighting plan.
11. Include the project name and street address on all plan sheets.
12. Provide the name and address of the developer on all plan sheets.

Attachment: Ord13-19 (1325 : Ordinance #13-19, Public Hearing: Amendment to PIP for Grant Street)

13. Label Fifth Street on the top portion of the site plan. Fifth Street extends north across from the driveway on Grant.

Fire:

1. Provide detailed plans for construction review. Detail means of egress in all areas including travel distances.
2. Separation of hazards/use is required.
3. Provide exit/emergency lighting throughout the means of egress.
4. Provide fire extinguishers at maximum 75' travel distance in hazard areas.
5. Verify Fire Department access is adequate.
6. Provide detailed plans for alarm system with cut sheets and battery calcs prior to installation.
7. Provide sprinkler system plans prior to beginning of installation.
8. Install key box for fire department access.

Planning & Building Inspection:

1. The back driveway width should be widened as much as possible.
2. An easement will be required for access to the east.
3. Easements will need to be completed between Phase I and Phase II.
4. Signage will need to be submitted to the City for approval if installed.
5. Site plan for Phase II (apartment building) must go back for Plan Commission approval.

and as subject to the regulations set forth in and regulated by §14-59, De Pere Municipal Code.

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

Section 3. That all other ordinances in conflict herewith are hereby repealed.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes:_____

Nays:_____

Attachment: Ord13-19 (1325 : Ordinance #13-19, Public Hearing: Amendment to PIP for Grant Street)

Publish: September 12 and September 19, 2013 in the De Pere Journal (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, October 1, 2013** at 7:35 PM or as soon thereafter as can be heard in the Council Chambers of the De Pere City Hall, 335 S. Broadway St, De Pere, WI, a public hearing will be held by the Common Council of the City of De Pere to act on the request to amend the Precise Implementation Plan for the following property:

Parcel WD-657-1 (Grant Street) is amended to allow for 2 units of row housing and WD-657-2 (College St) is amended to allow for a 3-story apartment complex.

Information on the proposed amendment is available through the City of De Pere Planning Department at 335 S. Broadway St., De Pere, WI 54115. Petitioner: Best Built.

Dated this 12th day of September, 2013.

BY ORDER OF THE COMMON COUNCIL

Michael J. Walsh
Mayor

Shana Defnet
City Clerk-Treasurer

Attachment: PIP Hearing Notice (1325 : Ordinance #13-19, Public Hearing: Amendment to PIP for Grant Street)

FIFTH ST.
GRANT STREET
WISCONSIN CENTRAL LTD
COLLEGE AVENUE
LOT 1
LOT 2
LOT 3
STORM WATER POND
INGRESS/EGRESS & PARKING FOR THE BENEFIT OF LOT 2
INGRESS/EGRESS & PARKING FOR THE BENEFIT OF LOT 1
2' UTILITY EASEMENT
6' UTILITY EASEMENT
15' GUYING & ANCHORING EASEMENT
EX. CONCRETE
EX. GRAVEL
EX. BITUMINOUS
EX. CONC.
EX STM INL 1472
RIM:605.79
D=3.20'
INV:602.59 (12"N)
INV:602.59 (6"E)
EX STM MH 1473
RIM:607.30
D=5.06'
INV:602.24 (12" S)
INV:602.24 (12"E)
INV:602.24 (12"N)
EX STM INL 1197
RIM:606.88
D=4.45'
INV:603.89 (4" W)
INV:603.84 (4"E)
INV:602.43 (12"N)
EX SAN MH 1255
RIM:607.27
D=11.17'
INV:596.10 (6" NW)
INV:596.10 (6"N)
INV:596.10 (6"E)
EX STM CB 1476
RIM:604.05
D=4.90'
INV:599.15 (12" S)
INV:599.15 (12"N)
INV:599.15 (12"SE)
EX STM CB 1475
RIM:600.66
D=5.25'
INV:595.41 (12" SW)
INV:595.41 (6"N)
EX STM MH 1286
RIM:602.01
D=7.22'
INV:594.98 (12"E)
INV:594.79 (12"NE)
EX STM MH 1261
RIM:599.26
D=4.94'
INV:594.32 (12" W)
INV:594.32 (12"E)
INV:594.32 (8"NE)
EX SAN MH 1382
RIM:603.92
D=9.10'
INV:594.82 (6" NW)
INV:594.82 (12"E)
EX SAN MH 1477
RIM:596.45
D=5.37'
INV:591.08 (12" W)
INV:591.08 (36"E)
PLASTIC BOX (CBCWA UTILITY?)
BUILDING
DUMPSTER
CITY OF DE PERE
WATERMAIN EASEMENT
BR. CITY CENTRAL WATER AUTH.
WATERMAIN EASEMENT LIMITS

SOUTH ELEVATION

WEST ELEVATION

EAST ELEVATION

NORTH ELEVATION

GRANT STREET ROW HOUSES
CONCEPTUAL ELEVATIONS

1/8" = 1'-0"

BEST BUILT
Construction Development
3100 HOLMGREN WAY
GREEN BAY, WI 54304
OFFICE (920) 337-4488
FAX (920) 337-1973

PROFESSIONAL SEAL(S)

PROJECT INFO:

GRANT ST.
ROW HOUSES

COPYRIGHT NOTICE:
THIS DRAWING IS THE PROPERTY OF BEST BUILT INC. AND IS SUPPLIED FOR THE SOLE PURPOSE OF COMMUNICATING OUR OFFER FOR YOUR EVALUATION AND CONSIDERATION. REPRODUCTION IN WHOLE, OR IN PART, IS NOT PERMITTED WITHOUT THE EXPRESS WRITTEN CONSENT OF BEST BUILT INC. WE RESERVE THE RIGHT, AT OUR SOLE DISCRETION, TO REQUEST THEIR RETURN, IN WHOLE, UPON NOTICE. YOUR ACCEPTANCE OF POSSESSION OF THIS PROPOSAL SIGNIFIES YOUR UNDERSTANDING AND ACCEPTANCE OF THIS CONDITION UPON THE AGREED SALE OF THESE PLANS BETWEEN BEST BUILT INC. AND THE PROJECT COSTUMER, THIS NOTIVE WILL BE REMOVED.

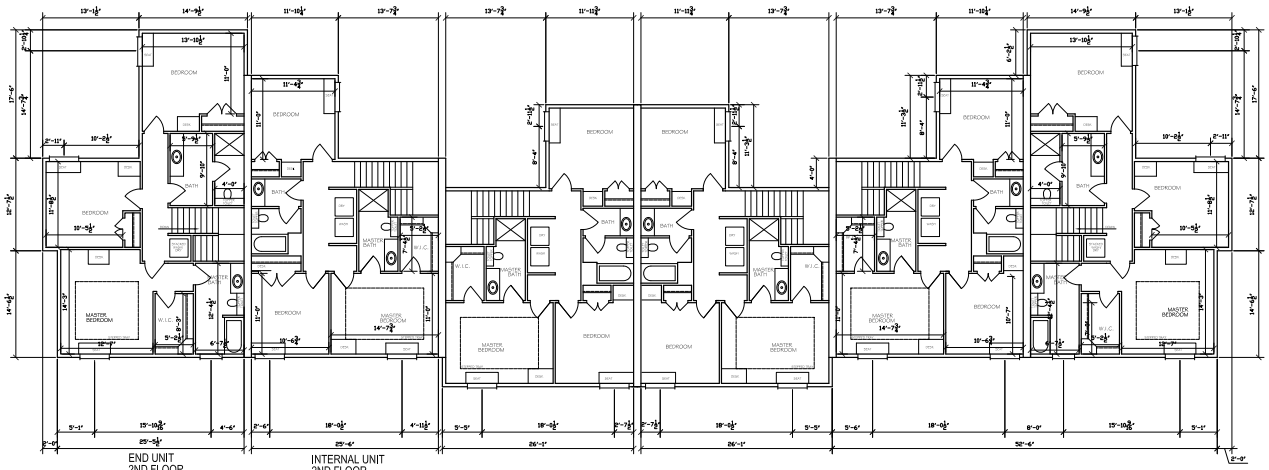
REVISION	DATE	DESCRIPTION

DATE: 25 SEP 13
PROJECT NO:
CAD FILE:
DRAWN BY: S.M.S.
DESIGNED BY: S.M.S.

SHEET TITLE:

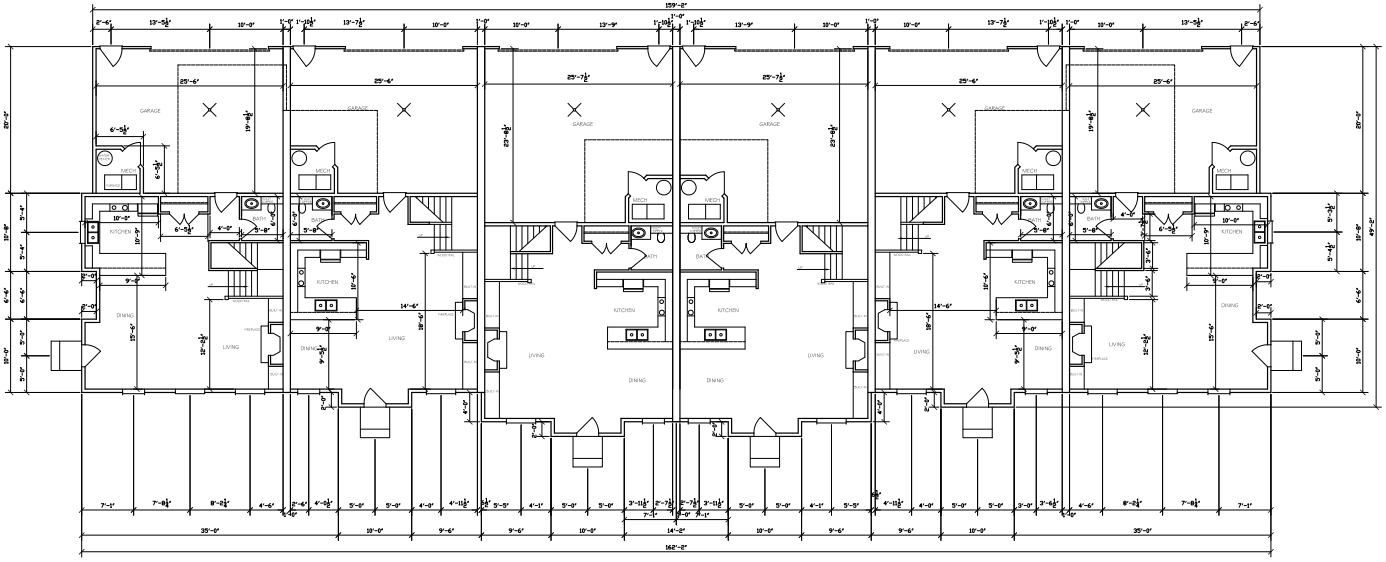
SHEET:

A-01



END UNIT
2ND FLOOR
910 SQ. FT.

INTERNAL UNIT
2ND FLOOR
756 SQ. FT.



END UNIT
1ST FLOOR
733 SQ. FT.

INNER UNIT
1ST FLOOR
713 SQ. FT.

END UNIT
1643 SQ. FT. TOTAL

INNER UNIT
1469 SQ. FT. TOTAL

GRANT STREET ROW HOUSES
CONCEPTUAL FLOOR PLAN

9162 TOTAL SQ. FT.

1/8" = 1'-0"

BEST BUILT
Construction Development
3100 HOLMGREN WAY
GREEN BAY, WI 54304
OFFICE (920) 337-6488
FAX (920) 337-1973

PROFESSIONAL SEAL(S)

PROJECT INFO:

GRANT ST.
ROW HOUSES

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THIS DRAWING IS THE PROPERTY OF BEST BUILT INC. AND IS SUPPLIED FOR THE SOLE PURPOSE OF COMMUNICATING OUR OFFER FOR YOUR EVALUATION AND CONSIDERATION. REPRODUCTION IN WHOLE, OR IN PART, IS NOT PERMITTED WITHOUT THE EXPRESS WRITTEN CONSENT OF BEST BUILT INC. WE RESERVE THE RIGHT, AT OUR SOLE DISCRETION, TO REQUEST THEIR RETURN, IN WHOLE, UPON NOTICE. YOUR ACCEPTANCE OF POSSESSION OF THIS PROPOSAL SIGNIFIES YOUR UNDERSTANDING AND ACCEPTANCE OF THIS CONDITION UPON THE AGREED SALE OF THESE PLANS BETWEEN BEST BUILT INC. AND THE PROJECT COSTUMER. THIS NOTIVE WILL BE REMOVED.

REVISION	DATE	DESCRIPTION

DATE: 25 SEP 13
PROJECT NO:
CAD FILE:
DRAWN BY: S.M.S.
DESIGNED BY: S.M.S.

SHEET TITLE:

SHEET:

A-02

GRANT ST.
ROW HOUSES
BEST BUILT INC.
Construction
Development

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Planning**

FROM: **Ken Pabich**

SUBJECT: **Ordinance #13-20, Rezoning Certain Property (Parcel WD-714).**

ATTACHMENTS:

- Ord13-20 (DOCX)
- Rezonign Notice (PDF)
- Plan Commission Rezoning Review (PDF)
- Plan Commission General Development Plan Review (PDF)

ORDINANCE #13-20

REZONING CERTAIN PROPERTY
(PARCEL WD-714)

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

WHEREAS, the City Clerk-Treasurer, having published a Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 1st day of October, 2013 at 7:35 p.m. and the Common Council having heard all interested parties or their agents and attorneys;

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

Section 1. That the following described property:

Lawton Farms East 125 feet of North 125 feet of Lot 46 and South ½ vacated Elm Street adjacent Northerly.
Parcel WD-714 (416 N Ninth Street)

be and the same are hereby rezoned from the present zoning classification of R-2, Single and Two-Family Residence District to R-3, Residence District with a Planned Development District (PDD) Overlay as set forth in and regulated by the provisions of §14-59 of the De Pere Zoning Code, conditioned upon compliance with the recommendations of the Plan Commission and compliance with the provisions of Chapter 14, De Pere Municipal Code.

Section 2. Such rezoning is approved provided the following conditions of the Plan Commission are met:

Attachment: Ord13-20 (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development Plan)

Public Works:

Sanitary Sewer:

1. Sanitary sewer is located in the center of the street. The location of connection will be based on the size required and location of existing laterals.

Water Main:

1. Water main is located in the street near the west side curb on the south side of the property and on the east half of the street on the north. There is one water service to the parcel. A new water service is likely required due to the water demands.

Storm Water:

1. Storm sewer discharge will likely be to the City owned parcel to the west. Any discharges to the City parcel will require stabilization to the ditch to prevent erosion and minimize standing water.

Driveway:

The existing driveway to parcel will need to be removed. This will include removing mountable curb and gutter and replacing with the City standard for concrete curb and gutter.

Fire:

Provide complete detail plan for construction review. Provide details and definitions of use for all areas of structure.

Planning & Building Inspection:

The parcels will need to be combined or an easement will be required for the entrance and drive path.

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

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

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes:_____
Nays:_____

Attachment: Ord13-20 (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development Plan)

Publish: September 12 and September 19, 2013 in the De Pere Journal (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, October 1, 2013** at 7:35 PM or as soon thereafter as can be heard in the Council Chambers of the De Pere City Hall, 335 S. Broadway St, De Pere, WI, a public hearing will be held by the Common Council of the City of De Pere to act on the rezone request and general development plan for the following property:

Rezone Parcel WD-714 (Parcel address of 416 N Ninth St) from Single & Two Family Residence (R-2) to General Residence with a Planned Development Overlay (R-3 PDD) for one 6 unit apartment building designed as row housing. Petitioner: C&C Investments.

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

Dated this 12th day of September, 2013.

BY ORDER OF THE COMMON COUNCIL

Michael J. Walsh
Mayor

Shana Defnet
City Clerk-Treasurer

Attachment: Rezonign Notice (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development Plan)

City of De Pere
Staff Comments

Plan Commission
June 24, 2013

Item #4: **Review the Rezoning Application for 416 N Ninth St (Parcel WD-714) from Single & Two Family Residence (R-2) to General Residence with a Planned Development Overlay (R-3 PDD). Applicant: C&C Investments LLC.***

Description: The current parcel is vacant. The proposed project is to match the development that was approved for the corner of 9th and Cedar. The project is proposing 5 or 6 units which will depend on the final setback requirements to be reviewed by the Plan Commission.

Location: 416 N Ninth.

Zoning
Existing Zoning: The R-2 Single and Two-Family Residence District is designed to accommodate single family homes and duplexes along with compatible uses that are characteristic of low to medium density neighborhoods.

Proposed Zoning: The purpose of the Planned Development District is to promote the maximum benefit from coordinated area site planning, diversified location of structures, mixed compatible uses, provide for a safe and efficient system of pedestrian and vehicular traffic, attractive recreation and landscaped open spaces, economic design and location of public and private utilities and ensure adequate planning.

Adjacent Zoning: R-2 north, R-3PDD south, R-2 west, R-3 to the east.

Land Use
Current use: Vacant.

Use of Adjacent Property: Uses are consistent with the zoning.

Suitability to Existing Zoning: The existing zoning was discussed when the original project for 9th and Cedar were approved. It was discuss that this parcel would match the development.

Suitability to Proposed Zoning: The requested use would be compatible with the area.

Effects of Proposed Rezoning

Densities:	Change	**Utilities:**	Change	**Police and Fire:**	Change
Traffic:	Increase	**Pedestrian:**	Increase	**Parking:**	Provided on site
Highway Access:	NA	**Garbage:**	Increase	**Property Value:**	Increase
Pollution:	No change	**Schools:**	Increase		

Recommendation:
Based on staff review, we would recommend the following:

1. That the rezoning be approved, and forwarded to Council for the required public hearing.

Attachment: Plan Commission Rezoning Review (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development Plan)

CITY OF DE PERE

APPLICATION FOR REZONING

Fee: $ 250.00

Receipt #: 83760

Date:

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

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity)	Authorized Representative	Title	
(Monica Olles) C&C Investments of DePere, LLC			
Mailing Address	City	State	ZIP Code
2667 Foxwood Ct	De Pere	WI	54115
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	
JOLLES@new.rr.com	920-330-0189		

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

Name (Ind. Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
416 N Ninth St	De Pere	WI	54115
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description	Parcel Number(s):
LAWTON FARMS E 125 FT OF N 125 FT OF LOT 46 & S1/2 VACATED ELM ST ADJ NLY	WD-714

SECTION 4: Proposed Conditional Use

Existing Zoning:	R-2 Single & Two Family Residence		
Proposed Zoning:	R-3 PDD General Residence with a Planned Development Overlay		
Adjacent Zoning: North	Adjacent Zoning: South	Adjacent Zoning: West	Adjacent Zoning: East
R-2	R-3 PDD	R-2	R-2
Present Use of Parcel	Vacant Land		
Proposed Use of Parcel	Multi-Family Development which matches the development at 900 Cedar St.		

SECTION 5: Certification and Permission

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

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

Name of Owner/Authorized Representative (please print)	Title	Phone Number
Monica L. Olles	Owner	920-330-0189
Signature of Applicant		Date Signed
Monica L. Olles		6/10/2013

Attached additional sheets if necessary.

Attachment: Plan Commission Rezoning Review (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development Plan)

C&C Investments of DePere, LLC
2667 Foxwood Court
DePere, WI 54115
(920) 330-0189
jolles@new.rr.com

June 10, 2013

Ken Pabich
Director of Planning and Economic Development
City of DePere
335 S. Broadway
DePere, WI 54115

Dear Mr. Pabich:

Summary Letter for Rezoning Application

We are applying for the rezoning of parcel WD-714 from R-2 to R-3. We wish to construct condominiums in the same likeness as currently exists on 900-932 Cedar Street.

The number of units (5-6) would be contingent upon setback requirements to the existing parking lot of the current condominiums and to the city trail of the vacated Elm Street. The units would consist of two bedrooms and would be the same size of the existing Cedar Street units (see attached General Development Plan).

The planned building material would be primarily brick, with a small siding area over the garages. Again, it would be the same as the existing structure on Cedar Street.

Parking would be in the back of the unit where the garages are. The Cedar Street structure and the proposed structure for Ninth Street would share the existing driveway.

The proposed landscape would mirror that of the existing structure (see attached photo).

The proposed project timeline would be to begin the construction process upon rezoning approval.

Thank you for your consideration.

Sincerely,

Monica L. Olles
Owner

John J. Olles
Owner

Attachment: Plan Commission Rezoning Review (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development Plan)

Item #5: **Review the General Development Plan Application for a 10,944 square foot 2-story condominium complex at the corner of Cedar Street and Ninth Street. Applicant: Bay Architects, LLC.**

Overview	
The Cedar Creek Crossing Condominiums project is for a 10,944 square foot 2-story condominium complex that will contain 6-units. The project would be a multi-family development which would match the development on North Ninth and Cedar (pictures attached). The project originally had 5 units proposed; however with the vacation of Elm, there is room for 6 units. Please note that at the June meeting, the Plan Commission recommended 5 units. This was based on drawings that were not properly to scale. The six units proposed fits with the same area as presented for 5 units at the last meeting.	
Public Works	
Does the project meet the City's Stormwater regulations?	Yes †No †■ NA
Sewer properly connected?	Yes †No †■ NA
Water properly connected?	Yes †No †■ NA
Access properly designed (driveway and sidewalks)?	■ Yes No NA
Are there any issues with easements or right-of-ways?	Yes ■ No □ NA
Are there other items that need to be addressed?	Yes ■ No □ NA
Required Actions: **Sanitary Sewer:** 1. Sanitary sewer is located in the center of the street. The location of connection will be based on the size required and location of existing laterals. **Water Main:** 1. Water main is located in the street near the west side curb on the south side of the property and on the east half of the street on the north. There is one water service to the parcel. A new water service is likely required due to the water demands. **Storm Water:** 1. Storm sewer discharge will likely be to the City owned parcel to the west. Any discharges to the City parcel will require stabilization to the ditch to prevent erosion and minimize standing water. **Driveway:** 1. The existing driveway to parcel will need to be removed. This will include removing mountable curb and gutter and replacing with the City standard for concrete curb and gutter.	
Forestry & Parks	
Does the project meet City Landscaping Regulations?	■ Yes No □ NA
Required Actions: Forestry and Parks did not have any issues with the General Development Plan	
Fire	
Does the project meet City Fire Codes?	■ Yes No □ NA
Required Actions: 1. Provide complete detail plan for construction review. Provide details and definitions of use for all areas of structure.	
Planning & Building Inspection	
Does the project meet design regulations (exterior building elevations/materials)?	■ Yes †No †NA
Does the project meet City setback requirements?	■ Yes †No †NA
Does the project meet City parking requirements?	■ Yes †No †NA
Does the project meet City lighting requirements?	Yes †No ■ NA
Is the refuse properly sited, and screened?	■ Yes †No †NA
Will the signage meet City code?	■ Yes †No †NA
Are there other items that need to be addressed?	Yes †No ■ NA
Required Actions: 1. The parcels will need to be combined or an easement will be required for the entrance and drive path.	

Recommendation:

Staff recommends approval of the General Development Plan and that the General Development Plan and rezoning request be forwarded to the City Council for a public hearing.

Attachment: Plan Commission General Development Plan Review (1324 : Ordinance #13-20, Public Hearing: Rezone and General Development

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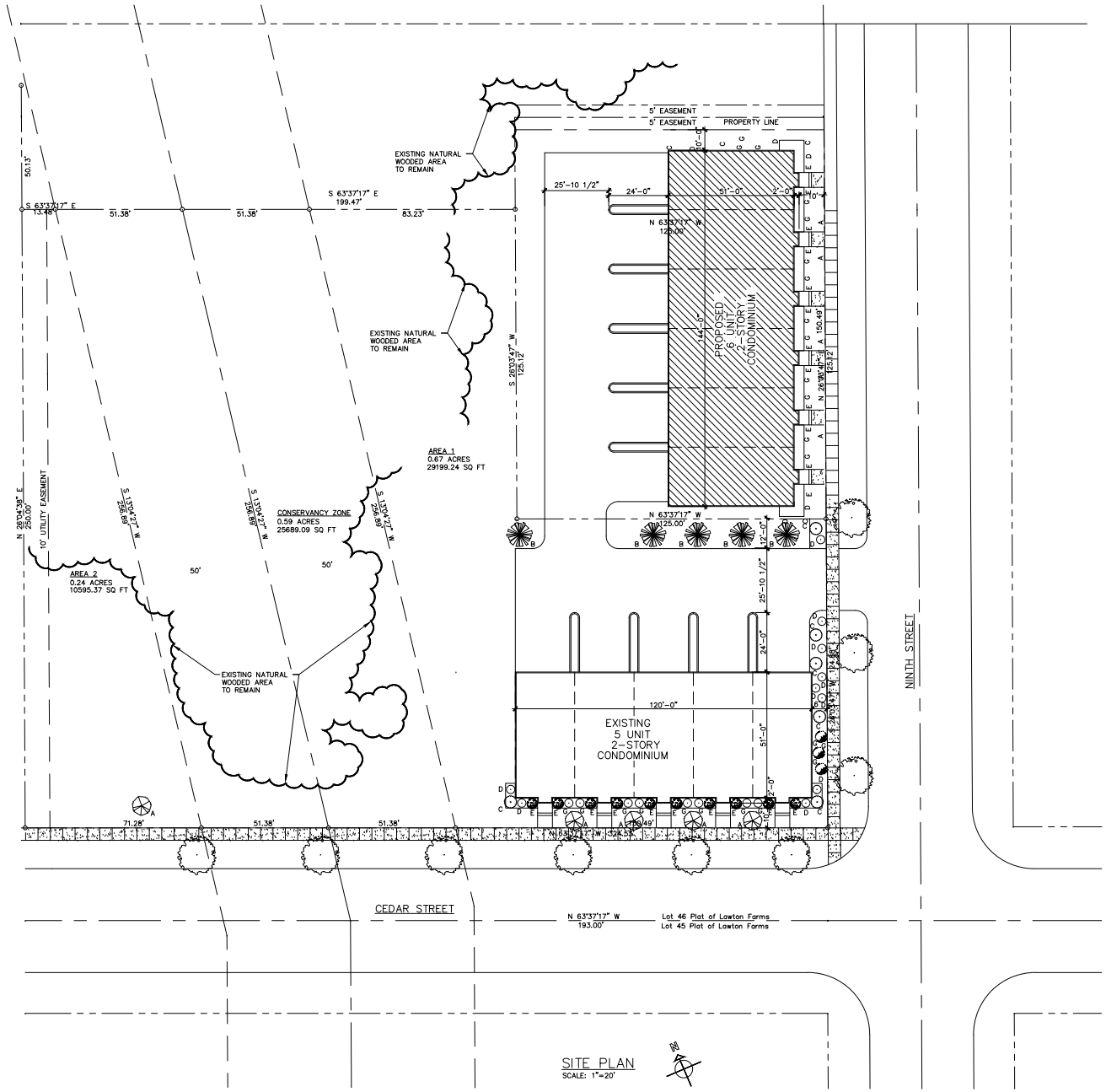


SITE PLAN
SCALE: 1"=20'

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS & DIMENSIONS AND BE RESPONSIBLE FOR THE SAME.

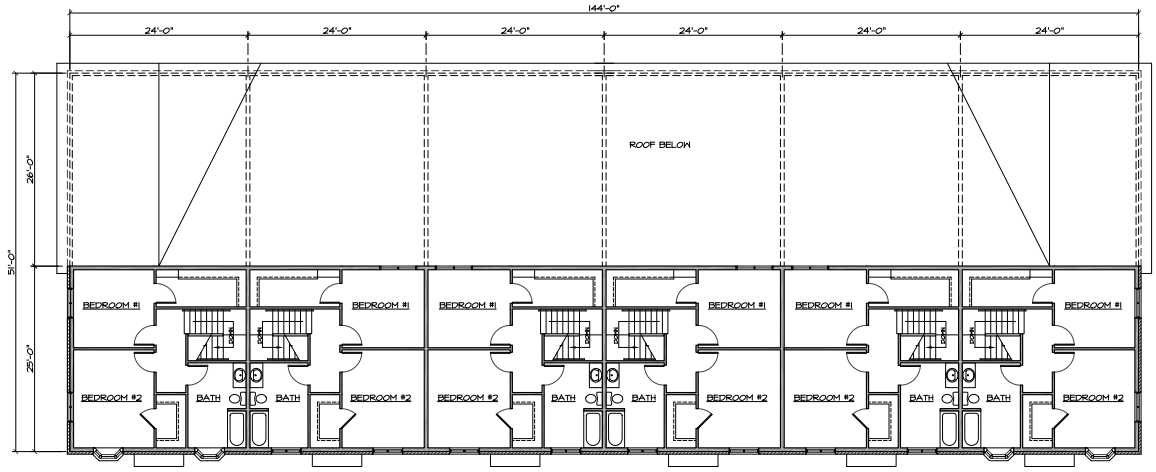
PROPOSED CONDOMINIUM COMPLEX
CEDAR CROSSING
DE PERE, WISCONSIN

BAY ARCHITECTS, L L C
DVLCAD@TDS.NET
3019 HOLMGREN WAY
GREEN BAY, WI 54304
PHONE: 920-337-9400
FAX: 920-337-9416

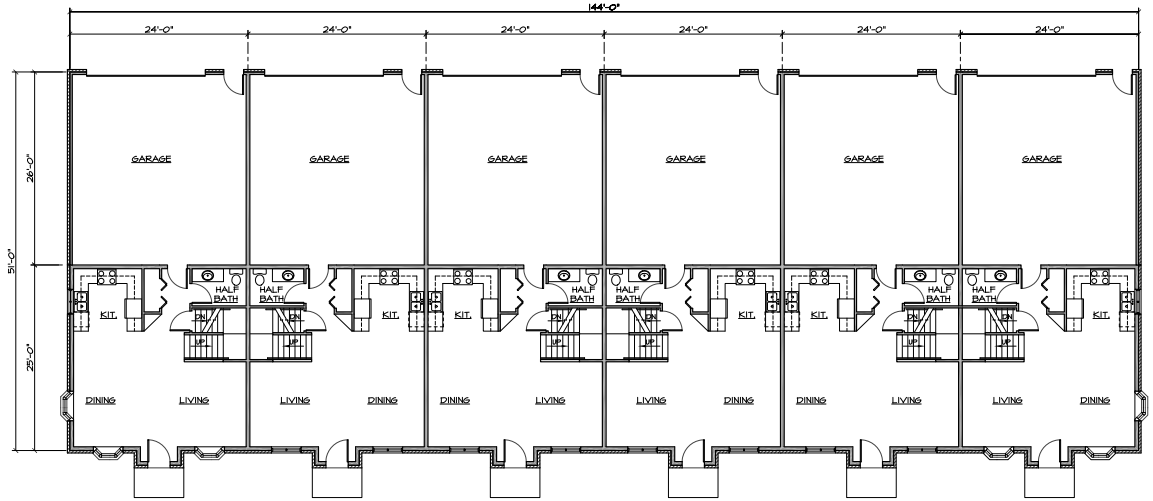
DATE 5-18-04
FILE -
JOB NO. -

1

PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT
PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT
PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT



SECOND FLOOR PLAN
SCALE: 1/8"=1'-0"



FIRST FLOOR PLAN
SCALE: 1/8"=1'-0"

NOTE:
ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS & DIMENSIONS AND BE RESPONSIBLE FOR THE SAME

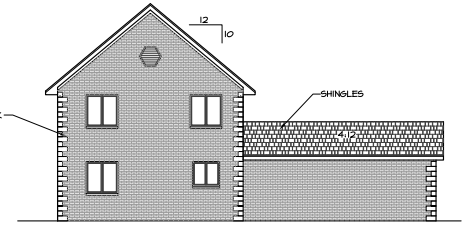
PROPOSED CONDOMINIUM COMPLEX
CEDAR CROSSING
DE PERE, WISCONSIN

BAY ARCHITECTS, L L C DVLCAD@TDS.NET
3078 HOLMGREN WAY
GREEN BAY, WI 54304
PHONE: 920-337-9400
FAX: 920-337-9416

DATE -
FILE -
JOB NO. -

2

EAST ELEVATION
SCALE: 1/8"=1'-0"
(SIX UNIT)



NORTH ELEVATION
SCALE: 1/8"=1'-0"
(SIX UNIT)

NOTE:
ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS & DIMENSIONS AND BE RESPONSIBLE FOR THE SAME

PROPOSED CONDOMINIUM COMPLEX
CEDAR CROSSING
DE PERE, WISCONSIN

BAY ARCHITECTS, L L C DVLCAD@TDS.NET
3078 HOLMGREN WAY
GREEN BAY, WI 54304
PHONE: 920-337-9400
FAX: 920-337-9416

DATE 05-25-04
FILE -
JOB NO. -

3

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Planning**

FROM: **Ken Pabich**

SUBJECT: **Recommendation from Historic Preservation Commission for installation of Historic Plaques**

As part of the 2013 budget, the Historic Preservation Commission budgeted for historic plaques to be installed on participating businesses in the two commercial historic districts and also individual designated historic buildings. The Main Avenue District includes buildings on the south side of the street between 3rd and 4th. The South Broadway District includes buildings on the east side of the street between Wisconsin and George. To date, 23 building owners have stated interest in obtaining signage.

The costs for the project are as follows:

Plaques:	$161.10 per plaque
Installation:	$ 35.00 per plaque
Total	$196.10 per plaque

The individual building owner will be contributing $60.00 towards the cost of the plaque and the remaining cost will be covered by the funds in the Historic Preservation budget. The Commission did get quotes for both the signage and installation. For the installation, Reinhold Signs had the best price and the Commission is requesting approval to work with Reinhold Signs for the project.

Recommendation

The Historic Preservation Commission recommended that Reinhold Signs be used for the plaque installation.

ATTACHMENTS:

- Plaques (PDF)

JOB #36085–10”x 7” OVAL
APPROVAL, SIGNATURE & DATE:

PLAQUE #1

Attachment: Plaques (1427 : Recommendation from Historic Preservation Commission for installation of

Paul Zimmerman Foundries
dba Erie Landmark Company
637 Hempfield Hill Road
Columbia, PA 17512

Quote / Order Acknowledgement

Date	Estimate #
9/11/2013	36085

Bill To:

De Pere Hist. Pres. Commission
Carla Nicks

Phone #	
Fax #	
e-Mail Address	carlanicks@att.net

P.O. No.	Contact Person	Terms	Ship Via	FOB	Must Have	Due Date
		On Approval		Columbia		

Description	Qty	Finish	Mount	Amount	Total
10 x 7 Oval, Plaque (BELK Dept. Store example in brochure)- Bronze NATIONAL REGISTER OF HISTORIC PLACES DE PERE HISTORIC PRESERVATION COMMISSION 1). MAIN HALL, ST. NORBERT COLLEGE 1903 2). JOHN HAHN BUILDING 1882 3). JOHN SMITH BUILDING 1882 4). VANDERWEILLE / MARTINS BUILDING 1882 5). ROBERT McGEEHAN BUILDING 1888 6). FRANK De BOTH BUILDING 1882 7). JOHN PFIFFER BUILDING 1913 8). THOMSEN BROS. BUILDING 1912 9). FRED GABLE BUILDING 1914-1915	23	Brown?	???	169.00	3,887.00

Please sign and date here.

Please review art/pricing carefully and fax back to us with your approval signature or corrections. Customer is responsible for any errors that appear on final plaque.

Subtotal	
Sales Tax (0.0%)	
Total	

Phone #	Fax #	E-mail
(717) 285-5253	(717) 285-3166	pwzfoundries@erielandmark.c...

Paul Zimmerman Foundries
dba Erie Landmark Company
637 Hempfield Hill Road
Columbia, PA 17512

Quote / Order Acknowledgement

Date	Estimate #
9/11/2013	36085

Bill To:

De Pere Hist. Pres. Commission
Carla Nicks

Phone #	
Fax #	
e-Mail Address	carlanicks@att.net

P.O. No.	Contact Person	Terms	Ship Via	FOB	Must Have	Due Date
		On Approval		Columbia		

Description	Qty	Finish	Mount	Amount	Total
10). G.H. SALTER BUILDING 1895-1900 11). JACOBS BROS. BUILDING 1940-1950 12). WILLIAM BAN DYK BUILDING 1933 13). MAX L. FRANC BUILDING pre 1884/1923-1947 14). VAN GEMERT MARBLE WORKS 1914-1923 15). LOUIS E. SECOR BUILDING 1913 16). LOUIS E. SECOR BUILDING INVESTMENT BUILDING 1928 17). BANK OF WEST DE PERE 1920 18). STOUGH'S DRUGSTORE 1925-1939 19). HENRY STRONG BUILDING pre 1883 20). C.A. LAWTON COMPANY 1879 21). J. STECKART AND J. FALCK BUILDING 1888 22).UNION HOUSE HOTEL 1883 23). DE PERE PUBLIC LIBRARY 1936					

Please sign and date here.

Please review art/pricing carefully and fax back to us with your approval signature or corrections. Customer is responsible for any errors that appear on final plaque.

Subtotal	
Sales Tax (0.0%)	
Total	

Phone #	Fax #	E-mail
(717) 285-5253	(717) 285-3166	pwzfoundries@erielandmark.c...

Paul Zimmerman Foundries
dba Erie Landmark Company
637 Hempfield Hill Road
Columbia, PA 17512

Quote / Order Acknowledgement

Date	Estimate #
9/11/2013	36085

Bill To:

De Pere Hist. Pres. Commission
Carla Nicks

Phone #
Fax #
e-Mail Address
carlanicks@att.net

P.O. No.	Contact Person	Terms	Ship Via	FOB	Must Have	Due Date
		On Approval		Columbia		

Description	Qty	Finish	Mount	Amount	Total
Quantity Discount				-10.00%	-388.70
Shipping and Handling Ground	23			9.00	207.00
***Customer will need to supply phone number, Billing and physical shipping address. We also need to know the pebbled Background color (Black, Brown, Dark Green or Natural) and mounting method (front for wood or masonry mounting, Rear for masonry mount)					

Please sign and date here.

Please review art/pricing carefully and fax back to us with your approval signature or corrections. Customer is responsible for any errors that appear on final plaque.

Subtotal	$3,705.30
Sales Tax (0.0%)	$0.00
Total	$3,705.30

Phone #	Fax #	E-mail
(717) 285-5253	(717) 285-3166	pwzfoundries@erielandmark.c...

nread 11:10

Search Mail Search Hi, Carla

CONTACTS | CALENDAR | PEO - Help wit... | Which matters... | Estimate #330... | RE: Historic Si...

Delete Move Spam Actions

RE: Historic Signage

John Gage

'Carla Nicks'

$35.00 23 $805

Carla.
If we could install all of them at once you should allow $35.00 each.
That price includes us providing all the tools, labor and the epoxy resin.
John

le

currently

From: Carla Nicks [mailto:carlanicks@att.net]
Sent: Thursday, September 12, 2013 10:20 AM
To: John Gage
Subject: Re: Historic Signage

Thank you John, the plaques are 10 x 7 oval Bronze. Most will be at eye level in brick. If not at eye level, they will be lower. One or two might be in wood.
I can't think of anything else to tell you. You have questions let me know.
Carla

Sent from my iPhone

On Sep 12, 2013, at 10:14 AM, "John Gage" <john@reinholdsigns.com> wrote:

> Hi Carla.
> We need more details about the plaque sizes and what they are made of.
> Are the walls all brick?? Are the plaques all installed low? so as not to need arial equipment??
> Please provide what details you have and I will work up a price for each for you...
> Thank You!!
> John

From: Carla Nicks [mailto:carlanicks@att.net]
Sent: Thursday, September 12, 2013 9:53 AM
To: John Gage
Cc: Brian Netzel
Subject: Re: Historic Signage

Thank you John, I would need to know the price per plaque for installation. Before we can commit. Could you do that for me?
Thank you so much.
Carla Nicks

Sent from my iPhone

On Sep 12, 2013, at 9:48 AM, "John Gage" <john@reinholdsigns.com> wrote:

> Thank You Brian.
> I look forward to getting the details..
> John

From: Brian Netzel [mailto:briann@PerformaInc.com]
Sent: Thursday, September 12, 2013 8:58 AM
To: 'John Gage'
Cc: 'Carla Nicks'
Subject: RE: Historic Signage

Great thank you John. We would want the same epoxy resin and I suspect the building owners would want a say in exactly where they are located. Carla Nicks whom is also on the De Pere Historic Commission has details about the signs. I've copied her on this email so the details can be ironed out. Thanks!

Brian Netzel
Principal, Sr. Architect

<image001.jpg>

Performa, Inc.

e for 50+

sed how work could be. in your area!
1800Dentist.com

$25 off a weekly rental.
Let's go!

Budget

REINHOLD Sign Service INC

2070 Holmgren Way • Green Bay, Wisconsin 54304
(920) 494-7161 • FAX (920) 494-8720

SIGNAGE PROPOSAL

CLIENT: Carla Nicks
De Pere Historic Commission
335 S. Broadway
De Pere, WI

PHONE: 920-339-4050

FAX: 920-330-9491

DESCRIPTION: INSTALL PROVIDED CAST PLAQUES

Install cast metal plaques using epoxy or other high bond adhesive TBD. Estimated quantity of 25-30, 7"x10" plaques. Installation price is based on all of the plaque installations being arranged and completed in one order.

Price each $35.00

PRICE DOES NOT INCLUDE WI 5 ½% SALES TAX

Payments to be made as follows: 0 DOWN, BALANCE DUE 10 DAYS.

John L. Goze

Quoted by _____ Date: 9-20-13

Acceptance of Proposal

Signature _____ Date: _____

Terms & Conditions

PRICE QUOTATION IS GOOD FOR 90 DAYS.
Prices as indicated above, are minimum estimates for art or sign work only. Changes and/or time additions, delays caused by the client, special consultations and all other work expenses that cannot be estimated accurately in advance will be billed extra unless otherwise specified herein.
THE CLIENT agrees to pay all costs of collection in the event of default of payment by the client, including a reasonable attorney's fee. In the event of delinquent payments, the client will be charged a rate of 1-1/2% interest for every month after the first 30 days.

Attachment: Plaques (1427 : Recommendation from Historic Preservation Commission for installation of Historic Plaques)

City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Parks, Recreation & Forestry**

FROM: **Paula Rahn**

SUBJECT: **Recommendation from the Board of Park Commissioners to accept $250 donation from The Celebrate Committee, Inc. to The Recreation Scholarship Fund.**

This memo seeks the City Council approval for accepting a $250 monetary donation from The Celebrate Committee Inc. for the Recreation Scholarship Fund.

So far this year the fund has awarded 15 family pool passes and helped 4 children participate in a sport or recreation class. To date, 81 scholarships have been awarded. The Recreation Scholarship's Fund balance is $17,388.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bill Volpano, Board Member
SECONDER:	Rod Kowalczyk, Board Member
AYES:	Donovan, Rafferty, Schinkten, Volpano, Kowalczyk, Brown
EXCUSED:	Larry Lueck

HISTORY:

09/19/13	**Board of Park CommissionersADOPTED**

City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Parks, Recreation & Forestry**

FROM: **Don Melichar**

SUBJECT: **Recommendation from the Board of Park Commissioners to accept $250 donation from Celebrate De Pere for De Pere Dog Park.**

This memo is to seek the City Council approval to accept a donation of $250 from the De Pere Celebrate Committee for the De Pere Dog Park. The funds will be placed into the Dog Park Fund designed for improvements of the park.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rod Kowalczyk, Board Member
SECONDER:	Sue Schinkten, Board Member
AYES:	Donovan, Rafferty, Schinkten, Volpano, Kowalczyk, Brown
EXCUSED:	Larry Lueck

HISTORY:

09/19/13	**Board of Park CommissionersADOPTED**

City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE:	**October 1, 2013**
DEPARTMENT:	**Parks, Recreation & Forestry**
FROM:	**Stephanie Aerts**
SUBJECT:	**Recommendation from the Board of Park Commissioners to accept $250 Donation from Celebrate De Pere Committee for the Recreation Department.**

The De Pere Parks, Recreation and Forestry Department recently received a donation of $250.00 from The Celebrate De Pere Committee to be used for the Recreation Department. The donation shall be used for programs offered at the Community Center.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sue Schinkten, Board Member
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Donovan, Rafferty, Schinkten, Volpano, Kowalczyk, Brown
EXCUSED:	Larry Lueck

HISTORY:

09/19/13	**Board of Park Commissioners**	**ADOPTED**

City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Parks, Recreation & Forestry**

FROM: **Marty Kosobucki**

SUBJECT: **Recommendation from the Board of Park Commissioners to approve $4300 from the Parkland Dedication Fund to fund wetland delineation and land transfer for Dog Park.**

In going through the Master Plan process, we identified two issues that will have an impact on the completion of the final Master Plan of the Dog Park. First, we would like to complete a small land transfer to the Dog Park from the neighboring property the City owns to the south. This small section of land will provide for needed parking in the future. Second, the current wetlands consume most of the property and do not allow for effective planning or developing of the park. We would like to conduct a wetland delineation of the property to better identify the wetlands which would likely provide for more usable space. The cost to conduct the wetland delineation is $2300 and the land transfer is $2000. Funding is allowed to come from the Park Land Dedication Fund.

ATTACHMENTS:

- Dog Park Concept 1 9-9-13 (PDF)
- Dog Park Concept 2 9-9-13 (PDF)
- Dog Park Concept 2 Overall 9-9-13 (PDF)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sue Schinkten, George Brown
SECONDER:	Rod Kowalczyk, Board Member
AYES:	Donovan, Rafferty, Schinkten, Volpano, Kowalczyk, Brown
EXCUSED:	Larry Lueck

HISTORY:

09/19/13	**Board of Park CommissionersADOPTED**

HUFFCUTT RR-200 RESTROOM BUILDING

ENTRY FEATURE

POLIGON 8-SIDED SHELTER

HUFFCUTT RE[illegible]OOM BUILDING

DOG PARK NEEDS/WANTS

- EXPANDED SITE
- SHELTER (20' DIA.)
- RESTROOM BUILDING
- SITE LIGHTING
- SPECIALTY AREA
- SMALLER DOG AREA

RAILROAD
POND
BIOTECH WAY
ASPHALT ENTRANCE
16 SPACE ASPHALT PARKING LOT
DOG PARK SIGN
LIGHT POLE (TYP.)
DOG WASH AREA
RESTROOM AREA
SHELTER
ENTRANCE ARCH FEATURE
BOARDWALK (TYP.)
10' LARGE DOG GATE
INFORMATIONAL WALL
10' SMALL DOG GATE
DRINKING FOUNTAIN
SMALL DOG AREA
CULVERT BRIDGE
RIPRAP
REMOVABLE FENCE PANELS
12' GATE
12' GATE
SPECIALTY AREA
OLD PARCEL LINE
TWIN 12" WATER BY OTHERS
NORLIGHT TEL. EASEMENT DOC.# 1885439
WPSC TRANSMISSION LINE EASEMENT DOC.# 1637575
C & N W. RAILROAD

LEGEND

- SPECIALTY AREA
- SMALL DOG AREA
- BARK MULCH PATHS
- STONE PATHS
- SURVEYED WETLANDS
- TREE LINE (PER AERIAL)
- UTILITY EASEMENT
- LIGHT POLE
- BOLLARD LIGHTS
- BOARDWALKS

BASE MAP AND AERIAL IMAGES PROVIDED BY OTHERS. BASE MAP AND TOPOGRAPHIC AS-BUILT MAPPING REQUIRED PRIOR TO DEVELOPMENT OF FINAL PLANS.

RETTLER corporation
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PROJECT #: 13.029
DATE: 9-9-2013

DOG PARK - ENTRANCE
CONCEPT 1
DE PERE, WI

N

0' 20' 40' 60'

De Pere WISCONSIN

Attachment: Dog Park Concept 1 9-9-13 (1392 : Recommendation from the Board of Park Commissioners to approve $4300 from the Parkland Dedication Fu)

HUFFCUTT RR-200 RESTROOM BUILDING

ENTRY FEATURE

POLIGON 8-SIDED SHELTER

HUFFCUTT RE[illegible]OOM BUILDING

DOG PARK NEEDS/WANTS

- EXPANDED SITE
- SHELTER (20' DIA.)
- RESTROOM BUILDING
- SITE LIGHTING
- SPECIALTY AREA
- SMALLER DOG AREA

RAILROAD
POND
SHELTER
BOARDWALK (TYP.)
ENTRANCE ARCH FEATURE
10' LARGE DOG GATE
ASPHALT ENTRANCE
BIOTECH WAY
26 SPACE ASPHALT PARKING LOT
DOG PARK SIGN
LIGHT POLE (TYP.)
DOG WASH AREA
RESTROOM AREA
INFORMATIONAL WALL
10' SMALL DOG GATE
DRINKING FOUNTAIN
SMALL DOG AREA
CULVERT BRIDGE
RIPRAP
REMOVABLE FENCE PANELS
12' GATE
12' GATE
SPECIALTY AREA
OLD PARCEL LINE
NEW PARCEL LINE
NORLIGHT TEL. EASEMENT DOC.# 1885439
WPSC TRANSMISSION LINE EASEMENT DOC.# 1637575
C & N W. RAILROAD

LEGEND

- SPECIALTY AREA
- SMALL DOG AREA
- BARK MULCH PATHS
- STONE PATHS
- SURVEYED WETLANDS
- TREE LINE (PER AERIAL)
- UTILITY EASEMENT
- LIGHT POLE
- BOLLARD LIGHTS
- BOARDWALKS

BASE MAP AND AERIAL IMAGES PROVIDED BY OTHERS. BASE MAP AND TOPOGRAPHIC AS-BUILT MAPPING REQUIRED PRIOR TO DEVELOPMENT OF FINAL PLANS.

RETTLER corporation
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PROJECT #: 13.029
DATE: 9-9-2013

DOG PARK - ENTRANCE
CONCEPT 2
DE PERE, WI

N

0' 20' 40' 60'

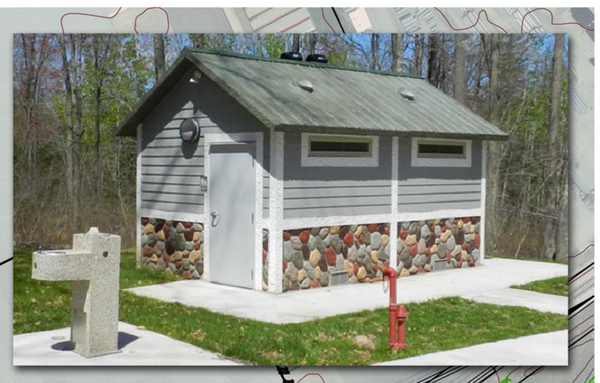
De Pere WISCONSIN

Attachment: Dog Park Concept 2 9-9-13 (1392 : Recommendation from the Board of Park Commissioners to approve $4300 from the Parkland Dedication Fu)

HUFFCUTT RR-200 RESTROOM BUILDING

ENTRY FEATURE

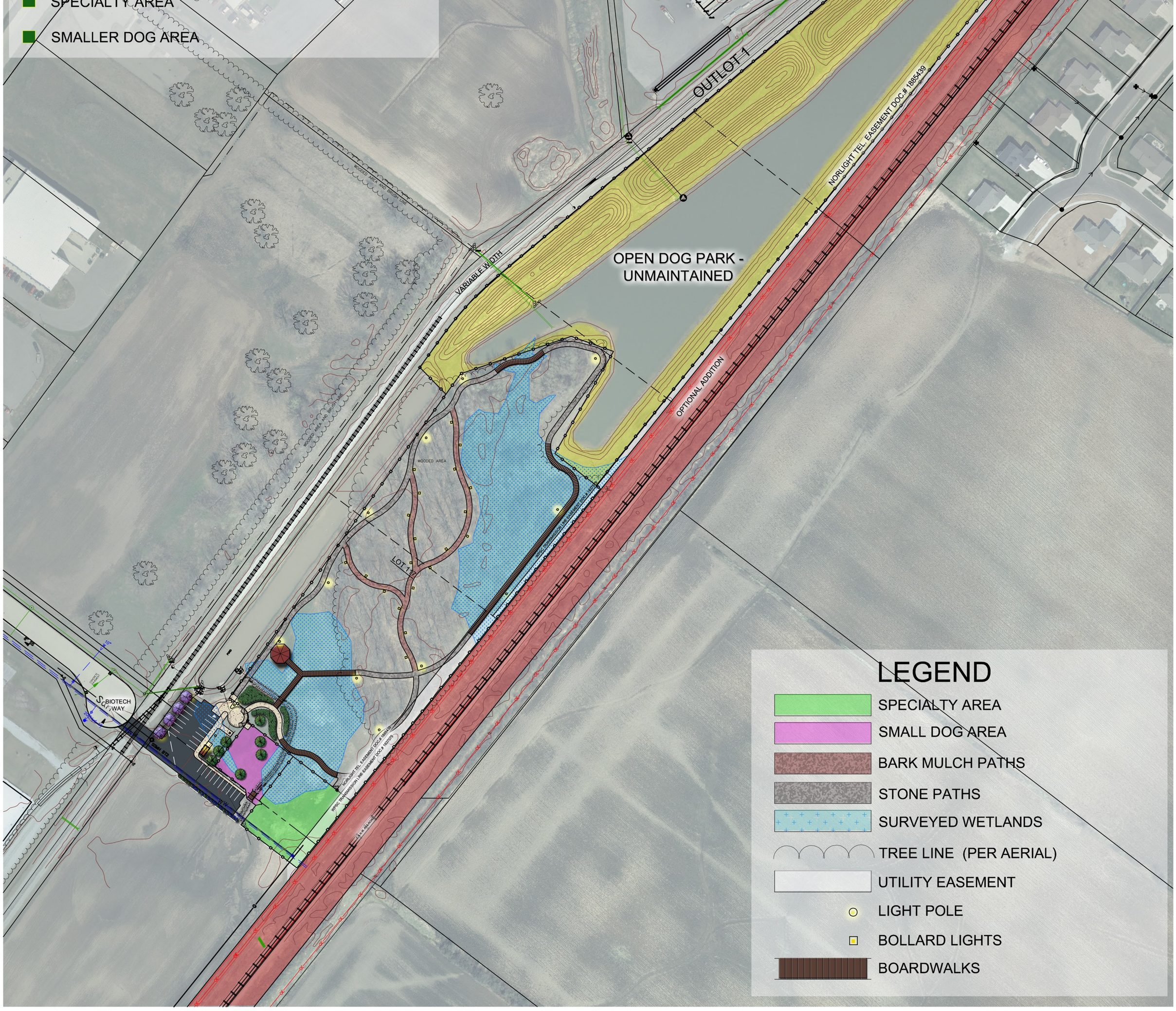
POLIGON 8-SIDED SHELTER



HUFFCUTT RESTROOM BUILDING

DOG PARK NEEDS/WANTS

- EXPANDED SITE
- SHELTER (20' DIA.)
- RESTROOM BUILDING
- SITE LIGHTING
- SPECIALTY AREA
- SMALLER DOG AREA



BASE MAP AND AERIAL IMAGES PROVIDED BY OTHERS. BASE MAP AND TOPOGRAPHIC AS-BUILT MAPPING REQUIRED PRIOR TO DEVELOPMENT OF FINAL PLANS.

RETTLER corporation
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PROJECT #: 13.029
DATE: 9-9-2013

DOG PARK - OVERALL
CONCEPT 2
DE PERE, WI

N

0' 20' 40' 60'

De Pere WISCONSIN

Attachment: Dog Park Concept 2 Overall 9-9-13 (1392 : Recommendation from the Board of Park Commissioners to approve $4300 from the Parkland Dedication Fu)

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE:	**October 1, 2013**
DEPARTMENT:	**Health Department**
FROM:	**Chrystal Woller**
SUBJECT:	**Ordinance #13-21, Repealing §8-1, De Pere Municipal Code Regarding Health Department Licensing of Certain Establishments.**

This revision is intended to match the current operations at the Health Department. Since July 1st, 2013, the health department is not an agent of the State for Sanitarian licensing and inspection services.

ATTACHMENTS:

- Ord13-21 (DOCX)

ORDINANCE #13-21

REPEALING §8-1, DE PERE MUNICIPAL CODE RELATING TO
HEALTH DEPARTMENT LICENSING OF CERTAIN ESTABLISHMENTS

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

Section 1: **§8-1, Health department licensing of certain establishments**, is hereby repealed in its entirety.

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

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes:_____
Nays:_____

Attachment: Ord13-21 (1419 : Ordinance #13-21 Repealing 8-1 Health Department Licensing of Certain Establishments)

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE:	**October 1, 2013**
DEPARTMENT:	**Common Council**
FROM:	**Chrystal Woller**
SUBJECT:	**Ordinance #13-22, Repealing and Recreating §110-7 De Pere Municipal Code Regarding Weights and Measures Regulations.**

A contract has been initiated with the State Department of Agriculture, Trade and Consumer Protection to conduct Weights and Measures inspections due to the health department not having a Sanitarian on staff to conduct these inspections. The City is required to revise the current Weights and Measures fee schedule, not to exceed the cost contract. The intent is to initiate the billing to the establishments before the end of 2013 as the license year began 7/1/2013.

ATTACHMENTS:

- Ord13-22 (DOCX)

ORDINANCE #13-22

REPEALING AND RECREATING §110-7, DE PERE MUNICIPAL CODE REGARDING WEIGHTS AND MEASURES REGULATIONS

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

Section 1: **§110-7, Weights and measures regulations**, is hereby repealed and recreated as follows:

§110-7. Weights and measures regulations.

(a) *Application of state codes.* Except as otherwise specifically provided in this section, the statutory provisions provided in this section, the statutory provisions of Wis. Stats. ch. 98, Weights and Measures, and Wis. Adm. Code, ATCP 92, Weighing and Measuring Devices, are hereby adopted and by reference made a part of this section as if fully set forth herein. Any act required to be performed or prohibited by any statute or code incorporated herein by reference is required or prohibited by this section. Any future amendments, revisions or modifications of the statutes incorporated herein or administrative code provisions incorporated herein are intended to be and are made a part of this section. This section is adopted pursuant to the provisions of Wis. Stats. ch. 98, including all amendments thereto.

(b) *Appointment of inspectors.* In order to assure compliance with this section, the city hereby grants the authority and duties of sealers and inspectors required by this section to the State of Wisconsin Department of Agriculture, Trade and Consumer Protection.

(c) *Definitions.*

(1) *Commercial weighing or measuring devices.* Devices used or employed in establishing the size, quantity, extent, area or measurement of quantities, things, produce or articles for sale, hire or award, or in computing any basic charge of payment for services rendered on the basis of weight of measure.

Attachment: Ord13-22 (1418 : Ordinance #13-22, Weights and Measures)

(2) *Weights and measures program.* The program that includes administration and enforcement of this section, Wis. Stats. ch. 98, and applicable Wis. Admin. Code provisions, and any related actions.

(d) *License.*

(1) *Annual license.* The owner/possessor of weighing and measuring devices shall no later than March 1 of each year file an annual weights and measures license form with the health officer, listing the number and type of devices either owned or leased as of January 1 of each year.

(2) *Annual license fee.* The City of De Pere shall annually assess license fees to each person/business based on their number of weighing and measuring devices, either owned or leased, as of January 1 of each year. The yearly license fee shall be determined by dividing the actual costs of the weights and measures program by the number of weighing and measuring devices known to exist within the City's jurisdiction multiplied by the number of devices under the control of each person/business. The total of the fees assessed and the fees collected shall not exceed the actual costs of the weights and measures program.

(3) *Health officer to prepare fee schedule.* The health officer shall at least annually prepare a schedule of license fees and the city shall mail to each business an invoice of the amount of the license fee. Each business shall pay the license fee within 20 days after the date the invoice is mailed.

(4) *Failure to pay license fee.* If the license fee is not paid within 30 days of the date of the mailing of the invoice, an additional administrative collection charge of ten percent of the total fee shall be added to the amount due, plus interest shall accrue thereon at the rate of 1.5 percent per month or fraction thereof until paid. To the extent permitted by law, if the business owner is the owner of the real estate premises where the weights and measures devices are located, any delinquent license fee shall be charged to the real estate premises for current services.

(5) *Mailing of notices.* License forms, notices and invoices shall be considered mailed to a business when mailed by first class mail, postage prepaid, to the business address.

(6) *Change of ownership.* The owner/possessor of weighing and measuring devices as of January 1 of each year shall be assessed for fees under this section, regardless of any change in ownership or possession of such devices during the year.

(e) *Penalty.* In addition to any other remedy, any person who fails to comply with the provisions of this ordinance shall, upon conviction thereof be subject to forfeiture

Attachment: Ord13-22 (1418 : Ordinance #13-22, Weights and Measures)

as determined by resolution of the Common Council. Each day a violation exists or continues shall constitute a separate offense.

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

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes:_____

Nays:_____

Attachment: Ord13-22 (1418 : Ordinance #13-22, Weights and Measures)

City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Parks, Recreation & Forestry**

FROM: **Marty Kosobucki**

SUBJECT: **Resolution #13-121, Authorizing Submission of Grant Request for Aerial Deer Survey.**

In researching our next step in potentially developing a hunting program within the City Limits, staff recommends pursuing a contractor to conduct an aerial survey of deer in the area. The survey that was completed identified favorable support for a hunting program as long as its related to mitigating deer herd issues. Conducting an aerial survey of deer numbers will provide quantifiable information we can use in determining if there is a deer herd issue with the City of De Pere. The Village of Allouez has expressed interest in partnering with the City of De Pere in conducting an aerial survey in 2014. Grants are available through the Wisconsin Department of Natural Resources to aid in the cost related to conducting an aerial survey. In discussing our City with a company that conducts aerial surveys, it was predicted the cost would be around $3500. We will need council approval to apply for the WDNR Grant.

Staff Recommendation: Approve application to WDNR grant to conduct Aerial Survey of deer population.

ATTACHMENTS:

- Reso13-121 (DOCX)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sue Schinkten, Board Member
SECONDER:	Michael Donovan, Alderperson
AYES:	Lueck, Donovan, Rafferty, Schinkten, Volpano, Kowalczyk
EXCUSED:	George Brown

HISTORY:

08/29/13 **Board of Park Commissioners** **ADOPTED**

RESOLUTION #13-121

AUTHORIZING SUBMISSION OF GRANT REQUEST FOR AERIAL DEER SURVEY

WHEREAS, the Common Council, has requested that the Board of Park Commissioners study the issue of permitting the discharge of weapons within City jurisdictional limits for hunting purposes; and

WHEREAS, grant funding for an aerial survey in 2014 of the deer population in the City is available from the Wisconsin Department of Natural Resources (WDNR); and

WHEREAS, the Village of Allouez has expressed an interest in partnering with the City in submitting a grant request; and

WHEREAS, this matter has been reviewed by the Board of Park Commissioners which recommends moving forward with the grant submission.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Director of Parks, Recreation and Forestry is authorized to submit request(s) as may be available for grant funding of an aerial deer population survey through the WDNR.

BE IT FURTHER RESOLVED THAT:

Any such grant awarded shall be formally accepted by the Common Council.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes: _____

Nays: _____

Attachment: Reso13-121 (1286 : Resolution #13-121 to approve application for grant to conduct aeri)

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Engineering**

FROM: **Eric Rakers**

SUBJECT: **Resolution #13-122, Approving Agreement for Consulting Services Between the City of De Pere and McMahon Associates, Inc. (WDNR Field Screening Services).**

The Wisconsin Department of Natural Resources (WDNR) issued the City of De Pere a Wisconsin Pollutant Discharge Elimination System (WPDES) Permit No. WI-S050075-1 (Permit) on October 11, 2006. This Permit has several components with varying deadlines that the City is required to address including:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination (IDDE)
- Construction Site Pollutant Control
- Post-Construction Storm Water Management.

As part of the IDDE component of the Permit, the City is required to complete ongoing monitoring of major outfalls in the City over a 5-year cycle.

There are 33 major outfalls in the City. The outfalls discharge to three primary waterways: Ashwaubenon Creek, the East River and the Fox River. The outfall drainage basins consist of various types of development including industrial, business, commercial, institutional and residential, including recent development to areas developed over 100 years ago. The storm sewer infrastructure consists of various pipe materials including brick, clay, concrete, corrugated metal pipe and PVC. The storm sewer age varies from new construction to storm sewer over 100 years old.

For the purposes of the WDNR Permit, a major outfall is defined as a "municipal separate storm sewer outfall that meets one of the following criteria":

- A single pipe with an inside diameter of 36 inches or more or equivalent conveyance (cross sectional area of 1,018 square inches) which is associated with a drainage area of more than 50 acres.
- A single pipe with an inside diameter of 12 inches or more or equivalent conveyance (cross section area of 113 square inches) which receives storm water runoff from land zoned for industrial activity with 2 or more acres of industrial activity, but not land zoned for industrial activity that does not have any industrial activity present.

The City completed the initial field screening for the major outfalls in 2009 with the information being submitted to the WDNR on November 13, 2009.

The five-year screening schedule is based on the requirements of State Code NR216.07(3)(i)3. with consideration given to the drainage area, population density, history of the area and land use types. The five-year schedule was determined based on the following:

Year 2010 - Fox River West Drainage Basin - This area consists of a mix of industrial, downtown commercial, institutional and residential development. The area is one of the older parts of the City with a large number of clay, concrete and some brick sewers.

Year 2011 - Fox River East (North End) Drainage Basin - This area consists primarily of downtown commercial and residential development. The area is one of the older parts of the City with a large number of clay, concrete and some brick sewers.

Year 2012 - Fox River East (South End) Drainage Basin - This area consists of industrial, commercial, institutional and residential development.

Year 2013 - Ashwaubenon Creek Drainage Basin - This area consists of industrial commercial, institutional and residential development. This is one of the newer areas of the City with the majority of sewers being concrete and PVC.

Year 2014 - East River Drainage Basin. This area consists of primarily residential development. This area is also one of the newer areas of the City with the majority of the sewers being concrete and PVC.

Samples will be collected for pH, total chlorine, total copper, total phenol and detergents. The results of the samples taken will be compared to the table below.

IDDE Screening Parameters and Guidance Thresholds

PARAMETER	**INITIAL FOLLOW-UP LEVEL OR CONDITION**
pH	Sample < 6.0 SU Sample > 9.0 SU
Color	abnormal color present
Turbidity	turbidity present
Surface Sheen	oil sheen present
Odor	sanitary or other abnormal odor present
Detergents	Sample > 0.5mg/L
Total Residual Chlorine	Sample > 0.3mg/L
Phenols	Sample ≥ 0.1mg/L
Total Copper	Sample > 0.2mg/L

Sampling requires use of chemicals and safety training that City Staff are currently not trained on. Based on this, discussions with the WDNR and what other communities have done in the area, Staff has obtained proposals from consultants to complete the work. A summary of the results is as follows:

Consultant	Base Monitoring	Additional Samples (5)	Comments
McMahon	$ 850	$450	Additional fees if lab

			testing required.
RA Smith	$1,297	$400	Lab fees included
Robert E. Lee	$1,645	$1,860	Lab fees included

Staff is recommending McMahon be retained for the amount of $1,300 to complete the 2013 IDDE screening. This amount covers the base monitoring ($850), and additional samples ($450). Field screening is to be completed by the end of November to meet the WDNR requirements.

ATTACHMENTS:

- Reso13-122 (DOCX)
- McMahon Field Screeing-IDDE (PDF)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Kneiszel, Bauer, Heuvelmans

HISTORY:

09/09/13	**Board of Public Works**	**ADOPTED**

RESOLUTION #13-122

APPROVING AGREEMENT FOR CONSULTING SERVICES BETWEEN
THE CITY OF DE PERE AND MCMAHON ASSOCIATES, INC.
(WDNR Field Screening Services)

WHEREAS, the City requires consulting services for field screening needs at five (5) stormwater outfalls that discharge to the Ashwaubenon Creek; and

WHEREAS, McMahon Associates, Inc. has available and offers to provide personnel and equipment necessary to accomplish the field screening within the required time; and

WHEREAS, the Board of Public Works has reviewed such proposal and recommends its approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and Clerk-Treasurer are authorized and directed to execute the Agreement for Consulting Services Between the City of De Pere and McMahon Associates, Inc. (WDNR Field Screening Services) as is attached hereto as Exhibit 1.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes:_____
Nays:_____

Attachment: Reso13-122 (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

AGREEMENT FOR CONSULTING SERVICES BETWEEN THE CITY OF DE PERE AND MCMAHON ASSOCIATES, INC. (WDNR Field Screening Services)

THIS AGREEMENT, made and entered into on this ____ day of _____, 2013, by and between the City of De Pere ("City") and McMahon Associates, Inc., a Wisconsin corporation ("Consultant"):

WITNESSETH

WHEREAS, the City requires consulting services for field screening needs at five (5) stormwater outfalls that discharge to Ashwaubenon Creek; and

WHEREAS, the Consultant has available and offers to provide personnel and equipment necessary to accomplish the field screening within the required time.

NOW THEREFORE, City and Consultant agree as follows:

I. DESCRIPTION OF PROJECT

The project is as described in the August 27, 2013 City Request for Proposals (Exhibit A) and Consultants Proposal thereto dated August 30, 2013 (Exhibit B), both of which are attached hereto and incorporated by reference. If a conflict exists between Exhibit A and Exhibit B, the terms of Exhibit A shall prevail. If there is a conflict between the terms and conditions of Exhibit A and this Agreement, the terms of this Agreement shall prevail. If, during the course of performing the work, City and Consultant agree that it is necessary to make changes in the project as described in the exhibits, such changes will be incorporated into this Agreement only by written amendment, signed by the parties.

II. SCOPE OF CONSULTING SERVICES

Consultant agrees to perform those field screening tasks as described in 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.

III. SCOPE OF CITY SERVICES

City shall provide the Consultant with information and items as described in Exhibit A.

IV. AUTHORIZATION, PROGRESS AND COMPLETION

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

For special services, the authorization by the City shall be in writing and shall include the definition of the work to be done, the schedule for commencing and completing the work, and the basis for compensation for the work, all as agreed upon by the City and the Consultant.

V. OWNERSHIP AND FORM OF DOCUMENTS

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

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

Consultant acknowledges that, as the Consultant to City, a Wisconsin municipality, Wis. Stats. §19.36(3) applies to it and records produced by it pursuant to this contract are subject to the public records law to the extent they would otherwise be if maintained by the City. Consultant agrees that, within 10 business days of a written request of City, it shall forward to City any such contract or records maintained by Consultant as are requested by City. Such records shall be in the format requested by City provided that such records are kept and maintained in that format. City shall reimburse Consultant for its reasonable costs incurred in complying with this paragraph.

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

VI. CONFIDENTIALITY OF INFORMATION

Consultant understands that, during the course of work under this contract, Consultant may become privy to confidential information of City. Consultant shall maintain the confidentiality of all information specifically designated confidential by City unless withholding such information would violate the law, create a significant harm to the public, or risk of significant harm to the public.

VII. TIME FOR COMPLETION

The parties hereto agree that time is of the essence in completion of the project and that Consultant's work hereunder should be completed as follows:

1. Field screening by November 15, 2013; and
2. Final document submission to City by December 17, 2013.

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

Should Consultant encounter any circumstances, which, in the Consultant's opinion, will delay closeout of the contract within said time, Consultant shall so inform the City in writing.

VIII. COMPENSATION

For the services which are to be performed by the Consultant, the City agrees to pay, and the Consultant agrees to compensation in the amount not to exceed $850 payable in a lump sum at the conclusion of the project. If additional gathering and testing is required, Consultant agrees to additional compensation in the amount not to exceed $90 per outfall payable in a lump sum at the conclusion of the project.

IX. RESPONSIBILITY OF CONSULTANT

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

X. INSURANCE

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

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall be not 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 $600,000.

3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.

4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be $1,000,000 or the total engineer and/or surveyor's fee on the project, whichever is less.

XI. ALLOCATION OF RISKS

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the City, City's officers, directors, partners, and employees from and against any and all costs,

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

losses, and damages (including, but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or other dispute resolution costs) caused solely by the negligent acts or omissions of Consultant or Consultant's officers, directors, partners, employees, and Consultant's Consultants in the performance and furnishing of Consultant's services under this Agreement.

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

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

XII. SUBCONTRACTS

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

XIII. ASSIGNMENT

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

XIV. INTEGRATION

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

XV. JURISDICTION

This Agreement shall be administered and interpreted under the laws of the State of Wisconsin. Jurisdiction of litigation arising from this Agreement shall be in that state. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

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

XVI. SUSPENSION OF WORK

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

XVII. TERMINATION OF WORK

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

In the event of termination, the Consultant shall perform such additional work as is necessary for the orderly filing of documents and closing of the project. The additional time for filing and closing shall not exceed 10 percent of the total time expended on the completed portion of the project prior to the effective date of termination.

The Consultant shall be compensated for the completed portion of the work on the basis of work actually performed prior to the effective date of termination plus the work required for filing and closing. Charges for the latter work are subject to the 10 percent limitation described in this Article.

XVIII. MEDIATION

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

The City and Consultant shall attempt to resolve claims, disputes and other matters in question between them by mediation. A request for mediation shall be filed in writing with the

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

other party to this Agreement. The request may be made concurrently with the filing of a civil action, but mediation shall proceed in advance of legal proceedings.

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

XIX. NOTICES

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

If to City:

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

With a copy to:

City of De Pere
Attention: City Engineer
925 South Sixth Street
De Pere, WI 54115

If to Consultant:

McMahon Associates, Inc.
Attention: Nick Vande Hey, P.E., CPESC
P.O. Box 1025
Neenah, WI 54957-1025

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

MCMAHON ASSOCIATES, INC.
By:

_____
Print Name:
Title:

_____
Print Name:
Title:

CITY OF DE PERE
By:

_____
Michael J. Walsh, Mayor

_____
Shana L. Defnet, Clerk-Treasurer

H:\jdupont\Agreements\2013\McMahon (WDNR Field Screening)-9-13-189-005-11.docx

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

City of De Pere

925 South Sixth Street
De Pere, WI 54115-1199
Phone: 920-339-8304
Fax: 920-339-4071

Eric P. Rakers, P.E.
City Engineer
erakers@mail.de-pere.org
www.de-pere.org

August 27, 2013

Mr. Steve Rosenbeck
McMahon
1445 McMahon Drive
Post Office Box 1025
Neenah, Wisconsin 54957-1025

RE: WDNR Field Screening

Dear Mr. Rosenbeck:

The City of De Pere is requesting a proposal from your firm to complete work related to the WDNR's field screening requirements. This is the third year of the City's five-year program for field screening. The City is required to complete field screening on City owned major outfalls. As part of that program, field screening is to be completed on five outfalls that discharge to the Ashwaubenon Creek this year. A map of the locations has been included for your use in preparing a proposal. Field screening is to be done to meet the requirements of NR 216. A worksheet has been prepared to identify the information the City is requiring. You have the option to use your own form. City staff will accompany the consultant's personnel and assist in the field. For outfalls with flow, samples are to be taken and tested for illicit or illegal discharges per the attached worksheet. If the results fall outside acceptable levels, additional testing is to be completed upstream in an attempt to locate the source. City staff will assist with locating upstream manholes and potential sources. Your firm will take and test the additional samples.

Upon completion of the testing, the attached worksheet will be completed for each outfall and submitted to the City.

The City is requesting a letter proposal from you with the following:

- Cost for the completion for the field screening of five outfalls.
- Cost to complete additional upstream sampling due to potential illicit or illegal discharges. Assume six additional upstream sampling locations.

Please submit your response to me by 1:00 pm on Thursday, September 5th, 2013. The City anticipates awarding this work at the September 17th, 2013 City Council Meeting. A city contract will be sent to the successful firm for signatures. A copy of the contract form is available for your review. Field screening is to be completed by November 1st, 2013 with the final documents submitted to the City by December 3rd, 2013.

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Eric P. Rakers, P.E.
City Engineer

EPR/pjd
Enclosures

Exhibit A

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit Discharge Detection and Elimination)

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

FIGURE 1

2014 FIELD SCREENING

I. D. D. E. ONGOING
MS 4 PERMIT
FIELD SCREENING

DATE: 08/27/2013
BY: B. Krzewina
CHECKED: E. Rokers

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 express or implied, including no warranty as to fitness for a particular use, of the information contained in or complying, this map.

FOX RIVER

ASHWAUBENON CREEK

SIZE	No.	BASIN	Major Outfall
18	AC01	AC010A	YES
36	AC02	AC070A	YES
21	AC03	AC100A	NO
21	AC04	AC100A	NO
21	AC05	AC100A	NO
21	AC06	AC100A	NO
18	AC07	AC100A	YES
18	AC08	AC100A	YES
24	AC09	AC100B	YES
00	AC10	XA100A	NO
08	AC11	AC110A	NO
10	AC12	AC110A	NO
15	AC13	AC120A	NO
12	AC14	AC130A	NO
08	AC15	AC140A	NO
08	AC16	AC140A	NO
12	AC17	AC140A	NO
10	AC18	AC150A	NO
12	AC19	AC170A	NO

Attachment: McMahon Field Screening-IDDE (1366 : Resolution #13-122, Consider Services for Illicit

McMAHON
ENGINEERS ARCHITECTS

August 30, 2013

Mr. Eric Rakers, P.E., City Engineer
City of De Pere
925 South Sixth Street
De Pere, WI 54115-1199

Re: Agreement for Professional Services
Wisconsin DNR Field Screening
McM. No. M0032-930002

Dear Eric:

Please find enclosed one (1) copy of our Agreement for Professional Services. If acceptable, please provide a City contract for our review. If you have any questions, please let me know. We appreciate the opportunity to provide a proposal for this work.

Very truly yours,

McMAHON

Nicholas A. Vande Hey, P.E., CPESC
Associate / Senior Project Engineer

Steven K. Rosenbeck, P.E., CPESC, LEED AP
Project Engineer

SKR:car

Enclosure: Agreement for Professional Services

McMAHON ASSOCIATES, INC. | 1445 McMAHON DRIVE NEENAH, WI 54956 Mailing P.O. BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FAX 920.751.4284 MCM@MCMGRP.COM WWW.MCMGRP.COM

Project Solutions

Exhibit B

Attachment: McMahon Field Screening-IDDE (1366 : Resolution #13-122, Consider Services for Illicit

McMAHON
ENGINEERS ARCHITECTS

AGREEMENT
For Professional Services

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

Date: August 30, 2013

McM. No. M0032-930002

PROJECT DESCRIPTION:

As part of the City's Illicit Discharge Detection and Elimination Program, De Pere completed an initial field screening in 2010. This is the fourth year of the City's five-year program for field screening. The City is requesting assistance for field screenings on seven City-owned Major Outfalls.

For outfalls with flow, samples are taken and tested for an illicit discharge. If the results are not within acceptable levels as defined by the Wisconsin Department of Natural Resources (DNR), then additional testing will be completed. McMAHON / MCO will work with the City to try and identify the source and test the additional samples.

SCOPE OF SERVICES:

MCMAHON agrees to provide the following Scope Of Services for this project:

Field Screening Set-Up:

- Set-up of an electronic 'Outfall Field Screening Worksheet' for five major outfalls. The major outfalls are defined by the City of De Pere. Maps will be provided by the City of De Pere to be imported into the worksheet.
- Review City's MS4 map. Provide recommendations (if any) of map prior to field analysis.

Field Screening:

- Conduct field screenings for five major outfalls.
- Document field observations, flow measurements, physical indicators, flow indicators, and on-site chemical test results using an 'Outfall Field Screening Worksheet' and photographs. If flow is observed at an outfall, a chemical analysis will be conducted in the field to determine the presence of non-stormwater discharges or illicit dumping.
- Compile field screening results and photographs. Download data and photographs from the Tablet PC into a database, and generate hard copies of 'Outfall Field Screening Worksheets'.

Upstream Sampling of Potential or Illegal Discharges:

- If an illicit discharge is found during field screening, McMAHON will assist with tracking and investigating the source of the discharge. These services will be provided as-needed and on a time and expense basis. Strategies and time involved in tracking discharges may vary greatly depending on the specific circumstances. Methods that can be used to track the discharge include drainage area investigations, visual manhole inspections, on-site investigations, etc.

SPECIAL TERMS: (Refer Also To General Terms & Conditions - Attached)

The Scope Of Services and fee is based upon the understanding that the Owner will provide the following:

- A single contact person or representative to respond to questions.
- City of De Pere staff member will accompany McMAHON Inspector.

The City of De Pere agrees that the Project Description, Scope Of Services and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of the McMahon Group of Companies.

Attachment: McMahon Field Screening-IDDE (1366 : Resolution #13-122, Consider Services for Illicit

COMPENSATION: (Does Not Include Permit Or Approval Fees)

McMAHON agrees to provide the Scope Of Services described above for the following compensation:

- Rates Per Attached Fee Schedule
  - Field Screening Set-Up and Inspection of Five Outfalls $850
  - On-Going Field Screening* ..... $90 per outfall estimate

*Sending samples to a laboratory for additional testing is excluded from the cost. Laboratory costs are to be invoiced on a time and expense basis.

COMPLETION SCHEDULE:

McMAHON agrees to complete this project as follows:

- Field Screening completed by November 1, 2103.
- Final Documents completed by December 3, 2013.

ACCEPTANCE:

The General Terms & Conditions And The Scope Of Services (Defined In The Above Agreement) Are Accepted, and McMAHON Is Hereby Authorized To Proceed With The Services.

The Agreement Fee Is Firm For Acceptance Within Sixty (60) Days From Date Of This Agreement.

CITY OF DE PERE
Wisconsin

By: _____
(Authorized Signature)

Title: _____

Date: _____

McMAHON
Neenah, Wisconsin

By: _____
Nicholas A. Vande Hey, P.E., CPESC

Title: Associate / Senior Project Engineer

Date: August 30, 2013

Project Manager: _____
Steven K. Rosenbeck, P.E.
Project Engineer

Please Return One Copy For Our Records
Street Address: 1445 McMAHON DRIVE - NEENAH, WI 54956
Mailing Address: P.O. Box 1025 - NEENAH, WI 54957-1025
920-751-4200 ▪ 920-751-4284 - FAX

Attachment: McMahon Field Screening-IDDE (1366 : Resolution #13-122, Consider Services for Illicit

McMAHON
ENGINEERS ARCHITECTS

FEE SCHEDULE - 2013

McMAHON | NEENAH, WISCONSIN

DATED: DECEMBER 10, 2012

Labor Classification	Hourly Rate
Senior Project Manager	$139.00
Planning	$139.00
Project Manager - I	$130.00
Project Manager - II	$95.00
Vice President / Surveyor	$120.00
Senior Surveyor	$91.00
Surveyor	$83.50
Surveyor Assistant - I	$74.00
Surveyor Assistant - II	$66.00
Surveyor Apprentice	$35.00
Senior Electrical Engineer	$120.00
Senior Project Engineer	$120.00
Project Engineer - I	$113.00
Project Engineer - II	$98.00
Project Engineer - III	$95.00
Project Engineer - IV	$83.00
Senior Engineering Technician - I	$96.00
Senior Engineering Technician - II	$85.00
Engineering Technician - I	$76.00
Engineering Technician - II	$67.00
Engineering Technician - III	$55.00
Environmental Specialist - I	$85.00
Environmental Specialist - II	$66.00
Environmental Specialist - III	$62.00
Erosion Control Technician	$66.00
On-Site Erosion Observation	$66.00
Landscape Architect	$139.00
Senior Architect	$120.00
Architect	$108.00
Architectural Intern - I	$99.00
Architectural Intern - II	$92.00
Architectural Intern - III	$78.00
Architectural Intern - IV	$43.00
Senior Ecologist	$128.00
Senior Hydrogeologist	$138.00
Senior G.I.S. Specialist	$105.00
G.I.S. Specialist	$67.00
G.I.S. Technician	$52.00
Environmental Scientist - I	$123.00
Environmental Scientist - II	$68.00
Environmental Scientist - III	$52.00
Public Finance Specialist	$95.00
Senior Draftsperson	$90.00
Draftsperson	$77.00
Graphic Artist	$74.00
Grant Administrator	$55.00
Senior Administrative Assistant	$68.00
Administrative Assistant	$55.00
Intern	$42.00
On-Site Project Representative	$56.50
Principal	$186.00
Professional Witness Services	$250.00

Services subcontracted will be billed to the owner at invoice cost plus 12%.

Use of special equipment, such as computers, television and sewer cleaning devices, soil density testers, flow meters, samplers, dippers, etc., will be charged to the project per the standard Equipment Rate Schedule, which is available upon request.

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

CORPORATE HEADQUARTERS

Street Address:
1445 MCMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

(920)751-4200 TELEPHONE
(920)751-4284 FAX

E-MAIL:
MCM@MCMGRP.COM

WEB SITE:
WWW.MCMGRP.COM

Attachment: McMahon Field Screeing-IDDE (1366 : Resolution #13-122, Consider Services for Illicit

McMAHON
ENGINEERS | ARCHITECTS

REIMBURSABLE EXPENSES SCHEDULE - 2013

McMAHON | NEENAH, WISCONSIN

DATED: JANUARY 2, 2013

Description	Rate
Large Format Paper Copies	
Black & White	
◆ Up To 24" x 30"	$0.60/Sheet
◆ 24" x 36"	$0.70/Sheet
◆ 30" x 42"	$1.00/Sheet
◆ 36" x 48"	$1.35/Sheet
Color	
◆ Color - 17" x 22"	$5.75/sheet
◆ Color - 22" x 34"	$11.00/sheet
◆ Color - 36" x 24"	$15.00/Sheet
◆ Color - 36" x 48"	$25.75/Sheet
Photocopy Charges - Black & White	$0.07/Image
Photocopy Charges - Color / 8½" x 11"	$0.45/Image
Photocopy Charges - Color / 8½" x 14" and 11" x 17"	$0.75/Image
Facsimile Machine	$1.50/Page
Commercial Travel	1.1 of Cost
Computer Time	$10.00/Hour
Computer Time - AutoCAD	$15.00/Hour
Delivery/Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Mileage	$0.57/Mile
Mileage - Truck/Van	$0.85/Mile
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
All Terrain Vehicle	$60.00/Day
Global Positioning System (GPS)	$21.00/Hour
Robotic Total Station	$20.00/Hour
Survey Hubs	$0.25/Each
Survey Lath	$0.45/Each
Survey Paint	$4.50/Can
Survey Ribbon	$2.00/Roll
Survey Rebars - 1¼"	$10.00/Each
Survey Rebars - ¾"	$3.00/Each
Survey Iron Pipe - 1"	$2.75/Each
Survey Plastic or Fiberglass Fence Post - 1"	$2.00/Each
Survey Steel Fence Post - 1"	$4.50/Each
Survey Cotton Spindle	$1.00/Each
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost

CORPORATE HEADQUARTERS

Street Address:
1445 MCMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

(920)751-4200 TELEPHONE
(920)751-4284 FAX

E-MAIL:
MCM@MCMGRP.COM

WEB SITE:
WWW.MCMGRP.COM

City of De Pere, Wisconsin

Request For Board of Park Commissioners Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **Parks, Recreation & Forestry**

FROM: **Marty Kosobucki**

SUBJECT: **Resolution #13-123, Authorizing Fifth Amendment to Lease Agreement Between the City of De Pere and Humana Insurance Company.**

I have attached a proposed amendment with Humana to extend the lease agreement for using Humana Sports Park through next summer. The amendment includes a couple of new items, which in staff's opinion are minor.

Staff recommends approving the amendment and forwarding to council.

ATTACHMENTS:

- Reso13-123 (DOCX)
- Renewal Amendment.Humana (DOC)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	Rod Kowalczyk, Board Member
AYES:	Donovan, Rafferty, Schinkten, Volpano, Kowalczyk, Brown
EXCUSED:	Larry Lueck

HISTORY:

09/19/13	**Board of Park CommissionersADOPTED**

Attachment: Reso13-123 (1417 : Resolution #13-123, Authorizing Fifth Amendment to Lease Agreement Between the City of De Pere and)

RESOLUTION #13-123

AUTHORIZING FIFTH AMENDMENT TO LEASE AGREEMENT BETWEEN THE CITY OF DE PERE AND HUMANA INSURANCE COMPANY

WHEREAS, the City and Humana Insurance Company are parties to a Lease Agreement originally dated December 4, 2000 pertaining to certain property owned by Humana and leased by City for purposes of recreation; and

WHEREAS, the parties desire to extend the Lease Agreement so that it expires September 30, 2014; and

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor is authorized and directed to execute the Fifth Amendment to the Lease Agreement between the City of De Pere and Humana Insurance Company, attached and incorporated as Exhibit 1, together with such additional extensions thereto provided that such extensions are substantively similar to Exhibit 1.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of October, 2013.

APPROVED:

_____
Michael J. Walsh, Mayor

ATTEST:

_____
Shana L. Defnet, Clerk-Treasurer

Ayes:_____
Nays:_____

FIFTH AMENDMENT TO LEASE

THIS AGREEMENT is executed this _____ day of_____, 2013 by and between CITY OF DE PERE, a Wisconsin Municipal Corporation ("City") and HUMANA INSURANCE COMPANY, a Wisconsin corporation f/k/a EMPLOYERS HEALTH INSURANCE COMPNY ("Humana").

W I T N E S S E T H

WHEREAS, pursuant to the terms of the Lease Agreement, City is currently leasing from Humana, 22 acres located at 1100 Employers Boulevard, City of De Pere, Brown County, Wisconsin. Humana desires to extend the Term of the Lease Agreement for a period of Twelve (12) months, and the City has agreed to such extension on the terms and conditions contained herein.

WHEREAS, the Lease made by and between the parties will expire on September 30th, 2013, and the parties are desirous of extending the term thereof.

NOW, THEREFORE, for valuable and other good consideration, the receipt and sufficiency, of which is hereby acknowledged and the promises and covenants herein contained, it is mutually agreed as follows:

1. The above recitals are true and correct and are hereby incorporated in this Fourth Amendment as if set forth herein at length. Any and all capitalized terms not defined herein shall have the definitions set forth in the Lease.

2. The term of the Lease shall be extended for a period of Twelve (12) months to commence on October 1st, 2013 and to expire on September 30th, 2014.

3. The Lease may be terminated by either party upon thirty (30) days written notice.

4. Humana shall tear out the basketball court and volleyball court and replace with grass that the City shall be responsible to mow. The City shall continue to be responsible for the area of land it currently mows.

5. The City shall mow and maintain the identified tall grass area shown in Exhibit A attached hereto. The mowing shall be with a tall grass mower and performed 3-4 times per year, or as needed.

6. Humana will be responsible for capital repairs and improvements to the shelter. The City shall be responsible for general operating maintenance.

7. All other provisions, terms and conditions of the Lease shall remain in full force and effect throughout the extension period as identified herein.

- - SIGNATURE PAGE TO FOLLOW - -

Exhibit 1

Attachment: Renewal Amendment.Humana (1417 : Resolution #13-123, Authorizing Fifth Amendment to Lease Agreement Between the City of

IN WITNESS WHEREOF, the parties have executed this Amendment to Lease and delivered this agreement as the date first above written.

AGREED AND ACCEPTED:

Witness:

HUMANA
HUMANA INSURANCE COMPANY
a Wisconsin Corporation

_____ _____

(As to Landlord)

By: Charles F. Lambert, III
Its: VP, Associate and Business Services

CITY
CITY OF DE PERE
a Wisconsin Municipal Corporation

_____ _____

(As to Tenant)

By: _____
Its: _____

Attachment: Renewal Amendment.Humana (1417 : Resolution #13-123, Authorizing Fifth Amendment to Lease Agreement Between the City of

EXHIBIT A

Attachment: Renewal Amendment.Humana (1417 : Resolution #13-123, Authorizing Fifth Amendment to Lease Agreement Between the City of

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE:	**October 1, 2013**
DEPARTMENT:	**Human Resources**
FROM:	**Shannon Metzler**
SUBJECT:	**Review Classification and Compensation Study Results**

Charlie Carlson, our consultant conducting our classification and compensation study will be at the meeting to present the findings from the study and help us move forward to adopting a new pay plan. The purpose of the meeting is to present the study, have a discussion, and provide a general overview of the plan. This item will be on the October 15, 2013 meeting agenda as well, which will be a more appropriate time for employee comments. Therefore, it is not intended to open next week's meeting up to employees to speak.

Our consultant has two pay plans to present to the City Council, consistent with our earlier policy discussion. One is a traditional step system (Option A) which moves employees from one step to the next with years of service. The other pay plan is similar (Option C), but also has a pay for performance component added to the plan that is distinctly different from our present policy. We recommend implementing Option C, which has a pay for performance added to the plan. Option B was an open range pay for performance plan that we concluded was too great of an immediate shift in policy. The new pay plan excludes police and fire represented employees. Their wages will be bargained during contract negotiations.

You will see in the study we have a number of positions that are paid higher than the maximum rate for their position. Rather than decrease the employee's pay to be consistent with market, we recommend that their pay be red-circled, meaning they would not receive a base pay increase until the range for those positions reaches their rate of pay. The merit pay plan policies that we are developing would permit red-circled employees whose performance substantially exceeds expectations to receive a bonus.

In addition to implementing a new pay plan, we are recommending a 2% COLA (cost of living adjustment) for those employees that are not red-circled immediately before employees are placed on the plan. The CPI comparing 2013 to 2012 is 2.4%. When employees are moved onto the new pay plan they will be placed at the closest step to their current rate of pay. Due to this, a very nominal increase will be provided moving on the new plan. Some employees will receive as low as a .05% or $10 increase per year in pay. This includes those employees which shows they are far below market. Also, if Pay Plan C is approved, there are employees that will not receive any increase in pay in 2014. We will not be

doing pay for performance increases in 2014, and therefore, some employees will not receive any increase if there is not a COLA adjustment. We would use 2014 to enhance our performance management system and processes to support the new system.

In addition, there are a couple of anomalies that need attention:

1. We have four employees that will be moving up to the next pay step in 2014 on our current plan. For those employees we recommend, (if under market) they be placed on the new pay plan at the appropriate rate to ensure they do not suffer a decrease in pay moving to the new plan.

2. Under the new plan, we have four employees that are between 81-87% of market. Moving them to the new plan at the closest step will put them at step 1 or 2, which will still place them well below market. It will take them another 4-5 years to get to market/midpoint. On our current compensation plan, employees that are hired at step 1 progress to step 6 (market/midpoint) in 5 years. In this situation, these four employees have already been here for 5 or more years. Therefore, we recommend moving them up 2 steps per year until they reach step 6.

As our consultant noted in his study, generally employees will be hired at step 1. I, as the Human Resources Director, have the authority under our current plan to hire employees up to midpoint. The City Administrator and I recommend, with approval of the Human Resources Director and City Administrator, that the City have the flexibility to hire new staff anywhere within the range for the position. It is our intention to try to hire most new employees at step 1, but that is always not possible. We understand that we will need to be very judicious in using this flexibility and will restrict it to situations where either we can't find a suitable applicant at a lower rate or the applicant we want to hire clearly can make a superior contribution to City services.

As discussed above, we are recommending red-circling wages for those employees that are paid above market. The only employees who are above the new range maximum rates that we are not recommending red-circling are those that have been hired since we have been conducting the compensation study. When those employees were hired, it was outlined in their offer letter the likely new rate for their position starting in 2014. Therefore, those employees knew before accepting the position there was a good chance their rate of pay would decrease starting in 2014, and therefore, we do not feel it's necessary to red-circle their rate of pay. For those new hires, they will be paid at either step 1 of the new pay plan or where they would have been had the plan been in place when they were hired.

The cost of implementing the plan as discussed above is $94,465. The 2% increase costs $59,988 of that total. Option A is more expensive the first year to implement due to the fact that employees on that plan will move to the next step (step 7) in 2014. Under pay plan C, only those employees exemplary performance will move beyond step 6 (midpoint) being pay plan C is a pay for pay for performance plan, and any such increases cannot occur before 2015. We feel the plan should be approved prior to the year in which employees are being evaluated.

The average total increase that is being awarded with the 2% cost of living increase and placing these employees on the new plan is 1.0% (taking out highest and lowest). Typically a 2% or 3% COLA increase has been awarded to employees in previous years. A 2% increase to all of these same employees would cost $77,082. A 3% increase would cost $115,623. Therefore, implementing the new compensation plan is substantially more cost effective than remaining status quo. There will also be a savings as there is turnover in the City and new hires will compensated at a rate comparable with the market.

Please contact me at 339-4045 in advance of the meeting if you have any questions. Thank you.

ATTACHMENTS:

- De Pere Exec Summary 091913 (DOCX)
- Grade order list 9-25-13 (PDF)
- OPTION A MATRIX (PDF)
- OPTION C MATRIX (PDF)

CARLSON DETTMANN CONSULTING

September 16, 2013

MEMORANDUM

TO: Shannon Metzler
FR: Charlie Carlson

RE: Draft Pay Plan

Shannon, I am attaching two draft pay plans for the City Council workshop on October 1st. They are Options A and C that we reviewed with the Council. Option A is a standard step plan; Option C is a plan that combines steps to the plan Control Point and a variable pay-for-performance zone from each pay range's Control Point to the Maximum. Both plans cover 78 current staff with an annual payroll of approximately $4.3 million and an average salary of $55,600. Both plans cover all staff, replacing the City's multiple plans, and have 18 pay ranges, of which 14 have assigned classifications and four are vacant. Both plans would reduce the number of job classifications from 63 to 48 through title consolidation.

Our market analysis included base wage data from the following sources:

> Cities of Appleton, Beloit, Fitchburg, Fond du Lac, Franklin, Green Bay, Manitowoc, Marshfield, Menasha, Menomonie, Mequon, Middleton, Neenah, Oak Creek, Oconomowoc, Oshkosh, South Milwaukee, Stevens Point, Sun Prairie, Wausau, Wauwatosa, West Bend, Whitewater; and Villages of Allouez, Ashwaubenon, Caledonia, Germantown, Greendale, Howard, Menomonee Falls, and Pleasant Prairie. Supplemental data includes BLS, Fox Valley Chamber, and Towers Watson.

We measured benchmarks for two thirds of the job classifications covering over 70% of the incumbents.

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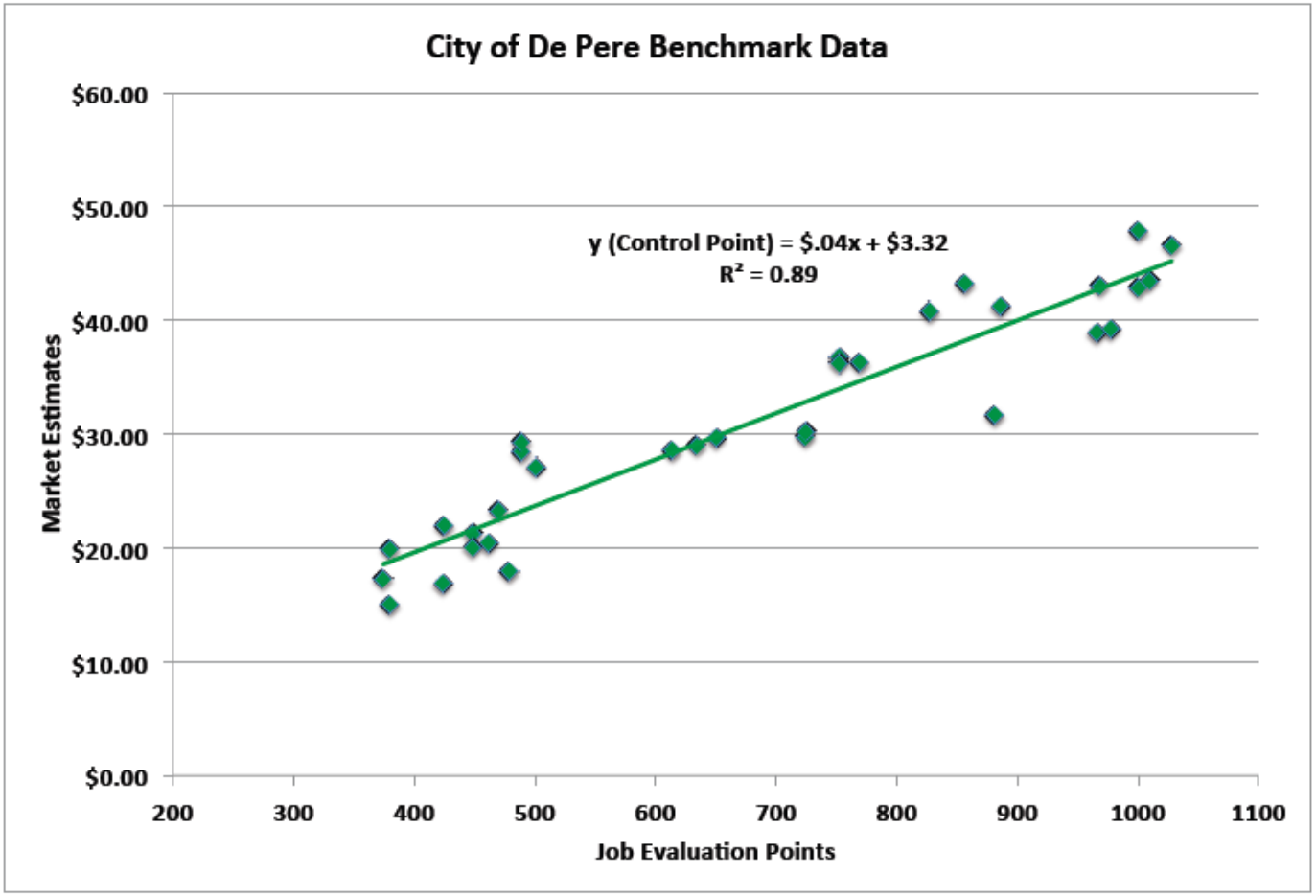
Attachment: De Pere Exec Summary 091913 (1431 : Review Classification and Compensation Study

Graphically, the data is as follows:



The equation for the market line is: y (Predicted pay/Control Points) = {$.04 (slope of the line) times $3.32 (y-axis intercept). The regression coefficient is .89; meaning 89% of the variance in pay can be explained by job evaluation scores – an excellent outcome.

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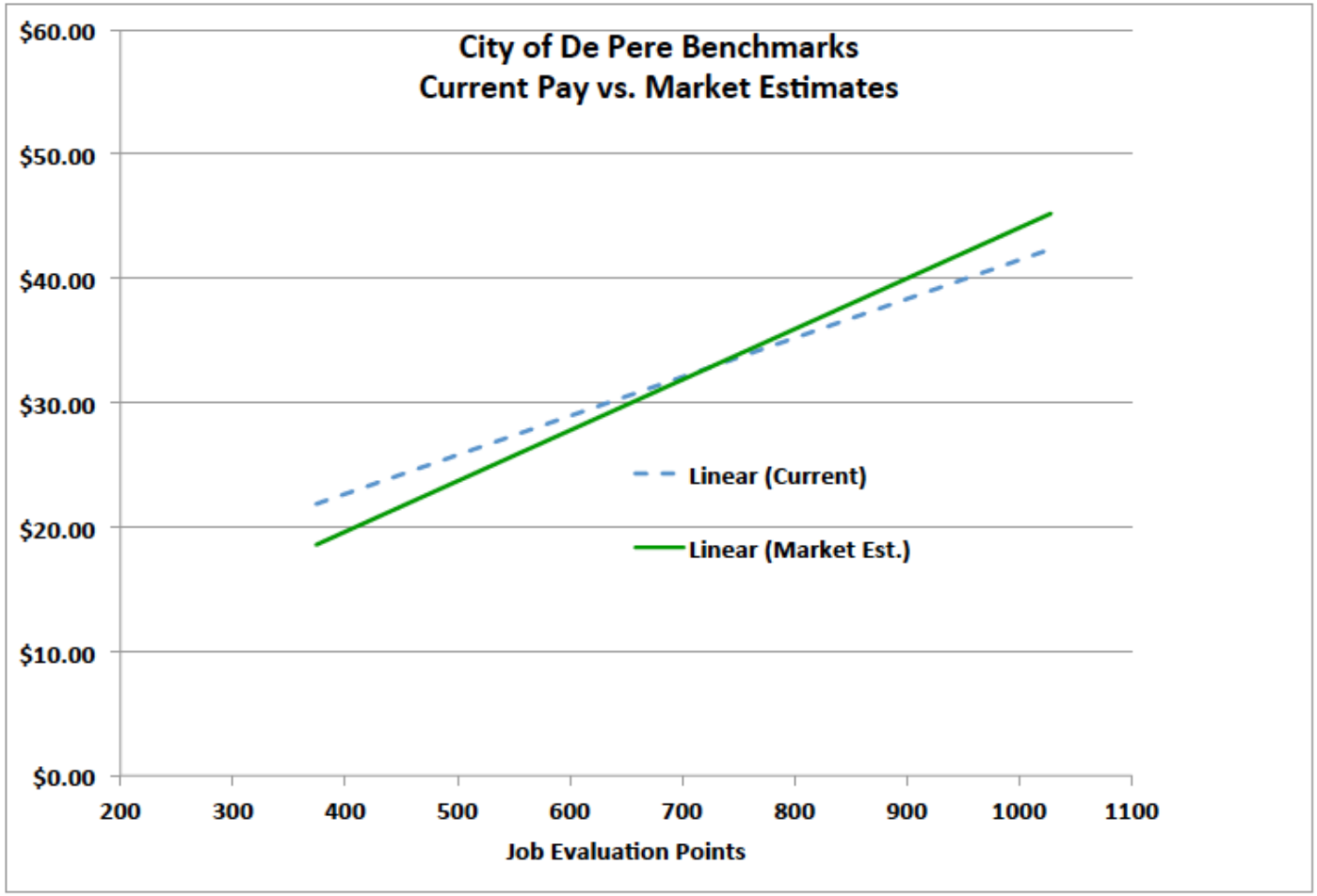
Overall, in terms of current pay to market rates, the benchmarks had an average market index of 105%; however, there were a number of job classifications in the lower end of the classification scale that are currently above market rates, and the opposite at the upper end of the classification listing. Graphically, the result is as follows:



This graph depicts the regression (trend) lines drawn through the data points for the benchmarks we measured. The blue (dashed) line reflects the relationship between job evaluation scores and the City's current pay rates; the green (solid) line is the market line that

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was also graphed above with the benchmark data points. As you can see, there are definite market disparities, and the plans summarized below would correct these pay relationships over time and with minimal immediate fiscal impact.

We have developed our recommendations on an assumption the City's policy will be to try to "match" the market on average. The two plan options are summarized below. Option B was the open range pay plan, and the City did not prefer this option due to its greater implementation complexity.

The two plan options are as follows:

Option A (as discussed conceptually with the City Council) -

- The first plan is a standard step plan with eleven steps, range spreads of 28.5%, and each step is 2.5% of each range Control Point, which in this case also is the midpoint of the grade. Each range Minimum is 87.5% of the Control Point, and each range maximum is 112.5% of the Control Point. The recommended implementation method for this option is as follows:
    - The 6 employees currently paid below the new range Minimum would be placed on the Minimum step of the range. The 2014 cost of this placement is estimated to be $8,500.
    - The 44 employees currently paid between the range Minimums and Maximums would be placed on the nearest step that provides an increase at an estimated cost of $27,000.
- Conceptually, employees would be hired at the Minimum and progress across the plan in annual steps, provided performance is documented as having at least met established expectations.
- The 28 employees currently paid more than the Maximum rates of their new ranges would be red-circled until the ranges reach their rates or they are reclassified upward or promoted. We note that if the City were to reduce their pay to the Maximums of their ranges, the savings would be over $215,000. We emphatically recommend against doing so; however, it is worth noting the amount because future turnover is going to produce substantial savings.
- The implementation cost of this option is estimated to be $35,500, or approximately 0.8% of base payroll.
- The allocation pattern by steps is shown on the following page:

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OPTION A	Number of Employees at	
Step 1	6	8%
Step 2	1	1%
Step 3	4	5%
Step 4	1	1%
Step 5	9	12%
Step 6	4	5%
Step 7	6	8%
Step 8	5	6%
Step 9	2	3%
Step 10	8	10%
Step 11	4	5%
Above Max	28	36%
Total	78	

Option C (as discussed conceptually with the City Council) -

- This is the "combination plan" with six steps to Control Point and an open "pay-for-performance area from the Control Point to the range Maximum. Under this plan, range spreads would be 138%. Each step to the Control Point is 2.5% of each range Control Point. In this plan, as well, range Minimums are 87.5% of the Control Point; however, each range maximum is 120.0% of the Control Point to provide my variance for pay-for-performance. The recommended implementation method for this option is as follows:
    - As with Option A, the 6 employees currently paid below the new range minimum would be placed on the Minimum step of the range. Here, too, the 2014 cost of this placement is estimated to be $8,500.

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- The 19 employees currently paid between the range Minimums and the Control Points would be placed on the nearest step that provides an increase at an estimated cost of $13,000.
- With the higher range Maximums, the number of employees currently paid more than the Maximum rates of their new ranges decreases from 28 to 25, and they would be red-circled. We note that if the City were to reduce their pay to the Maximums of their ranges, the savings under this Option would be over $135,000. The savings through turnover would be less, but still substantial.

- Employees would be hired at the Minimum and progress across the plan in annual steps to the Control Point, provided performance is documented as having at least met established expectations. Pay increases within range, thereafter, would be based upon performance exceeding expectations.
- The implementation cost of this option is slightly more than $25,000, or approximately 0.6% of base payroll.
- The allocation pattern by steps is as follows:

OPTION C	Number of Employees at	
Step 1	6	8%
Step 2	1	1%
Step 3	4	5%
Step 4	1	1%
Step 5	9	12%
Step 6	4	5%
CP to Max	28	36%
Above Max	25	32%
	78	

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We use a statistic called a "compa-ratio," or C/R, to measure the market competitiveness of a client's compensation practices. The compa-ratio is the relationship between an individual employee's current pay rate and the Control Point of the appropriate pay range. We can also talk about compa-ratio's of pay ranges or the pay plan as a whole. Both Options A and C feature the same Control Points, so the plan compa-ratio of each plan will be the same, and in the case of the City of De Pere, the compa-ratio following implementation would be almost 111.5%, meaning current pay rates overall are 11.5% above market on average.

Plan Implementation, Pay for Performance and Plan Maintenance

Both plan options require several actions by the City.

1. Concurrent with adopting a new plan, we recommend the Council authorize an appeal procedure so that any employee who feels classified incorrectly can request a review according to a thoroughly documented procedure. As consultants, we would review the appeals with recommendations to the City; however, the final decision on all appeals would be the City's responsibility.
2. The City should continue its job evaluation review process on an annual basis so that any employee or department head who feels a job has substantially changed in a manner that is reasonably permanent can request an evaluation review. Typically, this type of process occurs around mid-year so any changes in classification can be budgeted and implemented in the subsequent fiscal year.
3. We expect that the City will want to consider periodic market adjustments of the plan as the economy continues to improve. Typically, this involves an across-the-board pay increase to both the plan and to incumbents. If an across-the-board increase is granted to employees who are red-circled, this usually is in the form of a bonus, rather than a base pay adjustment. We have not built any expectation of an across-the-board adjustment for 2014 into our recommendations because we expect how the City will have to balance this consideration with health insurance increases and limitations on revenues.
4. The City should make a commitment to keep the plan current through reasonably frequent market reviews. In the current economy, a market test of the benchmark positions every five years should be sufficient.
5. Either plan option will require the City commit to an excellent, expanded performance management system. In fact, we suggest using the term "employment development" rather than performance management. The City administration acknowledges that the City Administration will need to upgrade the current system and is making budget requests for 2014 to both improve the

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Attachment: De Pere Exec Summary 091913 (1431 : Review Classification and Compensation Study

measurement system and train managers, supervisors, and employees in good employment development processes linked to accurate assessment.

We have attached pay schedules for both Options A and C, as well as a grade order list and look forward to discussing our recommendations with the City Council on October 1st.

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Benefits

Our project agreement with the City is that we will take benefits into consideration in making a pay plan proposal. Appropriately, clients ask this be taken into consideration because, historically, public employee fringe benefit programs tend to be superior to those typically received by a community's citizens and the public body wants to feel confident it is being fair to taxpayers and employees. How is the City of De Pere doing in this regard?

The cost of fringe benefits can be divided into four major cost categories – required benefits (social security, Medicare, unemployment compensation, and worker's compensation), paid time off (vacation, sick leave, holidays, etc.), pension, and health care.

All of the data collected by us and others over the years, combined with our years of practical experience, points to a clear conclusion that public employee benefits are very good, and typically better than most people enjoy. However, that outcome reflects Wisconsin's long-standing public policy, which is not untypical of government policy in many areas of the world, is completely consistent with a practice of hiring public employees and investing in them for a career in public service.

Specifically, of the four benefit cost areas, the City of De Pere is consistent with others on required benefits. Those expenses are driven by statutory requirements.

Paid time off benefits costs are going to be higher than most community employers because the City has a workforce with many years of service. There is a concern among public employers generally that sick leave costs are too high, and that area is being addressed by abandoning separate leave systems in favor of PTO, or paid time off programs, that consolidate leave programs into a single benefit that eliminates accumulated sick leave in favor of a pool of days that employees can use for their various time off requirements. Typically, leaves for longer term illnesses are covered by long term disability insurance. The City of De Pere Human Resources Department is requesting funds in 2014 to design and implement a PTO program.

The State of Wisconsin has an exceptional public employee pension program. It is well-funded and well-managed, and a critical cornerstone of our public employment policy. However, until the passage of Acts 10/32, there was growing criticism that it was too rich a benefit because the entire cost was born by taxpayers. Since passage, all public employees, except for unionized police, fire and transit employees are required to pay half of their pension costs, and new agreements are being reached with unions representing those exempted employees to do the same. These changes helped level the competitive playing field.

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The fourth benefit cost area – health insurance – remains a challenge, particularly since passage of the Affordable Care Act. The Act raised everyone's awareness about the practical and social equity issues surrounding access to and the cost of health care.

The most quoted comparison of health plan costs and contribution rates is provided by the Kaiser Family Foundation (www.kff.org). A recent front page article in the New York Times led with the following:

The New York Times

August 20, 2013

Health Care Costs Climb Moderately, Survey Says

By ANDREW POLLACK

Premiums for employer-provided health insurance have increased by relatively modest amounts this year, according to a new survey, a further sign that once-torrid health care inflation has abat for now.

The average annual premium for a family rose 4 percent in 2013, to $16,351, according to the survey results released Tuesday by the Kaiser Family Foundation. Annual premiums for individu policies purchased through an employer rose 5 percent, to $5,884.

The 4 percent increase for a family is relatively tame, at least compared with the roughly 10 perc annual increases experienced a decade ago. But it is still a far bigger rise than 1.8 percent increas in wages and the 1.1 percent rate of inflation in the last year, the foundation said.

"If you are comparing it to 10 years ago in health care, it seems modest," said Helen B. Darling, chief executive of the National Business Group on Health, which represents large employers. "If you compare it to the economy and what inflation is doing, I don't think it's modest at all."

Historically, public employees have benefitted from exceptionally good health care programs that mirrored those developed in collective bargaining with large private sector employers. These programs were outcomes of the post WWII period and the extraordinary growth of the American economy. Unfortunately, our economy changed, and many private sector programs disappeared with the private sector jobs and their benefit programs. Public employees remain and continue to be key contributors to the quality of our communities.

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Two things, though, created a disparity. First, health insurance costs skyrocketed and will continue to grow at a rate faster than our economy. Second, our historic collective bargaining laws and practices insulated public employees from the changes private sector employers and employees were implementing in their health insurance programs. The result is that public employees in many areas of Wisconsin have health insurance benefits that superior at costs that are much less than taxpayers are experiencing. With the Affordable Care Act, this is a rapidly growing public policy concern.

It is our practice to hold our client's health care costs up to the Kaiser Survey numbers to begin a discussion of where you stand relative comparisons now being made on a regular basis in the public dialogue. A basis for comparison is presented as follows:

	Family Premium	Employer Pct.	Employer Cost	Employee Cost
Kaiser Avg.*	**$15,581**	**71%**	**$11,063**	**$4,518**
City of De Pere	**$22,508**	**94%**	**$21,131****	**$3,376**

- **Firms > 199 workers.**
- ****Includes $2,000 HRA**

The cost of health insurance to the City of De Pere is substantially above the Kaiser average. For a full-time employee, the higher expense is almost $5 per hour. Is this acceptable to the City or is it a problem that needs to be addressed? We understand the City Council recently rejected a proposal to remove retired employees into a separate plan – a move that would have lowered premiums and costs for current employees – so perhaps this high plan cost is acceptable.

However, if the City does conclude that its costs are too high, then it should consider significant plan design changes to lower its costs, including reconsidering the retiree participation policy. In addition, it would be reasonable to share future plan premium increases

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Attachment: De Pere Exec Summary 091913 (1431 : Review Classification and Compensation Study

with employees on a 50/50 basis until the employer's percentage of premium contribution is down around the 80% level. This approach would mitigate the impact on employees.

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Attachment: De Pere Exec Summary 091913 (1431 : Review Classification and Compensation Study

City of De Pere
Grade Order List
September 16, 2013

GRADE	JOB TITLE	DEPARTMENT	FLSA
T	CITY ATTORNEY/ASSISTANT CITY ADMINISTRATOR	CITY ATTORNEY	E
S	FINANCE DIRECTOR	PLANNING	E
	FIRE CHIEF	FINANCE	E
	DIRECTOR OF PLANNING/ECONOMIC DEV.	FIRE	E
	POLICE CHIEF	POLICE	E
	PUBLIC WORKS DIRECTOR	PUBLIC WORKS	E
R	CITY ENGINEER	ENGINEERING	E
	DIRECTOR PARKS, REC & FORESTRY	PARK	E
	H-R DIRECTOR	HUMAN RESOURCES	E
Q	vacant		
P	CHIEF INSPECTOR/ASSISTANT ASSESSOR	BUILDING INSPECTION	E
	HEALTH OFFICER/DIRECTOR	HEALTH	E
	INFORMATION TECHNOLOGY ADMIN.	IT	E
O	ASS'T FIRE CHIEF & INSPECTION	FIRE	E
	POLICE-CAPTAIN	POLICE	E
N	ASS'T CITY ENGINEER	ENGINEERING	E
	POLICE-LIEUTENANT	POLICE	E
	STREET SUPERINTENDENT	STREET	E

Carlson Dettmann Consulting

Attachment: Grade order list 9-25-13 (1431 : Review Classification and Compensation Study Results)

City of De Pere
Grade Order List
September 16, 2013

GRADE	JOB TITLE	DEPARTMENT	FLSA
M	CLERK-TREASURER	CLERK-TREASURER	E
	PARK SUPERINTENDENT/CITY FORESTER		
L	COMMUNITY CENTER MANAGER	PARK	E
	PARK/REC SUPERVISOR	PARK	
K	ASST. BUILDING INSPECTOR	BUILDING INSPECTION	NE
	GIS COORDINATOR	GIS	E
	HEALTH/CLINIC NURSE	HEALTH	E
J	OFFICE SUPERVISORS	POLICE	E
I	ENGINEER SENIOR TECHNICIAN	ENGINEERING	NE
	LEAD MECHANIC	MECHANICS	NE
H	HUMAN RESOURCE SPECIALIST	HUMAN RESOURCES	NE
	PARALEGAL	CITY ATTORNEY	NE
	MECHANIC	MECHANICS	NE
	DPW LEADPERSON	STREET	NE
	WATER DEPARTMENT LEADPERSON		

Attachment: Grade order list 9-25-13 (1431 : Review Classification and Compensation Study Results)

City of De Pere
Grade Order List
September 16, 2013

GRADE	JOB TITLE	DEPARTMENT	FLSA
G	ACCOUNTS PAYBLE CLERK	FINANCE	NE
	ADMINISTRATIVE ASSISTANT	VARIOUS	
	MAINTENANCE TECHNICIAN	MECHANICS	NE
	COMMUNITY CENTER ACTIVITY COORD	PARK	NE
	COMMUNITY CENTER-SR PROGRAMS COORD	PARK	NE
	DEPUTY CITY CLERK	CLERK-TREASURER	NE
	PARK LEADPERSON	PARK	
	PAYROLL SPECIALIST	FINANCE	NE
	WATER DEPT BILLING CLERK	WATER	
F	DPW MAINTENANCE WORKER	DPW	NE
	MUNICIPAL COURT CLERK	MUNICIPAL COURT	NE
	OFFICE ASSISTANT	VARIOUS	
	PARKS MAINTENANCE WORKER	PARKS	
	VIDEO PRODUCTION & MARKETING COORD	IT	NE
	WATER DEPARTMENT MAINTENANCE WORKER	WATER	NE
E	vacant		
D	vacant		
C	vacant		
B	vacant		

Attachment: Grade order list 9-25-13 (1431 : Review Classification and Compensation Study Results)

CITY OF DE PERE

OPTION A 2014 STRUCTURE - HOURLY FORMAT

	Minimum					Control Point					Maximum
	87.5%	90.0%	92.5%	95.0%	97.5%	100.0%	102.5%	105.0%	107.5%	110.0%	112.5%
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
T	$43.91	$45.16	$46.42	$47.67	$48.93	$50.18	$51.43	$52.69	$53.94	$55.20	$56.45
S	$40.35	$41.50	$42.65	$43.80	$44.96	$46.11	$47.26	$48.42	$49.57	$50.72	$51.87
R	$37.67	$38.75	$39.82	$40.90	$41.97	$43.05	$44.13	$45.20	$46.28	$47.36	$48.43
Q	$35.88	$36.91	$37.93	$38.96	$39.98	$41.01	$42.04	$43.06	$44.09	$45.11	$46.14
P	$34.10	$35.07	$36.05	$37.02	$38.00	$38.97	$39.94	$40.92	$41.89	$42.87	$43.84
O	$32.31	$33.24	$34.16	$35.08	$36.01	$36.93	$37.85	$38.78	$39.70	$40.62	$41.55
N	$30.54	$31.41	$32.28	$33.16	$34.03	$34.90	$35.77	$36.65	$37.52	$38.39	$39.26
M	$28.75	$29.57	$30.40	$31.22	$32.04	$32.86	$33.68	$34.50	$35.32	$36.15	$36.97
L	$26.97	$27.74	$28.51	$29.28	$30.05	$30.82	$31.59	$32.36	$33.13	$33.90	$34.67
K	$25.18	$25.90	$26.62	$27.34	$28.06	$28.78	$29.50	$30.22	$30.94	$31.66	$32.38
J	$23.40	$24.07	$24.73	$25.40	$26.07	$26.74	$27.41	$28.08	$28.75	$29.41	$30.08
I	$21.61	$22.23	$22.85	$23.47	$24.08	$24.70	$25.32	$25.94	$26.55	$27.17	$27.79
H	$19.84	$20.40	$20.97	$21.54	$22.10	$22.67	$23.24	$23.80	$24.37	$24.94	$25.50
G	$18.05	$18.57	$19.08	$19.60	$20.11	$20.63	$21.15	$21.66	$22.18	$22.69	$23.21
F	$16.27	$16.73	$17.20	$17.66	$18.13	$18.59	$19.05	$19.52	$19.98	$20.45	$20.91
E	$14.93	$15.35	$15.78	$16.21	$16.63	$17.06	$17.49	$17.91	$18.34	$18.77	$19.19
D	$13.83	$14.22	$14.62	$15.01	$15.41	$15.80	$16.20	$16.59	$16.99	$17.38	$17.78
C	$12.80	$13.17	$13.53	$13.90	$14.26	$14.63	$15.00	$15.36	$15.73	$16.09	$16.46
B	$11.86	$12.20	$12.53	$12.87	$13.21	$13.55	$13.89	$14.23	$14.57	$14.91	$15.24

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Attachment: OPTION A MATRIX (1431 : Review Classification and Compensation Study Results)

CITY OF DE PERE

OPTION C 2014 STRUCTURE - MERIT TO MAXIMUM - HOURLY FORMAT

						Control Point		
	87.5%	90.0%	92.5%	95.0%	97.5%	100.0%		120.0%
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Merit to	Maximum
T	$43.91	$45.16	$46.42	$47.67	$48.93	$50.18	→	$60.22
S	$40.35	$41.50	$42.65	$43.80	$44.96	$46.11	→	$55.33
R	$37.67	$38.75	$39.82	$40.90	$41.97	$43.05	→	$51.66
Q	$35.88	$36.91	$37.93	$38.96	$39.98	$41.01	→	$49.21
P	$34.10	$35.07	$36.05	$37.02	$38.00	$38.97	→	$46.76
O	$32.31	$33.24	$34.16	$35.08	$36.01	$36.93	→	$44.32
N	$30.54	$31.41	$32.28	$33.16	$34.03	$34.90	→	$41.88
M	$28.75	$29.57	$30.40	$31.22	$32.04	$32.86	→	$39.43
L	$26.97	$27.74	$28.51	$29.28	$30.05	$30.82	→	$36.98
K	$25.18	$25.90	$26.62	$27.34	$28.06	$28.78	→	$34.54
J	$23.40	$24.07	$24.73	$25.40	$26.07	$26.74	→	$32.09
I	$21.61	$22.23	$22.85	$23.47	$24.08	$24.70	→	$29.64
H	$19.84	$20.40	$20.97	$21.54	$22.10	$22.67	→	$27.20
G	$18.05	$18.57	$19.08	$19.60	$20.11	$20.63	→	$24.76
F	$16.27	$16.73	$17.20	$17.66	$18.13	$18.59	→	$22.31
E	$14.93	$15.35	$15.78	$16.21	$16.63	$17.06	→	$20.47
D	$13.83	$14.22	$14.62	$15.01	$15.41	$15.80	→	$18.96
C	$12.80	$13.17	$13.53	$13.90	$14.26	$14.63	→	$17.56
B	$11.86	$12.20	$12.53	$12.87	$13.21	$13.55	→	$16.26

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Attachment: OPTION C MATRIX (1431 : Review Classification and Compensation Study Results)

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **City Clerk-Treasurer**

FROM: **Shana Defnet**

SUBJECT: **Operator License Applications.**

ATTACHMENTS:

- 10-01-13 (PDF)

CITY OF DE PERE - OCTOBER 1, 2013					
ITEM#	NAME	ADDRESS	CITY	ST	ZIP
PREVIOUSLY TABLED OPERATOR LICENSE APPLICATIONS					
1	COLLINS, PATRICK M.	106 N. MICHIGAN ST., APT.#3	DE PERE	WI	54115
2	LAMAL, ZACHARY M.	1773 BRIARWOOD CT.	DE PERE	WI	54115
3	LEBBY, ANDREA S.	302 GEORGE ST., APT. #4	DE PERE	WI	54115
4	MARONEY, APRIL D.	1984 TERRY LN.	DE PERE	WI	54115
OPERATOR LICENSE APPLICATIONS FOR THE 2012-2014 LICENSING PERIOD					
1	BIELSKI, ADAM M.	815 1/2 JAMES ST.	GREEN BAY	WI	54303
2	CAMP, ASHLEY M.	257 EAST RIVER DR. APT. 11	DE PERE	WI	54115
3	CASSITY, RHONDA L.	3035 S. WHISTLING WIND DR.	DE PERE	WI	54115
4	DURA, CHELSEA L.	113A N. BROADWAY ST.	DE PERE	WI	54115
5	FOHN, JESSICA K.	100 GRANT ST.	DE PERE	WI	54115
6	GILBERT, KYLE R.	819 4TH ST.	DE PERE	WI	54115
7	JAEGER, LYDIA M.	1482 REDSTONE TR., #6	GREEN BAY	WI	54313
8	MEERT, JOSHUA J.	2331 FARLIN AVE., #4	GREEN BAY	WI	54302
9	SHEA, MEGAN M.	100 GRANT ST.	DE PERE	WI	54115
10	WALENTOWSKI II, PHILLIP J.	132 1/2 S. BROADWAY ST.	DE PERE	WI	54115
11	WHETUNG, SHERRI A.	14232 MARIBEL RD.	MARIBEL	WI	54227

Attachment: 10-01-13 (1424 : Operator License Applications.)

City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: **October 1, 2013**

DEPARTMENT: **City Clerk-Treasurer**

FROM: **Shana Defnet**

SUBJECT: **Voucher Approval.**

ATTACHMENTS:

- Vouchers (PDF)

: 04120 OCT 2013 COUNCIL - 1 10-1-13

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6426	ACL							
	I-201308-0	ACL	R	10/01/2013		13.40CR	069317	13.40
0302	AIRGAS USA LLC							
	I-9912551611	AIRGAS USA LLC	R	10/01/2013		159.48CR	069318	
	I-9912551612	AIRGAS USA LLC	R	10/01/2013		407.36CR	069318	
	I-9912551613	AIRGAS USA LLC	R	10/01/2013		126.33CR	069318	693.17
0007	AMBROSIUS SALES & SERVICE							
	I-75242	AMBROSIUS SALES & SERVICE	R	10/01/2013		38.40CR	069319	38.40
2050	ASSOCIATED TRUST COMPANY							
	I-255	ASSOCIATED TRUST COMPANY	R	10/01/2013		325.00CR	069320	
	I-256	ASSOCIATED TRUST COMPANY	R	10/01/2013		325.00CR	069320	
	I-274	ASSOCIATED TRUST COMPANY	R	10/01/2013		363.00CR	069320	
	I-275	ASSOCIATED TRUST COMPANY	R	10/01/2013		363.00CR	069320	
	I-276	ASSOCIATED TRUST COMPANY	R	10/01/2013		363.00CR	069320	1,739.00
5604	AURORA BAYCARE MED CTR LLC							
	I-KK112	AURORA BAYCARE MED CTR LLC	R	10/01/2013		32.74CR	069321	32.74
0020	BADGERLAND PRINTING INC							
	I-22180	BADGERLAND PRINTING INC	R	10/01/2013		765.00CR	069322	
	I-22318	BADGERLAND PRINTING INC	R	10/01/2013		173.00CR	069322	
	I-22351	BADGERLAND PRINTING INC	R	10/01/2013		22.00CR	069322	
	I-22366	BADGERLAND PRINTING INC	R	10/01/2013		44.00CR	069322	
	I-22376	BADGERLAND PRINTING INC	R	10/01/2013		42.50CR	069322	1,046.50
0023	BATTERIES PLUS LLC							
	I-501-404331	BATTERIES PLUS LLC	R	10/01/2013		77.50CR	069323	
	I-501-405779	BATTERIES PLUS LLC	R	10/01/2013		308.50CR	069323	386.00
0027	BAY TOWEL INC							
	I-1675565	BAY TOWEL INC	R	10/01/2013		50.42CR	069324	
	I-1677464	BAY TOWEL INC	R	10/01/2013		116.91CR	069324	
	I-1683982	BAY TOWEL INC	R	10/01/2013		116.91CR	069324	
	I-1685363	BAY TOWEL INC	R	10/01/2013		50.42CR	069324	
	I-1688630	BAY TOWEL INC	R	10/01/2013		33.64CR	069324	
	I-1688631	BAY TOWEL INC	R	10/01/2013		50.42CR	069324	
	I-1690587	BAY TOWEL INC	R	10/01/2013		77.66CR	069324	
	I-1691940	BAY TOWEL INC	R	10/01/2013		33.64CR	069324	
	I-1691941	BAY TOWEL INC	R	10/01/2013		51.95CR	069324	581.97

: 04120 OCT 2013 COUNCIL - 1 10-1-13

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0025	BAYCOM INC							
	I-150133	BAYCOM INC	R	10/01/2013		257.16CR	069325	
	I-80001	BAYCOM INC	R	10/01/2013		515.00CR	069325	772.16
1456	AL BENZSCHAWEL PLUMBING INC							
	I-18620	AL BENZSCHAWEL PLUMBING INC	R	10/01/2013		317.90CR	069326	317.90
6509	BLACK BOOT							
	I-7824	BLACK BOOT	R	10/01/2013		250.00CR	069327	250.00
3518	BOYLE, WILLIAM C							
	I-201309252584	BOYLE, WILLIAM C	R	10/01/2013		54.03CR	069328	54.03
0038	BROADWAY AUTOMOTIVE INC							
	C-CM668583P	BROADWAY AUTOMOTIVE INC	R	10/01/2013		334.36	069329	
	I-379234	BROADWAY AUTOMOTIVE INC	R	10/01/2013		297.10CR	069329	
	I-670974P	BROADWAY AUTOMOTIVE INC	R	10/01/2013		38.10CR	069329	
	I-671198P	BROADWAY AUTOMOTIVE INC	R	10/01/2013		35.40CR	069329	
	I-671199P	BROADWAY AUTOMOTIVE INC	R	10/01/2013		118.24CR	069329	154.48
0039	BROOKS TRACTOR INC							
	I-D26813	BROOKS TRACTOR INC	R	10/01/2013		348.06CR	069330	348.06
2944	BROWN COUNTY JAIL							
	I-201309252585	BROWN COUNTY JAIL	R	10/01/2013		1,200.00CR	069331	
	I-201309252586	BROWN COUNTY JAIL	R	10/01/2013		400.00CR	069331	1,600.00
0737	BRUCE MUNICIPAL EQUIPMENT INC							
	I-5132592	BRUCE MUNICIPAL EQUIPMENT INC	R	10/01/2013		1,662.00CR	069332	1,662.00
0050	CAMERA CORNER INC							
	I-437298-IN	CAMERA CORNER INC	R	10/01/2013		2,858.00CR	069333	
	I-437409-IN	CAMERA CORNER INC	R	10/01/2013		3,480.00CR	069333	6,338.00
6724	CARAHSOFT TECHNOLOGY CORP							
	I-IN140281	CARAHSOFT TECHNOLOGY CORP	R	10/01/2013		950.00CR	069334	950.00
0115	CARQUEST AUTO PARTS LLC							
	I-6339-173738	CARQUEST AUTO PARTS LLC	R	10/01/2013		16.00CR	069335	16.00
0536	CDW GOVERNMENT INC							
	I-FN60605	CDW GOVERNMENT INC	R	10/01/2013		25.27CR	069336	
	I-fl77784	CDW GOVERNMENT INC	R	10/01/2013		281.70CR	069336	
	I-fm90420	CDW GOVERNMENT INC	R	10/01/2013		362.13CR	069336	669.10

: 04120 OCT 2013 COUNCIL - 1 10-1-13

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2708	CLEANING SOLUTION SERVICES INC							
	I-05-8342	CLEANING SOLUTION SERVICES INC	R	10/01/2013		1,261.85CR	069337	
	I-05-8376	CLEANING SOLUTION SERVICES INC	R	10/01/2013		138.47CR	069337	
	I-05-8401	CLEANING SOLUTION SERVICES INC	R	10/01/2013		1,261.85CR	069337	
	I-05-8425	CLEANING SOLUTION SERVICES INC	R	10/01/2013		59.64CR	069337	
	I-05-8454	CLEANING SOLUTION SERVICES INC	R	10/01/2013		1,363.55CR	069337	
	I-05-8485	CLEANING SOLUTION SERVICES INC	R	10/01/2013		128.23CR	069337	4,213.59
0063	DAANEN & JANSSEN INC							
	I-133232	DAANEN & JANSSEN INC	R	10/01/2013		20.00CR	069338	20.00
0069	DE PERE GREENHOUSE INC							
	I-998	DE PERE GREENHOUSE INC	R	10/01/2013		50.00CR	069339	50.00
2624	DECKER SUPPLY CO							
	I-879486	DECKER SUPPLY CO	R	10/01/2013		187.89CR	069340	187.89
0075	DIGGERS HOTLINE INC							
	I-130 8 36402	DIGGERS HOTLINE INC	R	10/01/2013		22.62CR	069341	22.62
3782	EMBLEM ENTERPRISES INC							
	I-559304	EMBLEM ENTERPRISES INC	R	10/01/2013		207.57CR	069342	207.57
6740	ENCADRIA STAFFING SOLUTIONS LLC							
	I-IVC010000217072	ENCADRIA STAFFING SOLUTIONS LL	R	10/01/2013		2,060.96CR	069343	2,060.96
0331	FERGUSON WATERWORKS #1476 INC							
	I-133999	FERGUSON WATERWORKS #1476 INC	R	10/01/2013		2,235.00CR	069344	
	I-136226	FERGUSON WATERWORKS #1476 INC	R	10/01/2013		1,755.00CR	069344	
	I-137084	FERGUSON WATERWORKS #1476 INC	R	10/01/2013		469.40CR	069344	4,459.40
2627	FESTIVAL FOODS INC							
	I-201309252587	FESTIVAL FOODS INC	R	10/01/2013		12.97CR	069345	12.97
3304	FISCHER-ULMAN CONST INC							
	I-13-05 (2)	FISCHER-ULMAN CONST INC	R	10/01/2013		73,543.44CR	069346	73,543.44
6084	GANNETT WI MEDIA							
	I-201309252588	GANNETT WI MEDIA	R	10/01/2013		289.48CR	069347	289.48
0111	GAT SUPPLY INC							
	I-21397	GAT SUPPLY INC	R	10/01/2013		39.60CR	069348	39.60

BATCH : 04120 OCT 2013 COUNCIL - 1 10-1-13

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME, / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0116	GRAINGER INC							
	I-9234125707	GRAINGER INC	R	10/01/2013		119.12CR	069349	119.12
3521	HD SUPPLY WATERWORKS LTD							
	I-B451397	HD SUPPLY WATERWORKS LTD	R	10/01/2013		485.16CR	069350	485.16
1158	KAREN M HEYRMAN							
	I-201309252589	KAREN M HEYRMAN	R	10/01/2013		23.17CR	069351	23.17
5674	HOME TEAM SPORTS & APPAREL INC							
	I-16373	HOME TEAM SPORTS & APPAREL INC	R	10/01/2013		296.00CR	069352	296.00
6589	HSHS EWD							
	I-201309252590	HSHS EWD	R	10/01/2013		93.00CR	069353	93.00
3468	ID-ACCESS							
	I-925	ID-ACCESS	R	10/01/2013		10.00CR	069354	10.00
1399	INDOFF INC							
	I-2323161	INDOFF INC	R	10/01/2013		125.98CR	069355	
	I-2323705	INDOFF INC	R	10/01/2013		157.72CR	069355	
	I-2329340	INDOFF INC	R	10/01/2013		143.97CR	069355	
	I-2332284	INDOFF INC	R	10/01/2013		99.99CR	069355	
	I-2333396	INDOFF INC	R	10/01/2013		219.18CR	069355	
	I-2335998	INDOFF INC	R	10/01/2013		103.26CR	069355	
	I-2336097	INDOFF INC	R	10/01/2013		0.98CR	069355	
	I-2337445	INDOFF INC	R	10/01/2013		367.83CR	069355	
	I-2339852	INDOFF INC	R	10/01/2013		296.34CR	069355	1,515.25
0141	JEFFERSON FIRE & SAFETY INC							
	I-199906	JEFFERSON FIRE & SAFETY INC	R	10/01/2013		115.29CR	069356	115.29
1276	JX ENTERPRISES INC							
	I-D-232480011	JX ENTERPRISES INC	R	10/01/2013		151.95CR	069357	
	I-D-232490045	JX ENTERPRISES INC	R	10/01/2013		29.04CR	069357	
	I-D-232530001	JX ENTERPRISES INC	R	10/01/2013		31.49CR	069357	
	I-D-232560120	JX ENTERPRISES INC	R	10/01/2013		133.33CR	069357	
	I-D-232590075	JX ENTERPRISES INC	R	10/01/2013		875.43CR	069357	
	I-D-232620036	JX ENTERPRISES INC	R	10/01/2013		9.00CR	069357	1,230.24
0149	KIMCO ENGRAVING INC							
	I-23751	KIMCO ENGRAVING INC	R	10/01/2013		94.16CR	069358	94.16

T: 04120 OCT 2013 COUNCIL - 1 10-1-13

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
3140	KUNDINGER FLUID POWER INC							
	I-50251131	KUNDINGER FLUID POWER INC	R	10/01/2013		228.09CR	069359	228.09
0156	LAWSON PRODUCTS INC							
	I-9301903703	LAWSON PRODUCTS INC	R	10/01/2013		132.14CR	069360	132.14
1105	LEDGEVIEW, TOWN OF							
	I-201309252591	LEDGEVIEW, TOWN OF	R	10/01/2013		4,380.40CR	069361	4,380.40
0159	LEXIS NEXIS INC							
	I-1308260966	LEXIS NEXIS INC	R	10/01/2013		213.88CR	069362	213.88
5269	MASTERFILES INC							
	I-2908091301	MASTERFILES INC	R	10/01/2013		3.65CR	069363	3.65
0173	MENARDS INC							
	C-27384	MENARDS INC	R	10/01/2013		93.36	069364	
	I-26787	MENARDS INC	R	10/01/2013		7.94CR	069364	
	I-27226	MENARDS INC	R	10/01/2013		27.90CR	069364	
	I-27383	MENARDS INC	R	10/01/2013		93.36CR	069364	
	I-27385	MENARDS INC	R	10/01/2013		66.72CR	069364	
	I-27386	MENARDS INC	R	10/01/2013		2.18CR	069364	104.74
5891	MIDWEST ENGINEERING SERVICES INC							
	I-G350025-IN	MIDWEST ENGINEERING SERVICES I	R	10/01/2013		9,635.30CR	069365	9,635.30
1177	NATIONAL FIRE PROTECTION ASSOC							
	I-5846822Y	NATIONAL FIRE PROTECTION ASSOC	R	10/01/2013		112.90CR	069366	112.90
6555	NES ECOLOGICAL SERVICES							
	I-66877	NES ECOLOGICAL SERVICES	R	10/01/2013		722.09CR	069367	722.09
3191	NIELSON COMMUNICATIONS INC							
	I-GB13-16487	NIELSON COMMUNICATIONS INC	R	10/01/2013		997.00CR	069368	997.00
0531	NORTHEAST AUTO PARTS INC							
	C-282300	NORTHEAST AUTO PARTS INC	R	10/01/2013		46.81	069369	
	I-282552	NORTHEAST AUTO PARTS INC	R	10/01/2013		13.16CR	069369	
	I-282579	NORTHEAST AUTO PARTS INC	R	10/01/2013		224.38CR	069369	
	I-282670	NORTHEAST AUTO PARTS INC	R	10/01/2013		35.64CR	069369	
	I-282697	NORTHEAST AUTO PARTS INC	R	10/01/2013		197.91CR	069369	
	I-282829	NORTHEAST AUTO PARTS INC	R	10/01/2013		61.56CR	069369	485.84

: 04120 OCT 2013 COUNCIL - 1 10-1-13

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0571	NORTHERN PIPE EQUIPMENT INC							
	I-12197	NORTHERN PIPE EQUIPMENT INC	R	10/01/2013		112.39CR	069370	112.39
0187	NSIGHT TELSERVICES							
	I-201309252592	NSIGHT TELSERVICES	R	10/01/2013		64.40CR	069371	64.40
4728	OSHKOSH FIRE & POLICE EQUIPMENT INC							
	I-152599	OSHKOSH FIRE & POLICE EQUIPMEN	R	10/01/2013		158.00CR	069372	
	I-152828	OSHKOSH FIRE & POLICE EQUIPMEN	R	10/01/2013		304.00CR	069372	462.00
0499	PACK AND SHIP LLC							
	I-201309252593	PACK AND SHIP LLC	R	10/01/2013		23.41CR	069373	23.41
4476	PAUL CONWAY SHIELDS CORP							
	I-332528-IN	PAUL CONWAY SHIELDS CORP	R	10/01/2013		5,030.70CR	069374	5,030.70
0208	POMP'S TIRE SERVICE INC							
	I-90010296	POMP'S TIRE SERVICE INC	R	10/01/2013		418.70CR	069375	
	I-90010348	POMP'S TIRE SERVICE INC	R	10/01/2013		147.70CR	069375	
	I-90010358	POMP'S TIRE SERVICE INC	R	10/01/2013		493.75CR	069375	1,060.15
1	POQUETTE, MARY							
	I-201309252594	BOOT CAMP	R	10/01/2013		17.00CR	069376	17.00
0218	PROMOTIONAL DESIGNS INC							
	I-195142	PROMOTIONAL DESIGNS INC	R	10/01/2013		54.66CR	069377	
	I-195143	PROMOTIONAL DESIGNS INC	R	10/01/2013		548.27CR	069377	602.93
6278	RAKERS, ERIC							
	I-201309252595	RAKERS, ERIC	R	10/01/2013		15.00CR	069378	15.00
0227	REINDERS INC							
	I-1453880-00	REINDERS INC	R	10/01/2013		118.55CR	069379	118.55
0158	ROBERT E LEE & ASSOCIATES INC							
	I-66819	ROBERT E LEE & ASSOCIATES INC	R	10/01/2013		5,095.55CR	069380	5,095.55
5632	RW MANAGEMENT GROUP INC							
	I-0913-620	RW MANAGEMENT GROUP INC	R	10/01/2013		9,000.00CR	069381	
	I-0913-623	RW MANAGEMENT GROUP INC	R	10/01/2013		4,950.00CR	069381	13,950.00
1890	S I METALS AND SUPPLY							
	I-145874	S I METALS AND SUPPLY	R	10/01/2013		7.60CR	069382	7.60

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0501	SAINT MARY'S HOSPITAL MEDICAL CNTR							
	I-12873	SAINT MARY'S HOSPITAL MEDICAL	R	10/01/2013		11.63CR	069383	11.63
0235	SAINT VINCENT HOSPITAL							
	I-35879	SAINT VINCENT HOSPITAL	R	10/01/2013		60.13CR	069384	60.13
0242	SCOTT CONSTRUCTION INC							
	I-10660MB	SCOTT CONSTRUCTION INC	R	10/01/2013		855.50CR	069385	855.50
4029	SERVICE MOTOR COMPANY							
	I-CS96774	SERVICE MOTOR COMPANY	R	10/01/2013		54.38CR	069386	54.38
6141	SHARPER EDGE LANDSCAPING LLC							
	I-31125	SHARPER EDGE LANDSCAPING LLC	R	10/01/2013		67.50CR	069387	
	I-31227	SHARPER EDGE LANDSCAPING LLC	R	10/01/2013		90.00CR	069387	
	I-31232	SHARPER EDGE LANDSCAPING LLC	R	10/01/2013		157.50CR	069387	315.00
3234	SHERWIN WILLIAMS							
	I-2997-7	SHERWIN WILLIAMS	R	10/01/2013		345.83CR	069388	345.83
0406	SIMPLEXGRINNELL INC							
	I-69305885	SIMPLEXGRINNELL INC	R	10/01/2013		334.79CR	069389	334.79
2791	SIRCHIE FINGER PRINT LABS LLC							
	I-131842-IN	SIRCHIE FINGER PRINT LABS LLC	R	10/01/2013		85.25CR	069390	85.25
0252	SOUTHSIDE TIRE CO INC							
	I-3027871	SOUTHSIDE TIRE CO INC	R	10/01/2013		835.55CR	069391	
	I-3027986	SOUTHSIDE TIRE CO INC	R	10/01/2013		88.00CR	069391	923.55
0255	STELLPFLUG LAW SC							
	I-406-01M (209)	STELLPFLUG LAW SC	R	10/01/2013		567.00CR	069392	567.00
0258	SUPERIOR CHEMICAL CORP							
	I-37492	SUPERIOR CHEMICAL CORP	R	10/01/2013		96.99CR	069393	96.99
1528	TEAM APPAREL & SPECIALTIES INC							
	I-76532	TEAM APPAREL & SPECIALTIES INC	R	10/01/2013		1,290.00CR	069394	
	I-8180	TEAM APPAREL & SPECIALTIES INC	R	10/01/2013		15.00CR	069394	1,305.00
1903	TECHNOLOGY ARCHITECTS INC							
	I-10902966	TECHNOLOGY ARCHITECTS INC	R	10/01/2013		362.50CR	069395	
	I-10902967	TECHNOLOGY ARCHITECTS INC	R	10/01/2013		72.50CR	069395	
	I-10902968	TECHNOLOGY ARCHITECTS INC	R	10/01/2013		72.50CR	069395	507.50

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4842	THOMSON REUTERS							
	I-828024558	THOMSON REUTERS	R	10/01/2013		361.60CR	069396	361.60
6828	TMK ARMS							
	I-1729	TMK ARMS	R	10/01/2013		1,020.00CR	069397	1,020.00
4197	TREE CARE INDUSTRY ASSOC							
	I-129601	TREE CARE INDUSTRY ASSOC	R	10/01/2013		125.00CR	069398	
	I-129602	TREE CARE INDUSTRY ASSOC	R	10/01/2013		125.00CR	069398	250.00
6242	TROTTER, MICHELE							
	I-201309252596	TROTTER, MICHELE	R	10/01/2013		65.00CR	069399	65.00
0417	TWEET GAROT MECHANICAL INC							
	I-183520	TWEET GAROT MECHANICAL INC	R	10/01/2013		121.00CR	069400	121.00
0416	TWIRL SEWER SERVICE							
	I-201309252597	TWIRL SEWER SERVICE	R	10/01/2013		100.00CR	069401	100.00
0272	UNIFORM SHOPPE INC							
	I-223826	UNIFORM SHOPPE INC	R	10/01/2013		121.90CR	069402	
	I-224142	UNIFORM SHOPPE INC	R	10/01/2013		49.90CR	069402	
	I-224150	UNIFORM SHOPPE INC	R	10/01/2013		81.85CR	069402	
	I-224234	UNIFORM SHOPPE INC	R	10/01/2013		109.90CR	069402	363.55
1911	UNITED PARCEL SERVICE INC							
	I-70A6Y6323	UNITED PARCEL SERVICE INC	R	10/01/2013		14.42CR	069403	
	I-70A6Y6353	UNITED PARCEL SERVICE INC	R	10/01/2013		15.40CR	069403	29.82
0620	VALLEY RADIATOR INC							
	I-25892	VALLEY RADIATOR INC	R	10/01/2013		175.00CR	069404	175.00
0277	VAN'S FIRE & SAFETY INC							
	I-4051098	VAN'S FIRE & SAFETY INC	R	10/01/2013		46.00CR	069405	46.00
1798	VILLA REAL							
	I-LC-1-23988	VILLA REAL	R	10/01/2013		85.71CR	069406	85.71
5892	VONBRIESEN & ROPER SC							
	I-8791	VONBRIESEN & ROPER SC	R	10/01/2013		1,763.00CR	069407	1,763.00
0962	VOS ELECTRIC INC							
	I-74790	VOS ELECTRIC INC	R	10/01/2013		121.19CR	069408	121.19

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0282	WESCO DISTRIBUTION INC							
	I-395409	WESCO DISTRIBUTION INC	R	10/01/2013		242.88CR	069409	
	I-431273	WESCO DISTRIBUTION INC	R	10/01/2013		204.58CR	069409	
	I-435563	WESCO DISTRIBUTION INC	R	10/01/2013		224.06CR	069409	
	I-435670	WESCO DISTRIBUTION INC	R	10/01/2013		87.68CR	069409	
	I-437595	WESCO DISTRIBUTION INC	R	10/01/2013		120.72CR	069409	
	I-437597	WESCO DISTRIBUTION INC	R	10/01/2013		74.00CR	069409	953.92
0291	WI DEPT OF JUSTICE TIME MADISON							
	I-201309252598	WI DEPT OF JUSTICE TIME MADI	R	10/01/2013		14.00CR	069410	14.00
6469	WI DOCUMENT IMAGING							
	I-45558	WI DOCUMENT IMAGING	R	10/01/2013		291.00CR	069411	291.00
6811	CHRYSTAL WOLLER							
	I-201309252599	CHRYSTAL WOLLER	R	10/01/2013		14.00CR	069412	14.00
1153	ZIGNEGO COMPANY INC							
	I-13-04 (2)	ZIGNEGO COMPANY INC	R	10/01/2013		295,719.35CR	069413	295,719.35

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	97	0.00	457,284.22	457,284.22
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	97	0.00	457,284.22	457,284.22

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

18.a

Attachment: Vouchers (1425 : Voucher Approval)

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
100	10/2013	57,225.75CR
201	10/2013	450.05CR
208	10/2013	22.62CR
235	10/2013	208.40CR
301	10/2013	1,739.00CR
405	10/2013	384,743.63CR
601	10/2013	9,658.03CR
650	10/2013	3,236.74CR
ALL		457,284.22CR