



Plan Commission

335 South Broadway

Regular Meeting

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

Agenda

Monday, September 22, 2014	7:00 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 **Plan Commission** of the City of De Pere will be held on **September 22, 2014** at **7:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115**.

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

Call to Order

1. Roll Call.
2. Approval of the minutes of the August 25, 2014 joint meeting of the Plan Commission and the Redevelopment Authority.
Approval of the minutes of the September 16, 2014 special meeting of the Plan Commission.
3. Public Hearing on the formation of a Business Improvement District (BID) for downtown De Pere.
 - A. Review of BID operating plan.*
 - B. Notice of Public Hearing.
 - C. Public Hearing.
 - D. Resolution PC14-03, Designating Business Improvement District #1 and Adopting Proposed Initial Operating Plan.
4. Review a Conditional Use Application for an Overnight Shelter Facility at 290 Reid Street (Pennings Building) in a Single & Two Family Residential District. Applicant: St. Norbert College.*
5. Request for zoning code interpretation for screening of mechanicals for a future addition at Syble Hopp. Applicant: Performa.
6. Review the minor amendment to the Precise Implementation Plan for 150 S. Wisconsin St (Walgreens) to allow for a dumpster enclosure. Applicant: Midland Development.
7. Review the extra territorial CSM Application for a 2 outlot and road dedication CSM in the Town of Lawrence. Applicant: Mach IV.*

Adjournment

*** Items with an asterisk require City Council approval.**

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, Monday September 22nd, 2014 so that arrangements can be made.

AGENDA SENT TO:

Plan Commission Members
Alderspersons
News Media
313 Main in De Pere LLC
Ajango Properties LLC
B S Enterprises of De Pere LLC
Expera Nicolet LLC
Gretchen H Loch
Hawk Holdings LLC
Keith E Garot
Key Property Management LLC
Lutsey Enterprises LLP
Masters Properties of De Pere LLC
Nick Brothers Partnership
Phe Wi LLC
Reid Street Retail LLC
St Norbert College/VP Business & Finance
Stagecoach Enterprises LLC
Tilkens Family Ltd Partnership
Performa, Inc.
Midland Development
Mach IV

PUBLIC HEARING NOTICE SENT TO:

Proposed BID District Property Owners

City of De Pere, Wisconsin



Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Approval of the minutes of the August 25, 2014 joint meeting of the Plan Commission and the Redevelopment Authority.

ATTACHMENTS:

- PC_RDA_Minutes_Aug2014_Draft (PDF)



Plan Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, August 25, 2014

7:00 PM

De Pere City Hall Council Chambers

This is a joint meeting of the Plan Commission and the Redevelopment Authority.

Call to Order

The meeting was called to order at 7:00 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Derek Beiderwieden	Commissioner	Present	
James Boyd	Aldersperson	Present	
Jim Kalny	Commissioner	Excused	
Larry Lueck	Aldersperson	Present	
Elizabeth Runge	Commissioner	Excused	
Steve Taylor	Commissioner	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Planning Director Ken Pabich, and members of the public.

2. Approval of the minutes of the July 28, 2014 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	Beiderwieden, Boyd, Lueck, Taylor, Walsh
EXCUSED:	Jim Kalny, Elizabeth Runge

3. Review the final design option for the Nicolet Square Parking Mall.*
 Ken Pabich provided an overview of the design process. The city's 2010 Master Plan outlined a vision for the downtown, and Nicolet Square was one of the areas targeted for future redevelopment. The city has been working with SAA Design Group to create several potential design options. The full document plan will not be approved tonight; Ken hopes to have the preferred concept approved and forwarded to City Council. SAA would then work specifically to develop that option to 30% completion; at that point the City's Engineering department would begin the process of soliciting bids.

 Aaron Williams, landscape architect with SAA, summarized the highlights of the draft plan document. SAA met with a stakeholder group organized by the City, and has conducted a public meeting as well as interviews with business owners. Aaron stated that the downtown's parking issues will not be solved with this project; however the redevelopment will help with business retention and customer attraction. To alleviate parking issues in the short term, SAA is recommending that interim solutions such as permits issued, time limits, employee parking arrangements, etc. be studied as well.

 Jared Schmidt, civil engineer with Robert E. Lee & Associates, reviewed stormwater improvements that will be included in the project.

 Mayor Walsh motioned, seconded by James Boyd, to open the meeting for public comments. Upon vote, motion carried unanimously.

 Ron Manning, 345 Main Av., expressed concern about potential loss of private property and parking, as well as issues with privacy, lighting, and safety.

Andy Krans, 365 Main Av., commended Ken Pabich, Definitely De Pere, and SAA for their work on the project. He spoke in favor of addressing the garbage storage and collection issue immediately.

Alyson Watson, director of Definitely De Pere, spoke in favor of the design option that removes the band of parking behind the Main Av businesses, which would open the space and help De Pere businesses stay competitive.

Tom Gavic, 301 Main Av., expressed support for the project and encouraged the city to find solutions to the garbage and parking situations now.

Mary Alexis Pfutzenreuter, 345 Main Av, spoke in favor of resolving the parking and garbage situations. She also urged SAA to consider more softscaping vs. hardscaping in their design plan, which would reduce stormwater runoff.

Mayor Walsh motioned, seconded by Joe Van Deurzen, to return to regular order. Upon vote, motion carried unanimously.

Ken Pabich then addressed the public comments. The plan document shows potential areas that the city could acquire from private ownership; this would only happen with the agreement of affected owners. The plan document includes alternatives if this option does not materialize. The preferred design option can still be developed even if certain parts change. Ken acknowledged that parking loss is a huge issue for all owners; the intent is to find a balance that creates something unique for the west side of downtown. He stated that in the meetings that were held, most owners expressed a willingness to give up some parking to make the project happen. Ken also stated that lighting would be addressed as part of the 30% plan.

In summary, the city is looking for support from the RDA and Plan Commission for Design option 2A. The plan is NOT being adopted and can still change as it moves forward. James Boyd motioned, seconded by Steve Taylor, to recommend approval of design option 2A and forward to City Council. Upon vote, motion carried unanimously.

4. Review the Site Plan for a 1,440 sq ft expansion at Ambrosius at 840 N Ninth St. Applicant: Corrigan's.

Ken Pabich reviewed the site plan application for an addition to the northeast portion of the building. The city's zoning code for the B-2 district does not allow metal for exterior use; however in this case it does not make sense to require non-metal materials for the addition only. Ken has been working with the contractor and property owner to explore options to bring the building a little closer to code. The city proposed two options to upgrade the customer entrance with a brick or stone facade. The owner feels a retrofit would be too costly at this time, and is petitioning to be allowed to do the addition with no upgrades.

Mike Walsh motioned, seconded by Derek Beiderwieden, to open the meeting for public comment. Upon vote, motion carried unanimously.

Steve Corrigan of Corrigan's C.B.S., addressed the board. He stated that in the last ten years, the owner has made many improvements to the property. The addition is needed for storage of the equipment that is being serviced. Adding a non-metal facade to the customer entrance would require re-engineering that

would be very expensive. The owner is requesting that the addition be allowed now, and proposes to redesign the customer entrance in the future.

Steve Nohr of Ambrosius Sales & Service summarized improvements and expenditures that they have undertaken on the building to date. He stated that the company has been doing well in that location, and they are committed to improving the property; however they are in a position to continue improvements only in stages. The addition will help the aesthetics of the property because equipment will no longer be stored outside.

Derek Beiderwieden motioned, seconded by James Boyd, to return to regular order. Upon vote, motion carried unanimously.

Mike Walsh motioned, seconded by James Boyd, to approve the site plan with the stipulation that the exterior of the primary customer entrance will be retrofitted with a non-metal material within five years. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Beiderwieden, Boyd, Lueck, Taylor, Walsh
EXCUSED:	Jim Kalny, Elizabeth Runge

5. Review the CSM Application for a two lot CSM on Scheuring Road. Agent: City of De Pere.*
Ken Pabich reviewed the CSM application. James Boyd motioned, seconded by Derek Beiderwieden, to approve the request and forward to City Council for approval. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Beiderwieden, Boyd, Lueck, Taylor, Walsh
EXCUSED:	Jim Kalny, Elizabeth Runge

6. Future agenda items.
None.

Adjournment

Mayor Walsh motioned, seconded by Steve Taylor, to adjourn the meeting at 8:20 PM.

Respectfully submitted,
Carey Danen



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Plan Commission

FROM: Ken Pabich

SUBJECT: Approval of the minutes of the September 16, 2014 special meeting of the Plan Commission.

ATTACHMENTS:

- PC_Minutes_Special_Sept2014_Draft (PDF)



Plan Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Special Untelevised

Draft Minutes

Tuesday, September 16, 2014

6:30 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Derek Beiderwieden	Commissioner	Present	
James Boyd	Aldersperson	Present	
Jim Kalny	Commissioner	Present	
Larry Lueck	Aldersperson	Present	
Elizabeth Runge	Commissioner	Present	
Steve Taylor	Commissioner	Excused	
Michael J. Walsh	Mayor	Present	

Also present: City Planning Director Ken Pabich, City Attorney Judith Schmidt-Lehman, and members of the public.

2. A Public Hearing to act on the amendment to Tax Increment Finance District #7 is scheduled for 6:30 p.m.

A. Review of redetermination and amended project plan.

Ken Pabich provided background on TIF district #7, which was originally created in 2007. Legislation has been passed which allows the city to apply for a redetermination of the base value of the TID if the value drops by 10% or more for two consecutive years. The city also is asking the board to consider an amendment to the project plan which would provide more detail for planned expenditures for public and private capital costs, including potential projects from the city's master plan.

B. Notice of Public Hearing.

C. Public Hearing.

Mayor Walsh declared the public hearing open.

Citizen Joe Nicks expressed support for the plan and spoke in favor of historic preservation when considering redevelopment projects within the TIF district.

No one else wished to speak, so Mayor Walsh declared the public hearing closed.

3. Resolution PC14-01, Recommending the Adoption of the Amended Project Plan and Request for Base Value Redetermination for Tax Incremental Financing District #7. Derek Beiderwieden motioned, seconded by James Boyd, to approve resolution PC14-01. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	James Boyd, Aldersperson
AYES:	Beiderwieden, Boyd, Kalny, Lueck, Runge, Walsh
EXCUSED:	Steve Taylor

4. Resolution PC14-02, Recommending the Adoption of the Amended Project Plan for Tax Incremental Financing District #7. Mayor Walsh motioned, seconded by Jim Kalny, to approve resolution PC14-02. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kalny, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Lueck, Runge, Walsh
EXCUSED:	Steve Taylor

5. Future agenda items.
None.

Adjournment

Mayor Walsh motioned, seconded by Elizabeth Runge, to adjourn the meeting at 6:45 PM.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Public Hearing on the formation of a Business Improvement District (BID) for downtown De Pere.

ATTACHMENTS:

- PC_Staff_Memo_BID_District (PDF)
- BID Petition Letter (PDF)
- DBI_OperatingPlan_2015 (PDF)
- BID Information UWEX (PDF)

Item 3: Public Hearing on the formation of a Business Improvement District (BID) for downtown De Pere.

The City has received a petition from a property owner located within the proposed district to create a Business Improvement District (BID). A summary from UW-Extension has been attached that describes how a BID is created and operates. Included with the petition is a BID operating plan developed by a group of business owners. The Plan includes the following:

1. A Development Plan for the BID
2. The BID Boundary
3. The Financing Model
4. The Assessment methodology
5. Summary of City responsibilities
6. Overview of Severability and Expansion
7. BID Performance Measures
8. Appendix with supporting documents

A schedule of how the BID petition moves forward is provided below:

August 22, 2014	City received petition and BID Operating Plan
September 2, 2014	City sent cover letter, copy of hearing notice, and copy of BID Operating Plan via certified mail to all properties within the district. The Public Hearing notice was published as a Class II notice and was printed on September 4 and 11, 2014.
September 22, 2014	City Plan Commission holds public hearing on BID proposal. Plan Commission will also consider resolution to forward to City Council. If approved by Plan Commission
October 22, 2014	Last day of 30-day period for petitions opposing BID
November 4, 2014	City Council could act to create BID and adopt operating plan. Board appointments to be made thereafter ...

Recommendation

Staff would recommend that the Plan Commission approve the resolution and allow the process to proceed. It will allow those that oppose the BID to create the proper petition while still allowing the City Council to consider the petition and operating plan as proposed.

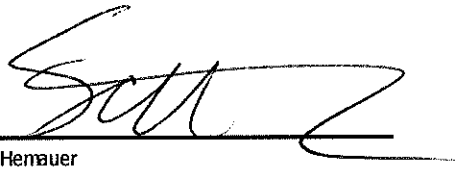
PETITION FOR THE FORMATION OF THE
DE PERE MAIN STREET BUSINESS IMPROVEMENT DISTRICT

HZ Properties, LLC is an owner of real property located at 111-113 S Broadway, De Pere, Wisconsin 54115, which is used for commercial purposes and is located in the proposed Business Improvement District.

HZ Properties, LLC hereby petition the City of De Pere Planning Commission and the De Pere City Council pursuant to Wis. Stats. §66.1109 for the creation of a business improvement district. Such petition is made pursuant to the De Pere Main Street Business Improvement District Initial Operation Plan dated August 22, 2001. Such document is incorporated herein as Attachment A.

I, Scott Hemauer, as a member of HZ Properties LLC, am duly authorized to sign this petition on behalf of HZ Properties LLC.

Dated this 22 day of August 2014.

X 

Scott Hemauer

De Pere Business Improvement District 2015 Operating Plan



Submitted August 22, 2014

Approved by the City of De Pere Common Council: (TBD)

Attachment: DBI_OperatingPlan_2015 (2663 : BID)

The BID Plan was prepared by a volunteer committee of the following individuals:

Scott Hemaue
Kerry Counard
Casey Hawkinson
Curt Beilke
Dave Stellpflug
Jerry Turba
Joe Seroogy
Mary Alexis Pfutzenreuter
McKim Boyd
Rick Remington
Steve Danen
Steve Fisette
Tony Gillis
Tony Hoes
Tom Nick

**DE PERE
BUSINESS IMPROVEMENT DISTRICT
OPERATING PLAN**

Table of Contents

	Page
I. Introduction	
a. Purpose of the BID.....	4
II. Development Plan.....	5
a. Goals for Downtown Development.....	5
b. Plan of Action.....	5
c. Benefits.....	6
d. Annual Review.....	7
e. Relationship to Plans for Orderly Development of the City.....	7
f. Powers.....	7
g. Budget.....	8
h. Public Review Process.....	8
III. District Boundaries.....	8
IV. BID Organization and Operating Board.....	8
a. Board Structure.....	9
b. Meetings.....	9
V. Financing Method.....	9
VI. Method of Assessment.....	9
a. Parcels Assessed.....	9
b. Levy of Assessment.....	10
c. Schedule of Assessment.....	10
d. Assessment Collection and Dispersal.....	10
e. Annual Report.....	11
VII. City Role in District Operations.....	11
VIII. Required Statements.....	11
IX. Severability and Expansion.....	12
X. Measures of Success.....	12
XI. Appendices	
a. 2015 - 2016 Budget.....	13
b. District Boundaries.....	15
c. 1. Properties Included in the District.....	16
2. East Assessed Properties.....	20
3. West Assessed Properties.....	22
4. Exempt Properties.....	24
d. Wisconsin Statutes Section 66.1109.....	25
e. Bylaws.....	29
f. Legal Opinion.....	33

I. Introduction

Wisconsin Act 184 signed into law in 1984, gives Wisconsin Municipalities the authority to create Business Improvement Districts (BIDs) within their communities. To do so, at least one property owner within the proposed district must petition the City to create a BID. The State Legislature created Section 66.1109 of the Wisconsin Statutes (the "BID Law") to provide a way for business properties within an established district to voluntarily assess themselves. It would pay for programs aimed at promoting developing, redeveloping, managing and maintaining that district. There are currently 70 BIDs in the State of Wisconsin and according to a 2005 statistic by Charles S. Law, Ph. D., the average BID assessment is \$3.64 per \$1000.00 of assessed valuation.

The proposed BID includes 221 parcels with a total BID value over \$68,209,900. The proposed boundaries include parcels in West and East De Pere's Downtown Business District. Out of the 221 parcels, 76 are tax exempt or are used for residential purposes. Out of the remaining 145, their BID value is assessed at \$1.75 for every \$1,000.00 in total value of the parcel. The map for the proposed district boundaries is in Appendix B, and information for each parcel classification is listed in Appendices C-2 through C-3.

A. Purpose of BID

The intent of the De Pere Business Improvement District Operating Plan is that the work described in this plan will be contracted through Downtown De Pere, Inc. (also known as Definitely De Pere and listed throughout this document as Definitely De Pere). Business Improvement Districts are quite similar to traditional special assessments where property owners are assessed for improvements or services that benefit them. Unlike traditional assessments, Business Improvement District assessments can be used to finance a wide range of activities, services and improvements. Primarily BIDs have been used to attract merchants and business owners that in turn attract more customer traffic downtown. Some BIDs in Wisconsin have funded physical improvements like lighting or parking; others have funded promotional and marketing materials and events.

The property owners who are interested in the creation of the BID, view it as a way to accomplish goals and ideas presented in the De Pere Downtown Master Plan, Comprehensive Plan and Historic Preservation Plan. This De Pere Business Improvement District Operating Plan has been developed by De Pere BID proponents and the City of De Pere.

As used herein, "DBI Operating Plan" shall refer to the De Pere Business Improvement District Operating Plan, and "District" shall refer to the properties located within the physical boundaries of the Business Improvement District, as provided herein in Appendix B.

Development of the District through creation of the BID is proposed because:

1. A BID allows for private property owners to work together in conjunction with the City to develop the District.
2. Existing public funding sources may not be sufficient to continue to maintain and promote the District. Future investments will have to be financed with new private resources in addition to existing public dollars.
3. This DBI Operating Plan provides for an equitable and fair mechanism for funding initiatives which will benefit all business and property owners in the District.
4. The use of a BID will help ensure the District will be preserved and will improve the social and economic environment of the District. This will be a mechanism to bring together funding initiatives that will fulfill District improvement projects identified in the Downtown Master Plan, Comprehensive Plan and the Historic Preservation Plan.

The commercial property owners that have petitioned for the establishment of a BID feel that this will be a method to continue to build on the work done previously in the community to improve the downtown. They have pledged to work cooperatively with the City of De Pere and other organizations interested in the welfare and betterment of the identified District.

Use of a BID to develop the District is anticipated to work as follows:

1. The BID is created by the Common Council of the City of De Pere.
2. An operating Board (BID Board), comprised mostly of property owners within the District, has all powers necessary to implement the DBI Operating Plan.
3. The City collects BID assessments from District property owners following the approved assessment formula.
4. Assessment collections are turned over to the BID Board for distribution in accordance with the DBI Operating Plan by the 15th day of the month following such collection.

II. Development Plans

The objective of the BID is to preserve and improve the social, economic and physical environment in the District, bring together appropriate partnerships of people, organizations and funds, and to evaluate and implement District development projects identified by businesses and building owners in the De Pere Downtown Master Plan, Comprehensive Plan and Historic Preservation Plan.

A. Goals for the District Development

Goals for the District Development as identified by local businesses, building owners and residents in the Downtown Master Plan:

1. Unite the District.
2. Link District's destinations.
3. Use the potential of transportation to create a high-quality economic and physical environment.
4. Improve understanding of parking locations.
5. Increase business and private investment.
6. Capitalize on key business niches.
7. Add life to the District.
8. Advocate sustainability.
9. Create new neighborhoods in the District.
10. Better utilize the Fox River.

B. Plan of Action

The plan of action for the first full year of operation under the BID is to promote continued development of the District by:

1. Continue to promote the historic quality of the District, working with the Historic Preservation Commission to promote historic restoration projects.
2. Support the City in developing more pedestrian and bicycle friendly roadways, cross walks, and parking options.
3. Work with the City to make business owners aware of City programs, such as the Façade Grant Program and the Revolving Loan Fund Program.
4. Support the City in the future reconstruction of the Main Ave. Corridor. Continue to promote pedestrian and bicycle facilities and storm water runoff in these constructions; consistent with ideas presented in the Downtown Master Plan and Comprehensive Plan.
5. Explore different ways to effectively market District businesses.

6. Work with business owners and the City to resolve parking issues, such as building new facilities, changing time limits, or additional directional signage. Use Downtown Master Plan parking findings to identify key areas to target.
7. Work to promote beautification and art related projects to add to the District. Explore feasibility and interest of options presented in the Downtown Master Plan for public art.
8. Work with the city to pursue major redevelopment projects within the District.
9. Help generate investment interest in the District area and future redevelopment projects as identified in the Downtown Master Plan.
10. Work with De Pere's Sustainability Committee to pursue projects both environmentally and economically sustainable for the District. Explore different grant opportunities for sustainable businesses.
11. Work with the City to develop maintenance practices for the District, in which both parties have and understanding of expectations and responsibilities relating to the maintenance of the District.
12. Develop and implement a plan and budget for the coming year and beyond for the District based on the financial expectations from assessments and its priority of needs, and the City's planned improvements during the same period.
13. Implement enhancements as determined appropriate from the Downtown Master Plan and Comprehensive Plan.
14. To take all further action needed to carry out the general purposes of this DBI Operating Plan as are allowed by BID law.

C. Benefits

Money collected by the BID under this DBI Operating Plan will be spent within the District or for the benefit of the District, and used to:

1. Help the District property owners secure and retain tenants by:
 - a. Promotion of coordinated and collaborative partnerships between the District stakeholders, which includes business and property owners.
 - b. Assisting property owners and tenants in the District in dealing and/or partnering with City Government through consultation and formal and informal interaction with City staff and officials.
 - c. Assisting property owners in retaining existing tenants by providing programs and services that help businesses to thrive. Implement in conjunction with the City, projects identified in the Downtown Master Plan and Comprehensive Plan that will improve tenant retention.
 - d. Assisting property owners in recruiting new businesses to the District and reducing new vacancies.
 - e. Implement in conjunction with the City, projects identified in the Downtown Master Plan and Comprehensive Plan that will improve tenant retention.
2. Help increase the value of property in the District by:
 - a. Continuing to improve the perceived and actual image of the District.
 - b. Investigate and facilitate enhancements to buildings in the District by business and property owners.
 - c. Increasing the demand for space by new businesses that wish to locate in the District.
3. Help tenants and existing businesses in the District become stronger by:
 - a. Conducting successful traffic building community events.
 - b. Conducting successful retail and hospitality events.
 - c. Enhancing the relationship between St. Norbert College and the downtown.

D. Annual Review

The BID law requires the DBI Operating Plan to be presented annually to De Pere's City Council for approval. To comply with the Wis. Stats., Section 66.1109 (3) (b), the following process for the approval of the annual DBI Operating Plan will be as follows.

1. A joint strategy session of representatives from the BID Board and the City will meet annually and will be responsible for developing the objectives of the DBI Operating Plan for the next plan year.
2. The DBI Operating Plan will be drafted by the BID Board based on comments by the City Council.
3. The BID Board will review the proposed DBI Operating Plan and make recommendations to the City Council.
4. The City Council will act on the proposed DBI Operating Plan for the following plan year.
5. Appointment of new BID Board members will be made 30 days prior to the expiration of outgoing BID Board members terms. This appointment is made by the Mayor and approved by the City Council.

It is anticipated that the BID Board will continue to revise and develop the DBI Operating Plan annually in response to changing development needs and opportunities in the District. As a part of this review, the BID Board will analyze the benefits of the BID to the property owners and the community and based on this analysis, determine if it is appropriate to continue the BID.

The method of assessment shall not be altered unless a meeting of all District property owners assessed under the BID has been held to discuss such changes, except with the approval of the City of De Pere Common Council. This special meeting will be published as a Class 2 Notice, a copy of which will be mailed to each property owner in the District.

E. Relationship to Plans for Orderly Development of the City

According to Wisconsin Statutes Section 66.1109 (1)(f)(4), the DBI Operating Plan is required to specify how the creation of a BID promotes the orderly development of the City. The BID will encourage commerce and increase the business activity in the District. Orderly development is consistent with De Pere's Downtown Master Plan, Comprehensive Plan and Historic Preservation Plan and will promote orderly development of the City in general and the District in particular.

F. Powers

It is intended that the BID Board shall have all powers authorized by law and this DBI Operating Plan, including, but not limited to, the following powers:

1. To manage the affairs of the District.
2. To promote new investment and appreciation in value of existing investments in the District.
3. To contract on behalf of the BID when necessary to implement the DBI Operating Plan.
4. To develop, advertise and promote the existing and potential benefits of the District.
5. To acquire, improve, lease and sell properties in the District and otherwise deal in real estate.
6. To annually consider and make changes to the DBI Operating Plan.
7. To undertake on its own account, public improvements and/or assist in development underwriting or guaranteeing public improvements in the District.
8. To apply for, accept and use grants and gifts for these purposes.
9. To elect officers and contract out work as necessary to achieve its goals.
10. To add to the security of the District.

G. Budget

Funds collected through BID assessments shall be used to pay for this DBI Operating Plan in order to implement a sustainable Business Improvement District for the City of De Pere.

Estimated Assessment Income: \$86,432

Expenses (Contract with Definitely De Pere): \$86,432

The BID will have no paid staff of its own but will contract with Definitely De Pere for such services. Estimated expenditures of the Budget for Definitely De Pere are shown in Appendix A. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following DBI Operating Plan year. All physical improvements made with these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board, but shall be for the benefit of the District.

A Capital Reserve Account may be created to set aside a specific amount of the District's assessment or reserve to be set-aside. This account would be for long term capital needs and projects that may require extraordinary funding during a given budget year.

H. Public Review Process

Section 66.1109 of Wis. Stats. establishes a specific process for reviewing and approving proposed Districts. All of the statutory requirements to create the BID shall be followed. Key components include: petition the City to establish the BID; publish class 2 notice of petition; develop the Operating Plan; mail Operating Plan to all affected property owners; and hold public hearing.

III. District Boundaries

The District is defined by the current configuration of tax parcels listed in Appendix C-1, and shown in map form in Appendix B. The District is generally bounded by Franklin St. in East De Pere, to N. Ontario St., to Lewis St., across the Claude Allouez Bridge to West De Pere bordered by Main Ave., to Fort Howard Ave., to Grant Street and lastly to Third St. (St. Norbert College Campus). The District includes 145 taxable parcels subject to BID assessment, according to the Assessor's Records as of January 1, 2014. Parcels that are not taxable or are used for residential purposes have been excluded from this number, even as they fall within the boundaries.

IV. BID Organization and Operating Board

The Mayor of the City of De Pere is responsible to appoint the BID Board with input from the community and approval of the Common Council. The owners of real estate within the District will, at the specified BID meeting, recommend members for the BID Board. Over half the BID Board members must be a property owner or operating business in the District. Appointments shall be made before the start of the plan year for which the DBI Operating Plan was adopted.

The Board's responsibility will be to implement the current year's DBI Operating Plan and to contract for the carrying out of the DBI Operating Plan. It also must prepare an annual report and audit and submit it to the Common Council of the City of De Pere. This will require the BID Board to negotiate with providers of services and materials to carry out the DBI Operating Plan; to enter into various contracts; to monitor development activity; and to ensure the compliance with the provisions of applicable statutes and regulations.

A. BID Board Structure

1. BID Board size: 7
2. The BID Board shall be made up from the following groups/interests with a majority being owners or occupants of real property in the District:
 - a. 2 Owners of property in the District.
 - b. 1 representative from each of the following three District business sectors:
 - i. Service/Retail
 - ii. Hospitality
 - iii. Office
 - c. 1 Community representative with no property ownership or business interests within the District. The appointee shall be a resident of the City of De Pere.
 - d. 1 representative of the City of De Pere, appointed by the Common Council.
3. BID Board members are appointed by the Mayor and confirmed by the Common Council. Any BID Board member who does not meet the requirements associated with the appointment will be replaced.
4. Term appointments will be for a period of 3 years on staggered terms each ending on Dec. 31 of the year of expiration. Initially 3 members are appointed for a period of 3 years, 2 members are appointed for 2 years and 2 members shall be appointed for a period of 1 year. The BID Board can remove by majority vote any BID Board member who is absent for more than three meetings without valid cause and may recommend a replacement appointee to the Mayor, who will present a nominee for Council confirmation within 30 days.
5. BID Board members will receive no compensation, it is a volunteer position.

B. Meetings

All meetings of the BID Board shall be conducted according to the Wisconsin Open Meeting Law, Wis Stats. §19.84 et. seq. Minutes will be recorded and submitted to the City and the BID Board. Files and records of the BID Board's affairs shall be kept pursuant to public record requirements.

Officers of the BID Board shall appoint a Chairman, Treasurer and Secretary; any two of the three will have the authority to execute documents on behalf of the full BID Board, only for purposes authorized by the full BID Board, including the authorization for the writing of checks. The BID Board may also give any of its staff limited ability to write checks to carry out the DBI Operating Plan.

V. Financing Method

The proposed expenditures outlined in the budget will be financed with funds collected from the BID assessment. It is estimated that the BID will received over \$86,432 from the BID special assessment. Monies collected from the BID assessment will also be used and contracted through Definitely De Pere in accordance with the DBI Operating Plan.

VI. Method Assessment**A. Assessed Parcels**

All taxable property used for commercial purposes, as well as those taxed by the state as manufacturing, in the District boundary will be assessed. Properties used exclusively for residential purposes will not be taxed according to BID law. Mixed-use properties containing both commercial and residential will be fully assessed. Those that are used for commercial as well as manufacturing will be assessed. Property exempt from paying real estate taxes or owned by government agencies will not be assessed, as required by BID law.

B. Levy of Assessment

Special assessments under this DBI Operating Plan will be levied, through adoption of this DBI Operating Plan by the City of De Pere against each taxable property within the District, in the amount shown on the assessment schedule, which is attached in Appendices C-2 through C3.

The 2015 rates as shown in Appendix C-2 through C-3 were calculated at a rate of \$1.75 per \$1,000.00 of assessed value. Parcels are assessed by legal entity (i.e. Multiple parcels owned by one legal entity are used as a total). No legal entity is assessed more than \$1950.00, and no less than \$250.00. Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of De Pere Assessor, as of January 1, 2014. Assessments are based per parcel and legal ownership. If a single legal entity owns more than one parcel, the values are combined.

The logic behind the assessment methodology is that each non-exempt parcel owner should pay for district developments in proportion to benefits derived. It is assumed that a minimum and maximum benefit can be achieved for each parcel, thus the minimum and maximum BID assessments that have been established.

C. Schedule of Assessments:

Appendices C-2 through C-3 provides a schedule of assessments for 2014 for all non-exempt parcels in the District based on the formula described above. For convenience, a schedule of all nontaxable parcels exempt from BID assessments are identified in attached Appendix C-4.

D. Assessment Collection and Dispersal

The City of De Pere will bill all non-exempt parcel owners the assessed amount in the same manner as other special assessments. Unpaid assessments from this separate billing will be included as special assessments levied as a separate line item on the real estate tax bill for each parcel. The City shall then turn over all collected funds to the BID Board for distribution in accordance with the DBI Operating Plan by the 15th day of the month following such collection. All BID assessments shown on the real estate tax bill are due and owed in full with the first installment of taxes and shall carry the same penalties if not paid.

The City of De Pere shall hold funds collected for BID assessments in a separate account. Any BID assessments collected by the City before or after the plan year for which the assessments were made are to be used by the BID Board in a manner as if received during the applicable plan year. This provision is to govern BID assessments prepaid prior to the applicable DBI Operating Plan year and/or late payments made after the DBI Operating Plan year.

The BID Board will prepare and make available to the public and City Council annual reports describing the current status of the BID, including expenditures and revenues, when it submits its annual DBI Operating Plan to the City for the following year. Disbursement of BID funds will be made in accordance to the approved DBI Operating Plan and budget. At the end of the fiscal year, an independent certified audit shall be obtained by the BID Board.

This section shall be sufficient instruction to the City to disburse the BID assessment, without necessity of an additional disbursement agreement, disbursement method, or accounting method. Disbursements made under this DBI Operating Plan shall be shown in the City's budget as a line item. Other than as specified herein, the disbursement procedures shall follow standard City disbursement policy.

E. Annual Report

An annual report prepared by the BID Board is required by section 66.1109 (3) (c) of the Wisconsin Statutes. The report shall include the required audit. The BID shall be responsible for the payment of any funds specified for the BID Audit and related to BID activities for said BID audit. The BID Board will continue to review, revise and develop the DBI Operating Plan annually in response to changing development needs within the District.

VII. City Role in District Operations

The City of De Pere is committed to helping owners and occupants in the District promote the objectives outlined in this DBI Operating Plan, while maintaining autonomy in the preparation of its annual budget. The City has made significant annual investments in the District for maintenance, upkeep and infrastructure. The City will continue providing services, capital improvements, funds for maintenance, the Facade Grant Program, Revolving Loan Fund Program and promoting economic development. The City of De Pere will also commit to the following:

1. Encourage County, State and Federal Governments to support activities of the District.
2. Monitor and when appropriate apply, for outside funds which could be used in support of the District.
3. Collect assessments and maintain a segregated account.
4. Provide disbursement of BID funds to service providers in accordance with the DBI Operating Plan and budget.
5. Obtain and review annual audits as required per Section 66.1109 (3) (c)
6. Provide a separate monthly financial statement to the BID Board.
7. Review annual audits as required by Section 66.1109 (3) (e) of the BID Law.
8. Provide to the BID Board no later than September 1st each plan year, the official City records on assessed value for each tax parcel within the District as of that date in each DBI Operating Plan year, for the purpose of calculating the BID assessment.
9. Adopt this DBI Operating Plan in the manner required by the BID Law.
10. Appoint and confirm new BID Board members as required by BID Law.

VIII. Required Statements

The BID Law requires that the DBI Operating Plan include specific statements.

66.1109(1)(f)(1) The special assessment method applicable to the business improvement district. The special assessment method is set forth in Section VI.

66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed. The District will contain property used exclusively for manufacturing purposes; it will contain properties used in part for manufacturing. These properties will be assessed according to the formula contained herein because it is assumed they will benefit from development in the District.

66.1109(1)(f)(2) The kind, number and location of all proposed expenditures within the business improvement district. The number and location of proposed expenditures is set forth in Section II.G.

66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred. The method of financing the estimated expenditures is set forth in Section V.

66.1109 (1) (f) (4) *A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan. Please refer to Section II. B, C and E.*

66.1109 (1) (f) (5): *A legal opinion that subds. 1. to 4. have been complied with.* A legal opinion from Attorney Julie Fronsee, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109 (1) (f) (1-4) is attached as Appendix F.

IX. Severability and Expansion

The Business Improvement District has been created under the authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of the BID Law or this DBI Operating Plan unconstitutional, it will not invalidate or terminate the BID. The DBI Operating Plan will be amended to conform to the law without need of re-establishment. Should any legislature amend the statute to narrow or broaden the purposes of a BID so as to exclude or include as assessable properties a certain class or classes of properties, then this DBI Operating Plan may be amended by the Common Council of the City of De Pere when it conducts its annual budget approval, without any necessity to undertake any other act. If it is determined by a court or administrative body that a parcel of property is not subject to general real estate taxes and may not be included in the District, then such parcels shall be excluded from the definition of the District.

All of the above is specifically authorized under Section 66.1109 (3) (b) of the BID Law.

X. Measures of Success

The success of the BID is determined by the level of satisfaction of those who create it and who control the BID, as well as the level of customer satisfaction. This information can be attained through various surveys and questionnaires. A thorough review of qualitative and quantitative data concerning the BID shall occur in year 3, year 5, and year 7 of the BIDs operation.

In addition to the evidence suggested above, the following measures will be established and evaluated as quantifiable measures of success:

1. The downtown master plan contains steps for both public and private sectors. Many of these actions are identified in this DBI Operating Plan. The accomplishment of these objectives will indicate one measure of success for the BID.
2. Commercial facilitation is a measure that can easily be quantified as the number of businesses, both existing and new, that receive help, either financial or advocacy services by the BID.
3. Another way to measure BID success is by the growth in value of private property in the District. Quantifiable valuation measures are calculated annually to measure success over time.
4. A final way to track success is through occupancy rates and business inventory. The 2010 business inventory and occupancy rates can be used as a baseline to evaluate and make changes for following years.

APPENDIX A: Draft 2015-16 Definitely De Pere Budget

For 2015, the BID Board will contract with Definitely De Pere to implement the BDI Operating Plan. The budget below represents the approximate budget for Definitely De Pere for the fiscal year of 2015-1016.

<u>Revenue</u>	
BID Assessments	86,432
City Contribution	20,000
Committee Income	
Organization	0
Design	5,000
Beautification	16,100
Economic Enhancement	1,000
Promotions	14,050
Carry over from previous year	0
Total Revenue:	142,582

<u>Expenses</u>	
Operating Expenses	
Personnel (Director/Staff)	53,000
Rent	6,500
Office Operations	6,000
Main Street Professional Development	5,500
Total Operating Expenses	71,000
Promotions	
Seroogy's Run	500
Downtown Art Walk	4,500
Yoga in the Park	650
Fashion Night Out	250
SNC Days	1,200
Downtown Soup Walk	750
Holiday Open House	3,000
Movies in the Park	4,750
Total Promotions Expenses	15,600
Design	
Winter Decorations	2,000
Downtown Enhancements	8,000
Total Design Expenses	10,000
Economic Enhancement	
Realtor Vacancy Effort	750
Business Retention Effort	3,000
Total Economic Enhancement Expenses	3,750
Organization	
Meet & Greet	1,000
Financial Review	500
Main Street Marketing	12,000
Total Organization Expenses	13,500

Beautification

Annual Pledge Drive	500
Adopt a Pot	3,500
Garden Beds	8,000
Volunteer Events	650
Garden of Merit Sign	400
Holiday Decorations	550
Postage	3,150
Office Supplies	600

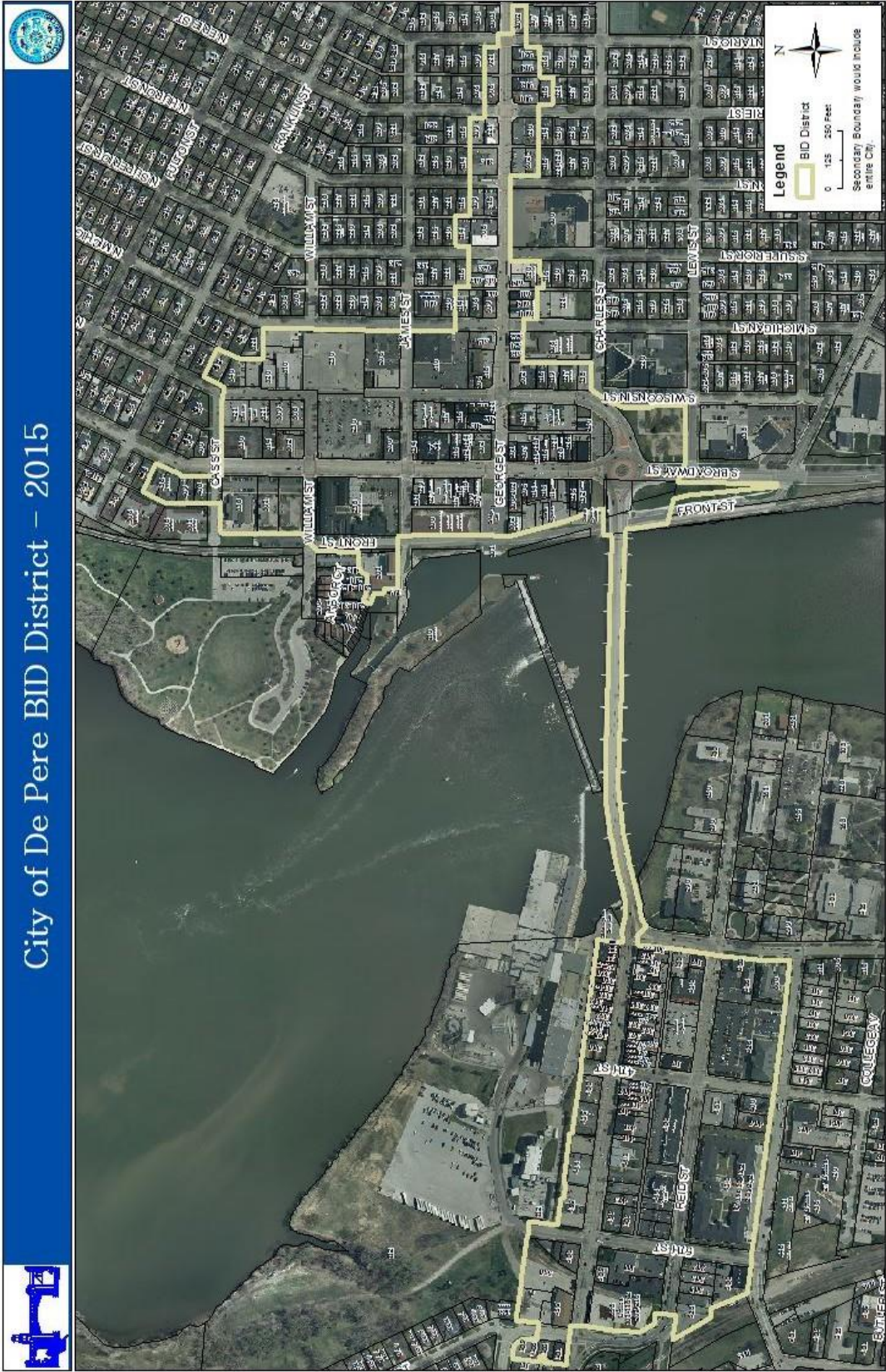
Total Beautification Expenses	17,350
--------------------------------------	---------------

Total Expenses	131,200
-----------------------	----------------

Net Balance	11,382
--------------------	---------------

*Initial Net Balance is for contingency and establishing operating reserves

APPENDIX B: BID District Boundary



APPENDIX C-1: Properties in the District (names current as of August 2014)

PARCELID	LOCATION	OWNER
ED-1006	109 N HURON ST	LTF INVESTMENTS LLC
ED-1007	715 GEORGE ST	LTF INVESTMENTS LLC
ED-1008	705 GEORGE ST	FISSETTE
ED-1010	114 N SUPERIOR ST	FISSETTE
ED-1048	820 GEORGE ST	WOODWARD INVESTMENTS LLC
ED-1058	802 GEORGE ST	BELLA REALTY LLC
ED-1058-1	S HURON ST	BELLA REALTY LLC
ED-1065	109 N ERIE ST	HIMAL LLC
ED-1066	821 GEORGE ST	HIMAL LLC
ED-1067	805 GEORGE ST	ALI BRI PROPERTIES LLC
ED-1088	921 GEORGE ST	SUMMERLEIGH ASSOCIATES INC
ED-1089	905 GEORGE ST	BEACHWALKER EXPRESS LLC
ED-1094	920 GEORGE STREET	ROBERT VAN DEURZEN
ED-1095	914 GEORGE ST	LIGHTHOUSE LUBE REAL ESTATE LLC
ED-1103	115 S ERIE ST	LEDGE HEAVEN LLC
ED-1104	908 GEORGE ST	NELSON
ED-1105	900 GEORGE ST	TETZLAFF
ED-18-65	201 JAMES ST	CHATEAU DEPERE LLC
ED-287	230 S BROADWAY	DE PERE CITY OF WELLS PARK
ED-376	435 N BROADWAY	JCA INVESTMENTS LLC
ED-377	N BROADWAY	JCA INVESTMENTS LLC
ED-432	432 N WISCONSIN ST	FOX VIEW PROPERTIES LLC
ED-432-1	340 N WISCONSIN ST	VOYAGEUR OFFICE & SUITES LLC
ED-660	1002 GEORGE ST	VANDEURZEN
ED-719	FRONT STREET	DE PERE CITY OF
ED-737	FRONT STREET	DE PERE CITY OF
ED-751	409 N BROADWAY ST	DE PERE HISTORICAL SOCIETY INC
ED-752	403 N BROADWAY	DE PERE HISTORICAL SOCIETY INC
ED-756	333 N BROADWAY	BROWN COUNTY LIBRARY
ED-758	301 N BROADWAY	NICOLET REAL ESTATE & INVESTMENT CORP
ED-758-1	300 BLOCK N BROADWAY	NICOLET REAL ESTATE & INVESTMENT CORP
ED-766	233 N BROADWAY	HEARTLAND AFFORDABLE HOUSING DE PERE LLC
ED-767	129 N BROADWAY	BROOKS TL HOLDINGS LLC
ED-767-1	131 N BROADWAY	BOYD
ED-768	127 N BROADWAY	CONSTINE REAL ESTATE VENTURE LLC
ED-769	123 N BROADWAY	DE PERE REDEVELOPMENT AUTHORITY
ED-771	117 N BROADWAY	BELLE HOLDINGS LLC
ED-772	115 N BROADWAY	GREAT DANE LLC
ED-773	113 N BROADWAY	BILOTTI
ED-774	109 N BROADWAY	BILOTTI
ED-775	107 N BROADWAY	BRUMMEL
ED-778	100 FRONT STREET	LEFEBVRE INVESTMENT CO LLC
ED-783	100-102 S BROADWAY	J & J ENTERPRISES OF DE PERE LLP
ED-784	106 S BROADWAY	J & J ENTERPRISES OF DE PERE LLP
ED-785	114-116 S BROADWAY	MACCO
ED-788	118 S BROADWAY	HILLCREST PARTNERSHIP #1 LLP THE
ED-788-1	S BROADWAY	DE PERE CITY OF
ED-789	126 S BROADWAY	126 SOUTH BROADWAY LLC
ED-790	132 S BROADWAY	KARL
ED-793	FRONT ST	DE PERE CITY OF
ED-794	FRONT ST	DE PERE CITY OF
ED-796	FRONT ST	DE PERE CITY OF
ED-798	302 GEORGE ST	OUR HERITAGE FAMILY LTD PARTNERSHIP
ED-799	CHARLES ST	DE PERE CITY OF
ED-801	S BROADWAY	DE PERE CITY OF WELLS PARK
ED-80-3	S BROADWAY	WISCONSIN DEPT OF NATURAL RESOURCES
ED-812	221 S BROADWAY	MEDICAL ARTS COMPLEX DENTAL CENTER SC ETAL
ED-816	416 GEORGE ST	GILLESPIE PROPERTIES LLC
ED-818	114 S WISCONSIN ST	DE PERE CITY OF MISSION SQUARE PARKING LOT
ED-823	135 S BROADWAY	MIDLAND WISCONSINBROADWAY ASSOCIATE

ED-824	125 S BROADWAY	BEILKE LLC
ED-826	121 S BROADWAY	PUMPKIN HEADS LLC
ED-827	123 S BROADWAY	SAKS HOLDINGS LLC
ED-828	111-113 S BROADWAY	HZ PROPERTIES LLC
ED-829	115 S BROADWAY	ZOELLER
ED-831	107 S BROADWAY	KRYSHAK
ED-833	101 S BROADWAY	KORDES
ED-833-1	GEORGE ST	DE PERE CITY OF
ED-834	JAMES ST	DE PERE CITY OF
ED-835	127 N WISCONSIN ST	DE PERE CITY OF
ED-836	117 N WISCONSIN ST	NEW LIFE CHRISTIAN FELLOWSHIP
ED-837	115 N WISCONSIN ST	NEW LIFE CHRISTIAN FELLOWSHIP
ED-840	421 GEORGE ST	LEE BUILDING CORPORATION THE
ED-841	417 GEORGE ST	GET REEL ENTERTAINMENT LLC
ED-842	415 GEORGE ST	CONARD
ED-844	102 N BROADWAY	DE PERE CITY OF
ED-847	112-114 N BROADWAY	STARRY
ED-848	116 N BROADWAY	KRYSHAK
ED-850	124 N BROADWAY	LEE BUILDING CORPORATION THE
ED-851	134 N BROADWAY	DE PERE REDEVELOPMENT AUTHORITY
ED-857	200 N BROADWAY	UNION HOTEL CORP
ED-861	230 N BROADWAY	SPIRIT SPE PORTFOLIO 2006-1 LLC
ED-862	421 CASS ST	DE PERE REDEVELOPMENT AUTHORITY
ED-864	321 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-865-1	309 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-867	303 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-869	302 N BROADWAY	NEXTGEN ENTERPRISES LLC
ED-869-1	WILLIAM ST	DE PERE REDEVELOPMENT AUTHORITY
ED-870	314 N BROADWAY	DEPERE FEDERAL S & L
ED-871	330 N BROADWAY	DEPERE FEDERAL S & L
ED-875	230 N WISCONSIN ST	SPIRIT SPE PORTFOLIO 2006-1 LLC
ED-878	310 N WISCONSIN ST	APARTMENT DEVELOPERS INC
ED-880	320 N WISCONSIN ST	ALGREM
ED-881	N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-886	206 N WISCONSIN ST	ASSOCIATED DEPERE BANK
ED-893	510 JAMES ST	SEROOGY BROTHERS LLP
ED-897	519 GEORGE ST	LTF INVESTMENTS LLC
ED-900	515 GEORGE ST	DEPERE LAW BUILDING LLC
ED-901	106 N WISCONSIN ST	BALISON
ED-907	522 GEORGE ST	BELLA NOVA LLC
ED-914	135 S WISCONSIN ST	SAINT FRANCIS XAVIER
ED-915	127 S WISCONSIN ST	STECKART
ED-916	119 S WISCONSIN ST	PALS RENTALS LLC
ED-917	115 S WISCONSIN ST	SEROOGY BROTHERS LLP
ED-918	502 GEORGE ST	JDA ENTERPRISES OF WISCONSIN LLC
ED-949	620 GEORGE ST	ROYLE PROPERTIES LLC
ED-949-1	614 GEORGE ST	KMT ENTERPRISES LLC
ED-952-1	S SUPERIOR ST	KMT ENTERPRISES LLC
ED-960	610 GEORGE ST	NIP IT LLC
ED-961	600-604 GEORGE ST	CORNELL
ED-966	623 GEORGE ST	DECLLENE ZELLNER INC
ED-967	615-617 GEORGE ST	DANEN PROPERTIES LLC
ED-968-1	611 GEORGE ST	DANEN PROPERTIES LLC
ED-968-2	609 REAR GEORGE ST	MARSHA VANEGEREN
ED-968-3	609 GEORGE ST	DANEN PROPERTIES LLC
ED-969	108 N MICHIGAN ST	HANNON
ED-970	114 N MICHIGAN ST	WILDROOT LLC
WD-1646	555-101 MAIN AV	FINLAY
WD-1647	555-102 MAIN AV	GOTTOWSKI
WD-1648	555-103 MAIN AV	SULLIVAN
WD-1649	555-104 MAIN AV	HARE
WD-1650	555-105 MAIN AV	NEW DEVELOPERS LLC
WD-1651	555-106 MAIN AV	1ST RATE MORTGAGE CORP
WD-1652	555-107 MAIN AV	STEENO

WD-1653	555-108 MAIN AV	WATERMOLEN
WD-1654	555-109 MAIN AV	WARD
WD-1655	555-110 MAIN AV	MCKEEFRY
WD-1656	555-111 MAIN AV	1ST RATE MORTGAGE CORP
WD-1657	555-112 MAIN AV	MINTEN
WD-1658	555-113 MAIN AV	GUO
WD-1659	555-114 MAIN AV	FLYNN
WD-1660	555-115 MAIN AV	GANNON THOMAS E & JEAN M REVOCABLE TRUST
WD-1661	555-116 MAIN AV	PEARSON
WD-1662	555-201 MAIN AV	LADOWSKI
WD-1663	555-107 MAIN AV	STEELE
WD-1664	555-203 MAIN AV	HAGANES
WD-1665	555-204 MAIN AV	RYAN
WD-1666	555-205 MAIN AV	LIN
WD-1667	555-206 MAIN AV	BOUBENIDER
WD-1668	555-208 MAIN AV	PRATEL
WD-1669	555-209 MAIN AV	FILLE
WD-1670	555-210 MAIN AV	SMET
WD-1671	555-211 MAIN AV	MILLER
WD-1672	555-212 MAIN AV	ROYER
WD-1673	555-213 MAIN AV	LADOWSKI SR
WD-1674	555-214 MAIN AV	BERGH CHARLES R & DONNA S TRUST
WD-1675	555-215 MAIN AV	GHORI
WD-1676	555-216 MAIN AV	MILLER
WD-216	300 GRANT ST	SAINT NORBERT COLLEGE INC
WD-279	509 MAIN AV	PIONEER CREDIT UNION (FC)
WD-281	108 S FIFTH ST	PIONEER CREDIT UNION
WD-283	499 MAIN AV	DEPERE WEST DEVELOPMENT LLC
WD-284	109 S FIFTH ST	DEPERE WEST DEVELOPMENT LLC
WD-286	473 MAIN AV	DEPERE WEST DEVELOPMENT LLC
WD-287	400 BLOCK MAIN AV	DEPERE WEST DEVELOPMENT LLC
WD-288	441 MAIN AV	PEOPLES MARINE BANK OF GREEN BAY
WD-295	444 REID ST	MARQUETTE CENTRE LLC
WD-306	525 REID ST	N E W DEVELOPERS LLC
WD-310	430 GRANT ST	NICOLET HIGHLANDS LLC
WD-367	300 MAIN AV	HAWK HOLDINGS LLC
WD-369	320 MAIN AV	GAROT
WD-371	330 MAIN AV	STAGECOACH ENTERPRISES LLC
WD-372	334 MAIN AV	A&K LONGBRANCH LLC
WD-373	338 MAIN AV	HERYMAN
WD-374	342-344 MAIN AV	WILLEMS
WD-375	348 MAIN AV	RENIER
WD-376	352 MAIN AV	GAROT
WD-377	360-362 MAIN AV	MANDERS JAMES A & DORIS C REVOCABLE TRUST
WD-378	366 MAIN AV	MATYAS
WD-379	368 MAIN AV	KEWEENAW ENTERPRISES LLC
WD-380	380 MAIN AV	OLD NELL PROPERTIES LLC
WD-381	400 MAIN AV	SECOR JEROME J REVOCABLE TRUST
WD-386	436 MAIN AV	ISC PROPERTY LLC
WD-387	444 MAIN AV	F & J PROPERTIES LLC
WD-387-1	MAIN AV	KROPP
WD-388	486 MAIN AV	SMOOTH MONEY OF IOWA LLC
WD-389-2	500 MAIN AV	DUTCH BOYZ DE PERE LLC
WD-389-3	550 MAIN AV	CHRIST THE ROCK CHURCH INC
WD-389-4	556 MAIN AV	CHRIST THE ROCK CHURCH INC
WD-389-5	N SIXTH ST	BURKARD PHILLIP J & NANCY R REVOCABLE TRUST
WD-403	109 N SIXTH ST	SANDERS
WD-404	101 FORT HOWARD AV	DECLREENE ZELLNER LLC
WD-404-2	MAIN AV	WISCONSIN DEPT OF TRANSPORTATION
WD-623	500 GRANT ST	INVESTORS COMMUNITY BANK
WD-634	GRANT ST	SAINT NORBERT COLLEGE INC
WD-634-2	400 GRANT ST	SAINT NORBERT COLLEGE INC
WD-884	401 MAIN AV	SCHLEIS PROPERTIES LLC
WD-885	407 MAIN AV	DETRY

WD-886	409 MAIN AV	DETRY
WD-887	413 MAIN AV	RHODES ETAL
WD-888	417 MAIN AV	MARTIN
WD-889	421 MAIN AV	KROPP
WD-890-1	441 MAIN AV	PEOPLES MARINE BANK OF GREEN BAY
WD-893	400 REID ST	DEPERE WEST DEVELOPMENT LLC
WD-906	301 MAIN AV	PHE WI LLC
WD-907	305 MAIN AV	B S ENTERPRISES OF DE PERE LLC
WD-908	313 MAIN AV	313 MAIN IN DE PERE LLC
WD-909	317 MAIN AV	LOCH
WD-910	321 MAIN AV	KEY PROPERTY MANAGEMENT LLC
WD-911	327 MAIN AV	TILKENS FAMILY LTD PARTNERSHIP
WD-912	331 MAIN AV	NICK BROTHERS PARTNERSHIP
WD-913	337-339 MAIN AV	MIRHASHEMI INC
WD-915	345 MAIN AV	MANNING ETAL
WD-917	353 MAIN AV	BALISON REAL ESTATE LLC
WD-917-1	MAIN AV	DE PERE CITY OF
WD-917-2	MAIN AV	DE PERE CITY OF
WD-918	355 MAIN AV	D&J ENTERPRISE OF GREENLEAF LLC
WD-919	363 MAIN AV	CHANMINA LLC
WD-920	365 MAIN AV	SAKS HOLDINGS LLC
WD-921	371 MAIN AV	ABTS INVESTMENTS LLC
WD-922	375 MAIN AV	LARSON
WD-923	377 MAIN AV	RAW LEGACY LLC
WD-925	115 FOURTH ST	MISHLER LONNIE L & CAROL
WD-926	340 BLOCK REID ST	DE PERE CITY OF NICOLET SQUARE PARKING LOT
WD-928	340 REID ST	DE PERE CITY OF NICOLET SQUARE PARKING LOT
WD-930	330 REID ST	LUTSEY
WD-931	116 THIRD ST	AJANGO PROPERTIES LLC
WD-933	THIRD ST	DE PERE CITY OF
WD-955	303 REID ST	REID STREET RETAIL LLC
WD-961	325 REID ST	MASTERS PROPERTIES OF DE PERE LLC
WD-965	401 REID ST	CKROLL PROPERTIES LLC

APPENDIX C-2: East Assessed Properties (names current as of August 2014)

PARCELID	LOCATION	OWNERLST	TOTVAL	BID Value	Assessment	Final Adjusted Assessment	Parcel Assessment
ED-1006	109 N HURON ST	LTF INVESTMENTS LLC	\$76,500		\$0.00	\$0.00	\$133.8
ED-1007	715 GEORGE ST	LTF INVESTMENTS LLC	\$54,200		\$0.00	\$0.00	\$94.8
ED-897	519 GEORGE ST	LTF INVESTMENTS LLC	\$398,000	\$528,700	\$925.23	\$925.23	\$696.5
ED-1008	705 GEORGE ST	FISETTE	\$279,700		\$0.00	\$0.00	\$489.4
ED-1010	114 N SUPERIOR ST	FISETTE	\$20,200	\$299,900	\$524.83	\$524.83	\$35.3
ED-1048	820 GEORGE ST	WOODWARD INVESTMENTS LLC	\$306,200	\$306,200	\$535.85	\$535.85	\$535.8
ED-1058	802 GEORGE ST	BELLA REALTY LLC	\$397,700		\$0.00	\$0.00	\$695.9
ED-1058-1	S HURON ST	BELLA REALTY LLC	\$32,400	\$430,100	\$752.68	\$752.68	\$56.7
ED-1065	109 N ERIE ST	HIMAL LLC	\$47,400		\$0.00	\$0.00	\$82.9
ED-1066	821 GEORGE ST	HIMAL LLC	\$393,400	\$440,800	\$771.40	\$771.40	\$688.4
ED-1067	805 GEORGE ST	ALI BRI PROPERTIES LLC	\$247,800	\$247,800	\$433.65	\$433.65	\$433.6
ED-1088	921 GEORGE ST	SUMMERLEIGH ASSOCIATES INC	\$274,000	\$274,000	\$479.50	\$479.50	\$479.5
ED-1089	905 GEORGE ST	BEACHWALKER EXPRESS LLC	\$220,600	\$220,600	\$386.05	\$386.05	\$386.0
ED-1095	914 GEORGE ST	LIGHTHOUSE LUBE REAL ESTATE LLC	\$313,600	\$313,600	\$548.80	\$548.80	\$548.8
ED-1103	115 S ERIE ST	LEDGE HEAVEN LLC	\$240,400	\$240,400	\$420.70	\$420.70	\$420.7
ED-1104	908 GEORGE ST	NELSON	\$181,200	\$181,200	\$317.10	\$317.10	\$317.1
ED-1105	900 GEORGE ST	TETZLAFF	\$188,100	\$188,100	\$329.18	\$329.18	\$329.1
ED-18-65	201 JAMES ST	CHATEAU DEPERE LLC	\$1,700,000	\$1,700,000	\$2,975.00	\$1,950.00	\$1,950.0
ED-377	N BROADWAY	JCA INVESTMENTS LLC	\$20,300		\$0.00	\$0.00	\$35.5
ED-376	435 N BROADWAY	JCA INVESTMENTS LLC	\$300,900	\$321,200	\$562.10	\$562.10	\$526.5
ED-432	432 N WISCONSIN ST	FOX VIEW PROPERTIES LLC	\$257,000	\$257,000	\$449.75	\$449.75	\$449.7
ED-432-1	340 N WISCONSIN ST	VOYAGEUR OFFICE & SUITES LLC	\$500,100	\$500,100	\$875.18	\$875.18	\$875.1
ED-660	1002 GEORGE ST	VANDEURZEN	\$158,200	\$158,200	\$276.85	\$276.85	\$276.8
ED-758	301 N BROADWAY	NICOLET REAL ESTATE & INVESTMENT CORP	\$1,469,900		\$0.00	\$0.00	\$984.2
ED-758-1	300 BLOCK N BROADWAY	NICOLET REAL ESTATE & INVESTMENT CORP	\$1,442,200	\$2,912,100	\$5,096.18	\$1,950.00	\$965.7
ED-767	129 N BROADWAY	BROOKS TL HOLDINGS LLC	\$82,200	\$82,200	\$143.85	\$275.00	\$275.0
ED-767-1	131 N BROADWAY	BOYD	\$102,000	\$102,000	\$178.50	\$275.00	\$275.0
ED-768	127 N BROADWAY	CONSTINE REAL ESTATE VENTURE LLC	\$273,200	\$273,200	\$478.10	\$478.10	\$478.1
ED-771	117 N BROADWAY	BELLE HOLDINGS LLC	\$239,900	\$239,900	\$419.83	\$419.83	\$419.8
ED-772	115 N BROADWAY	GREAT DANE LLC	\$205,500	\$205,500	\$359.63	\$359.63	\$359.6
ED-773	113 N BROADWAY	BILOTTI	\$240,900		\$0.00	\$0.00	\$421.5
ED-774	109 N BROADWAY	BILOTTI	\$155,200	\$396,100	\$693.18	\$693.18	\$271.6
ED-775	107 N BROADWAY	BRUMMEL	\$226,300	\$226,300	\$396.03	\$396.03	\$396.0
ED-783	100-102 S BROADWAY	J & J ENTERPRISES OF DE PERE LLP	\$600,000		\$0.00	\$0.00	\$1,050.0
ED-784	106 S BROADWAY	J & J ENTERPRISES OF DE PERE LLP	\$210,100	\$810,100	\$1,417.68	\$1,417.68	\$367.6
ED-785	114-116 S BROADWAY	MACCO	\$648,200	648,200	\$1,134.35	\$1,134.35	\$1,134.3
ED-788	118 S BROADWAY	HILLCREST PARTNERSHIP #1 LLP THE	\$154,300	\$154,300	\$270.03	\$275.00	\$275.0
ED-789	126 S BROADWAY	126 SOUTH BROADWAY LLC	\$199,000	\$199,000	\$348.25	\$348.25	\$348.2
ED-790	132 S BROADWAY	KARL	\$527,400	\$527,400	\$922.95	\$922.95	\$922.9
ED-812	221 S BROADWAY	MEDICAL ARTS COMPLEX DENTAL CENTER SC	\$219,500	\$219,500	\$384.13	\$384.13	\$384.1
ED-816	416 GEORGE ST	GILLESPIE PROPERTIES LLC	\$400,600	\$400,600	\$701.05	\$701.05	\$701.0
ED-823	135 S BROADWAY	MIDLAND WISCONSINBROADWAY ASSOCIATE	\$181,000	\$181,000	\$316.75	\$316.75	\$316.7
ED-824	125 S BROADWAY	BEILKE LLC	\$354,400	\$354,400	\$620.20	\$620.20	\$620.2
ED-826	121 S BROADWAY	PUMPKIN HEADS LLC	\$192,100	\$192,100	\$336.18	\$336.18	\$336.1
ED-827	123 S BROADWAY	SAKS HOLDINGS LLC	\$183,300	\$183,300	\$320.78	\$320.78	\$320.7
ED-828	111-113 S BROADWAY	HZ PROPERTIES LLC	\$169,900	\$169,900	\$297.33	\$297.33	\$297.3
ED-829	115 S BROADWAY	ZOELLER	\$292,700	\$292,700	\$512.23	\$512.23	\$512.2
ED-848	116 N BROADWAY	KRYSHAK	\$354,200		\$0.00	\$0.00	\$619.8
ED-831	107 S BROADWAY	KRYSHAK	\$280,000	\$634,200	\$1,109.85	\$1,109.85	\$490.0
ED-833	101 S BROADWAY	KORDES	\$218,900	\$218,900	\$383.08	\$383.08	\$383.0
ED-840	421 GEORGE ST	LEE BUILDING CORPORATION THE	\$471,200		\$0.00	\$0.00	\$485.9

Attachment: DBI_OperatingPlan_2015 (2663 : BID)

ED-850	124 N BROADWAY	LEE BUILDING CORPORATION THE	\$1,419,800	\$1,891,000	\$3,309.25	\$1,950.00	\$1,464.1
ED-841	417 GEORGE ST	GET REEL ENTERTAINMENT LLC	\$227,100	\$227,100	\$397.43	\$397.43	\$397.4
ED-842	415 GEORGE ST	CONARD	\$244,700	\$244,700	\$428.23	\$428.23	\$428.2
ED-847	112-114 N BROADWAY	STARRY	\$286,400	\$286,400	\$501.20	\$501.20	\$501.2
ED-857	200 N BROADWAY	UNION HOTEL CORP	\$379,400	\$379,400	\$663.95	\$663.95	\$663.9
ED-861	230 N BROADWAY	SPIRIT SPE PORTFOLIO 2006-1 LLC	\$446,500		\$0.00	\$0.00	\$263.8
ED-875	230 N WISCONSIN ST	SPIRIT SPE PORTFOLIO 2006-1 LLC	\$2,853,500	\$3,300,000	\$5,775.00	\$1,950.00	\$1,686.1
ED-869	302 N BROADWAY	NEXTGEN ENTERPRISES LLC	\$476,400	\$476,400	\$833.70	\$833.70	\$833.7
ED-870	314 N BROADWAY	DEPERE FEDERAL S & L	\$61,000		\$0.00	\$0.00	\$106.7
ED-871	330 N BROADWAY	DEPERE FEDERAL S & L	\$905,800	\$966,800	\$1,691.90	\$1,691.90	\$1,585.1
ED-878	310 N WISCONSIN ST	APARTMENT DEVELOPERS INC	\$1,159,700	\$1,159,700	\$2,029.48	\$1,950.00	\$1,950.0
ED-880	320 N WISCONSIN ST	ALGREM	\$488,400	\$488,400	\$854.70	\$854.70	\$854.7
ED-886	206 N WISCONSIN ST	ASSOCIATED DEPERE BANK	\$1,222,200	\$1,222,200	\$2,138.85	\$1,950.00	\$1,950.0
ED-917	115 S WISCONSIN ST	SEROOGY BROTHERS LLP	\$251,700	\$0	\$0.00	\$0.00	\$372.6
ED-893	510 JAMES ST	SEROOGY BROTHERS LLP	\$1,065,300	\$1,317,000	\$2,304.75	\$1,950.00	\$1,577.3
ED-900	515 GEORGE ST	DEPERE LAW BUILDING LLC	\$542,000	\$542,000	\$948.50	\$948.50	\$948.5
ED-901	106 N WISCONSIN ST	BALISON	\$112,700	\$112,700	\$197.23	\$275.00	\$275.0
ED-907	522 GEORGE ST	BELLA NOVA LLC	\$299,500	\$299,500	\$524.13	\$524.13	\$524.1
ED-916	119 S WISCONSIN ST	PALS RENTALS LLC	\$126,700	\$126,700	\$221.73	\$275.00	\$275.0
ED-918	502 GEORGE ST	JDA ENTERPRISES OF WISCONSIN LLC	\$363,700	\$363,700	\$636.48	\$636.48	\$636.4
ED-949	620 GEORGE ST	ROYLE PROPERTIES LLC	\$392,100	\$392,100	\$686.18	\$686.18	\$686.1
ED-952-1	S SUPERIOR ST	KMT ENTERPRISES LLC	\$8,600		\$0.00	\$0.00	\$15.0
ED-949-1	614 GEORGE ST	KMT ENTERPRISES LLC	\$346,200	\$354,800	\$620.90	\$620.90	\$605.8
ED-960	610 GEORGE ST	NIP IT LLC	\$135,900	\$135,900	\$237.83	\$275.00	\$275.0
ED-961	600-604 GEORGE ST	CORNELL	\$361,200	\$361,200	\$632.10	\$632.10	\$632.1
ED-966	623 GEORGE ST	DECLLENE ZELLNER INC	\$378,000	\$378,000	\$661.50	\$661.50	\$661.5
ED-967	615-617 GEORGE ST	DANEN PROPERTIES LLC	\$160,100	\$0	\$0.00	\$0.00	\$280.1
ED-968-1	611 GEORGE ST	DANEN PROPERTIES LLC	\$105,800	\$0	\$0.00	\$0.00	\$185.1
ED-968-3	609 GEORGE ST	DANEN PROPERTIES LLC	\$246,500	\$512,400	\$896.70	\$896.70	\$431.3
ED-968-2	609 REAR GEORGE ST	MARSHA VANEGEREN	\$400	\$400	\$0.70	\$275.00	\$275.0
ED-969	108 N MICHIGAN ST	HANNON	\$156,700	\$156,700	\$274.23	\$275.00	\$275.0
ED-970	114 N MICHIGAN ST	WILDROOT LLC	\$135,300	\$135,300	\$236.78	\$275.00	\$275.0

Total Value within BID (East)

Total Revenue Generate

\$46,843.93

\$46,843.9

Assessment Parameters

Rate	\$1.75
Minimum	
Assessme	
nt	\$275.00
Maximum	
Assessme	
nt	\$1,950.00

Attachment: DBI_OperatingPlan_2015 (2663 : BID)

APPENDIX C-3: West Assessed Properties (names current as of August 2014)

PARCELID	LOCATION	OWNERLST	TOTVAL	BID Value	Assessment	Final Adjusted Assessment	Parcel Assessment
WD-216	300 GRANT ST	SAINT NORBERT COLLEGE INC	\$3,819,600	\$3,819,600	\$6,684.30	\$1,950.00	\$1,950.00
WD-279	509 MAIN AV	PIONEER CREDIT UNION (FC)	\$127,500		\$0.00	\$0.00	\$223.13
WD-281	108 S FIFTH ST	PIONEER CREDIT UNION	\$804,200	\$931,700	\$1,630.48	\$1,630.48	\$1,407.35
WD-283	499 MAIN AV	DEPERE WEST DEVELOPMENT LLC	\$60,400		\$0.00	\$0.00	\$29.81
WD-284	109 S FIFTH ST	DEPERE WEST DEVELOPMENT LLC	\$47,700		\$0.00	\$0.00	\$23.54
WD-286	473 MAIN AV	DEPERE WEST DEVELOPMENT LLC	\$47,600		\$0.00	\$0.00	\$23.49
WD-287	400 BLOCK MAIN AV	DEPERE WEST DEVELOPMENT LLC	\$47,600		\$0.00	\$0.00	\$23.49
WD-893	400 REID ST	DEPERE WEST DEVELOPMENT LLC	\$3,747,400	\$3,950,700	\$6,913.73	\$1,950.00	\$1,849.65
WD-890-1	441 MAIN AV	PEOPLES MARINE BANK OF GREEN BAY	\$200		\$0.00	\$0.00	\$0.35
WD-288	441 MAIN AV	PEOPLES MARINE BANK OF GREEN BAY	\$1,020,500	\$1,020,700	\$1,786.23	\$1,786.23	\$1,785.88
WD-295	444 REID ST	MARQUETTE CENTRE LLC	\$2,280,700	\$2,280,700	\$3,991.23	\$1,950.00	\$1,950.00
WD-306	525 REID ST	N E W DEVELOPERS LLC	\$432,000	\$432,000	\$756.00	\$756.00	\$756.00
WD-623	500 GRANT ST	INVESTORS COMMUNITY BANK	\$600,300	\$600,300	\$1,050.53	\$1,050.53	\$1,050.53
WD-367	300 MAIN AV	HAWK HOLDINGS LLC	\$323,400	\$323,400	\$565.95	\$565.95	\$565.95
WD-369	320 MAIN AV	GAROT	\$657,700		\$0.00	\$0.00	\$1,150.98
WD-376	352 MAIN AV	GAROT	\$9,000	\$666,700	\$1,166.73	\$1,166.73	\$15.75
WD-371	330 MAIN AV	STAGECOACH ENTERPRISES LLC	\$181,400	\$181,400	\$317.45	\$317.45	\$317.45
WD-372	334 MAIN AV	A&K LONGBRANCH LLC	\$247,000	\$247,000	\$432.25	\$432.25	\$432.25
WD-373	338 MAIN AV	HERYMAN	\$142,300	\$142,300	\$249.03	\$275.00	\$275.00
WD-374	342-344 MAIN AV	WILLEMS	\$97,800	\$97,800	\$171.15	\$275.00	\$275.00
WD-375	348 MAIN AV	RENIER	\$131,300	\$131,300	\$229.78	\$275.00	\$275.00
WD-377	360-362 MAIN AV	MANDERS JAMES A & DORIS C	\$43,100	\$43,100	\$75.43	\$275.00	\$275.00
WD-378	366 MAIN AV	MATYAS	\$196,300	\$196,300	\$343.53	\$343.53	\$343.53
WD-379	368 MAIN AV	KEWEENAW ENTERPRISES LLC	\$232,200	\$232,200	\$406.35	\$406.35	\$406.35
WD-380	380 MAIN AV	OLD NELL PROPERTIES LLC	\$404,800	\$404,800	\$708.40	\$708.40	\$708.40
WD-381	400 MAIN AV	SECOR JEROME J REVOCABLE TRUST	\$283,800	\$283,800	\$496.65	\$496.65	\$496.65
WD-386	436 MAIN AV	ISC PROPERTY LLC	\$337,100	\$337,100	\$589.93	\$589.93	\$589.93
WD-387	444 MAIN AV	F & J PROPERTIES LLC	\$325,700	\$325,700	\$569.98	\$569.98	\$569.98
WD-387-1	MAIN AV	KROPP	\$70,600		\$0.00	\$0.00	\$123.55
WD-889	421 MAIN AV	KROPP	\$387,600	\$458,200	\$801.85	\$801.85	\$678.30
WD-388	486 MAIN AV	SMOOTH MONEY OF IOWA LLC	\$364,800	\$364,800	\$638.40	\$638.40	\$638.40
WD-389-2	500 MAIN AV	DUTCH BOYZ DE PERE LLC	\$1,562,800	\$1,562,800	\$2,734.90	\$1,950.00	\$1,950.00
WD-389-5	N SIXTH ST	BURKARD PHILLIP J & NANCY R	\$42,200	\$42,200	\$73.85	\$275.00	\$275.00
WD-403	109 N SIXTH ST	SANDERS	\$346,700	\$346,700	\$606.73	\$606.73	\$606.73
WD-404	101 FORT HOWARD AV	DECLLENE ZELLNER LLC	\$299,700	\$299,700	\$524.48	\$524.48	\$524.48
WD-884	401 MAIN AV	SCHLEIS PROPERTIES LLC	\$472,000	\$472,000	\$826.00	\$826.00	\$826.00
WD-885	407 MAIN AV	DETRY	\$141,300		\$0.00	\$0.00	\$247.28
WD-886	409 MAIN AV	DETRY	\$138,500	\$279,800	\$489.65	\$489.65	\$242.38
WD-887	413 MAIN AV	RHODES ETAL	\$249,800	\$249,800	\$437.15	\$437.15	\$437.15
WD-888	417 MAIN AV	MARTIN	\$138,500	\$138,500	\$242.38	\$275.00	\$275.00
WD-906	301 MAIN AV	PHE WI LLC	\$415,100	\$415,100	\$726.43	\$726.43	\$726.43
WD-907	305 MAIN AV	B S ENTERPRISES OF DE PERE LLC	\$175,000	\$175,000	\$306.25	\$306.25	\$306.25
WD-908	313 MAIN AV	313 MAIN IN DE PERE LLC	\$205,500	\$205,500	\$359.63	\$359.63	\$359.63
WD-909	317 MAIN AV	LOCH	\$305,000	\$305,000	\$533.75	\$533.75	\$533.75
WD-910	321 MAIN AV	KEY PROPERTY MANAGEMENT LLC	\$158,500	\$158,500	\$277.38	\$277.38	\$277.38

Attachment: DBI_OperatingPlan_2015 (2663 : BID)

WD-911	327 MAIN AV	TILKENS FAMILY LTD PARTNERSHIP	\$394,300	\$394,300	\$690.03	\$690.03	\$690.03
WD-912	331 MAIN AV	NICK BROTHERS PARTNERSHIP	\$311,600	\$311,600	\$545.30	\$545.30	\$545.30
WD-913	337-339 MAIN AV	MIRHASHEMI INC	\$259,200	\$259,200	\$453.60	\$453.60	\$453.60
WD-915	345 MAIN AV	MANNING ETAL	\$142,500	\$142,500	\$249.38	\$275.00	\$275.00
WD-917	353 MAIN AV	BALISON REAL ESTATE LLC	\$321,500	\$321,500	\$562.63	\$562.63	\$562.63
WD-918	355 MAIN AV	D&J ENTERPRISE OF GREENLEAF LLC	\$171,700	\$171,700	\$300.48	\$300.48	\$300.48
WD-919	363 MAIN AV	CHANMINA LLC	\$183,800	\$183,800	\$321.65	\$321.65	\$321.65
WD-920	365 MAIN AV	SAKS HOLDINGS LLC	\$407,300	\$407,300	\$712.78	\$712.78	\$712.78
WD-921	371 MAIN AV	ABTS INVESTMENTS LLC	\$141,200	\$141,200	\$247.10	\$275.00	\$275.00
WD-922	375 MAIN AV	LARSON	\$216,600	\$216,600	\$379.05	\$379.05	\$379.05
WD-923	377 MAIN AV	RAW LEGACY LLC	\$287,400	\$287,400	\$502.95	\$502.95	\$502.95
WD-925	115 FOURTH ST	MISHLER LONNIE L & CAROL	\$425,200	\$425,200	\$744.10	\$744.10	\$744.10
WD-930	330 REID ST	LUTSEY	\$822,900	\$822,900	\$1,440.08	\$1,440.08	\$1,440.08
WD-931	116 THIRD ST	AJANGO PROPERTIES LLC	\$219,000	\$219,000	\$383.25	\$383.25	\$383.25
WD-955	303 REID ST	REID STREET RETAIL LLC	\$1,279,800	\$1,279,800	\$2,239.65	\$1,950.00	\$1,950.00
WD-961	325 REID ST	MASTERS PROPERTIES OF DE PERE LLC	\$7,486,300	\$7,486,300	\$13,101.03	\$1,950.00	\$1,950.00
WD-965	401 REID ST	CKROLL PROPERTIES LLC	\$746,000	\$746,000	\$1,305.50	\$1,305.50	\$1,305.50

Total Value within BID (West)

\$35,938,500

Total Revenue Generate

\$39,589.48

\$39,589.48

Assessment Parameters	
Rate	\$1.75
Minimum	
Assessment	\$275.00
Maximum	
Assessment	\$1,950.00

APPENDIX C-4: Exempt Properties (names current as of August 2014)

PARCELID	LOCATION	OWNER
ED-1094	920 GEORGE STREET	ROBERT VAN DEURZEN
ED-287	230 S BROADWAY	DE PERE CITY OF WELLS PARK
ED-719	FRONT STREET	DE PERE CITY OF
ED-737	FRONT STREET	DE PERE CITY OF
ED-751	409 N BROADWAY ST	DE PERE HISTORICAL SOCIETY INC
ED-752	403 N BROADWAY	DE PERE HISTORICAL SOCIETY INC
ED-756	333 N BROADWAY	BROWN COUNTY LIBRARY
ED-766	233 N BROADWAY	HEARTLAND AFFORDABLE HOUSING DE PERE LLC
ED-769	123 N BROADWAY	DE PERE REDEVELOPMENT AUTHORITY
ED-778	100 FRONT STREET	LEFEBVRE INVESTMENT CO LLC
ED-788-1	S BROADWAY	DE PERE CITY OF
ED-793	FRONT ST	DE PERE CITY OF
ED-794	FRONT ST	DE PERE CITY OF
ED-796	FRONT ST	DE PERE CITY OF
ED-798	302 GEORGE ST	OUR HERITAGE FAMILY LTD PARTNERSHIP
ED-799	CHARLES ST	DE PERE CITY OF
ED-801	S BROADWAY	DE PERE CITY OF WELLS PARK
ED-80-3	S BROADWAY	WISCONSIN DEPT OF NATURAL RESOURCES
ED-818	114 S WISCONSIN ST	DE PERE CITY OF MISSION SQUARE PARKING LOT
ED-833-1	GEORGE ST	DE PERE CITY OF
ED-834	JAMES ST	DE PERE CITY OF
ED-835	127 N WISCONSIN ST	DE PERE CITY OF
ED-836	117 N WISCONSIN ST	NEW LIFE CHRISTIAN FELLOWSHIP
ED-837	115 N WISCONSIN ST	NEW LIFE CHRISTIAN FELLOWSHIP
ED-844	102 N BROADWAY	DE PERE CITY OF
ED-851	134 N BROADWAY	DE PERE REDEVELOPMENT AUTHORITY
ED-862	421 CASS ST	DE PERE REDEVELOPMENT AUTHORITY
ED-864	321 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-865-1	309 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-867	303 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-869-1	WILLIAM ST	DE PERE REDEVELOPMENT AUTHORITY
ED-881	N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY
ED-914	135 S WISCONSIN ST	SAINT FRANCIS XAVIER
ED-915	127 S WISCONSIN ST	STECKART
WD-1646	555-101 MAIN AV	FINLAY
WD-1647	555-102 MAIN AV	GOTTOWSKI
WD-1648	555-103 MAIN AV	SULLIVAN
WD-1649	555-104 MAIN AV	HARE
WD-1650	555-105 MAIN AV	NEW DEVELOPERS LLC
WD-1651	555-106 MAIN AV	1ST RATE MORTGAGE CORP
WD-1652	555-107 MAIN AV	STEENO
WD-1653	555-108 MAIN AV	WATERMOLEN
WD-1654	555-109 MAIN AV	WARD
WD-1655	555-110 MAIN AV	MCKEEFRY
WD-1656	555-111 MAIN AV	1ST RATE MORTGAGE CORP
WD-1657	555-112 MAIN AV	MINTEN
WD-1658	555-113 MAIN AV	GUO
WD-1659	555-114 MAIN AV	FLYNN
WD-1660	555-115 MAIN AV	GANNON THOMAS E & JEAN M REVOCABLE TRUST
WD-1661	555-116 MAIN AV	PEARSON
WD-1662	555-201 MAIN AV	LADOWSKI
WD-1663	555-107 MAIN AV	STEELE
WD-1664	555-203 MAIN AV	HAGANES
WD-1665	555-204 MAIN AV	RYAN
WD-1666	555-205 MAIN AV	LIN
WD-1667	555-206 MAIN AV	BOUBENIDER
WD-1668	555-208 MAIN AV	PRATEL
WD-1669	555-209 MAIN AV	FILLE
WD-1670	555-210 MAIN AV	SMET
WD-1671	555-211 MAIN AV	MILLER

WD-1672	555-212 MAIN AV	ROYER
WD-1673	555-213 MAIN AV	LADOWSKI SR
WD-1674	555-214 MAIN AV	BERGH CHARLES R & DONNA S TRUST
WD-1675	555-215 MAIN AV	GHORI
WD-1676	555-216 MAIN AV	MILLER
WD-310	430 GRANT ST	NICOLET HIGHLANDS LLC
WD-389-3	550 MAIN AV	CHRIST THE ROCK CHURCH INC
WD-389-4	556 MAIN AV	CHRIST THE ROCK CHURCH INC
WD-404-2	MAIN AV	WISCONSIN DEPT OF TRANSPORTATION
WD-634	GRANT ST	SAINT NORBERT COLLEGE INC
WD-634-2	400 GRANT ST	SAINT NORBERT COLLEGE INC
WD-917-1	MAIN AV	DE PERE CITY OF
WD-917-2	MAIN AV	DE PERE CITY OF
WD-926	340 BLOCK REID ST	DE PERE CITY OF NICOLET SQUARE PARKING LOT
WD-928	340 REID ST	DE PERE CITY OF NICOLET SQUARE PARKING LOT
WD-933	THIRD ST	DE PERE CITY OF

APPENDIX D: Wisconsin Statutes Section 66.1109

Wisconsin BID Law: 66.1109 Business improvement districts.

(1) In this section:

(a) "BID Board" means a business improvement district board appointed under sub. (3) (a).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.
- 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
2. The kind, number and location of all proposed expenditures within the business improvement district.
3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.
5. A legal opinion that subds. 1. to 4. have been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a

class 2 notice under Ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3) (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under sub. (3) (c) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property

assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to or more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).

(5) (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. [70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

Unofficial text from Wis Stats. database. See printed Statutes and Wis. Acts for official text under s. 35.18(2) stats. Report errors to the Revisor of Statutes at (608) 266-2011, FAX 264-6978.

APPENDIX E: Draft Bylaws

BYLAWS FOR DE PERE BUSINESS IMPROVEMENT DISTRICT

ARTICLE I MEMBERS

All owners of property located within the District shall automatically be members of the De Pere Business Improvement District. All members shall have the right to vote on any issue that is placed before the members by the Board of Directors.

ARTICLE II MEMBERSHIP MEETINGS

Section 1. Annual Meeting. An annual meeting of the membership shall be held in each calendar year at such time and place as may be determined by the Board of Directors for the purpose of transacting such business as may be properly brought before the meeting.

Section 2. Special Meeting. Special meetings of the membership shall be held at any time and place as may be designated in the notice of said meeting, upon call of the chairman of the Board of Directors.

Section 3. Notice. Email notice of every meeting of the membership, stating the place, date, and hour of the meeting, shall be sent to each member not less than fifteen (15) or more than thirty (30) days before the date of the meeting. Other interested parties shall be given such notice of meetings as the Board of Directors deem appropriate.

Section 4. Proceedings. Roberts Rules of Order shall govern the parliamentary procedures at all meetings when not in conflict with these Bylaws except that there shall be no minimum number of members necessary to attend any meeting by a majority vote of the active members present.

ARTICLE III BOARD OF DIRECTORS

Section 1. Federal Requirement. BID district members can recommend future board members to the BID Board. The BID Board will provide the recommended nominations to the Mayor. The Mayor appoints members from these nominations to the BID Board. The BID Board includes a representative of the Mayor or Council. State law requires that the BID Board be composed of at least 4 members and the majority of the BID Board members be owners or occupants of property within the District. Appointments must be made by the Mayor and confirmed by the City Council.

Section 2. Responsibilities. The BID Board's primary responsibility will be contracting for implementation of the current year's DBI Operating Plan, contracting for preparation of an annual report and audit on the District, annually considering and making changes to this DBI Operating Plan and submitting the DBI Operating Plan for the following year to the Common Council of the City of De Pere for approval, and all other powers granted in this DBI Operating Plan and Bylaws. This will require the BID Board to negotiate with providers of services (primary to Definitely De Pere) and materials to carry out the DBI Operating Plan; to enter into various contracts; to monitor development activity; and to ensure the District's compliance with the provisions of applicable statutes and regulations.

Section 3. BID Board Composition. The BID Board shall consist of seven (7) members. A majority of (at least 4) the members shall be owners or occupants of real property within the District. The Board shall have the following composition:

- a. 2 Owners of property in the District.
- b. 1 representative from Service/Retail, Hospitality and Office
- c. 1 Community representative with no property ownership or business interests within the District. The appointee shall be a resident of the City of De Pere.
- d. 1 representative of the City of De Pere, appointed by the Common Council.

Any BID Board member who because of transfer of ownership of property is no longer eligible to act as a representative shall be replaced.

Section 4. BID Board Term. Appointments to the BID Board shall be for a period of 3 years, except that initially 3 members are appointed for a period of 3 years, 2 members shall be appointed for 2 years, and 2 members shall be appointed for 1 year, each term ending on December 31 of the applicable year. The BID Board may remove, by majority vote, a BID Board member who is absent from more than 3 meetings, without valid excuse. Any BID Board vacancy (except the Mayor's or City Council's Member) shall be filled by nomination of the Mayor.

Section 5. Compensation. The BID Board members shall receive no compensation for serving on the BID Board.

Section 6. Meetings. All meetings of the BID Board shall be governed by the Wisconsin Open Meetings Law. Minutes will be recorded and submitted to the City and the BID Board. The BID Board shall adopt rules of order to govern the conduct of its meetings and meet regularly or at the very least annually.

Section 7. Record Keeping. Files and records of the BID Board's affairs shall be kept pursuant to public records requirements.

Section 8. Staffing. The BID Board shall contract for staffing services pursuant to this DBI Operating Plan and subsequent modifications thereof. It is contemplated that such staff and services shall be contracted with Definitely De Pere, unless requested otherwise by the BID Board; the BID Board of Directors of Definitely De Pere may attend all meetings of the BID Board, but will not have voting authority.

Section 9. Officers. The BID Board shall appoint a Chairman, Treasurer and Secretary, any two of the three of which shall have the power to execute documents on behalf of the full BID Board, for purposes authorized by the full BID Board.

Section 10. Quorum. At all meetings of the BID Board, a majority of the voting members thereof shall constitute a quorum for the transaction of business. If a quorum shall not be present at any meeting of the BID Board, the Directors present may adjourn and reschedule the meeting until a quorum shall be present.

Section 11. Consent. Any action required or permitted to be taken at any meeting of the BID Board of Directors may be taken without a meeting, if all members of the BID Board consent hereto in writing, setting forth the action taken, and the writing or writings are filed with the minutes of the proceedings. Such consent shall have the same force and effect as unanimous vote of the BID Board.

Section 12. BID Board Powers. The BID Board shall have all the powers authorized by law, including but not limited to, the following powers:

1. To manage the affairs of the District.
2. To undertake on its own accord or to assist in development, underwriting or guaranteeing public improvements within the District.
3. To apply for, accept, and use grants and gifts for these purposes.
4. To contract on behalf of the BID with Definitely De Pere, to carry out the DBI Operational Plan under the direction of the BID Board.
5. To develop, advertise and promote the existing and potential benefits of the District.
6. To promote new investment and appreciation in value of existing investments.
7. To elect officers, and contract out work as necessary to carry out these goals.
8. To add to the beautification and/or maintenance of the District.
9. To annually consider and make changes to the DBI Operating Plan which may include termination of the BID.

It is anticipated that the BID Board will utilize the above powers in the capacity of directing and delegating to Definitely De Pere, many of its duties and responsibilities while retaining the overall authority and responsibility for such drafting and implementation of the DBI Operating Plan.

Section 13. BID Board Authority. The BID Board of Directors shall be required to conform to the DBI Operating Plan presented to and approved by the De Pere Common Council each year and shall be subject to the Wisconsin Statutes covering the Business Improvement Districts (BIDs).

ARTICLE IV COMMITTEES

Section 1. There shall be such standing committees as the BID Board may determine. The terms of the committees shall be for 1 year commencing at the time of the annual membership meeting.

ARTICLE V OFFICERS

Section 1. General. The Officers of the District BID shall consist of a Chairman, a Secretary, and a Treasurer and such other officers and assistant officers as may be deemed necessary.

Section 2. Election. Officers shall be BID Board members and staff shall be elected by the Board of Directors annually at the annual meeting. No BID Board member may hold more than one office. Officers may serve more than one term if reelected.

Section 3. Powers and Duties. Except as hereinafter provided, the officers of the BID Board shall each have such powers and duties as generally pertain to their respective office, as well as those that from time to time may be conferred by the membership of the BID Board of Directors.

- A. Chairman. The Chairman shall preside at all business meetings, but may at his or her discretion or at the suggestion of the Directors arrange for another officer to preside at other meetings. The Chairman shall perform such duties as are usually incumbent upon that officer, such duties as may be directed by resolution of the Board of Directors.
- B. Secretary. The Secretary shall record and maintain in good order all minutes of all meetings and all records and correspondence of the District BID, and shall email copies of the minutes of each membership meeting to all members within 60 days from the conclusion of each meeting. The Secretary shall also have such duties as may be assigned by the membership or the Board of Directors.

- C. Treasurer. The Treasurer shall maintain in good order all financial records of the District BID. The Treasurer shall also have such other duties as may be assigned by the membership Board of Directors.
- D. Temporary Officers. In case of absence or disability of any officer and of any person authorized to perform duties in his or her place during such periods of absence or disability, the President may from time to time delegate the powers and duties of such officer to any other officer or any other member.

ARTICLE VI FINANCES

Section 1. Authority. Except as the Board of Directors may generally or in particular cases authorize the execution thereof in some other manner, all checks, drafts, and other instruments for the payment of money and all instruments of transfer of securities, shall be signed in the name and on behalf of the BID by any of the three officers.

Section 2. Financial Institution. All funds of the BID shall be deposited from time to time to the credit of the BID in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 3. Funding Services. The Board of Directors may accept on behalf of the BID any contribution, gift, bequest or device for general purposes or for any special purpose of the BID.

ARTICLE VII AMENDMENTS

Section 1. Authority. The Common Council of the City of De Pere, upon the consent of the Board of Directors, shall have the power to alter, amend, or repeal the Bylaws or adopt new Bylaws.

Section 2. Process. The BID may also annually present amendments to the Bylaws. The following process for approval of the amended Bylaws will be follows.

- A. A joint strategy session of the BID Board and the Definitely De Pere Board of Directors will to discuss possible amendments to the Bylaws for the following year.
- B. The proposed Bylaws for the following year will be drafted by Definitely De Pere and submitted to the BID Board for the following year.
- C. Definitely De Pere will re-draft the Bylaws and submit it to the BID Board for approval based on comments by the BID Board.
- D. The BID Board will review the proposed BID Bylaws and make a recommendation to the De Pere Plan Commission.
- E. The City of De Pere Plan Commission will review the proposed amended BID Bylaws and will make a recommendation to the Common Council.
- F. The Common Council will act on the proposed amended BID Bylaws.

Section 3. Generally. It is anticipated that the BID Board will continue to revise and develop the Bylaws annually, in response to changing development needed and opportunities in the District, within the purpose and objectives defined herein and in the DBI Operating Plan.

APPENDIX F: Legal Opinion

ROELS
KEIDATZ
FRONSEE
DANEN, LLP
ATTORNEYS AT LAW

515 George Street
P.O. Box 5065
De Pere, WI 54115-5065
Telephone: (920) 336-4242
Fax: (920) 336-5473
www.deperelaw.com

August 18, 2014

Mayor Michael Walsh
De Pere City Hall
De Pere, Wisconsin 54115

Re: Business Improvement District Plan
Downtown De Pere

Dear Mayor Walsh:

I am an attorney licensed to practice law in the State of Wisconsin. I have been asked to render an opinion on the Business Improvement District for Downtown De Pere.

I have had a chance to review the Business Improvement District Operating Plan for the year 2015. I am mindful of the statutory requirements enumerated in section 66.1109(1)(f). I opine as follows:

- A. As required by subsection 1, the special assessment method applicable to the business improvement district is set forth in detail at section V of the Plan.
- B. As required by subsection 1m, the Plan contains a statement as to whether real property used exclusively for manufacturing purposes will be specially assessed, at Section VI.A.
- C. As required by subsection 2, the Plan addresses the kind, number and location of all proposed expenditures within the business improvement district at Section II.G and the budget contained on pages 13-14.
- D. As required by subsection 3, the Plan contains a description of the methods of financing all estimated expenditures and the time when related costs will be incurred at Section V.
- E. As required by subsection 4, the Plan contains a description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan, at Section I.A and Sections II. B, C. and E.

Sincerely,

Roels, Keidatz, Fronsee & Danen, LLP



Julie Fink Fronsee

JFF:smf

Thomas L. Keidatz • Julie Fink Fronsee • Philip J. Danen • Sara E. Jordan • Bernard U. Roels (RETIRED)

Attachment: DBI_OperatingPlan_2015 (2663 : BID)

FACT SHEET

<http://www.uwex.edu/lgc/cp&d/bidpage/bid.htm>

Number 9

FALL 1999

Wisconsin Business Improvement Districts- BIDs

Since 1992, the University of Wisconsin- Extension (UWEX) in collaboration with the Wisconsin Downtown Action Council has monitored Business Improvement Districts operating in Wisconsin municipalities. Each year, BID representatives respond to a questionnaire requesting information on a wide variety of topics including: assessment methods, revenues, expenditures, district programs and activities, staffing, etc. Thirty-six BID (55.4%) representatives responded to the latest round of surveys. This Fact Sheet summarizes the results of this latest survey effort.



What is a Business Improvement District- BID?

Wisconsin Act 184, signed into law in 1984, gives Wisconsin municipalities (i.e., cities, villages and towns) the power to establish one or more Business Improvement Districts within their community and an assessment methodology that allows business properties within that geographic area to contribute to programs aimed at promotion, management, maintenance and development of that district. BIDs are restricted to commercial and industrial properties within a municipality that are subject to real estate tax. Tax-exempt properties (i.e., religious, public utility or government properties) or those used exclusively as residences cannot be included in the assessment district. *Section 66.608 of the Wisconsin Statutes regulate Business Improvement Districts.*

How many BIDs operate in Wisconsin?

There are currently 65 BIDs operating in the state. In the last year, four new BIDs were created, one in each of the following communities: Eagle River, Fond Du Lac, Madison, and Milwaukee. Interest in creating a BID is also high in several other communities including Appleton, Shorewood and Whitefish Bay.

What is the value of BID property?

The average assessed value of all property within reporting BIDs (n=33) is \$ 64,982,218. The total assessed value of all property in reporting BIDs (n=33) is \$2,862,012. The average assessed value has increased by 9.6% from 1998 while the total assessed value of all property has increased by 28.2%. Multi-year comparisons should be carefully interpreted since not all BIDs are included in the annual surveys.

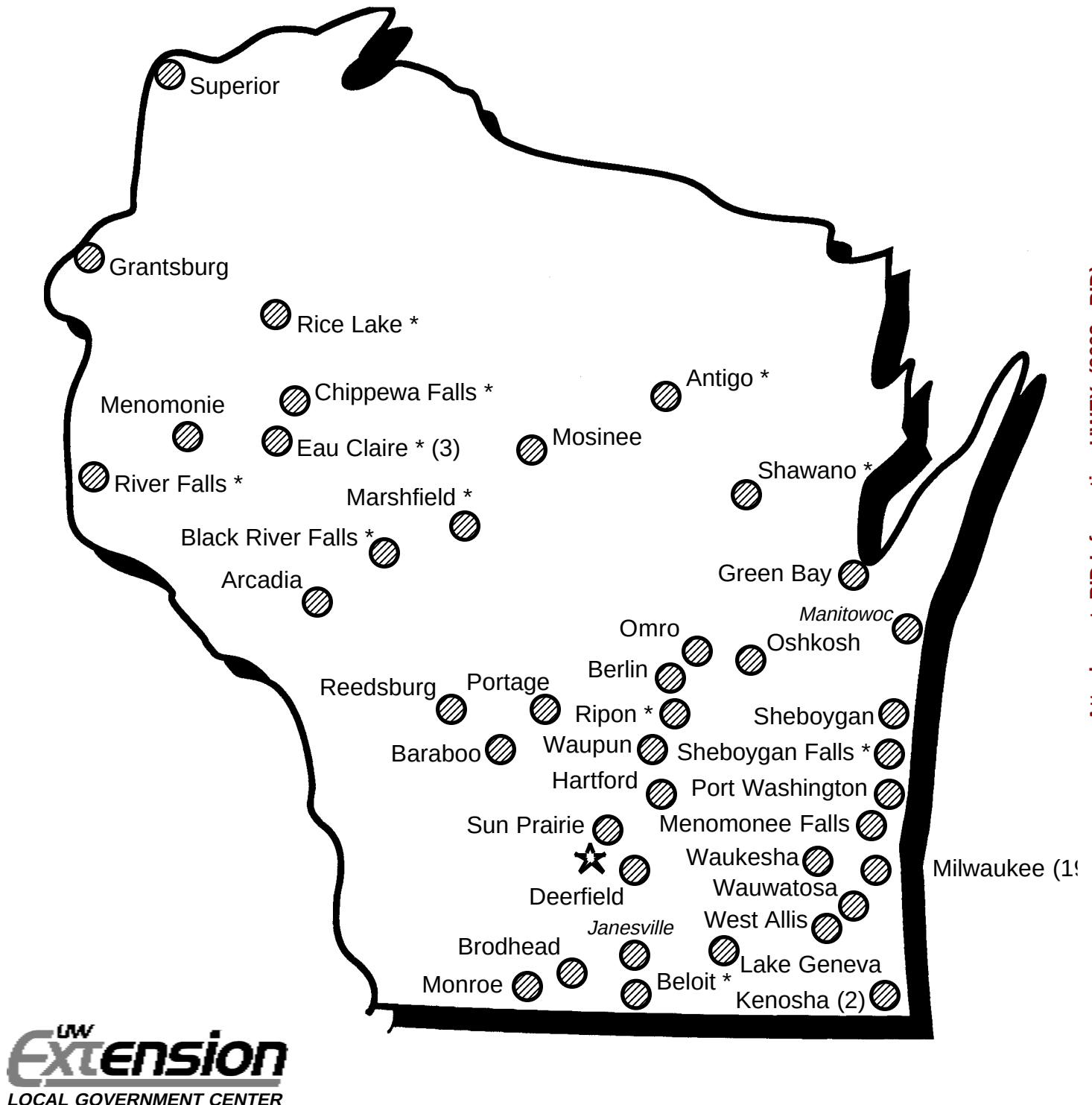
How large are BIDs?

BIDs vary greatly in size. The average number of tax parcels contributing to a district is 236. This figure does not account for the two smallest BIDs, both located in Milwaukee (Riverfront Plaza and Water Street). These two BIDs have 1 and 2 parcels, respectively, and were created exclusively for funding capital improvement projects. The largest BID, also located in Milwaukee (Historic King Drive) has 417 parcels.

The Wisconsin map on the next page illustrates the location of BIDs currently operating in the state.

BID COMMUNITIES IN WISCONSIN

Attachment: BID Information UWEX (2663 : BID)



* Associated with a Wisconsin Main Street Program

How are BIDs managed?

- ☐ Seventy-five percent of the reporting BIDs currently support a full-time Director / Manager, whose average salary is \$40,000 per year. Seven BIDs have part-time managers and nine BIDs do not employ either a full or part-time manager. These nine BIDs are generally managed by a member of the BID Board.
- ☐ Administration of a BID is handled by a Board of Directors. While the State Statutes only require five Board members, the average number of BID Board members is 9.
- ☐ Eleven BIDs responding to the survey, support a Wisconsin Main Street Program.

How are BID Assessments Determined?

BIDs use a variety of methods to determine the amount of district assessment. BID levies are generally based on a proportion of the individual property's assessed value but may also be based on parcel sizes or frontage footage. For those 25 BIDs responding that use a ratio methodology (based on each \$1,000 of assessed value), the average BID assessment is \$3.60. In comparison to last year, assessment rates have increased on average by \$1.20/\$1,000. The lowest district assessed at such a rate is still Monroe at \$0.45 per \$1,000.

How much money do BIDs generate?

Total BID levies generate over 1.8 million dollars each year. The average district revenue generated from assessments is \$71,038 (n=29). Many districts supplement this revenue from a wide range of sources. The following table summarizes these external funding sources and average amount of extramural funds generated.

Are there other funding sources used to supplement the BID revenues?

The following types of sources contribute to BID activities and programs. The numbers represent how many BIDs obtained funding from these other sources. As is evident from the list, many BIDs rely solely on the BID assessments.

Investment Interest:	22	Fund Raising:	17
Private Donations:	19	Member Fees:	0
Municipal Contributions:	18	Other:	19
Grant(s):	12		

What is the average operating budget for a BID?

The average annual operating budget is \$92,136. Operating budgets range from a low of \$5,000 (Eau Claire- W. Grand Avenue) to a high of \$1,200,000 (Downtown Management District- Milwaukee).

How are BID monies spent?

Business Improvement Districts often contract for a number of professional services to help administer BID programs and their operation.

19	(58%) of the Reporting BIDs Contracted	Graphic Design Services
14	(45%) of the Reporting BIDs Contracted	Accounting Services
12	(36%) of the Reporting BIDs Contracted	Litter Control Services
9	(28%) of the Reporting BIDs Contracted	Legal Services
25	(75%) of the Reporting BIDs Contracted	Secretarial Services
8	(24%) of the Reporting BIDs Contracted	Snow Removal Services
18	(56%) of the Reporting BIDs Contracted	Events Production
22	(69%) of the Reporting BIDs Contracted	Other Outside Services*

* The Other Services category increased substantially from the previous year. In 1997, 20 BIDs reported using other types of services as opposed to 20 this year. The types of services included contracting for all BID operations including staffing, market analysis, decorating, operations and maintenance of capital investments, and graffiti removal.

Other Types of BID Expenditures Include:

	<u>No. BIDs</u>	<u>% Total</u>	<u>Avg. Expenditure</u>
Promotional Efforts (General)	28	88%	NA
Special Events	22	69%	NA
Retail Business Promotions	20	61%	NA
Other	9	28%	NA
Assistance for Business Start-Up(s)	5	16%	NA
Job Training Programs	21	66%	NA
Advertising	24	75%	\$ 5,407
Marketing	21	66%	\$ 5,987
Audiovisual Materials	4	13%	\$ 3,343
Physical Improvements	15	47%	\$ 9,879
Streetscape Development	19	60%	\$87,014

For more information on Wisconsin BIDs, including a Directory of names and addresses for BID representatives, contact:

Charles S. Law, Ph.D.
 Community Planning and Design Specialist
 Local Government Center
 229 Lowell Hall, 610 Langdon St.
 Madison, WI 53703
 (608) 265-2501
 Email: cslaw@facstaff.wisc.edu

Or visit our Internet Web Site at: <http://www.uwex.edu/lgc/cp&d/bidpage/bid.htm>

Local Government Center Phone (608) 262-9961
 University of Wisconsin- Fax (608) 265-8662
 Extension
 229 Lowell Hall
 610 Langdon Street
 Madison, WI 53703



FREQUENTLY ASKED QUESTIONS (FAQs)

December 2007

WHAT ARE THE LEGAL REQUIREMENTS FOR MINIMUM AND MAXIMUM BID ASSESSMENTS?

The statute establishing Business Improvement Districts (BIDs) does not identify what assessment formula must be used by a BID, only that the Operating Plan/Annual Work Plan must disclose the formula in relation to the annual budget. Case law regarding special assessments in general requires them to be fair and equitable, which does not require them to be equal for each property owner. Even in the case of a special assessment for roadwork, for example, there is long established precedent that the assessment may be based on many factors, and it commonly happens that the formula includes a discount for corner lots which have frontage on two streets.

The BID Plans in existence in Wisconsin use many different assessment formulas. Many of them are based on a per thousand value of the property, some are a flat fee for each lot, some are based on frontage foot, and many of them have minimums and maximums. It is my opinion that minimums and maximums are quite fair, because some of the BID's benefits accrue pro rata, such as increasing the value of property in the district, but some of the BID's benefits accrue one to a property. For example, generally speaking each lot only has one listing in a directory no matter how large or small, receives only one copy of a newsletter, has only one invitation to a party or a meeting, and may also only benefit in other ways regardless of the size of the lot.

Authored by: Nancy Leary Haggerty, Attorney-Michael Best and Friedrich, LLP. (Milwaukee, Wisconsin) in collaboration with Chuck Law, Director, UW-Extension's Local Government Center.

Local Government Center
University of Wisconsin-Extension
610 Langdon Street, 229 Lowell Center
Madison, WI 53703

(608) 262-9960
Fax (608) 265-8662
<http://lgc.uwex.edu>

Attachment: BID Information UWEX (2663 : BID)

DIRECTORY of CONTACTS for WISCONSIN BUSINESS IMPROVEMENT DISTRICTS (BIDS)

May 2008

This information is being continually updated. Please contact the author for omissions and corrections. Use of this information without the expressed written consent of the author is prohibited.

More information on Wisconsin Business Improvement Districts can be found at the following Internet address.

<http://lgc.uwex.edu/cpd/bidpage/bid.html>



Charles S. Law, Ph.D.
Community Planning and Design Specialist
Local Government Center
University of Wisconsin-Extension
229 Lowell Center
610 Langdon Street
(608) 265-2501
E Mail: chuck.law@uwex.edu

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Antigo * Pop. 8,927 (Langlade)	1989	Not currently active. Website: www.antigo-city.org	\$1.94/\$1000
Appleton Pop. 70,167 (Outagamie/Winnebago/Calumet)	2000	Jennifer Stephany Appleton Downtown. Inc. 100 W. College Ave., #1A PO Box 2272 Appleton, WI 54912-2272 (920) 954-9112 Email: jennifer@appletondowntown.org Website: www.appletondowntown.org	\$2.50/\$1000 Min. \$250 Max. \$5000
Arcadia Pop. 2,100 (Trempealeau)	1991	Not currently active.	\$1.00/\$1000
Baraboo Pop. 9,625 (Sauk)	1989	Mr. Greg Lindner, BID President 101 Third Avenue PO Box 50 Baraboo, WI 53913 (608) 356-7703	\$1.85/\$1000
Beloit * Pop. 35,500 (Rock)	1989	Kathleen Braatz 400 E. Grand Avenue, Suite 308 Beloit, WI 53511-0291 (608) 365-0150 Email: dba@downtownbeloit.com Website: www.downtownbeloit.com	\$3.25/\$1000
Berlin Pop. 5,500 (Green Lake)	1988	Lisa Morris-Shilling, Exec. Director Berlin Business Improvement District 108 N. Capron St., PO Box 272 Berlin, WI 54923 (920) 361-9745 Email: berlinbid@dotnet.com Website: www.1berlin.com	\$2.95/\$1000 Max. \$1000
Black River Falls Pop. 3,600 (Jackson)	1997	Ms. Janet Olson Halaas Black River Falls Downtown Association PO Box 27 Black River Falls, WI 54615-0027 (715) 284-2503	Four Zones \$3.00/\$1000 \$2.75/\$1000 \$2.50/\$1000 \$0.00/\$1000
Brodhead Pop. 3,183 (Green)	1987	Mr. Doug Pinnow c/o Pinnow Pharmacy 1028 1st Center Avenue Brodhead, WI 53520 (608) 897-2595 Website: www.brodheadchamber.org/BID.cfm	\$2.50/\$1000
Chippewa Falls * Pop. 12,727 (Chippewa)	1988	Chippewa Falls Main Street, Inc. 514 N. Bridge Street Chippewa Falls, WI 54729 (715) 723-7858 Fax: (715) 720-4882 Website: www.chippewafallsmainst.org	\$1.57/\$1000 Needs to be updated (see operating plan)

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Deerfield Pop. 1,600 (Dane)	1989	Paul Haag BID Board Chair PO Box 13 Deerfield, WI 53531 (608) 764-8225 Email: Thefourhaags@charter.net	\$1.63/\$1000
Eagle River * Pop. 1,374 (Vilas)	1999	Rita Fritz Eagle River Revitalization Program 525 E. Maple St. PO Box 2302 Eagle River, WI 54521 (715) 477-0645 Email: errp@nnex.net Website: www.eaglerivermainstreet.org	\$.80/\$1000
Eau Claire * Downtown BID Pop. 58,000 (Eau Claire/Chippewa)		Tom Reiter 203 S. Farwell Street PO Box 5148 Eau Claire, WI 54702-5148 (715) 839-4914 Email: Tom.Reiter@ci.eau-claire.wi.us	\$2.47/\$1000
Eau Claire * Water St. BID Pop. 58,000 (Eau Claire/Chippewa)	1991	Tom Reiter 203 S. Farwell Street PO Box 5148 Eau Claire, WI 54702-5148 (715) 839-4914 Email: Tom.Reiter@ci.eau-claire.wi.us	\$1.14/\$1000
Eau Claire * West Grand Ave. BID Pop. 58,000 (Eau Claire/Chippewa)	1988	Tom Reiter 203 S. Farwell Street PO Box 5148 Eau Claire, WI 54702-5148 (715) 839-4914 Email: Tom.Reiter@ci.eau-claire.wi.us	\$5.66/\$1000
Fond du Lac Pop. 41,000 (Fond du Lac)	1999	Laura Parr, Director Downtown Fond du Lac Partnership 207 N. Main Street Fond du Lac, WI 54935-3460 (920) 921-9500 Email: laurap@fdlac.com Website: www.downtownfonddulac.com	\$2.10/\$1000 Min. \$150 Max. \$1900
Grantsburg Pop. 1,150 (Burnett)	1988	Ted Gerber Community Bank 316 S. Brad St. Grantsburg, WI 54840 (715) 463-3456 Website: www.granstburgwi.com	.019255%
Green Bay Downtown BID Pop. 100,146 (Brown)	1997	Jeff Mirkes, Executive Director Washington Commons, Suite C-1360 333 Main Street, Suite 117 Green Bay, WI 54301 (920) 437-5972 Email: jeffm@downtowngreenbay.com Website: www.downtowngreenbay.com	\$2.28/\$1000 (if retail, entertainment, or hospitality property) \$0.76/\$1000 (all others)

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Green Bay Old Main Street BID Pop. 100,146 (Brown)	1998	Sue Bessert, Director Olde Main Street Inc. 333 Main Street, Suite 117 Green Bay, WI 54301 (920) 437-1824 Email: sue@downtowngreenbay.com	\$3.00/\$1000 (if hospitality or entertainment) \$1.00/\$1000 (if warehouse) \$2.50/\$1000 (all others) Max. \$3000
Hartford Pop. 8,700 (Washington)	1989	Judith Bernd, Executive Director PO Box 270331 147 N. Rural Street Hartford, WI 53027 (262) 673-7193 Email: hartfordbid@netwurx.net	\$3.00/\$1,000
Lake Geneva Pop. 6,000 (Walworth)	1991	Kevin Fleming, President BID Board 711 Main Street Lake Geneva, WI 53147 (262) 248-4637 Email: Kevin@Flemingsltd.com	.073%
Madison Pop. 190,766 (Dane)	2000	Mary Carbine, Executive Director Madison's Central BID 715 East Washington Ave., PO Box 71 Madison, WI 53701 (608) 443-1973 Email: mcarbine@downtownmadison.org Website: www.downtownmadison.org	\$15/foot for a linear frontage
Marshfield * Pop. 19,700 (Wood/Marathon)	1990	Mike Brahm 630 S. Central, 7 th Floor, PO Box 727 Marshfield, WI 54449 (715) 387-6597	\$1.35/\$1000
Menomonie Pop. 13,500 (Dunn)	1990	Mary Solberg Main Street of Menomonie, Inc. 342 East Main Street Menomonie, WI 54751 (715) 235-2666 Email: mainstreet342@wwt.net Website: www.mainstreetmenomonie.org	\$2.25/\$1000
Menomonee Falls Pop. 27,544 (Waukesha)	1994	Robyn Turtenwald Village Centre BID PO Box 1001 Menomonee Falls, WI 53052-1001 (262) 251-8797 Email: VCMemfallf@wi.rr.com Website: www.shoppingthevillage.com	\$3.27/\$1000
Milwaukee #40 Airport Gateway BID	2006	TBD	
Milwaukee #29 Atkinson/Capitol/ Teutonia (ACT) BID Pop. 650,000 (Milwaukee)	2002	Theresa Hilber CEGM 3118 North Teutonia Avenue Milwaukee, WI 53206 (414) 265-2346 Email: thilber@communityenterprises.org	\$4.00/\$1000 Max. \$1500 Min. \$125

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Milwaukee #10 Avenues West BID Pop. 650,000 (Milwaukee)	1992-93	June Moberly Avenues West Association 2301 W. Wisconsin Avenue, Suite 778 Milwaukee, WI 53233 (414) 933-0640 Email: avewest@choiceonemail.com	\$3.00/\$1000 Based on \$100,116 Total Max: \$6000 Pro-rate mixed used building
Milwaukee #11 Brady Street BID Pop. 650,000 (Milwaukee)	1993	Leroy Buth New Brady Street Area Association 1327 E. Brady Street Milwaukee, WI 53202 (414) 562-1836 Email: leroybuth@ameritech.net	\$5.15/\$1000 Based on \$77,698 Total
Milwaukee #39 Center Street Market Place BID	2006	Justin Westmoreland (414) 807-8739 Email: jay_sweet_shop@sbcglobal.net	
Milwaukee #38 Cesar E. Chavez Drive	2006	Rafael Luciano (414) 671-6676	
Milwaukee #21 Downtown Management District BID Pop. 650,000 (Milwaukee)	1997	Elizabeth Nicols Downtown Milwaukee Management BID 600 East Wells Street Milwaukee WI 53202 (414) 220-4705 Email: beth@milwaukee downtown.com Website: www.milwaukee downtown.com	Formula Based on \$2,186,533 Total
Milwaukee #22 Edgewood/Oakland BID Pop. 650,000 (Milwaukee)	1998	Edgewood/Oakland Business Association Website: www.mkedcd.org/business/busbid.htm	Formula Based on \$4,441 Total
Milwaukee #4 Greater Mitchell Street Pop. 650,000 (Milwaukee)	1989	Judi Keller, Exec. Director Greater Mitchell Street BID 1635 S. 8 th Street Milwaukee, WI 53204 (414) 383-6601 Email: jkeller129@aol.com Website: www.mitchellstreet.com	\$4.00/\$1000 Based on \$84,386 Total Max: \$2500 Min: \$400
Milwaukee #31 Havenwoods BID Pop. 650,000 (Milwaukee)	2003	Stephanie Harling Havenwoods Economic Development Corp. (414) 431-2274 Email: sharling@havenwoods.org Website: www.havenwoods.org	\$1.00/\$1000 (Industrial) \$1.20/\$1000 (Retail)
Milwaukee #8 Historic King Drive BID Pop. 650,000 (Milwaukee)	1993	Teig Whaley-Smith 1849 N. Martin Luther King Jr. Drive, Suite 210 Milwaukee, WI 53212 (414) 265-5809 Email: teig@kingdrivebid.com Website: www.kingdrivebid.com	\$4.00/\$1000 Based on \$102,921
Milwaukee #2 Historic Third Ward BID Pop. 650,000 (Milwaukee)	1988	Nancy O'Keefe, Executive Director Historic Third Ward Association, Inc. 219 N. Milwaukee Street, 2 nd Floor Milwaukee, WI 53202 (414) 273-1173 Email: okeefe@historicthirdward.org	Formula Based on \$200,000 Total (Three different methodologies)

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Milwaukee #35 Kinnickinnic River BID Pop. 650,000 (Milwaukee)	2004	John Klement, Icon Development (414) 525-4500 ext. 224 Email: johnk@icon-development.net	
Milwaukee #26 Menomonee Valley BID Pop. 650,000 (Milwaukee)	1999	Corey Zetts Menomonee Valley Partners, Inc. 301 W. Wisconsin Ave., Suite 400B Milwaukee, WI 53203 (414) 274-4655 Email: corey@renewthevalley.org Website: renewthevalley.org	\$1.50/\$1000 Min. \$350 Max. \$2500
Milwaukee #20 North Avenue BID Pop. 650,000 (Milwaukee)	1997	Jim Plaisted, Executive Director 2431 North Murray Avenue Milwaukee, WI 53211 (414) 272-5823 Email: eastsidebid@sbcglobal.net Website: www.TheEastSide.org	Formula Based on \$120,391 Total
Milwaukee #28 North Avenue Gateway Pop. 650,000 (Milwaukee)	2002	Damon Dorsey North Avenue CDC 3624 West North Avenue Milwaukee, WI 53208 (414) 871-4793 Email: damondor@sbcglobal.net	
Milwaukee #32 North Avenue Market Place BID Pop. 650,000 (Milwaukee)	2004	Damon Dorsey North Avenue CDC 3624 West North Avenue Milwaukee, WI 53208 (414) 871-4793 Email: damondor@sbcglobal.net	
Milwaukee #9 North Water Street BID Pop. 650,000 (Milwaukee)	1993	Sheldon Opperman (414) 765-0305 Email: sheldon@compassproperties.com	Formula \$32,905 Total
Milwaukee #17 Northwest Area BID Pop. 650,000 (Milwaukee)	1996	Leslie Feiler 9001 North 76 th Street Milwaukee, WI 53223 (414) 315-0222 Email: dpoehtke@wi.rr.com	\$435/parcel Max. \$2000 Based on \$33,434 Total
Milwaukee #13 Oakland Avenue BID Pop. 650,000 (Milwaukee)	1994	Jim Plaisted, Executive Director 2431 North Murray Avenue Milwaukee, WI 53211 (414) 272-5823 Email: eastsidebid@sbcglobal.net	Formula Based on \$43,500
Milwaukee #3 River Front Plaza BID Pop. 650,000 (Milwaukee)			Formula Based on \$15,766 Total
Milwaukee #15 River Walk BID Pop. 650,000 (Milwaukee)	1994	Joseph Weirick Milwaukee Riverwalk District Polacheck Company 250 Sunnyslope Road, Suite 150 Brookfield, WI 53005 (262) 359-0955 Email: jweirick@polacheckmgmt.com	.06% Based on \$10,000 Total

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Milwaukee #25 Riverworks BID Pop. 650,000 (Milwaukee)	1999	Darryl Johnson 303 East Vienna Avenue Milwaukee, WI 53212 (414) 906-9650 Email: darrylj@nmidc.org Website: www.riverworksmke.org/	\$5.00/\$1000 Max. \$3500 (if retail) Max. \$1500 (industrial)
Milwaukee #36 Riverworks II BID Pop. 650,000 (Milwaukee)	2004	Darryl Johnson 303 East Vienna Avenue Milwaukee, WI 53212 (414) 906-9650 Email: darrylj@nmidc.org Website: www.riverworksmke.org/	
Milwaukee #37 30 th St. Industrial Corridor BID		Brenna Holly, Executive Director 30 th St. Industrial Corridor Corporation 3536 W. Fond du Lac Ave. PO Box 16498 Milwaukee, WI 53216 (414) 444-4706 Email: brenna_holly@30thstreeticc.org	
Milwaukee #19 Villard Avenue BID Pop. 650,000 (Milwaukee)	1997	Howard Snyder NW Side Community Development Corp. 4265 N. 30 th Street Milwaukee, WI 53216 (414) 444-8200 Email: hsnyder@nwscdc.org Or Todd Coleman tcoleman@nwscdc.org Website: www.nwscdc.org/villardbid/	Formula Based on \$74,100 Total
Milwaukee #27 West Burleigh St. BID Pop. 650,000 (Milwaukee)	2002	Jim Hiller, Burleigh CDC 4900 West Burleigh Street Milwaukee, WI 53210 (414) 447-9940 Email: hillerlaw@aol.com Website: www.burleighstreet.org	\$3.90/\$1000 then converted to flat rate based on Total Budget
Milwaukee #16 West North Avenue BID Pop. 650,000 (Milwaukee)	1996	John P. Mazza West North Avenue Business Association (414) 270-4167 Email: JohnM@ogdenre.com	\$4.50/\$1000 Based on \$54,593 Total
Milwaukee #5 Westown BID Pop. 650,000 (Milwaukee)	1989	Ellen Winters The Westown Association 633 W. Wisconsin Avenue, Suite 409 Milwaukee, WI 53203-1918 (414) 276-6696 Email: ellen@westown.org	\$0.90/\$1000 Max. \$12,600/parcel Min. \$210/parcel
Monroe Pop. 10,241 (Green)	1986	Nancy Maliszewski, BID Board President 1618 11 th Street Monroe, WI 53566 (608) 325-6125	\$.45/\$1000
Mosinee Pop. 3,986 (Marathon)	1997	Alice Whitmore, BID President Century 21 307 Water Street Mosinee, WI 54451 (715) 693-6000	\$10.52/\$1000

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Neenah Pop. 24,507 (Winnebago)	2002	Karen Harkness Future Neenah, Inc. 135 W. Wisconsin Ave PO Box 896 Neenah, WI 54957-0896 (920) 722-1920 Email: kharkness@new.rr.com Website: www.neenah.org	\$2.95/\$1000 Max. \$7000 Min. \$750
Omro Pop. 2,863 (Winnebago)	1988	Steve Volkert, Director of Marketing Omro BID 103 W. Main Street PO Box 399 Omro, WI 54963-0399	\$2.94/\$1000
Oshkosh Pop. 56,541 (Winnebago)	1987	Kristi Bales, Principal Planner City of Oshkosh PO Box 1130 Oshkosh, WI 54901 (920) 236-5057 Email: kbales@ci.oshkosh.wi.us Website: www.downtownoshkosh.com	Proportionate value of \$136,000 Budget
Portage * Pop. 8,880 (Columbia)	1987	Tim Dienger, BID Manager Portage Chamber of Commerce 139 W. Cook Street Portage, WI 53901 (608) 742-5417 Email: tdienger@jvl.net	\$1.77/\$1000
Port Washington Pop. 10,000 (Ozaukee)	1994	Traci Mead, Executive Director Port Washington Business Improvement PO Box 444 Port Washington, WI 53074 (262) 305-4220, Fax (262) 268-1132 Email: traci@portbid.com Website: www.portbid.com	\$2.11/\$1000 Max. \$3200
Racine BID #1 Downtown Racine Pop. 81,900 (Racine County)	2001	Devin Sutherland, Executive Director Downtown Racine c/o Downtown Racine Corporation 413 Main Street Racine, WI 533403 (262) 634-6080 Email: dsutherland@racinedowntown.com	\$1.90/\$1000
Racine BID #2 West Racine Pop. 81,900 (Racine County)	2006	West Racine c/o Racine County Economic Dev. Corp. 2320 Renaissance Blvd. Sturtevant, WI 53177 (262) 898-7404 Email: jtrick@racinecountyedc.org	\$2.00/\$1000
Reedsburg Pop. 5,000 (Sauk)	1990		10% of assessed value of property tax Out for a couple of weeks

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Rhineland * Pop. 7,900 (Oneida)	2006	Larry Frasier, BID Board President PO Box 1144 Rhineland, WI 54501 (715) 365-3333 Email: frasier@newnorth.net Website: www.downtownrhineland.com	\$2.22/\$1000
Rice Lake * Pop. 7,900 (Barron)	1990	Kathy Wellsandt Rice Lake Main Street 138 ½ N. Main Street, Suite 201 Rice Lake, WI 54868 (715) 234-5117 Email: rlmainst@chibardun.net Website: www.ricelakemainstreet.com	\$2.75/\$1000
Ripon * Pop. 7,119 (Fond du Lac)	1989	Craig Tebon Ripon Main Street 301 ½ Watson Street PO Box 365 Ripon, WI 54971 (920) 748-7466 Website: www.riponmainst.com	\$3.35/\$1000 Proportionate to Total Value
River Falls * Pop. 10,600 (Pierce/St. Croix)	1988	Jill Schmidt River Falls BID/Main Street Office 220 S. Main Street, PO Box 144 River Falls, WI 54022 (715) 425-8901	\$.23/\$1000
Shawano * Pop. 7,596 (Shawano)	1988	Jim Warren, President Shawano BID 101 S. Main Street Shawano, WI 54166 (715) 526-4321	\$2.25/\$1000
Sheboygan Pop. 50,000 (Sheboygan)	1990	Richard Meyer Harbor Centre BID PO Box 791 Sheboygan, WI 53082 (920) 452-6921 Website: www.harborcentre.com	\$2.30/\$1000 w/ min. and max.
Sheboygan Falls * Pop. 6,023 (Sheboygan)	1988	Nancy Verstrate, Executive Director Sheboygan Falls Main Street Office 504 Broadway Sheboygan Falls, WI 53085 (920) 467-6206 Email: nverstrate@sheboyganfalls.org Website: www.sheboyganfalls.org	\$2.00/\$1000
Shorewood Pop. 13,763 (Milwaukee)		Jim Plaisted 2431 N. Murray Ave. Milwaukee, WI 53211 (414) 906-8975 Email: eastsidebid@sbcglobal.net	
Spooner Pop. 2,700 (Washburn)	2004	Aaron Arf 234 Walnut Street Spooner, WI 54801	

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
Sun Prairie Pop. 17,000 (Dane)	1989	John Weishar, BID Board Chairperson Sun Prairie BID 300 E. Main Street Sun Prairie, WI 53590 (608) 837-5213 (608) 235-8475 (C) Email: jweishar@charter.net	\$1.3926/\$1000
Superior Pop. 28,000 (Douglas)	1989	Kaye Tenerelli, Executive Director Superior BID 1401 Tower Avenue, Suite 302 Superior, WI 54880 (715) 394-3557 Email: tenerellik@superiorbid.com Website: www.superiorbid.com	\$2.00/\$1000
Two Rivers * Pop. 2,147 (Manitowoc)	1996	Michael Zimmer Two Rivers Main Street, Inc. 1609 Washington Street PO Box 417 Two Rivers, WI 54241 (920) 794-1482 Email: mainstreet@lakefield.net Website: www.trmainstreet.org	Formula Based on Needs (Never to Exceed \$2.00/\$1,000). Currently \$1.42/\$1,000 with \$100 min. \$2500 max. per parcel.
Waukesha Pop. 58,113 (Waukesha)	1985	Karen Richards, Marketing Assistant Waukesha Business Improvement District 913 Clinton Street Waukesha, WI 53186 (262) 549-6154 Email: BID@ci.waukesha.wi.us Website: www.downtownwaukesha.com	\$2.95/\$1000
Wausau Pop. 38,426 (Marathon)	2004	Kelly Michaels-Saager City of Wausau Clerk 407 Grant St. Wausau, WI 54403-4783 (715) 261-6622 Email: ksaager@mail.ci.wausau.wi.us	Based on annual budget Min. \$250 Max. \$2,500
Waupun Pop. 8,844 (Fond du Lac/Dodge)	1988	Gary Rogers, City Administrator 201 East Main St. Waupun, WI 53963 (920) 324-7919 Email: gary@cityofwaupun.org	\$1.50/\$1000
Wauwatosa Pop. 48,000 (Milwaukee)	1994	Brian Preiss 1414 Underwood Ave., Suite 420 Wauwatosa, WI 53213 (414) 520-0440 or (414) 297-9285 Email: info@villageofwauwatosa.com Website: www.villageofwauwatosa.com	\$2.90/\$1000
West Allis * Pop. 64,000 (Milwaukee)	1989	Brian Preiss Downtown West Allis 7231 W. Greenfield Avenue West Allis, WI 53214 (414) 774-2676 Email: director@downtownwestallis.com Website: www.downtownwestallis.com	\$5.05/\$1000 Generates Budget of \$52,140

WI BID Community (County)	Year Estab.	Contact Person's Name/Address/Phone	Levy Rates
West Bend * Pop: 24,470 (Washington)	2000	Josephine Minskey, Executive Director Downtown West Bend Association 128 South Sixth Avenue, Suite One West Bend, WI 53095 (262) 338-3909 Email: josie@downtownwestbend.com Website: www.downtownwestbend.com	\$4.00/\$1000
Wisconsin Dells Pop. 2,509 (Sauk/Adams/ Columbia)	1998	Bill Brown, Board Chairman 300 LaCrosse Street Wisconsin Dells, WI 53965 (608) 254-2012, Fax (608) 254-7329 Email: bill.brown@charter.net	Five Zones \$0.50/\$1,000 \$1.00/\$1,000 \$1.75/\$1,000 \$2.00/\$1,000 \$3.00/\$1,000

Total = 82

*** Associated with a Wisconsin Main Street Program**



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: A. Review of BID operating plan.*



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: B. Notice of Public Hearing.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: C. Public Hearing.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: D. Resolution PC14-03, Designating Business Improvement District #1 and Adopting Proposed Initial Operating Plan.

ATTACHMENTS:

- Resolution PC14-03 (PDF)

PLAN COMMISSION
RESOLUTION #PC14-03

DESIGNATING BUSINESS IMPROVEMENT DISTRICT #1 AND
ADOPTING PROPOSED INITIAL OPERATION PLAN

WHEREAS, HZ Properties LLC, an owner of real property used for commercial purposes and located in the proposed business improvement district (BID), has petitioned the City Plan Commission and Common Council, pursuant to Wis. Stats. §66.1109, for the creation of a BID (a copy of said petition is attached hereto and incorporated herein by reference as Exhibit 1); and

WHEREAS, the City Clerk-Treasurer has published a Class II Notice of Public Hearing to be held at the City Hall Council Chambers on September 22, 2014 at 7:00 p.m., whereupon the City Plan Commission heard all interested parties, their agents and attorneys.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Plan Commission of the City of De Pere, Wisconsin, that:

1. The Plan Commission of the City of De Pere hereby designates Business Improvement District #1 and adopts it proposed initial operating plan attached hereto and incorporated herein by reference as Exhibit 2.
2. If after 30 days from September 22, 2014, no petition conforming with the requirements of Wis. Stats. §66.1109(2)(d) has been filed with the City Plan Commission protesting the proposed BID #1 initial operating plan, this Resolution shall be forwarded to the Common Council for it to vote on adopting the proposed operating plan for the City of De Pere.

BE IT FURTHER RESOLVED THAT:

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

Resolution #PC14-03

Page 2 of 2

Adopted by the Plan Commission of the City of De Pere, Wisconsin, this 22nd day of September, 2014.

APPROVED:

Michael J. Walsh, Mayor
Plan Commission Chair

Ayes: _____

Nays: _____

Attachment: Resolution PC14-03 (2679 : Resolution PC14-03, Designating Business Improvement District #1)

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review a Conditional Use Application for an Overnight Shelter Facility at 290 Reid Street (Pennings Building) in a Single & Two Family Residential District. Applicant: St. Norbert College.*

ATTACHMENTS:

- PC_Staff_Memo_CU_SNC (PDF)
- SNC Conditional Use Permit application (PDF)

Item #4: Review a Conditional Use Application for an Overnight Shelter Facility at 290 Reid Street (Pennings Building) in a Single & Two Family Residential District. Applicant: St. Norbert College.*

A Conditional Use Application was submitted by St. Norbert College for an Overnight Shelter Facility at 290 Reid Street which is known as the Pennings Building. A similar conditional use was approved by the Plan Commission and the City Council for the first part of 2014. The conditional use is requesting that the facility be made available between the dates of November 1st through April 30th, 2015 as an overnight shelter. The application also requests that the conditional use be valid for five years. A total of 16 beds would be made available. The property is zoned R-2 (Single & Two Family Residence) and Overnight Shelter Facilities are permitted as a conditional use. The table below summarizes some of the impact related to the new facility.

Conditional Use Review Form	Yes	No	NA
Will the proposed use be compatible with the surrounding area?	X		
Will the proposed building be architecturally compatible with those in the surrounding area?			X
Will the condition create a:			
1. Noise problem		X	
2. Traffic problem		X	
3. Parking problem		X	
4. Highway Access problem			X
5. Garbage disposal problem		X	
6. Policy and Fire protection problem		X	
7. Be hazardous to children		X	
8. Lighting problem		X	
9. Sewage disposal problem		X	
10. Water supply problem		X	
11. Runoff or drainage problems		X	
12. Windblown articles		X	
13. Water pollution		X	
14. Air pollution		X	
15. Wind erosion		X	
Would the new use of the property have an adverse effect on population densities?		X	
Would the property insurance rates increase for adjoining owners?			X
Would the granting of the conditional use be detrimental to the environment?		X	
Would the proposed use add or create a floodplain problem?		X	
Would prime agricultural land be destroyed if approved?		X	
Will this use have an adverse effect on a school district?		X	
Will this change decrease adjacent property values?		X	
Will the use add to the economic growth of the labor and industry of Brown County?		X	
Is the conditional use primarily for a speculative income return?		X	

Recommendation

Staff would recommend approval of the conditional use with the following conditions:

1. The building shall be in compliance with building and fire code for residential occupants.
2. The numbers of beds would be limited to 16 beds.
3. Operation would be between November 1st through April 30th each year for a period of five years (Fall 2014 - Spring 2020; new application required before fall of 2020).
4. Hours of operation would be between 9 p.m. and 6 a.m. Daytime services would not be provided by St. Norbert College.
5. Services provided are limited to those related to a safe sleeping facility for guests.
6. The conditional use shall be forwarded to City Council.

	CITY OF DE PERE APPLICATION FOR CONDITIONAL USE	Fee: \$ 260.00
		Receipt #:
		Date:

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

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) St. Norbert College	Authorized Representative Daniel Robinson	Title Sr. Advisor to the VP for MSA	
Mailing Address 100 Grant St.	City De Pere	State WI	ZIP Code 54115
Email Address daniel.robinson@snc.edu	Phone Number (incl. area code) 920-403-3079	Fax Number (incl. area code) 920-403-4092	

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
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description Pennings Activity Center; 290 Reid St.; De Pere, WI 54115	Parcel No.
--	------------

SECTION 4: Proposed Conditional Use

Existing Zoning:	R-2 - single family residence
Present Use of Parcel:	educational
Proposed Use of Parcel:	temporary emergency housing
Present Use of Adjacent Properties:	educational

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) Eileen Jahnke	Title Vice President	Phone Number 920-403-3250
Signature of Applicant Eileen Jahnke		Date Signed 9-15-14

A plan consisting of all applicable information listed on the attached shall be submitted with this application.

TO BE COMPLETED BY CITY STAFF

A Conditional Use Permit is authorized by the De Pere Zoning Code, Section(s):

City of De Pere Conditional Use Permit application

-for St. Norbert College building at 290 Reid St.; De Pere, WI

- A. Overflow/Emergency overnight site for St. John the Evangelist Homeless Shelter
- B. Conditional use approval for a temporary, overnight shelter facility at 290 Third. St. The building would be used to provide overnight shelter (as needed) for guests of St. John the Evangelist Homeless Shelter between November 1-April 30, which match with the season the shelter is open. Our intention is to operate primarily during the semester break, but be available if an emergency arises where the Shelter is not available (e.g., loss of heat, etc.) We would also ask that the Conditional Use Permit be valid for a five-year period, and then be revisited at that point.
- C. Location of project/building is 290 Reid St.; De Pere, WI (*see map created by City Planning department*)
- D. Other needed information
 - a. **Existing site conditions** – The building is currently used for a variety of student activities, including athletic activities in the gymnasium. The building also houses the St. Norbert College Campus Safety department as well as the College’s ROTC program.
- G. Other information considered pertinent by the Plan Commission
 - a. **Floor plan of use** - The Pennings Activity Center would house 16 guests in an emergency, overflow situation. These guests would sleep in the gymnasium on the lower level. They would have access to the bathroom facilities and lounge. The college security staff are housed on the 2nd floor of this building.
 - b. **Number of beds to be provided** – 16
 - c. **Proposed dates of operation** – November 1-April 30th, matching the shelter’s season of operation.
 - d. **Proposed hours of operation** – 9:00 PM-6:00 AM
 - e. **Services to be provided** - St. Norbert College would provide overflow sleeping accommodations and basic bathroom facilities. All other services offered to shelter guests would be done at the primary location (411 St. John St. Green Bay, WI). Guests would eat meals, shower, prepare for the day and meet with case managers at the primary location. The overflow site, located at St. Norbert College, would simply offer safe, warm and dry sleeping facilities when the shelter reaches it capacity of 84 and the 1st identified overflow site, located in Green Bay, reaches its capacity of 16. The space would also be available for up to 16 people if the main shelter is unavailable due to an emergency (e.g., loss of heat, etc.).
 - f. **Serviced provided during daytime hours** - St. Norbert College would not offer services to homeless guests during daytime hours. The college would only serve as an overnight overflow accommodation site.
 - g. **Transportation services provided** - Shelter guests would be transported to and from the overflow site using taxi service or a contracted service through another nonprofit. Guests would be transported from St. John’s primary site in Green Bay each evening and would be transported back to St. John’ shelter each morning prior to exiting for the day.

Attachment: SNC Conditional Use Permit application (2664 : SNC Conditional)

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Request for zoning code interpretation for screening of mechanicals for a future addition at Syble Hopp. Applicant: Performa.

ATTACHMENTS:

- PC_Staff_Memo_Syble Hopp (PDF)
- 2014 08-21 DePere Zoning Variance Submittal Letter (PDF)
- 2014 08-20 Variance App (PDF)
- Exhibit A Neighborhood Photographs (PDF)
- Exhibit B Syble Hopp School Mechanical Rooftop Screening Views (PDF)
- Exhibit C Site Floor Plan and Elevations (PDF)

Item #5: Request for zoning code interpretation for screening of mechanicals for a future addition at Syble Hopp. Applicant: Performa.

Syble Hopp is planning an addition and also some new mechanical equipment on the new and existing building structure. Under our zoning code, Chapter 14 Section 6(f), which is our general building requirements section, the zoning code states:

“(f) Mechanical equipment. All mechanical equipment, including roof mounted, shall be integrated into the design of the structure to the extent possible, enclosed or screened as part of the overall architectural design.”

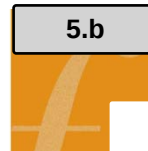
As you can see from the attached material, Performa is requesting that the Plan Commission allow the project to proceed without screening for the mechanical units. They cited a number of concerns:

1. Impact to existing roof and long term maintenance
2. Added cost
3. Lack of need given the location of the mechanical units
4. Lack of screening on neighboring properties in the area

Before moving forward with the final site plan, Performa is requesting clarification from the Plan Commission on how to proceed. The primary concern at the staff level is the appearance and potential noise from units that are not properly maintained. The screening not only helps with appearance, it can also deflect the noise from the units especially when adjacent to residential neighborhoods.

Recommendation:

While the code does require that the units be screened, there is some flexibility for the Plan Commission to determine if the architectural design is sufficient to address this requirement. Staff does not feel that the appearance would be significantly impacted with either option given the location of the units on the roof top. Staff would be fine with rooftop units not being screened with the understanding that if the units are not properly maintained that it will require enforcement by the City which could also include screening of the units.



LETTER OF TRANSMITTAL

Date: August 21, 2014

To: City of DePere
Planning & Economic Development

Project: Syble Hopp
School

Address: 335 S. Broadway Street
De Pere WI 54115

Project No.: 14001

Attention: Ken Pabich
Director of Planning
& Economic Development

We are sending you the following:

- 1 copy - City of DePere Application for Variance
- 1 check for \$120.00
- 1 cd - cd with pdf's of entire submittal including
 - Application for Variance
 - Exhibit 'A' - Neighborhood Photographs
 - Exhibit 'B' - Syble Hopp School Mechanical Rooftop Screening Views
 - Exhibit 'C' - Site Plan, Floor Plan and Elevations

Comments:

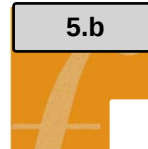
Dear Ken,

Please accept these documents for Plan Commission and Zoning Board of Appeals Review on behalf of Syble Hopp School. It has come to my attention that although the City of DePere Zoning Ordinance does not specifically indicate R-2 Residential Districts in the pertinent section, the proposed addition onto the Syble Hopp School will be required to provide rooftop mechanical unit screening.

It's the desire of the applicant, architect, and owner that we be allowed to install mechanical units on top of the existing building and proposed addition without screening with the full understanding that we would certainly install screening on a brand new building project. The additional cost of providing mechanical screening is far outweighed by the fact that the screens themselves present a typical ongoing maintenance nightmare in that over time these roof penetrations (attachment to structure below) inevitably work loose, leak, and cause expensive internal water damage and ongoing roof repair costs.

The specific site located at 755 Scheuring Road does not pose any particular shape, topographical, or physical surrounding hardship and the visible portion of the mechanical units will not create an unsightly condition apart from what currently exists on Scheuring Road. It appears precedence has been established within the surrounding neighborhood for non-screened mechanical roof top, side wall, and/or ground mounted units. Please see Exhibit 'A' Neighborhood Photographs and Exhibit 'B' Syble Hopp School Mechanical Rooftop Screening Views.

Attachment: 2014 08-21 DePere Zoning Variance Submittal Letter (2666 : Syble Hopp)



We also submit that granting the variance would not diminish or impair property values within the neighborhood.

Respectfully,

Mark J. Robbins AIA, NCARB, LEED® AP
Senior Project Manager/Architect

Performa, Inc.
PLANNERS+ARCHITECTS+ENGINEERS

124 N. Broadway
De Pere, WI 54115
920.360.1182 Cell
920.713.3145 Direct
920.336.9929 Office
920.336.2899 Fax
markr@performainc.com

cc: Project File

Attachment: 2014 08-21 DePere Zoning Variance Submittal Letter (2666 : Syble Hopp)

	CITY OF DE PERE APPLICATION FOR VARIANCE	Fee: \$ 120.00
		Receipt #: _____
		Date: _____

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

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) Performa Inc	Authorized Representative Mark Robbins	Title Architect of Record	
Mailing Address 124 N Broadway	City DePere	State WI	ZIP Code 54115
Email Address markr@performainc.com	Phone Number (incl. area code) 920.360.1182	Fax Number (incl. area code) NA	

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

Name (Ind. Org. or Entity) Syble Hopp School	Contact Person Barb Natalie	Title Director	
Mailing Address 755 Scheuring Road	City DePere	State WI	ZIP Code 54115
Email Address bnatelle@syblehopp.org	Phone Number (incl. area code) 920.336.5754	Fax Number (incl. area code) NA	

SECTION 3: Project or Site Location

Project Address: 755 Schuering Road Legal Description:	Parcel Number(s):
---	-------------------

SECTION 4: Variance Information

Section of De Pere Code which creates need for Variance:	ZONING ORDINANCE , ARTICLE XII. 14-60. (f) Mechanical Equipment
Ordinance Provision:	All mechanical equipment, including roof mounted, shall be integrated into the design of the structure to the extent possible, enclosed or screened as part of the overall architectural design.
Project Description:	9,954 square foot interior Sensory Courtyard addition to the existing Syble Hopp School. The project is proposed to also include fully sprinklering the rest of the entire facility so it will be fully sprinklered.
Variance Requested:	Although the ordinance does not include R-2 residential Districts it has come to this applicant's attention that De Pere will require/recommend a roof top mechanical screen. Variance request to forego the implied requirement for roof top mechanical unit screening.
Describe the exceptional circumstances or conditions that apply to your property and not to surrounding properties:	In addition to being an added cost to the overall project the owner would like to avoid the long term maintenance nightmare these installation typically are associated with because over time roof top mounted screen fastening open up causing roof leaks and internal water damage resulting in expensive internal and roof repairs on an ongoing basis.
Describe the hardship(s) that would result if the variance is not granted:	If the variance was not granted the owner would be forced into the long term nightmare maintenance and ongoing cost issues mentioned above in addition to providing more initial project capital.
Describe how the variance would not have adverse effects on surrounding properties:	Granting the variance would not adversely impact the surrounding neighborhood anymore than what already exists (as precedence) in that there are existing roof top and side wall mounted mechanical units that are not screened. Please see Exhibit 'A' for existing visual precedence and Exhibit 'B' for existing and proposed views of Syble Hopp School.

Attachment: 2014 08-20 Variance App (2666 : Syble Hopp)

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 Variance Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

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

Name of Owner/Authorized Representative (please print) Mark J Robbins	Title <i>Architect of Record</i>	Phone Number 920.360.1182
Signature of Applicant 		Date Signed 8-21-2014

Maps and scaled drawings which help explain the request are strongly encouraged. Attached additional sheets if necessary.

Exhibit 'A'**Syble Hopp School Neighborhood Photographs**

Unscreened roof top, side wall, and ground mounted mechanical units

#1) Riverside Rides; 305 Lande Street



#2) Studio Forty-Four, 1001 Scheuring Road

Attachment: Exhibit A Neighborhood Photographs (2666 : Syble Hopp)



View from residential units across the street



#3) Citgo Gas Station, 1017 4th Street



#4) Wisconsin International School, 405 Grant Street



View from Grant Street

#5) KinderCare, 784 Scheuring Road



View from Erickson Way on the east side of the facility

Attachment: Exhibit A Neighborhood Photographs (2666 : Syble Hopp)

#6) DePere Community Center, 600 Grant Street



View from street

#7) Blessed Hope Baptist Church, 645 Grant Street



View from sidewalk

#8) Maverick Painting & Staining, 1238 Red Maple



View from street

#9) 1208 Lost Dauphin



View directly across the street from 1208 in the median

Additional neighboring unscreened mechanical/utility items







Exhibit 'B'

Syble Hopp School

Exhibit 'B'

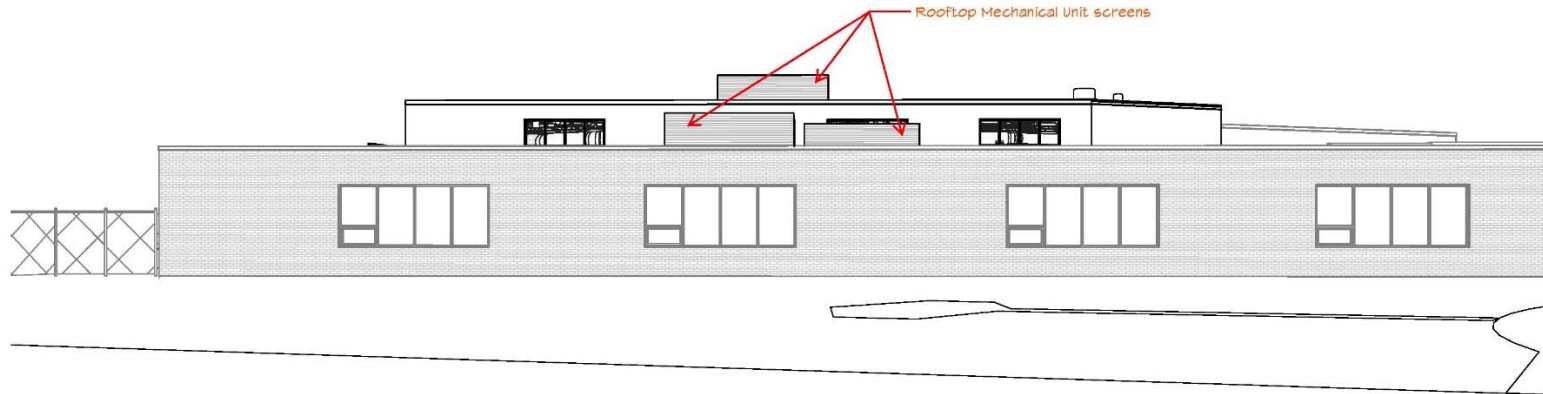
8-18-2014

Exterior Street Views of Existing vs Proposed - Roof Top Mechanical Units

Existing View from Scheuring Road looking south



Proposed View from Scheuring Road looking south

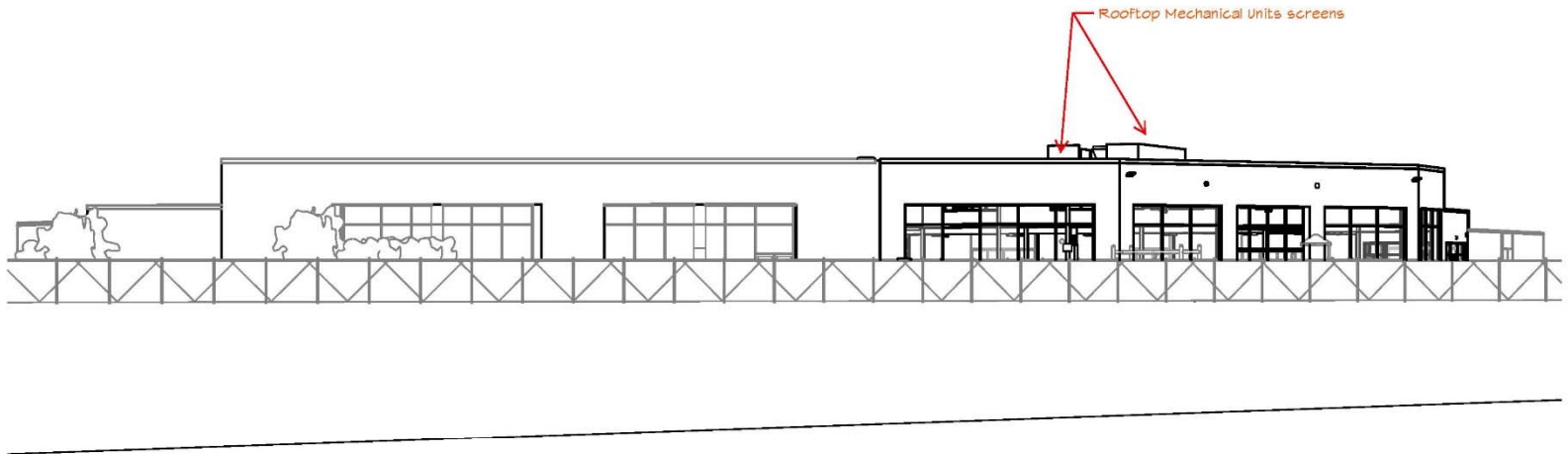


R

Existing View from Lost Dauphin Road looking northwest



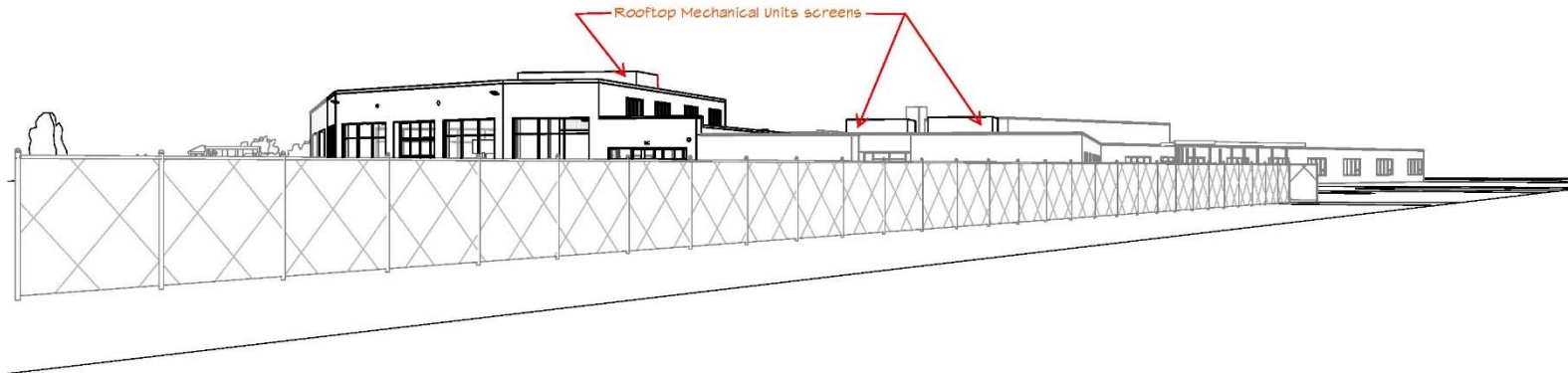
Proposed View from Lost Dauphin Road looking northwest

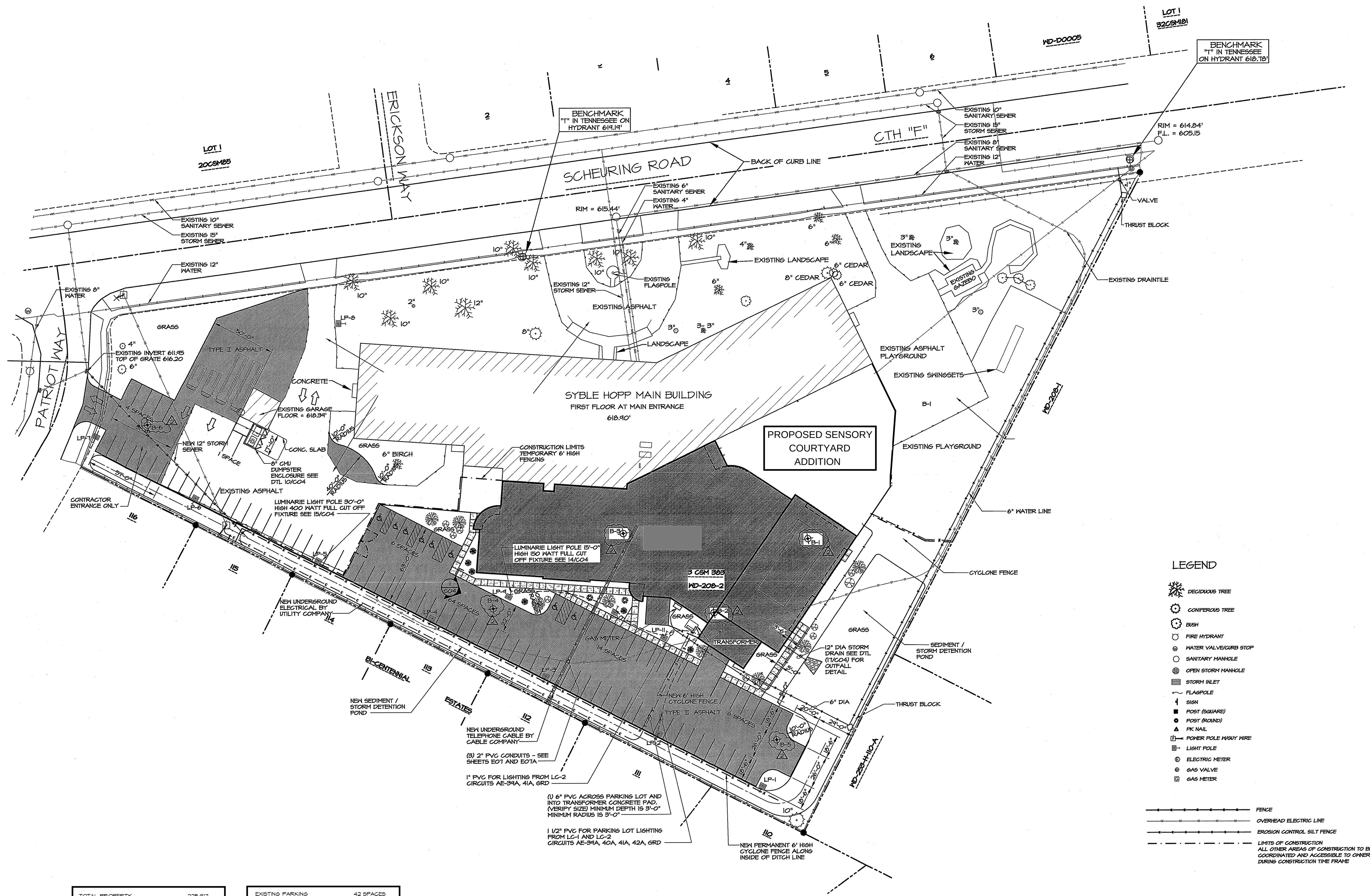


Existing View from Scheuring Road looking southwest



Proposed View from Scheuring Road looking southwest





TOTAL PROPERTY	225,917
EXISTING BUILDING	57,675
BUILDING ADDITION	9,954
TOTAL BUILDING	67,629
EXISTING PAVING	31,236
TOTAL GREEN SPACE	90,236 (40% OF SITE)

EXISTING PARKING	42 SPACES
EXISTING STAFF	60 PEOPLE
STANDARD PARKING	57 SPACES
VAN HANDICAPPED	4 SPACES
STANDARD HANDICAPPED	4 SPACES
TOTAL PARKING	95 SPACES

NORTH
↑
SITE PLAN
SCALE: 1" = 30'-0"

LEGEND

- DECIDUOUS TREE
- CONIFEROUS TREE
- BUSH
- FIRE HYDRANT
- WATER VALVE/CURB STOP
- SANITARY MANHOLE
- OPEN STORM MANHOLE
- STORM INLET
- FLAGPOLE
- SIGN
- POST (SQUARE)
- POST (ROUND)
- PK NAIL
- POWER POLE W/ GUY WIRE
- LIGHT POLE
- ELECTRIC METER
- GAS VALVE
- GAS METER

- FENCE
- OVERHEAD ELECTRIC LINE
- EROSION CONTROL SILT FENCE
- LIMITS OF CONSTRUCTION
- ALL OTHER AREAS OF CONSTRUCTION TO BE COORDINATED AND ACCESSIBLE TO OWNER DURING CONSTRUCTION TIME FRAME

CONTRACTOR:

PROFESSIONAL SEAL(S)

PROJECT INFO:

SYBLE HOPP SCHOOL

755 SCHEURING ROAD
DE PERE, WI 54115

MARK	DATE	DESCRIPTION
------	------	-------------

DATE: 03/16/05
PROJECT NO. 330
CAD FILE: \JOB 330\330-C02
DRAWN BY: J. FINGER
DESIGNED BY: G. KOCKEN

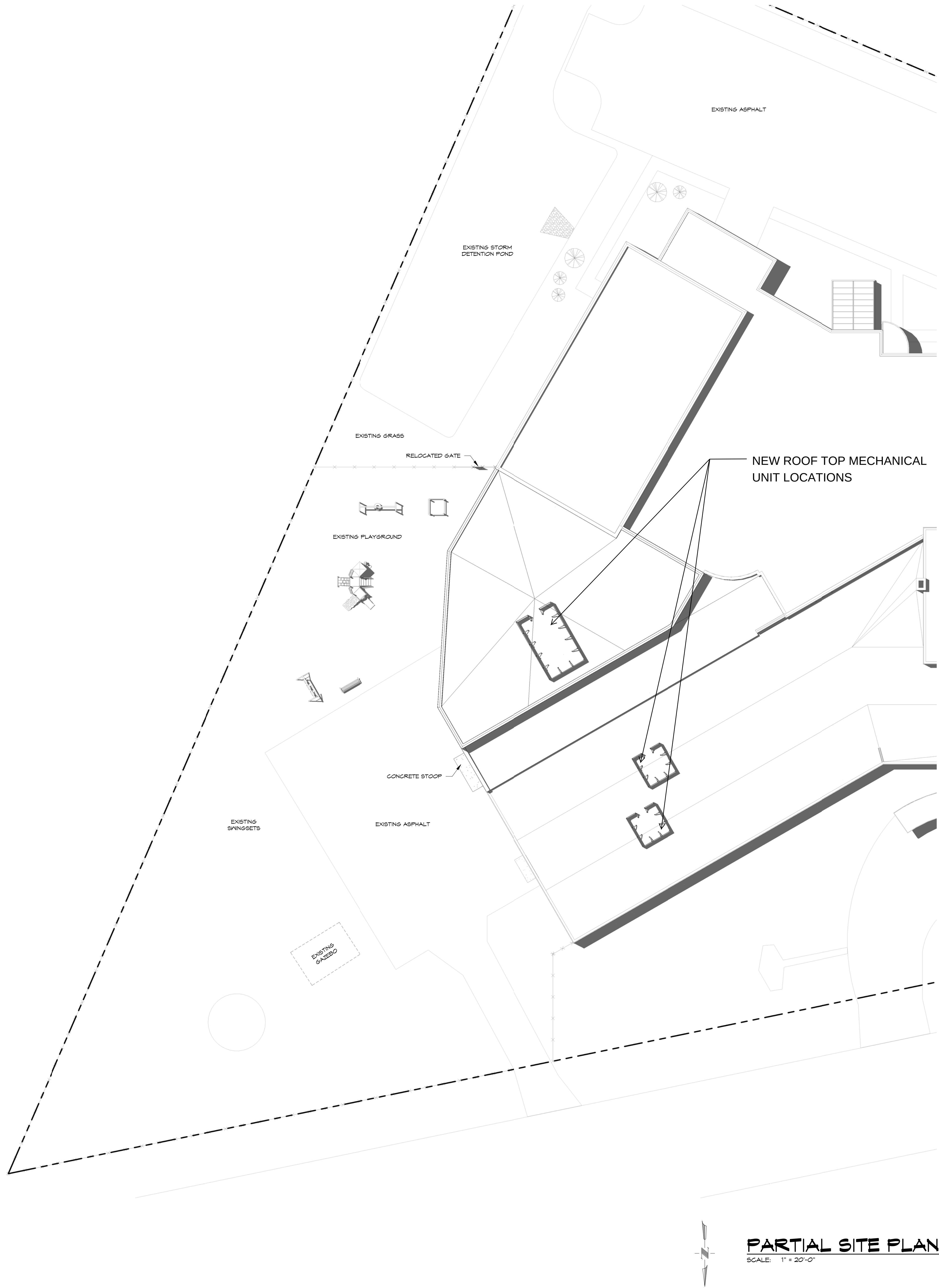
SHEET TITLE:

SITE
PLAN

SHEET:

E1
SIZE

C02
SHT. NO.

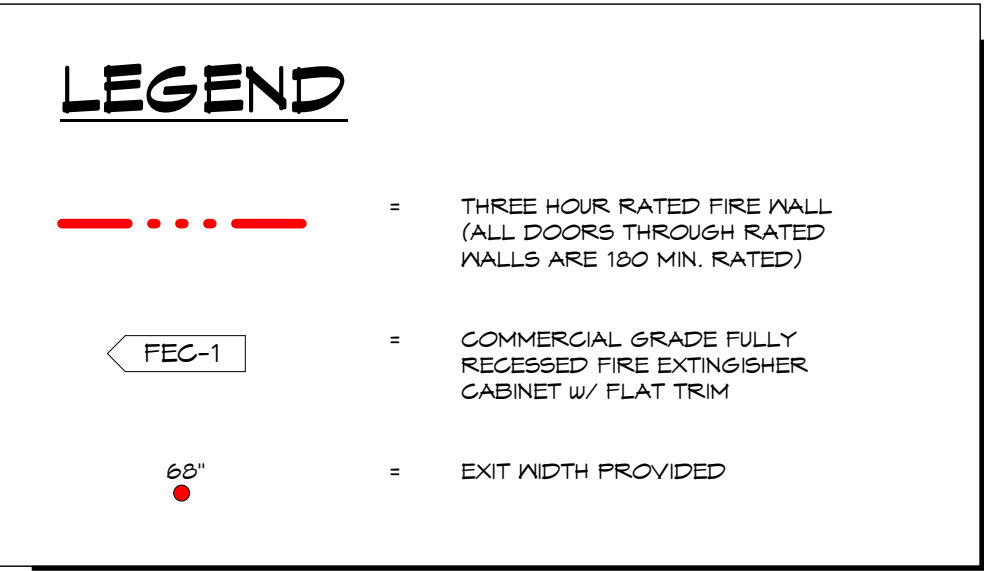


PARTIAL SITE PLAN
SCALE: 1" = 20'-0"

GENERAL SITE NOTES:

1. ALL CONSTRUCTION OF SITE WORK AND SEQUENCING TO BE IN ACCORDANCE WITH THE CURRENT WISCONSIN PROGRAM.
2. PRIOR TO START OF CONSTRUCTION, CONTRACTOR TO INSTALL SILT FENCING & SEDIMENT CONTROL.

TITLE		DESCRIPTION		NO.	BY	DATE
ARCHITECTURAL SITE PLAN		SENSORY COURTYARD ADDITION SYBLE HOPP SCHOOL				
		155 SCHEURING ROAD, DE PERE, WISCONSIN 54115				
						
						
		PLANNERS + ARCHITECTS + ENGINEERS 224 N. BROADWAY P.O. BOX 1100 DE PERE, WISCONSIN 54115 PHONE: 920.338.2882 FAX: 920.338.2885 www.performanc.com				
DRAWN	JR	CHKD	MR			
DATE	08/01/14					
SCALE	As Indicated					
DRAWING NO.	AS1.1					
PROJECT NO.	14001	REV				

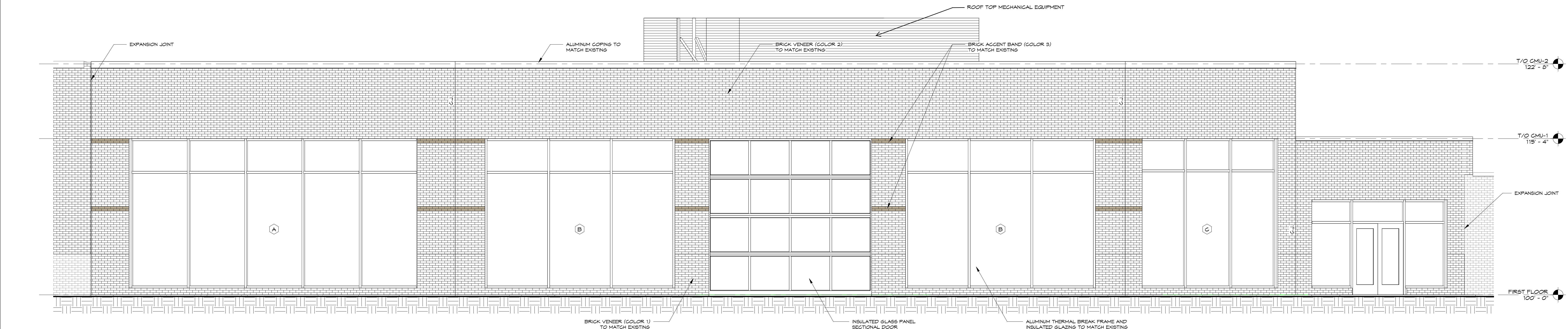


SYBLE HOPP
SCHOOL

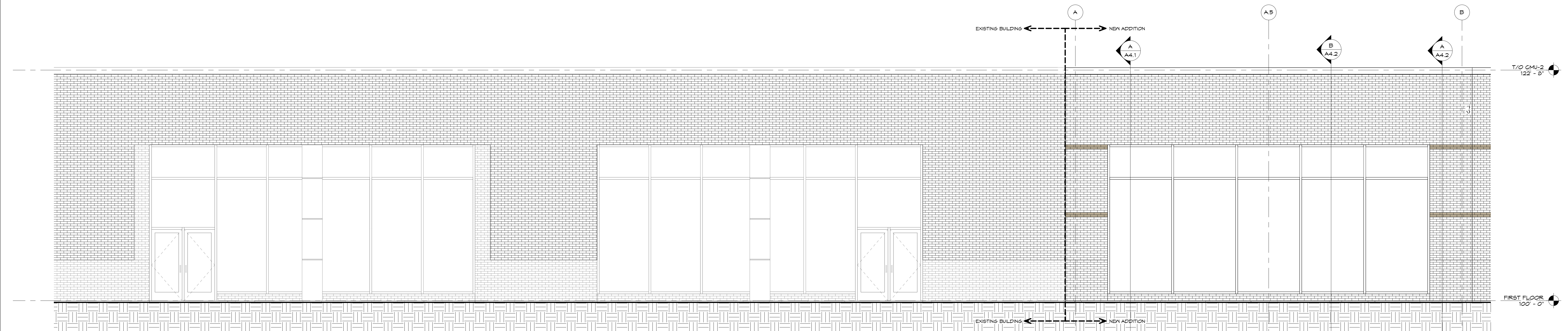
Performa®
PLANNERS + ARCHITECTS + ENGINEERS
124 N. BROADWAY, P.O. BOX 5156
DE PERE, WISCONSIN 54155

LIFE SAFETY PLAN

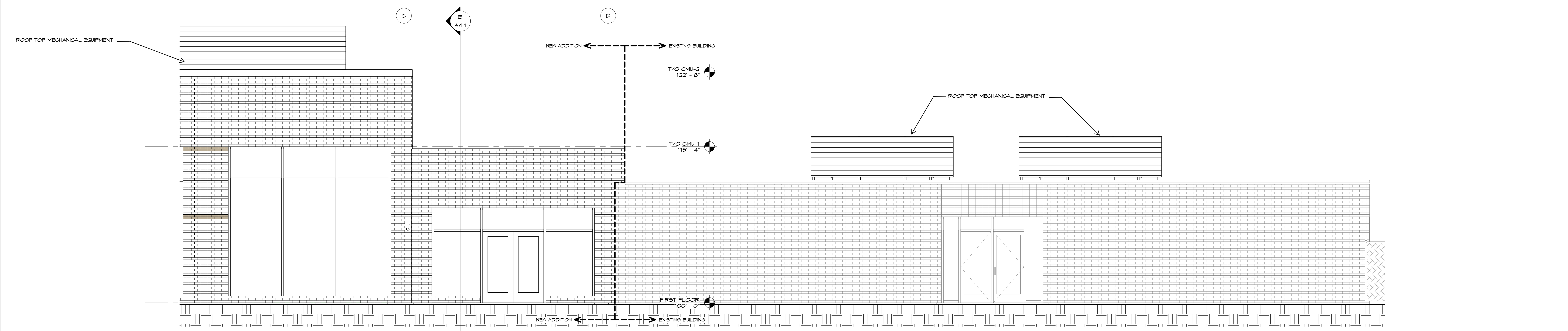
DRAWN	CHK'D
JR	MR
DATE	
08/01/14	
SCALE	
As Indicated	
DRAWING NO.	
LS1.1	
PROJECT NO.	REV.
14001	



EAST ELEVATION



SOUTHEAST ELEVATION - EXISTING BUILDING & SENSORY COURTYARD 103



NORTHEAST ELEVATION - EXISTING BUILDING & VESTIBULE 101

DATE	BY	DESCRIPTION	NO.

SENSORY COURTYARD ADDITION
SYBLE HOPP SCHOOL
 155 SCHEURING ROAD, DE PERE, WISCONSIN 54115

SYBLE HOPP SCHOOL

Performa
 PLANNERS + ARCHITECTS + ENGINEERS
 224 N. BROADWAY, F.O. BOX 1550
 DE PERE, WISCONSIN 54115
 PHONE: 920.324.8800 FAX: 920.324.2885 www.performawis.com

EXTERIOR ELEVATIONS

TITLE	DRAWN	CHKD	MR.
	JR		
DATE	08/01/14		
SCALE	1/4" = 1'-0"		
DRAWING NO.	A3.1		
PROJECT NO.	14001	REV.	

3
A3.1
SCALE: 1/4" = 1'-0"

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review the minor amendment to the Precise Implementation Plan for 150 S. Wisconsin St (Walgreens) to allow for a dumpster enclosure. Applicant: Midland Development.

ATTACHMENTS:

- PC_Staff_Memo_PIP_Amendment_Walgreens(PDF)
- Walgreens De Pere - New Trash Enclosure (PDF)

Item #6: Review the minor amendment to the Precise Implementation Plan for 150 S. Wisconsin St (Walgreens) to allow for a dumpster enclosure. Applicant: Midland Development.

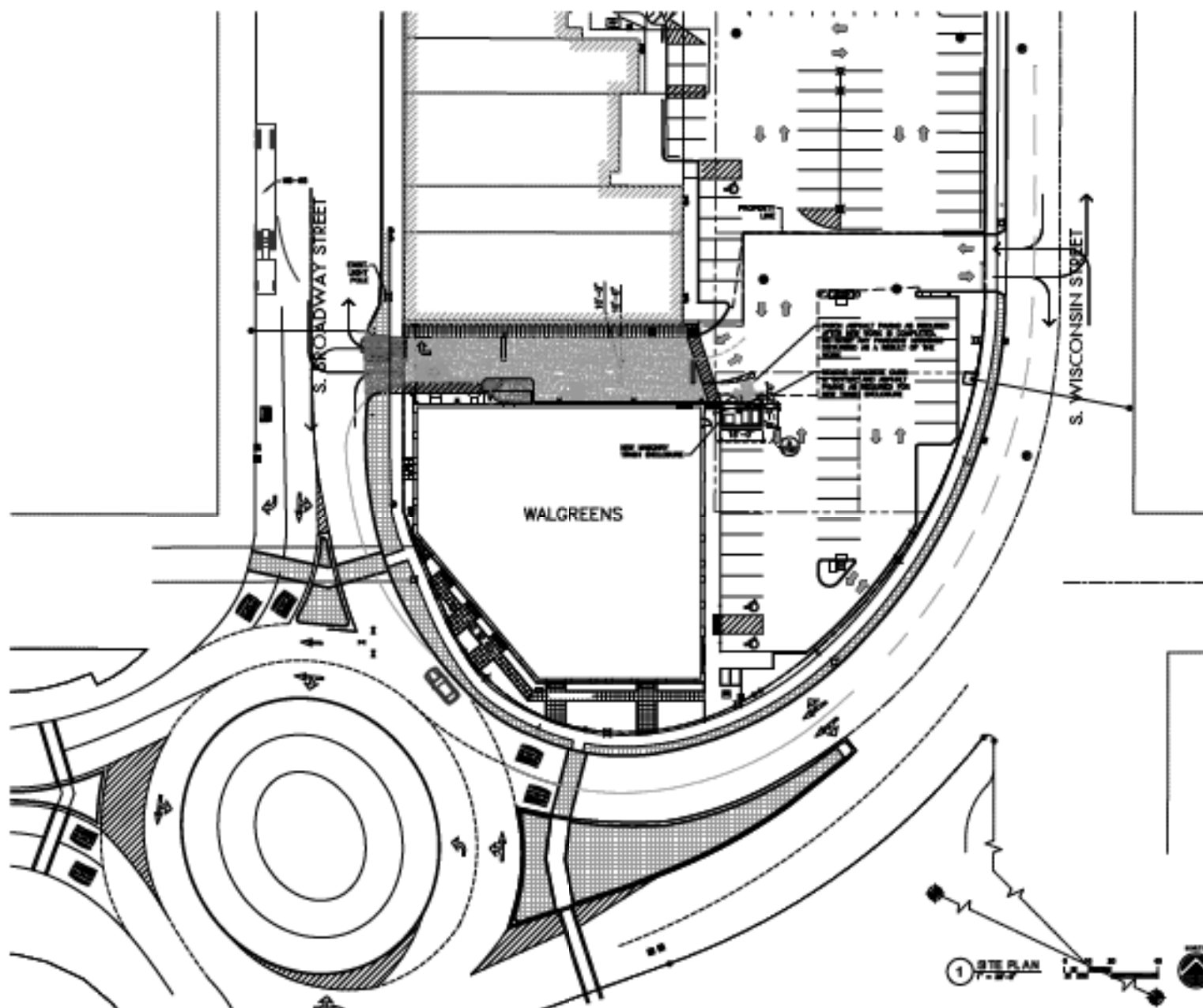
When Walgreens initially proposed the project at 150 S. Wisconsin St, it was intended to be designed with the waste and recycle included in the building layout. Unfortunately once the project was approved, the design architect passed away and Walgreens designed the inside of the building without waste and recycle being included. This issue was not caught until the store began to stock the shelves.

Staff has worked with Walgreens and Midland Development to look at options for moving forward. Some accommodations have been made inside the building for waste and recycling to be processed but they still need a location to place it until pickup.

To minimize the impact to the design and overall appearance of the site, Midland Development is asking for a minor amendment to the site plan to allow for a waste and recycling enclosure. The enclosure would be next to the building and would be made of matching material (see attached drawings). The location of the enclosure would remove one parking stall and a small landscape island. There was an option to have the enclosure moved further to the north in the lane of traffic, but it would make traffic movements more difficult and the enclosure would 'stand out' more from a design aspect.

Recommendation:

While the impact of losing a stall is significant, staff would recommend approval of the minor amendment request at the proposed location. The location would not detract from the overall design of the building or site. In addition, staff has worked with Midland and Walgreens to minimize the overall size of the enclosure (which also requires additional pick up to be managed by Walgreens).



THE RICHARDS COMPANY
 • DESIGN • CONSTRUCTION
 • OPERATIONS • MAINTENANCE
 12000 FARM ROAD
 SUITE 200
 DE PERE, WISCONSIN 54004
 PHONE: 920.241.1000
 WWW.RICHARDS-INC.COM

PROJECT INFORMATION

WALGREENS
STORE NUMBER 15837
 150 S. WISCONSIN AVE.
 DE PERE, WI

REVISIONS AND REVISIONS

TRASH ENCLOSURE

REVISION	DATE	BY
1	01/15/2011	WAL

SHEET BY ORIGINATOR

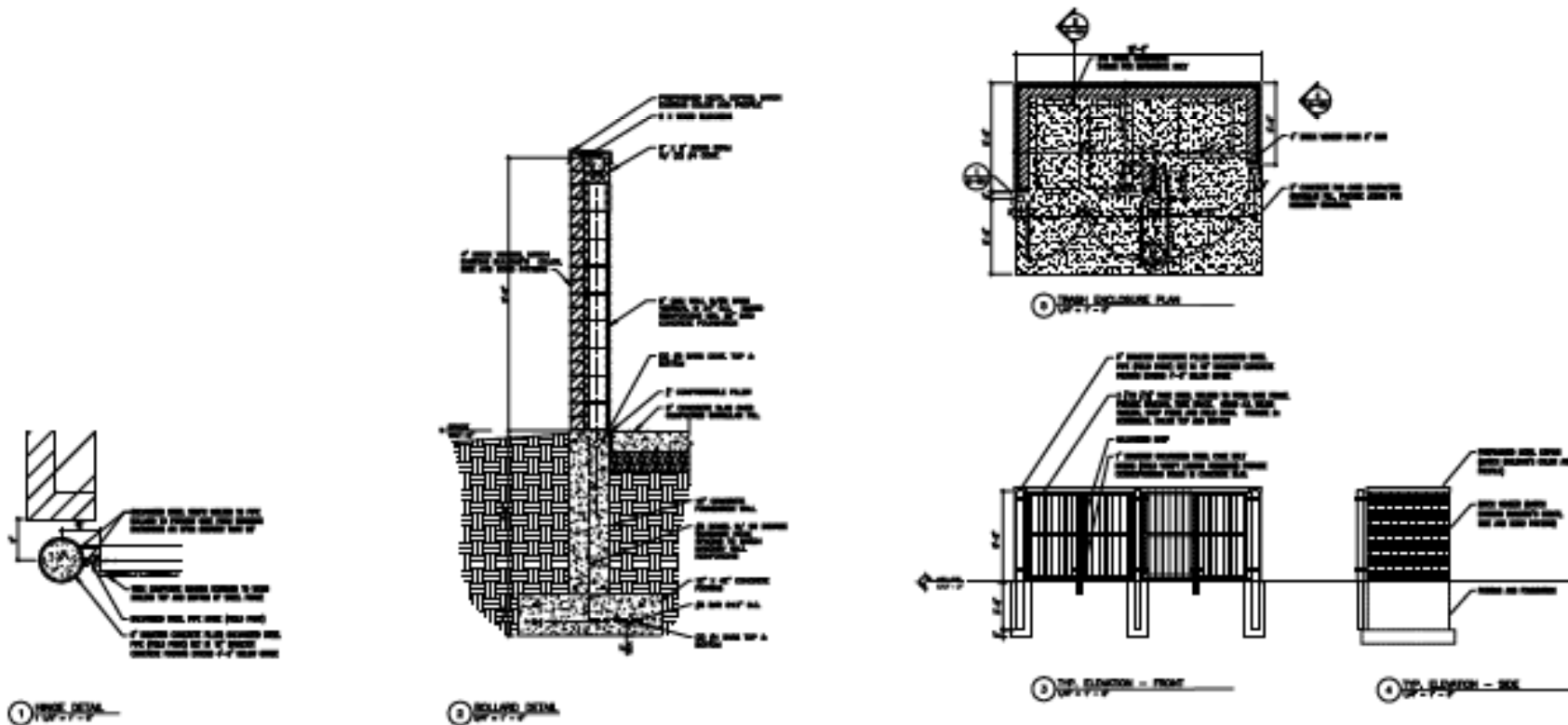
OWNER'S AND USE OF DOCUMENT

THIS DOCUMENT IS THE PROPERTY OF THE RICHARDS COMPANY. IT IS TO BE USED FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE RICHARDS COMPANY. THE RICHARDS COMPANY SHALL NOT BE LIABLE FOR ANY DAMAGE OR LOSS OF PROFITS, BUSINESS, OR REPUTATION, OR FOR ANY SPECIAL, CONSEQUENTIAL, OR INCIDENTAL DAMAGES, INCLUDING ATTORNEY'S FEES, ARISING OUT OF OR IN CONNECTION WITH THE USE OF THIS DOCUMENT.

PROJECT NUMBER: 15837
 DATE: 01-15-2011
 DRAWN BY: WJ

SITE PLAN

C-100



THE BESSARD COMPANY
 • ARCHITECTS • ENGINEERS
 1000 N. WISCONSIN AVE.
 DE PERE, WI 54931
 PHONE: 920.233.1111
 FAX: 920.233.1112

PROJECT INFORMATION

WALGREENS
STORE NUMBER 15637
 150 S. WISCONSIN AVE.
 DE PERE, WI

REVISIONS AND REVISIONS

TRASH ENCLOSURE

REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	08/11/11

OWNER INFORMATION

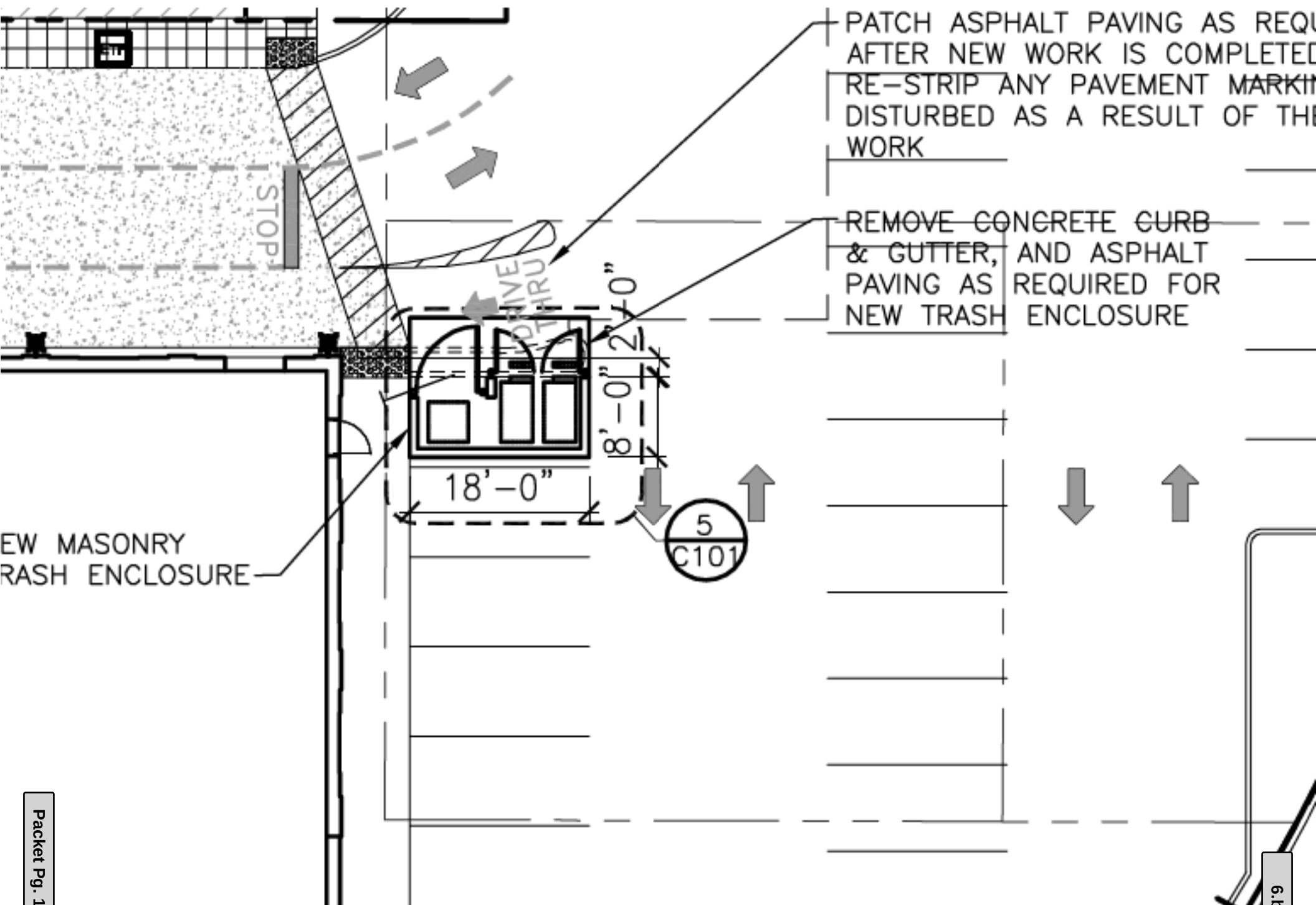
OWNERSHIP AND USE OF DOCUMENTS

THIS DOCUMENT IS THE PROPERTY OF THE BESSARD COMPANY. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE BESSARD COMPANY. THE BESSARD COMPANY SHALL BE RESPONSIBLE FOR THE PROTECTION OF THIS DOCUMENT AND ITS CONTENTS. THE BESSARD COMPANY SHALL NOT BE RESPONSIBLE FOR THE LOSS OF OR DAMAGE TO THIS DOCUMENT OR ITS CONTENTS. THE BESSARD COMPANY SHALL NOT BE RESPONSIBLE FOR THE USE OF THIS DOCUMENT FOR ANY OTHER PROJECT OR SITE.

PROJECT NUMBER: 15637
 DATE: 08/11/11
 DRAWN BY: JLB

TRASH ENCLOSURE DETAILS

C-101



City of De Pere, Wisconsin



Request For Plan Commission Action

MEETING DATE: September 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review the extra territorial CSM Application for a 2 outlot and road dedication CSM in the Town of Lawrence. Applicant: Mach IV.*

ATTACHMENTS:

- PC_Staff_Memo_extra_CSM (PDF)
- Extra_CSM (PDF)

Item #7: Review the extra territorial CSM Application for a 2 outlot and road dedication CSM in the Town of Lawrence. Applicant: Mach IV.*

Mach IV has completed a CSM with two outlots and a dedication to the public for new streets (Mahogany Trail and Mahogany Circle). The CSM is related to the existing condominium development. The developer will be deeding the road, stormwater pond, and conservancy area to the Town.

Recommendation:

Staff would recommend approval of the CSM, and that the CSM be forwarded to the Common Council for approval. The CSM needs the following corrections:

1. CSM must meet the requirements specified by Brown County Planning.
2. Certificate for City of De Pere should be Shana Defnet, City Clerk.

	CITY OF DE PERE APPLICATION FOR CSM REVIEW	Fee: \$ 300.00
		Receipt #: 96199
		Date: 9-4-14

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) Pat Kaster		Authorized Representative Andy Cleveland - Mach IV	
Title Land Surveyor			
Mailing Address 211 N. Broadway Suite 114		City Green Bay	State WI
ZIP Code 54303			
Email Address a.cleveland@mach-iv.com		Phone Number (incl. area code) 920-569-5765	Fax Number (incl. area code) 920-569-5767
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Name (Ind. Org. or Entity) River City Realtors		Contact Person Pat Kaster	
Title			
Mailing Address		City	State
ZIP Code			
Email Address		Phone Number (incl. area code)	Fax Number (incl. area code)
SECTION 3: Project or Site Location			
Project Address/Description Mahogany Trail - Condo development			Parcel No. L-1464 to L-1500
SECTION 4: CSM Information			
Existing Zoning:			
Present Use of Parcel:		Residential	
Proposed Use of Lots:		Residential to be dedicated / deeded to Town (Road & parts)	
Please submit 1 hard copy and 1 PDF copy of the CSM if the property is located within the City or if the property is located within the extraterritorial jurisdiction.			
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) Andy Cleveland		Title Land Surveyor	Phone Number 920-569-5765
Signature of Applicant 		Date Signed	

TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 46.

Certified Survey Map

Part of Phase I of the recorded "Carpenters Crossing Condominium, First Addendum" recorded in Volume 5, Condominium plats, Page 175 (Doc. #2397068), being those lands released in Document #???????, Document #???????, and Document #???????, all of Brown County Records, located in Lot 74 of the plat of William's Grant Subdivision, located in the Town of Lawrence, Brown County, Wisconsin

150 75 0 150
Graphic Scale

Bearings referenced to the East line of Lot 74 of the recorded "William's Grant Subdivision", assumed to be S35°42'01"W

Coordinates based on the Brown County Coordinate System

Lot 1 52-CSM-56

Lot 1 51-CSM-147

Centerline of Tributary to Ashwaubenon Creek

Phase I Carpenters Crossing Condominium First Addendum

Storm Water Management Area

Lot 73 Williams Grant Subdivision

Outlot 1 52-CSM-56

Centerline of Tributary to Ashwaubenon Creek

Outlot 2 52-CSM-56

Lot 99 Williams Grant Subdivision

Lot 95 Williams Grant Subdivision

Outlot 1 51-CSM-147

Outlot 2 51-CSM-147

Phase I Carpenters Crossing Condominium First Addendum

Lawrence Drive

Mahogany Trail

Lot 6 Carpenter's Crossing

Lot 5 Carpenter's Crossing

Lot 75 Williams Grant Subdivision

Line Table:
L-1 N77°06'56"E 14.42'
L-2 S77°06'56"W 14.42'
L-3 N12°53'04"W 56.00'

Southwest Corner Lot 74 Williams Grant Subd. (PK Nail fd)

Legend

- 1.32" (o.d.) x 18" Iron pipe with cap weighing 1.68 lbs/ln ft set
- 1" Iron pipe found
- ⊕ Brown County Monument - type noted
- 100 yr. Floodplain Line
- (D.T.T.P.) Dedicated to the Public

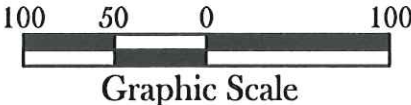
13 Carpenters Crossing Condominium First Addendum Unit Number

Mach IV
Engineering & Surveying LLC
211 N. Broadway, Suite 114, Green Bay, WI 54303
PH: 920-569-5765 Fax: 920-569-5767

Client: CCLW LLC

Certified Survey Map

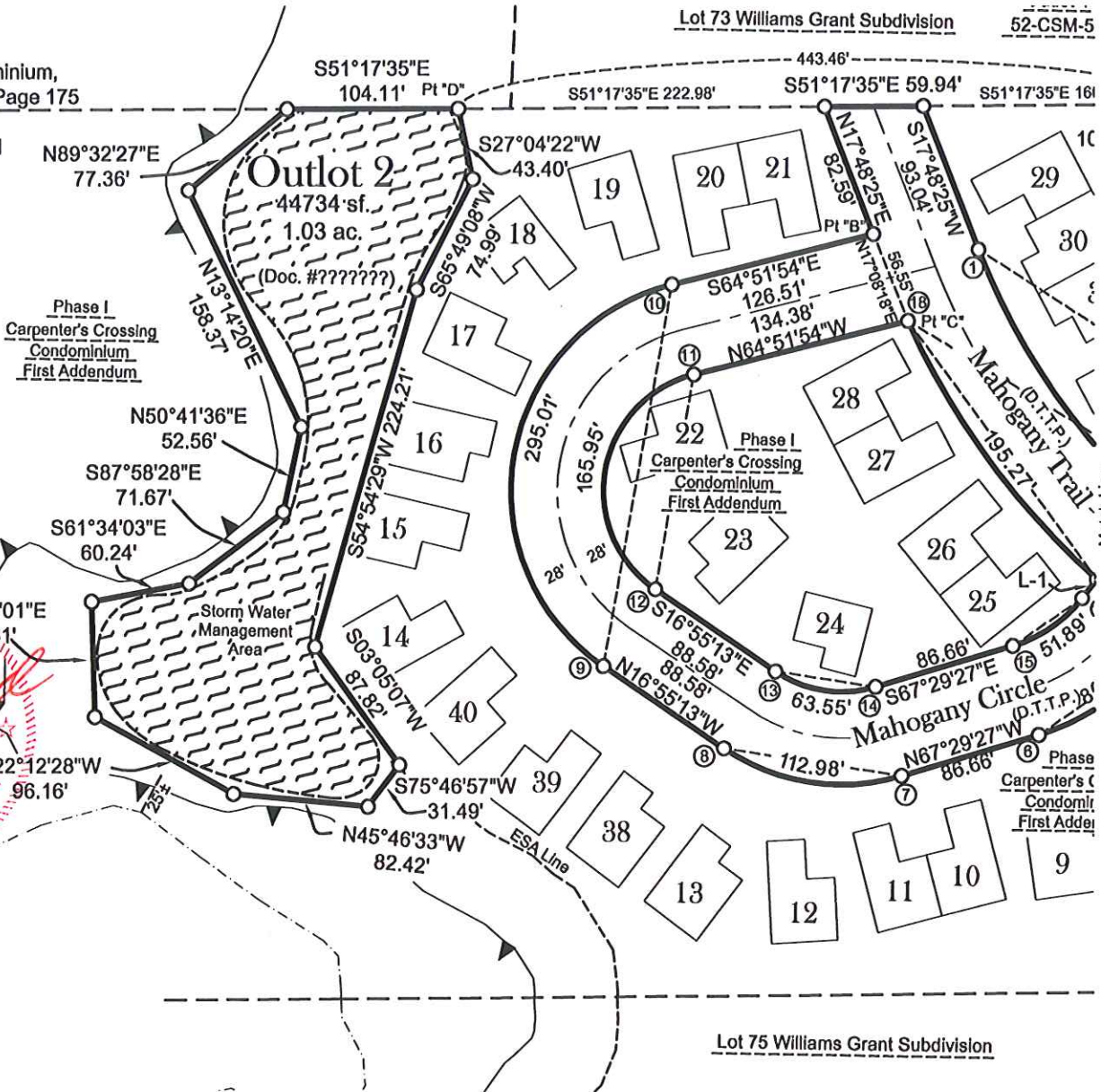
Part of Phase I of the recorded "Carpenters Crossing Condominium, First Addendum" recorded in Volume 5, Condominium plats, Page 175 (Doc. #2397068), being those lands released in Document #???????, Document #???????, and Document #???????, all of Brown County Records, located in Lot 74 of the plat of William's Grant Subdivision, located in the Town of Lawrence, Brown County, Wisconsin



Bearings referenced to the East line of Lot 74 of the recorded "William's Grant Subdivision", assumed to bear S35°42'01"W
Coordinates based on the Brown County Coordinate System



- Legend**
- 1.32" (o.d.) x 18" Iron pipe with cap weighing 1.68 lbs/lin ft set
 - 1" Iron pipe found
 - ⊕ Brown County Monument - type noted
 - ▲ 100 yr. Floodplain Line
 - (D.T.T.P.) Dedicated to the Public
 - 13 Carpenters Crossing Condominium First Addendum Unit Number



Sheet 2 of 5
Project No. 0028-15-14
Drawing No. 1002

Scale:
1"=100'

Client: CCLW LLC

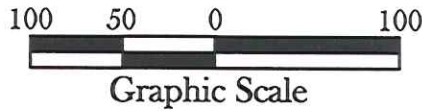
Drafted By: RJO
Tax Parcel No.: L-1464-1500

Mach IV

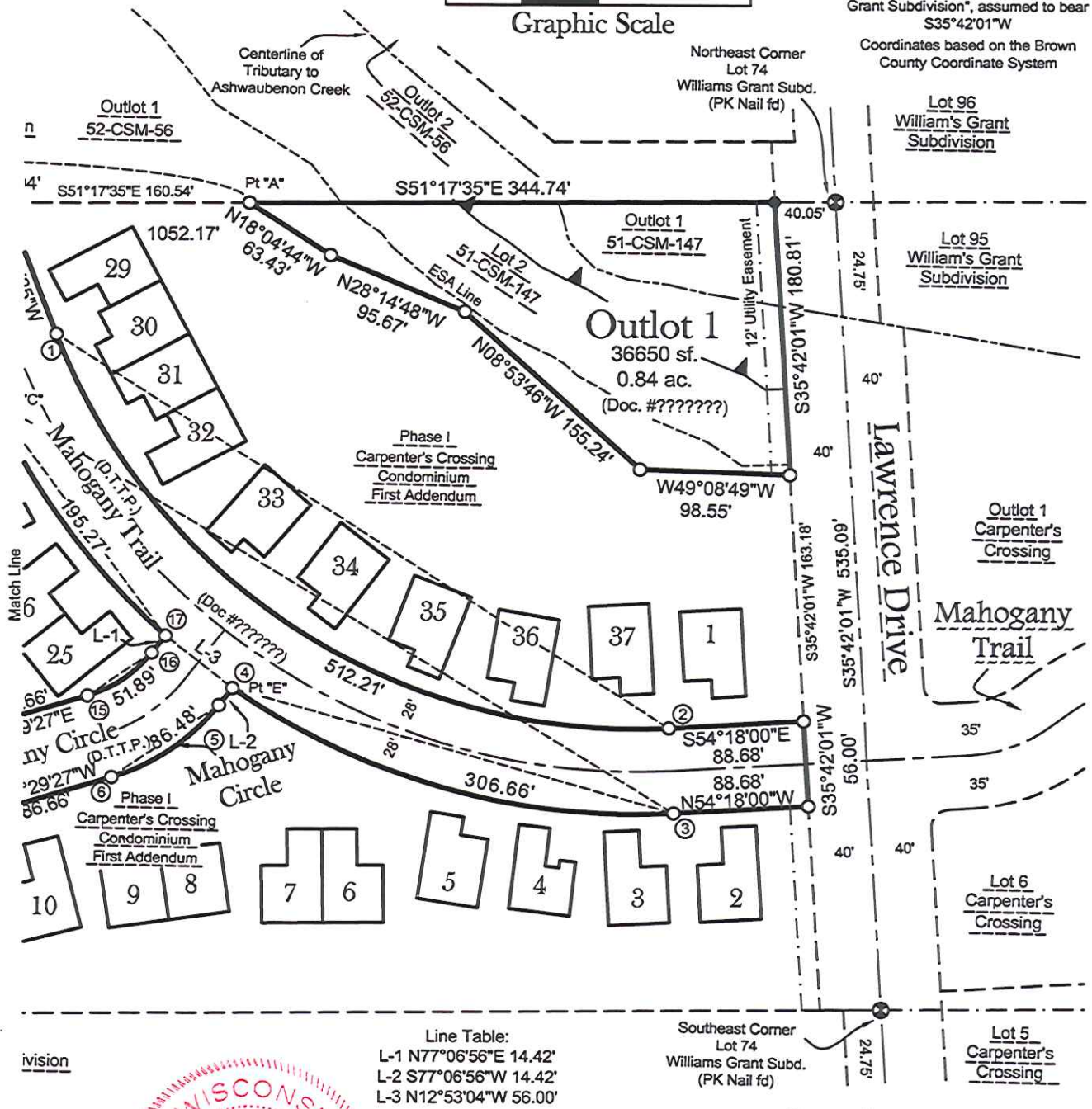
Engineering & Surveying LLC
211 N. Broadway, Suite 114, Green Bay, WI 54303
PH: 920-569-5765 Fax: 920-569-5767

Certified Survey Map

Part of Phase I of the recorded "Carpenters Crossing Condominium, First Addendum" recorded in Volume 5, Condominium plats, Page 175 (Doc. #2397068), being those lands released in Document #???????, Document #???????, and Document #???????, all of Brown County Records, located in Lot 74 of the plat of William's Grant Subdivision, located in the Town of Lawrence, Brown County, Wisconsin



Bearings referenced to the East line of Lot 74 of the recorded "William's Grant Subdivision", assumed to bear S35°42'01"W
Coordinates based on the Brown County Coordinate System



Division

Line Table:
L-1 N77°06'56"E 14.42'
L-2 S77°06'56"W 14.42'
L-3 N12°53'04"W 56.00'



Legend

- 1.32" (o.d.) x 18" iron pipe with cap weighing 1.68 lbs/lin ft set
- 1" iron pipe found
- ⊕ Brown County Monument - type noted
- 100 yr. Floodplain Line
- (D.T.T.P.) Dedicated to the Public
- 13 Carpenters Crossing Condominium First Addendum Unit Number

Mach IV

Engineering & Surveying LLC
211 N. Broadway, Suite 114, Green Bay, WI 54303
PH: 920-569-5765 Fax: 920-569-5767

Client: CCLW LLC

Drafted By: RJO
Tax Parcel No.: L-1464-1500

Scale:
1"=100'

Sheet 3 of 5
Project No. 0023-15-14
Drawing No. 1002

Attachment: Extra_CSM (2667 : ExtraCSM)

Surveyor's Certificate

I, Andrew S. Cleveland, Registered Land Surveyor, do hereby certify that I have surveyed, divided, mapped and dedicated part of Phase I of the recorded "Carpenters Crossing Condominium, First Addendum" recorded in Volume 5, Condominium plats, Page 175 (Doc. #2397068), being those lands released in Document #???????, Document #?????? and Document #??????, all of Brown County Records, located in Lot 74 of the plat of William's Grant Subdivision, located in the Town of Lawrence, Brown County, Wisconsin:

Commencing at the Northeast corner of Lot 74 of the plat of Williams Grant Subdivision; thence N51°17'35"W, 384.80 feet along the North line of said lot, also being the North line of Carpenters Crossing Condominium, First Addendum and Document #???????, to a point hereinafter referred to as Point A and the point of beginning; thence S51°17'35"E, 344.74 feet along said line to the West 40 foot right of way line of Lawrence Drive; thence S35°42'01"W, 180.81 feet along said right of way and document; thence N49°08'49"W, 98.55 feet along said document; thence N08°53'46"W, 155.24 feet along said document; thence N28°14'48"W, 95.67 feet along said document; thence N18°04'44"W, 63.43 feet along said document to said Point A; thence N51°17'35"W, 160.54 feet along the North line of said condominium plat and lot to the Northeast corner of Document #??????; thence S17°48'25"W, 93.04 feet along said document; thence 512.21 feet along said document being the arc of a 407.00 foot radius curve to the left whose long chord bears S18°14'47"E, 479.07 feet; thence S54°18'00"E, 88.68 feet along said document to said West right of way of Lawrence Drive; thence S35°42'01"W, 56.00 feet along said line; thence N54°18'00"W, 88.68 feet along said document; thence 306.66 feet along said document being the arc of a 463.00 foot radius curve to the right whose long chord bears N35°19'33"W, 301.08 feet; thence S77°06'56"W, 14.42 feet along said document; thence 86.48 feet along said document being the arc of a 140.00 foot radius curve to the right whose long chord bears N85°11'15"W, 85.12 feet; thence N67°29'27"W, 86.66 feet along said document; thence 112.98 feet along said document being the arc of a 128.00 foot radius curve to the right whose long chord bears N42°12'20"W, 109.34 feet; thence N16°55'13"W, 88.58 feet along said document; thence 295.01 feet along said document being the arc of a 128.00 foot radius curve to the right whose long chord bears N49°06'27"E, 233.92 feet; thence S64°51'54"E, 126.51 feet along said document to a point hereinafter referred to as Point C; thence N64°51'54"W, 134.38 feet along said document; thence 165.95 feet along said document being the arc of a 72.00 foot radius curve to the left whose long chord bears S49°06'27"W, 131.58 feet; thence S16°55'13"E, 88.58 feet along said document; thence 63.55 feet along said document being the arc of a 72.00 foot radius curve to the left whose long chord bears S42°12'20"E, 61.51 feet; thence S67°29'27"E, 86.66 feet along said document; thence 51.89 feet along said document being the arc of a 84.00 foot radius curve to the left whose long chord bears S85°11'15"E, 51.07 feet; thence N77°06'56"E, 14.42 feet along said document; thence 195.27 feet along said document being the arc of a 463.00 foot radius curve to the right whose long chord bears N02°39'54"E, 193.83 feet to said Point C; thence N17°08'18"E, 56.55 feet to said Point B; thence N17°48'25"E, 82.59 feet along said document to the North line of said condominium; thence N51°17'35"W, 222.98 feet along said line to the Northeast corner of Document #??????, Brown County Records, said point also being a point hereinafter referred to as Point D; thence S27°04'22"W, 43.40 feet along said document; thence S65°49'08"W, 74.99 feet along said document; thence S54°54'29"W, 224.21 feet along said document; thence S03°05'07"W, 87.82 feet along said document; thence S75°46'57"W, 31.49 feet along said document; thence N45°46'33"W, 82.42 feet along said document; thence N22°12'28"W, 96.16 feet along said document; thence N37°15'01"E, 69.61 feet along said document; thence S61°34'03"E, 60.24 feet along said document; thence S87°58'28"E, 71.67 feet along said document; thence N50°41'36"E, 52.56 feet along said document; thence N13°14'20"E, 158.37 feet along said document; thence N89°32'27"E, 77.36 feet along said document to the North line of said Lot 74 and condominium plat; thence S51°17'35"E, 104.11 feet along said document and line to said Point D; thence continuing S51°17'35"E, 443.46 feet along said North line to Point A and the point of beginning.

Parcel contains 162,422 square feet / 3.73 Ac. more or less.
Road dedication contains 81,038 square feet/ 1.86 acres, more or less.

Subject to easements and restrictions of record.

That such plat is a correct representation of all the exterior boundaries of the land survey and the division thereof. That I have made such a survey, land division and plat by the direction of the owners listed hereon. That I have fully complied with the provisions of Chapter 236, section 236.34 of the Wisconsin Statutes, the Town of Lawrence, City of DePere and the Brown County Planning Commission in surveying, dividing and mapping the same.


Andrew S. Cleveland S-2787
August 25, 2014



Brown County Planning Commission

Approved for the Brown County Plan Commission this _____ day of _____, 20____.

Peter Schlein
Senior Planner

Curve Data

Curve No.	Arc	Radius	Chord	Chord Bearing	Central Angle	Tangent Bearing
1-2	512.21'	407.00'	479.07'	S18°14'47"E	72°06'25"	
3-4	306.66'	463.00'	301.08'	N35°19'33"W	37°56'54"	N16°21'05"W
5-6	86.48'	140.00'	85.12'	N85°11'15"W	35°23'38"	
7-8	112.98'	128.00'	109.34'	N42°12'20"W	50°34'14"	
9-10	295.01'	128.00'	233.92'	N49°06'27"E	132°03'19"	
11-12	165.95'	72.00'	131.58'	S49°06'27"W	132°03'19"	
13-14	63.55'	72.00'	61.51'	S42°12'20"E	50°34'14"	
15-16	51.89'	84.00'	51.07'	S85°11'15"E	35°23'38"	
17-18	195.27'	463.00'	193.83'	N02°39'54"E	24°09'52"	N14°44'50"E/S09°25'02"E
3-18	557.96'	463.00'	524.81'	N19°46'35"W	69°02'49"	N14°44'50"E

Mach IV
Engineering & Surveying LLC
211 N. Broadway, Suite 114, Green Bay, WI 54303
PH: 920-569-5765 Fax: 920-569-5767

Client: CCLW LLC
Drafted By: RJO
Tax Parcel No.: L-1464-1500

Scale: Sheet 4 of 5
Project No. 0023-15-14
Drawing No. 1002

CCLW LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, does hereby certify that said limited liability company caused the easements to be granted and the land on this Certified Survey Map to be surveyed, divided, dedicated, and mapped as represented hereon. CCLW LLC does further certify that this Certified Survey Map is required to be submitted to the Brown County Planning Commission, City of DePere and the Town of Lawrence for approval or objection in accordance with current Land Subdivision Ordinances.

In Witness Whereof, the said CCLW LLC has caused these presents to be signed by Patricia A. Kaster and Deborah L. Meacham, its Members, on this ____ day of _____, 20__.

Deborah L. Meacham
Member

Personally came before me this ____ day of _____, 20__, the above named Member of said Limited Liability Company and acknowledged that he executed the foregoing instrument as such Member as the deed of said Limited Liability Company, by its authority.

Notary Public My Commission Expires _____
Brown County, Wisconsin

STATE OF WISCONSIN]
COUNTY OF BROWN] SS



Approved for the Town of Lawrence this _____ day of _____, 20_____

Town Clerk

Approved for the City of DePere this _____ day of _____, 20____

William R. Patzke
Director of Planning

As duly elected Brown County Treasure, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below

Mary Reinhard _____ Date _____
Brown County Treasurer

Engineering & Surveying LLC
211 N. Broadway, Suite 114, Green Bay, WI 54303
PH: 920-569-5765 Fax: 920-569-5767

Drafted By: RJO
Tax Parcel No.: L-1464 to 1500

Sheet 5 of 5
Project No. 0023-15-14
Drawing No. 1002