

# City of De Pere Newsletter

## Enhanced Communication, Fiscal Transparency and New Development

The City Council adopted the 2018 City Budget on November 21st. In addition to a decrease in the property tax rate, the budget provides numerous municipal service enhancements and operational efficiency initiatives. The budget includes opportunities to improve our ability to provide information to residents and businesses, enhancements to fiscal transparency and an increase in the City's overall municipal services capabilities.

The City has traditionally relied on a decentralized departmental process to disburse information through traditional press releases, social media, the City's website and television channel broadcasts. In 2018, the City will be dedicating approximately one-half of a full time position toward enhancing the overall quantity, quality and timeliness of information that is provided to the community and media. The addition of this position will coincide with the City's new branding effort that is scheduled to be implemented in mid-2018.

In addition, the City will provide enhanced, timely access to financial records and transactions by allowing public access opportunities to our existing financial data. This will improve fiscal transparency by providing residents with timely internet access to recent financial transactions, account data, vendor information and fiscal trends.

Municipal services should also improve throughout the upcoming year based on the addition of a firefighter, fleet mechanic and human resource office assistant. The firefighter will increase the level of staff available to respond to emergency medical and fire calls. The fleet mechanic improves our ability to increase vehicle readiness and life span with enhanced maintenance and management. The office assistant will enhance our ability to complete timely recruitments of vacant positions and develop and manage City human resource policies that lower costs and improve operational effectiveness.

Our community continues to grow and develop in a positive manner. Several existing downtown buildings were remodeled or are currently being remodeled in a manner that preserves the integrity of the existing building and improves the functionality of the building for business purposes. The new 102 on Broadway luxury apartment and retail building opened this past summer providing 29 new residential dwellings in the downtown along with additional office and retail space. Several new developments and business expansions were completed or started in the City's business parks. Examples of expansions include Belmark, Green Bay Packaging and Amerilux International. Examples of new buildings include Battlehouse Ninja Warrior and 8 Line Supply.

As always, everyone associated with the City truly appreciates your support and communication. Please take the time to express any concerns or questions you have regarding municipal services directly to the appropriate City employee or elected official. The names, phone numbers and email addresses of City officials and various departments are listed on the final page of this newsletter for your convenience.

Lawrence M. Delo, City Administrator



## WINTER 2018

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# Winter Crime Prevention Tip

A lot of us will be leaving our homes to visit relatives or loved ones over the next few months. Always remember there is someone trying to take advantage of you. Below are a few tips you can do to help you not become a victim of a crime.

## **1. Lock down your house.**

I know this sounds automatic but we forget this one all the time. Before you leave just walk around the entire house and make sure all windows and doors are locked. Make sure you check any outside service doors as well. The lock you installed 10 years ago may not be as secure as it once was. Exterior doors should always have deadbolts. Don't forget sliding doors and windows. Make sure they lock, and install a metal dowel along the bottom of every glass door or window. You can pick up a dowel cheap at any hardware store.

## **2. Don't let mail and newspapers overflow.**

Before you leave, put a temporary hold on newspapers and mail. In most areas, you can do this online through the newspaper's website and on the post office's Hold Mail Service site. Better yet, have a neighbor collect your papers and mail. That way, you're not telling a stranger at the newspaper office or post office that you're leaving. Neighbors can also help clear out fliers, coupons and delivery menus.

## **3. Use timers for your lights.**

Pick up a few cheap timers at a hardware store and install them on different lamps throughout the house. Set the timers to go off at different intervals throughout the day. If you don't have time for timers, give a friend or neighbor a key and ask that person to come by at different times and turn the lights on and off.

## **4. Keep the driveway and sidewalk shoveled.**

I can tell someone probably hasn't been home for a while when I drive by and see 6-inches of snow piled up in the driveway and sidewalk. Hire a lawn care service to shovel or plow or ask the neighbor to do it while you're gone.

## **5. Keep your driveway active.**

This trick is common in my neighborhood. When a neighbor is out of town, we use that house's driveway when we have guests. If you're going out of town, ask your neighbors to do the same thing.

## **6. Don't hide a key in an obvious place.**

Because people are afraid of losing a key, they often hide it where they -- and anyone else -- will be sure to look. Don't hide a key in an obvious place like under a doormat or planter or above the doorframe. In fact, you probably shouldn't have a key hidden anywhere. Instead, give a copy of your key to a trusted neighbor or nearby friend for emergencies. Make sure the key doesn't have any identifying marks on it, like your name or address.

## **7. Stop checking in on social networks.**

Don't post anything on social media that you are leaving or going to be gone. This is one of the most common ways nowadays to communicate and by doing this you advertise to the world that you will be gone. Eliminating check-ins and revealing status updates is a simple way to safeguard your house. But if you want to post about your vacation, change the privacy settings on your accounts.

## **8. Monitor your house with your smartphone.**

While you're away, you can use your smartphone to monitor cameras inside your house. All you need to do is link a webcam (included on most desktops and laptops) to the app. Once linked, you can watch the camera directly from your smartphone.

## **9. Keep your blinds in their normal position.**

The blinds and curtains can signal to thieves that you've gone out of town. Anyone watching your house can learn your normal patterns; leaving the blinds closed when you normally don't says you're away.

## **10. Don't change your answering machine message.**

If your phone number is publicly listed, it wouldn't be hard for a criminal to find it and call ahead before breaking into your house. If you change the message on your answering machine to say that you're out of town, it's like rolling out a welcome mat. Instead, always keep a generic message on your home answering machine. For example, my landline simply says, "We're unable to come to the phone right now. Please leave your name and number at the beep."

## **11. Ask a neighbor to watch your house.**

Get to know your neighbors and let them know when you plan to be away from home. Whenever I leave my house, even overnight, I tell my neighbors. I've also introduced my neighbors to people who visit my house regularly and might stop by while I'm gone. This way, my neighbors know to keep an eye on my house and they know who looks suspicious. I feel safer knowing someone might notice a problem and call the police.

## **12. Move expensive items out of sight.**

Take a walk around your house and look in your windows. If you can see expensive electronics, a jewelry box in your bedroom or anything else worth stealing, so can everyone else. Don't help criminals window shop.

## **13. Keep the police in the loop.**

The De Pere Police has a vacation house check program where officers will check your house while you are gone; just call us and we will tell you how it's done. We also have special community safety programs. For example, a police officer will come to the house and do a safety check, pointing out any potential security problems.

## **14. Install good outside lighting.**

A well-lit yard is a great theft deterrent. After all, who wants to try to break into a house under a spotlight? At the very least, consider installing solar lights along the pathways in your front yard and backyard and leave the patio lights on when you leave the house. For added security, pick up a few motion sensor lights at a hardware store.

# DEPARTMENT OF PUBLIC WORKS INFORMATION

**Municipal Service Center (MSC)**

**925 South Sixth Street, De Pere**

**Up-to-date information can be found at [WWW.DE-PERE.ORG](http://WWW.DE-PERE.ORG)**

**MSC Hours of Operation – Monday – Friday 7:30 a.m. – 4:00 p.m.**

**The MSC business office is closed weekends and holidays**



For the most up-to-date information, please visit and “like” the City of DePere-Public Works at:

[www.Facebook.com/deperepublicwork](http://www.Facebook.com/deperepublicwork)



**Snow Plowing:** The City of De Pere will generally plow streets when snow accumulations reach three inches or greater. Winter weather, however, provides a variety of weather conditions. Snow removal activities are planned around the special considerations given for each winter weather event. Typically, when snow accumulations are less than three inches, the City will only sand/salt intersections, hills, and curves and not necessarily the entire length of the street.

**Snow Removal on Sidewalks:** The City of De Pere’s Public Works Department wishes to remind all City residents that snow and ice must be removed from all sidewalks within **48** hours after a winter storm in accordance with Section 22.18 of the Municipal Code. In the event that adverse weather conditions should prevail beyond the **48**-hour snow removal period, the Director of Public Works shall have the authority to waive and/or extend said period to compensate for unusual or harsh weather conditions.

In case the snow and ice on the sidewalk shall be frozen so hard that it cannot be removed, the owner of every parcel of real estate shall, within the time specified, cause the sidewalk abutting or adjacent to such premises to be strewn and to be kept strewn with sand or some other suitable material, and shall, as soon thereafter as the weather shall permit, thoroughly clean such sidewalk. If sidewalks, which include handicap ramps and corner walkways, are not kept clean, the City has the option of removing the snow and ice and billing the abutting property owner. **Snow and ice removal is complaint driven.** The City responds to concerns that a sidewalk is not clean, takes pictures of the sidewalk, cleans the sidewalk, and then bills the property owner. The intent of the sidewalk snow removal program is to maintain sidewalk safety for pedestrians.

No person shall remove any snow or ice from his premises, residence, parking lot, parking area, service station or business property onto any public right of way or property. Snow removed from public sidewalks shall not be stored in any manner, which will obstruct or limit vehicular or pedestrian vision, movement, or access.

**Anti-Icing and Pre-Wetting for Snow Seasons:** “An ounce of prevention is worth a pound of cure.” True. We cannot prevent snow and freezing rain from falling on roadways, but we can prevent the worst consequences: denial of road serviceability and safe driving conditions. In snow plowing and removal, prevention means anti-icing.



Anti-icing measures take place before snow falls and ice forms on the roadway. They aim to prevent the bond of frozen precipitation to the road surface. In some circumstances, anti-icing can dramatically cut the cost of maintaining a safe road surface over conventional de-icing. Anti-icing chemicals are applied in liquid form (salt brine) to road surfaces just before a snow or ice storm.

Moisture dissolves the salt, releasing heat and thereby melting the ice and snow, as well as breaking the ice-road bond. When temperatures drop below freezing there is no moisture on the road, and salt alone is ineffective. Pre-wetting the salt, however, ensures that there will be enough moisture to facilitate the melting process. Then, pre-wetted salt works faster and at lower temperature than does dry salt, with less waste.

The City will have one truck dedicated to anti-icing operations, one truck with anti-icing and pre-wetting, and five trucks will be equipped with pre-wetting equipment.

**Winter Reminder:** During or immediately after a snowstorm do not place your garbage out the night before to allow for street plowing. Please be sure to have your garbage out by 6:30 a.m. on your scheduled collection day.

**Rubbish, Bulky/Large and Metal Item Curbside Collection:** Rubbish, Bulky/Large Item and Metal items will be collected from your curbside on your scheduled garbage day beginning June 4, 2018 and ending on June 7, 2018. All items need to be placed curbside no later than 6:30 a.m. on your scheduled pick up day. A second collection will be on September 4, 2018 and end on September 7, 2018. The week in September will be delayed one day due to the holiday on Monday. The Street Department staff will only sweep the City once during the designated week. Residents will be responsible for disposal of their rubbish after a sweep of their area has been accomplished or during non-collection weeks.

Items placed at the curb outside the scheduled weekly collection will be charged an hourly rate based on the amount of labor used and the type of equipment. A minimum charge of one hour will be assessed for each collection. A citation in accordance with the City ordinance may also be assessed.

Non-collectible items include all hazardous materials, fluorescent light ballasts and lamps, gas grill propane tanks, lead acid batteries, computers, microwaves, televisions, electronics, tires, construction debris, concrete and other items not accepted by the Solid Waste Transfer site or Recycling Center.

These items can be taken to the Brown County Household Hazardous Waste Facility located at 2561 S. Broadway for disposal. A fee based upon weight will be charged for the disposal of some items.

During non-collection weeks, City residents may bring acceptable rubbish, bulky and metal items to the Municipal Service Center (MSC) for disposal, weekly (Sunday through Saturday), between the hours of 7:00 a.m. and 7:00 p.m.

**Electronics and Freon Containing Item Disposal:** Residents of the City of De Pere may now dispose of their old electronics, refrigerators, de-humidifiers, and air conditioners at the Municipal Service Center Drop Off Site at 925 S. Sixth Street, De Pere. Cyber Green is a recycling company that is collecting these items. There is a small charge for monitors & TVs—a collection box is provided on site. The following items now may be recycled on site: computers, laptops, microwaves, printers, servers, telephone systems, modems, stereo systems, cell phones, copiers, de-humidifiers, freezers, air conditioners, and refrigerators. There is no fee for freon containing items.





**2018 Spring and Fall Leaf Collection:** Spring leaf collection (leaves and grass clippings only) will begin on April 9, 2018 and continue through April 20, 2018. Fall Leaf Collection will begin October 8, 2018 and continue through November 16, 2018. Please don't place leaves in the street as they obstruct the storm sewers. Brush is not collected during these weeks.



**The Common Council has approved the following solid waste ordinance changes:**

- \* **Effective June 1, 2017**, the City shall not collect garbage or collectable recyclables for parcels which create in excess of two large polycarts on a garbage only collection cycle or three large polycarts on garbage recycling collection cycle for all commercial, institutional, manufacturing, and residential properties. If a property requires more than three large polycarts they will be required to have private collection and the City will no longer provide these services.
- \* **Effective January 1, 2018**, the storage of solid waste between collections was revised to tighten up the requirements for storage of polycarts and other containers. The biggest change is if the polycart or containers are not in a building or other enclosure then they would need to be stored where the polycarts or containers are fully screened from any observer located at the property line or public right-of-way. Properties that required dumpsters will require dumpsters to be stored in enclosures.

**Brush Collection:** Brush will be collected curbside the week of May 7, 2018 to May 11, 2018. All brush must be placed curbside by 6:30 a.m. on the Monday of brush collection week. The second collection will begin on July 2, 2018 and end on July 6, 2018. A third collection will begin on October 1, 2018 and end on October 5, 2018. Brush consists of brush and tree trimmings only. Do not put grass clippings, lawn rakings, garden waste or leaves with your brush. Brush should be placed out to the curb before 6:30 a.m. the Monday of brush pick-up week. If brush is placed at curb after Monday it will be the property owner's responsibility to dispose of it properly. The amount of time necessary to complete the collection will vary dramatically based upon the volume of material to be collected. The street department staff will only pick the City once during the designated week mentioned above. Residents will be responsible for disposal of their brush after a sweep of their area has been accomplished or during non-collection weeks. Residents can dispose of their own brush during non-collection times by bringing it to the City of De Pere Compost Facility.



## **CHRISTMAS TREE DISPOSAL**

Fresh-cut Christmas trees will be picked up curbside January 2, 2018 through January 12, 2018 on your regularly scheduled garbage day. Residents are required to keep trees clear of snow. Trees covered in snow will not be collected.

Brush placed at the curb outside the designated week of collection will be charged on an hourly rate based on the amount of labor used and the type of equipment. A minimum charge of one hour will be assessed for each collection.

## **DISPOSAL SITES**

**Rubbish, Bulky/Large Items, Metals, Refrigerants** may be taken to City of De Pere Municipal Services Center at no charge during the hours of 7:00 a.m. to 7:00 p.m., seven days a week. These items can also be taken to the Brown County Transfer station located at 3734 West Mason St. in Oneida, open for drop off Monday through Saturday for a fee.

**Brush** may be taken to the City of De Pere Compost Facility.

**Directions to Compost Facility:** Go south on Broadway (PP) – go under the overpass and go past Legend’s Bar on PP. Continue south on PP, past Valley Cabinet. Just south of De Pere Veterinary Service – turn right onto Rockland Road. Go past Mommaerts Auto Salvage and the compost site is on the same side of the road as Mommaerts.

## **Automated Garbage Collection Guidelines**

Place garbage container at the curb using the following guidelines (failure to follow these guidelines may cause a delay in your collection):

### **Do List:**

- ⇒ Roll carts to curb and place them with the lid fully closed.
- ⇒ Set carts directly behind the curb line.
- ⇒ Place your carts 4 feet away from each other, trees, mail boxes or other rubbish/bulky items. Containers will not be collected if there are vehicles parked on the street in front of them.
- ⇒ Place carts at the curb with arrows on lid facing the street.



**Don’t List:** If you do any of the following your collection may be delayed:

- ⇒ Do Not park a vehicle on the street in front of container.
- ⇒ Do Not set refuse container on top of snow bank.
- ⇒ Do Not set materials outside of the container except on special garbage overflow collection days (see attached calendar).

**Refuse/Rubbish Drop Off Site**

**The Municipal Service Center  
925 S Sixth St in West De Pere  
Drop off Hours 7am - 7pm, 7 Days  
a week  
*De Pere Residents only***

**STOP!**

**REMOVING ANYTHING FROM  
THIS PROPERTY IS PROHIBIT-  
ED PER MUNICIPAL CODE 82-5  
(C) - SUBJECT TO A FINE .**

**IMPORTANT – Before dropping off any reusable item in good condition, please consider repurposing it to a Non-profit organization.**

**Refuse or rubbish means miscellaneous waste material that is bulky or of such a size that will not fit in polycart and as is not normally collected with garbage including but not limited to:**

**Furniture, appliances, bicycles, exercise equipment, play equipment, and other household items, mattresses, metal screen/storm doors, metal swing sets, plumbing fixtures, ovens, washtubs, wheelbarrows, box springs, and similar items.**

The Director of Public Works shall maintain a list of acceptable items falling within the refuse or rubbish classification.

**CONSTRUCTION DEBRIS NOT ACCEPTED AT DROP OFF SITE:**

**Construction debris means all waste resulting from building construction or demolition, alteration, or repair, including excavated material, remodeling, and other waste including but not limited to:**

**Windows, doors, drywall, framing and roofing materials, flooring, carpeting and pads, cabinets and counter tops, sinks, concrete, stone, asphalt, sod, earth, dirt and brick.**

**These items are considered hazardous and must be disposed of at these facilities:**

Fluorescent Light Bulbs & Ballasts – **HHW** , Propane Tanks – **TS**, Tires – tire retailer or **TS**, Batteries – automotive batteries – **HHW**, Paint – in liquid form & paint solvents go to the **HHW**. You may remove the lids to allow paint to dry up, then can dispose of in garbage container.

**Brown County Household Hazardous Waste Facility (HHW)**, 2561 S. Broadway.

Please call 920-492-4950 for rates and hours.

**Brown County Solid Waste Transfer Station (TS)**, 3734 W. Mason St, in Oneida.

Call 920-490-2706 for rates and hours.

**Advanced Disposal Services**, 1799 County PP. Call 920-983-3341 for rates and hours.

**SPECIAL GARBAGE OVERFLOW COLLECTION:**

Special Garbage Overflow Collection Weeks have been identified on the calendar. Garbage Overflow is defined as “extra bagged garbage” that will not fit in the container. All extra bags must be set behind the container so they do not interfere with the automated collection process. Set “extra bags” at the curb on your scheduled day of garbage collection. (To identify special garbage overflow collection weeks see calendar.) Overflow tags are also available for purchase to be used in the non-overflow collection weeks. The cost of the tags are \$3.00 for two tags. Each tag will accommodate two bags of garbage. The tags are available for purchase at the Municipal Service Center located at 925 S. Sixth Street, De Pere WI 54115.



# 2018 CITY OF DE PERE - "BAGGED" GARBAGE OVERFLOW CALENDAR

OVERFLOW GARBAGE IS DEFINED AS - **ONLY "BAGGED" HOUSEHOLD GARBAGE THAT WOULD NORMALLY BE DISPOSED OF IN YOUR GREEN GARBAGE CONTAINER**

JANUARY							FEBRUARY							MARCH						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
Week A 1 Holiday						6	Week A				1	2	3	Week A				1	2	3
Week B 7	8	9	10	11	12	13	Week B 4	5	6	7	8	9	10	Week B 4	5	6	7	8	9	10
Week A 14	15	16	17	18	19	20	Week A 11	12	13	14	15	16	17	Week A 11	12	13	14	15	16	17
Week B 21	22	23	24	25	26	27	Week B 18	19	20	21	22	23	24	Week B 18	19	20	21	22	23	24
Week A 28	29	30	31				Week A 25	26	27	28				Week A 25	26	27	28	29	30	31
APRIL							MAY							JUNE						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
Week B 1	2	3	4	5	6	7	Week B		1	2	3	4	5	Week B 1						2
Week A 8	9	10	11	12	13	14	Week A 6	7	8	9	10	11	12	Week A 3	4	5	6	7	8	9
Week B 15	16	17	18	19	20	21	Week B 13	14	15	16	17	18	19	Week B 10	11	12	13	14	15	16
Week A 22	23	24	25	26	27	28	Week A 20	21	22	23	24	25	26	Week A 17	18	19	20	21	22	23
Week B 29	30						Wk B 27 Holiday	28	29	30	31			Week B 24	25	26	27	28	29	30
Spring Leaf Collection - April 9 - April 20																				
JULY							AUGUST							SEPTEMBER						
S	M	T	W	TH	F	S	Week	M	T	W	TH	F	S	S	M	T	W	TH	F	S
							Week A			1	2	3	4	Week A						1
Week A 1	2	3	4 Holiday			7	Week B 5	6	7	8	9	10	11	Week B 2 Holiday						8
Week B 8				11	12	13	Week A 12	13	14	15	16	17	18	Week A 9	10	11	12	13	14	15
Week A 15	16	17	18	19	20	21	Week B 19	20	21	22	23	24	25	Week B 16	17	18	19	20	21	22
Week B 22	23	24	25	26	27	28	Week A 26	27	28	29	30	31		Week A 23	24	25	26	27	28	29
Week A 29	30	31												Week B 30						
OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
Week B	1	2	3	4	5	6	Week B				1	2	3	Week B						1
Week A 7	8	9	10	11	12	13	Week A 4	5	6	7	8	9	10	Week A 23	3	4	5	6	7	8
Week B 14	15	16	17	18	19	20	Week B 11	12	13	14	15	16	17	Week B 9	10	11	12	13	14	15
Week A 21	22	23	24	25	26	27	Week A 18	19	20	21	22 Holiday		24	Week A 16	17	18	19	20	21	22
Week B 28	29	30	31				Week B 25					29	30	Week A 23	24 Holiday	25 Holiday				29
Fall Leaf Collection - October 8 - November 16							Fall Leaf Collection - October 8 - November 16							Week A 30						

## KEY:

	= Recycling Week A
	= Recycling Week B
	= Free Overflow Collection Days

**Holiday** = When Holiday appears on the calendar, garbage & recycling is delayed one (1) day for the remainder of the week.

**Spring/Fall Leaf Collection** = Grass clippings, lawn rakings, small garden waste & leaves  
No bagged leaves, brush or tree trimmings will be picked up during leaf collection.

# CITY OF DE PERE 2018 CURBSIDE PICK-UP SCHEDULE

## 2018 Rubbish, Large Bulky & Metal Items Pick-Up Calendar

Rubbish, large bulky & metal items should be at the curbside no later than 6:30 a.m. on your scheduled garbage day. Any items placed out after 6:30 a.m. on your garbage day will be the owner's responsibility.

JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

\* September has a 1-day delay for collection \*

SEPTEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## 2018 Brush Pick-Up Calendar

Brush should be placed curbside before 6:30 a.m. on the Monday of brush pick-up week. If brush is placed at curb after Monday, it will be the property owner's responsibility to dispose of it properly.

MAY							JULY							OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5	1	2	3	4 Holiday	5	6	7		1	2	3	4	5	6
6	7	8	9	10	11	12	8	9	10	11	12	13	14	7	8	9	10	11	12	13
13	14	15	16	17	18	19	15	16	17	18	19	20	21	14	15	16	17	18	19	20
20	21	22	23	24	25	26	22	23	24	25	26	27	28	21	22	23	24	25	26	27
27	28	29	30	31			29	30	31					28	29	30	31			

"Brush" consists of brush and tree trimmings only.

## 2018 Spring and Fall Leaf Collection

Spring leaf collection (leaves and grass clippings only) will begin on April 9, 2018 through April 20, 2018. Fall Leaf Collection will begin October 8, 2018 through November 16, 2018.

If possible, please try to mulch. It's good for your lawn and for the environment.

## Compost Facility Information

This facility is open seven days a week from dawn to dusk. Absolutely no contractors or landscapers are permitted to use this facility. The compost facility is a service provided free to residents of the City of De Pere and Town of Ledgeview residents only.

### Directions to the Compost Facility:

Go south on Broadway (PP) – go under the overpass and go past Legend's Bar on Hwy PP. Continue south on Hwy PP, past Valley Cabinet. Just south of De Pere Veterinary Service – turn right onto Rockland Road. Go past Mommaerts Auto Salvage and the Compost Site is on the same side of the road as Mommaerts Auto Salvage.

# Tri-County Recycling Guidelines

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## PLASTIC:

### ACCEPT

All Plastic Bottles & Containers:

- Soda, Water & Other Drink Bottles
- Food & Household Bottles, Jars and Jugs
- Dairy Containers & Lids
- Produce, Bakery & Deli Containers

### DO NOT ACCEPT

- No Plastic Bags, Wrap or Film
- No Motor Oil Bottles
- No Styrofoam

### GUIDELINES:

- Empty and rinse all bottles and containers
- Remove and discard all screw caps



## PAPER:

### ACCEPT

- Newspapers & Inserts
- Cardboard & Paperboard (cereal & cracker boxes)
- Junk Mail & Office Paper
- Milk, Juice & Soup Cartons
- Phonebooks, Books, Magazines & Catalogs

### DO NOT ACCEPT

- No Paper Contaminated by Food or Grease
- No Tissue
- No Gift Wrap

### GUIDELINES:

- Flatten and cut cardboard to no larger than 3' X 3'
- Place shredded paper in paper bag, secure and label



## METAL AND GLASS:

### ACCEPT

- Aluminum Bottles & Cans
- Steel, Tin & Bi-metal Cans
- Empty Aerosol Cans
- Food & Beverage Glass Bottles and Jars

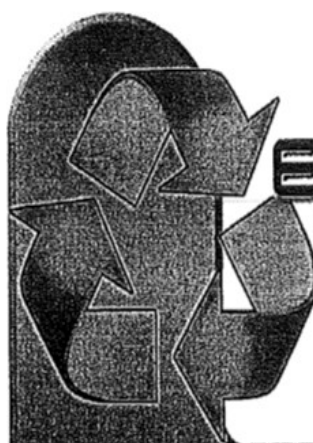
### DO NOT ACCEPT

- No Aluminum Pans or Foil
- No Empty Paint Cans

### GUIDELINES:

- Empty and rinse all bottles and containers
- Remove and discard all screw caps





# DE PERE ELECTRONICS RECYCLING

Open to all De Pere Residents

**920.246.7143**

**www.CyberGreenLLC.com**



## Cyber Green, LLC

De Pere  
WISCONSIN

**DROP OFF AT**

Dept. Public Works  
925 S. 6<sup>th</sup> Street  
De Pere, WI 54115

**All Materials Kept in the USA**

**All Hard Drives Shredded / Destroyed**



**RAIN  
OR  
SHINE**



## Accepted Items

**Free To Recycle**

Computers	Stereos
Laptops	Microwaves
Dehumidifiers	Air Conditioners
Cell Phones	Water Heaters
Telephone Systems	Business Equipment
Wire & Cabling	Batteries
Keyboards/Mice	Printers
Servers	Washers - Dryers
Copiers	Stoves - Refrigerators
Video Equipment	Exercise Equipment



**Fee to Recycle**

Monitors	\$10
TVs	\$10
Over 30"	\$30
Console TVs	\$30

**Local Pick-up Available! \$25 Any Amount**





# did you know...

...that we accept:

## cartons

milk, soy milk, juice, cream, egg substitutes, broth, soup, wine, etc.



## dairy containers

sour cream, cottage cheese, yogurt, margarine, etc.



## produce, bakery & deli containers

berry, donut, potato salad, dips, etc.

[www.RecycleMoreTriCounty.org](http://www.RecycleMoreTriCounty.org)



# TOP 5 RECYCLING QUESTIONS

## 1

### What do I do with plastic bags?

Plastic bags are highly recyclable, but **NOT** through your curbside program. The Tri-County Recycling Facility is not designed to remove plastic bags, and the bags wrap around equipment causing maintenance issues.

Please take your plastic bags, wraps and other film plastics to a local retail or grocery store to be recycled.



## 2

### What plastics can I recycle?

All Plastic Bottles & Containers:

- Soda, Water & Other Drink Bottles
- Food & Household Bottles, Jars and Jugs
- Dairy Containers & Lids
- Produce, Bakery & Deli Containers

Please remember to empty and rinse all bottles and containers and to remove and discard all screw caps.



## 3

### Should I remove my bottle caps?

**Yes!** Removing your bottle caps is a good recycling habit. When caps are left on, the liquids stay in the bottle which makes it difficult for the specialized machinery to properly sort the plastic. Also, due to their small size, the plastic caps end up in our glass collection system which makes our glass less valuable to a buyer.

## 4

### What should I do with shredded paper?

We ask that you put shredded paper in a paper bag; staple it closed, label the bag and put it in your curbside container.

This method keeps the small pieces of paper from blowing around the neighborhoods while sitting at the curb, during transportation and at the recycling facility. **DO NOT use PLASTIC bags!**



## 5

### What do I do with Styrofoam?

The Tri-County Recycling Program does **NOT** accept Styrofoam as very few markets are available.

Consider a reuse option for Styrofoam, otherwise place it in the trash.





## **Mailbox Regulations:**

It is important that your mailbox is constructed according to the regulations stated below. If a mailbox is hit or damaged by a snowplow or garbage truck, and you have not followed these regulations, the owner is responsible for the repair of the damaged mailbox.

### **SECTION 22-20 CURB MAILBOX REGULATIONS**

All mailboxes are required to be located adjacent to the curb line of City streets and shall be constructed as follows:

- Mailbox posts shall be equivalent in strength to a 1-1/2 inch steel pipe or 3 inch by 3 inch wood or a 3 inch round post.
- Mailbox posts shall be set back 2 feet from the face of the curb.
- The shelf of the mailbox shall be 38 inches to 42 inches in total height from the curb level.
- The fronts of the mailbox receptacle shall be set back 8 inches to 12 inches from the face of the curb.

The requirement for installation and use of curb-type mailboxes within the City shall be determined by the U.S. Postal Service according to their regulations, rules and procedures.

8"- 12" from face of mailbox to face of curb.



## NEWS FROM THE CITY ENGINEER

The Engineering Department is preparing for another year of construction to rehabilitate and reconstruct the infrastructure that serves the residents of De Pere. These projects include work on streets, sanitary sewer, water main, storm sewer, and storm water management facilities. Specific projects are identified below. Updated construction information and maps are listed on the City's website which can be found under the Department of Public Works, Engineering page. Weekly updates can be found at the same location, usually starting around the beginning of April and ending in October.

One of the larger projects for 2018 is the anticipated construction of a roundabout at the Main Avenue and Lawrence Drive intersection. This will replace the traffic signals. Construction will occur over a large part of Spring and Summer. While much of the construction will occur while open to traffic, the intersection will be completely closed for 60 days in mid to late June. This will result in significant impacts to traffic.

On the east side of downtown, James Street, from Broadway to Wisconsin Street, is being reconstructed. The project will contain many streetscaping features and pedestrian friendly amenities. The project is being led by the Planning Department.

On the west side of Downtown, the Nicolet Square parking lot will be reconstructed. The parking lot will be closed during construction.

<b>Sewer &amp; Water Relay &amp; Street Resurfacing</b>	<b>From</b>	<b>To</b>
Basel Street	Geneva Street	Highview Street
Bruss Street	S. Erie Street	Mt. Olivet Drive
Erie Street	Merrill Avenue	George Street
Fairview Avenue	Ft. Howard	Termini
Fribourg Street	Geneva Street	Highview Street
Helena Street	Suburban Drive	St. Joseph Street
Highview Street	Jordan	Lone Oak
Mt. Olivet Drive	Jordan Road	Mayfair Street
Rebman Street	Jordan Road	Mt. Olivet Drive
St. Joseph Street	Lourdes Street	Termini
Twilight Drive	Lois Street	Termini
Zurich Street	Geneva Street	Highview Street

<b>Street Resurfacing &amp; Spot Utility Repair</b>	<b>From</b>	<b>To</b>
Arleen Lane	Meadowview Lane	Drews Drive
Drews Drive	S. Ninth Street	Trailwood
Fay Court	Termini	Suburban Drive
Lande Street	RR Tracks Repair	
Maplewood Court	S. 9th Street	Termini
Nicolet Square Parking Lot		
Ninth Street	Main Avenue	Grant Street
Rita Lane	Arleen Lane	Meadowview Lane
Stine Way	Suburban Drive	Meadowview Lane
Westwind Court	S. Ninth Street	Termini

<b>Street Reconstruction</b>	<b>From</b>	<b>To</b>
Charles Street	Wisconsin Street	Webster Avenue
Enterprise Drive	700 Feet South of Prosper	Heritage Road (CTH PP)

**Street Maintenance-Crack Filling:** Crack filling of asphaltic concrete pavement roads will be completed at various locations around the City. Roads to be completed include those that were constructed approximately six and nine years ago or resurfaced three and nine years ago.

**Manhole Rehabilitation, Sewer Repair, and Sewer Televising:** Sewer televising will be completed at various locations around the City. Based on the televising and inspection of various manholes and inlets, repairs will be completed on deteriorated facilities. Repairs include sewer lining and reconstruction.

**Concrete Curb, and Sidewalk Replacement:** The City will be replacing damaged and/or deteriorated sidewalk in an area west of the Fox River, west of the railroad tracks, and south of Grant Street, north of Scheuring Road and to the western City limits. City staff will complete a sidewalk inspection in this area in April 2018. Property owners will receive a letter from the City if they have sidewalk requiring repair or replacement.

*Projects Contact Information: Eric Rakers, P.E., City Engineer, 925 S. Sixth Street, De Pere, WI 54115, Phone : (920) 339-8304, Fax: (920) 339-4071, [erakers@mail.de-pere.org](mailto:erakers@mail.de-pere.org).*

*your* DePere

## *What should be along the Fox River?*

Events?



Arts?



Development?



All of the above?

Take the Survey at [www.yourdepere.com](http://www.yourdepere.com)!

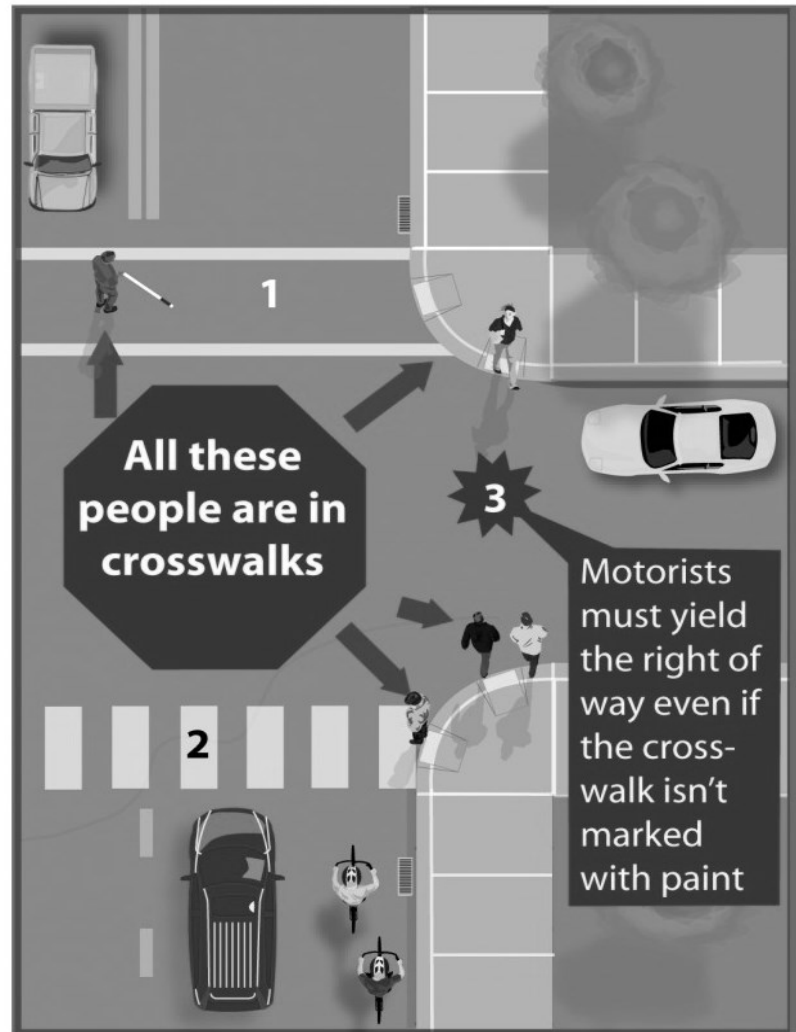
*The online survey for the Strategic Visioning and Branding Initiative is live! Tell us what you think today!*

## **CROSSWALK SAFETY REQUIREMENTS/GUIDELINES**

**! Failing to stop for pedestrians in crosswalks is one of the most commonly violated laws. !** Many drivers don't realize that they have to yield to pedestrians in a crosswalk. Many pedestrians don't realize this either and are very timid when they need to cross the street. Drivers are required by law to yield the right of way to pedestrians in a marked and unmarked crosswalk. The illustration below shows 3 different types of crosswalks, two have pavement markings and one does not.

Motorists should watch ahead for pedestrians at or approaching the curb and slow or stop to allow people to cross the street. As soon as a person puts a foot off the curb, they are in the crosswalk and should be allowed to cross the street.

Many people are timid pedestrians and wait minutes until the entire road is clear of cars before they attempt to cross even though they have a legal right to cross the street. Other times people will dash across to fit in a smaller gap, assuming the cars will not slow or stop for them. Pedestrians cannot legally dart into traffic, and must give motorists appropriate and safe distance to stop before stepping off the curb, but they need not wait forever. A good rule of thumb for a safe stopping distance on a street with a speed limit of 30 mph or lower is half a block. Once there is a safe gap, a person should step off the curb and begin walking assertively across the street.



Pedestrians can even signal their intention to cross the street, but should remain vigilant in case the motorist does not stop.

See more at: <http://www.bfw.org/for-your-community/share-be-aware/walking/>





# Renew Our Waters

*Every choice counts.*

## Ice and Snow Control

We can have safe walkways in the winter and cleaner water all year round.

Winter in Northeast Wisconsin is a great time for outdoor fun, like ice fishing, ice skating, sledding and skiing. Here, winter also means mountains of snow to shovel and layers of ice to remove from driveways and sidewalks.

We often try to make ice removal easier by using products like salt and sand to melt the snow and ice. Many people do not realize that these products are harming local waters and the animals that rely on them. When the ice and snow melt, the salt and chemicals flow into street drains that lead directly to rivers and lakes.

### SHOVEL OFTEN AND EARLY

Shoveling often during and immediately following the storm removes the snow from walkways and driveways before it gets packed down by tires and feet. The most important part of deicing is removing as much snow as possible before applying salt or sand - it's also great exercise!

Use only the recommended amount.

Throwing down more salt will not speed up the melting process.

### MAKE THE MOST OF THE SALT YOU USE

It is not always necessary to see bare pavement to have a safe winter surface. Ask yourself if it is necessary that the snow or ice be removed. For salt to be effective, air temperature needs to be warmer than the surface temperature of the area you want to treat. A little goes a long way. Use only the recommended amount. Throwing down more salt will not speed up the melting process. Use only enough deicer to break the bond between the ice and the pavement, then remove the remaining slush by shoveling.

### LIMIT THE AMOUNT OF SAND YOU USE

Sand provides traction. It does not melt ice. Sand, although not chemical, contributes to polluting our local waters. It adds to the excess sediment that is entering waterways, eliminating important habitat for aquatic plants and animals. Sand does play a role in winter road management. It is often used by municipalities on roads to help maintain traction. Since ice removal is typically the concern of homeowners, sand may not be necessary.

Stormwater is rain or snowmelt and water from things people do, like overwatering the lawn or washing the car on the driveway. This water runs off our properties, into the street and down the storm drain - picking up pollutants on its way. Once it reaches the storm drain the water and the pollutants it carries is discharged into local waterways.

Untreated runoff is the biggest threat to our nation's water quality, according to the U.S. Environmental Protection Agency. Let's make the small, important changes that will reduce that threat and improve water quality and our lives!

## Realize

What touches the ground enters the water

Northeast Wisconsin Stormwater Consortium  
P.O. Box 1861 Appleton, WI 54912 | 920.858.4246

[RenewOurWaters.org](http://RenewOurWaters.org)





### **Water Cross Connection Control Program**

The City of De Pere Water Utility System delivers safe, high-quality drinking water every day. To continue to protect the public health and keep the water system safe from contaminants and pollutants, we are required by the Wisconsin Department of Natural Resources (WDNR), Wisconsin Department of Commerce, and the City of De Pere Municipal Code, to maintain a Cross Connection Control Program. The City of De Pere Water Utility continues to partner with Hydro Corp Inc. (HCI), of Brookfield, Wisconsin to manage our program. HCI is an environmental services firm that specializes in backflow prevention education and cross connection control inspections. HCI does not sell plumbing devices. HCI will perform the initial inspections of all residential, commercial, and industrial buildings throughout the City to detect actual and potential cross connections and make recommendations for the installation of backflow prevention devices or assemblies where necessary. Buildings that have well water supply only and have no municipal water supply connection will not require an inspection. This will help ensure that contaminated or polluted water cannot backflow into the City's water distribution system.

### **City Of De Pere Water Meter Replacement**

The City of De Pere Water Department will continue installing an automated metering infrastructure system. Customers will be notified by mail when their area is scheduled for meter replacement, and to request that you call the provided number to schedule an appointment. The Meter Replacement Program will continue through 2018. We greatly appreciate your utmost cooperation in scheduling on a timely basis.



## **WATER DEPARTMENT—CONSUMER CONFIDENCE REPORT**

The Consumer Confidence Report (CCR) is an annual water quality report that, under the Safe Drinking Water Act, a community water system is required to provide to its customers. This report contains important information about the source and quality of your drinking water. To view the City's 2016 Annual Water Quality Report and to learn more about your drinking water, please go to the City website, [www.de-pere.org](http://www.de-pere.org) and click on City Departments, then the Public Works and then the Water Department. Look for the 2016 Consumer Confidence Report on the Water Department home page. Or type in 2016 Consumer Confidence Report in the Search window. If you would like a paper copy of this report, they are available at De Pere City Hall, 335 South Broadway or the Municipal Service Center at 925 South Sixth Street. You can also call 339-4060 to request a copy be mailed to you.

**DE PERE WATER DEPARTMENT  
EZ PAY AUTOMATIC PAYMENT PLAN AGREEMENT**

Please print name, address and account number:	
Name:	
Service Address:	
De Pere Water Dept. Account #:	
Home Telephone #: (    )	(cell)#:

- Your water/sewer bill will vary depending on usage and rates.
- A water/sewer statement will be sent to you so you can review it prior to deduction from your account.
- Payment will be deducted on the due date shown on statement.
- If you wish to have your payment deducted from a **savings account**, please call the Water Department at 920-339-4046 or stop in.
- The De Pere Water Department contracts with the Green Bay Water Utility for billing and payment collection.

I hereby authorize the De Pere Water Department and/or the Green Bay Water Utility to initiate entries to my account at the institution named on the enclosed voided check, and authorize that institution to debit my account for that payment. This authorization will remain in effect until I terminate it, allowing reasonable time for the De Pere Water Department and my bank to act. I have the right to stop payment on an individual entry or to have entries corrected by timely notification to the De Pere Water Department and my financial institution. De Pere Water Department also has the right to cancel this agreement at any time by providing timely notification to me.

Date\_\_\_\_\_ Signature\_\_\_\_\_

<b>IMPORTANT:</b> Please be sure to include a check marked "VOID" to tell us from which checking account you want your payments deducted.
---

REMEMBER...Your automatic payments will begin with the NEXT bill you get AFTER you sign up.

Mail form and voided check to:

De Pere Water Department P.O. Box 247 Green Bay WI 54305-0247
---

**DE PERE WATER DEPARTMENT**  
**EZ PAY AUTOMATIC PAYMENT PLAN**  
**FREQUENTLY ASKED QUESTIONS**

**What is the EZ Pay Automatic Payment Plan?** It's a great way to have your water/sewer bill deducted from your checking account.

**How is it easier than paying your bill by check?** You don't pay for postage, checks or gas. There is no check to write and you'll never be late for a payment if you are away from home.

**So ... how does this system actually work?** It's simple. Just fill out the enclosed EZ Pay Agreement Form authorizing the City of De Pere Water Department to automatically deduct the amount of your De Pere water/sewer bill from your account. Send the signed form to us with a voided check from your checkbook. We will take care of the rest.

**Will I still get a bill from the De Pere Water Department?** You will get a bill (statement) showing your charges. It will also indicate what amount will be deducted from your bank account.

**When will my EZ Pay payment be deducted?** Your account will be charged on the due date shown on the bill/statement.

**Are there any charges for this convenient EZ Pay Program?** Definitely not! The EZ Pay Program is a free service from the De Pere Water Department, although your financial institution may charge for this type of transaction. You may want to call them and ask. However, you will save the money you're currently spending on checks, stamps and transportation.

**How will I know my bill has been paid?** Your EZ Pay deduction will be listed on your bank statement as DE PERE WATER depending on your bank's printing capabilities.

**What if there is not enough money in my bank account to cover the payment?** Just as if you were paying by check, a return check fee will be added to the amount you owe on your water/sewer bill. You will be contacted if this happens. Your water/sewer account will be charged a \$25.00 NSF fee and your account will be charged the late penalty normally assessed to late accounts.

**What happens if I change financial institutions?** It's so easy. Send us the name and address of your new financial institution and a new voided check. We'll take care of the transfer for you.

**Can my payments be deducted from a savings account?** Yes, they can. Please call the Water Department at 920-339-4046 for additional information.

## **DE PERE COMMUNITY CENTER**

**Summer Hours: Memorial Day ~ Labor Day**

**7:30 a.m. – 4:30 p.m. Monday ~ Thursday**

**7:30 a.m. – 1:30 p.m. ~ Friday**



Community Center  
600 Grant Street  
339-4097

If you haven't been to the De Pere Community Center, stop in and see what it's all about! A variety of programs are offered that range from youth to adults/senior citizens. These include various levels of fitness classes, pre-school classes, youth – adult instructional programs as well as socialization activities for adults/seniors and a nutrition program. Come check out our many amenities...we are sure you'll find something to suit your needs!

In addition to recreation programs we also rent out rooms at the De Pere Community Center. Whether you are hosting a baby/bridal shower, small wedding reception, reunion, banquet, meeting or a party for any occasion, we have the facility to meet your needs! Free WiFi access available. Rooms are available to rent seven (7) days a week including all holidays from 7:00 a.m. – 10:30 p.m. or later upon request. Security deposits required.

	<u>Resident</u>	<u>Non-Resident</u>
Large Activity Rooms with Kitchens (capacity 200)	\$150/4 hours \$230/full day	\$180/4 hours \$280/full day
Meeting Rooms (capacity 50)	\$70/4 hours \$100/full day	\$95/4 hours \$125/full day
Additional hours	\$20/hour – meeting rooms \$35/hour – large activity rooms	

*\*\*\*Full day is considered 7:00 a.m. – 10:30 p.m. or later upon request. Rooms may be rented until midnight for an additional \$35 or until 1:00 a.m. for an additional \$50.*

Chairs and tables (6' long, 48 & 60" round) are provided. Podiums, corded microphones, easels, dry erase boards, projector screens, coffee makers, extension cords and power strips are included with rentals upon request and for no extra charge. All rooms are equipped with free WiFi access.

Audio-visual equipment is also available for a small rental fee and includes: TV with VCR/DVD players, overhead projector, LCD projector/digital presenter, conference phone and cordless microphones. Storage bins and cabinets are also available for rent on a first come, first serve basis. Game room equipment (pool table & foosball table) may be used with lower level Spruce Room rentals only and accompanied by a \$25 security deposit.

## **SEASONAL EMPLOYMENT**

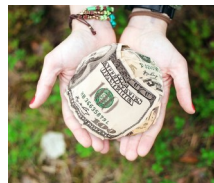
Part-time seasonal employment opportunities are available for various year-round activities. We are currently searching for **Yoga Instructors, Adult Basketball Officials, Softball Umpires, Water Aerobics and Swim Lesson Instructors, Lifeguards, Kidz Zone Counselors, Youth Activity Instructors, Spring & Fall Park Maintenance and Summer Park Maintenance personnel**. Applications for substitute and assistant instructors for various youth programs and fitness classes are always being accepted. If you have a new program that you would like to share feel free to contact us – we always welcome new ideas! Applications for **2018 Summer Employment** must be submitted during mid-December through mid-February. For more information please visit the website at [www.de-pere.org](http://www.de-pere.org) or contact the Community Center at 339-4097.

## **RECREATION SCHOLARSHIP PROGRAM**

This financial assistance program has been established to provide youth in the City of De Pere the opportunity to participate in recreation programs offered by the Park, Recreation & Forestry Department, regardless of their financial status. Through the generous support of local service organizations, foundations, businesses and community members, the City of De Pere is able to help people overcome financial barriers in order to participate in city recreation programs.

Scholarships are available for instructional programs, special event, pool passes, playground program, Kidz Zone, Summer Camp and co-sponsored youth sport leagues such as youth soccer, baseball, softball & hockey. Scholarships are not available for youth participation in field trips, replacement pool passes, costumes or supplies. All scholarships are awarded on a first come, first serve basis. Residents may apply by completing an application form. Application forms available at [www.de-pere.org](http://www.de-pere.org) or contact the Community Center at 339-4097 for more information.

De Pere Community Center  
c/o Recreation Scholarship Program  
600 Grant Street  
De Pere, WI 54115



## **YOUTH REC NIGHTS!!**

Youth Rec Nights are a great opportunity to have kids get out and burn some energy off during the winter months. Starting Wednesdays, December 6 – March 21, kids in grades 3 – 7 can come and play games at Westwood grade school. All school districts are welcome to attend.

**\*\*NOTE:** Youth Rec Nights are subject to CANCELLATION based upon weather and school functions.

**Day Pass:** \$3.75 Res / \$5.75 Non-Res

**Season Pass:** \$25 Res / \$40 Non-Res

## **KIDZ ZONE BEFORE & AFTER SCHOOL PROGRAM**

The Kidz Zone Before & After School Program is located at Our Lady of Lourdes Cafeteria (*Westwood students are transported by school bus at no additional fee*) and is open to students in grades K5-5<sup>th</sup> grade at Westwood and Our Lady of Lourdes Schools. For more information contact the Community Center at 339-4097 or visit the City's website, [www.de-pere.org](http://www.de-pere.org), and click on the Recreation page. Limited openings available in our Before School and After School Kidz Zone for this school year. Registration for the 2018-2019 school year will begin in April.

### **EARLY RELEASE DAYS**

In conjunction with Early Release Days in the West De Pere School District, Kidz Zone will be offered at Our Lady of Lourdes School. Participants do not need to be enrolled in Kidz Zone however do need to attend Westwood or Our Lady of Lourdes Schools. For more information please contact the Community Center at 339-4097.

### **KID'S DAY OUT CAMP**

Spring Break Kid's Day Out Camp will be held at the Community Center, March 26<sup>th</sup> – 30<sup>th</sup> and April 2<sup>nd</sup> – 6<sup>th</sup>. Please contact the Community Center at 339-4097 for more information.

### **SUMMER DAY CAMP**

Summer Day Camp is back for our eleventh year! Walk-in registration will be held at the Community Center on Wednesday, February 7<sup>th</sup>, 2018, beginning at 7:30am. We will again have two locations, the West Side camp will be held at De Pere Community Center, the East Side camp will be held at Dickinson Elementary School. For registration packets or more information please contact the Community Center at 339-4097.

**Come join us at the De Pere Community Center for some exciting special event luncheons!**

### **BOARD GAMES GALORE LUNCHEON**

Beat the winter blues! Come join the fun! We will have a delicious walking taco luncheon (with homemade desserts, of course!) Gnome Games will be here to speak about games that are fun, easy to play and help memory acuity. The Gnomes will have games to try or bring your own favorite board game to play! *Sponsored by the De Pere Commission on Aging.*

**FRIDAY, January 12 , 12:00 pm**

**Location:** Community Center, Pine Rm. upper level    Fee: \$5.00 per person

### **RIVERBOAT RASCAL SHOW**

Boy, are you in for a treat! The talented Ken Williamson has performed on 52 different paddlewheel boats up and down the Mississippi. Ken has played banjo and guitar with Willie Nelson, John Hartford and Mel Tillis to name a few and has been showcased on CNN-TV, Wisconsin Public TV, BBC-TV and more!

**FRIDAY, February 23, 1:00 pm**

**Location:** Community Center, Spruce Rm. lower level    Fee: \$5 per person

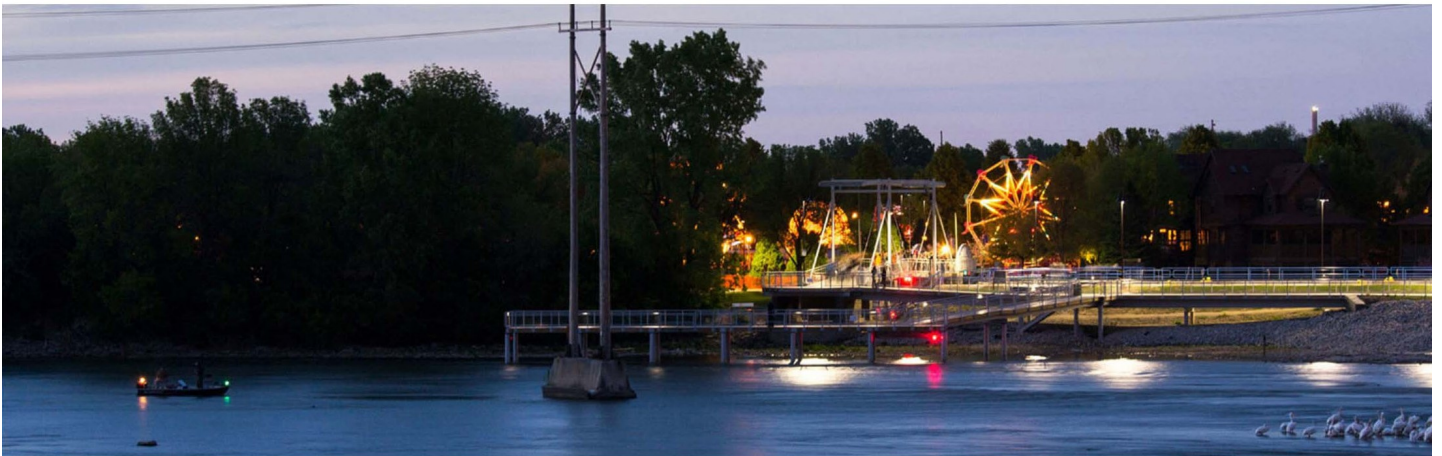
*Please contact MJ (ADRC) at 983-1675 by 10:00 am the day before if you would like to eat lunch before the show! (Lunch is on a donation basis).*



## AARP SMART DRIVERS COURSE

Since 1979, AARP Driver Safety has offered the nation's first and largest course for drivers 50+ and has helped millions of drivers stay in command of the road. This 4-hour classroom course will help you improve your driving skills, drive crash free, sustain mobility and maintain independence! After completion, you will receive a certificate good for three years that most insurance companies will reward with a 10% discount. \*Check with your insurance company. Our spring class is scheduled for **Wednesday, April 4, 2018, 8:30 a.m. – 12:30 p.m.** Fee for the class is \$15 AARP member, \$20 non-member. (Checks made payable to AARP). Fees include all materials!

*your* DePere



**Do you have 15 minutes to help shape De Pere's future?**

*The online survey for the Strategic Visioning and Branding Initiative is live.  
Tell us what you think today!*

Take the Survey at [www.yourdepere.com](http://www.yourdepere.com)!

## **Strategic Visioning & Branding for De Pere**

The City of De Pere began a process in September that will lead to two separate, but interconnected outcomes: A shared community vision that will guide the future of our City and a new, more coordinated and consistent City brand. The community vision will help establish the City's mission and goals, which will provide direction for future decisions. The updated brand will allow for better and more consistent and engaging communication of the City's personality, character and values to visitors and potential new residents and businesses. The team of consultants has conducted stakeholder interviews and an open house to gather a wide range of perspectives about our City. The next step is an online survey. Please visit the project website [www.yourdepere.com](http://www.yourdepere.com) to find out more about this project and to link to the community survey. Be sure to take the survey – it requires only a few minutes – and encourage friends and neighbors to do the same.

## **Zoning Code and Cultural District Master Plan on the docket for 2018**

In addition to the Visioning and Branding Initiative, the Economic Development and Planning Department will be leading two significant initiatives for the City of De Pere. The first is a rewrite of the City's Zoning Code. The Zoning Code regulates how and where things can be built and what land uses are permitted in what areas. A rewrite is needed to make the document more user-friendly and reflective of the growth goals of the City. The new Code will be easy to navigate, supported by interactive maps and illustrations, and provide clear and concise information for those interested in building in De Pere. This major initiative will take 18-24 months to complete.

We will also be working on a Cultural District Master Plan for the East Side of Downtown De Pere. The Council and Redevelopment Authority recently approved this project to continue the momentum of the proposed Mulva Cultural Center.

This planning process, which is an extension of De Pere's Comprehensive and 2010 Downtown Master Plans, will build on the city's attractive reputation for having historic character and natural spaces. Anchoring the development in the Cultural District Master Plan for the east side of downtown is the proposed Mulva Cultural Center.

"De Pere has worked hard to implement many areas of the 2010 Downtown Master Plan over the past seven years," Mayor Mike Walsh said. "The Mulva Cultural Center, proposed after that plan was approved, will be both an anchor and a catalyst for future downtown investment. Now is the time to revisit the development and planning goals for the east side of downtown De Pere in order to establish an intentional and achievable vision that will complement and support the Mulva Cultural Center."

This plan will recommend locations for redevelopment, elevate the role of public realm and open spaces (particularly along the Fox River), identify locations for public art and maximize pedestrian and bicycle mobility. The plan will also specify optimal business types that are economically feasible and create a synergistic cluster that elevates the role of culture and art in Downtown De Pere.

## WINTERTIME COMMENTS FROM YOUR CITY FORESTER

First, I want to sincerely thank all of our tireless volunteers in the City. Next time you pass by one of the flowerbeds at the Clock Tower bed, City Hall sign, or the beds by Bicentennial Park on Main Ave. or if you admire the stand alone pots in the downtown please be sure to think about the De Pere Beautification Committee. This group works in conjunction with the City to plant and maintain these beds and pots. They also play a major role in determining and decorating the downtown for the Holidays. I would like to thank the many students from St. Norbert College who have helped in a number of park and ROW areas cleaning garbage and pulling weeds. Thank you to De Pere High School students and teacher Adam Wolfe for helping the Forestry Dept. plant trees in spring and for decorating the Christmas trees in the roundabout on Chicago St. I would be remiss, too, if I didn't thank our dog park committee for all their hard work over the years. For almost 9 years they have given their time to help make the park a better place and at the end of 2017 they will be ending their run. I know that I am missing many more, but I think you get the picture. The City relies on many, many good people to help us function; without volunteers we certainly wouldn't look as good!

Second, make sure you start thinking about your landscape and plants early. Review the things that happened last year and make a plan for this year. Get out and scout for insects and diseases now and in the spring. Many signs are there for you to see. Emerald Ash Borers leave 'D' shaped exit holes and woodpeckers are attracted to the trees with them in. Gypsy moths will have visible egg masses in your trees. If you had problems with fungal leaf drop or disfiguration last year, you can see it on the leaves that are lying around or you can anticipate it happening again. These things can be controlled or dealt with (depending on the severity) and should be addressed. Girdling root symptoms will include less leaves and dead branches in the crown of your tree. You should also remember to follow proper procedures when planting, pruning or doing other types of maintenance. There is usually a right way and a wrong way and too many times I see it done the **wrong way!!** Please consult a landscape or tree care professional or myself if you are unsure of the proper procedures. The City of De Pere's website (Parks & Recreation, under Forestry) contains a lot of valuable information about the above topics. Our Arboricultural Specifications Manual also contains many of these standards.

And third, if you have any questions or concerns about your landscape or the City street trees or if you wish to review a copy of our manual or ordinances, please contact me at 920-339-8362 or at [dmelichar@mail.de-pere.org](mailto:dmelichar@mail.de-pere.org).

Enjoy the winter and look forward to spring!

Don Melichar  
De Pere City Forester

### **Parkway Tree Planting Program**

Spring tree planting orders will be taken from mid-February to the end of March. Fall orders typically are taken starting in August. The species and varieties will be determined at that time. Further information can be obtained by calling the Forestry Department at 920-339-8362 or it can be accessed on the City's website at [www.de-pere.org](http://www.de-pere.org). During the above dates, the form for ordering trees will also be available on the website. **Please note: De Pere has an ordinance limiting homeowners planting in the terrace or in any City right-of-way. If you have a question or concern about tree planting, please contact the City Forester for clarification.**

### **Goose Patrol Program**

The City has a program that allows residents to help control geese at specific parks. This program allows you to take your dog into one of these parks to harass geese. The resident will need a free permit and the dog will need a vest to participate. Please contact the Parks, Recreation and Forestry Department at 920-339-4065 for further details.

### **Alleyway Brush Pruning**

When your property abuts an alleyway, it is your responsibility to help create unimpeded travel via the thoroughfare. Please prune vegetation back to at least 1 foot behind the edge of the pavement or gravel and any tree limbs to at least 12 feet above it. Unpruned brush and trees can and will:

- Create vision and safety concerns for all travelers
- Cause property damage to vehicles that travel there
- Hinder the ability of the De Pere Police, Fire and Street Departments to effectively carry out their jobs

Please help to make the alleyways a safe and effective corridor for all who need them.

## **NEWS FROM THE CLERK-TREASURER'S DEPARTMENT**

### **SPECIAL EVENT PERMITS**

The City of De Pere defines a "Special Event" as: "Any public event, ceremony, demonstration, exhibition, march, pageant, parade, procession, race, show or other similar display which interferes with the usual flow or regulation of traffic upon the streets, sidewalks, or rights-of-way, or the usual use of parks or other public grounds."

If you are the organizer of a special event in the City of De Pere, you must apply for the permit.

The permit fee is either \$25 or \$50, depending on the hazard level of your event. Applications must be submitted to the City Clerk's Office at least 60 days before the date of the special event. For an informational pamphlet or to view the application, please visit the Clerk's page at [www.de-pere.org](http://www.de-pere.org) or call 339-4050.

### **COMMUNITY SERVICE GRANTS**

The City of De Pere accepts Community Service Grant Applications by June 1 and December 1 each year. The De Pere Community Grant allows groups or individuals to compete for grants to qualifying residents, businesses, groups and organizations within De Pere that strive to improve the overall quality of life within De Pere. The City Council evaluates the proposals on their contribution to public safety, community awareness, improvement of community infrastructure, creativity, improvement to the city's aesthetic quality, and a contribution to city culture or overall sense of community.

Grant application forms can be obtained at the De Pere City Clerk's Office located at 335 S. Broadway or on the City's website at [www.de-pere.org](http://www.de-pere.org). The application form includes instructions and eligibility guidelines. Completed applications can be mailed or dropped off at the City Clerk's Office by the respective deadline. If you have questions, please contact the City Clerk's Office at 920-339-4050 or email questions to Shana Ledvina, City Clerk-Treasurer at [sledvina@mail.de-pere.org](mailto:sledvina@mail.de-pere.org) for assistance.

### **ANNUAL BOAT LAUNCH PASS**

For your convenience you can purchase an Annual Boat Launch Pass at the Clerk-Treasurer's Department located at City Hall. The original sticker costs \$35. Discount stickers for seniors ages 62 and over are available for \$30.

### **DOG & CAT LICENSING REMINDER**

Dog and Cat Licenses are purchased and renewed between January 1 and March 31 each year.

The cost for spayed/neutered dogs & cats is \$6.00 and unspayed/unneutered dogs and cats is \$12.00. After March 31st, there is an additional late fee of \$5.00 per license for renewals. A rabies certificate from the veterinarian that lists the date of the rabies vaccination, name, breed, color and spayed/neutered status is required for each dog/cat. This can be done through the mail for those unable to come into City Hall during office hours. For your convenience, an application can be found at the City's web site at [www.de-pere.org](http://www.de-pere.org) under the City Clerk-Treasurer's Department or by stopping in the office.

### **CHICKEN PERMITS**

Did you know that the City of De Pere allows residents to keep and raise chickens? Applying for a chicken permit allows you to keep up to four hens (no roosters). For your convenience, an application and more information can be found at the City's web site at [www.de-pere.org](http://www.de-pere.org) under the City Clerk-Treasurer's Department or by stopping in the office.

### **PASSPORT ACCEPTANCE FACILITY**

The City Clerk's Office is a Passport Application Acceptance Facility. We accept applications by appointment only. Call 920-339-4050 to make your appointment to apply for your passport.

Please visit <http://travel.state.gov/> for more information and to download applicable forms.

### **2018 ELECTION INFORMATION**

February 20, 2018 Primary

April 3, 2018 Spring Election

August 14, 2018 Partisan Primary

November 6, 2018 Gubernatorial Election

If you have moved or changed your name since the last time you voted, you are required to re-register to vote. For your convenience, the voter registration information is available at <https://myvote.wi.gov/>. My Vote Wisconsin is a useful tool for Wisconsin Voters to use to obtain information regarding your voter registration, polling place location, voting history, current office holders, and sample ballots for the upcoming election. You can also use My Vote Wisconsin to register to vote and to request an absentee ballot. You can search for information using your name and date of birth or you can search by address to find your polling place location.

We encourage you to get registered before Election Day!

Photo ID is now required to receive a ballot in all special and regular elections. Visit <http://bringit.wisconsin.gov/> for more information!



**Follow the City on Facebook!**  
**[facebook.com/cityofdepere](https://facebook.com/cityofdepere)**





# Property Owners, Contractors and Inspectors:

## Caveats to home improvements and building.

Owning a home is one of the largest investments a person may encounter in their lifetime. Whether building a new home, improving an existing home, or constructing an addition to an existing home, there are different facets of the process that homeowners are sometimes unaware of. Your property and home are a substantial investment to you and your family. Maintenance and improvements not only add value to your property; moreover they show the pride you keep in maintaining quality and aesthetics.

When the time comes for home improvements or building a new home, then comes the task of working with a design professional, hiring a contractor or taking on the task yourself. In the state of Wisconsin a contractor must be credentialed to obtain a building permit for new construction, additions, and alterations. The contractor must possess a Dwelling Contractor's credential and a Dwelling Contractor Qualifier credential. This assures the homeowner that the contractor carries liability and workman's comprehensive insurance (DC credential) and that the contractor is qualified to do the work (DCQ credential).

Unless otherwise specified by the building code, owner-occupants of a single-family dwelling may design their own plans. The exception to this would be for dwellings that are located within a flood plain, which may require a registered architect or engineer. All residential work must demonstrate compliance with the Wisconsin Uniform Dwelling Code (UDC) and the City of De Pere Municipal Code.

Depending upon the type of work you are doing, you may or may not be required to hire a contractor. An owner-occupant of a single-family dwelling may take responsibility for carpentry, heating, ventilation and air conditioning (HVAC), and masonry work. In addition, an owner-occupant of a single-family residence may take responsibility for electrical work. In all other instances, a licensed contractor is required. The plumbing work must be supervised by a master plumber and installed by licensed plumbers. Only after the dwelling is occupied, may an owner install additional plumbing beyond the pre-requisite kitchen sink and full bathroom, unless prohibited by municipal ordinances.

After the plans have been drawn and your project is moving along as anticipated, hiring a contractor is the next step. This can be a daunting task and the most crucial. Below are several topics to consider when hiring a contractor which can make the process more trouble-free. The Wisconsin Home Improvement Laws are there to protect you the consumer/homeowner for improvements including: building a new home, additions and alterations thereto, basements, driveways, landscaping, heating/air conditioning, garages, decks, swimming pools.

When hiring a contractor you want to be prudent and do some research on the company. Most contractors involved in home improvements are honest, reliable and skilled, but some are not. Here are suggestions on how to find good contractors:

- ◆ Decide in advance what the job will involve. Draw sketches and clip pictures to show to prospective contractors.
- ◆ Get more than one estimate. Make sure all contractors are bidding on exactly the same work. Make sure the contractor comes to the job site rather than giving a telephone estimate. Be leery of an extremely low estimate.

- ◆ Ask for the names of the contractor's recent customers and call to see if they are satisfied. Did the contractor show up on time, clean up afterward, and perform follow-up service on warranties? Would they hire the contractor again?
- ◆ Contact Consumer Protection, 1-800-422-7128, <http://datcp.wi.gov> and the Better Business Bureau, 1-800-273-1002, [www.bbb.org](http://www.bbb.org) to find out if complaints have been filed against the contractor.

A contractor must inform you, before you enter into a home improvement contract, of all required building or construction permits. To get a building permit for one or two family homes built after June 1, 1980 (in many municipalities, homes of any age), contractors must be credentialed (Dwelling Contractor credential) with the Department of Safety and Professional Services, showing proof they have paid for worker's compensation, unemployment insurance, and minimum levels of liability or a bond. The liability insurance covers worker and public injuries and damage to property.

If contractors can't show you their Dwelling Contractor Qualifier and Dwelling Contractor credential card, it may mean trouble if you hire them. Some contracts are written to put the responsibility for building permits and insurance on the homeowner. By taking out the building permit, the homeowner has no assurance that the contractor has proper insurance and may be liable. The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Consumers may ask any contractor for a certificate of insurance with the homeowner's name and address listed as a certificate holder. This certificate shows that the contractor has an active policy. As a certificate holder, the homeowner will then be informed if the contractor's insurance policy expires.

Don't rely on oral agreements. For the protection of both you and the contractors, it's wise to request a written contract in all situations. The contract serves as a statement that the contractor knows exactly what services you want performed. Don't sign anything until you know the meaning of it all. Consult an attorney if you have any questions. Make sure the contract contains:

- ◆ The name and address of the salesperson, as well as the company name and address (not just a post office box number).
- ◆ A full description of the job. Again, don't rely on oral agreements.
- ◆ A detailed list of materials to be used including the name, brand, size, models, performance capacity of the items, and the quantity of materials to be used.
- ◆ The total price, plus finance charges.
- ◆ A starting and completion date, to prevent the job from going on indefinitely.
- ◆ A statement explaining any warranties on materials, labor or services. Be sure you understand any exceptions or limitations.

If any payment is required before the work is done, law requires a written contract. The consumer should demand one if the contractor doesn't offer it. Get all guarantees in writing. Never sign a completion certificate or make final payment until you are satisfied and all work is done as specified.

**LIEN WAIVERS:** When any payment is made, especially final payment, get lien waivers from the contractor. This will prevent a subcontractor or material supplier from putting a lien on your home if the contractor doesn't pay the bills. Wisconsin law requires that consumers receive a lien waiver from a contractor whenever they make partial or final payments. Consumers, however, should know in advance to ask for a lien waiver if one is not offered. The following case history explains why lien waivers are so important to consumers:

**CASE HISTORY:** Mr. Jones signed a contract with ABC Contractors for the construction of an addition to his home. When the work was done, Jones paid the contracted price and started enjoying his new addition. A month later, he received a "Notice of Intent to File Claim for Lien" in the mail from the lumberyard where ABC Contractors obtained building materials.

What happened? Although Mr. Jones had paid his bill, ABC Contractors did not pay the lumberyard. The law allows a subcontractor or supplier of materials to place a lien on the property where the work was done if the contractor doesn't pay his bills. This can happen even if the homeowner has paid the contract in full. To protect against this, insist on being given completed "waiver of lien" forms from the contractor and each subcontractor anytime payment is made. The contractor and any other person supplying materials or labor covered by the payment should sign these forms.

### **RIGHT TO CANCEL**

If you were solicited and signed a contract for more than \$25.00 at your home (or away from the contractor's regular place of business), Wisconsin law allows you three business days to cancel. The contractor is required to provide you with two copies of the notice of your right to cancel at the time the contract is signed.

To cancel the sale, consumers must sign and date a notice of cancellation and mail it to the contractor before midnight of the third business day. Sending cancellation notices by certified mail, return receipt requested, lets you know your notice was delivered. What do you do after three business days? Here's how to cancel home improvement contracts if you pay for but don't get materials and services:

- ◆ Give a written notice cancelling the contract.
- ◆ Demand return of all money the contractor has not yet spent on the project. (The contractor must return this amount to you within 15 days.)
- ◆ Demand delivery of all materials, which the contractor has purchased with your money. (The contractor must deliver the materials within 15 days or within 5 days after the contractor receives materials from the supplier, whichever is later.)
- ◆ Criminal violations of home improvement laws can result in maximum fines of \$ 5,000 and imprisonment for up to one (1) year. Civil violations can result in maximum fines of \$ 10,000.
- ◆ Consumers may sue for twice the amount of any damages, together with court costs and reasonable attorney's fees.
- ◆ For help and information, call the toll free hotline of the Department of Agriculture, Trade and Consumer Protection, 1-800-422-7128.

## BEWARE OF TRANSIENTS

As sure as the summer brings tourists to Wisconsin, it also brings transient home improvement workers and scams. These rip-off artists will probably hit your town. Transient contractors specialize in blacktopping driveways, installing lightning rods, painting, and yard work. Their work and materials are usually inferior and they are likely to steal from you.

A consumer who pays what he thinks is a bargain price for blacktopping may soon have dandelions growing through his driveway. Homes may need repainting after the next rainfall. Also, the cost of the job may rise considerably after the work is performed, and the consumer may be intimidated into paying the increase. Transients hit an area, take the money, and run. Frequently, they know the quickest route to the banks in your area to cash checks. If transients come to your door:

- ◆ Don't give in to high-pressure tactics.
- ◆ Don't let them in your home. They are experts at finding and taking valuables.
- ◆ Determine the make and model of their vehicles; get license plate numbers, and alert local law enforcement.
- ◆ Call the police immediately if they begin to do a job without authorization.

The role of the building inspector is to ensure that projects are meeting minimum code standards, providing information, education and interpretation of all state and municipal codes. Moreover, the building inspector's role is to provide a frontline level of safety to the occupants of a building or dwelling and enforce zoning and housing codes to maintain the values of your home and property.

**Why is a Permit Needed:** The permit and inspection process gives you, your neighbors and the City assurance that specific standards are met when expanding, altering, or repairing your property by complying with State Codes, Local Codes and Zoning requirements. These standards are based on well-established health, safety and environmental considerations intended to protect the integrity of the building, the safety of its inhabitants, and the welfare of the public. Projects not completed according to code can affect your home's insurability and potential sale. City building records are available from our department upon request. Prospective buyers can use these records to see if permits were obtained and if compliance was achieved for specific projects.

**When Do I Need a Permit:** A permit is required prior to beginning any new construction, repairs, additions, alterations, and demolitions, including the installation of new boilers, furnaces, electrical wiring, plumbing fixtures, garages, porches, fences, decks, swimming pools, driveways and sheds. A permit is also needed to change the use of a building or portion thereof. A permit may be needed when replacing or moving walls, doors, columns and beams. Changes to required exits or means of providing natural light and ventilation (including windows) require a permit.

## **Employees Celebrating Employment Anniversaries In 2017:**

### **5 Years**

Shana Ledvina – Clerk-Treasurer

### **10 Years**

Matthew Magno – Police Officer

Thomas Nelson – Firefighter

### **15 Years**

Derek Beiderwieden – Police Chief

William Boyle – GIS Coordinator

Patrick Linnane – DPW Maintenance Worker

Lisa Renier - Administrative Assistant

Luke Riedi – Fire Mechanic

William Tews – Firefighter



### **20 Years**

Benjamin Cheslock – Fire Captain

Benjamin Hermans – Firefighter

Todd Kerkela – Police Sergeant

Judith Schmidt – Lehman - City Attorney

Bernard Skoviak – Mechanic



### **25 Years**

Richard DeWeert – Firefighter

Dale Haagen – Police Captain

Kim Johnson – Water Maintenance Worker

Robert Krzewina - Engineer Senior Technician

## **City Personnel Changes**

### **New Hires**

Amanda Barber – Office Assistant (Public Works)

Kelly Burke – Office Assistant (Health Department)

Grace Lahtela – Administrative Assistant (Parks, Recreation & Forestry)

John McDonald – Recreation Supervisor

Jennifer Renon – Patrol Officer

Michael Oney – Patrol Officer

Kate Zuidmulder – Staff Attorney

### **Internal Promotions and Transfers**

Steve Bloemer – Street Superintendent

Jade Witt – Fire Mechanic

### **Retirees**

Jo Ann Janus (7 years)

Mark Winter (19 years)

Deborah Zierson (37 years)

Allen Lubberda (7 years)

Julie Switzer (29 years)



Charter Spectrum TV Channel 4  
AT&T U-verse Channel 99  
[www.depere.tv](http://www.depere.tv)

## Public Meetings • Information • Education

Content you won't find on any other channel!

### Mission Statement

The mission of De Pere TV (DPTV) is to make local government accessible to the citizens of De Pere. DPTV will promote citizen access and exposure to local government and it will further government accountability. Finally, DPTV will promote citizen engagement with local government and the community.

### Sponsor Us

De Pere TV is supported in part by local businesses and community organizations. Visit the De Pere TV website or contact us for information on becoming a sponsor!

### Did You Know...?

While watching meetings on the Public Meetings website you can click on an agenda item and the video will jump to the beginning of that item! (Visit [www.depere.tv](http://www.depere.tv) for a link to watch meetings)

### Content

- Board/Committee Meetings
- *The Mayor's Corner*
- *For Your Information*
- *City Bulletin Board*
- 3rd Party Videos

"Thank you for having De Pere TV. It's nice to get info as I am unable to get out easily."

- Viewer feedback

### Contact Us

Contact Kevin Clark with any questions or comments.

Phone: 339-4084, ext. 1239

Email: [kclark@depere.tv](mailto:kclark@depere.tv)

### Leave Feedback

Let us know when and what you watch on De Pere TV.

Email: [feedback@depere.tv](mailto:feedback@depere.tv)

Survey: [www.depere.tv](http://www.depere.tv)



[facebook.com/depereTV](https://facebook.com/depereTV)



[youtube.com/depereTV](https://youtube.com/depereTV)



# **CITY OF DE PERE MEETINGS SCHEDULE**

## **Board of Park Commissioners**

Meet the third Thursday of the month at 6:30 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **Board of Public Works**

Meet the first Monday after the first Tuesday of each month at 7:30 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **Common Council**

Meet every first and third Tuesday of the month at 7:30 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **Finance/Personnel Committee**

Meet every second Tuesday of the month at 7:30 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **Historic Preservation Commission**

Meet every third Monday of the month at 6:00 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **License Committee**

Meet every first and third Tuesday of the month at 7:00 p.m.  
City Hall, Second Floor, Riverview Conference Room, 335 South Broadway Street

## **Plan Commission**

Meet every fourth Monday of the month at 7:00 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **Redevelopment Authority**

Meet as needed, every fourth Monday of the month at 6:00 p.m.  
City Hall, Second Floor, Council Chambers, 335 South Broadway Street

## **Board of Health**

Meet quarterly in March, May, September and November  
They are scheduled the third Monday of these months at 5:15 p.m.  
City Hall, Second Floor, Riverview Conference Room, 335 South Broadway Street



*These meetings are open to the public and are subject to change.  
A calendar of upcoming meetings and their respective agendas can be found at:  
<http://deperecitywi.iqm2.com/Citizens/Default.aspx>*



# CITY OF DE PERE DIRECTORY

WWW.DE-PERE.ORG

## Alderpersons

		<u>Phone No.</u>	<u>E-Mail Address</u>
1 <sup>st</sup> District	Larry Lueck	339-8339	llueck@mail.de-pere.org
1 <sup>st</sup> District	James Boyd	336-0305	jboyd@mail.de-pere.org
2 <sup>nd</sup> District	Ryan Jennings	737-7427	rjennings@mail.de-pere.org
2 <sup>nd</sup> District	Jonathon Hansen	425-4265	jhansen@mail.de-pere.org
3 <sup>rd</sup> District	Dean Raasch	217-3648	draasch@mail.de-pere.org
3 <sup>rd</sup> District	Scott Crevier	940-8683	screvier@mail.de-pere.org
4 <sup>th</sup> District	Casey Nelson	277-3296	cnelson@mail.de-pere.org
4 <sup>th</sup> District	Dan Carpenter	609-2640	dcarpenter1@mail.de-pere.org

## Offices

Administrator-Lawrence Delo	339-4044	ldelo@mail.de-pere.org
Ambulance Billing	339-2467	
Asst. Building Inspector-Dennis Jensen	339-4053	djensen@mail.de-pere.org
Attorney-Judith Schmidt-Lehman	339-4042	jschmidt-lehman@mail.de-pere.org
Building Inspector-David Hongisto	339-4053	dhongisto@mail.de-pere.org
Chief of Police-Derek Beiderwieden	339-4075	dbeiderwieden@mail.de-pere.org
City Engineer-Eric Rakers	339-4061	erakers@mail.de-pere.org
Clerk-Treasurer-Shana Ledvina	339-4050	sledvina@mail.de-pere.org
Community Center Activity Coordinator-Cindy Lee	339-4097	clee@mail.de-pere.org
Compost Site-Automated Information	339-8301	
Director of Public Works-Scott Thoresen	339-8095	sthoresen@mail.de-pere.org
Finance Director-Joseph Zegers	339-4041	jzegers@mail.de-pere.org
Fire Chief-Al Matzke	339-4085	amatzke@mail.de-pere.org
<b>Fire Department-Non-Emergency/After Hours/General</b>	<b>339-4091</b>	
Health Director-Deborah Armbruster	339-4054	darmbruster@mail.de-pere.org
Human Resources Director-Shannon Metzler	339-4045	smetzler@mail.de-pere.org
Information Technology Administrator-Steve Massey	339-8046	smassey@mail.de-pere.org
Mayor-Michael Walsh	339-4040	mwash@mail.de-pere.org
Park Director-Marty Kosobucki	339-8358	mkosobucki@mail.de-pere.org
Parking Tickets	339-4081	
Parks Superintendent/City Forester-Donald Melichar	339-8362	dmelichar@mail.de-pere.org
Planning Director-Kimberly Flom	339-2370	kflom@mail.de-pere.org
<b>Police Department-General Information</b>	<b>339-4080</b>	
<b>Police Department-Non-Emergency/After Hours</b>	<b>339-4078</b>	
Recreation Superintendent-Paula Rahn	339-2471	prahn@mail.de-pere.org
Recreation Supervisor-John McDonald	339-4097	jmcDonald@mail.de-pere.org
Recycling, Sanitation & Composting	339-4060	
Street Superintendent-Steve Bloemer	339-8325	sbloemer@mail.de-pere.org
Water Department	339-4046	

## Other

Definitely De Pere	403-0337
Kress Family Library	448-4407
Municipal Judge-David Matyas	339-2463
Municipal Court Clerk—Vickie Lambert	339-2463
Post Office on Ninth Street	336-4306
White Pillars Museum	336-3877

# EMERGENCY

## DIAL 9-1-1