



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, JUNE 5, 2018
7:00 p.m.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
THAD G. BIRMINGHAM, MAYOR**

- 1. Call to order.**
- 2. Pledge of Allegiance.**
- 3. Roll call.**
- 4. Adoption of agenda.**
- 5. Public Comment.**
- 6. Consideration of the following bills: General Fund – \$133,173.55, Capital Fund - \$86,274.89, Cable TV - \$5,551.89, and Solid Waste Enterprise Fund - \$13,550.15 for a grand total of \$238,550.48. [roll call]**
- 7. CONSENT AGENDA**

*** All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.**

*** a. Approval of 5/15/18 regular Common Council minutes.**

*** b. Approval of the following minutes:**

- (1) Aesthetic Design & Site Plan Review Board – 2/26/18**
- (2) Aesthetic Design & Site Plan Review Board – 4/9/18**
- (3) Finance/Purchasing & Building Committee – 5/8/18**
- (4) Community Protection & Services Committee – 5/10/18**
- (5) City Plan Commission – 5/16/18**
- (6) Parking & Traffic Committee – 5/21/18**

*** c. Place the following reports on file:**

- (1) Fire Department Report – April 2018**
- (2) Inspection Department Report – April 2018**
- (3) Bank Reconciliation – April 2018**
- (4) Revenue & Expense Report – April 2018**

*** d. Consideration of: Approval of beverage operator licenses.**

*** e. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine license.**

*** f. Consideration of: Approval of Temporary Class B Beer license.**

- * g. Consideration of: Approval of "Class B" Combination licenses, "Class B" Liquor License (Wine Only), Class "B" Beer licenses, "Class A" Combination licenses, Class "A" Beer licenses, Class "A" Liquor licenses, and "Class C" Wine licenses, and for 2018-2019 license year.
- * h. Consideration of: Approval of request from Door County Fair for exception to noise ordinance for dates of July 30 – August 8, 2018.
- * i. Consideration of Approval of Street Closure Application for Door County Wine Fest for June 30, 2018.
- * j. Consideration of: Approval of request from Kick Coffee for Sidewalk Café Permit.
- * k. Consideration of: Approval of request from Root Bistro and Wine Bar for Sidewalk Café Permit.
- * l. Consideration of: Approval of request from Brick Lot Pub for Sidewalk Café Permit.
- * m. Finance/Purchasing & Building Committee recommendation re: Reject offer to purchase property from Jeffery L. & Barbara M. Uecker Trust, a portion of parcel 281-66-12000412A.
- * n. Finance/Purchasing & Building Committee recommendation re: Accept the State/Municipal Agreement and commit funds as needed in the future for the installation of the thin polymer overlay on the approach spans of the Maple/Oregon Street Bridge.
- * o. Community Protection & Services Committee recommendation re: Approve the Class B Combination liquor license for Kippis, LLC based on the City ordinance and supporting information provided.
- * p. Community Protection & Services Committee recommendation re: Amend City ordinance 7.12 Bicycles, play vehicles, and in-line skates to the changes provided in (1) and (5) of ordinance.
- * q. Parking & Traffic Committee recommendation: Create a restricted truck route on 3rd Avenue between Michigan Street and Jefferson Street to allow local deliveries only, with a signage location to be determined by staff.
- * r. Parking & Traffic Committee recommendation: Deny the DOT's request for signage for the Michigan Street Bridge.
- * s. Parking & Traffic Committee recommendation: Remove two parking spaces on the NW corner of 4th Avenue & Louisiana Street.
- * t. Parking & Traffic Committee recommendation: Update the bike shield on the main page of the City website to match the bike shield on the Bicycle & Pedestrian page.
- * u. Parking & Traffic Committee recommendation: To change the number of committee members on the Bicycle & Pedestrian Advisory Board to seven, with one being from administration and four being citizens.

8. Mayoral appointments.

9. Convene in closed session in accordance with the following exemption:

Conferring with legal counsel for governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis. Stats. 19.85(1)(g)

- a. Consideration of: Litigation with Sawyer Hotel Development, LLC.

- b. Consideration of: Friends of the Sturgeon Bay Public Waterfront, Shawn M. Fairchild, Carri Andersson, Linda Cockburn, Russ Cockburn, Kathleen Finnerty and Christy Weber v. City of Sturgeon Bay and Waterfront Redevelopment Authority of the City of Sturgeon Bay
- c. Consideration of: Petition for Judicial Review regarding Declaratory Ruling.
- d. Consideration of: Dissolution of WRA and Creation of CDA.

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration.

- 10. Community Protection & Services Committee recommendation re: Update City Policy on Agenda Preparation.
- 11. First reading of ordinance re: City of Sturgeon Bay Comprehensive Plan amendment.
- 12. City Plan Commission recommendation re: Approve the preliminary/final Planned Unit Development (PUD) for 34 multiple-family dwelling units for Phillips Development, LLC, located in the 700 blocks of Erie & Florida Streets, subject to conditions.
- 13. First reading of ordinance re: PUD Zoning for property located in the 700 blocks of Erie & Florida Streets.
- 14. Consideration of: Award of Contract for Project 1803 – 2018 Street Micro Surfacing Program.
- 15. Resolution creating the City of Sturgeon Bay Community Development Authority.
- 16. Consideration of: City of Sturgeon Bay Community Development Authority By-Laws & Rules of Procedure.
- 17. Consideration of: Agreement with Pinkert Law Firm and Request For Proposal for Legal Services.
- 18. Update on Safe Routes to School.
- 19. Consideration of: All legal matters pertaining to Westside Waterfront.
- 20. Implication of: Absence of Personnel Committee.
- 21. Consideration of: Appeal of Judge Huber's ruling.
- 22. Consideration of: Legal Action Required for Moving Dirt Piles.
- 23. Items to be Included on Future Agendas (New Business).
- 24. Mayor's comments.
- 25. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

June 1, 2018

Time:

12:00pm

By:

SM

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
REVENUE				
R0001531	TERRRY OR EVE GAINES	MOORING RENEW FEE REFND/GAINES	01-000-000-46240	104.00
R0001531		STATE TAX REFUND/GAINES	01-000-000-24214	5.20
R0001531		COUNTY TAX REFUND/GAINES	01-000-000-24215	0.52
R0001532	NIKKI VOIGHT	PARK SHELTER REFUND-VOIGHT	01-000-000-46300	55.00
R0001532		STATE TAX	01-000-000-24214	2.75
R0001532		COUNTY TAX	01-000-000-24215	0.28
R0001533	MARK OR TARA NEUVILLE	LARGE ITEM FEE REFND/NEUVILL	01-000-000-48120	25.00
R0001535	WYATT DAVIS	BRUSH COLLECTION FEE REFUND	01-000-000-48120	25.00
TOTAL REVENUE				217.75
TOTAL GENERAL FUND				217.75
MAYOR				
CHASE	JP MORGAN CHASE BANK	HANDBOOK	01-100-000-54999	35.00
TOTAL				35.00
TOTAL MAYOR				35.00
CITY COUNCIL				
22800	WALMART COMMUNITY	SUPPLIES	01-105-000-54999	9.88
CHASE	JP MORGAN CHASE BANK	7 HANDBOOKS	01-105-000-54999	245.00
TOTAL				254.88
TOTAL CITY COUNCIL				254.88
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	04/18 TRAFFIC MATTERS	01-110-000-55010	826.00
TOTAL				826.00
TOTAL LAW/LEGAL				826.00
CITY CLERK-TREASURER				
03330	VALERIE CLARIZIO	CONFERENCE EXPNSES/CLARIZIO	01-115-000-55600	204.18
22800	WALMART COMMUNITY	FILE BOX	01-115-000-51950	5.88
CHASE	JP MORGAN CHASE BANK	GOLD CERTIFICATE SEALS	01-115-000-51950	5.99
CHASE		CONF REG	01-115-000-55600	120.00
CHASE		LODGING-REINHARDT	01-115-000-55600	218.00
CHASE		AIRLINE TICKET-CLARIZIO	01-115-000-55600	432.60
TOTAL				986.65
TOTAL CITY CLERK-TREASURER				986.65

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
ADMINISTRATION				
CHASE	JP MORGAN CHASE BANK	HANDBOOK	01-120-000-56000	35.00
TOTAL				35.00
TOTAL ADMINISTRATION				35.00
COMPUTER				
CHASE	JP MORGAN CHASE BANK	3 IPAD COVERS-DISTRCT 2,4,6	01-125-000-54999	56.97
POLCO	POLICY CONFLUENCE, INC	ANNUAL LICENSE & PLATFORM ACCESS	01-125-000-55550	1,237.50
TOTAL				1,294.47
TOTAL COMPUTER				1,294.47
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISAL	06.05.18 CONTRACT	01-130-000-55010	1,333.33
TOTAL				1,333.33
TOTAL CITY ASSESSOR				1,333.33
BUILDING/ZONING CODE ENFORCEMENT				
SAFEBUILD	SAFE BUILT	APRIL PERMITS	01-140-000-55010	2,186.63
SAFEBUILD		PLAN REVIEW	01-140-000-55010	148.75
TOTAL				2,335.38
TOTAL BUILDING/ZONING CODE ENFORCEMENT				2,335.38
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	04/18 CHAD CELL SVC	01-145-000-58250	48.23
06570	FORESTRY SUPPLIERS INC	TAPE MEASURE & 200' TAPE	01-145-000-52700	147.98
TOTAL				196.21
TOTAL MUNICIPAL SERVICES ADMIN.				196.21
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	04/18 MIN DIRECTOR CELL SVC	01-150-000-58250	53.20
04575	DOOR COUNTY HARDWARE	WIRELESS ENTRANCE ALERT	01-150-000-51950	49.99
CHASE	JP MORGAN CHASE BANK	FACEBOOK BOOST	01-150-000-58999	9.06
TOTAL				112.25
TOTAL PUBLIC WORKS ADMINISTRATION				112.25

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 06/05/2018

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GENERAL FUND				
ELECTIONS DEPARTMENT				
04975	ECONO FOODS	BAKERY -ELECTION WORKERS	01-155-000-54999	15.30
CHASE	JP MORGAN CHASE BANK	I VOTED STICKERS	01-155-000-54999	50.67
TOTAL				65.97
TOTAL ELECTIONS DEPARTMENT				65.97
CITY HALL				
03159	CHARTER COMMUNICATIONS	05/18 FIRE CABLE SVC	01-160-000-58999	120.00
04575	DOOR COUNTY HARDWARE	PAINT BRUSH & ROLLER COVER	01-160-000-51850	11.98
04575		FASTENERS & LINE CHALK REFILL	01-160-000-51850	8.07
04575		FASTENERS	01-160-000-51850	0.54
04575		COMM SWITCH	01-160-000-55300	9.49
04575		WALLPLATE & ELEC TAPE	01-160-000-55300	9.16
04575		BRACKET	01-160-000-55300	7.98
04575		MOUNTING TAPE	01-160-000-55300	6.99
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST-CITY HALL	01-160-000-56150	1,918.95
19880		421 MICHIGAN ST-CITY HALL	01-160-000-58650	159.42
23730	WPS	421 MICHIGAN ST-CITY HALL	01-160-000-56600	635.37
WARNER	WARNER-WEXEL WHOLESALE &	BOWL CLEANER	01-160-000-55300	32.28
WARNER		KLEENEX PAPER PRODUCTS	01-160-000-51850	54.35
WARNER		BATHROOM TISSUE	01-160-000-51850	53.89
TOTAL				3,028.47
TOTAL CITY HALL				3,028.47
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	ORD 1342-0318 PUBLICATION	01-199-000-57450	22.08
08167		ORD 1343-0318 PUBLICATION	01-199-000-57450	198.55
08167		COUNCIL MINS PUBLICATION-JAN	01-199-000-57450	48.18
08167		COUNCIL MIN PUBLICATION-FEB	01-199-000-57450	216.23
08167		COUNCIL MIN PUBLICATION-MARCH	01-199-000-57450	140.94
08167		ASSESSMENT-FINAL RESOLUTION	01-199-000-57450	50.99
MEUW	MUNICIPAL ELECTRIC UTILITIES	2018 2ND QTR SAFETY PROGRAM	01-199-000-55605	3,413.48
TOTAL				4,090.45
TOTAL GENERAL EXPENDITURES				4,090.45
POLICE DEPARTMENT				
04150	DE JARDIN CLEANERS LLC	UNIFORM MAINTENANCE-BRINKMAN	01-200-000-56800	7.71
15890	PACK AND SHIP PLUS	SHIPMENT FROM ZANTECH	01-200-000-57250	50.82
15890		SHIPPING TO CRYSTAL FALLS	01-200-000-57250	9.58
22800	WALMART COMMUNITY	ASSORTED OFFICE SUPPLIES	01-200-000-51950	41.32
CHASE	JP MORGAN CHASE BANK	MID TOWER ATX CASE-FORENSICS	01-200-000-55500	56.58
CHASE		3 SANDISK ULTRA @ 129.99 EA	01-200-000-55500	411.42
CHASE		FIREARM GRIP SLEEVE-BRINKMAN	01-200-000-52900	10.70
CHASE		COMPUTER POWER SUPPLY	01-200-000-55500	54.99
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	3263 BLACK COPIES	01-200-000-51600	39.48

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
STAPLES		557 COLOR COPIES	01-200-000-51600	20.22
TOTAL				702.82
TOTAL POLICE DEPARTMENT				702.82
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	04/18 CELLPHONES	01-215-000-58250	976.04
03133		04/18 MIFI WIRELESS ROUTERS	01-215-000-58250	260.68
04696	DOOR COUNTY TREASURER	UNLEAD FUEL CHARGES	01-215-000-51650	3,627.78
19880	STURGEON BAY UTILITIES	110 S NEENAH AVE CAMERA	01-215-000-56150	10.96
19915	SUNSHINE HOUSE	SHRED RECORDS/DOCUMENTS	01-215-000-58999	74.70
23671	WI DOT REGISTRATION FEE TRUST	REPLACEMENT PLATES SQD 40	01-215-000-58600	8.00
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	TRAILER HITCH	01-215-000-58600	191.99
CHASE	JP MORGAN CHASE BANK	4 TASDER MAGAZINES @ \$62 EA	01-215-000-51050	248.00
CHASE		TRAINING/DORNER	01-215-000-55600	225.00
CHASE		ICLOUD STORAGE	01-215-000-58250	0.99
CHASE		LODGING-TRAINING-TASSOUL	01-215-000-55600	85.13
CHASE		SALES TAX CREDIT	01-215-000-55600	-10.13
CHASE		GUN CLEANING SUPPLIES	01-215-000-51050	6.33
CHASE		EVIDENCE TAGS	01-215-000-54999	171.44
HENRY	CLINT HENRY	COLLEGE COURSE REIM/HENRY	01-215-000-55600	675.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 60 MAINTENANCE	01-215-000-58600	235.54
JIM FORD		SQUAD 60 MAINTENANCE	01-215-000-58600	1,267.26
JIM FORD		IMPALA MAINTENANCE	01-215-000-58600	533.91
JIM FORD		SQUAD 40 MAINTENANCE	01-215-000-58600	47.00
JIM FORD		SQUAD 10 MAINTENANCE	01-215-000-58600	26.00
JIM FORD		SQUAD 50 MAINTENANCE	01-215-000-58600	26.00
JIM GRAY	JIM GRAY	FUEL REIMBURSE/GRAY	01-215-000-51650	34.44
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	BRAKE WORK/HHR	01-215-000-58600	163.55
O'REILLY		ASSEMBLY/HHR	01-215-000-58600	83.56
VANS	VANS FIRE & SAFETY, INC	RECHARGE FIRE EXTINGUISHER	01-215-000-54999	53.25
TOTAL				9,022.42
TOTAL POLICE DEPARTMENT/PATROL				9,022.42
POLICE DEPT. / INVESTIGATIONS				
23578	WISCONSIN CHIEF OF POLICE ASSN	30 POLICE ENTRY LEVEL EXAMS	01-225-000-57950	457.50
ACCURINT	LEXISNEXIS RISK SOLUTIONS	04/18 CONTRACT FEE	01-225-000-57950	105.00
CHASE	JP MORGAN CHASE BANK	RANGER PHANTOM EYEWEAR	01-225-000-52900	149.00
CHASE		FLASH DRIVE	01-225-000-51500	21.07
TOTAL				732.57
TOTAL POLICE DEPT. / INVESTIGATIONS				732.57
FIRE DEPARTMENT				
02206	BAY MARINE	GEAR LUBE/M1	01-250-000-53000	68.05
04696	DOOR COUNTY TREASURER	APRIL FUEL CHARGES	01-250-000-51650	1,563.34

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880	STURGEON BAY UTILITIES	92 EAST MAPLE ST	01-250-000-56675	5.20
19880		MARTIN PARK RESTROOMS	01-250-000-56675	5.20
19880		421 MICHIGAN ST-CITY HALL	01-250-000-56675	118.00
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD SPRINKLER	01-250-000-56675	42.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	42.00
19880		GARLAND PARK	01-250-000-56675	5.20
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	42.00
19880		FIRE PROTECTION	01-250-000-56675	8,720.75
19880		QUINCY ST BALLFLD	01-250-000-56675	42.00
19880		MADISON AVE SPRINKLER	01-250-000-56675	13.00
19880		PENNSYLVANIA ST DOCK	01-250-000-56675	13.00
19880		1018 GREEN BAY RD	01-250-000-56150	15.45
19880		1ST AVE EAST SIDE DOCK	01-250-000-56675	5.20
19880		1ST AVE MARINA/RESTROOMS	01-250-000-56675	42.00
19880		122 KENTUCKY ST CITY PRK RAMP	01-250-000-56675	5.20
19880		48 KENTUCKY ST DOCK	01-250-000-56675	13.00
19880		KENTUCKY ST CITY MARINA	01-250-000-56675	42.00
22800	WALMART COMMUNITY	SUPPLIES	01-250-000-54999	29.64
23730	WPS	656 S OXFORD AVE-WS FIRE	01-250-000-56600	53.74
CHASE	JP MORGAN CHASE BANK	CREDIT RETURN	01-250-000-52900	-395.00
CHASE		OFFICE SUPPLIES	01-250-000-51950	35.85
CHASE		NFPA ANNUAL DUES	01-250-000-56000	175.00
CHASE		TRAVEL MEAL EXPNSE	01-250-000-55600	15.10
CHASE		CASES	01-250-000-52900	55.96
CHASE		CHIEF CONFERENCE REG	01-250-000-55600	345.00
CHASE		DATA	01-250-000-58250	38.56
CHASE		MEALS-FDIC CONF	01-250-000-55600	39.72
CHASE		MEALS-FDIC CONF	01-250-000-55600	41.41
CHASE		MEALS-FDIC CONF	01-250-000-55600	30.52
CHASE		TOLLS-FDIC CONF	01-250-000-55600	11.10
CHASE		STATION FUEL	01-250-000-51650	16.37
CHASE		FUEL-FDIC CONF	01-250-000-51650	53.00
CHASE		FUEL-FDIC CONF	01-250-000-51650	47.95
CHASE		FUEL-S2	01-250-000-51650	76.12
PAULCONW	PAUL CONWAY SHIELDS	WEDGE-WIEGAND	01-250-000-52900	26.50
PAULCONW		UNIFORM ALLOWANCE-WIEGAND	01-250-000-52900	167.50
R0000586	TRACE ANALYTICS, INC	COMPRESSOR AIR ANALYSIS	01-250-000-52350	364.00
TOTAL				12,071.63
TOTAL FIRE DEPARTMENT				12,071.63
SOLID WASTE MGMT/SPRING/FALL				
ADVANCED	ADVANCED DISPOSAL	C & D	01-311-000-58400	18.95
ADVANCED		BILLING ADJUSTMENT	01-311-000-58400	-2.09
ADVANCED		4.11 TONS & 1 TV	01-311-000-58400	291.24
TOTAL				308.10
TOTAL SOLID WASTE MGMT/SPRING/FALL				308.10

COMPOST/SOLID WASTE SITE

DATE: 05/29/2018
TIME: 14:03:57
ID: AF443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	8.24
TOTAL				8.24
TOTAL COMPOST/SOLID WASTE SITE				8.24
STREET SWEEPING				
04575	DOOR COUNTY HARDWARE	ELBOWS & MATERIALS	01-330-000-51400	12.36
04575		CREDIT RETURN	01-330-000-51400	-3.40
04575		STEEL WOOL & SQUEEGE	01-330-000-51400	13.58
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	CABIN AIR	01-330-000-51400	18.20
TOTAL				40.74
TOTAL STREET SWEEPING				40.74
ROADWAYS/STREETS				
04575	DOOR COUNTY HARDWARE	4 BOX RAKES	01-400-000-51400	67.96
TOTAL				67.96
TOTAL ROADWAYS/STREETS				67.96
SNOW REMOVAL				
04696	DOOR COUNTY TREASURER	SALT BRINE	01-410-000-52400	95.19
COMPASS	COMPASS MINERALS AMERICA	ROAD SALT	01-410-000-52400	28,869.61
TOTAL				28,964.80
TOTAL SNOW REMOVAL				28,964.80
STREET SIGNS AND MARKINGS				
04276	DIAMOND VOGEL PAINT CENTER	70 WHITE ROAD PAINT @ 10.72EA	01-420-000-52100	3,752.00
04276		60 YELLOW ROAD PAINT @ 10.49EA	01-420-000-52100	3,147.00
04276		3 BLUE PAINT @ 14.37 EA	01-420-000-52100	215.55
L&P	L&P CONVENIENT STORE SBAY LLC	PAINT MACHINE FUEL	01-420-000-52100	42.25
TOTAL				7,156.80
TOTAL STREET SIGNS AND MARKINGS				7,156.80
STREET MACHINERY				
13655	MONROE TRUCK EQUIPMENT, INC	AIR VALVE	01-450-000-53000	48.50
19240	SERVICE MOTOR CO	SWITCH	01-450-000-53000	70.00
20725	T R COCHART TIRE CENTER	4 RECAPS	01-450-000-53000	708.00
20725		2 TIRES & DISPOSAL	01-450-000-53000	574.00

DATE: 05/29/2018
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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 7

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GENERAL FUND				
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	LAMP	01-450-000-53000	11.20
ADVAUTO		2 BATTERIES & FUEL FILTER	01-450-000-53000	248.54
ADVAUTO		CREDIT RETURN	01-450-000-53000	-243.64
ADVAUTO		ADPTR	01-450-000-53000	5.88
ADVAUTO		BACK UP LAMP	01-450-000-53000	2.72
ADVAUTO		SENSOR	01-450-000-53000	116.99
ADVAUTO		CREDIT RETURN	01-450-000-53000	-5.88
ADVAUTO		OXYGEN SENSOR	01-450-000-53000	46.19
ADVAUTO		RADIAL SEAL	01-450-000-53000	15.05
ADVAUTO		SPARK PLUGS & GAP GAUGE	01-450-000-53000	53.85
ADVAUTO		IMPACT ADAPTER	01-450-000-52700	8.20
ADVAUTO		JB WELD PRO BLISTER	01-450-000-53000	17.47
ADVAUTO		CLEANER/DEGREASER	01-450-000-52150	11.94
ADVAUTO		CREDIT RETURN	01-450-000-53000	-40.60
ADVAUTO		CREDIT RETURNS	01-450-000-53000	-394.46
ADVAUTO		AW4 6HYD FLD	01-450-000-53000	439.99
ADVAUTO		HALOGEN HEADLIGHT	01-450-000-53000	13.98
ADVAUTO		FILTERS, FLUIDS, LUBE, AIR	01-450-000-53000	404.89
ADVAUTO		MOBILE 1 5W20 5 QT	01-450-000-53000	36.79
ADVAUTO		CREEPER & COUPLER	01-450-000-52700	66.86
ADVAUTO		AIR FILTER	01-450-000-53000	34.64
AMERWELD	AMERICAN WELDING & GAS, INC	OXYGEN, ACETYLENE, ARGON	01-450-000-52150	114.65
APPLY MS	APPLIED MSS	DRILL BIT, TAPE, SEAL CRIMP	01-450-000-52700	235.34
CHASE	JP MORGAN CHASE BANK	HINGES-TRCK 2	01-450-000-53000	64.97
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	AIR FILTER	01-450-000-52700	14.38
O'REILLY		EXHAUST PIPE	01-450-000-53000	136.80
O'REILLY		ADHESIVE	01-450-000-53000	13.00
PACKER	PACKER CITY TRUCKS, INC	SUSPENSION DUMP LIGHT REPAIR	01-450-000-53000	260.79
QUALITY	QUALITY TRUCK CARE CENTER INC	EXHAUST PIPE	01-450-000-53000	268.67
TOTAL				3,359.70
TOTAL STREET MACHINERY				3,359.70
CITY GARAGE				
01766	AURORA MEDICAL GROUP	DOT TEST-ROBILLARD	01-460-000-57100	50.00
04575	DOOR COUNTY HARDWARE	EXTN CORD & NOZZLE	01-460-000-51850	40.96
04575		BIB HOSE 3/4" BALL VALVE	01-460-000-55300	7.99
06012	FASTENAL COMPANY	CABLE TIES	01-460-000-54999	7.11
11995	LAFORCE HDWE MFG CORP	PACKING PINS	01-460-000-55300	46.00
16450	PETERSON PLUMBING	FAUCET	01-460-000-55300	220.00
23709	WISCONSIN LIFT TRUCK CORP.	ANML CRANE INSPECTION-LABOR	01-460-000-58999	111.18
23709		DRAW LATCH	01-460-000-58999	49.26
23730	WPS	835 N 14TH AVE-CITY GARAGE	01-460-000-56600	552.43
23730		911 N 14TH AVE HOUSE	01-460-000-56600	39.21
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	CITROL	01-460-000-51850	66.60
TOTAL				1,190.74
TOTAL CITY GARAGE				1,190.74

HIGHWAYS - GENERAL

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
07887	WALTER HANISKO	WORK BOOT REIMB/HANISKO	01-499-000-56800	175.13
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE SIGN	01-499-000-58000	9.65
19880		EGG HARBR RD TRFFC LITE	01-499-000-58000	29.19
19880		14TH AVE & EGG HRBR RD TRFFC	01-499-000-58000	24.77
19880		WS TRAFFIC LIGHTS	01-499-000-58000	131.02
19880		ORNAMENTAL LIGHTS	01-499-000-58000	4,667.75
19880		OVERHEAD ST LIGHTS	01-499-000-58000	6,676.95
19880		WALNUT & LANSING SIGN	01-499-000-58000	7.48
19880		1ST AVE EAST SIDE DOCK	01-499-000-58000	39.50
TOTAL				11,761.44
TOTAL HIGHWAYS - GENERAL				11,761.44
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	04/18 STEVE CELL SVC	01-500-000-58250	65.42
03133		04/18 MUN DIRECTOR CELL SVC	01-500-000-58250	53.19
03133		04/18 CELL SVC	01-500-000-58250	21.12
22800	WALMART COMMUNITY	OFFICE SUPPLIES	01-500-000-51950	44.02
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	TONER, BINDER CLIPS	01-500-000-51950	58.23
CDE	PAULA REICHEL	KICK OFF TO SUMMER T-SHIRTS	01-500-000-52250	671.79
JAKEJUMP	JAKE'S JUMPERS,LLC	BOUNCE HOUSE & ROCK WALL	01-500-000-52250	1,730.00
KOLDEN	LYNNAE KOLDEN	KICK OFF TO SUMMER SUPPLY REIM	01-500-000-52250	21.05
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	YELLOW TONER	01-500-000-51250	204.46
STAPLES		MAGENTA TONER	01-500-000-51250	204.46
TOTAL				3,073.74
TOTAL PARK & RECREATION ADMIN				3,073.74
PARKS AND PLAYGROUNDS				
01766	AURORA MEDICAL GROUP	PRE EMPLOY TESTING	01-510-000-57100	150.00
04545	DOOR COUNTY COOPERATIVE/NAPA	PVC CAP	01-510-000-51850	3.29
04545		GRASS SEED	01-510-000-51750	119.50
04545		2 GAL PRAMITOL	01-510-000-51750	80.64
04545		4 GAL PRAMITOL	01-510-000-51750	161.28
04545		GRASS SEED	01-510-000-51750	134.55
04575	DOOR COUNTY HARDWARE	VINYL TUBE & HOOK ROPE	01-510-000-51850	13.12
04575		CHAIN LINK	01-510-000-53000	19.08
04575		MOUNTING TAPE	01-510-000-51850	8.99
04575		HOOK ROPE	01-510-000-51850	23.88
04575		KEYS	01-510-000-51850	8.16
04575		4 BOW RAKES	01-510-000-52700	67.96
04575		BASKETBALL NET	01-510-000-56250	10.77
04575		CLOTH VAC BAG & DRY NOZZLE	01-510-000-51850	22.98
06012	FASTENAL COMPANY	RUBBER STRAP	01-510-000-51900	6.23
08225	HERLACHE SMALL ENGINE	BOLT & KNOB	01-510-000-52700	3.54
08280	HILL BUILDING MAINTENANCE INC	WINDOW CLEANING-PRKING GARAGE	01-510-000-58999	200.00
19070	SCHARTNER IMPLEMENT INC	TRACTOR VALVE REPLACEMENT	01-510-000-53000	231.00
19880	STURGEON BAY UTILITIES	MARTIN PARK PAVILLION	01-510-000-56150	9.65
19880		MARTIN PARK RESTROOMS	01-510-000-58650	8.00
19880		MEM FLD WARMING HOUSE	01-510-000-56150	101.93

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 9

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		MEM FLD WARMING HOUSE	01-510-000-58650	55.94
19880		GARLAND PARK	01-510-000-56150	8.24
19880		GARLAND PARK	01-510-000-58650	8.00
19880		421 MICHIGAN FLAG LIGHT	01-510-000-56150	26.28
19880		MEM FLD PKING LOT	01-510-000-56150	8.24
19880		MEM FLD COMPLEX	01-510-000-56150	252.85
19880		GIRLS LITTLE LEAGUE	01-510-000-56150	27.00
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
20900	TRU GREEN CHEMLAWN	LAWN SERVICE MEM FLD	01-510-000-58999	158.87
23730	WPS	335 N 14TH AVE-MEM FLD	01-510-000-56600	65.05
CHASE	JP MORGAN CHASE BANK	CORN OIL-GOOSE EGG OILING	01-510-000-54999	7.98
CHASE		BUNGEE STRAPS	01-510-000-51850	29.97
CHASE		TIE DOWN STRAPS	01-510-000-51850	27.98
DELFOSSSE	KYLE DELFOSSSE	WORK GLOVE REIMB/DELFOSSSE	01-510-000-56800	20.03
EVER	EVERGREEN NURSERY CO., INC.	TREES-FRANKE PARK	01-510-000-58450	99.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	GAS CAP	01-510-000-53000	23.11
JIM FORD		AIRBAG COIL REPLACEMENT	01-510-000-53000	629.40
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	OIL FILTERS	01-510-000-51900	7.86
R0001534	ALEXIS BECK	SEASONAL WORK BOOT REIMB/BECK	01-510-000-56800	62.34
SALZ	SALZSIEDER LANDSCAPE & NURSERY	2 TREES	01-510-000-58450	350.00
WARNER	WARNER-WEXEL WHOLESALE &	BOWL CLEANER	01-510-000-51850	6.78
WARNER		HEAVY 65 GAL BAGS	01-510-000-51850	79.60
WARNER		FOAMING SOAP	01-510-000-51850	90.48
WARNER		URINAL BLOCKS	01-510-000-51850	11.60
WARNER		AIR FRESHNER	01-510-000-51850	68.28
WARNER		FOAMING DISINFECTANT	01-510-000-51850	33.48
WARNER		BLEACH	01-510-000-51850	21.78
WARNER		WASHROOM CLEANER	01-510-000-51850	89.28
WARNER		HARDWOOD TOWELING	01-510-000-51850	261.48
WARNER		JUMBO TISSUE	01-510-000-51850	242.32
WARNER		BLACK GAL LOW D BAGS	01-510-000-51850	28.00
WARNER		BLACK LOW DEN LINERS	01-510-000-51850	624.80
WARNER		NITRILE GLOVES	01-510-000-51850	65.60
WARNER		BOWL CLEANER	01-510-000-51850	100.44
WARNER		MAINTENANCE SUPPLIES	01-510-000-51850	170.58
TOTAL				5,174.19
TOTAL PARKS AND PLAYGROUNDS				5,174.19
BALLFIELDS				
04575	DOOR COUNTY HARDWARE	MEM FLD IRRIGATION SUPPLIES	01-520-000-56500	46.92
04575		CREDIT RETURNS	01-520-000-56500	-18.99
04575		PVC	01-520-000-56500	11.99
04575		CHAIN LINK	01-520-000-56500	9.56
19860	STURGEON BAY SAND & GRAVEL	QUARRY WASH-BALLFLDS	01-520-000-56500	48.58
19860		QUARRY WASH-BALLFLDS	01-520-000-56500	43.82
FAULKS	FAULKS BROS CONSTRUCTION, INC	BALLFLD DIRT	01-520-000-56500	243.75
FAULKS		BALLFLD DIRT	01-520-000-56500	230.42
TOTAL				616.05
TOTAL BALLFIELDS				616.05

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 10

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
MUNICIPAL DOCKS				
04545	DOOR COUNTY COOPERATIVE/NAPA	BOLTS & FLANGE	01-550-000-51850	12.66
04575	DOOR COUNTY HARDWARE	DRILL BIT, FASTENERS, EYE BOLT	01-550-000-52650	25.64
23730	WPS	36 S NEENAH AVE RESTROOM	01-550-000-56600	25.38
TOTAL				63.68
TOTAL MUNICIPAL DOCKS				63.68
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	FASTENERS	01-570-000-52650	13.30
04575		DRILL BIT, FASTENERS, BOLTS	01-570-000-52650	46.06
04575		CAP ABS & PVC CAP	01-570-000-54999	7.98
04575		FASTENERS	01-570-000-52650	1.29
19880	STURGEON BAY UTILITIES	W LARCH ST WALKWAY	01-570-000-56150	100.46
19880		W LARCH ST PARKING LOT	01-570-000-56150	51.63
19880		PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST WTRFRNT	01-570-000-56150	143.69
19880		1ST AVE MARINA/RESTROOMS	01-570-000-56150	80.47
19880		1ST AVE MARINA/RESTROOMS	01-570-000-58650	52.16
19880		122 KENTUCKY ST CITY PRK RAMP	01-570-000-56150	161.09
19880		48 KENTUCKY ST DOCK	01-570-000-58650	11.40
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	27.00
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHT BULB	01-570-000-54999	11.80
TOTAL				719.73
TOTAL WATERFRONT PARKS & WALKWAYS				719.73
EMPLOYEE BENEFITS				
03780	COUNSELING ASSOCIATES OF DC	MAY EAP	01-600-000-56553	150.83
EBC CORP	EMPLOYEE BENEFITS CORPORATION	MAY FSA FEES	01-600-000-50510	122.50
HUMANA	HRI	GO365 ADMIN FEE & REWARDS	01-600-000-50550	807.30
HUMANA		GO365 ADMIN FEE & REWARDS	01-600-000-50550	577.30
TOTAL				1,657.93
TOTAL EMPLOYEE BENEFITS				1,657.93
COMMUNITY & ECONOMIC DEVLEMT				
CHASE	JP MORGAN CHASE BANK	TAXI SERVICE-CONFERENCE	01-900-000-55600	40.00
TOTAL				40.00
TOTAL COMMUNITY & ECONOMIC DEVLEMT				40.00
TOTAL GENERAL FUND				101,545.09

CAPITAL FUND
CITY HALL

DATE: 05/29/2018
TIME: 14:03:57
ID: AF443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 11

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
EXPENSE				
EXPENSE				
02975	CAMERA CORNER	DOOR & CAMERA INSTALL	10-160-000-59999	3,732.17
TOTAL EXPENSE				3,732.17
TOTAL CITY HALL				3,732.17
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	DULUTH AVE PROJ AQUISITION COST	10-199-000-59080	1,372.24
TOTAL				1,372.24
TOTAL GENERAL EXPENDITURES				1,372.24
FIRE DEPARTMENT				
EXPENSE				
CHASE	JP MORGAN CHASE BANK	OFFICE CHAIR	10-250-000-59030	125.00
PAULCONW	PAUL CONWAY SHIELDS	TURN OUT GEAR HOODS	10-250-000-59050	1,264.61
PAULCONW		GLOVES	10-250-000-59050	288.50
TOTAL EXPENSE				1,678.11
TOTAL FIRE DEPARTMENT				1,678.11
STORM SEWERS				
EXPENSE				
14490	NEENAH FOUNDRY	6 CATCH BASIN CASTINGS	10-300-000-59115	2,590.70
FERGUSON	FERGUSON WATERWORKS #1476	LADTECH RINGS	10-300-000-59115	1,931.45
TOTAL EXPENSE				4,522.15
TOTAL STORM SEWERS				4,522.15
ROADWAYS/STREETS				
LEAD LATERAL				
06045	FELLNER SOIL SEPTIC	LEAD LATERAL REIMB #12	10-400-000-59125	16,962.00
SWIDERSK	SWIDERSKI EQUIPMENT, INC	2018 BOBCAT EXCAVATOR	10-400-000-59065	54,802.00
TOTAL LEAD LATERAL				71,764.00
TOTAL ROADWAYS/STREETS				71,764.00
CURB/GUTTER/SIDEWALK				
EXPENSE				
CEDARCO	CEDAR CORPORATION	PEDESTRIAN TRAIL	10-440-000-59102	1,981.22
MIDARCH	MIDWEST ARCHAEOLOGICAL CONSULT	PED TRAIL ARCHAEOLOGICAL SRVY	10-440-000-59102	1,225.00
TOTAL EXPENSE				3,206.22
TOTAL CURB/GUTTER/SIDEWALK				3,206.22
TOTAL CAPITAL FUND				86,274.89

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 12

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
02975	CAMERA CORNER	AUDIO EQUIP TRNING-PC MTG	21-000-000-59070	387.50
03159	CHARTER COMMUNICATIONS	05/18 CB MUSIC SVC	21-000-000-58999	62.72
MANN	MANN COMMUNICATIONS, LLC	6.5.18 CONTRACT	21-000-000-55015	5,101.67
TOTAL CABLE TV / GENERAL				5,551.89
TOTAL CABLE TV / GENERAL				5,551.89
TOTAL CABLE TV				5,551.89
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04603	HALRON LUBRICANTS INC	USED OIL PICK UP	60-000-000-52050	22.50
20725	T R COCHART TIRE CENTER	TIRE CHANGE & ROTATION	60-000-000-52850	120.00
20725		TIRE CHANGES	60-000-000-52850	100.00
23690	MI DNR ENVIRONMENTAL FEES	ENVIRONMENTAL FEE	60-000-000-54999	143.00
ADVANCED	ADVANCED DISPOSAL	195.52 TN GARBAGE	60-000-000-58300	11,951.90
ADVANCED		72.87 TON RECYCLE	60-000-000-58350	1,026.73
ADVAUTO	GENERAL PARTS DISTRIBTION LLC	HALOGEN SEALED BEAM	60-000-000-53000	13.70
INFOSEND	INFOSEND, INC	MARCH NEWSLETTER INSERTS	60-000-000-54999	56.34
JX ENT	JX ENTERPRISES, INC.	COOLANT SENSOR	60-000-000-53000	115.98
TOTAL SOLID WASTE ENTERPRISE FUND				13,550.15
TOTAL SOLID WASTE ENTERPRISE FUND				13,550.15
TOTAL SOLID WASTE ENTERPRISE				13,550.15
TOTAL ALL FUNDS				206,922.02

MANUAL CHECKS

SECURIAN FINANCIAL GROUP	\$1,908.69
05/14/18	
Check # 83297	
06/18 Life Insurance	
01-600-000-50552	
 SUN LIFE FINANCIAL	 \$5,180.99
05/14/18	
Check # 83298	
March, April & May 2018 Short/Long Term Disability	
01-000-000-21545	
 SUPERIOR VISION INSURANCE	 \$875.47
05/15/18	
Check # 83299	
06/18 Vision Insurance	
01-000-000-21540	
 DOOR COUNTY TREASURER	 \$19,000.21
05/16/18	
Check #83350	
Simon Parcel Purchase	
10-199-000-59080	
 BP AMOCO	 \$2.00
05/18/18	
Check #83353	
Stmt Charge	
01-215-000-51650	
 WISCONSIN DEPT OF WORKFORCE	 \$1,159.55
05/18/18	
Check #83353	
04/18 Unemployment	
01-600-000-50370	
 STURGEON BAY SCHOOLS	 \$3,501.55
05/21/18	
Check #83355	
April Mobile Home Tax Payment	
01-000-000-41300	
 TOTAL MANUAL CHECKS	 \$31,628.46

DATE: 05/29/2018
TIME: 14:03:57
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 13

INVOICES DUE ON/BEFORE 06/05/2018

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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SUMMARY OF FUNDS:

GENERAL FUND
CAPITAL FUND
CABLE TV
SOLID WASTE ENTERPRISE

~~101,545.09~~
~~86,274.89~~
~~5,551.89~~
~~13,550.15~~

133,173.55

TOTAL --- ALL FUNDS

~~206,922.02~~

238,550.48

Dan J. Ward 5/29/18

Barbara J. Hillman 5-29-18

Seth Wenzel 5/29/18

COMMON COUNCIL
May 15, 2018

A regular meeting of the Common Council was called to order at 7:03 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Catarozoli, Hayes, Ward, Avenson, Allmann, Wiederanders and Hauser were present.

Ward/Allmann to adopt agenda. Hauser/Catarozoli to amend the agenda to add for future agenda Consideration of: Appeal of Judge Huber ruling in open session. Carried with Ward voting no. Hauser/Catarozoli to amend the agenda to add a new business line item to the May 15, 2018 council agenda. Hauser to withdraw amended motion, second would not withdraw motion stands. Carried with Ward voting no. Catarozoli/Hayes to amend the agenda to add the new business item before Mayor's comments. Carried. Vote taken on original motion as amended. Carried.

Brian Forest and Krista Lutzke of Door County Soil & Water Conservation gave a presentation on storm drain stenciling.

The following people spoke during public comment: Hans Christian, 330 N 3rd Ave; Will Gregory, 187 N. 9th Ave.

Ward/Allmann to approve the following bills - General Fund - \$158,402.53, Capital Fund - \$29,416.57, Cable TV - \$312.65, TID #2 District - \$174.00, TID #4 District - \$6,467.11 and Solid Waste Enterprise- \$140.99 for a grand total of \$194,913.85. Roll call: All voted aye. Carried.

Catarozoli/Hauser to approve consent agenda.

- a. Approval of 5/1/18 regular Common Council minutes.
- b. Approval of following minutes:
 - (1) Sturgeon Bay Utility Commission-03/13/18
 - (2) City Plan Commission -4/18/18
 - (3) Finance/Purchasing & Building Committee-4/24/18
- c. Place the following reports on file:
 - (1) Police Department Report -April 2018
 - (2) Bank Reconciliation-December 2017
 - (3) Revenue & Expense Report-December 2017
 - (4) Bank Reconciliation-March 2018
 - (5) Revenue & Expense Report-March 2018
- d. Consideration of: Approval of beverage operator license.
- e. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine license.
- f. Consideration of: Six Month Class B Beer License.
- g. Consideration of: Approval of request from Miller Art Museum to serve wine at three events after library is closed.
- h. Consideration of: Approval of request from Brick Lot Pub & Grill to amend premise section of liquor license to include sidewalk.
- i. Consideration of: Consideration of: Approval of request from Crate Sushi to amend premise section of liquor license to include sidewalk.
- j. Consideration of: Approval of request from Door County Fire Company for Sidewalk Café Permit.
- k. Consideration of: Approval of request from Crate Sushi for Sidewalk Café Permit.

Carried.

Ward to confirm all appointments presented by the Mayor. Died to lack of a second.

Wiederanders/Allman to reconsider the Finance/Purchasing & Building Committee recommendation re: acquire property at 1048 Egg Harbor Rd (Simon parcel) via tax foreclosure from the County in the amount

of \$19,000.21. Roll call: Ward, Allmann, Wiederanders and Hauser voted aye. Catarozoli, Hayes and Avenson voted no. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to acquire property at 1048 Egg Harbor Rd. (Simon parcel) via tax foreclosure from the County in the amount of \$19,000.21.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Stewart Fett Chr.

Introduced by Ward. Ward/Allmann to adopt. Discussion took place regarding the potential land use options. In addition to road connection, storm water management or selling, creating and urban park was also suggested. Ward/ Allmann agreed to add to the recommendation at the *end of the year bring back to Council for review*. Roll call: Ward, Allmann, Wiederanders and Hauser voted aye. Catarozoli, Hayes and Avenson voted no. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the proposal from Assorted Coatings in the amount of \$24,150.00 for the floor refinishing of municipal facilities.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: David Ward Chr.

Introduced by Ward. Ward/Allmann to adopt. Carried.

New Business Items for June 5, 2018 Agenda:

Consideration of: Creation of Community Development Authority.

Consideration of: Review of current contract with Pinkert Law Firm

Update from Staff on Safe Roads to School Program

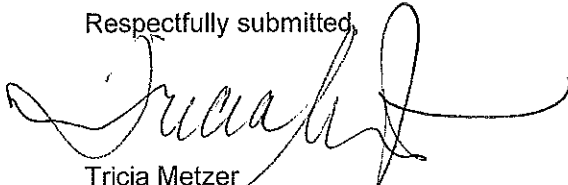
Consideration of: All legal matters pertaining to Westside Waterfront.

Implication of absence of Personnel Committee

The Mayor made his comments.

After the Mayor announced the statutory basis, Hauser/Ward to convene in closed session in accordance with the following exemptions: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Wis. Sta. 19.85(1)(c). Consideration of: Hiring of Municipal Services Director position. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis.Stats. 19.85(1)(g) Consideration of: Litigation with Sawyer Hotel Development, LLC. The meeting moved to closed session at 8:41 p.m. and adjourned in closed session at 10:55p.m.

Respectfully submitted,



Tricia Metzger
Receptionist

AESTHETIC DESIGN & SITE PLAN REVIEW BOARD

Monday, February 26, 2018

The Aesthetic Design & Site Plan Review Board was called to order by acting chair Mr. Statz at 4:37 pm, in the Council Chambers, City Hall, 421 Michigan Street, Sturgeon Bay, WI.

It was moved by Ms. Weber, seconded by Mr. Burk to nominate Mr. Statz as Acting Chair, since the Chair and Vice Chair were not present at the meeting. All Ayes, Carried.

Roll Call: Members Jon Burk, Dennis Statz, Cindy Weber, Josh Van Lieshout & Dave Augustson were present. Excused – Chair Mark Lake and Vice Chair Mark Struck was absent.

Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Christopher Sullivan-Robinson, and Assessing Department Clerk Peggy Tong, along with various members of the public.

Adoption of agenda: Moved by Mr. Van Lieshout, seconded by Mr. Burk to adopt the following agenda.

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from October 23, 2017.
4. Consideration of: A 64-unit multiple-family residential development, for Bonovich Properties, LLC, located at 1026 Egg Harbor Road, a portion of parcel #281-62-10000105.
5. Adjourn.

Carried.

Approval of minutes from October 23, 2017: Moved by Mr. Van Lieshout, seconded by Mr. Burk to approve minutes from October 23, 2017. All ayes. Carried.

Consideration of: A 64-unit multiple-family residential development, for Bonovich Properties, LLC, located at 1026 Egg Harbor Road, a portion of parcel #281-62-10000105.

Mr. Sullivan-Robinson presented the general plan for the proposed project. Sarah and Brian Bonovich also presented. They petitioned for a planned unit development for a sixty four unit Apartment complex with two garage facilities. They have been through the plan review by, the Plan Commission and have been recommended for approval with the following conditions;

Public Hearing

- Landscape requirements for off street parking,
- Providing some sort of apparatus for children in the open space, in addition to the gazebo already planned.
- 30 ft. easement for sewer and water leading up to Egg Harbor Road. from the north lot line.
- 10 ft drainage easement also on that eastern property line.
- 20 ft. easement for the completion of Alabama Pl.
- Work with staff to develop pedestrian facilities to connect the development to Egg Harbor Road.
- Approval by the Aesthetic Design & Site Plan Review Board.

Mr. Statz stated the path had been brought up at the Plan Commission, but due to the long narrow lot there is little space for a pedestrian walkway. Mr. Olejniczak that staff had a meeting with Mr. Bonovich regarding the path and some of the concern was about the cost verses the benefit and use.

Mr. Bonovich presented plan details. They are planning 64 units total in four buildings along with two 32 unit detached garages. The project would be built in two phases. They will start with two buildings and one garage at this time. Then based on rentals and future need they would start phase two of the project, provided there is still demand for rentals.

Mr. Bonovich passed out some colored handouts showing details for the exterior of the apartment buildings, lighting fixtures, siding and other details for roofing and playground equipment. There will also be an office attached to the first building.

The exterior will be a 5 or 6-inch white vinyl siding mixed with a woodgrain and/or cedar grain mixed with a vertical board and batten. Windows will be white vinyl, with a black trim around them. Corner board and trim will be white. The roof will be multidimensional asphalt shingle. They like the look of the tin roofs over the entrances and log braces under the eaves. They want to create a farmhouse look for the buildings. Garages will have the LED lighting. There will be some stonework on the lower face of the entrances and the office. A picnic pavilion in addition to the gazebo is planned.

Ms. Weber questioned the need for so many stormwater ponds. Mr. Bonovich responded the need for multiple ponds is per the City of Sturgeon Bay's stormwater management guidelines. Mr. Olejniczak added that due to the property sloping west to east is one of the reason for number of ponds. These are dry pond, not wet ponds.

Mr. Statz asked if the west side of the east drainage pond could be used for the walkway. Mr. Bonovich responded there is 1,210 ft. on that side of the property. The cost of materials for the walkway would be \$33,300 to install and that figure does not include maintenance. Wood chips or pea-gravel would be a next choice, but as far as the Bonovich's are concerned they would prefer just the groomed lawn area to be used instead.

The traffic in the area is limited to tenants only, with no real through traffic. The driveway entrance extends quite a distance from Egg Harbor Road. Mr. Bonovich thought there was enough sidewalks and lawn areas to get to where the driveway to Egg Harbor Road begins. To widen the road 3-4 ft. for approximately 300 ft. would cost \$1,700 extra verses the cost of a walkway. The winding asphalt road will slow the traffic quite a bit up to the driveway area.

Mr. Burk questioned whether any design changes are needed, because you cannot see the apartments from Egg Harbor Rd. Mr. Olejniczak indicated there is need for some screening on both north and west ends of the property. Ms. Weber also agreed with the need for screening.

More discussion was held Mr. Olejniczak reminded the members what the design guidelines state about interior flow of traffic for any project. Mr. Statz questioned the pathway again; the issue is still perplexing. Ms. Weber said it will have to be discussed again when the commercial property is developed. Ms. Weber also added that until the front commercial lot is developed and/or connector roads are put in, some of the traffic flow questions may resolve themselves.

Mr. Van Lieshout stated the landscaping plan was a bit weak. Colored plans would be appreciated next time. To show more detail on the entire plan. In keeping with the name of the project several tall pine varieties should added. The building overall is nice. The mixture of the different elements is good. He asked what colors will be used for the buildings. Mr. Bonovich indicated white or snow will be used for most of the building, along with the wood and stone elements to compliment the overall design. Mr. Van Lieshout would prefer a limestone for the lower portion of the building façade. He also stated there needs to be a way for pedestrians to get to Egg Harbor Rd.

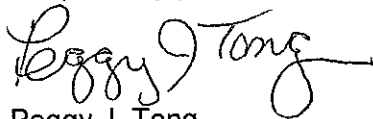
After discussion it was moved by Mr. Van Lieshout, seconded by Mr. Burk, to approve the plan with the following conditions.

- All external lighting must be downward-directing LED.
- The downward facing dome lights (as presented at the ADSPRB) shall be placed at the apartment building entryways and patios (as shown on the building elevations).
- The wall mount luminaire lights (as shown in the ADSPRB packet) must be placed on the garages as shown on the garage building elevations maps.
- Masonry must be as shown in the site plan. The stone must consist of natural shades (grays to blues) of limestone.
- The color of the vertical siding shall range from cream to white and the horizontal siding must be a complimentary color to the vertical siding.
- Roof Asphalt Architectural Shingles shall be used on main building and steel standing seam roof at the entrances.
- The eaves and supporting brackets must incorporate natural finishes on any timber constructions.
- Window frames must be either white or black and made of vinyl or fiberglass.
- Garage doors must be four panel systems (as shown on the plan).
- The landscaping shall include an additional a dozen red or white pine trees.
- Include wet plants into the landscaping of the detention ponds.
- Include screening around the dumpster.
- Driveway must be widened an additional 4 feet from the Egg Harbor Road access to the office building (approximately 300 feet). The 4 foot addition will be delineated and will serve as a pedestrian access to Egg Harbor Road.
- The sign design must be approved by Aesthetic Design & Site Plan Review Board.
- The developer must get a secondary approval of Phase-II of the project from the Aesthetic Design & Site Plan Review Board prior to construction, including addressing a pedestrian pathway plan.

All ayes, Carried.

Moved by Mr. Burk, seconded by Ms. Weber to adjourn. All ayes. Carried. The meeting adjourned at 5:55 p.m.

Respectfully yours,



Peggy J. Tong
Assessment Clerk and
Recording Secretary

AESTHETIC DESIGN & SITE PLAN REVIEW BOARD
Monday, April 9, 2018
6:00p.m.

The Aesthetic Design & Site Plan Review Board was called to order by Chairperson Mark Lake at 6:00 pm Monday, April 9, 2018 in the Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Mark Lake, Josh Van Lieshout, Jon Burk, Cindy Weber, Dennis Statz, Dave Auguston and Mark Struck were present.

Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Christopher Sullivan-Robinson, and Assessing Department Clerk Peggy Tong, along with various members of the public. Performa representative Brian Netzel and Tim Hucek, and Jamey Alberts with Nicolet Bank

Adoption of agenda: Moved by Mr. Van Lieshout, seconded by Mr. Burk to adopt the following agenda.

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 5, 2018.
4. Consideration of: New construction for Nicolet National Bank, located at the Southeast corner of N. 4th Avenue and Jefferson Street.
5. Consideration of: Meeting time.
6. Adjourn.

Carried.

Consideration of: New construction for Nicolet National Bank, located at the Southeast corner of N. 4th Avenue and Jefferson Street.

Brian Netzel from Performa did the presentation for Nicolet Banks new construction. They have been with Nicolet Bank for all the new construction around the state. The plan is to remove the building that had been used as a commercial loan building, ATM and parking areas. The new building will face the corner of N. 4th Ave and Jefferson Street with the entrance on N. 4th Ave. The building will be approximately 9400 square feet. It will have large windows on the north and west sides. Access of the drive through will be on N. 4th Ave and exit onto Jefferson Street. The 15 foot setback area will allow the landscaping is to be graded away from the building. The plan calls for a bio-swale on the southeast corner of the lot to meet sediment, filtration and water run-off requirements.

Mr. Struck raised a concern about traffic exiting onto Jefferson St. Mr. Netzel stated that Nicolet bank was pretty restricted with the size and design of the building, so there really was no other way to fit it onto the lot. Even though the Jefferson Street exit is less than desirable, it was the best fit for the structure.

Ms. Weber had some parking concerns. Mr. Netzel stated for now they will be using the parking lot at the current bank location, and creating parking on the south end of the new site for customer parking. Ms. Weber asked about the parking regulations. Mr. Olejniczak reminded the committee there are no parking requirements in the downtown area.

Only one new sign will be needed the existing signs are being reused. The building will have a rock facing with a galvalan metal roof (galvanized metal), the roofing material will have a patina as it ages. Mr. Lake brought up a question about snow falling off the roof. Mr. Netzel stated this should not be a problem, there are snow melt bars built into the roof. That was also the reason for the 15 feet setback, so snow does come down it will be on our property and landscaping.

Lighting was also addressed. A soft lighting from within the building will create a soft glow. The only other lighting will be LED upward facing, directly onto the building on the corner of the N. 4th Ave. and Jefferson Street.

Mr. Van Lieshout asked about the stone façade. Mr. Netzel stated the stone is a calcium silicate man made stone. Color consists of warm tans with subtle changes and veining, making it more like a natural limestone. Mr. Van Lieshout noted that the city would prefer that stone not be used in the landscaping, because of the hazards to snow equipment. An alternative would be mulch..

Moved by Mr. Statz to accept the plan as presented, seconded by Mr. Burk, all Ayes. Carried.

Consideration of: Meeting time. After discussion, it was decided not to change the time of the meeting, but to keep 4:30 as the time of the meeting. No action needed.

Adjourn. Moved to adjourn by Mr. Statz, seconded by Mr. Struck. All ayes, Carried. The meeting adjourned at 7:00p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peggy J. Tong", written over the printed name.

Peggy J. Tong
Assessment Clerk

FINANCE/PURCHASING & BUILDING COMMITTEE
May 8, 2018

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:02 pm by Alderperson Ward in the Council Chambers, City Hall. Roll call: Alderpersons Ward, Allmann and Wiederanders were present. Also present: Alderperson Catarozoli, Alderperson Hayes, City Administrator Van Lieshout, Community Development Director Olejniczak, City Engineer/Interim Municipal Services Director Shefchik, and Receptionist Metzger.

A motion was made by Alderperson Allmann, seconded by Alderperson Wiederanders to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Maple-Oregon Street Bridge State Municipal Agreement for Thin Polymer Overlay.
5. Discussion of: Bradley Lake Status Update.
6. Consideration of: Purchase of Property from Jeffrey L. & Barbara M. Uecker Trust- portion of Parcel #281-66-12000412A
7. Convene in closed session in accordance with the following exemptions:

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)

- a. Consideration of: Purchase of Property from Jeffrey L. & Barbara M. Uecker Trust-portion of parcel # 281-66-12000412A

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Committee may adjourn in closed session.

8. Review bills.
9. Adjourn.

Carried.

The following spoke during public comment on agenda items and other issues related to finance & purchasing: Chris Kellems 120 Alabama St.

Consideration of: Maple-Oregon Street Bridge State Municipal Agreement for Thin Polymer Overlay:
City Engineer/Interim Municipal Director Shefchik explained that when the Oregon Street Bridge was built the City was required to construct the approach spans. The DOT performs the bridge inspections and makes recommendations to the City. The DOT will install a thin overlay to their portion of the bridge in 2020 or 2021 which will seal the deck cracks to prevent chlorides from penetrating the concrete. The City has the option to coordinate with the DOT to apply the same polymer on the approach spans, with an approximate cost to the City in the amount of \$250,000. The Committee continued discussions on cost, grant options, not applying the overlay at all and the possibility of purchasing and applying the overlay without the DOT.

Moved by Alderperson Wiederanders, seconded by Alderperson Allmann to recommend to Common Council to accept the State/Municipal Agreement and commit funds as needed in the future for the installation of the thin polymer overlay on the approach spans of the Maple-Oregon Street Bridge. Carried.

Discussion of: Bradley Lake Status Update:

City Administrator Van Lieshout provided an update on the Bradley Lake project. He touched on the status of the submitted Chapter 30 permit application, which is in the 75 day review process. Applications have been submitted for Stewardship and NOAA grants. The NOAA grant in the amount of \$1.9 million would move the project into the desired configuration. The stewardship grant is in the amount of \$238,841. Mr. Van Lieshout stated that currently, project plans are at 30% complete. Once the notice of grant and the conditions, if any on the Chapter 30 permit are known the process can move toward the final design and bidding process.

Consideration of: Purchase of Property from Jeffrey L. & Barbara M. Uecker Trust-portion of parcel #281-66-12000412A:

Community Development Director Olejniczak explained that Jeffery Uecker owns a 4.89 acre lot that sits between Barrick Road and the N. end of Baraboo Ave. Mr. Uecker no longer has interest in developing this property and is looking to sell portions of the property to the abutting property owners which includes the City. The parcel has a special assessment of \$58,682.38 for utilities. Mr. Olejniczak stated that if the City purchased a portion of the property the possible options for use include enlarging Woods West Park, creating lots that could be sold for development or extending Baraboo Ave to connect with Barrick Road. Discussions continued on the various land use options, lots sizes for potential development and collection of the special assessment.

Moved by Alderperson Allman, seconded by Alderperson Wiederanders to reject the offer to purchase the property. Motion withdrawn.

After Alderperson Ward announced the statutory basis, it was moved by Alderperson Allmann, seconded by Alderperson Ward to convene in closed session. Roll call: Alderperson Ward, Allmann and Wiederanders voted aye. Carried. The meeting moved into closed session at 5:11 pm. The meeting reconvened in open session at 5:30pm.

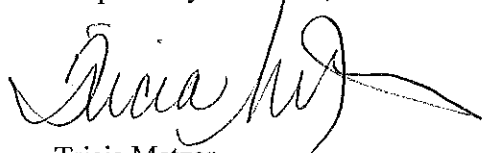
Moved by Alderperson Allmann, seconded by Alderperson Wiederanders to reject the offer to purchase property from Jeffrey L. & Barbara M. Uecker Trust a portion of parcel 281-66-12000412A. Carried.

Review bills

Moved by Alderperson Ward, seconded by Alderperson Allmann to approve the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Allmann, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting adjourned at 5:41 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tricia Metzger", with a long horizontal flourish extending to the right.

Tricia Metzger

COMMUNITY PROTECTION & SERVICES COMMITTEE**May 10, 2018**

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Allmann in the Council Chambers, City Hall. **Roll Call:** Members Ms. Allmann, Ms. Catarozoli and Mr. Wiederanders were present. City staff present included City Administrator Josh VanLieshout. Also present was Alderperson Hauser.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders to adopt the following amended agenda:

1. Roll call
2. Adoption of agenda
3. Consideration of: Request from James Hoffman to operate taxicab in the City of Sturgeon Bay – Set public hearing date
4. Consideration of: Liquor License Renewal for 2018-2019 License Year for Kippis, LLC
5. **Consideration of: Recommendation from the Bicycle and Pedestrian Advisory Board to revise ordinance 7.12 Bicycles, play vehicles, and in-line skates to make registration and tagging of bicycles optional vs. required**
6. Consideration of: Establishing a list of criteria for releasing existing Class B Combination beer/liquor licenses
7. Consideration of: Process for agenda development
8. Consideration of: Process for public comment
9. Consideration of: Ethics Committee for the City of Sturgeon Bay
10. Public Comment on Non-Agenda Items
11. Adjourn

Carried.

Request from James Hoffman to Operate Taxicab

James Hoffman submitted an application for a taxicab license. The application was in order; the Committee had no questions. Mr. Hoffman was not present.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders that the City of Sturgeon Bay Community Protection & Services Committee hold a public hearing in the Council Chambers, 421 Michigan Street, Sturgeon Bay, Door County, Wisconsin, on June 14, 2018 at 4:30pm, to address the request from James Hoffman, to operate a taxicab in the City of Sturgeon Bay. All ayes. Carried.

Liquor License Renewal for Kippis, LLC

Wendy Carter, the new owner for the property at 23 West Oak Street, submitted a

Class B Combination liquor license for renewal. Ms. Carter was requesting a waiver of the ordinance regarding cessation of business/non-use of license as she is making an investment in the business and is in the process of re-opening it mid-June.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders that the City of Sturgeon Bay Community Protection & Services Committee recommend to Common Council to approve the Class B Combination liquor license for Kippis, LLC based on the City ordinance and supporting information provided. All ayes. Carried.

Bicycle and Pedestrian Advisory Board Recommendation

Ms. Catarozoli reported from the Bicycle and Pedestrian Advisory Board, which she is chairperson. Part of making the City bike friendly, certain criteria needs to be met which is making registration optional/non-mandatory.

*Moved by Ms. Catarozoli, seconded by Mr. Wiederanders that the City of Sturgeon Bay Community Protection & Services Committee recommend to Common Council to amend City ordinance **7.12 Bicycles, play vehicles, and in-line skates** to the changes provided in (1) and (5) of the ordinance. All ayes. Carried.*

Criteria for Releasing Class B Combination Liquor/Beer License

Ms. Catarozoli updated the new Committee members on what had been discussed in previous committee meetings. The recording secretary will distribute the previous minutes that discuss this topic to the new members.

Final approval of the criteria and how a license is issued lies with Common Council. Discussion of a weight system or points system and application questions need further discussion.

A question/criteria to be added to the list is asking the applicant if they have ever been issued a license before; and if so, where.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders that the City of Sturgeon Bay Community Protection & Services Committee table this item until the next meeting on June 14, 2018. All ayes. Carried.

Process for Agenda Development

Laurel Hauser: 746 Kentucky Street, Sturgeon Bay, WI 54235

Ms. Hauser addressed the committee regarding the policy for preparation of agendas and meeting packets. (Handout)

Discussion:

Ms. Hauser spoke on the first two bullet points on the 8/19/97 policy; replacing them with the handout draft policy dated 5/11/18.

Ms. Allmann would like to see "New Business" and "Public Comment on Non-Agenda Items" added to the agenda. This would allow for the community to get updates on items of interest that may not be on an agenda; and to hear from the community on items they are thinking about. Ms. Catarozoli agrees that "New Business" should be on agendas.

Per Mr. VanLieshout, it is current practice to have agenda items and accompanying background to City Hall by 10am the Wednesday prior to the Council meeting. Staff then prepares the materials so they can be sent out to the Council by Friday at noon. Ms. Catarozoli was concerned with the amount of preparation time Council members receive with the current timeline. She would like to see the agenda come out sooner than Friday. An additional day would allow for three full business days for Council members to talk with staff on questions regarding the items. Mr. VanLieshout will check with staff to see if pushing the agenda development up a day, with a new deadline to Tuesday at 10am, would cause any problems for them. He will report back to the Committee in June.

Ms. Allmann stated she would like to see a report from the City Administrator on the agenda. Mr. VanLieshout stated he is uncomfortable making comments on City matters, and that is the Mayor's position. He did offer inserting a memo updating City events into the agenda packet.

Mr. Wiederanders suggested the Council meet once a month to not only give staff extra time to prepare the agenda, but to also give Council members more prep time as well.

Mr. VanLieshout will revise Ms. Hauser's draft policy, put it into one clean document and bring back to Committee to review, rectify and put into a recommendation to Council at the June meeting.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders that the City of Sturgeon Bay Community Protection & Services Committee recommend to Common Council to make the following changes to the City Policy dated 8-19-97 and submit verbatim the suggestions by Alderperson Hauser, but retain the remaining of the 1997 policy; the use of a request form shall be used for all agenda item request; "New Business" be added to all Common Council agendas; and the addition of a City Administrator report shall be added to the Common Council agendas. All ayes. Carried.

Process for Public Comment

Under the City policy for general procedure for public comment at Common Council meetings, Ms. Allmann would like to see the verbiage changed from "City residents" to read "tax payers to the City of Sturgeon Bay" (third bullet point down).

Ms. Catarozoli stated she found it useful when public comment was an agenda item; it is easier to gather information on the item then.

It was decided to keep the 3 minute time limit per commenter, up to 30 minutes.

Moved by Ms. Allmann, seconded by Ms. Catarozoli that the City of Sturgeon Bay Community Protection & Services Committee recommend to Common Council to make the following addition to order preference of speaking to read "will be given to City residents and tax payers to the City. All ayes. Carried.

Ethics Committee for the City of Sturgeon Bay

Ms. Allmann asked for input on how to proceed. Alderperson Hauser stated rewriting the statute on ethics is not necessary, but she does like the idea of having a board that meets only as needed to address concerns that locals bring up. She likes the code of conduct that the City of Green Bay has.

Mr. VanLieshout stated Green Bay's scope of things is very broad, he would be comfortable reaching out to the attorney who drafted their code of conduct to see if it could be changed to fit Sturgeon Bay.

Moved by Mr. Wiederanders, seconded by Ms. Catarozoli that the City of Sturgeon Bay Community Protection & Services Committee look into drafting a code of conduct based off of Green Bay's example, and making it ours. All ayes. Carried.

Public Comment on Non-Agenda Items

No Comments.

Moved by Mr. Wiederanders, seconded by Ms. Catarozoli, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 6:10 p.m.

Respectfully submitted,



Sarah Spude-Olson
Police Department
Administrative Office Manager

CITY PLAN COMMISSION
 Wednesday, May 16, 2018

A meeting of the City Plan Commission was called to order at 6:09 p.m. by Vice-Chairperson Dennis Statz in the Fire Truck Bay, City Hall, 421 Michigan Street.

Roll Call: Members Dennis Statz, Mike Gilson, Jeff Norland, Steven Hurley, and Laurel Hauser were present. Also present were Alderpersons Barb Allmann, David Ward and David Hayes, City Administrator Josh Van Lieshout, City Engineer Chad Shefchik, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, Community Development Secretary Cheryl Nault, and various members of the public.

Adoption of the Agenda: Moved by Ms. Hauser, seconded by Mr. Hurley to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from April 18, 2018.
4. Conditional use request from Door County Medical Center for a skilled nursing facility, located at 323 S. 18th Avenue, parcel #281-62-35000121A:
 Presentation:
 Public hearing:
 Consideration of:
5. Comprehensive Plan amendment – Future land use for Amity Field (parcel #281-23-0527260006):
 Presentation:
 Public Hearing:
 Consideration of:
6. Comprehensive Plan amendment- Future land use for Robert Goetz (parcel #281-68-17000301A):
 Presentation:
 Public Hearing:
 Consideration of:
7. Consideration of: Combined Preliminary/Final Planned Unit Development for Phillips Development LLC, for a 34-unit multiple-family development, located in the 700 blocks of Erie and Florida Streets, parcel #281-23-0527260006 (aka Amity Field).
 Presentation:
 Public Hearing:
 Consideration of:
8. Combined Preliminary/Final Planned Unit Development for Duquaine Development (Mau & Associates, LLP, Agent), for a 134-unit multiple-family development, located on the southeast corner of Tacoma Beach Road and Clay Banks Road/CTH U, parcel #281-68-17000301A.
9. Public comment on non-agenda Plan Commission related items.
10. Adjourn.

Carried.

Approval of minutes from April 18, 2018: Moved by Mr. Norland, seconded by Mr. Statz to approve the minutes from April 18, 2018, with the following changes: On page 7, first paragraph change R-4 to R-3. Also, in the second paragraph insert "expressing concerns" after the

following people spoke. "The following spoke in favor" should be added before Lee Haasch. All ayes. Carried.

Conditional use request from Door County Medical Center for a skilled nursing facility, located at 323 S. 18th Avenue, parcel #281-62-35000121A:

Presentation: Mr. Sullivan-Robinson stated that the Door County Medical Center, 323 S 18th Avenue, is seeking a conditional use permit for an addition of a skilled nursing facility on the corner of Rhode Island Street and S. 16th Avenue. The proposed building will be approximately 25,000 square feet, single story, and 28 feet high at the highest peak. The purpose for the addition is to move the existing facilities to this new building. The new building will be located on the southwest corner of the property extending into two parking lots. The property is located in an R-4 zoning district. The current skilled nursing facility will be converted into storage or other medical uses. The Door County Medical Center is required to 391 parking spaces. This project will be ultimately removing parking space but there will still be 469 parking spaces available throughout the site.

The Aesthetic Design & Site Plan Review Board had recently approved the project on May 14th.

City staff recommended approval of the conditional use request with the following conditions:

1. Any new replacement parking lot fixtures must match existing parking lot light fixtures.
2. Final approval of the stormwater management plan by the City Engineer.
3. Replace six of the nine trees removed from the west parking lot to meet original parking lot tree requirements.
4. Meet setback requirements for an R-4 district.

Patrick Skaleki, representative from Berners-Schober Associates, stated that a courtyard is being developed and landscaped. This will be a campus-wide basis with full-time residents and in and out residents. The project is pending City Engineer review and approval. The building design will consist of a mixture of brown textures including various sidings and stone masonry. The overall design was meant to contrast the hospital and give a residential feel. The existing driveway will be moved approximately 40 feet. It is made easy for fire access. The landscaping will give character to the building. A five-foot fence will be installed on the west side of the buildings to enclose the open areas for the safety of the residents.

Public hearing: Vice-Chair Statz opened the public hearing at 6:24 p.m.

Scott Thomas, 1557 Tacoma Beach Road, stated that this is an awesome development.

Karen Lenius, 124 S. 16th Place, has concerns about the heavy truck traffic going up and down the street. The trucks should use a different route.

There were no written letters of correspondence. The public hearing was declared closed at 6:29 p.m.

Consideration of: The Commission discussed the request. Mr. Olejniczak commented that they need to defer to the City Engineer regarding streets.

Moved by Ms. Hauser, seconded by Mr. Gilson to approve the conditional use request, subject to staff's recommendation, as well as Parking & Traffic Committee and review of the streets by the City Engineer. All ayes. Carried.

Comprehensive Plan amendment – Future land use for Amity Field (parcel #281-23-0527260006):

Presentation: Mr. Olejniczak stated that the current Comprehensive Plan was adopted in February, 2010. A chapter on future land use in one of the elements of the plan. The recommended classification for this parcel is Public & Institutional. The Comp Plan should match the proposed use. The City has owned this parcel and for many years had been leased by the Sturgeon Bay School District, which no longer leases the site.

A proposed rezoning to a Planned Unit Development (PUD) is under consideration that would be for a development of 34 apartment units. Under state law, when a property is rezoned, the action is required to be consistent with the adopted Comprehensive Plan. If the PUD is approved for this parcel, an amendment to the Comprehensive Plan is needed. The suggested new use for this parcel is Multi-Family Residential.

Public Hearing: Vice-Chair Statz opened the public hearing at 6:38 p.m.

Bill Chaudoir, 324 Alabama Street, serving as Interim Executive Director for the Door County Development Corporation, stated that the #1 issue that we are dealing with today is workforce development. Young people are not going into trades. It is hard finding workers and keeping workers. Apartments play a much bigger role than in the past. He is in support of the Comprehensive Plan amendment. To research the problem, \$40,000 has been raised for a consultant to review Door County's housing market in depth. The study should be done later this summer or early fall. A lot of time and money went into moving a manufacturing from this area to provide for residential uses. Amity field is an attractive location for multiple-family development because this is a workforce housing neighborhood. This would be supporting local full time jobs that pay full benefits and keeps enrollment in schools.

Mr. Chaudoir also read a letter from Bill Behme, HR & Labor Relations Manager Fincantieri Bay Shipbuilding, regarding the need for adequate housing and to support those who have a vision for making affordable housing a reality to both new and existing families.

Hans Christian, 330 N. 3rd Avenue, is supportive of the development. The developer has been flexible and has shown sensitivity. He stated that this is a situation where the proposed development fits the location and use, and to keep those thought in mind when reviewing further development proposals.

Aaron Carmody, 1779 Shiloh Road, wondered why there is a housing shortage. He recommended that the city review short term rental regulations to reduce the restriction for permit approvals.

Ms. Nault read a summary of three letters in favor of the amendment from Dave Rolston, President and CEO of Hatco Corp.; Chris Moore, President/Owner of NEW Industries; and Michael Baudhuin, Vice-President WireTech Fabricators, Inc. who all agree regarding the lack of available workforce housing.

The public hearing was declared closed at 6:55 p.m.

Consideration of: Ms. Hauser asked if there was any Public or Institutional proposals in the past couple of years. Mr. Olejniczak responded that there were no new uses proposed. The City and the County recently had facilities constructed. The only other thought would be potential use of the property by a church.

After further discussion, it was moved by Mr. Gilson, seconded by Ms. Hauser to recommend to Council approval of the Comprehensive Plan amendment for the future land use classification for the Amity Field parcel to be Multiple-Family Residential, with Mixed-Residential as the alternative. All ayes. Carried.

Comprehensive Plan amendment- Future land use for Robert Goetz (parcel #281-68-17000301A):

Presentation: Mr. Olejniczak stated that this item is a bit more controversial than the previous item. The recommended future land use classification for this parcel, located at the SE corner of Tacoma Beach Road and Clay Banks Road, is Single-Family Residential- Lower Density, except for a small area (approximately 1.5 acres) at the intersection which has a recommend use of Transitional Commercial. The City had received a proposal to rezone the property to allow apartment buildings. The proposal was for 162 units and has now been brought down to 134 units. The site is not conducive for single-family lots.

An amendment to the Comprehensive Plan should be undertaken in addition to the rezoning if the Plan Commission and Council believe the proposed apartment development is an appropriate use for this parcel. The suggested new land use category is Mixed Residential. Mr. Olejniczak also described other possible land use designations including: Single-Family Residential – Lower Density, which is the current land use classification; Single-Family Residential-Higher Density; Multiple-Family Residential.

Staff recommends the future land use classification be Mixed-Residential with or without keeping the northwest corner as Transitional Commercial.

Public Hearing: Vice-Chair Statz opened the public hearing at 7:13 p.m.

Gerald Inman, 1500 Tacoma Beach Rd., Unit 5-3, spoke on behalf of 247 people that signed a petition in opposition to the proposed change of the Comprehensive Plan and to request the zoning be changed to R-2 Single-Family Residential.

Marti Spitell Ziegelbauer, 1573 Tacoma Beach Road, was present representing her and her husband, Gary. She is on the Board of Directors for Strawberry Creek Estates and contacted all the residents of Strawberry Creek Estates regarding this proposal. She asked that the proposal be denied. Traffic is a big issue.

Jeff Griffin, 1571 Tacoma Beach Road, stated that the people that live in the vicinity didn't think the social contract should be changed. The issue is traffic.

Bill Chaudoir, 324 Alabama Street, thought this was a perfect location for apartments, but the intersection needs to be improved. Workforce housing needs have to be addressed. This area is not a Single-Family district.

In response to a question from the Plan Commission, Mr. Olejniczak stated that currently there are only two locations within the City that allow multiple-family residential use under both zoning code and the comprehensive plan. The first parcel sits between Target and some storage facilities. The second parcel would be the Peil Property located on Egg Harbor Rd.

Jim Herbst, 839 E. Fathom Place, lives in Sawyer Subdivision, and stated there are severe water problems. He wondered what this development will do. Rents did not seem affordable.

Gerrit DeJonge, 944 Tacoma Beach Road, stated there is a need for additional housing, but where? We need people to work. You don't need to change a Comprehensive Plan to cater to an outside developer.

Brad Andreae, owner of Therma-Tron-X, stated that they have 260 employees, with high paid jobs. A 26,000 square foot addition was just added to their facility. If there is no housing, they would have to build their own apartments south of town or locate their facility elsewhere.

Hans Christian, 330 N 3rd Avenue, mentioned that the Bonovich's will be building apartments, as well as the properties south of town. The Peil property, the Palmer Johnson property on Egg Harbor Road, the West Side School, Target area, and the area around the skate park are developable sites. The current proposed area is a terrible location.

Kathy Hayes, 864 Circle Ridge Place, gave a history on the busy intersection.

Jim White, 1500 Tacoma Beach Road, said if density is changed the traffic changes. Most services/destinations are located on the other side of the bay.

Diane Brauer, 431 N. 11th Place, had concerns about density. The City does need housing. There are a lot of children in the area that are in the streets because there are no sidewalks. Adding more vehicles will increase isn't a good idea. This is asking for another fatality.

Rebecca Laughlin, 1231 Clay Banks Road, stated this area is wetlands. She did not believe the Ahnapee Trail was a good amenity because there are a lot of mosquitos. Goetz owns two piece of land so she wondered whether the developer would be building more units on that other parcel as well.

Jim Flanagan, 1546 Tacoma Beach Road, is a seasonal resident. The Comprehensive Plan should not sit for 10 years. The City should be more current with trends. He hopes the proposal does not pass, but if approved a stop and go light should coordinate with the bridge.

Nate Kramer, 728 E. Clay Banks Road, looked at the safety aspects and there are a lot of industrial trucks driving down County U.

Dave Hoffman, 644 Tacoma Beach Road, stated there are a lot of walkers, garbage trucks, and cars that speed in that area. Something was supposed to have been done when the Oxford Avenue Apartments were built. He would like to see a four-foot bike/walking trail along Tacoma Beach Road.

Scott Thomas, 1557 Tacoma Beach Road, agreed with everyone that spoke. County U is the only road without a controlled intersection at the highway.

Bill Murphy, 1500 Tacoma Beach Road, stated that this property is meant for Single-Family with some Two-Family homes. The proposed Multi-Family use would lead to the largest apartment complex in the City. The area needs revitalization.

Randy Dixon, 1108 Rhode Island Street), is a professional archeologist who was hired to do a Phase 1 archeological survey on this property. He said the property does contain some

artifacts. He would do additional investigation to verify the two potential sites found but that doesn't mean the property cannot be developed

Kathy Hayes, 264 Circle Ridge Place, stated that archeology is important.

Ms. Nault read a summary of letters in opposition to the proposal.

Michael Olesen – 1500 Tacoma Beach Rd., stated that the Board of Directors of Strawberry Creek Estates has made contact with the owners in Strawberry Creek Estates and they are in opposition to the proposed change to the Comprehensive Plan or zoning for this parcel. The rezoning to mixed-residential would be in conflict with the use that the Comp Plan presently recommends for this parcel. There would be significant increase in traffic. The project should be denied. The Board of Directors would like the subject parcel rezoned to R-2 Single-Family Residential.

Scott & Linda Thomas, 1557 Tacoma Beach Road, do not want a change to the Comp Plan. The property will be an extremely stressful point for traffic & safety. This property doesn't represent Sturgeon Bay as a classy place to live.

Betsy Rossberg, 544 Tacoma Beach Road #34, is uncomfortable with a complex this large and recommends an environmental & economic impact study, as well as a traffic study be completed. Sturgeon Bay needs affordable housing.

Gerrit & Lonnie DeJonge – The Comprehensive Plan and the proposed PUD do not match. Other concerns are traffic issues, density too great for this location, does not conform to the existing development pattern of this neighborhood, existing wetlands will create issues, there's an archaeological site located on the property, and there have been a number of concerned citizens representing disapproval of the project.

Bill & Joanne Patterson – 926 & 932 Tacoma Beach Road, stated many times when the bridge is open traffic backs up for 15 minutes or more. Adding more vehicles would be disastrous. The project does not conform to the Comp Plan.

Scott Bader – 1275 Tacoma Beach Road, doesn't know why this development has gotten this far. We should be able to rely on zoning when purchasing and living in our neighborhoods.

Greg Daanen – 920 Tacoma Beach Road, is opposed to the project.

Dennis & Barbara Hare- 1500 Tacoma Beach Road, Unit 2-1, stated the proposal would have a detrimental effect on the quality of life for citizens, as well as creating dangerous situation. The proposal is not consistent with the best interests that the Comp Plan was established for.

Norbert & Patricia Lenius- 1052 & 1066 Tacoma Beach Road, is not in favor of changing the Comp Plan and zoning. This has too much density for the area.

Lynne Weborg, 450 Tacoma Beach Road, is against changing the zoning. There are a lot of dangerous traffic conditions.

Gilbert Cichy, no given address, stated this project will disrupt the area forever. There are other suitable areas in Sturgeon Bay.

Heidi Kratcha, no given address, stated there are no sidewalks on Tacoma Beach Road. They often take their kids on walks and bike rides to the Ahnapee Trail. A lot of people walk their dogs. She is concerned with heavy traffic.

Hans Christian, 330 N 3rd Avenue, thought it would be appropriate for staff to change their mind on this project and no longer show any support.

Scott and Amy Richard, 941 Tacoma Beach Road, has concerns and is opposed to the proposed change in zoning and to any zoning that is not specified by the City of Sturgeon Bay Master Plan.

The following letters received were neither for or against:

Robert Perlewitz- not given address-stated the only way an apartment complex can be built is if a stop & go light or round about is built.

Chris Olson- 46 E Redwood St., stated that if approved, he would like to see all exterior lighting fixtures utilizing full cut-off optics. Also, he would like to see impervious surface all mitigated with an onsite stormwater plan installation.

In addition to the 247 signatures on the petition, plus an additional four signatures that Mr. Inman submitted, 20 emails had been received supporting the petition.

The public hearing was declared closed at 8:28 p.m.

Consideration of: Discussion was held after hearing testimony. Moved by Ms. Hauser, seconded by Mr. Norland to deny the Comprehensive Plan amendment for future land use for the Robert Goetz parcel.

Mr. Gilson stated that there is something wrong with the Comprehensive Plan. He didn't see any desire to build Single-Family homes.

Ms. Hauser stated that the Plan Commission will resolve the housing problem but this site isn't the only possibility. The Comprehensive Plan will be reviewed in the next year.

Mr. Gilson stated that this is a reasonable site. The City needs to push this. The City should pressure the D.O.T. for intersection improvements.

Mr. Statz mentioned that the intersection needs to be improved. The State requires deaths for something to happen. Traffic going out onto the highway is a safety issue.

Ms. Hauser asked why have a Comprehensive Plan if it is not followed? There are other locations to build apartments.

Mr. Hurley thanked everyone for sharing their comments.

A roll call vote was taken on the motion to deny the Comprehensive Plan amendment. Motion carried, with Mr. Statz and Mr. Gilson voting no.

Consideration of: Combined Preliminary/Final Planned Unit Development for Phillips Development LLC, for a 34-unit multiple-family development, located in the 700 blocks of Erie and Florida Streets, parcel #281-23-0527260006 (aka Amity Field): Mr. Sullivan-Robinson stated that Phillips Development is petitioning for approval of a PUD for a 34-unit multiple-family development. The project consists of three 8-unit and one 10-unit townhome buildings. There were concerns brought up last month at the public hearing which included traffic issues, increase in density, living between multi-family facilities, having an onsite manager, and enclosing the detention pond.

The Aesthetic Design & Site Plan Review Board recently approved this layout and design of the project subject to the addition of some wetland plants and additional lighting.

Ms. Hauser questioned the park & playground fee. Mr. Olejniczak responded that every residential unit pays a park & playground fee of \$300 that is used for public equipment. It is not designed for private property.

Jon LeRoy, Mau & Associates, stated that they have added sidewalk, more landscaping, and the living room areas are on the outside of the properties. There will be a berm planted on the northwest corner of the property.

Ms. Hauser commented that the units looked pleasing and that they did a nice job.

Mr. Hurley said there was not a good spot for a playground. The equipment across the street would be sufficient.

Mr. LeRoy stated the townhomes inspire a maritime Door County feel.

After further discussion, it was moved by Mr. Statz, seconded by Ms. Hauser to recommend to Council approval of the PUD subject to final approval of the City Engineer for the stormwater management plan. All ayes. Carried.

Consideration of: Combined Preliminary/Final Planned Unit Development for Duquaine Development (Mau & Associates, LLP, Agent), for a 162-unit multiple-family development, located on the southeast corner of Tacoma Beach Road and Clay Banks Road/CTH U, parcel #281-68-17000301A: Since the item to amend the Comprehensive Plan was denied, members wondered if this item should still be considered. Mr. Olejniczak mentioned that it could be tabled, it could be acted on at this meeting; or the Plan Commission could approve a modified PUD. The ordinance provides a time limit for action.

After a short discussion, it was moved by Ms. Hauser, seconded by Mr. Norland to deny the combined Preliminary/Final Planned Unit Development for Duquaine Development for all the reasons given during the public hearing, including traffic safety, density, existing wetlands, and an existing archeological site. Roll call vote. Motion failed, with Mr. Gilson, Mr. Hurley, and Mr. Statz voting no.

Steve Beida, Mau & Associates, was available for any questions. Mr. Hurley suggested tabling the issue to see if the developer would revise the proposal.

Moved by Mr. Statz, seconded by Mr. Gilson to table until next meeting. All ayes. Carried.

Public comment on non-agenda Plan Commission related items: No one spoke on non-agenda items.

Adjourn: Moved by Mr. Norland, seconded by Ms. Hauser to adjourn. All ayes. Carried. Meeting adjourned at 9:15 p.m.

Respectfully Submitted,

Cheryl Nault
Community Development/Building Inspection Secretary

PARKING & TRAFFIC COMMITTEE**May 21, 2018**

A meeting of the Parking & Traffic Committee was called to order at 4:29 p.m. by Chairperson Catarozoli in Council Chambers, City Hall, 421 Michigan Street.

Members Kelly Catarozoli, Kelly Avenson and David Hayes were present. Also present: City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak and Municipal Services Assistant Colleen DeGrave.

Moved by Ald. Avenson, seconded by Ald. Hayes to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from 9/18/2017.
4. Public comment on Agenda items and other issues related to parking & traffic in the City of Sturgeon Bay.
5. Consideration of: Updating the bike shield on the main page of the city website to match the bike shield on the Bicycle and Pedestrian page.
6. Consideration of: Ordinance change to the Bike and Pedestrian Board.
7. Consideration of: DOT signage request – no truck signage for the Michigan Street Bridge.
8. Consideration of: Designated truck route.
9. Consideration of: Intersection of 4th Ave. & Louisiana St. – Address visibility issues.
10. Discussion of: Installing a four way stop sign on the corner of 7th & Florida St.
11. Adjourn.

All in favor. Carried.

Moved by Ald. Catarozoli, seconded by Ald. Hayes, to approve the minutes from 9/18/2017. Carried.

Public comment on Agenda items and other issues related to parking & traffic in the City of Sturgeon Bay.

Hans Christian, 370 N. 3rd Ave., spoke regarding agenda item #8, creating a designated truck route, stating he would like to see large delivery trucks rerouted away from 3rd Ave. Paul Anschutz, 221 N. 6th Ave., agreed that it was unsafe to have these trucks travelling down 3rd Ave. He suggested the City work with Fincantieri's corporate office on a solution. He also requested the committee check with the DOT to see if the intersection on Hwy. 42 and Gordon Rd. would qualify as a recommended truck route. Chris Kellems, 120 Alabama St. spoke regarding the visibility issues at 4th Ave. & Louisiana St. Chris Sullivan-Robinson entered at 4:47 p.m.

Consideration of: Updating the bike shield on the main page of the city website to match the bike shield on the Bicycle and Pedestrian page.

Ald. Catarozoli reported the cost of updating the bike shield on the City's website would cost approximately \$95.

Moved by Ald. Catarozoli, seconded by Ald. Avenson to recommend to Council to update the bike shield on the main page of the city website to match the bike shield on the Bicycle and Pedestrian page. All in favor. Carried.

Consideration of: Ordinance change to the Bike and Pedestrian Board.

Ald. Catarozoli explained this request had been made to allow a quorum of the Bike and Pedestrian Board to be met more often.

Moved by Ald. Catarozoli, seconded by Ald. Avenson to recommend to Council to change the number of committee members on the Bike and Pedestrian Board to 7, with one being from administration, and 4 being citizens. All in favor. Carried.

Consideration of: DOT signage request – no truck signage for the Michigan St. Bridge. City Administrator Josh VanLieshout explained that the DOT had made a request that the City place No Trucks Ahead signage at the City's expense, to eliminate some of the past problems with bridge strikes by larger vehicles, causing bridge closings for repairs. He stated two disadvantages would be the cost, and effectively enforcing that would be difficult. He estimated the cost would be about \$400-\$500/sign to install. Ald. Catarozoli asked if placing the signage on the highway would be more advantageous to keeping trucks away from 3rd Ave. Mr. VanLieshout said the DOT was only requesting signage on the Michigan St. Bridge. Ald. Hayes asked if two signs were standard and Mr. VanLieshout said yes. Ald. Hayes recommended placing "Historic Bridge" downtown as a way of

detering trucks from the Michigan St. Bridge. He also stated he would like to see the signs be placed well ahead of the Michigan St. Bridge, as there is limited room to turn around if they see the sign near the bridge. Ald. Hayes also thought adding more signage was not desirable for aesthetic reasons and congestion of signs already in place. Ald. Catarozoli stated she had spoken with Police Chief Arleigh Porter and City Engineer Chad Shefchik and they thought the Michigan Street Bridge is designed to handle these trucks. She stated she doesn't feel the City should have to pay for these signs, and agrees with Chief Porter and Mr. Shefchik.

Moved by Ald. Catarozoli, seconded by Ald. Avenson to recommend to Council to deny the DOT's request for signage for the Michigan Street Bridge. All in favor. Carried.

Ald. Avenson asked if the City felt this needed to change later on, would the City still have that option. Mr. VanLieshout said he believed the DOT would entertain that request at any time.

Consideration of: Designated truck route.

Ald. Catarozoli said she has heard from a lot of people regarding delivery trucks travelling on 3rd Ave. She suggested no trucks be allowed access by 3rd Ave. except local delivery trucks between Michigan St. and Jefferson St. Mr. VanLieshout agreed that allowing local deliveries would be beneficial, but enforceability is a concern. Mr. Olejniczak said even with a designated truck route, a truck can deviate from that and he didn't think the City could prohibit them. He stated getting DOT input would be important, so as not to transfer the problem from one area to another. He also thought placing signs on the highway would need to go through the Door County Highway Planning Commission. Ald. Hayes recommended going forward with rerouting truck traffic. Ald. Avenson suggested contacting the DOT first, and asked staff they could contact the DOT regarding the corner of Highway 42 and Gordon Rd. Mr. VanLieshout said he would follow up with the DOT.

Moved by Ald. Hayes, seconded by Ald. Catarozoli to recommend to Council to designate a restricted truck route between Jefferson St. and Michigan St. for 3rd Ave. except local deliveries with a signage location to be determined by staff.

Ald. Catarozoli amended the motion, seconded by Ald. Hayes to recommend to Council to create a restricted truck route on 3rd Ave. between Michigan St. and Jefferson St. to allow local deliveries only, with a signage location to be determined by staff. All in favor. Carried.

Consideration of: Intersection of 4th Ave. & Louisiana St. – Address visibility issues.

Ald. Avenson explained that due to signs already in place, and parking in addition to the bush and fence located at the Post Office, you would almost have to go out in the intersection before you can see oncoming traffic. She asked if we could require the Post Office to plant something that would make it easier to see at that corner. Mr. Olejniczak said having a discussion with the Post Office would be a first step. Discussion took place on removing one or two parking spaces on the NW side of the intersection. Mr. VanLieshout agreed removing parking would be a best first option and help with visibility.

Moved by Ald. Avenson, seconded by Ald. Hayes to recommend to Council to remove 2 parking spaces on the NW corner of 4th Ave. & Louisiana St. All in favor. Carried.

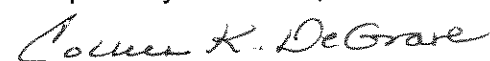
Discussion of: Installing a four way stop sign on the corner of 7th & Florida St.

Ald. Catarozoli said speed is a concern in this area and that there is no stop sign on Florida St. from 8th Ave. to 5th Ave. She said Chief Porter has a speed board up there now as well as traffic counting. She will wait for input from Arleigh on this and will place this item on the next agenda.

Motion to adjourn by Ald. Avenson, seconded by Ald. Hayes. All in favor. Carried.

Meeting adjourned at 5:52 p.m.

Respectfully Submitted,



Colleen DeGrave
Municipal Services Assistant



CITY of STURGEON BAY FIRE DEPARTMENT

Kalin Montevideo
Assistant Fire Chief

421 Michigan St
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office
920-746-6901 FAX
Email: kmontevideo@sturgeonbaywi.org

APRIL 2018 FIRE REPORT

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of April 2018.

APRIL INCIDENTS: 110

YEAR TO DATE INCIDENTS: 441

INCIDENTS BY JURISTITION:

CITY - East Side Incidents: 62 Year to Date: 274
CITY - West Side Incidents: 37 Year to Date: 126
Town of Sevastopol: 07 Year to Date: 20
 2 – Vehicle Accident
 2 – EMS Assist, Emergent
 1 – Alarm Activation, No Fire
 1 – Grass Fire
 1 – Carbon Monoxide Incident
Town of Sturgeon Bay: 03 Year to Date: 15
 1 – EMS Assist, Emergent
 1 – EMS Assist, Non-Emergent
 1 – Dispatched & Cancelled In Route
Luxemburg: 01 Year to Date: 01
 1 – Building or Structure Weakened or Collapsed
Southern Door: 0 Year to Date: 04
Brussels: 0 Year to Date: 01

AVERAGE RESPONSE TIME:

EMERGENT: 4.12 NON-EMERGENT: 3.09
EMERGENT: 4.37 NON-EMERGENT: 4.61
EMERGENT: 11.29 NON-EMERGENT: 20.31

EMERGENT: 11.53 NON-EMERGENT: N/A

EMERGENT: 35.36 NON-EMERGENT: N/A

TOTAL MONTHLY INCIDENTS BY TYPE:

38 – Medical; Non-Emergent
39 – Medical; Emergent
03 – Gas Leak
07 – Alarm/Detector Activation, No Fire
01 – Unauthorized Burning
01 – Public Service
03 – Brush, Grass, Outside Fire
01 – Excessive Heat/Scorch Burn, No Fire

06 – Vehicle Accident
03 – Carbon Monoxide Incident
01 – Arcing, Shorted Electrical Equipment
02 – Smoke Scare/Odor of Smoke
01 – Water Problem
02 – Building or Structure Weakened or Collapsed
01 – Oil/Combustible Liquid Spill/Leak
01 – Dispatched & Cancelled in Route

INPECTION REPORT:

Inspections within the city limits: 130 Inspections
Inspections outside the city limits: 12 Inspections
Town of Sturgeon Bay: 0 Inspection
Town of Sevastopol: 12 Inspections
Total number of inspection hours: 141.2 Hours

SPECIAL REPORTS, ACTIVITIES AND REPAIRS

MAINTENANCE: Firefighters installed a new lock on SBPD door; programmed new SCBA heads up displays; repaired lock on FD garage service door; flushed water tank on Truck 2; tested fire hose from stations and on all apparatus; cleaned, serviced and put Marine 1 into service for the year; hung new sign at Westside Station; adjusted sensors for vehicle exhaust system; repaired snow blower at Westside Station; replaced locks at DPW for Security upgrade/install; repaired wiring harness on Chief 10; moved antenna on Squad 1; filled SCBA bottles from Justice Center; replaced broken GFI outlet and cover near FD service door.

TRAINING: 245.1 hours of training were conducted in April. Firefighters trained with Door County Paramedics on EMS equipment and protocols; on-duty firefighters participated in live fire attack training with Jacksonport FD at the Training Facility; Chief Dietman and Asst. Chief Montevideo attended FDIC in Indianapolis; firefighters trained with grass fire equipment and apparatus; transitional fire attack techniques; all firefighters attended Harassment training; new phone system training and SCBA confidence/Air Management.

OTHER: Fire Chief and AC attended City and other Town meetings; installed two (2) car seats and conducted multiple station tours.

CITY OF STURGEON BAY
INSPECTION DEPARTMENT
April 30, 2018

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF APRIL, 2018

April, 2018	YEAR TO DATE		April, 2018	YEAR TO DATE
0	1	ONE FAMILY DWELLINGS	-----	195,000
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
1	1	MANUFACTURED HOME	-----	-----
0	0	C.B.R.F.	52,000	52,000
0	0	RESIDENTIAL ADDITIONS	-----	-----
2	15	RESIDENTIAL ALTERATIONS	11,200	191,681
0	0	RESIDENTIAL GARAGES/CARPORTS	-----	-----
1	3	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	1,500	40,100
0	2	RESIDENTIAL STORAGE BUILDINGS	-----	8,400
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NEW COMMERCIAL BUILDINGS	-----	-----
0	0	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	-----	-----
0	0	NON-RESIDENTIAL ADDITIONS	-----	-----
3	19	NON-RESIDENTIAL ALTERATIONS	115,000	3,044,522
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
7	41	TOTAL ESTIMATED COST OF CONSTRUCTION	\$179,700	\$3,531,703
April, 2018	YEAR TO DATE	TOTAL PERMITS ISSUED	April, 2018	YEAR TO DATE
7	41	BUILDING PERMITS	1,135	8,196
11	48	ELECTRICAL PERMITS	586	4,956
7	56	PLUMBING PERMITS	362	4,379
2	21	HEATING PERMITS	122	2,535
4	67	SIGN PERMITS	160	2,070
2	3	MISCELLANEOUS PERMITS	200	375
0	0	SUMP PUMP PERMITS	-----	-----
0	0	ELECTRICIAN LICENSES	-----	-----
1	1	EARLY STARTS	60	60
1	3	EROSION CONTROL	175	350
0	0	STATE PLAN APPROVALS	-----	-----
0	1	PARK & PLAYGROUND PAYMENTS	-----	300
1	2	WISCONSIN PERMIT SEALS	35	70
0	1	ZONING BOARD OF APPEALS APPLICATIONS	-----	300
2	3	ZONING CHANGES/P.U.D. APPLICATIONS	1,024	1,509
1	2	PLAN COMMISSION - CONDITIONAL USES	300	600
1	2	CERTIFIED SURVEY MAP REVIEWS	110	140
0	0	SUBDIVISION PLATTING REVIEW	-----	-----
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	CHANGE OF USE	-----	-----
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
1	2	COMMERCIAL OCCUPANCY FEES	50	100
0	0	PIER PERMIT	-----	-----
0	3	DEMOLITION	-----	75
1	7	PLAN REVIEW FEE	175	1,975
		ADMIN FEE	125	1,078
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$4,619.00	\$29,068.00

Cheryl Nault
Building Inspection Dept.

APRIL 2018 BANK RECONCILIATION

CHECKING ACCOUNTS

INVESTMENT ACCOUNTS

GENERAL FUND		WDF		SNAP		LEAD LATERAL		GENERAL/CAPITAL FUND	
NICOLET		NICOLET		NICOLET		NICOLET		INVESTMENTS	
PRIOR G/L BALANCE	2,436,984.31	607,556.61	7,294.21	41,416.00				1,488,955.45	
REVENUE	481,434.66	6,379.08	0.00	22,635.00				250,171.90	
DISBURSEMENTS	970,953.41	0.00	0.00	30.00				1,914.63	
AMOUNT IN TRANSIT	15,236.36	0.00	0.00	0.00				0.00	
ADJUSTMENTS	24,273.96	0.00	0.00	0.00				0.00	
ENDING BALANCE	1,956,503.16	613,935.69	7,294.21	64,021.00				1,737,212.72	

BANK BALANCE	1,976,631.03	613,935.69	7,294.21	64,021.00				1,737,212.72	
LESS OUTS, CHECKS	20,127.87	0.00	0.00	0.00				0.00	
	1,956,503.16	613,935.69	7,294.21	64,021.00				1,737,212.72	

SAVINGS ACCOUNTS

GENERAL FUND		GENERAL FUND		WDF		CAPITAL - BUILDING DEBT		CAPITAL - E/H RD		2017 CAPITAL PROJECTS		TIF #3 DEBT		TIF #3 CONSTRUCTION	
STATE - #2		NICOLET BANK - MMBI		STATE - #4		STATE - #9		STATE - #15		STATE - #13		STATE - #08		STATE - #14	
PRIOR G/L BALANCE	6,611,196.93	17,420.54	84,334.86	6,060.07	21,786.47	8,28	72,697.90	804,442.30	25,793.83						
REVENUE	36,965.17	0.15	120.23	8.64	8,28		103.64	1,727.32	36.74						
DISBURSEMENTS	278,386.11	0.00	0.00	0.00	21,786.47		0.00	0.00	150.00						
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00						
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00						
ENDING BALANCE	6,369,775.99	17,420.69	84,455.09	6,068.71	8,28		72,801.54	806,169.62	25,680.57						
BANK BALANCE	6,369,775.99	17,420.69	84,455.09	6,068.71	8,28		72,801.54	806,169.62	25,680.57						

TIF #1 DEBT		TIF #2		TIF #2 DEBT 98A&B		TIF #2 AMENDED AREA		TIF #2 AMENDED AREA		TIF #4 DEBT SVC		TID #4 CONSTRUCTION	
STATE - #11		STATE - #3		STATE - #10		CONST. STATE - #06		CAP. INT. STATE - #7		STATE - #12		STATE - #01	
PRIOR G/L BALANCE	804,404.54	16,053.51	1,948,636.94	54,921.60	2,358.83		87,501.61	1,489,796.91					
REVENUE	12,385.70	22.86	17,928.40	78.30	2,933.14		617.10	2,123.22					
DISBURSEMENTS	0.00	150.00	0.00	0.00	0.00		0.00	3,578.00					
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00		0.00	0.00					
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00		0.00	0.00					
ENDING BALANCE	816,790.24	15,926.37	1,966,565.34	54,999.90	5,291.97		88,118.71	1,488,342.13					
BANK BALANCE	816,790.24	15,926.37	1,966,565.34	54,999.90	5,291.97		88,118.71	1,488,342.13					

5/23/2018

FOR FUND: GENERAL FUND
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL	APRIL	VARI- ANCE	FISCAL		ANNUAL	FISCAL	
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	BUDGET		YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES								
GENERAL FUND	1,013,809.26	294,794.83	(70.9)	4,055,237.04	12,165,715.00	6,029,296.57	(50.4)	
TOTAL REVENUES	1,013,809.26	294,794.83	(70.9)	4,055,237.04	12,165,715.00	6,029,296.57	(50.4)	
EXPENSES								
GENERAL FUND	107,101.12	1,365.39	98.7	428,404.48	1,285,215.00	717,997.72	44.1	
MAYOR	1,040.40	1,030.44	0.9	4,161.60	12,485.00	4,122.24	66.9	
CITY COUNCIL	4,859.98	4,691.30	3.4	19,439.92	58,320.00	21,194.46	63.6	
LAW/LEGAL	4,583.33	14,215.50	(210.1)	18,333.32	55,000.00	17,291.00	68.5	
CITY CLERK-TREASURER	33,390.37	38,562.57	(15.4)	133,561.48	400,685.00	124,410.11	68.9	
ADMINISTRATION	12,184.54	13,424.31	(10.1)	48,738.16	146,215.00	44,132.73	69.8	
COMPUTER	11,822.90	10,834.20	8.3	47,291.60	141,875.00	40,273.38	71.6	
CITY ASSESSOR	7,505.78	7,457.97	0.6	30,023.12	90,070.00	31,679.98	64.8	
BOARD OF REVIEW	126.65	0.00	100.0	506.60	1,520.00	0.00	100.0	
BUILDING/ZONING CODE ENFORCEM	6,955.41	3,788.35	45.5	27,821.64	83,465.00	17,602.72	78.9	
MUNICIPAL SERVICES ADMIN.	18,826.19	18,930.61	(0.5)	75,304.76	225,915.00	68,052.26	69.8	
PUBLIC WORKS ADMINISTRATION	20,868.29	16,162.60	22.5	83,473.16	250,420.00	72,412.64	71.0	
ELECTIONS DEPARTMENT	2,092.89	5,040.49	(140.8)	8,371.56	25,115.00	9,027.58	64.0	
CITY HALL	11,202.45	8,361.53	25.3	44,809.80	134,430.00	38,691.46	71.2	
INSURANCE	33,745.80	23,087.00	31.5	134,983.20	404,950.00	135,226.18	66.6	
GENERAL EXPENDITURES	124,086.20	14,123.33	88.6	496,344.80	1,489,035.00	30,996.57	97.9	
POLICE DEPARTMENT	35,472.04	39,072.48	(10.1)	141,888.16	425,665.00	133,966.73	68.5	
PATROL BOAT	1,106.64	0.00	100.0	4,426.56	13,280.00	0.00	100.0	
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0	
POLICE DEPARTMENT/PATROL	175,286.16	170,403.34	2.7	701,144.64	2,103,435.00	565,166.84	73.1	
POLICE DEPT. / INVESTIGATIONS	12,501.63	11,681.94	6.5	50,006.52	150,020.00	54,837.31	63.4	
FIRE DEPARTMENT	158,790.74	165,184.10	(4.0)	635,162.96	1,905,490.00	570,842.76	70.0	
STORM SEWERS	2,752.47	1,166.40	57.6	11,009.88	33,030.00	3,015.59	90.8	
SOLID WASTE MGMT/SPRING/FALL	4,313.71	470.97	89.0	17,254.84	51,765.00	514.31	99.0	
COMPOST/SOLID WASTE SITE	3,679.97	11.72	99.6	14,719.88	44,160.00	6,377.64	85.5	
STREET SWEEPING	3,369.99	465.62	86.1	13,479.96	40,440.00	1,787.18	95.5	
WEED ABATEMENT	793.31	0.00	100.0	3,173.24	9,520.00	0.00	100.0	
ROADWAYS/STREETS	15,580.78	10,773.45	30.8	62,323.12	186,970.00	48,991.64	73.7	
SNOW REMOVAL	18,732.89	25,037.58	(33.6)	74,931.56	224,795.00	97,674.06	56.5	
STREET SIGNS AND MARKINGS	4,847.89	3,575.64	26.2	19,391.56	58,175.00	13,052.05	77.5	
CURB/GUTTER/SIDEWALK	1,248.30	0.00	100.0	4,993.20	14,980.00	62.42	99.5	
STREET MACHINERY	13,987.47	20,381.59	(45.7)	55,949.88	167,850.00	57,026.29	66.0	
CITY GARAGE	5,231.20	5,011.17	4.2	20,924.80	62,775.00	18,909.82	69.8	
CELEBRATION & ENTERTAINMENT	4,204.55	8,984.39	(113.6)	16,818.20	50,455.00	19,132.61	62.0	
HIGHWAYS - GENERAL	40,325.39	46,106.33	(14.3)	161,301.56	483,905.00	126,734.75	73.8	
PARK & RECREATION ADMIN	9,904.54	3,297.23	66.7	39,618.16	118,855.00	26,239.44	77.9	
PARKS AND PLAYGROUNDS	38,089.91	36,409.27	4.4	152,359.64	457,080.00	109,572.61	76.0	
BALLFIELDS	2,482.06	147.38	94.0	9,928.24	29,785.00	960.08	96.7	

DATE: 05/23/2018
TIME: 15:58:11
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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 2
F-YR: 18

FOR FUND: GENERAL FUND
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL	
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL		YEAR-TO-DATE ACTUAL	% VARI- ANCE
EXPENSES								
ICE RINKS	917.48	1.26	99.8	3,669.92	11,010.00	8,015.47	27.1	
BEACHES	0.00	0.00	0.0	0.00	0.00	0.00	0.0	
MUNICIPAL DOCKS	4,426.61	320.29	92.7	17,706.44	53,120.00	4,539.00	91.4	
WATER WEED MANAGEMENT	7,703.30	2,411.20	68.6	30,813.20	92,440.00	5,353.40	94.2	
WATERFRONT PARKS & WALKWAYS	5,319.96	1,814.20	65.8	21,279.84	63,840.00	13,648.21	78.6	
EMPLOYEE BENEFITS	4,429.14	3,096.79	30.0	17,716.56	53,150.00	10,691.68	79.8	
PUBLIC FACILITIES	6,727.08	0.00	100.0	26,908.32	80,725.00	23,935.89	70.3	
BOARDS AND COMMISSIONS	38.74	0.00	100.0	154.96	465.00	32.31	93.0	
COMMUNITY & ECONOMIC DEVELOPM	31,151.61	47,884.24	(53.7)	124,606.44	373,820.00	120,086.30	67.8	
TOTAL EXPENSES	1,013,807.86	784,784.17	22.5	4,055,231.44	12,165,715.00	3,414,277.42	71.9	
TOTAL FUND REVENUES	1,013,809.26	294,794.83	(70.9)	4,055,237.04	12,165,715.00	6,029,296.57	(50.4)	
TOTAL FUND EXPENSES	1,013,807.86	784,784.17	22.5	4,055,231.44	12,165,715.00	3,414,277.42	71.9	
SURPLUS (DEFICIT)	1.40	(489,989.34)	(9338.5)	5.60	0.00	2,615,019.15	100.0	

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL		%	FISCAL		ANNUAL	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET		YEAR-TO-DATE	ACTUAL	
REVENUES	545,604.71	33,315.58	(93.8)	2,182,418.84	6,547,257.00	388,684.34	(94.0)		
PATROL									
TOTAL REVENUES	545,604.71	33,315.58	(93.8)	2,182,418.84	6,547,257.00	388,684.34	(94.0)		
EXPENSES									
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
COMPUTER	15,958.33	0.00	100.0	63,833.32	191,500.00	0.00	100.0		
CITY ASSESSOR	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
ELECTIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
CITY HALL	21,635.02	(643.07)	102.9	86,540.08	259,620.25	56,561.09	78.2		
GENERAL EXPENDITURES	5,320.41	0.00	100.0	21,281.64	63,845.00	301,364.67	(372.0)		
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
PATROL	7,508.32	10,828.72	(44.2)	30,033.28	90,100.00	25,511.22	71.6		
POLICE DEPT. / INVESTIGATIONS	166.66	0.00	100.0	666.64	2,000.00	0.00	100.0		
FIRE DEPARTMENT	4,399.98	94.95	97.8	17,599.92	52,800.00	500,503.88	(847.9)		
STORM SEWERS	10,416.66	642.50	93.8	41,666.64	125,000.00	642.50	99.4		
SOLID WASTE MGMT/REUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
SOLID WASTE MGMT/SPRING/FALL	2,916.66	0.00	100.0	11,666.64	35,000.00	0.00	100.0		
ROADWAYS/STREETS	138,594.29	10,625.00	92.3	554,377.16	1,663,131.75	(3,922.00)	100.2		
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
CURB/GUTTER/SIDEWALK	16,499.99	3,477.00	78.9	65,999.96	198,000.00	11,360.65	94.2		
CITY GARAGE	4,583.33	0.00	100.0	18,333.32	55,000.00	225.00	99.5		
PARKS AND PLAYGROUNDS	293,999.99	63,548.41	78.3	1,175,999.96	3,528,000.00	153,089.18	95.6		
BALLFIELDS	416.66	0.00	100.0	1,666.64	5,000.00	0.00	100.0		
ICE RINKS	0.00	4,823.67	100.0	0.00	0.00	4,823.67	100.0		
BEACHES	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
MUNICIPAL DOCKS	1,333.33	9,680.00	(626.0)	5,333.32	16,000.00	9,680.00	39.5		
WATER WEED MANAGEMENT	14,413.34	0.00	100.0	57,653.36	172,960.00	0.00	100.0		
WATERFRONT PARKS & WALKWAYS	666.66	9,281.00	(1292.1)	2,666.64	8,000.00	9,281.00	(16.0)		
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
PUBLIC FACILITIES	6,250.00	0.00	100.0	25,000.00	75,000.00	0.00	100.0		
COMMUNITY & ECONOMIC DEVLPMNT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
TOTAL EXPENSES	545,079.63	112,358.18	79.3	2,180,318.52	6,540,957.00	1,069,120.86	83.6		
TOTAL FUND REVENUES	545,604.71	33,315.58	(93.8)	2,182,418.84	6,547,257.00	388,684.34	(94.0)		
TOTAL FUND EXPENSES	545,079.63	112,358.18	79.3	2,180,318.52	6,540,957.00	1,069,120.86	83.6		
SURPLUS (DEFICIT)	525.08	(79,042.60)	(5153.4)	2,100.32	6,300.00	(680,436.52)	(900.5)		

DATE: 05/23/2018
TIME: 15:58:11
ID: GE480000.WOW

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 4
F-YR: 18

FOR FUND: CABLE TV
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL	
				YEAR-TO-DATE	BUDGET		YEAR-TO-DATE	% VARI- ANCE
REVENUES								
CABLE TV / GENERAL	11,666.66	89.82	(99.2)	46,666.64	140,000.00	38,434.33	(72.5)	
TOTAL REVENUES	11,666.66	89.82	(99.2)	46,666.64	140,000.00	38,434.33	(72.5)	
EXPENSES								
CABLE TV / GENERAL	21,024.94	5,882.89	72.0	84,099.76	252,300.00	21,675.28	91.4	
TOTAL EXPENSES	21,024.94	5,882.89	72.0	84,099.76	252,300.00	21,675.28	91.4	
TOTAL FUND REVENUES	11,666.66	89.82	(99.2)	46,666.64	140,000.00	38,434.33	(72.5)	
TOTAL FUND EXPENSES	21,024.94	5,882.89	72.0	84,099.76	252,300.00	21,675.28	91.4	
SURPLUS (DEFICIT)	(9,358.28)	(5,793.07)	(38.0)	(37,433.12)	(112,300.00)	16,759.05	(114.9)	

FOR FUND: TOURISM FUND
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL	APRIL	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
EXPENSES							
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.00	0.0

DATE: 05/23/2018
TIME: 15:58:11
ID: GL480000.WOW

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 6
F-YR: 18

FOR FUND: TID #2 DISTRICT
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	FISCAL			FISCAL		
	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	YEAR-TO-DATE BUDGET	ANNUAL BUDGET	YEAR-TO-DATE ACTUAL
REVENUES						
TID DISTRICT #2	154,502.23	20,962.70	(86.4)	618,008.92	1,854,027.00	930,965.74
TOTAL REVENUES	154,502.23	20,962.70	(86.4)	618,008.92	1,854,027.00	930,965.74
EXPENSES						
TID DISTRICT #2	128,785.28	0.00	100.0	515,141.12	1,545,424.00	241,670.10
TOTAL EXPENSES	128,785.28	0.00	100.0	515,141.12	1,545,424.00	241,670.10
TOTAL FUND REVENUES	154,502.23	20,962.70	(86.4)	618,008.92	1,854,027.00	930,965.74
TOTAL FUND EXPENSES	128,785.28	0.00	100.0	515,141.12	1,545,424.00	241,670.10
SURPLUS (DEFICIT)	25,716.95	20,962.70	(18.4)	102,867.80	308,603.00	689,295.64

DATE: 05/23/2018
 TIME: 15:58:11
 ID: GL480000.WOW

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
 FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL		FISCAL		FISCAL	
	BUDGET	ACTUAL	% VARI- ANCE	YEAR-TO-DATE BUDGET	ANNUAL BUDGET	% VARI- ANCE
REVENUES						
TID #1 DISTRICT	67,746.23	12,385.70	(81.7)	270,984.92	812,955.00	564,075.55 (30.6)
TOTAL REVENUES	67,746.23	12,385.70	(81.7)	270,984.92	812,955.00	564,075.55 (30.6)
EXPENSES						
TID #1 DISTRICT	64,882.91	0.00	100.0	259,531.64	778,595.00	0.00 100.0
TOTAL EXPENSES	64,882.91	0.00	100.0	259,531.64	778,595.00	0.00 100.0
TOTAL FUND REVENUES	67,746.23	12,385.70	(81.7)	270,984.92	812,955.00	564,075.55 (30.6)
TOTAL FUND EXPENSES	64,882.91	0.00	100.0	259,531.64	778,595.00	0.00 100.0
SURPLUS (DEFICIT)	2,863.32	12,385.70	332.5	11,453.28	34,360.00	564,075.55 1541.6

DATE: 05/23/2018
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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 8
F-YR: 18

FOR FUND: TID #3 DISTRICT
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL	APRIL	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
TID #3 DISTRICT	25,434.73	1,764.06	(93.0)	101,738.92	305,217.00	52,087.75	(82.9)
TOTAL REVENUES	25,434.73	1,764.06	(93.0)	101,738.92	305,217.00	52,087.75	(82.9)
EXPENSES							
TID #3 DISTRICT	15,024.06	0.00	100.0	60,096.24	180,289.00	26,156.25	85.4
TOTAL EXPENSES	15,024.06	0.00	100.0	60,096.24	180,289.00	26,156.25	85.4
TOTAL FUND REVENUES	25,434.73	1,764.06	(93.0)	101,738.92	305,217.00	52,087.75	(82.9)
TOTAL FUND EXPENSES	15,024.06	0.00	100.0	60,096.24	180,289.00	26,156.25	85.4
SURPLUS (DEFICIT)	10,410.67	1,764.06	(83.0)	41,642.68	124,928.00	25,931.50	(79.2)

DATE: 05/23/2018
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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 9
F-YR: 18

FOR FUND: TID #4 DISTRICT
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL	APRIL	% VARI- ANCE	FISCAL	ANNUAL	FISCAL	% VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	BUDGET		
REVENUES							
TID #4 DISTRICT	280,476.32	2,740.32	(99.0)	1,121,905.28	3,365,716.00	32,739.18	(99.0)
TOTAL REVENUES	280,476.32	2,740.32	(99.0)	1,121,905.28	3,365,716.00	32,739.18	(99.0)
EXPENSES							
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TID #4 DISTRICT	281,576.31	3,428.00	98.7	1,126,305.24	3,378,916.00	39,614.70	98.8
TOTAL EXPENSES	281,576.31	3,428.00	98.7	1,126,305.24	3,378,916.00	39,614.70	98.8
TOTAL FUND REVENUES	280,476.32	2,740.32	(99.0)	1,121,905.28	3,365,716.00	32,739.18	(99.0)
TOTAL FUND EXPENSES	281,576.31	3,428.00	98.7	1,126,305.24	3,378,916.00	39,614.70	98.8
SURPLUS (DEFICIT)	(1,099.99)	(687.68)	(37.4)	(4,399.96)	(13,200.00)	(6,875.52)	(47.9)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL	APRIL	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
REVOLVING LOAN FUND (STATE)	658.74	524.55	(20.3)	2,634.96	7,905.00	3,018.25	(61.8)
TOTAL REVENUES	658.74	524.55	(20.3)	2,634.96	7,905.00	3,018.25	(61.8)
EXPENSES							
REVOLVING LOAN FUND (STATE)	983.32	0.00	100.0	3,933.28	11,800.00	0.00	100.0
TOTAL EXPENSES	983.32	0.00	100.0	3,933.28	11,800.00	0.00	100.0
TOTAL FUND REVENUES	658.74	524.55	(20.3)	2,634.96	7,905.00	3,018.25	(61.8)
TOTAL FUND EXPENSES	983.32	0.00	100.0	3,933.28	11,800.00	0.00	100.0
SURPLUS (DEFICIT)	(324.58)	524.55	(261.6)	(1,298.32)	(3,895.00)	3,018.25	(177.4)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL	APRIL	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
SOLID WASTE ENTERPRISE FUND	44,136.23	43,031.88	(2.5)	176,544.92	529,635.00	160,496.39	(69.6)
TOTAL REVENUES	44,136.23	43,031.88	(2.5)	176,544.92	529,635.00	160,496.39	(69.6)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	49,232.40	17,960.43	63.5	196,929.60	590,790.00	129,511.68	78.0
TOTAL EXPENSES	49,232.40	17,960.43	63.5	196,929.60	590,790.00	129,511.68	78.0
TOTAL FUND REVENUES	44,136.23	43,031.88	(2.5)	176,544.92	529,635.00	160,496.39	(69.6)
TOTAL FUND EXPENSES	49,232.40	17,960.43	63.5	196,929.60	590,790.00	129,511.68	78.0
SURPLUS (DEFICIT)	(5,096.17)	25,071.45	(591.9)	(20,384.68)	(61,155.00)	30,984.71	(150.6)

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 12
F-YR: 18

MUNICIPAL REPORT TOTALS
FOR 4 PERIODS ENDING APRIL 30, 2018

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
TOTAL MUNICIPAL REVENUES	2,144,035.11	409,609.44	(80.8)	8,576,140.44	25,728,427.00	8,199,798.10	(68.1)
TOTAL MUNICIPAL EXPENSES	2,120,396.71	924,413.67	56.4	8,481,586.84	25,444,786.00	4,942,026.29	80.5
SURPLUS (DEFICIT)	23,638.40	(514,804.23)	(2277.8)	94,553.60	283,641.00	3,257,771.81	1048.5

BEVERAGE OPERATOR LICENSE

1. Ash, Cathy A.
2. Barbercheck, Patrick L.
3. Bink, Gretchen L.
4. Blevins, Levi A.
5. Coffen, Lisa K.
6. Ebel, Luke G.
7. Ebel, Wade M.
8. Forry, William J.
9. Hensley, Jane L.
10. Hess, Abby K.
11. Hoffman, Jennifer L.
12. Jose, Tricia M.
13. Kintopf, Alan B.
14. Krueger, Judith A.
15. LeCaptian, Kris D.
16. Leist, Tomi R.
17. Nessinger, Joni L.
18. Pollman, David R.
19. Rodriguez, Dagoberto
20. Rodriguez, Laura S.
21. Stahl, Danielle M.
22. Starr, Penny A.
23. Sternard, Nicole A.
24. Surfus, Christine R.
25. Turk, Moriah C.
26. Weldon, Nicholas J.
27. Wendt, Kenneth C.
28. Wilson, Elizabeth A.

TEMPORARY CLASS B BEER AND TEMPORARY CLASS B WINE LICENSE:

Citizens for our Bridge – Steel Bridge Songfest

59 North 2nd Avenue

Sturgeon Bay, WI 54235

Agent: Melanie Jane

Location: Parking Lot at 30 North 1st Avenue – Holiday Motel

Dates: June 16-17, 2018

7f.

7f.

TEMPORARY CLASS B BEER:

Knights of Columbus
Agent: Paul Penovich
Tacoma Beach Road
Sturgeon Bay, WI 54235
Location: Third Avenue – Sidewalk Sales
Date: July 26, 2018

2018/2019 City of Sturgeon Bay Liquor Licenses

7g.

"Class B" Comb. Licenses

Carter Holdings, LLC (Brick Lot Pub & Grill)
 Cherry Lanes, LLC
 Door County Resorts Management, Inc. (Stone Harbor Restaurant & Pub)
 Greystone Castle, LLC
 Kippis, LLC
 Kitty O'Reilly's Irish Pub, LLC
 Nightingale Supper Club, Inc.
 Old Mexico Mexican Bar & Grill, Inc.
 P.V.C.N., Inc (Apple Valley Lanes)
 Poh's Corner Pub, LLC
 Kenneth S Schultz (Dutch's Bar)
 Sonny's Pizzeria, LLC
 Sturgeon Bay Red Room, LLC (Red Room)
 Trattoria DalSanto, LLC

Agent

Wendi S Carter
 Kevin Bosman
 Nancy Haffeman-Bertz
 Gregory M Ebel
 Wendi S Carter
 Amy Crook
 David G Ripp
 Veronica Medina Ramirez
 Patrick J Cuculi
 Kim M Poh
 Laura Estes
 Nicholas R Hoffman
 Michael Anthony DalSanto

Address

253 N 3rd Ave
 127 N 4th Ave
 107 N 1st Ave
 8 N Madison Ave
 23 W Oak St
 59 E Oak St
 1541 Egg Harbor Rd
 901 Egg Harbor Road
 1217 N 14th Ave
 164 N 3rd Ave
 1207 Rhode Island St
 129 N Madison Ave
 66 S 3rd Ave
 117 N 3rd Ave

"Class B" Liquor License (Wine Only) Winery

C & N Corporation (Louie D'or's Olive Oil & Wine Shoppe & Root Bistro & Wine Bar)

Agent

Noreen Pollman

Address

23 N 3rd Avenue

Class "B" Beer Licenses

BH Canvas, LLC (Crate)
 Bridgeport Resort Condo Owners Assoc, Inc. (Bridgeport Resort)
 C & N Corporation (Louie D'or's Olive Oil & Wine Shoppe & Root Bistro & Wine Bar)
 Hot Tamales, LLC
 Wai Ping Poon (Hong Kong Buffet)
 Laura Silva Rodriguez (El Sazon, LLC)
 Scatur's Baking Co, LLC (Scatur's Baking Co & Cafe)
 Starboard Brewing Company, LLC
 Third Avenue Playhouse, Inc

Agent

Brad Hunsader
 Jessica Nessinger
 Noreen Pollman
 LeeAnn Krause
 Robert Scaturo
 Patrick J Surfus
 Robert Boles

Address

136 N 3rd Ave
 50 W Larch St
 23 N 3rd Avenue
 26 E Oak St
 1300 Egg Harbor Rd, Ste #102
 1449 Green Bay Rd, Ste 2
 19 Green Bay Rd
 151 N 3rd Avenue
 239 N 3rd Avenue

2018/2019 City of Sturgeon Bay Liquor Licenses

"Class A" Comb. Licenses

American Petroleum, LLC
 Healthy Way Market, LLC
 Parvinder S Jandu (**Jandu Petroleum I**)
 Lavine's Inc (**The Wine Cellar**)
 Marchant's Meats and Sausage, LLC
 McCartney & Company LTD (**Madison Avenue Market & Wine Shop**)
 Target Corporation
 Wal-Mart Stores East, LP
 Walgreens, Co
 Wisconsin CVS Pharmacy, LLC

Agent

Himanshu Goel
 Adam D Doettelman
 Joseph D LaVine
 Mark A Marchant
 Diana Jean McCartney
 Benjamin Hubing
 Debra Jean Ebben
 Sarah J Olson
 Wade Spencer

Address

211 Michigan St
 142 S 3rd Ave
 1767 Egg Harbor Rd
 825 Egg Harbor Rd
 51 Green Bay Rd
 25 & 27 S Madison Ave
 410 S Ashland Ave
 1536 Egg Harbor Rd
 808 S Duluth Ave
 1407 Egg Harbor Road

Class "A" Beer Licenses

Parvinder S Jandu (**Jandu Petroleum II**)
 Parvinder S Jandu (**Jandu Petroleum III**)

Agent

222 S Madison Ave
 154 N 4th Ave

Address

Class "A" Liquor Licenses

Bridgeport Resort Condo Owners Assoc, Inc. (Bridgeport Resort)

Agent

Jessica Nessinger

Address

50 W Larch St

"Class C" Wine License

BH Canvas, LLC (**Crate**)
 Hot Tamales, LLC
 Wai Ping Poon (**Hong Kong Buffet**)
 Scaturro's Baking Co, LLC (**Scaturro's Baking Co & Café**)
 5J SB, LLC (**5th and Jefferson Coffeehouse**)

Agent

Brad Hunsader
 LeeAnn Krause
 Robert Scaturro
 Frederick T Young

Address

136 N 3rd Ave
 26 E Oak St
 1300 Egg Harbor Rd, Ste #102
 19 Green Bay Rd
 232 N 5th Ave

Class B Combo License (300 Seat License)

Agent

Address

DOOR COUNTY
FAIR
ESTABLISHED 1871

TOM ASH, President THAD ASH, Vice President
STEVE JENNERJOHN, Treasurer SARA MUELLER, Secretary
MEMBERS-AT-LARGE: TIM ASH & JOHN WHITE
DAWN VANDEVOORT, Educational Liaison
421 Nebraska St., Sturgeon Bay, WI 54235
920-746-7126 (Sept.-June) / 920-743-7972 (July-Aug.) website: www.doorcountyfair.com

August 1-5, 2018

May 14, 2018

To: Thad Birmingham, Mayor

~~City of Sturgeon Bay~~

From: Tom Ash, Door County Fair Association

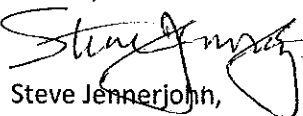
RE: 2018 Door County Fair-August 1-5, 2018

This letter is our request for an exception to the noise ordinance for the days that the County Fair is being set up, held, and taken down—namely Monday, July 30th through Wednesday, August 8th.

A check for the \$22.00 fee is attached. All events are listed on our fair website: www.doorcountyfair.com.

Please let me know if I need to appear to present this request. If I do not have to appear, please notify Steve Jennerjohn, Fair Treasurer 495-9156, regarding the decision on this request.

Thank you.



Steve Jennerjohn,
Treasurer

Door County Fair Association

**our above request is to cover any noise that MAY BE generated by workers out at the "Fair" park in preparation of the 2018 Door County Fair scheduled for August 1st – 5th. Our MINIMUM time request would be July 30th – August 8th, when the Fair is involved in setup, operating, and taking down equipment and running grandstand events.

If you need any additional information, please contact Steve Jennerjohn, Fair Treasurer at 495-9156.

**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant:

Sturgeon Bay Visitor Center

Name of Event:

Door County Wine Fest

Contact Phone #:

(920) 743-6246

Date(s) of Event:

June 30, 2018

Time:

1-5pm

Estimated # of Attendees:

3000

Specific Location:

Oregon to Quincy (Third Ave) *See Map*Pennsylvania (1st to Third Ave)

- ☐ Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form.
- ☐ Attach Certificate of Insurance with the City listed as ADDITIONAL INSURED. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage Limit - \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation - As required by the State of Wisconsin.
- ☐ Temporary Beer and/or Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (If applicable.)
- ☐ Hold Harmless Agreement has been signed of Officer(s) of Event/Organization.
- ☐ Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.
- ☐ If tents larger than 20 x 20 are used, must agree to contact the Fire Department for inspection, prior to event.

What arrangements are made for clean up?

Contract with city streets department

Other comments or explanation:

Signature of Responsible Party:

Savanna Townsend

Address:

36 S. Third Avenue Sturgeon Bay, WI 54235

Date Submitted:

May 2, 2018**(Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)**

Approval:

Fire Chief:

Police Chief:

Comm. Dev:

Streets/Parks:

City Clerk:

Finance Dir:

City Engineer:

City Admin:

Date:

Date:

Date:

Date:

Date:

Date:

Date:

Date:

Common Council Approval Date:

- ☐ Copy of Approved Street Closure Application sent to EMS Director.

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**
Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.

Name of applicant: KATHRYN SHEPARD-LITZINGER/DAVID LITZINGER

Establishment Name: KICK COFFEE

Address: 148 N. 3RD AVE., SUITE 100 BAY

Phone/Email: KSHEPARDLITZINGER@gmail.com 920.746.1122

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☒ Scaled Diagram submitted

☒ Hold Harmless Certificate submitted

☒ Fee Paid \$ 55

Date Completed Application Submitted: 5/4/18

Community Development Approval: Chris Sullivan-Rehman 5/14/18

Department of Public Works Approval: CU SPT 5-14-18

Date of Common Council Approval: _____

- ☐ Copy of Sidewalk Café Policy/Procedures provided to applicant.
☐ Copy of Sidewalk Café Ordinance provided to applicant.

*See back for "Alcohol Being Served Application Submission Information."

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**
Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.

Name of applicant: Noreen Pollman

Establishment Name: C&N Corporation dba/ Root Brews & Wine Bar

Address: 23 N 3rd Ave Sturgeon Bay

Phone/Email: bpollman@dcnwis.com

☐ Written Request Submitted ☒ Cert of Insurance (additional insured) submitted

☐ Scaled Diagram submitted ☒ Hold Harmless Certificate submitted

☒ Fee Paid 220.00 ** Same as last year, Please use diagram on file*

Date Completed Application Submitted: 5-10-18

Community Development Approval: 5/14/18 [Signature]

Department of Public Works Approval: [Signature] 5-14-18

Date of Common Council Approval: _____

- ☒ Copy of Sidewalk Café Policy/Procedures provided to applicant.
☒ Copy of Sidewalk Café Ordinance provided to applicant.

*See back for "Alcohol Being Served Application Submission Information."

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**
Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.

Name of applicant: Wendi Carter

Establishment Name: BRICK LOT PUB

Address: 853 N. 3rd Ave

Phone/Email: 920495-9339 bricklotpub@yahoo.com

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☐ Scaled Diagram submitted

☒ Hold Harmless Certificate submitted

☐ Fee Paid 220

Date Completed Application Submitted: May 3, 2018

Community Development Approval: 5/14/18 [Signature]

Department of Public Works Approval: [Signature] 5-14-18

Date of Common Council Approval: _____

☐ Copy of Sidewalk Café Policy/Procedures provided to applicant.

☐ Copy of Sidewalk Café Ordinance provided to applicant.

*See back for "Alcohol Being Served Application Submission Information."

RECOMMENDATION**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Finance/Purchasing & Building Committee, hereby recommend to reject the offer to purchase property from Jeffery L. & Barbara M. Uecker Trust a portion of parcel 281-66-12000412A.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: David Ward, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 8, 2018

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

EXECUTIVE SUMMARY

Title: Potential Purchase of Property – Jeff Uecker – Baraboo Avenue

Background: Jeff Uecker owns 4.89 acres on the west side that sits between Barrick Road and the end of N. Baraboo Avenue. He has offered to sell to City a portion of this property, which adjoins Woods West Park. Mr. Uecker intended to develop this land into residential lots and sewer and water mains were extended part way up from the end of Baraboo Avenue. There is a special assessment of \$58,682.38 for the utilities. He no longer feels subdividing the property and developing it is feasible. He is looking to sell portions of the land to the abutting property owners, including the City. See map.

There are two options for potentially purchasing land. The first is approximately 1.3 acres immediately abutting the park. This land includes the 60 feet that could be right-of-way for Baraboo Avenue, if it ever gets extended northward. The second option is about 0.92 acre in size and constitutes the north part of future Baraboo Ave if it ever gets extended and a buildable lot fronting on Barrick Road. The potential uses for the two pieces include:

- 1) the ability to extend Baraboo Ave to connect with Barrick Road,
- 2) creation of lots served by sanitary sewer and municipal water that would be sold for development, including potential Habitat for Humanity or High School Home Build lots, and
- 3) enlargement of Woods West Park.

Baraboo Avenue currently is a stub street with just two property owners fronting on it. From a traffic circulation standpoint there is no need to connect this street to the north because Ashland Avenue on the west and Cumberland Avenue on the east already connect Maple Street to Barrick Road.

Laterals already exist for three lots within the south 1.3 acre parcel. However, the road would need to be extended and a turnaround provided. This might be economical if the road is built to a rural standard with a narrower width and no curb/gutter. Such lots would back up to the park, which typically makes them more desirable and valuable. The depth is fairly shallow, however, so it might make sense to reconfigure the park boundary to deepen the lots in exchange for an access strip between the road and park. For the north portion, there is one building site that could either be served by long laterals extending down the “flagpole” portion or could be developed with a well and private wastewater system.

Woods West Park serves the far west side and is 4.8 acres in size. There are no major improvements planned for this park that require additional land and there does not appear to be any big incentive to increase the size of the park. However, gaining access to the park from Baraboo Avenue would be desirable.

There is a large rock and soil pile in the site that is spoils from the installation of the utilities. This needs to be removed. Uecker has included a contingency providing him time to remove the pile and possible assistance from the City. The Interim Public Works Director has no concern over that contingency.

Mr. Uecker has indicated that he wants to have sales agreements on all portions of his property in order for him to proceed. This is because the special assessment would be triggered even if just one piece is sold.

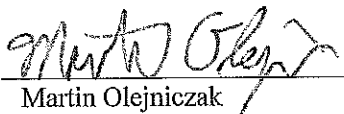
Fiscal Impact: Based upon the offer from Uecker, the max impact would be a direct cost of \$50,000 for buying both lots and a potential indirect cost for supplying trucks and drivers for removal of the rock pile. The City would receive the outstanding special assessment of \$58,682.38, but this needs to get paid to the City regardless of who the purchaser is. But there is some benefit to getting this paid sooner rather than later.

Options: The City can:

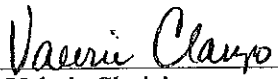
1. Agree to purchase both lots under the terms offered by Mr. Uecker.

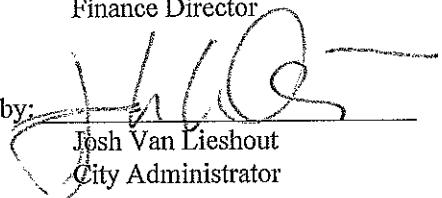
2. Agree to purchase just the south lot under the terms offered by Mr. Uecker, while rejecting the other lot.
3. Make a counter offer on one or both lots, such as a reduced sale price or adjusting the other terms of the offer.
4. Reject the offer altogether.

Recommendation: There is merit to controlling the portion of Uecker's parcel abutting the park in order to improve park access and make use of the existing utility infrastructure. Thus, it is recommended that the City negotiate the purchase of that portion. Debate on the acceptance of the offer or formulation of a counter-offer should be conducted in closed session.

Prepared by:  5/3/18
Martin Olejniczak Date
Community Development Director

Reviewed by: _____ Date _____
Chad Shefchik
City Engineer/Interim Public Works Director

Reviewed by:  5/3/18
Valerie Clarizio Date
Finance Director

Reviewed by:  5/3/18
Josh Van Lieshout Date
City Administrator

Proposed Purchase of Jeff Uecker Property

Jeff Uecker is the owner of a 4.89 parcel fronting on the south side of Barrick Road. It abuts the north end of the stub of Baraboo Avenue and adjoins the west edge of Woods West Park. Mr. Uecker intended to develop this land into residential lots and sewer and water mains were extended part way up from the end of Baraboo Avenue. There is a special assessment of \$58,682.38 for the utilities. He no longer feels subdividing the property and developing it is feasible. He is looking to sell portions of the land to the abutting property owners, including the City.

The sale offer put forth by Mr. Uecker is as follows:

1. Land area is approximately 1.30 acres and includes the property easterly of the west line of Baraboo Avenue extended that directly abuts Woods West Park.
2. Sale price is \$30,000
3. Uecker agrees to pay the \$58,682.38 upon closing the sale.
4. Uecker agrees to remove the existing rock/soil pile as his expense, provided the City grants him a maximum of 5 years to remove it. If, after five years the pile has not been removed, the pile will still be removed at Uecker's expense, but the City will assist by providing trucks and drivers, not to exceed three or the number of trucks provided by Uecker, whichever is less.
5. A second parcel of approximately 0.92 acre is also offered for sale to the City for \$20,000. This lot is flag-shaped and fronts on Barrick Road.
6. If the City agrees to buy both parcels, then Uecker will cover all costs associated with creating/recording the lots and there will be no requirement for the City to provide trucks for hauling the rock pile away (under #4 above).

Proposed Division of Jeff Uecker Parcel



RECOMMENDATION**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the State/Municipal Agreement and commit funds as needed in the future for the installation of the thin polymer overlay on the approach spans of the Maple-Oregon Street Bridge.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: David Ward, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 8, 2018

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

EXECUTIVE SUMMARY

DATE: May 1, 2018

TITLE: Maple – Oregon Street Bridge State Municipal Agreement for Thin Polymer Overlay

BACKGROUND: When the Maple – Oregon Street Bridge was constructed in 2008 the DOT constructed the bridge but the City was required to construct the approach spans on each side of the bridge. Similarly, with respect to future maintenance, the DOT is responsible for the bridge while the City is responsible for the approach spans.

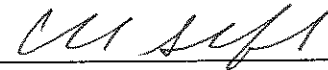
Recent inspections of the bridge and approach spans have shown that there is transverse and longitudinal cracking on approximately 20% of the deck. However, recent thermography has shown very little de-bonding on the top layer of concrete. Therefore, the DOT will be installing a thin polymer overlay on their portion of the bridge structure in 2020 or 2021 (final schedule subject to funding availability). This overlay will seal the deck cracks to prevent chlorides from penetrating into the concrete. This will help to prevent corrosion of the steel reinforcement, and reduce spalling of the concrete, which will delay an eventual deck replacement. This overlay is anticipated to extend the life of the bridge deck 8-12 years.

The DOT has asked if the City would like to also install a thin polymer overlay on the deck of the approach spans in conjunction with their project. If so, the City is required to pay for the project costs associated with the work on the approach spans. If the City would like to participate the DOT needs to receive an approved and signed State / Municipal Agreement for the project. Please note: once this agreement is finalized the City will be required to reimburse the DOT for any costs incurred on behalf of the project if the City would choose to withdraw from the project at a later date.

FISCAL IMPACT: The project is currently scheduled to be completed in 2020 or 2021 and the current estimate (included within the attached State / Municipal Agreement) projects the City's portion of the project to cost approximately \$250,500.00.

RECOMMENDATION: Accept the State / Municipal Agreement and commit funds as needed in the future for the installation of the thin polymer overlay on the approach spans of the Maple – Oregon Street Bridge.

SUBMITTED BY:

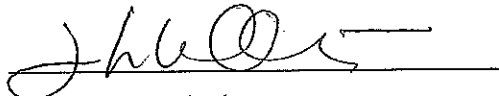


Chad Shefchik
City Engineer

5-1-18

Date

REVIEWED BY:



Josh VanLieshout
City Administrator

5/1/18

Date

REVIEWED BY:



Marty Olejniczak
Community Develop. Director

5-1-18

Date



Original
STATE/MUNICIPAL FINANCIAL
AGREEMENT FOR A STATE- LET
HIGHWAY PROJECT

Date: April 17, 2018
I.D.: 4997-05-71
Road Name: Oregon Street
Title: Maple-Oregon Street Bridge
Limits: Neenah Avenue – 1st Avenue
County: Door
Roadway Length: 0.2 MI

The signatory **City of Sturgeon Bay**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: The existing Bridge was built in 2008. The deck has transverse and longitudinal cracking on approximately 20% of the deck. The deck was thermography in 2017 and shows very little de-bonding on the top layer of concrete.

Proposed Improvement - Nature of work: A thin Polymer overlay will seal the deck cracks and create a protective barrier that will prevent additional penetration of chlorides into the concrete. If the chlorides continue to penetrate the concrete, it will begin to corrode the bar steel that will cause spalls on the deck which will lead to a deck replacement. The thin polymer overlay will extend the life of the bridge deck 8-12 years. An added benefit to the sealing of the deck, the polymer overlay will increase the skid resistance on both the roadway and sidewalk.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: None Identified.

PHASE	ESTIMATED COST				
	Total Estimated Cost	Federal / State Funds	%	Municipal Funds	%
Preliminary Engineering:					
Plan Development	55,000	38,500	70	16,500	30
Construction (Participating) 2:					
Category 0010					
Normal Participating: WisDOT Spans	560,000	560,000	100	0	0
Category 0010					
B-15-23-0001					
B-15-23-0002					
B-15-23 0003					
Construction (Non – Participating)					
Local Spans	234,000			234,000	100
B-15-19 \$110,000 Category 0020					
B-15-20 \$124,000 Category 0030					
CONSTRUCTION SUBTOTAL:	794,000	560,000		234,000	
TOTAL COST DISTRIBUTION:	849,000	598,500		250,500	

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages [2] – [3]); is made by the undersigned under proper authority to make such request for the designated Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and in behalf of the City of Sturgeon Bay (please sign in blue ink)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the State (please sign in blue ink)	
Name	Title
Signature	Date

TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Structure costs to State standards.
 - (c) Construction engineering incidental to inspection and supervision of actual construction work.
 - (d) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (e) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
6. The work will be administered by the State and may include items not eligible for federal/state participation.
7. The Municipality shall, in cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.

8. Basis for local participation:

Design: The City's design amount is based on the percentage of B-15-19 & b-15-20 deck area to the total deck area.

City Funded Area

Bridge Number	Deck Area	
B-15-19	9,930	
B-15-20	<u>11,270</u>	
Total	21,200	Estimated Construction Cost 234,000

WisDOT funded Area

Bridge Number	Deck Area	
B-15-23-0001	22,262	
B-15-23-0002	14,784	
B-15-23-003	<u>13,334</u>	
Total	50,380	Estimated Construction Cost 560,000

Ratio = $21,200 / 71,580 = 0.296$ or 30% of Design Costs.

Construction: Construction costs are based on the actual cost of bid items to place the Polymer overlay.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council to approve the Class B Combination liquor license for Kippis, LLC based on the City ordinance and supporting information provided. All ayes. Carried.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Barbara Allmann, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 10, 2018

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

EXECUTIVE SUMMARY

TITLE: Liquor license renewal for 2018-2019 license year for Kippis, LLC.

BACKGROUND: Kippis, LLC, via Wendi Carter, has submitted their Class B Combination liquor license for renewal. The establishment, located at 23 West Oak Street, did not meet the City of Sturgeon Bay ordinance re: Cessation of business/non-use of license.

The new ordinance reads as follows:

Cessation of business/non-use of license. If any party holding a class B liquor license shall suspend or cease doing business selling alcohol beverages for a period of 90 consecutive days or more, such licensee shall be in violation of this section and subject to non-renewal by the common council. Any class B liquor license holder who does not have documented liquor sales for at least 180 days per license year shall be in violation of this section and subject to non-renewal of such license.

Attached is a letter correspondence from Ms. Carter requesting a waiver of the ordinance for the 2018-2019 license year.

OPTIONS: 1) Recommend to Common Council approval or denial of the Class B Combination liquor licenses for Kippis, LLC. based on the City ordinance and supporting information provided by the licensed establishment.

PREPARED BY:

Stephanie L. Reinhardt, City Clerk/Human Resources Director

REVIEWED BY:



Josh VanLieshout, City Administrator

DATE:

5/4/18

05/07/2018

Community Protection & Services Committee,

I, Wendi Carter, purchased the property at 23 West Oak Street (previously Andre's) in December 2017 with the intention of remodeling it and re-opening it in the spring of 2018. Considering the large scope of the remodel project and its timeline, I have not been able to open for business as of yet. Our targeted open date is June 20, 2018. The remodel consists of a full "gutting" of the main level of the restaurant/bar area. Due to the scope of the project, we had to work with a structural engineer, architect and the building inspector of Sturgeon Bay to come up with a large-scale plan to accomplish the remodel. The timeline became extended several times due to weather, crew availability and to ensure that all necessary agencies were satisfied with the project specifications. We have updated the electrical service, heating/cooling and outside façade of the building at a considerable investment. I believe the upgrades will help to restore this building to its past glory and be a renewed asset to our community. We plan to offer full dinner service, weekend brunch and will be available for weddings, banquets and meetings of all kinds in our large banquet space.

I also own the Brick Lot Pub and am co-owner of Crate Sushi and believe that my new venture will help me to continue to add unique dining experiences for our residents and visitors alike. I am an active member of the Sturgeon Bay Noon Rotary, have 4 children that attend or have attended Sturgeon Bay Schools and consider myself to be a proud member of this community!

I am asking to be able to continue to have the privilege of operating this location with the full liquor license that I attained when purchasing the property. It would be a substantial detriment to the business and my ability to properly run it in the fashion that I intended without it. If you have any questions about the project, please do not hesitate to contact me!

Wendi Carter

A handwritten signature in black ink that reads "Wendi Carter". The signature is written in a cursive, flowing style.

920-495-9339

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council to amend City ordinance **7.12 Bicycles, play vehicles, and in-line skates** to the changes provided in (1) and (5) of the ordinance. All ayes. Carried.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Barbara Allmann, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 10, 2018

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

7.12 - Bicycles, play vehicles, and in-line skates.

- (1) ~~Registration and tagging of bicycles is optional required. No person shall operate a bicycle upon any street in the city unless such bicycle is registered and tagged as herein provided.~~
- (2) *Procedure for bicycle registration; release of abandoned bicycles to police department.* Registration shall be made by filing with the police department the name and address of the owner, along with a complete description of the bicycle, on forms provided by the department, and paying a registration fee of \$2.00. Registrations shall be serially numbered and kept on file in the police department as a public record. Upon such registration, the department shall cause an identification tag, which is serially numbered to correspond with the registration number, to be affixed to the bicycle registered. Such tag shall remain affixed to the bicycle, unless removed by the police department for cause or unless sold to another person. In case of theft or loss, a new identification tag shall be issued for a fee of \$1.00. All registrations shall be nonexpiring. No person shall retain in his/her possession a bicycle found abandoned within the city. Any person who finds an abandoned bicycle within the city shall notify the police department within 24 hours of the time of discovery and release such abandoned bicycle to the police department upon request.
- (3) *Sale of unclaimed abandoned bicycles.* Unclaimed abandoned bicycles shall be sold at a public auction as specified in § 66.28(1), Wis. Stats.
- (4) *Disposition of funds from bicycle registration and sale of abandoned bicycles.* All funds received from bicycle registration fees and from sale of unclaimed abandoned bicycles shall be paid to the clerk-treasurer.
- (5) *Suspension of bicycle registration.* No bicycle shall be registered which is in an unsafe mechanical condition. The chief of police or his/her designee may suspend the registration of and remove the identification tag from any bicycle which is operated contrary to any state law or city ordinance or which is operated while in unsafe mechanical condition. ~~The suspension and removal shall not exceed ten days, provided that the registration shall not be reinstated nor shall the identification tag be replaced while such bicycle is in unsafe mechanical condition. The suspension and removal shall be in addition to other penalties provided for in this Municipal Code.~~
- (6) *Tampering with bicycle identification tag prohibited.* No person, other than a bicycle owner or a police officer authorized by the chief of police, shall willfully remove, deface or destroy a bicycle identification tag issued by the city.
- (7) *Riding bicycles on sidewalks.* Under the provisions of § 346.94(1), Wis. Stats., persons are permitted to ride a bicycle on public sidewalks, except where posted as prohibited.
- (8) *Use of play vehicles and in-line skates prohibited in certain areas.*
 - (a) No person shall use a play vehicle or in-line skates on any sidewalk or public or private parking lot located within the downtown area. For the purposes of this section, the boundaries of the downtown area are defined as follows:

East Side boundaries:

 1. South boundary: Oregon St. from the Bay of Sturgeon Bay to S. Fifth Ave.
 2. East boundary: S. Fifth Ave. from Oregon St. to Michigan St. and N. Fifth Ave. from Michigan St. to Jefferson St.
 3. North boundary: Jefferson St. from N. Fifth Ave. to N. Third Ave., then north on N. Third Ave. to Iowa St., then west on Iowa St. to the Bay of Sturgeon Bay.
 4. West boundary: The Bay of Sturgeon Bay from Iowa Street extended to Oregon St.

West side Boundaries:

1. South boundary: W. Oak St. from S. Lansing Ave. to Madison Ave., E. Oak St. from Madison Ave. to S. Neenah Ave., S. Neenah Ave. from E. Oak St. to E. Maple St., then east to the Bay of Sturgeon Bay.
 2. East boundary: The Bay of Sturgeon Bay from E. Maple Street extended, to the Juniper St. cul-de-sac at the east end of Otumba Park.
 3. North boundary: Juniper St. from the cul-de-sac at the east end of Otumba Park to N. Lansing Ave.
 4. West boundary: N. Lansing Ave. from Juniper St. to Maple St., and S. Lansing Ave. from Maple St. to W. Oak St.
- (b) Sidewalks on either side of the streets defined in this subsection are considered to be within the boundaries of the downtown area.
- (9) *Use of bicycles and play vehicles where prohibited by property owners or occupants.* No person shall use a bicycle, play vehicle, or in-line skates on any public or private parking lot or private driveway if the owner of the property or lawful occupant of the property has posted a sign prohibiting such activity. The owner or lawful occupant of such property may prohibit any or all of the activity described in this subsection by posting a sign with an appropriate notice. The sign must be at least 11 inches square and must be posted in a conspicuous place on or immediately adjacent to such parking lot or driveway. The notice must specify the activity which is prohibited and the name of the property owner or lawful occupant followed by the word "owner" or the word "occupant," whichever applies. Proof that an appropriate sign was posted within six months prior to the activity complained of shall be prima facie proof that the property was properly posted. The posting of such sign in accordance with this section provides authority for the police department to enforce this section on the posted private property.

(Code 1992, § 7.12; Ord. No. 999-1297, § 1, 12-2-97)

R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Parking & Traffic Committee, hereby recommend to Council to create a restricted truck route on 3rd Ave. between Michigan St. and Jefferson St. to allow local deliveries only, with a signage location to be determined by staff.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kelly Catarozoli, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 21, 2018

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

Reducing Truck traffic in downtown Sturgeon Bay

- Current situation:

Sturgeon Bay's historic district along Third Ave is subjected to daily heavy truck traffic that enters the city from the south, crosses over either the Oregon or Michigan Street bridge, and then makes a left turn onto Third Ave to proceed to destinations north of the city.

A lot of these trucks consist of semis that service Fincantieri Bay Ship ('FBS'). Currently, truckers are not aware of any alternative routes and are likely just following their GPS instructions.

- Reasons for concern:

The historic downtown of Sturgeon Bay was never built to accommodate tractor/trailers that can be 75 feet long, up to 9 feet wide, up to 13.6 feet high, with a maximum weight of 80,000 pounds (40 tons) for an 18 wheel truck. Currently, these trucks are making a 90 degree left turn onto Third Ave to continue to their destination further north. They are traveling a section of downtown where every intersection has a stop sign, where pedestrians are often crossing the street, where bicyclists are often underway, and where cars are searching for parking. The noise, air pollution, and most importantly potential for a serious accident are ever present.

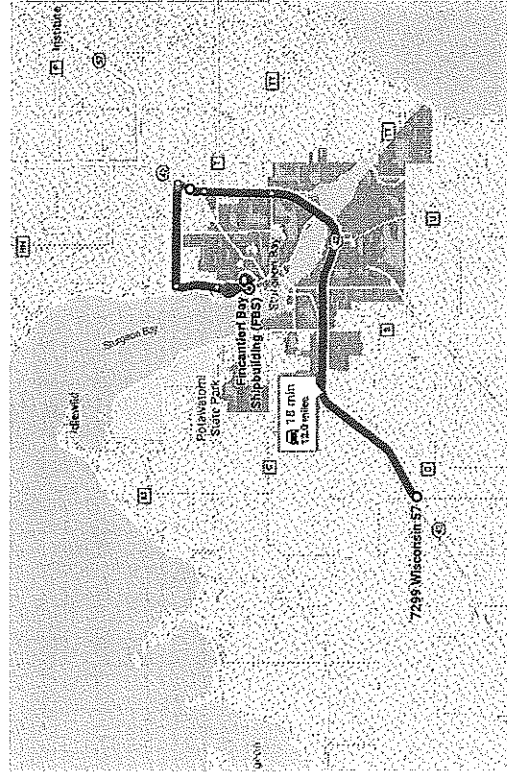
The wear on our roads and bridges is also excessive. The Oregon Street bridge is showing signs of cracking that will cost the city large sums of money to repair. Curbs on Third and Jefferson Streets are regularly damaged by turning semis and are being fixed at city expense.

The presence of daily truck traffic on Third Ave has a negative impact on the merchants in downtown. The commercial corridor along Madison & Maple streets on the west side may have similar concerns.

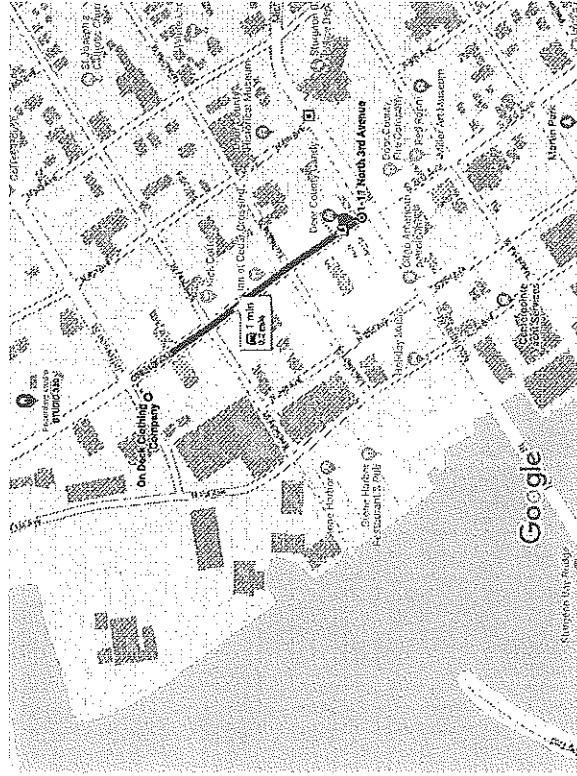
- Possible solutions

1. Post truck restrictions between Michigan street and Jefferson street.
2. Post signage of a "recommended truck route" for FBS deliveries, starting near Idlewild Road which directs truck traffic either to Gordon Road or to Egg Harbor Road. Gordon Road would completely bypass the downtown area but would require a left turn for trucks. Egg Harbor Road is connected to a roundabout which is a safer way to make a left turn for trucks, but it would force trucks to make a sharp right turn at Ace Hardware and would negatively impact merchants on Jefferson street.
3. Contact FBS and work with them closely in the following ways:
 - a) Print flyers with clear truck route descriptions to and from the shipyard. These flyers are to be handed out by security to every arriving truck and checked that a trucker is aware of the new alternative route.
 - b) Have clear signage across from main shipyard entrance to direct truck traffic NORTH as they leave FBS.
 - c) Have FBS send pdf maps to their main suppliers with a notice of a recommended truck route.
 - d) Have CSO and SBPD do an educational campaign where they talk to truckers about a new alternative truck route.
4. Contact Google to see if a truck route can be entered into their database.

Recommended truck route
shown from Idlewild Road to FBS

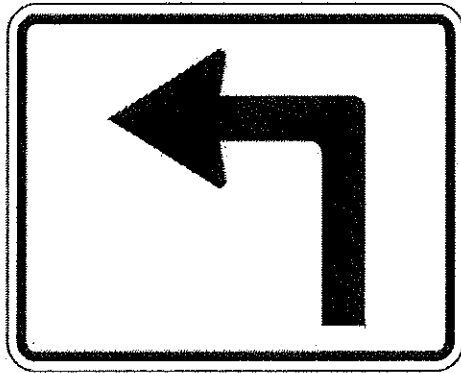


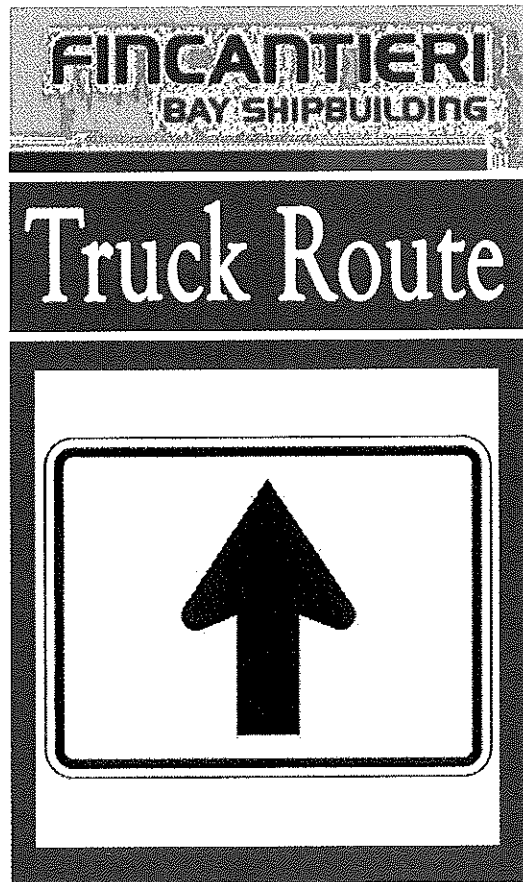
Proposed restricted route
only local deliveries are allowed



FINCANTIERI
BAY SHIPBUILDING

Truck Route





R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Parking & Traffic Committee, hereby recommend to Council to deny the DOT's request for signage for the Michigan Street Bridge.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kelly Catarozoli, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 21, 2018

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

Untitled Map

Write a description for your map.



H-5-2
24" X 24"

On Madison Ave.
Place on far side of intersection. Both sides of street.

On 1st Ave
Place next to Stop sign



M-6-1
24" X 24"

On Madison Ave.
Place on Signal Pole NE Quad of intersection Facing South.



H-5-2
24" X 24"

ON BRIDGE AHEAD
CUSTOM SIGN
24" X 24"

On Michigan St.
Place in NW Quad of intersection facing NE.
Optional: Place on SW Quad of intersection facing NE.



H-5-2
24" X 24"

On 1st Ave
Place next to Stop sign. This sign location may need to be adjusted based on spacing at the intersection.
an alternative location would be far left side of intersection.



H-5-2
24" X 24"



M-5-1
24" X 24"

1000 ft



R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Parking & Traffic Committee, hereby recommend to Council to remove two parking spaces on the NW corner of 4th Ave. & Louisiana St.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kelly Catarozoli, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 21, 2018

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Parking & Traffic Committee, hereby recommend to Council to update the bike shield on the main page of the city website to match the bike shield on the Bicycle and Pedestrian page.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kelly Catarozoli, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 21, 2018

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

**Bicycle and Pedestrian Advisory Board Meeting Minutes
Monday, October 2, 2017**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 1:35 p.m. by Chairperson Kelly Catarozoli in the 2st Floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Chairperson Kelly Catarozoli, Vice-Chairperson Chad Shefchik, Becky Kerwin, Caleb Frostman, and Rhonda Kolberg were present. Members Mark Jinkins and Mark Smullen were absent. Also present was Police Assistant Candy Jeanquart.

Adoption of agenda: Moved by Ms. Kerwin, Seconded by Mr. Frostman to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from September 5, 2017.
 4. Discussion of: County Bike Plan
 5. Discussion of: Website Updates
 6. Consideration of: Revision to Bicycle Registration Ordinance
 7. Discussion of: Future bike/walking path along Memorial Drive
 8. Consideration of: Updated Bike Shield
 9. Discussion of: Street Lights
 10. Discussion of: Development of Bicycle/Pedestrian safety tips/media outlets
 11. Discussion of: 5 Year Capital Plan
 12. Public comment on no agenda items
 13. Discussion of: Future agenda items or request to refer to City Committee
 14. Adjourn
- All in favor. Carried.

Approval of minutes from September 5, 2017: Moved by Mr. Frostman, Seconded by Ms. Kolberg to approve the minutes from September 5, 2017. **All in favor. Carried.**

Discussion of: County Bike Plan: Ms. Kerwin had no new updates since the last meeting. The next County Bike Plan meeting will be held on 10/3/17.

Discussion of: Website Updates: No updates.

Consideration of: Revision to Bicycle Registration Ordinance: Mr. Shefchik explained the Sturgeon Bay Police Department does bike registrations, as it benefits the bike owner in case of the bike being lost or stolen. The committee agreed to have the ordinance changed from having the bike registration from mandatory to optional. Mr. Shefchik will make the changes discussed and forward to Ms. Catarozoli to provide to the Community Protection Services committee.

Ms. Kolberg made a motion to have the discussed changes referred to the Community Protection Services committee. Ms. Kerwin seconded. All in favor.

Discussion of: Future bike/walking path along Memorial Drive: Ms. Catarozoli stated Memorial Drive is frequently utilized for running, biking, and walking however the pedestrians are on the road near the water. Ms. Catarozoli expressed pedestrians assume the land next to the water is owned by the homeowners however is being maintained by the city. Ms. Catarozoli stated a decent size multi mottle path along Memorial Drive off of the road would benefit the community. Mr. Shefchik stated this would be a large project due to the number of storm sewers down Memorial Drive with narrowing the roadways to accommodate the path. Ms. Kolberg questioned if any of the residents were asked for their feedback and Ms. Catarozoli indicated she talked with a few who were in favor. Mr. Shefchik stated the concept is a good idea and will keep it in mind for the future, as nothing is on the 5 Year Capital Plan for Memorial Drive at this time.

Consideration of: Updated Bike Shield: Mr. Shefchik stated it was quoted \$95.00 to update the Bike Shield on the main page and needs a recommendation to Parking and Traffic. Any change to the main page of the city website needs to be done by the website designer. Mr. Shefchik suggested the committee recommend to update or removed from the main page.

recommendation

Ms. Kolberg made a motion to update the bike shield on the main page of the city website to match the bike shield on the Bicycle and Pedestrian page. Mr. Frostman seconded. All in Favor. (Estimated cost of \$95.00 was given by Ms. Stephanie Reinhardt)

Discussion of: Street Lights: Ms. Kolberg questioned what the cost savings was of having fewer lights, as it's a safety hazard. Mr. Shefchik stated the cost savings of street lights being removed which is roughly \$25,000 per year. Residents were given the option to save a street light for a \$10.00 monthly fee and five street lights were kept under this option. Street lights were kept at intersections and the rest were removed. Adding a street light to an existing location of where one was removed would cost \$400.00. Adding a street light to a brand new location would cost \$2500.00. Ms. Catarozoli stated this topic has been addressed in other committees as a few districts have received some complaints and stated CPS Committee took a vote to research the lighting plan.

Discussion of: Development of Bicycle/Pedestrian safety tips/media outlets: Mr. Shefchik stated October 4th is National Walk to School Day. Mr. Shefchik will generate some information to post on the City Facebook. Ms. Catarozoli requested to add some benefits of walking to school in the information. Mr. Shefchik will gather some information to post prior to Halloween for Trick or Treating safety tips for the City Facebook.

Discussion of: 5 Year Capital Plan: Mr. Shefchik will provide updates at the next meeting.

Public comment on non agenda items: None

Discussion of: Future Agenda items or request to refer to City Committee: Ms. Kerwin requested to have website updates removed as a regular agenda item.

- Discussion of: Development of Bicycle/Pedestrian Safety Tips and Media Outlets
- Consideration of: 5 Year Capital Plan
- Discussion of: County Bicycle Plan

Move to adjourn. All in favor. Carried. Meeting adjourned at 3:00 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Parking & Traffic Committee, hereby recommend to Council to change the number of committee members on the Bike and Pedestrian Board to 7, with one being from administration, and 4 being citizens.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kelly Catarozoli, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 21, 2018

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

Bicycle and Pedestrian Advisory Board Meeting Minutes Monday, April 2, 2018

The Bicycle and Pedestrian Advisory Board meeting was called to order at 1:34 p.m. by Chairperson Kelly Catarozoli in the 2st Floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Chairperson Kelly Catarozoli, Caleb Frostman, Becky Kerwin, Mark Smullen, and Chris Sullivan-Robinson were present. Members Mark Jenkins and Rhonda Kolberg were absent. Also present were Chad Shefchik, Marty Olejniczak, and Police Assistant Candy Jeanquart.

Adoption of agenda: Moved by Mr. Frostman, Seconded by Ms. Kerwin to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from October 2, 2017.
 4. Consideration of: Vice Chairperson
 5. Consideration of: Number of Committee Members from 8-7
 6. Discussion of: County Bike Plan
 7. Discussion of: Development of Bicycle/Pedestrian safety tips/media outlets
 8. Update of: Ahnapee Trail Extension Between Utah St and Michigan St
 9. Presentation of: Bayview Bridge Pedestrian Path
 10. Discussion of: 5 Year Capital Plan
 11. Discussion of: Bike Month Events/Ideas
 12. Public comment on no agenda items
 13. Discussion of: Future agenda items or request to refer to City Committee
 14. Adjourn
- All in favor. Carried.

Approval of minutes from October 2, 2017: Moved by Mr. Frostman, Seconded by Ms. Kerwin to approve the minutes from October 2, 2017. **All in favor. Carried.**

Consideration of: Vice Chairperson: Ms. Kerwin nominated Chris Sullivan-Robinson as Vice Chairperson, 2nd by Mr. Frostman. All in favor. Carried.

Consideration of: Number of Committee Members from 8-7: Ms. Catarozoli explained by changing the number of committee members would change the amount of members needed to 4 to have a quorum which will help to have increase meetings. Mr. Olejniczak explained there are two options; removed (c) on the ordinance 1.167 Bicycle and Pedestrian Advisory Board to have a Sturgeon Bay School District representative or change number of board members from 8 to 7 and section (d) from 5 to 4 members being citizens. Mr. Olejniczak recommends keeping a member of the school district on the committee. Also it was suggested to add Planner/Zoning Administration title in section (b) of the ordinance. The request for changes will be referred to Parking and Traffic.

Motion by Ms. Kerwin to change the number of committee members to 7 with 1 being from administration and 4 being citizens. 2nd by Mr. Frostman. All in Favor.

Discussion of: County Bike Plan: The committee was presented the county bike plan map. Mr. Shefchik suggested having the city portion of the map blown up to view the map in detail. Ms. Kerwin will ask if that is an option. The map will be ready for the 2018 cycling season. Eventually will be online after signage has been done.

Discussion of: Development of Bicycle/Pedestrian Safety Tips/Media Outlets: Mr. Sullivan-Robinson will continue to post information to the social media outlets and Mr. Shefchik will provide him with samples of bike month information from the past as a reference.

Discussion of: Ahnapsee Trail Extension between Utah St and Michigan St: Mr. Shefchik explained it will be constructed shortly and anticipation date for completion in August. Mr. Shefchik suggested looking into the gap from Clay Banks road to the entrance of the dog park on Shiloh.

Presentation of: Bayview Bridge Pedestrian Path: Mr. Olejniczak and Mr. Shefchik presented information regarding a project to design a bicycle and pedestrian path that would connect to the existing path alongside the southeast side of the Bayview Bridge. The path would run along the northwest side of the highway corridor from Circle Ridge Road and then go under the bridge at the water's edge to reach the existing path. A portion of the proposed path would likely be a boardwalk due to wetlands and archeological resources close to the water. They explained that a Wisconsin Coastal Management Program grant is helping to pay for the design work, but that additional funding is needed for actual construction.

Discussion of: 5 Year Capital Plan: Mr. Shefchik has provided the plan to the committee prior to the meeting to review and familiarize with what is predicted for the future roadways/sidewalks. If there is any specific part of the plan the committee would like to discuss, list as an agenda item to further discuss in detail. Mr. Shefchik explained if there are any roads not listed on the plan also add as an agenda item to discuss. Mr. Shefchik suggested one plan item from 2020 to possibly discuss in the future is West Pine St between Hudson and Lansing, the sidewalk is about halfway. Determine whether to have the sidewalk extended it to Hudson, leave as is and repair, or remove it.

Discussion of: Bike Month Events/Ideas: Mr. Shefchik explained last year in May there were separate posts for National Bike to School Day, bike to work week, and bike to work day that can be used as templates with just having to change the dates. Mr. Shefchik will forward the proclamation along with other information to Mr. Sullivan-Robinson. Ms. Catarozoli asked if in the past of any radio ads and Mr. Olejniczak indicated the city hasn't funded that in the past but has done the bike rodeo. Mr. Smullen explained the school will promote the bike to school on their Facebook page or website. Mr. Olejniczak suggested having information on utility bills and Mr. Shefchik suggested Municipal Services posting on their quarterly new letters as options. Ms. Catarozoli will talk with the police department in regards to the bike rodeo. Also suggested informing the wellness committees for the county and city and businesses in the area.

Public comment on non-agenda items: None

Discussion of: Future Agenda items or request to refer to City Committee:

- Discussion of: Changing bike route on the East Side to match county bike plan
- Discussion of: Ahnapee extension from Clay Banks to Shiloh Rd

Move to adjourn. All in favor. Carried. Meeting adjourned at 2:30 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

City of Sturgeon Bay
Alderperson Committee Appointments April, 2018

	CURRENT	PROPOSED
Personnel	Ron Vandertie, Chair	David Ward, Chr.
	Stewart Fett, Vice-Chair	Barbara Allmann, Vice-Chr.
	Barbara Allmann	Laurel Hauser
Plan Comm	Rick Wiesner, Chair	Seth Wiederanders, Council Rep
Local Arts Board	Kelly Catarozoli, Park & Rec Board Rep	Kelly Avenson
Harbor Commission	Barbara Allmann	David Hayes
Ind. Pk. Dev. Review Team	Barbara Allmann	Kelly Avenson
Utility Commission	Ron Vandertie	Barbara Allmann
	Stewart Fett	David Ward
	Rick Wiesner	Kelly Avenson
Historic Preservation Commission	Barbara Allmann	David Hayes

CITY OF STURGEON BAY
Citizen Appointments April 2018

	Current	Expiration	Proposed
Fire & Police Commission	Sandy Hurley	5/1/2018	Sandy Hurley
5 year term			

Board of Review	Myrle Welhaven	5/1/2018	Myrle Welhaven
5 year term			

Cable Communication System Advisory Council	Dan Tjernagel, Education	5/18/2018	Dan Tjernagel, Education
2 year term	Bob Loss	5/18/2018	Bob Loss
	Brad Clinkenbeard	5/18/2018	Brad Clinkenbeard

Aesthetic Design & Site Plan Review Board	Jon Burk	5/1/2018	Jon Burk
3 year term	Dave Augustson	5/1/2018	Dave Augustson
	Cindy Weber	5/1/2018	Cindy Weber

Waterfront Redevelopment Authority	John Asher	1/1/2018	Dave Schanock
5 year term	Chris Jeanquart	1/1/2018	Chris Jeanquart

Door County Tourism Zone Commission	Josh VanLieshout	1/1/2018	Josh VanLieshout
1 year term			

Industrial Park Dev. Review Team	William Murrock	5/1/2018	William Murrock
3 year term			

Board of Parks & Recreation	Randy Morrow	1/1/2017	Randy Morrow
3 year term			

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council to make the following changes to the City Policy dated 8-19-97 and submit verbatim the suggestions by Alderperson Hauser, but retain the remaining of the 1997 policy; the use of a request form shall be used for all agenda item request; "New Business" be added to all Common Council agendas; and the addition of a City Administrator report shall be added to the Common Council agendas. All ayes. Carried.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Barbara Allmann, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 10, 2018

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2018.

City of Sturgeon Bay

Policy for the Preparation of Agendas and Meeting Packet

The purpose of this policy is to ensure that Common Council and committee meeting agendas are produced in a timely and efficient manner; so that members of the Common Council and Professional Staff have a clear process to follow for placing items on a Council or Committee agenda; and so that all are assured of a predictable and repeatable process for placement of items before the deliberative body.

There are three ways an item may appear on a council or committee agenda, by council via committee or by council directly to council and placement by staff on a committee agenda. Following the detailed process below will help assure that business to be conducted by the Council or Committee is promptly placed on the appropriate agenda, has adequate supporting documentation

By Council members:

1.) Through committee.

- Chairs of standing committees may add items to their committee agenda, provided sufficient notice is given to comply with Open Meetings requirements.
- Council members may request, during the Items to be Added to Future Agendas (New Business) section of a Council meeting, that an item be added to a committee's agenda.

Council members wishing to place an item on a committee agenda must have completed the "Request or Placement of Agenda Item" form at the time the request is made. A matter referred to committee only requires that one council member sponsor the request.

2.) Directly to council.

- If a council member wishes to have the council discuss or consider a matter directly, without it going to committee first (either because of timing, uncertainty of appropriate committee, etc.), he or she must request that the City Administrator add the item to the agenda. If at least two council members make the request, the item will be added, provided the requests are made seven days prior to the meeting date (by 10:00 a.m. on the Wednesday preceding a council meeting).

Council members wishing to place an item directly on a council agenda must have completed the "Request for Placement on Agenda Item" form prior to the time the request is made. An item to be placed on a Council agenda requires two members to sponsor the request.

By Staff

1.)

- City staff may agenda committee items pertinent to their job functions and City business without Council referral, subject to the consent of committee chairpersons. All agenda items referred by staff shall be accompanied with applicable background information. Items shall not be agendized without sufficient supporting documentation.
- Prior to finalizing an agenda, the agenda shall be reviewed with the both the City Administrator and Committee chairperson. Items lacking sufficient background information may be removed from the agenda.
- Committee recommendations shall not be submitted to the Common Council without accompanying meeting minutes. All committee minutes and recommendations shall be transcribed and submitted to the Common Council for consideration within 14 days of the date of the committee meeting. Committee recommendations shall be submitted to the City Clerk six days prior to the Council meeting (*Thursday before Council meeting by 10:00 a.m.*)
- Agendas shall be finalized and packets distributed a minimum of five days prior to the meeting date. Once finalized, an agenda may only be amended with the consent of the chairperson. Amendments should be made only as necessitated by timing or other emergency
- These guidelines shall not precluded chairperson from calling special or emergency meetings in accordance with Wisconsin Statutes.

Adopted by the Common Council on_____.

REQUEST FOR PLACEMENT OF AGENDA ITEM

DATE OF REQUEST:

FROM:

Please place the following item on the agenda:

Consideration of:

Background Information:

Desired Action:

ORDINANCE NO. __ _

WHEREAS, pursuant to sections 62.23 and 66.1001 of the Wisconsin Statutes, the City of Sturgeon Bay has adopted a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2), Wis. Stats.; and

WHEREAS, the comprehensive plan may be amended under section 66.1001(4), Wis. Stats.; and

WHEREAS, the City of Sturgeon Bay is the owner of the approximately 3.3 acre parcel no. 281-23-0527260006 located in the 700 block of Erie and Florida Streets; and

WHEREAS, the City of Sturgeon Bay Plan Commission has authorized the initiation of an amendment to the Comprehensive Plan to change the Future Land Use classification of the subject parcel as shown in Figure 9-5 of the Comprehensive Plan from Public & Institutional to Multiple-Family Residential; and

WHEREAS, a public hearing regarding the amendment to the City of Sturgeon Bay Comprehensive Plan was held before the Plan Commission on May 16, 2018 in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes; and

WHEREAS, the Plan Commission of the City of Sturgeon Bay, by a majority vote of the entire commission recorded in its official minutes, has adopted a resolution recommending to the Common Council the adoption of the amendment to the City of Sturgeon Bay Comprehensive Plan to change the Future Land Use classification of parcel no. 281-23-0527260006 from Public & Institutional to Multiple-Family Residential.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Common Council of the City of Sturgeon Bay, Wisconsin, ordains as follows:

SECTION 1: The City of Sturgeon Bay Comprehensive Plan is hereby amended to change the Future Land Use classification, as shown in Figure 9-5, of parcel no. 281-23-527260006 from Public & Institutional to Multiple-Family Residential. Such parcel is more particularly described as follows:

Lot 6 of the recorded plat of Babel Subdivision, Document 707984, Hanger 561, Door County Records, being located in the SW ¼ of the NW ¼ of Section 5, T27N-R26E, City of Sturgeon Bay, Door County, Wisconsin.

SECTION 2: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie Reinhardt
City Clerk

CITY OF STURGEON BAY PLAN COMMISSION

RESOLUTION NO. 2018-01

A RESOLUTION TO RECOMMEND AMENDING THE "CITY OF STURGEON BAY COMPREHENSIVE PLAN" PURSUANT TO WISCONSIN STATUTES SECTION 66.1001

WHEREAS, the City of Sturgeon Bay has the authority to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2), Wisconsin Statutes; and

WHEREAS, the comprehensive plan may be amended under section 66.1001(4), Wisconsin Statutes; and

WHEREAS, the City of Sturgeon Bay is the owner of the approximately 3.3 acre parcel no. 281-23-0527260006 located in the 700 block of Erie and Florida Street, commonly known as Amity Field; and

WHEREAS, the City of Sturgeon Bay Plan Commission has authorized the initiation of an amendment to the Comprehensive Plan to change the Future Land Use classification of the subject parcel as shown in Figure 9-5 of the Comprehensive Plan from Public and Institutional to Multiple-Family Residential; and

WHEREAS, a public hearing regarding the amendment to the City of Sturgeon Bay Comprehensive Plan was held before the Plan Commission on May 16, 2018 in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes; and

WHEREAS, the City of Sturgeon Bay Plan Commission finds that the development of multiple-family dwellings on the subject parcel is appropriate for the general existing and future needs of the City of Sturgeon Bay and will further the orderly growth and development of the municipality.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Plan Commission for the City of Sturgeon Bay, Door County, Wisconsin, recommends the Common Council adopt the amendment to the City of Sturgeon Bay Comprehensive Plan to change the Future Land Use classification of parcel no. 281-23-0527260006 from Public & Institutional to Multiple-Family Residential.

ADOPTED this 16th day of May, 2018.

Staff Report
Comprehensive Plan Amendment
Future Land Use Classification for Amity Field

Background: The current City of Sturgeon Bay Comprehensive Plan was adopted in 2010. Future land use is one of elements of the plan. The recommended future use of the land in and near the City is shown in Figure 9-5 of the plan. The recommended classification for the parcel commonly called Amity Field is Public & Institutional. Amity Field is located between Florida Street and Erie Street near Sunset School. The City has owned this parcel and for many years it had been leased by the Sturgeon Bay School District for their purposes.

At the time the current Comprehensive Plan was being generated the property was still being leased the School District. In addition, the City was in active negotiations with the Boys & Girls Club a portion of the site and with a group seeking to implement a community garden for another portion of the site. Thus, the Public & Institutional designation was warranted. Those projects, however, did not proceed at Amity Field, with the Boys & Girls Club ending up downtown and the community garden ending up on a portion of the hospital property. In addition, the school district no longer leases the site and the City has twice approved sales agreements to sell the parcel for development of apartments. Hence, the Public & Institutional land use category may not make sense anymore.

In addition, a proposed rezoning to Planned Unit Development (PUD) is under consideration by the City that would be for development of 34 apartment units. Under state law, when a property is rezoned, the action is required to be consistent with the adopted Comprehensive Plan. In staff's opinion, the future land use classification for Amity Field is not consistent with the proposed PUD rezoning. Therefore, if the PUD rezoning for the proposed apartment development is approved, an amendment to the Comprehensive Plan is definitely needed. Even if the PUD rezoning is rejected, it is still appropriate to consider whether the future land use map should be changed for that parcel.

The process to amend the Comp Plan is similar to a rezoning. A public hearing is required, followed by approval from the Plan Commission and finally adoption of the amendment by ordinance by Council. The suggested new land use category is Multiple-Family Residential. Other possible land use designations are also discussed below. Information regarding the future land use descriptions is included in the agenda packet.

Multiple Family Residential: The category would match the proposed development and is also the land use classification for existing nearby apartments. Due to the need to run water and sewer mains into the site, developing the site with apartments appears to be the most economical and the need for multiple family housing is more pronounced than in 2010.

Public & Institutional: The City could decide to leave the site within its current designation. But there does not appear to be any municipal or county facility that could potentially go there. The school district has already determined it does not have a use for the site. There are a couple of churches in the area that are currently renting space so perhaps Amity Field could be a site for when a church is ready to build its own facility.


Open Space & Recreation: Some of the neighbors have expressed interest in designating Amity Field as a park. The Sturgeon Bay Park Plan does not identify the need for a park in this vicinity and Sunset, Big Hill, and Garland Parks are all a short distance away. Plus, there is a playground across the street at Sunset School.

Single Family Residential – Higher Density: This land use category is used for much of the land surrounding the site. It is used for much of the older residential portions of the City. Certainly, more single-family homes or two-family dwellings would fit the neighborhood. But due to the shape of the site and the lack of municipal sewer and water mains serving it, it is difficult to cost-effectively develop the site into homes or duplexes.

Mixed Residential: This land use category is used where any of the residential types would be appropriate or where an intermixing of residential uses is desired. This classification offers the most flexibility. The relatively small size of the site is not conducive to mixed types but the overall region certainly is a mixed residential area. If the proposed PUD for the 34 apartment units is rejected but the Plan Commission and Council feel that some type of residential is appropriate, then this classification could be desirable in order to not limit subsequent proposals for developing that site.


Recommendation: Staff recommends the future land use classification be Multiple Family Residential, with Mixed Residential as the alternative.

Prepared by:


Martin Olejniczak
Community Development Director

5/14/18
Date

Reviewed by:


Chris Sullivan-Robinson
Planner/Zoning Administrator

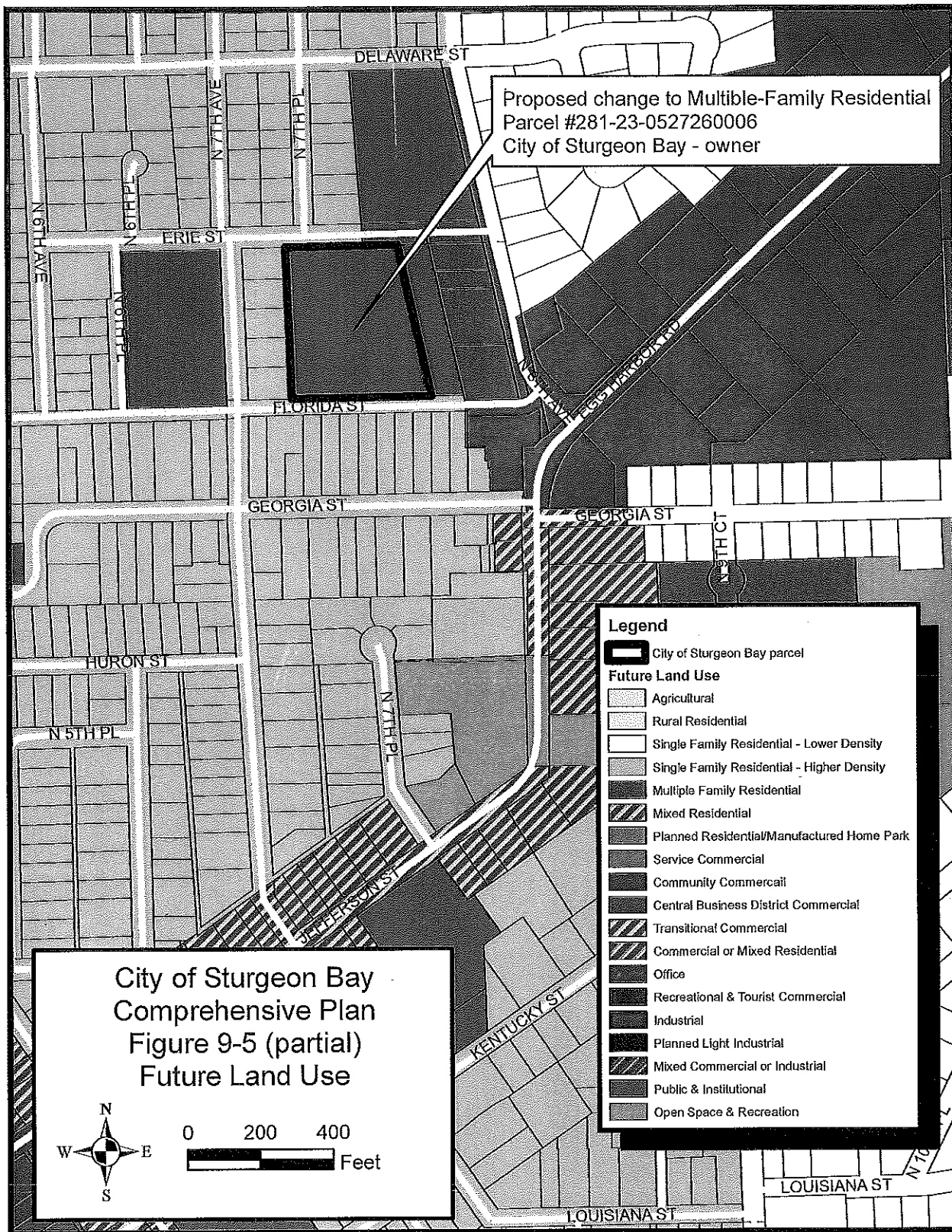
5/11/18
Date

Reviewed by:


Josh Van Lieshout
City Administrator

5/11/18
Date

Proposed Amendment to Sturgeon Bay Comprehensive Plan Amity Field parcel



April 13, 2018

City of Sturgeon Bay Comprehensive Plan Future Land Use



Legend

- City Limits
- Extraterritorial Planning Jurisdiction Limits
- Future Land Use
 - Agricultural
 - Rural Residential
 - Single Family Residential - Lower Density
 - Single Family Residential - Higher Density
 - Multiple Family Residential
 - Mixed Residential
 - Planned Residential/Manufactured Home Park
 - Service Commercial
 - Community Commercial
 - Central Business District Commercial
 - Transitional Commercial
 - Commercial or Mixed Residential
 - Office
 - Recreational & Tourist Commercial
 - Industrial
 - Planned Light Industrial
 - Mixed Commercial or Industrial
 - Public & Institutional
 - Open Space & Recreation

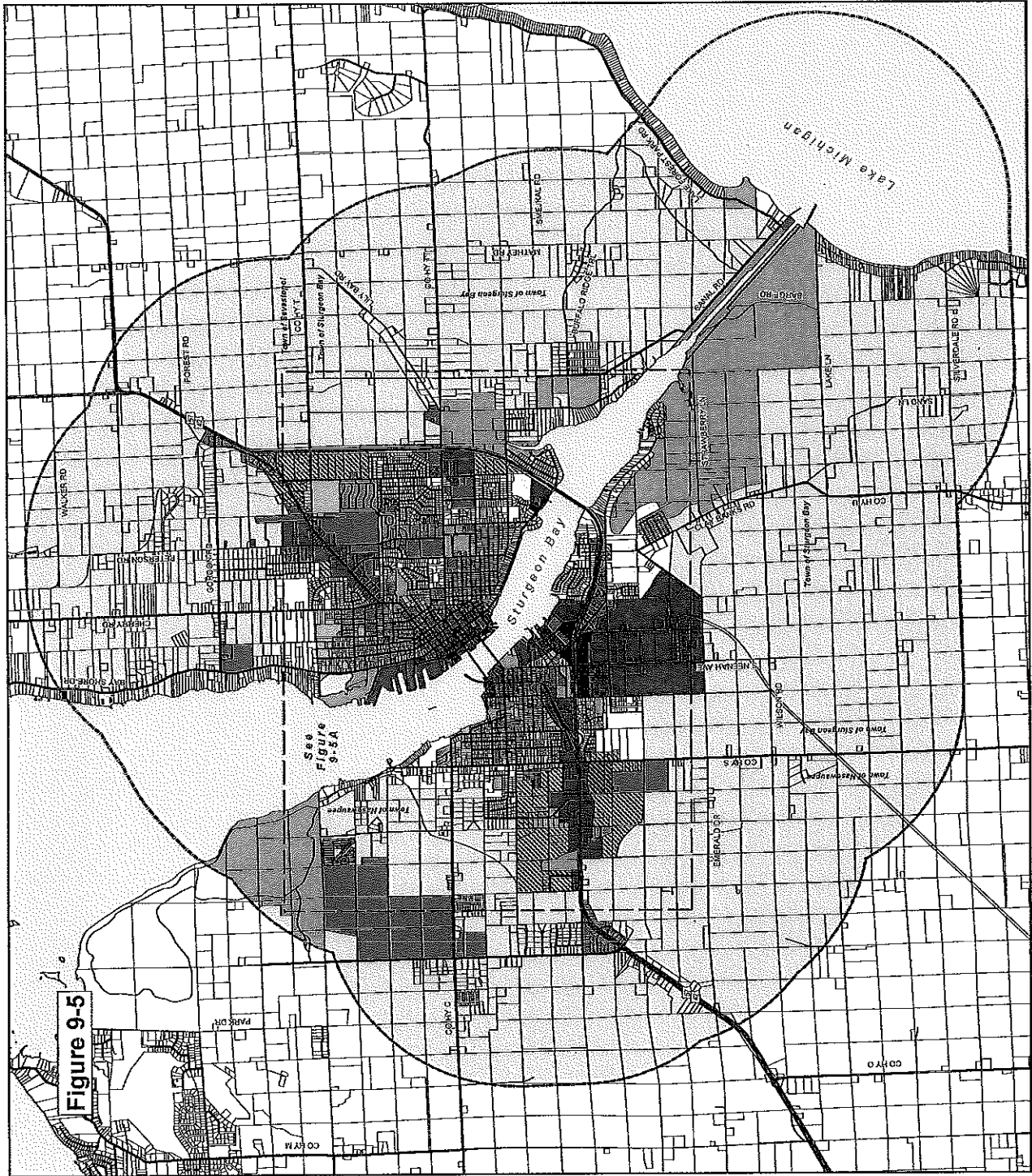


Figure 9-5

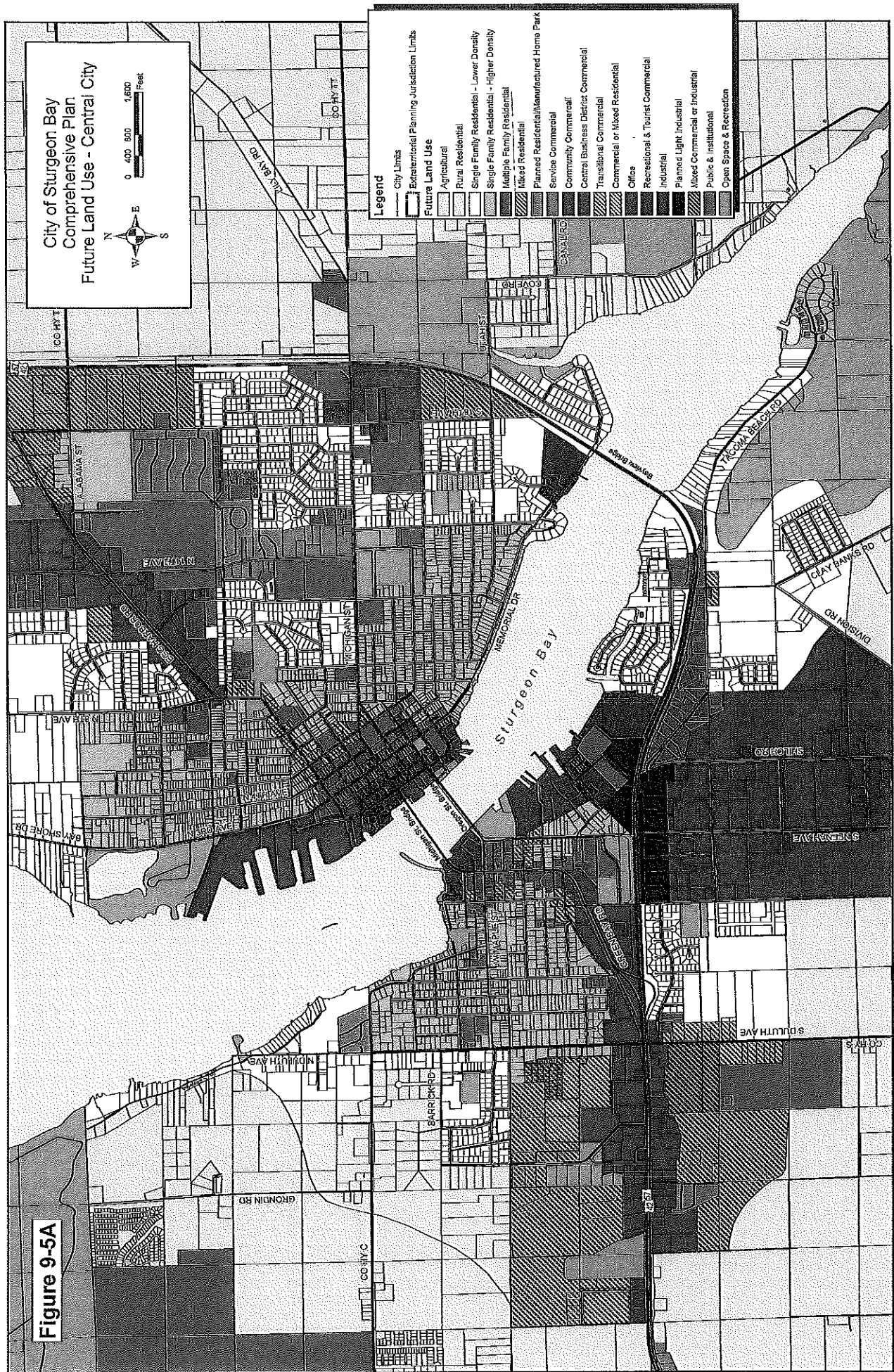


Figure 9-5A

Descriptions of Future Land Use Classifications

Agricultural: An area with predominantly low density agricultural related uses and other uses associated with nonsewered rural areas. It is generally the mostly undeveloped lands surrounding the City. These areas are not planned to have significant development during the course of the planning period.

Rural Residential: A residential area that is characterized by private on-site wastewater treatment systems and low density development, typically not more than 1 dwelling unit per acre.

Single-Family Residential – Lower Density: A residential area predominantly comprised of single-family homes at a density of up to 4 units per acre. Some two-family homes may be interspersed within this area.

Single-Family Residential – Higher Density: A residential area predominantly comprised of single-family homes at a density of up to 8 units per acre. Lot sizes are typically more compact than in the lower density residential area. Some two-family homes and small multiple-family dwellings may be interspersed within this area.

Multiple-Family Residential: A residential area predominantly comprised of multiple-family dwellings. Typical density will not exceed 12.4 units per acre.

Mixed Residential: A residential area where single-family, two-family or multiple-family dwellings would be appropriate, or where an intermixing of dwelling types is desirable.

Planned Residential/Manufactured Home Park: A residential area occupied by a mix of multiple-family dwellings or an area to be occupied by a manufactured housing development.

Service Commercial: A commercial area which provides a wide range of commercial products and services intended to support business, manufacturing and personal service needs, as well as a range of retail products.

Community Commercial: A commercial area which provides a wide range of commercial and retail products and services on a community-wide scale, including larger shopping centers and office locations. Community commercial areas tend to concentrate on retail activity and may include some comparison shopping goods.

Central Business District Commercial: This area is the main business "core" of the City. It includes a range of retail, service, office, entertainment and institutional uses within a geographically compact setting near the center of the City. The CBD is intended to be the emphasis of the community's retail activity.

Transitional Commercial: This area is intended to provide to provide lower density and "neighborhood" commercial uses proximate to residential areas. It also can provide transitions between commercial and residential uses or provide areas where a mixing of commercial and residential uses is deemed appropriate.

Commercial or Mixed Residential: An area where either commercial development or residential development would be appropriate, or an area in which multiple-family residential dwellings can be mixed into commercial developments.

Office: A nonresidential area in which offices, medical related facilities and related business services predominate.

Recreational & Tourist Commercial: Areas which are characterized by uses that are recreational in nature or are geared toward visitors and tourists, such as marinas, hotels, galleries, restaurants and the like. These areas are mostly located along the waterfront and near to the central business district to take advantage of the waterfront recreational opportunities and the pedestrian nature and emphasize retail goods and services which cater to the visiting public. It may also include some residential uses such as condominiums.

Industrial: Areas intended for manufacturing, assembly, production, storage, distribution, and construction contracting. It also provides limited area for uses that provide services to industrial uses and employees of such businesses, such as day care facilities.

Planned Light Industrial: An area predominantly used for light manufacturing, corporate offices, and related uses as part of an overall coordinated development in a business park setting.

Mixed Commercial or Industrial: An area where either commercial or industrial uses would be appropriate; or an area where both commercial and industrial uses could be intermixed in a planned fashion.

Public & Institutional: An area containing community facilities or public buildings such as schools, colleges, hospitals, churches, municipal buildings, and cultural facilities.

Open Space & Recreation: An area intended to be maintained as a park, recreation site or open space.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend to approve the combined preliminary/final Planned Unit Development (PUD) for 34 multiple-family dwelling units for Phillips Development, LLC, located in the 700 blocks of Erie and Florida Streets (parcel # 281-23-0527260006; aka Amity Field), subject to the following condition:

1. Final approval must be given by the City Engineer for a stormwater management plan.

Respectfully submitted,
City Plan Commission
By: Dennis Statz, Vice-Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: May 16, 2018

Introduced by _____;

Moved by Alderperson _____, seconded by
Alderperson _____ that said recommendation
be adopted.

Passed by the Council on the _____ day of _____, 2018.

Executive Summary
Combined Preliminary/Final Planned Unit Development for Maritime Heights
34-Unit Townhome Development
May 22, 2018

Proposal: Phillips Development, LLC is petitioning for an approval of a Planned Unit Development (PUD) to be located on parcel # 281-23-0527260006 in the 700 blocks of Erie and Florida Street (aka Amity Field). This project consists of three 8-unit and one 10-unit townhome buildings. This will also consist of five detached garage buildings totaling 36 stalls. The site is approximately 3.26 acres and the lot is zoned as Multiple-Family Residential (R-4). Under this zone multiple-family developments are a permitted use, however, under the PUD requirements any multiple-family development that consists of 25 or more units on a single lot is required to go through the PUD process.

The concept review was held at the March 21st Plan Commission meeting where the developer was approved for the combined preliminary/final review process. A public hearing was held at the April 18th Plan commission meeting. Overall, the response from the public was in favor for the development, but there were a few concerns that were addressed. A decision was made by the Plan Commission on May 16th to recommend to Council the approval of the PUD.

Existing Conditions: The current site is a vacant field. During World War II there were apartments to house defense workers erected on the site. These were removed after the war and it has been vacant ever since. The City acquired the parcel in the early 1970's and leased it to the School District. The property is no longer needed by the School District and is available for development.

Drainage is toward the northwest. The site drops about 15 feet from the southeast corner to the northwest corner, about a 3% slope. There are no waterways or wetlands on the site.

The surrounding land uses are mostly a mixture of single-family, two-family, and multiple-family dwellings. Sunset School is located across Erie Street and the parking lot for the school abuts the subject site on the east.

In terms of existing zoning classification, the subject parcel is zoned Multiple-Family Residential (R-4). Multiple-family dwellings greater than 8 units are a conditional use in the R-4 district. There also is R-4 zoning to the east. The properties to the north, west, and south are zoned Single-Family Residential (R-2).

Last year the Plan Commission approved a conditional use for 24 townhome units in 3 buildings for this site. However, the original developer (Pre/3 Development) opted not to proceed with the project.

Comprehensive Plan: According to future land use map found in the City of Sturgeon Bay's Comprehensive Plan, the area is planned to be Public & Institutional. The Comprehensive Plan defines Public and Institutional as being an area containing community facilities or public buildings such as schools, colleges, hospitals, churches, municipal buildings, and cultural facilities. The proposed development does not match the future land use map. Under Wisconsin law, rezoning map amendments are required to be consistent with the Comprehensive Plan. The proposed development is consistent with other parts of the Comprehensive Plan such as promoting infill and adding housing options, but the City, to be fully compliant; should undertake

an amendment to the Future Land Use Map of the Comp Plan, if the proposed townhomes are approved by the Council. It is noted that at the time the Future Land Use Map was being updated, the site was still used by the school district and the City was in active negotiations with the Boys & Girls Club and community garden organization to sell the site for those uses. That may be why the plan indicates Public & Institutional use despite the R-4 zoning.

At the May 16th Plan Commission meeting, the Comprehensive Plan amendment was also recommended to Council to change the future land use designation to the Multiple-Family Residential use classification.

Site Plan and Design Consideration: The following is a summary of the major site and design subjects:

Building Layout: Three of the buildings are in a north-south orientation. The larger 10-unit building lays east-west along Florida Street. Due to the sloping grade, this building will be "stepped" into 3 sections. Most of the garage buildings will be located internally with the townhomes on the exterior. The buildings will be positioned to show the more aesthetically appealing side facing the street, while the parking and main access will be on the interior side. There will be five garage buildings and four townhome buildings.

Driveway Access: This property will contain two access points located on the north and south property line (Erie/Florida St). The parking facilities and driveways are all connected for ease of access.

Density: Zoning code allows a maximum density of 12.4 units per acre. The density is 10.36 units/acre, which is within regulation.

Building Design: The buildings are essentially identical except with varying number of units. These are two-story buildings with a 2-foot cantilevered wall on the second floor such that the first floor is 24 feet wide and the second floor is 26 feet wide. Shed roofs are located over the entrances facing the exterior side of the buildings.

The buildings are about 25 feet tall due to the relatively low ceiling height and narrow profile. Roof pitch is 6/12. Specific exterior materials aren't listed, but it would appear to be horizontal siding and asphalt shingles for the roof.

The garages appear to match the houses for materials and style of construction. The big difference from the townhomes is the center section will have a higher side wall and roof height to break up the long roof line. The garage stalls are just over 11 feet wide. There will be two different garage door heights offered with typical horizontal paneled garage doors.

Mix of Units: There are eight 3-bedroom units and twenty-six 2-bedroom units. The 2-bedroom units have approximately 950 square feet and the 3-bedroom units have about 1,150 square feet.

Parking: There are 36 garage stalls and 47 outdoor parking spaces for a total of 83 parking spaces, which is more than sufficient. The design requirements are met in regards to stall dimensions, drainage, and surfacing.

Pedestrian Access: As part of the purchase agreement, the developer has agreed to install a sidewalk along the south property line (Florida Street). Also, sidewalks will be located at all the

building entryways leading to the parking lots, as well as extending across the parking lots. The developer has also agreed to install sidewalks leading to Florida Street and Erie Street.

Traffic: The City Engineer is not requiring a traffic impact analysis. The new traffic generated by 34 units will not necessitate the need for upgrades on surrounding streets. With the two entrances, it is expected that traffic generated will be roughly split between Erie Street and Florida Street.

Utilities: To serve the development with municipal sanitary sewer and water, the developer proposing to extend new mains along the south part of the property from 7th Avenue. The route follows the existing location for the old World War II era lines that are no longer in service. There would then be private lines extended into the site to serve all the buildings. For electrical service Sturgeon Bay Utilities will need to install two new poles for electrical services on both corners of the north property line to loop the service. A 12 foot electrical easement will be required. Sanitary sewer and water will be extended off of the southeast corner. All costs will be paid by the developer. SBU staff has no issues for utilities connections.

Storm-water Management: Impervious surface is calculated to be 44.8%, which meets the requirement. The drainage plan calls for storm water to be routed into swales along the south, north, and west lot lines and into a wet detention pond in the northwest corner. The pond is intended to reduce sediments and the rate of water leaving the site. It is noted the pond is located tight to one of the buildings, but there appears to be no concerns over the plan. The stormwater management plan has received approval from the City Engineer.

Landscaping: The developer is required to install street trees and parking lot trees to meet code. Six trees are required in the Erie Street right-of-way and seven trees are needed in the Florida Street right-of-way. A total of six trees are required within ten feet of the parking areas. Landscape requirements have been met for parking and street tree standards.

Recreation Facilities: The developer has stated that the lawn area along the east side can be used for gathering/recreation space.

Lighting: The elevation maps show light fixtures at all of the entry apartment entryways. Light plan has been submitted and approved with some condition by the Aesthetic Design and Site Plan Review Board.

Construction Schedule: The expected construction start will be in the summer of 2018 with the building being constructed incrementally. The expected time of completion for the final building constructed is spring of 2020.

PUD Review Criteria: The Plan Commission and the Council must consider the following:

- Project compatibility with the Comprehensive Plan
- Land use compatibility both internally and surrounding uses
- Enhancement to the community and creative approaches to development
- Preservation and conservation of environmentally sensitive areas
- Open space and recreation needs for future residents
- Are public works, utilities, fire department, police department needs met?
- Are safe transportation and pedestrian facilities provided?
- Economic practicality

- Any variations from the normal zoning requirements justified by the overall conformance to the purposes and intent of the zoning code

It is noted that for this PUD no deviations from the typical zoning rules are requested. The PUD is required due to the project having more than 25 units.

Aesthetic Design & Site Plan Review Board: The project was approved by the Aesthetic Design and Site Plan Review board May 14th with some minor landscaping and design changes including:

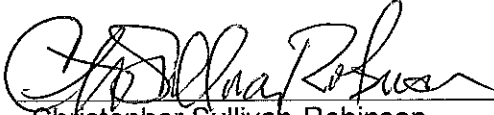
- Natural dark mulch
- Wetland plants around Detention pond
- Dark colors for entry doors
- Use of dusk-dawn can soffit lights

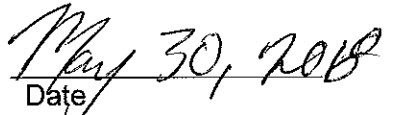
Fiscal Impact: The project is expected to generate about \$18,000 in annual property taxes to the City. In addition, the park and playground fees of \$10,200 would be collected. Since the site is infill, the impact on City services is not expected to be significant.

Options: The PUD is required to go through Council review and 2 readings of the PUD ordinance. The Common Council has the following options:


1. Approve the PUD as recommended by Plan Commission
2. Approve the PUD with additional conditions or changes
3. Deny the PUD

Staff is in favor of the development and recommends the approval of the PUD as presented.

Prepared by: 
Christopher Sullivan-Robinson
City Planner/Zoning Administrator


Date

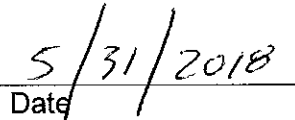
Reviewed by: 
Marty Olejniczak
Community Development Director


Date

Reviewed by: _____
Chad Shefchik
City Engineer

Date

Reviewed by: 
Josh VanLieshout
City Administrator


Date

CITY OF STURGEON BAY PLANNED UNIT DEVELOPMENT APPLICATION

Date Received: 3-27-18
 Fee Paid \$ 457.80 + 100 *8.00*
 Received By: CHRS

Application For: Conceptual ☐ Preliminary ☐ Final ☐ Combined Preliminary/Final ☒
 Note: There are different requirements for each of the above processes. A separate application is required for each.

NAME OF PROPOSED PLANNED UNIT DEVELOPMENT: <u>Maritime Heights</u>		
	APPLICANT/AGENT	LEGAL PROPERTY OWNER
Name	<u>Doreen Phillips</u>	
Company	<u>Phillips Development LLC</u>	
Street Address	<u>1634 Rustic oaks Ct</u>	
City/State/Zip	<u>Green Bay, WI 54301</u>	
Daytime Telephone No.	<u>920. 621. 2800</u>	
Fax No.		
STREET ADDRESS(S) OF SUBJECT PROPERTY: <u>Geographic Location: 1528142726520</u>		
Location if not assigned a common address: <u>Map No: 0528</u>		
<u>Babel Subdivision, Lot 6, Sec. 5-27-26 SW/4</u>		
TAX PARCEL NUMBER(S): <u>28123052726006</u>		
AREA OF SUBJECT PROPERTY AND NO. OF LOTS: <u>3.26 Ac, 1 Lot</u>		
CURRENT ZONING CLASSIFICATION: <u>R-4 MF Res.</u>		
CURRENT USE AND IMPROVEMENTS: <u>Vacant grass lot</u>		
COMPREHENSIVE PLAN DESIGNATION OF SUBJECT PROPERTY: <u>Public + Institutional</u>		
WOULD APPROVAL OF THE PROPOSED PLANNED UNIT DEVELOPMENT CONFORM WITH THE COMPREHENSIVE PLAN? Yes <u>X</u> No <input type="checkbox"/> Explain: _____		

PLEASE IDENTIFY SPECIFIC PROPOSED LAND USES. USES MUST IDENTIFY AND CORRESPOND TO A PARTICULAR LOT, LOCATION, BUILDING, ETC. (b) 8 unit & (1) 10 unit, totaling 34 unit multi-family residential development. 83 parking stalls will amply provide parking. A storm water pond is designed for SWM. Over 55% of the development remains green space.

CURRENT USE AND ZONING OF ADJACENT SURROUNDING PROPERTIES:

North: School residence R-2

South: residence R-2

East: parking lot R-4

West: residence R-2

COMPREHENSIVE PLAN DESIGNATION OF ADJACENT SURROUNDING LAND USES:

North: Single family residential (high density) & Public Institutional

South: single family residential (high density)

East: Public & Institutional

West: Single family residential (high density)

IS ANY VARIANCE FROM COMPREHENSIVE PLAN, SUBDIVISION ORDINANCE, OR ZONING ORDINANCE BEING REQUESTED? If yes, describe:
None aware of

HAVE THERE BEEN ANY VARIANCES, CONDITIONAL USE PERMITS, ETC. GRANTED PREVIOUSLY FOR THIS PROPERTY? ☒ IF YES, EXPLAIN: Conditional use was granted in 2017 for a 34 unit multi-family residential project but that project was not implemented.

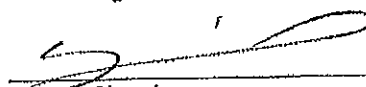
Attach an 11" X 17" detailed site plan (If site plan is larger than 8-1/2" x 11", also include 20 copies folded to 8-1/2" X 11"), full legal description (preferably on disk), location map with site boundaries marked, proof of ownership, and Agreement for Reimbursement of expenses. Site or plot plan shall include dimensions of property, structures, building elevations, proposed site improvements, signature of person who drew plan, etc.

Property Owner (Print Name)

Signature

Date

Doreen Phillips
Applicant/Agent (Print Name)


Signature

3-27-18
Date

I, _____, have attended a review meeting with at least one member of staff and understand that I am responsible for sign placement and following all stages listed on the check list in regard to the applicant.

Date of review meeting

Applicant Signature


Staff Signature

Location Map

Public Hearing -Doreen Phillips

PUD Request



 Subject Area



Phillips Development LLC

Formed in 2000:

Management Team:

Doreen Phillips

Developer: Own, construct, and manage residential and commercial properties in northeast Wisconsin.

Jeff Halbrook

Lead builder and expeditor of all projects.

Designer, cost-control, expedition, on-site carpenter, painter, and cabinet installer.

Phillips Development LLC owns and manages:

22 townhouse units in Brown County (concept for Maritime Heights)

5 commercial units with 2 apartments

7 duplexes

6 single family homes

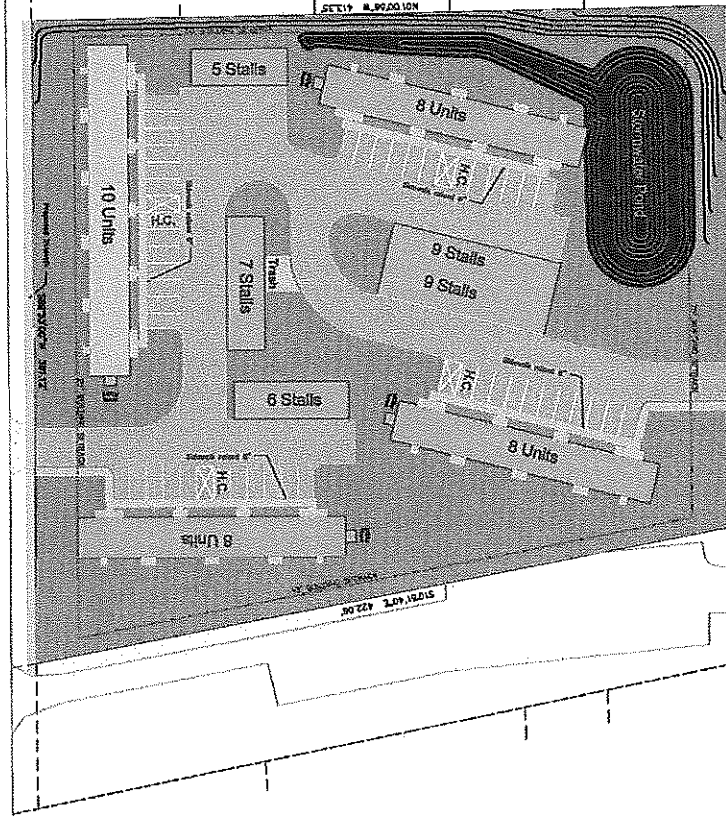
Owner occupied residence in Allouez

Residence located at Fish Creek



Maritime Heights

City of Burlington Bay, Dorset County, WI.



Developer:
 Phillips Development, LLC
 c/o Doreen Phillips
 920-621-2800
 Project Manager
 Jeff Halbrook
 920-621-8834

Project statistics
Total Units = 34
 8 - 3 Bedroom
 26 - 2 Bedroom
 Garages = 36
 Surface parking = 47
 Density = 10.36 Units per Acre
 Total site = 3.28 Acres
 Greenspace = 55.2%
 Buildings & Garages = 16.6%
 Sidewalks = 3.0%
 Asphalt = 25.2%

Phillips Development, LLC
 Doreen Phillips

Mau & Associates, LLP
 LAND SURVEYING & PLANNING
 CIVIL & WATER RESOURCE ENGINEERING
 Phone: 920-434-9970 Website: www.mau-associates.com
 400 Security Blvd, Green Bay, WI 54313

Drawn by: J. Halbrook, 01/18/2018

Site Plan

SCALE
 1"=50'

PROJECT NO.
 1 of 1
 SHEET NO.
 S-2933

Architectural site plan of the University of Miami campus. The plan shows several large rectangular buildings, a central oval-shaped pool or stadium, and various smaller structures. A legend on the right side of the plan lists building names and their corresponding symbols. The plan is oriented with Florida St. at the bottom.

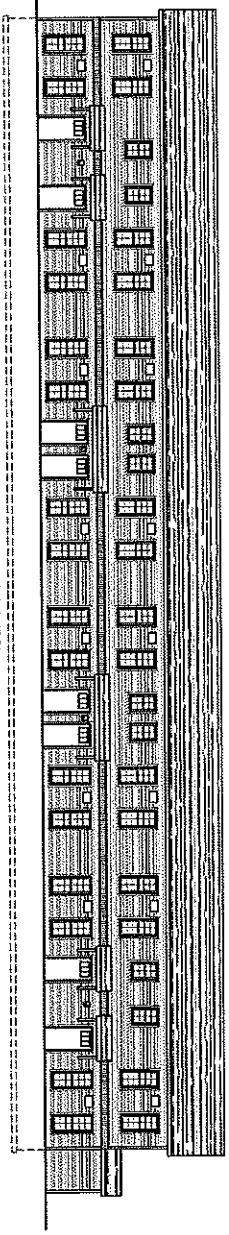
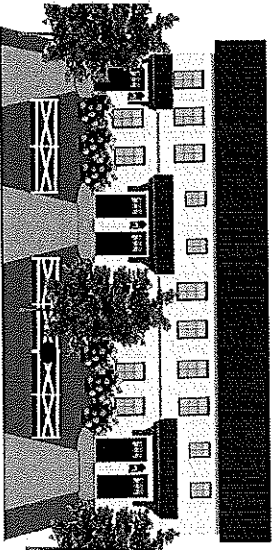
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(Symbol)	Engineering Building	200
(Symbol)	Library Building	300
(Symbol)	Science Building	400
(Symbol)	Business Building	500
(Symbol)	Physical Education Building	600
(Symbol)	Student Union Building	700
(Symbol)	Faculty Club Building	800
(Symbol)	Graduate School Building	900
(Symbol)	Medical Center Building	1000
(Symbol)	Law School Building	1100
(Symbol)	Business School Building	1200
(Symbol)	Engineering School Building	1300
(Symbol)	Science School Building	1400
(Symbol)	Physical Education School Building	1500
(Symbol)	Student Union School Building	1600
(Symbol)	Faculty Club School Building	1700
(Symbol)	Graduate School School Building	1800
(Symbol)	Medical Center School Building	1900
(Symbol)	Law School School Building	2000
(Symbol)	Business School School Building	2100
(Symbol)	Engineering School School Building	2200
(Symbol)	Science School School Building	2300
(Symbol)	Physical Education School School Building	2400
(Symbol)	Student Union School School Building	2500
(Symbol)	Faculty Club School School Building	2600
(Symbol)	Graduate School School School Building	2700
(Symbol)	Medical Center School School Building	2800
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(Symbol)	Graduate School School School School School School School School School School School Building	9900
(Symbol)	Medical Center School School School School School School School School School School School Building	10000

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Amity Field Townhomes
Sturgeon Bay, WI 54235

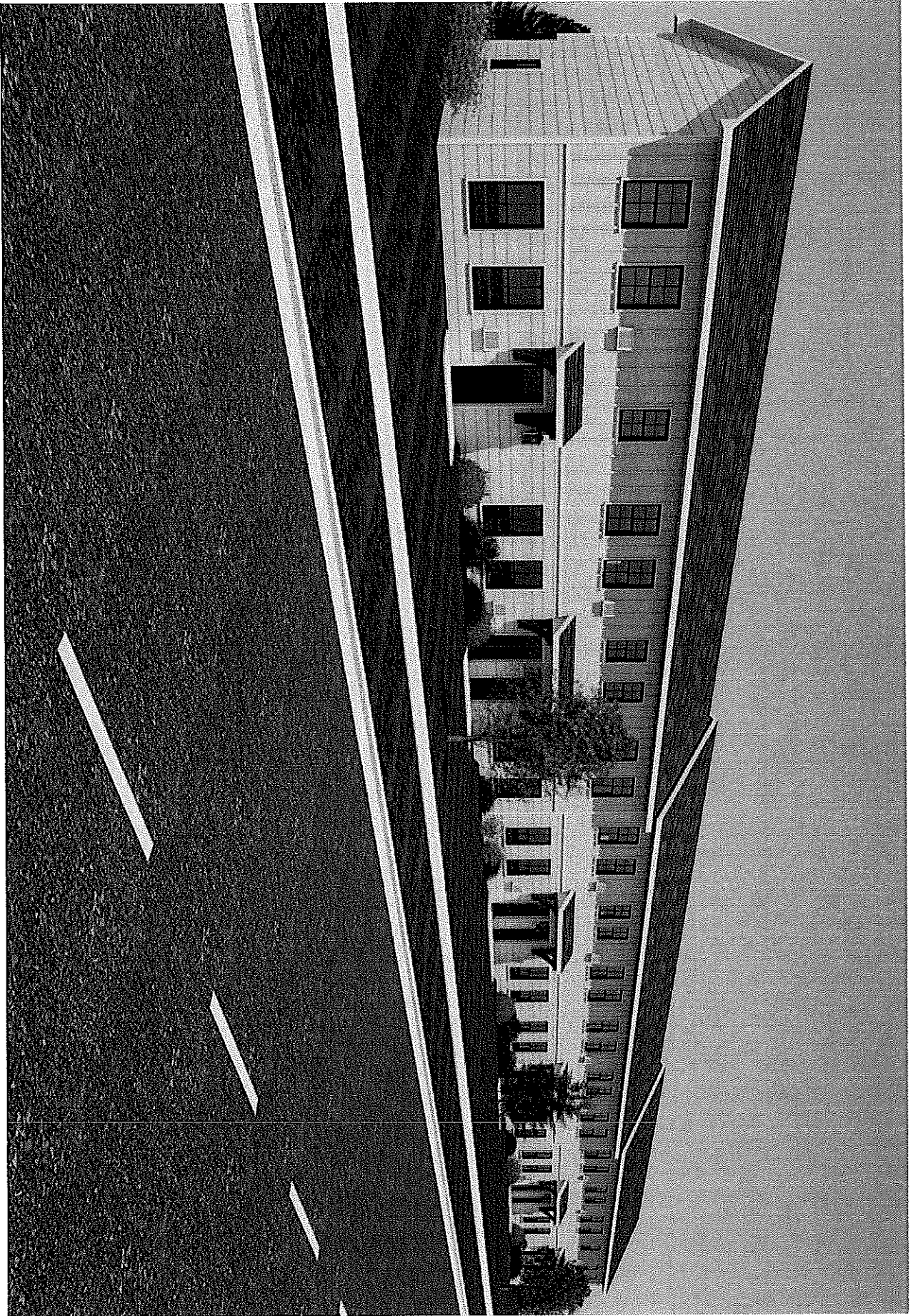
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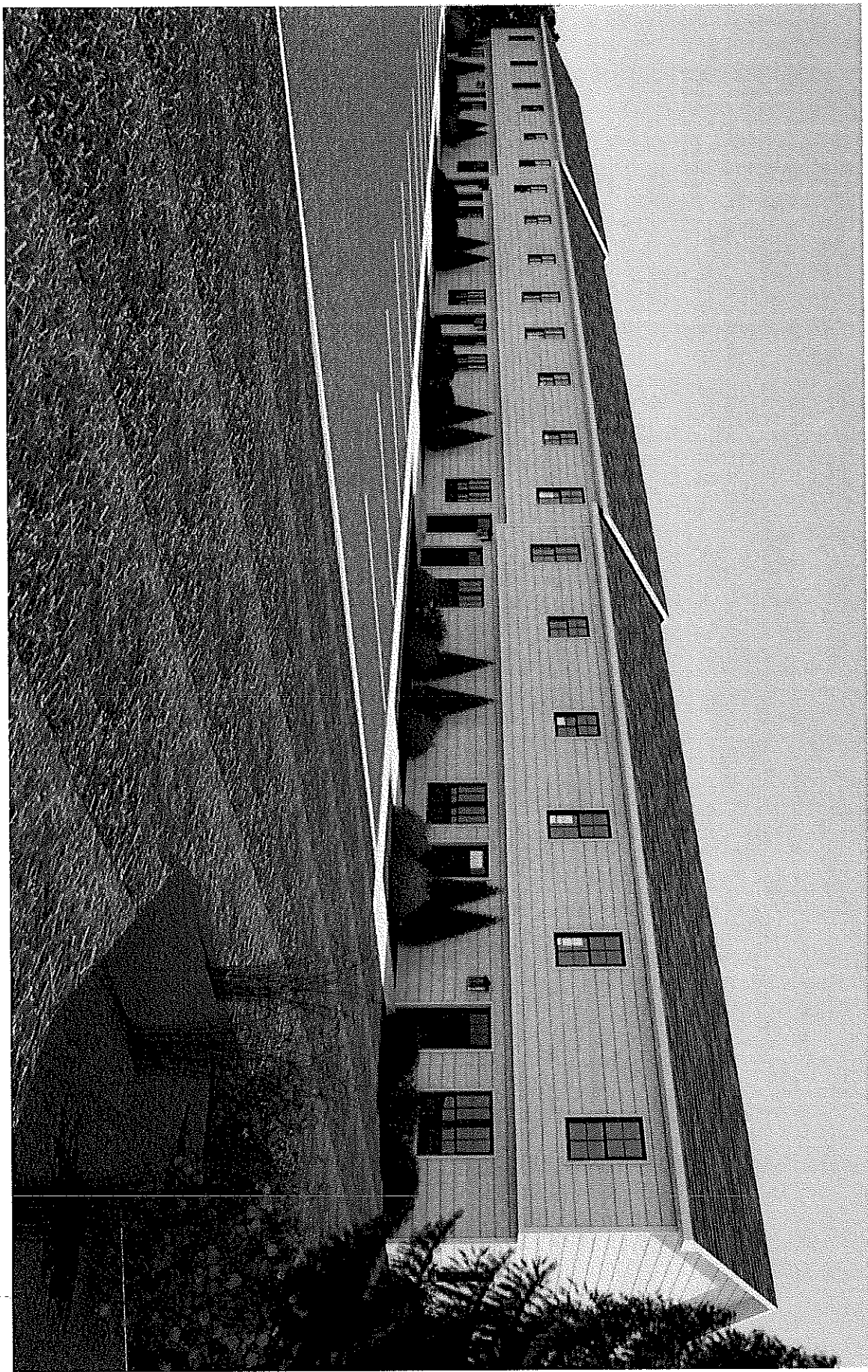
Inspirational Design

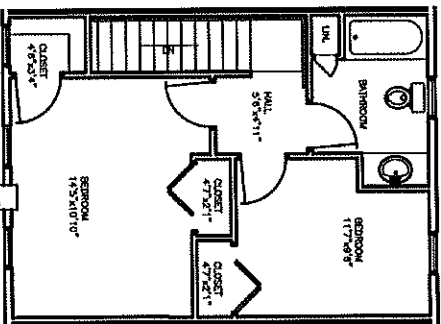


8 UNIT CONCEPTUAL FRONT ELEVATION
SCALE: 1/8" = 1'-0"

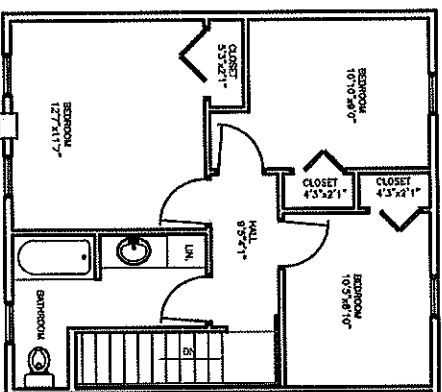
Inspired from classic Door County architecture
Individual unit front and back doors
Townhouse look and function







First Floor



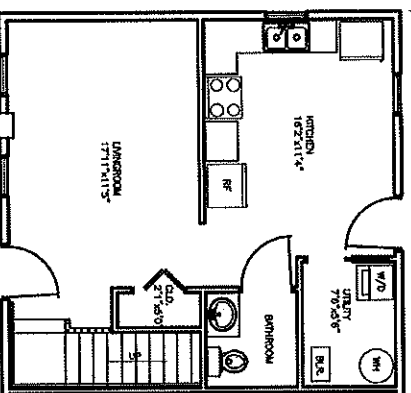
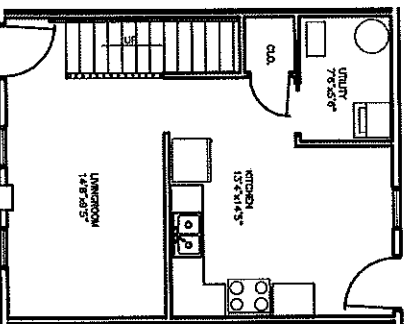
First Floor

2 BEDROOM

3 BEDROOM

Second Floor

Second Floor



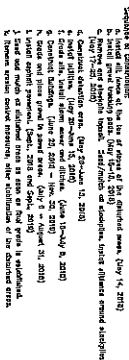
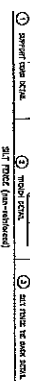
2 and 3 Bedroom Units

- (8) Three Bedroom Units
- (26) Two Bedroom Units

Amenities Include:

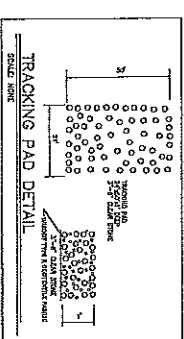
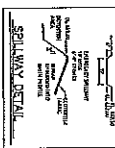
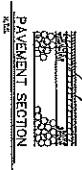
- Full size kitchen appliances
- Luxury vinyl kitchen and bath
- Carpeted living and bedrooms
- Stacked in unit washer / dryer
- Individual front and rear entry
- Porch areas for front and rear
- Functional use of spaces

CITY OF STURGEON BAY, DOOR COUNTY, WISCONSIN


$$2\pi\hbar \nabla^2 \rightarrow 2\pi\hbar \nabla^2 - N$$


SECRET

- [illegible]



PROJECT:	PHILLIPS DEVELOPMENT, LLC. AMITY FIELD TOWNHOMES
LOCATION:	ERIE STREET / FLORIDA STREET STURGEON BAY, WISCONSIN
DESCRIPTION:	SITE GRADING / EROSION PLAN

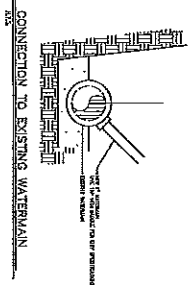
REC. NO.	DESCRIPTION	DATE	BT	PAY. NO.	DESCRIPTION



HARRIS
& ASSOCIATES, INC.
 CONSULTING ENGINEERS

2718 NORTH WISSE ST.
 APPLETON, WI 54911
 TEL: (920) 733-8377
 FAX: (920) 733-4777

CITY OF STURGEON BAY, DOOR COUNTY, WISCONSIN



- ### LINE TYPE LEGEND



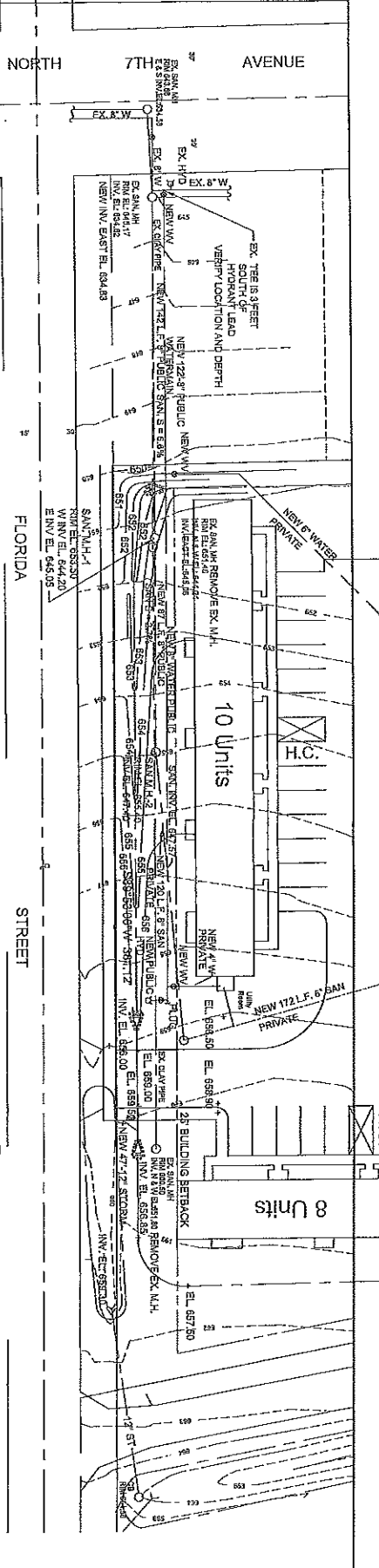
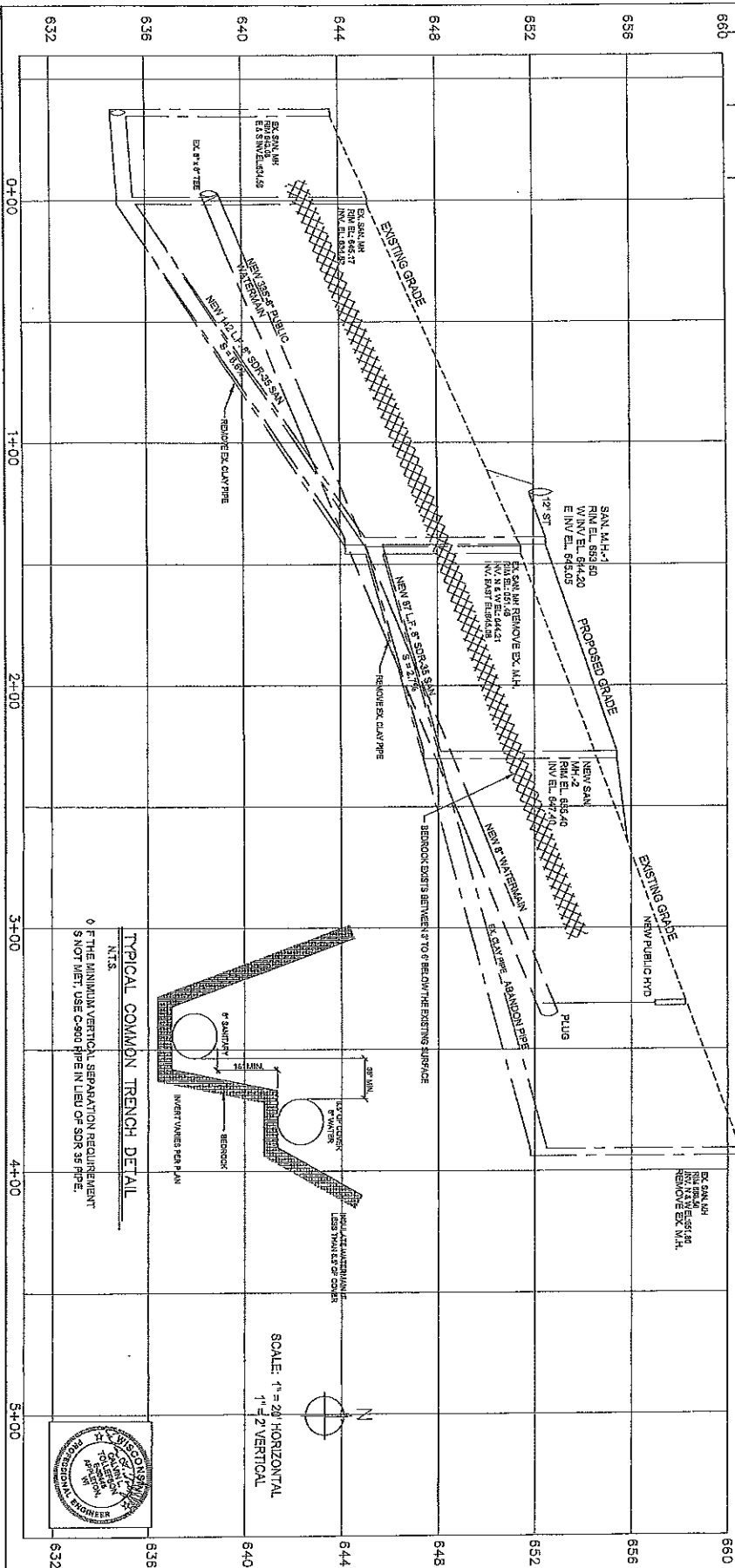
HARRIS
& ASSOCIATES, INC.
 CONSULTING ENGINEERS
 AND LAND SURVEYORS

2718 NORTH MEADE ST.
APPLETON, WI 54911
TEL: (920) 733-8377
FAX: (920) 733-4731

PROJECT:	PHILLIPS DEVELOPMENT, LLC. AMITY FIELD TOWNHOMES
LOCATION:	ERIE STREET / FLORIDA STREET STURGEON BAY, WISCONSIN
DESCRIPTION:	SITE UTILITIES PLAN

DESCRIPTION: SITE UTILITIES PLAN

03.0
7599
7599



PROJECT:	PHILLIPS DEVELOPMENT, LLC, ARMY FIELD TOWNSHIPS
LOCATION:	ERIE STREET / FLORIDA STREET STURGEON BAY, WISCONSIN
DESCRIPTION:	SANITARY SEWER MAIN PLAN AND PROFILE

REV.	NO.	DESCRIPTION	DATE	BY

PP1.0

7/5/98

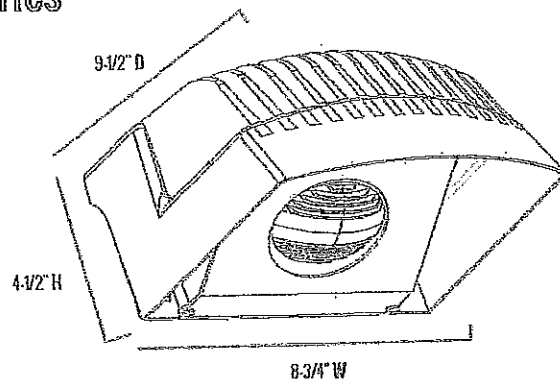
HARRIS & ASSOCIATES, INC.

CONSULTING ENGINEERS
AND LAND SURVEYORS

2718 NORTH MOORE ST.
ASHEVILLE, WI 54811

TEL: (920) 733-8337
FAX: (920) 733-4131

E-WFC03 Series



Series Overview

DIMENSIONS	PRODUCT WEIGHT	MOUNTING HEIGHT	SPACING
9-1/2" D x 8-3/4" W x 4-1/2" H	7.0 lbs.	8 to 15 feet	1 to 2 times the mounting height

Fixture Specifications

HOUSING	Low-copper, die-cast aluminum housing and lens frame Dark bronze polyester powder-coat finish Heat dissipating fins
LENS ASSEMBLY	Fixed cutoff glare shield to reduce light pollution Tempered glass lens is thermal, shock & impact resistant Patented lens design delivers trueIES Type III distribution
MOUNTING	1/2" threaded conduit entries on two sides and bottom or mount over recessed junction box Die-cast detachable back box for easy mounting

**CORRELATED
COLOR TEMPERATURE
(CCT)**

Electrical Performance

OPERATING MINIMUM	LIFESPAN (L70 B2, 25°C)	POWER FACTOR	TOTAL HARMONIC DISTORTION	DIMMABLE
-40°C (-40°F)	Estimated 50,000 Hours	> 0.9	< 20%	No
INPUT VOLTAGE	120V	208V	240V	277V
Current Draw (Amps)	0.28A	0.16A	0.14A	0.12A

5000K ➡ COOL WHITE

4000K ➡ NEUTRAL WHITE

WARM WHITE

Warranty & Certifications

WARRANTY	UL LISTED	DLC
5-Year Limited	Wet Locations	Yes

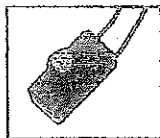
Output Specifications

SKU	LIGHT OUTPUT	COLOR TEMP (K)	POWER CONSUMPTION	COLOR ACCURACY	REPLACES
E-WFC03A-F50Z	3600 Lumens	Cool White (5000K)	33W	≥ 70 CRI	100W PSMH
E-WFC03A-F40Z	3500 Lumens	Neutral White (4000K)	33W	≥ 70 CRI	100W PSMH

WALLPACKS

E-WFC03 Series

Accessories

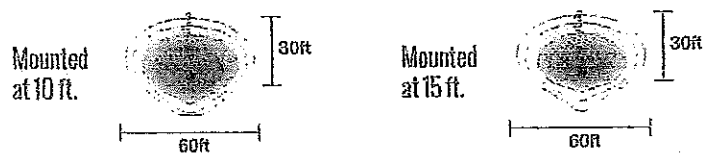


Photocell-Button, 120V/208V/240V/277V

SKU: EACP1 (120V)
EACP2 (208V/240V/277V)

USE: Photocell is field installed.
Drilling of the back box in the field is required.

Photometric Diagrams

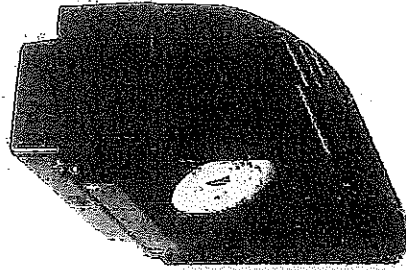


All published photometric testing performed to IESNA LM-79-08 standards by a NVLAP certified laboratory. Fixture photometry was completed on a single representative fixture.

WALL PAPER

E-WFC03 Series

Premium LED Wall Pack - Small
Replaces 100W PSMH



WALL PACKS

Replace up to 100W PSMH

Eliminate glare and uplight with e-conolight's Premium LED Wall Pack.

Premium / Full Cutoff

- Stylish modern design
- High-quality aluminum construction
- Full cutoff design for direct downlight

Efficient

- Uses up to 60% less energy than previous models
- Long estimated lifetime and low energy usage
- Optional photocell

Recommended Use

- Security
- Perimeter lighting
- Pathways
- When control of spill light is important

Input Voltage

- Universal (120V through 277V Operation)

Certifications

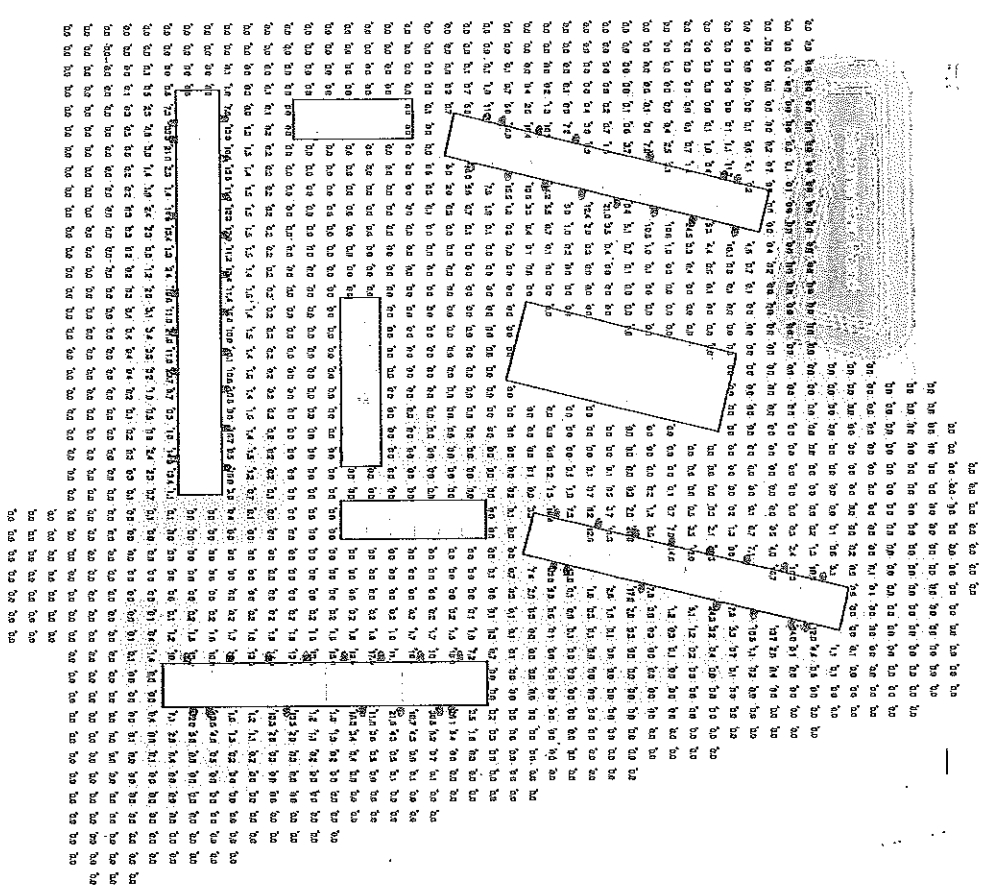


NON-DIMMABLE



CREE LEDs

Customer responsible to verify mounting method, color, voltage, accessories, ordering information, catalogue number, etc. prior to placing order.



Luminaire Schedule				
Symbol	Qty	Label	Arrangement	Luminaire/Lamp
62	1	E-WFC03A	SINGLE	N/A
				1,000
				E-WFC03A-F40Z
				35

** Fixtures mounted on the wall at 7' height

Calculation Summary				
Label	Avg	Max	Min	Avg/Min
Calc's	1.39	34.0	0.0	N/A
				N/A

1501 96th Street
Sturgeon, Wisconsin 53177
PH: (888) 243-9445
FX: (262) 504-5409
www.e-conolight.com

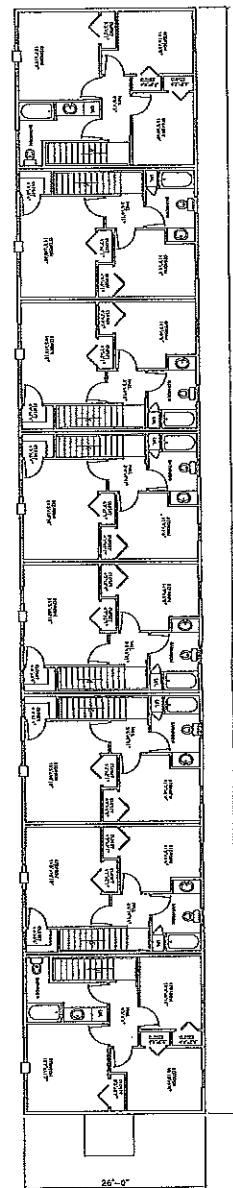
Date: 3/21/2018 Scale: 1"=8' Layout by: Bill Schuber

Project Name: Maritime Heights - Sturgeon Bay, Door County, WI (E0111589) SP23945

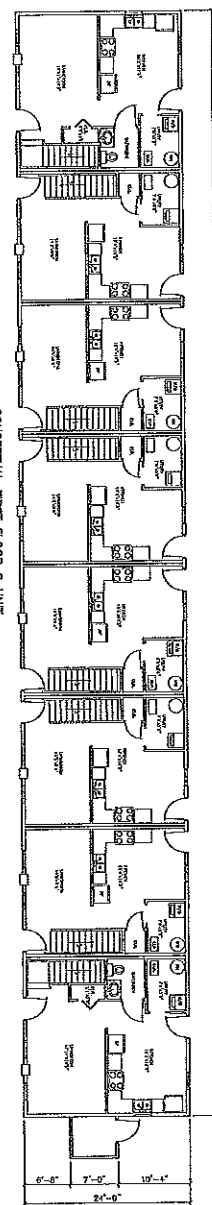
File Name: S:\001\B0321\EC1\BRS.ACI

Footcandles calculated at grade using initial lumen values

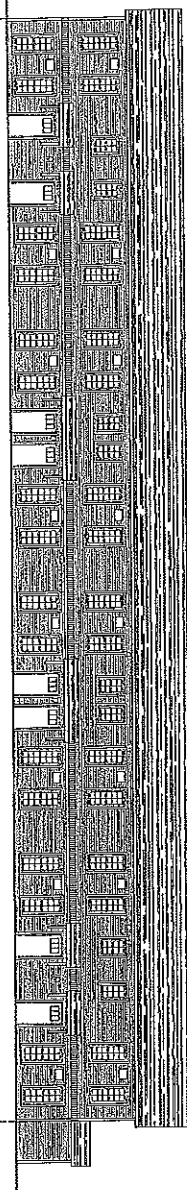
Information results shown on this lighting design are based on project parameters provided to E-conolight. Used in conjunction with luminaire data and procedures conducted under laboratory conditions. Actual field conditions affecting footcandle calculations may affect final results. The customer is responsible for verifying dimensional accuracy along with compliance with any applicable electrical, lighting, or energy codes.



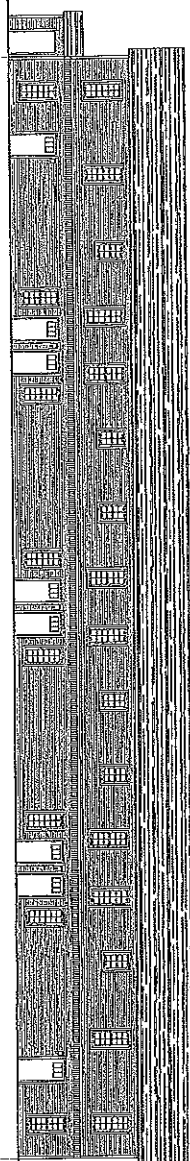
CONCEPTUAL SECOND FLOOR 8 UNIT
SCALE 1/8" = 1'-0"



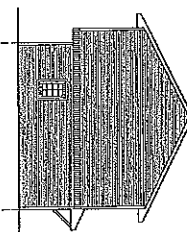
CONCEPTUAL FIRST FLOOR 8 UNIT
SCALE 1/8" = 1'-0"



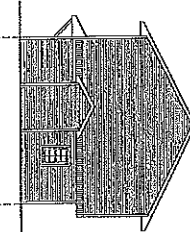
8 UNIT CONCEPTUAL FRONT ELEVATION
SCALE 1/8" = 1'-0"



8 UNIT CONCEPTUAL BACK ELEVATION
SCALE 1/8" = 1'-0"



8 UNIT CONCEPTUAL SIDE ELEVATION
SCALE 1/8" = 1'-0"



8 UNIT CONCEPTUAL SIDE ELEVATION
SCALE 1/8" = 1'-0"

THIS DRAWING
NOT FOR CONSTRUCTION

PROPOSED TOWNHOMES FOR:

DOREEN A. PHILLIPS

CITY,

WISCONSIN

Cornerstone
Design & Drafting, LLC
920-639-8111 GHOHN@NEW.RR.COM
2872 GEMINI ROAD
GREEN BAY, WI 54311

ISSUE DATE	ISSUE NO.	REVISIONS

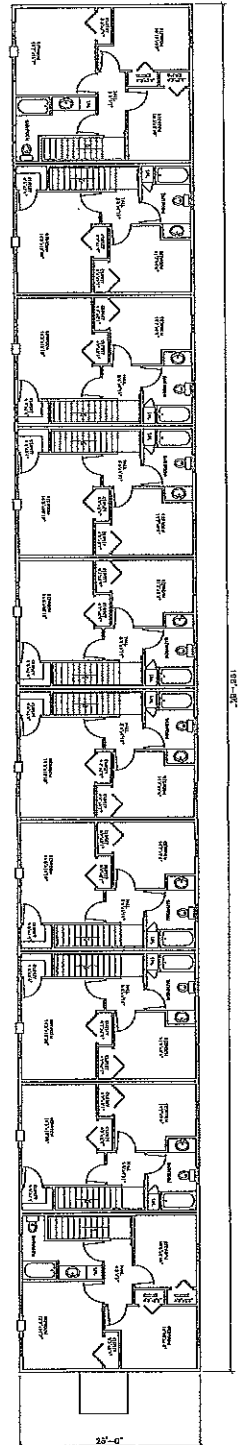
TWO NUMBER
2017013

DRAWN BY
GSH

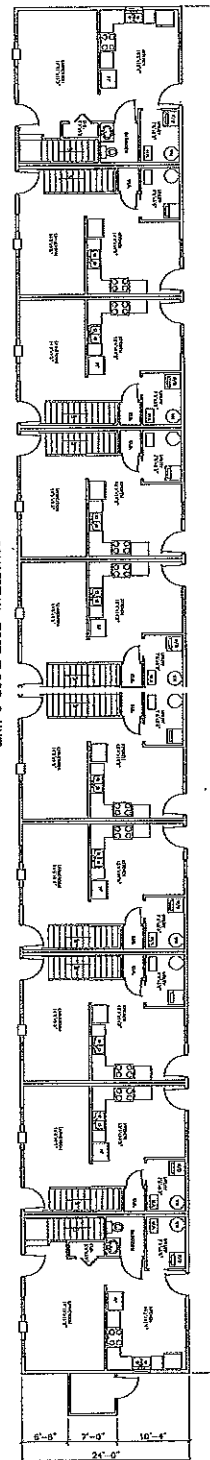
DATE PLOT
3/16/18

SHEET

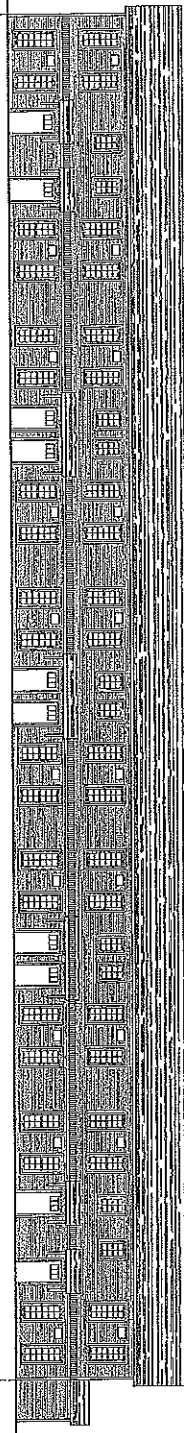
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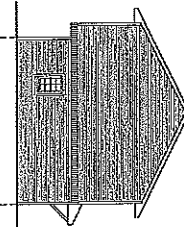
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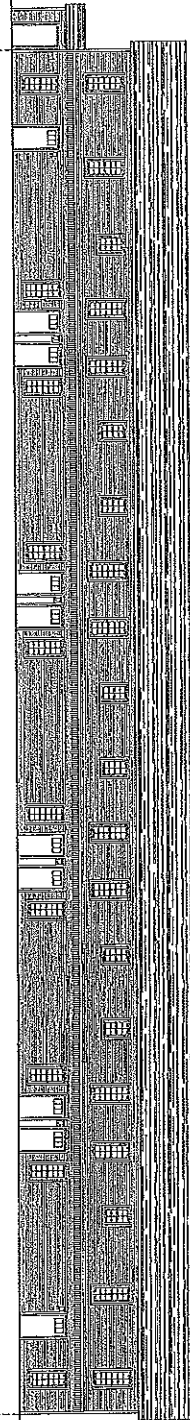
CONCEPTUAL FIRST FLOOR 8 UNIT
SCALE 1/8" = 1'-0"



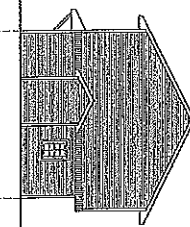
10 UNIT CONCEPTUAL FRONT ELEVATION
SCALE 1/8" = 1'-0"



10 UNIT CONCEPTUAL SIDE ELEVATION
SCALE 1/8" = 1'-0"



10 UNIT CONCEPTUAL BACK ELEVATION
SCALE 1/8" = 1'-0"



10 UNIT CONCEPTUAL SIDE ELEVATION
SCALE 1/8" = 1'-0"

THIS PLAN SET
IS FOR INFORMATION
ONLY

PROPOSED TOWNHOMES FOR:

DOREEN A. PHILLIPS

CITY,

WISCONSIN

ISSUE NO	REVISIONS	ISSUE DATE

2017013

DESIGN BY
CSH

ISSUE DATE
3/10/18

SHEET

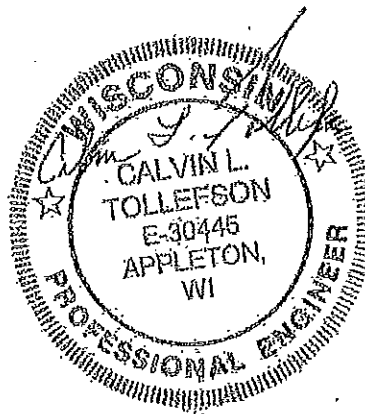
2

Cornerstone
Design & Drafting, LLC
920-639-8111 GHOSH@NEW.RR.COM
2872 GEMINI ROAD
GREEN BAY, WI 54311

STORMWATER MANAGEMENT PLAN
AMITY SITE
STURGEON BAY
March 9, 2018

OWNER: Phillips Development, LLC
1634 Rustic Oaks Court
Green Bay, WI 54301

ENGINEER: Harris & Associates, Inc.
2718 N. Meade Street
Appleton, WI 54911
920-733-8377



3-16-18

TABLE OF CONTENTS

Stormwater Management Narrative

Appendix A – Stormwater Calculations

Appendix B – Winslamm Output

Appendix C – Operations and Maintenance Manual

STORMWATER/EROSION CONTROL NARRATIVE

INTRODUCTION

The Amity property is Lot 6 of the Babel Subdivision located in the southwest ¼ of the northwest ¼, Section 5, T27N, R26E, City of Sturgeon Bay, Door County, Wisconsin.

The site is south of Erie Street, north of Florida Street and east of North 7th Avenue.

The proposed project includes three (3) 8 unit and one (1) 10 unit multi-family buildings with detached garages and parking areas.

EXISTING SITE CONDITIONS

The soils are Kolberg silt loam and Longrie loam.

The existing site has concrete walks. The site slopes from the southeast to the northwest.

STORMWATER MANAGEMENT

The proposed detention area is located in the northwest corner of the site and discharges to the existing road ditch.

The Hydrocad method is used for the stormwater calculations. Meadow is used as the existing condition for the grass areas.

The developed runoff rates are lower than the existing runoff rates for the 1-year, 2-year, 5-year and 100-year storms. The developed 10 year runoff rate is restricted to the existing 2-year rate.

The wet detention area removes over 80% of the Total Suspended Solids.

See Appendix A for Stormwater Calculations.

See Appendix B for Winklam Results.

See Appendix C for Operations and Maintenance Manual.

The owner is responsible for the operation and maintenance of the detention area.

INFILTRATION

The site is exempt from infiltration per bedrock being present within 3 – 6 feet of the surface.

EROSION CONTROL

Silt fence will be installed at the toe of the slope of the disturbed areas. Erosion matting will be installed at the ditch bottoms and at the slopes steeper than 5:1. The disturbed areas will be seeded and mulched in a timely manner. The Best Management Practices are designed in accordance with The WDNR Technical Standards.

The estimated disturbed area is 3.0 acres.

CONSTRUCTION SEQUENCE

- a. Install silt fence at the toe of slopes of the disturbed areas
- b. Remove and stockpile topsoil
- c. Construct detention area
- d. Construct buildings
- e. Install gravel
- f. Seed and mulch all disturbed areas
- g. Remove erosion control measures, after stabilization of the disturbed areas

SUMMARY OF RESULTS

PEAK RUNOFF RATES

	<u>1 YEAR</u>	<u>2 YEAR</u>	<u>5 YEAR</u>	<u>10 YEAR</u>	<u>100 YEAR</u>
EXISTING	0.86 C.F.S.	1.17 C.F.S.	2.52 C.F.S.	3.63 C.F.S.	6.88 C.F.S.
DEVELOPED	5.64 C.F.S.	6.56 C.F.S.	9.91 C.F.S.	12.28 C.F.S.	18.90 C.F.S.
RESTRICTED	0.36 C.F.S.	0.40 C.F.S.	0.57 C.F.S.	0.99 C.F.S.	4.09 C.F.S.
WATER ELEV.	EL. 649.90	EL. 650.06	EL. 650.64	EL. 650.95	EL. 651.68

WINSLAMM MODEL: Total Suspended Solids Removal – over 80% of Total Solids removed for new development.

ORDINANCE NO. _____

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO ORDAIN AS FOLLOWS:

SECTION 1: The following described property is hereby rezoned from Multiple-Family Residential to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

Lot 6 of the recorded plat of Babel Subdivision, Document 707984, Hanger 561, Door County Records, being located in the SW ¼ of the NW ¼ of Section 5, T27N-R26E, City of Sturgeon Bay, Door County, Wisconsin.

Said parcel contains 142,877 square feet (3.28 acres).

SECTION 2: The following requirements and conditions are placed upon the property described within the legal description.

A. Underlying Zoning: The underlying zoning district shall be R-4 Multiple-Family Development District. If the PUD expires, the zoning classification of the property shall revert to the R-4 district.

B. Permitted Uses: Multiple-Family dwellings with a total of 34 units are permitted provided such dwellings are consistent with the approved final PUD plans. Accessory uses associated with the multiple-family dwellings are also permitted.

C. PUD Requirements: The following requirement shall apply:

1. A public sidewalk must be installed along the Florida Street frontage.

SECTION 3: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie Reinhardt
City Clerk

EXECUTIVE SUMMARY

DATE: May 25, 2018

TITLE: Award of Contract for Project 1803 – 2018 Street Micro Surfacing Program

BACKGROUND: Micro surfacing is a mixture of polymer modified asphalt emulsion (binder), crushed dense graded aggregates, mineral fillers, additives, and water. It is generally used to help extend the life of asphalt pavements by filling minor cracks in order to slow moisture penetration and air intrusion. In addition, micro surfacing can help to provide a smoother ride by leveling out minor roadway profile irregularities while also increasing surface friction. It is important to keep in mind that micro surfacing is intended to extend the life of existing pavements; however, it is not intended to be considered a repair technique.

On May 24, 2018 the Engineering Department received bids for Project 1803 – 2018 Street Micro Surfacing Program. For this project the contractor will be providing all materials, equipment, labor, and traffic control as needed to apply micro surfacing on seven roadway stations throughout the City of Sturgeon Bay. The roadway stations will be as follows:

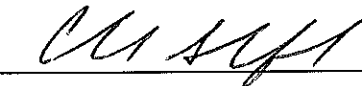
- Georgia Street from N 14th Ave to Egg Harbor Road
- Iowa Street from N 6th Ave to N 3rd Ave
- N 1st Ave from Michigan Street to Termination
- Oregon Street from S 3rd Ave to S 7th Ave
- S 5th Ave from Michigan Street to Quincy Street
- Utah Street from HWY 42/57 to Cove Road
- Cove Road from Utah Street to Canal Road

In accordance with the City of Sturgeon Bay Purchasing & Property Accountability Policy specifications were prepared and competitive sealed bidding was used to obtain pricing. Only one bid was received for the project from Fahrner Asphalt Sealers, LLC in the amount of \$123,885.45. The bid come in slightly higher than the original engineering estimates. Therefore, after discussing with the contractor it was decided to remove one of the roadway segments (not listed above – eight were originally bid) to reduce the bid to \$107,171.20.

FISCAL IMPACT: \$107,171.20 - The 2018 Capital Roadway Improvements budget has enough money to complete this project.

RECOMMENDATION: Award the Contract for Project 1803 – 2018 Street Micro Surfacing Program to Fahrner Asphalt Sealers, LLC with unit pricing amounts totaling an estimated cost of \$107,171.20.

SUBMITTED BY:

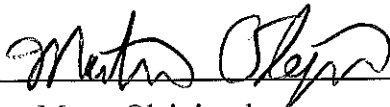


Chad Shefchik
City Engineer

5-25-18

Date

REVIEWED BY:



Marty Olejniczak
Community Develop. Director

5/25/18

Date

REVIEWED BY:



Josh VanLieshout
City Administrator

5/25/18

Date

BID FORM & PROPOSAL

FOR

**Project 1803
2018 Street Micro Surfacing Program**

**CITY OF STURGEON BAY
DOOR COUNTY, WISCONSIN**

Contractor Information:

Bidder's Name	Fahrner Asphalt Sealers LLC
Contact Person	Bill Glatz, Jr.
Business Address	860 Eastline Rd., Kaukauna, WI 54130
Business Phone	(920) 759-1008
Emergency Phone	(715) 341-2868 Corporate Office
E-mail Address	bill.glatz@fahrnerasphalt.com

Bids will be received until: May 24, 2018 at 1:00 PM.

TO: Office of the City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

The undersigned having familiarized themselves with the local conditions affecting the cost of the work, and having read and examined the Advertisement for Bid Proposals, Description of Work, Bid Form & Proposal and locations, hereby proposed to do all the work called for in this proposal and to furnish all labor, tools, equipment, and materials necessary for the full completion of said work in a workmanlike manner at the sums, rates, and unit prices for said work.

Item #	N 1st Ave (Michigan Street to Termination) - Item Descriptions	Unit	Estimated Quantity	Unit Price	Line Item Total
1	Mobilization and Property Owner / Resident Notifications	LS	1	1,000.00	1,000.00
2	Work Site Traffic Control - NOTE: Closed site will be allowed and detour route by City if needed	LS	1	625.00	625.00
3	Micro Surfacing Finish Course	SY	3721	2.95	10,976.95

	Pavement Patch by Others	SF	171	NA	Others
--	--------------------------	----	-----	----	--------

Bid Amount – N 1st Ave (Michigan Street to Termination)	\$ 12,601.95
---	--------------

Item #	Oregon Street (S 3rd Ave to S 7th Ave) - Item Descriptions	Unit	Estimated Quantity	Unit Price	Line Item Total
1	Mobilization and Property Owner / Resident Notifications	LS	1	1,000.00	1,000.00
2	Work Site Traffic Control - NOTE: Closed site will be allowed and detour route by City if needed	LS	1	625.00	625.00
3	Micro Surfacing Scratch Course	SY	29	8.65	250.85
4	Micro Surfacing Finish Course	SY	2897	2.95	8,546.15

	Pavement Patch by Others	SF	48	NA	Others
--	--------------------------	----	----	----	--------

Bid Amount – Oregon Street (S 3rd Ave to S 7th Ave)	\$ 10,422.00
---	--------------

Item #	Cove Road (Utah Street to Canal Road) - Item Descriptions	Unit	Estimated Quantity	Unit Price	Line Item Total
1	Mobilization and Property Owner / Resident Notifications	LS	1	1,000.00	1,000.00
2	Work Site Traffic Control - NOTE: Closed site will be allowed and detour route by City if needed	LS	1	625.00	625.00
3	Micro Surfacing Transverse Leveling (Joint Leveling)	LF	141	see alternate below	
4	Micro Surfacing Scratch Course	SY	146	8.65	1,262.90
5	Micro Surfacing Finish Course	SY	3339	2.95	9,850.05

	Option - Alternative to Micro Surfacing Transverse Leveling - Provide information on the materials & methods proposed for joint leveling	LF	141	13.00	1,833.00
--	--	----	-----	-------	----------

Bid Amount – Cove Road (Utah Street to Canal Road)	\$ 14,570.95
--	--------------

X

Item #	Cove Road (Canal Road to 2000' South) - Item Descriptions	Unit	Estimated Quantity	Unit Price	Line Item Total
1	Mobilization and Property Owner / Resident Notifications	LS	1	1,000.00	1,000.00
2	Work Site Traffic Control - NOTE: Closed site will be allowed and detour route by City if needed	LS	1	625.00	625.00
3	Micro Surfacing Finish Course	SY	5115	2.95	15,089.25

DNIT

Bid Amount – Cove Road (Canal Road to 2000' South)	\$ 16,714.25
--	--------------

\$ 107,171.²⁰

Total Bid Amount (All Roadway Stations)	\$ 123,885.45
---	--------------------------

The Engineer's estimate of the work to be done under the specifications are to be considered as only approximate and are not to be held as entitling the Contractor to any claim for extra time or to any other claim of damage if the quantity of work stated should prove to be greater or less than here estimated.

To furnish all labor, material, tools and equipment necessary in connection with this

Contract as specified amount to a total the Bid Amount of: \$ 123,885.45

one Hundred Twenty Three Thousand, Eight Hundred, Eighty Five Dollars and forty five cents.
(Written amount)

Signature: [Signature]

By: _____

Address: 860 East Line Rd., Kaukauna, WI 54130

E-mail Address: bill.glatz@fahrnerasphalt.com

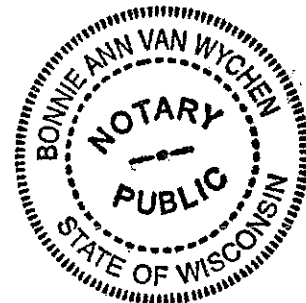
Phone No.: (920) 759-1008

Dated: May 24, 2018

STATE OF WISCONSIN)
County of Outagamie) ss

Subscribed and sworn to before me on this 24 day of May, 2018

Bonnie Ann Van Wychen
Notary Public
My Commission Expires: 09/27/2020





MICRO-SURFACING MIX DESIGN

1362 Bungalow Road
Morris, IL
Phone: (815) 942-0080
Fax: (815) 942-5221

RECOMMENDED MIX DESIGN:

Fahrner Asphalt Sealers, LLC

DATE: May 23, 2017

PROJECT: 2017 Microsurfacing Projects

TESTING: The following data is based on aggregate samples supplied by the contractor or material sources and works under laboratory conditions and testing. Many variables in field conditions may alter the design or results. Laboratory tests are performed according to ISSA Design Technical Bullentins as well as AASHTO & ASTM standards. Based on our laboratory test results, the job mix design will work with aggregate supplied and the engineered emulsion from Tri State Asphalt, LLC on the above project.

AGGREGATE SOURCE: Tork Type II Wisconsin Rapids, Wi.

AGGREGATE GRADATION:

SIEVE SIZE	SPEC	PERCENT PASSING
3/8"	100	100
No. 4	90 - 100	97
No. 8	65 - 90	75
No. 16	45 - 70	53
No. 30	30 - 50	37
No. 50	18 - 30	25
No. 100	10 - 21	15
No. 200	5 - 15	9.0

Mix Time at 25°C (120 Seconds min)	140
---------------------------------------	-----

COHESION RESULTS

Time	Result (kg-cm)
30 Minutes (12 kg-cm min)	14
60 Minutes (20 kg-cm min)	26
90 Minutes	26
120 Minutes	26

Excess Asphalt by LWT Sand Adhesion (50 g/ft ² max)	32.0
Wet Track Abrasion Loss - 1 hr Soak (50 g/ft ² max)	47.7
Wet Track Abrasion Loss - 6 day Soak (75 g/ft ² max)	40.7
Wet Stripping (90% min)	90+
Sand Equivalency (65 min)	74
Lateral Displacement (5% max)	3.9
Specific Gravity (2.10 max)	1.79
Classification Compatibility Points	12

Bulking Effect				Dry wt/p Moist Vol	
Weight		Wt/Vol			
lb/can (kg)	lb/ft ³	kg/m ³	lb/ft ³	kg/m ³	
0%	3.331	93.3	1494	93.3	1494
1%	2.992	83.8	1342	82.9	1329
2%	2.856	80.0	1281	78.4	1255
3%	2.753	77.1	1235	74.8	1198
4%	2.780	77.8	1247	74.7	1197
5%	2.693	75.4	1208	71.6	1147
6%	2.733	76.5	1226	71.9	1152

EMULSION TYPE: CSS-1hLM

EMULSION SOURCE: Tri State Asphalt, LLC

RESIDUAL ASPHALT: Minimum 62%

RECOMMENDED MIXED DESIGN

Portland Cement	Water	Emulsion
2.0%	9.0%	13.0%

Note: +/- .5% to control set time

Note: As required for control

Note: ± 1% to control set time

NOTE: The water content is the TOTAL water content of the system, including aggregate moisture.

NOTE: Additive usage permitted as needed per recommendation of Tri State Asphalt, emulsion supplier.

NOTE: This mix design has been tested and evaluated under controlled laboratory conditions; therefore variations between the optimum laboratory mix design and that found in the field can be expected. Adjustments should be made at the discretion of the operator within the tolerances specified. Any departure beyond that may be an indication of a more serious problem.

In case of problems or questions, please feel free to contact:

TODD WEIST
TRI STATE ASPHALT, LLC.
(815) 942-0080



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
11/30/2017

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

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

PRODUCER	Willis of Minnesota, Inc. c/o 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME:		
		PHONE (A/C NO. EXT): 877-945-7378	FAX (A/C NO.): 888-467-2378	
		E-MAIL ADDRESS: certificates@willis.com		
		INSURER(S) AFFORDING COVERAGE	NAIC#	
		INSURER A: Zurich American Insurance Company	16535-000	
INSURED	Fahrner Asphalt Sealers, LLC 2800 Mecca Drive Plover, WI 54467	INSURER B: American Guarantee and Liability Insurance	26247-001	
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 25830271

REVISION NUMBER:

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

INSR	TYPE OF INSURANCE	ADDITIONAL	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			GLO 05944711-09	12/1/2017	12/1/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPI/OP AGG \$ 4,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BAP 05944710-09	12/1/2017	12/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			SXS 0271705-00	12/1/2017	12/1/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC 05944712-09 WC 05944713-09	12/1/2017 12/1/2017	12/1/2018 12/1/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Evidence of Coverage

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

AUTHORIZED REPRESENTATIVE

Coll:5151520 Tpl:2180668 Cert:25830271 ©1988-2015 ACORD CORPORATION. All rights reserved.

STATE OF WISCONSIN

DOOR COUNTY

CITY OF STURGEON BAY

RESOLUTION NUMBER _____

RESOLUTION CREATING THE CITY OF STURGEON BAY COMMUNITY DEVELOPMENT AUTHORITY

WHEREAS, the city of Sturgeon Bay, Wisconsin organized and existing under the laws of the state of Wisconsin, and is authorized under Sections 66.1335 of the Wisconsin Statutes to create a Community Development Authority (CDA) by proper resolution of the Common Council; and

WHEREAS, as set forth in S.66.1335(1) the City of Sturgeon Bay, by a two thirds vote of the members of the Common Council present at the meeting adopt a resolution creating a housing and community development authority which shall be known as "Sturgeon Bay Community Development Authority"; and

WHEREAS, as set forth in Section 66.1331(2) of the Wisconsin Statutes, it is the policy of the State of Wisconsin to protect and promote the health, safety, morals, and general welfare of its people by the prevention and elimination of substandard and deteriorated areas and properties through the utilization of all means appropriate, thereby encouraging well-planned, integrated, stable, safe, and healthy neighborhoods, the provision of healthy homes, a decent living environment and adequate places of employment and adequate places for recreation for the people of Wisconsin; and

WHEREAS, there is at this time one redevelopment authority, called the Waterfront Redevelopment Authority (WRA), created under Section 66.1331 of the Wisconsin Statutes operating in the city; and

WHEREAS, the WRA was adopted as Resolution #1 by a two thirds vote of the Common Council on June 19, 1992; and

WHEREAS, the WRA, under Resolution #2 repealed and declared null and void Resolution #1 on September 10, 1992, citing an expansion of the Proposed Boundaries of the Proposed Redevelopment Project Area, as its reasoning for the adoption of Resolution #2; and

WHEREAS, there is at this time no housing authority created under Section 66.1201 of the Wisconsin Statutes operating under City authority;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Sturgeon Bay, as follows:

- 1) The Common Council hereby finds, determines and declares that the undertaking of programs and projects for blight elimination and prevention, slum

clearance and prevention, urban renewal and redevelopment/revitalization, and community development and redevelopment (collectively called "qualified redevelopment projects") will encourage well-planned, integrated, stable, safe and healthful neighborhoods, the provision of healthful homes, a decent living environment, adequate places of employment and adequate places of recreation for the people of the City and an increase in the general property tax base - either directly or indirectly, of the City.

2) The Common Council hereby finds, determines and declares that there exists within the City a need for qualified redevelopment/revitalization projects, and that creation of a Community Development Authority in the City will serve the public interest.

3) Pursuant to Sections 66.1335 of the Wisconsin Statutes, the Common Council hereby creates a CDA, which authority shall be known as the "Sturgeon Bay Community Development Authority" (SBCDA). Said authority shall be a separate body politic for the purpose of carrying out qualified redevelopment/revitalization projects, and shall have all powers, duties and functions of community development authorities contained in Section 66.1335 of the Wisconsin Statutes that have been approved by the Common Council in the by-laws, as amended from time to time with the exception of Eminent Domain. The SBCDA shall also act as the agent of the City in planning and carrying out community development programs and activities approved by the Common Council under the Federal Housing and Community Development Act of 1974.

4) The Common Council acting pursuant to Wis. Stat. Sec. 1335(5) does hereby terminate the Sturgeon Bay Waterfront Redevelopment Authority which was previously created pursuant to Wis. Stat. Sec. 66.1202 and 66.1333. All projects and programs presently pending before the WRA are hereby transferred to the SBCDA for completion. All indebtedness of the WRA shall henceforth be assumed by the SBCDA. Any procedures, actions, or approvals taken or initiated by the WRA under S 66.1333 or pending projects are deemed to have been taken or initiated by the SBCDA as if the SBCDA had originally undertaken the procedures, hearings, actions, or approvals. All contracts entered into by the WRA shall be assumed and discharged by the SBCDA. To the extent that the WRA has issued bonds or other securities which have not matured, the SBCDA is hereby allowed to continue those operations solely for the purpose and only to the extent necessary to fulfill the commitments of the WRA under those obligations. The SBCDA is hereby authorized to enter into such agreements and or assignments which may be necessary to carry out the intent of this resolution.

5) As a means of more clearly setting forth its Powers and Rules of Procedure, the SBCDA shall adopt a set of by-laws as approved by the Common Council which shall, among other things, establish the general policy, duties and provide for the appointment of the chairperson, vice-chair, treasurer, secretary, and executive director. The initial by-laws and rules of procedures will

be Exhibit One of this document and presented to the Common Council for review. A final By-Laws and Rules of Procedures will be completed by the Community Development Authority within 35 days of the adoption of this Resolution. A Final By-laws and Procedures for the Community Development Authority will be submitted to the Common Council for a two-thirds majority vote within 14 days of its submission to the Common Council.

6) The SBCDA will act as agent of the City, except in the development and updating of the Comprehensive Plan of the city, which may be otherwise be performed by the Planning Commission under SS 66.1105, 66.1301 to 66.1331, or 66.1337.

7) The Common Council hereby authorizes and directs the City Clerk, immediately upon adoption of the Resolution, to certify a copy of this Resolution and transmit such certified copy to the Mayor. The Common Council will appoint seven (7) qualified, resident persons as commissioners of the SBCDA. Two (2) of said commissioners will be members of the Common Council and serve on the SBCDA during their respective terms of office as Common Council members. Terms of the remaining five (5) commissioners are to be identified in the approved by-laws.

8) This resolution shall take effect immediately upon its adoption.

Passed and adopted by the Common Council this 5th day of June, 2018.

Countersigned/Certified:

Stephanie Reinhardt, City Clerk

**STURGEON BAY COMMUNITY DEVELOPMENT AUTHORITY
BY-LAWS AND RULES OF PROCEDURE**

ARTICLE I Mission Statement

The mission of the Sturgeon Bay Community Development Authority (SBCDA) is to stabilize, protect, improve, and support the industrial and commercial base within the city of Sturgeon Bay and to preserve the quality of life of our residents. The SBCDA provides funding, and programs for appropriate affordable housing, redevelopment and revitalization efforts and economic and community development activities.

ARTICLE II Establishment under State Law

a) Per State Statute 66.1335, "A city may, by a two-thirds vote of the members of the city council present at the meeting, adopt an ordinance or resolution creating a housing and development authority which shall be known as the 'Community Development Authority' (CDA) of the city. it is a separate body politic for the purpose of carrying out blight elimination, slum clearance, urban renewal programs and projects and housing projects..."

b) Upon the adoption of an ordinance or resolution creating a community development authority, all housing and redevelopment authorities previously created in the city under ss. 66.1201 and 66.1333 shall terminate - this means that all the City's redevelopment authorities would be disbanded and all its powers and duties are transferred to the CDA.

c) The community development authority shall have all the powers, duties, and functions set out in ss. 66.1201 and 66.1333 for housing and redevelopment authorities. These powers and duties are as assigned by the Common Council.

ARTICLE III General Powers and Duties

Per state statute, the CDA would have the powers and duties to conduct projects related to blight elimination, urban renewal, and community development projects and housing projects in the city. The CDA will serve as a housing and redevelopment authority. Specific action taken related to the following powers shall be subject to review and approval by the Common Council on all projects reviewed and adopted by the Common Council as part of the Community Development Authority.

- (1) Prepare and implement projects and plans
- (2) Acquire property (assemble real estate for development opportunities or condemn property in furtherance of redevelopment)
- (3) Construct or repair improvements
- (4) Sell, lease, encumber or retain and manage property acquired
- (5) Enter into contracts
- (6) Employ personnel
- (7) Issue bonds and make loans
- (8) Borrow money
- (9) Invest funds
- (10) Expenditure of any funds in excess of \$5000
- (11) Disseminate blight elimination information
- (12) Maintain records
- (13) Administer grant programs
- (14) Lead and coordinate economic development initiatives within the City
- (15) Amendments, deletions, and additions to these by-laws
- (16) Performance of duties otherwise performed by the Plan Commission pursuant to 66.1105 Wisconsin Statutes.

The SBCDA shall act as the agent for the City of Sturgeon Bay in carrying out community development programs and all authorized development activities except the implementation of the City's Comprehensive Plan. The SBCDA will ensure that all community development activities it undertakes are consistent with the Comprehensive Plan. The Plan Commission will continue to review subdivisions, land divisions, rezoning, re-occupancies and general use approvals (not associated with large coordinated developments and not associated with redevelopment plans or projects) and determine their consistency with the City's Comprehensive Plan.

The SBCDA shall review projects and developments that are special plan overlay districts, corridor studies, and/or larger coordinated planned developments or revitalization efforts.

ARTICLE IV **Proposed Structure and Membership**

The Common Council shall appoint the members of the CDA. The Council would appoint no more than seven (7) city of Sturgeon Bay residents having sufficient ability and experience in the fields of urban renewal, community development and housing, as commissioners of the CDA. Two members of the CDA must be members of the governing body (Sec. 66.4325(2)(a)). The commissioners shall receive no compensation for their services, but shall be entitled to reimbursement for their actual necessary

expenses, including local travel, expense included in the discharge of their duties. These person shall be known as Commissioners of the Community Development Authority.

(1) Officers - Officers of the Authority shall be a Chair, a Vice-Chair, and Treasurer. The City Manager and the City's Director of Finance serving as Co-Treasurers shall be considered ex-officio members of the Authority with the right to participate in all deliberations and actions of the Authority but they shall not have the power to vote on any matters that may come before the Authority.

(2) Election or Appointment of Officers - The Mayor shall nominate the Chair and the Council will approve the appointment. The Vice-Chair shall be elected from the Commissioners of the Authority. The City Manager and the City's Director of Finances, each serving as co-Treasurers shall perform the duties of Treasurer. The terms of the appointment shall be made in the month of June of each year and shall run until the next succeeding first day of June or until a successor is appointed or elected.

(3) Vacancies - Should the offices of Chair, Vice-Chair or the office of Co-Treasurer occupied by a Commissioner become vacant, the Authority shall select a successor from its membership at the next regular meeting, and such selection shall be for the unexpired term of said office.

(4) Chair - The Chair when present shall preside at all meetings of the Authority. The Chair and Executive Director are authorized to execute on behalf of the Authority all contracts, deeds, notes, and other forms of obligations or instruments when duly authorized by the Commissioners of the Authority to do so, except in cases where the execution thereof shall be expressly delegated by the Commissioners or by the CDA's by-laws to some other officer of the Authority, or shall be required by law to be otherwise executed; and, in general, shall perform all duties incident to the office of the Chair and such other duties as may be prescribed by the Commissioners from time to time.

(5) Vice-Chair - In the case of the absence or disability of the Chair, the Vice-Chair shall perform the duties of the Chair and shall also perform such other duties as may be required by the Commissioners.

(6) Co-Treasurers - The City Manager and the City's Director of Finance shall serve as Co-Treasurers. The Co-Treasurers shall have the care and custody of all funds of the Authority. Such funds shall be deposited in the manner provided by law in the name of the Authority in such banks as designated as official depositories of the City of Sturgeon Bay, as authorized by the Sturgeon Bay Common Council. Authority funds may be properly co-mingled and invested with funds of the City

provided that a concise and accurate accounting record of the Authority's funds is maintained.

(7) Executive Director - The Director of Community Development shall act as the Executive Director and as the Secretary of the Authority. The Executive Director shall manage and supervise the administrative operation of the Authority in accordance with the direction of the Authority. The Executive Director shall also (a) execute those documents in conjunction with the Chair; (b) keep the minutes of the meetings of the Authority; (c) see that all notices are duly given in accordance with the provisions of the CDA's by-laws or as otherwise required by law; (d) be custodian of the records of the Authority; and (e) in general, perform all duties incidental to the duties of the Authority.

(8) Legal Counsel - The City Attorney shall act as legal counsel to the Authority consulting with outside legal authority as needed.

(9) Terms of Appointment

(a) Two of the Commissioners shall be members of the City Council and shall serve during their term of office as Council Members. The Co-Treasurers shall serve as long as they are employed by the City in their present capacity.

(b) The first appointments of the four (4) non-council members/city employees, shall be for the following terms, 1 for one year and one each for terms of 2, 3, and 4 years. Thereafter the terms of the non-council/city employee members shall be four (4) years and until their successors are appointed by the Common Council.

ARTICLE V Agendas

The Director of Community Development or his designee shall prepare the meeting agendas, with direction from the CDA Chair or Co-Chair.

ARTICLE VI Meetings and Committees

(1) All Regular Meetings of the CDA shall be held in compliance with the provisions of the Open Meeting Laws of the State of Wisconsin and shall be held at the Sturgeon Bay City Hall. Four (4) commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes.

(2) The CDA may hold public hearings and open houses as necessary.

(3) The Authority may establish subcommittees by motion to review certain matters or issues that come before it from time to time. Such committees shall have no authority to act except to report the matter and issue back to the entire Authority with recommendations for appropriate action to be taken by the Authority. The Director of Community Development and/or a staff designee shall act as advisor and voting member of any CDA subcommittee.

(4) Special Meetings: Special meetings may be called by the CDA Chair whenever it decides such a meeting is necessary, or whenever requested by at least three (3) members of the CDA. Such request may be made orally. Notice of such special meetings shall be given by announcement thereof at any regular meeting, or by written or telephone notice as hereinafter provided not less than 24 hours before the time fixed for such meeting. Any business, which could be conducted at a regular meeting may be conducted at a special meeting, provided a quorum is present.

(5) Order of Business: The order of business at all meetings, regular or special, unless varied by a suspension of rules agree to by a majority of the CDA, shall be as follows:

- a) Call to Order
- b) Approval of Agenda
- c) Public Hearings
- d) Approval of Minutes
- e) Old Business
- f) New Business
- g) Person wishing to be heard
- h) Adjournment

(6) Matters of Business: Matters of Business to be considered at Regular CDA meetings shall be presented to the Director of Community Development for review and comment not less than 15 calendar days prior to the meeting at which such business is to be considered.

(7) Staff Reports: Department of Community Development staff shall prepare and distribute a staff report to the CDA prior to any meeting of the CDA.

(8) Items Deferred: Items of Business, that are deferred at a meeting, shall automatically appear on the agenda and be considered for action at the next regular meeting.

(9) Minutes: Minutes of the proceedings and a record of all actions shall be kept by the Secretary, showing the vote of each member upon

each question, the reasons for the CDA's determination, and its findings. These records shall be filed in the Office of Community Development and shall be a public record.

ARTICLE VII **Voting**

Provided a quorum is present and except as otherwise provided by law or these by-laws, the affirmative vote of a majority of the members present shall be required to decide any matter up for consideration.

In the event that any member shall disqualify itself from voting on any matter, such member shall nonetheless be counted in determining whether a quorum is present, but such disqualification shall not decrease the number of votes required for passage of any motion, resolution, or the taking of any other action.

ARTICLE VIII **Public Hearings**

(1) The order of business for holding public hearings shall be:

- a) A brief statement from the Executive Director as to the nature of the request and the notice that was given.
- b) Presentation by the applicant or petitioner.
- c) Statements of those present and wishing to speak for or against the application or petition.
- d) Questions by the CDA members.
- e) Discussion by the CDA members.
- f) Closing of hearing or if necessary adjourning the hearing to a fixed future date.

(2) *Conduct of Public Hearing:* The CDA Chair shall announce immediately prior to each public hearing that no one will be heard unless they state their name and address for the record. The CDA Chair shall briefly explain the order of business, and may announce that each person's statement shall be limited to a specific amount of time. The CDA Chair shall have the authority to terminate any statement when the speaker's time has lapsed.

(3) *Withdrawal of Application:* At any time prior to a motion to grant or refuse a request, application, or petition, the applicant may withdraw the request, application, or petition. Such withdrawal shall not entitle the applicant to a refund of any filing or publication fee, which may have been paid.

ARTILCE IX **Decisions**

All final decisions by the Chair shall be in writing and shall be in the form of an order or decision duly adopted by resolution. All such decisions shall be signed by the CDA Chair, attested by the Secretary, and thereupon be filed with the records of the case.

ARTICLE X **Recommendations to the Common Council**

The City Council in consultation with the Director of Community Development shall provide policy direction and defined project areas for the CDA to work on. The City Council shall review and vote on all recommendations from the Authority. The Authority can only make recommendations to the City Council - the Authority is not a policy or resolution making body politic of the City Council.

ARTICLE XI **Amendment to Rules**

Robert's Rule of Order where no specific statute, law, or ordinance controls, shall govern the general rules of procedures of the CDA.

ARTICLE XII **Effective Date**

These Rules of Government shall be effective after adoption by a majority vote of the full City Council and filing with the City Clerk.

*Drafted 28 May 2018 by David Hayes, Alderman District 2, Sturgeon Bay, Wisconsin
Presented to City Council 5 June 2018*

Date adopted: *Adopted by City Council* _____

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235



920-746-6905 (Voice)
920-746-2905 (Fax)

MEMORANDUM

TO: Mayor Birmingham and Common Council

FROM: Josh Van Lieshout, Administrator

RE: Item 17, Agreement with Pinkert Law Firm and Request for Proposal for Legal Services

DATE: May 31, 2018

Background: At the May 15, 2018 Common Council meeting, The Council requested that this item be placed on the June 5, 2018 Common Council Agenda. Subsequent to this request, Attorney Nesbitt gave notice that effective June 30, 2018 neither he or Pinker Law Firm will be representing the City.

For over 20 years the Pinker Firm has represented the City as general municipal counsel on an informal fee for service basis. The City has benefited from a very favorable hourly fee of \$145 per hour. Specialty services, including labor, finance and tax, and more recently water law, have been handled by other firms. Prosecutorial services have been handled by Jon Pinkert at the Pinkert Firm and have been billing a rate of \$140 per hour.

In order to conduct the business of the City, serve customers and provide proper law enforcement, the City needs to have access to an experienced municipal attorney.

Chapter 1.05 of the municipal code describes the appointment and responsibilities of the City Attorney. - City attorney.

Ch. 1.05

- (1) *Appointment.* The city attorney shall be appointed by the city council, shall take office May 1 and shall thereafter hold office for an indefinite term, subject to § 17.12(1)(c) and (d), Wis. Stats., relating to the removal and suspension of city officers.
- (2) *Duties.* The person so appointed to the office of city attorney shall have the following duties:
 - (a) Conduct all the law business in which the city is interested.
 - (b) When requested by city officers, give written legal opinions, which shall be filed with the clerk-treasurer.
 - (c) Draft all city ordinances, bonds and other legal instruments as may be required by city officers.



City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Joshua J. Van Lieshout
City Administrator
jvanlieshout@sturgeonbaywi.org

920-746-6905 (Voice)
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- (d) Examine the tax and assessment rolls and other tax proceedings and advise the proper city officers in regard thereto.
- (e) When authorized by ordinance or resolution, defend actions brought against any officer or employee of the city or of any board or commission thereof growing out of acts done in the course of his/her employment or out of any alleged breach of his/her duty as such officer or employee, excepting actions brought to determine the right of such officer or employee to hold or retain his/her office or position and excepting also actions brought by the city against any officer or employee thereof.
- (f) Render legal assistance to the common council, fire and police commission, mayor, city administrator, clerk-treasurer, director of municipal services/city engineer, assessor, chief of police, chief of fire department and alderpersons of the city.
- (g) Perform such other acts as may be required by statute.

(Code 1992, § 1.05) **State Law reference**— City attorney generally, § 62.09(12), Wis. Stats.

Recommendation:

For the period between the end of services from the Pinkert firm and the time when a new City Attorney may be appointed, direct the City Administrator to hire an interim City Attorney and Prosecutor on a fee for service basis.

19.

19.

CITY OF STURGEON BAY
SUMMARY OF PENDING LITIGATION
REV. June 1, 2018

Case No. 2018-CV-64

Associated Bank, N.A. vs. Jeffrey T. Slavik, et al

This is a foreclosure case in which the City of Sturgeon Bay is named a party because of its judgment against Jeffrey Slavik. The City has not yet been served with a summons, but will need to appear to protect its judgment interest. Pinkert Law Firm has filed a response on behalf of the City.

June 1, 2018: No new information on this matter.

Case No. 2018-SC-133

City of Sturgeon Bay vs. Jeffrey Slavik

This is a claim by the City for unpaid delinquent property tax. The date for answer has not yet arrived, so we are waiting to see if Mr. Slavik will contest the allegations or whether the City will obtain a judgment for the delinquent property tax. Pinkert Law Firm is representing the City of Sturgeon Bay in this action.

June 1, 2018: A judgement has been awarded in the City's favor and docketed.

Case No. 2018-CV-38

Friends of Sturgeon Bay Public Waterfront vs. Wisconsin Department of Natural Resources

This lawsuit deals with the location of the ordinary high water mark on Parcel 92 and is currently under a voluntary stay to enable DNR to prepare its records for submission to court. DNR has just indicated an intent to withdraw its decision which is the subject of the lawsuit.

The City has contested the line proposed by the Friends of Sturgeon Bay Public Waterfront in this litigation. The Waterfront Redevelopment Authority is not a party to this litigation. Atty. Paul Kent is representing the City of Sturgeon Bay in this action.

June 1, 2018: The plaintiffs attorney has indicated that they will be withdrawing this petition, as the matter is moot after the DNR withdrew their decision.

Case No. 2018-CV-36

City of Sturgeon Bay vs. Department of Natural Resources

The City filed a circuit court action contesting the location of the ordinary high water mark on Parcel 92. WRA is not a party to this litigation and the Friends of Sturgeon Bay Public Waterfront has filed a response challenging the line proposed by the City of Sturgeon Bay. Atty. Paul Kent is representing the City of Sturgeon Bay in this action. The DNR has just indicated an intent to withdraw its decision.

June 1, 2018: DNR has withdrawn their declaration. As a result, this proceeding is moot. An item to consider withdrawing this matter is on the agenda for June 5, 2018.

Case No. 2018-CV-002
City of Sturgeon Bay vs. Rose Kolski

Ms. Kolski is the subject of a nuisance or property maintenance lawsuit filed by the City alleging that she has maintained a nuisance and violated the property maintenance ordinances of the City of Sturgeon Bay. Ms. Kolski denies the allegation and this may result in a trial to the court, and possibly a request to raze the residence. Pinkert Law Firm has commenced this action on behalf of the City of Sturgeon Bay.

June 1, 2018: The City has filed a motion for default judgement. A hearing on the motion will likely occur in July.

Case No. 2017-CV-194
Sawyer Hotel Development, LLC vs. City of Sturgeon Bay

This case is a mandamus action seeking to order the City of Sturgeon Bay to disclose public records requested by Robert Papke and his attorneys. The City has submitted extensive public records in response to the requests made, and believes it has complied with legal requirements. This case is being defended by insurance counsel and potential liability would likely be the responsibility of the City's insurer.

June 1, 2018: Scheduling conference has been established for July 31, 2018.

Case No. 2017-CV-167
Sawyer Hotel Development, LLC vs. City of Sturgeon Bay

This action was commenced in circuit court and has now been moved to federal court by the City's insurer. Robert Papke and his company commenced this action seeking damages for breach of a development contract with the City of Sturgeon Bay. He is seeking approximately \$500,000 in damages. The City is being defended by its insurer and any liability upon this claim may be the responsibility of the City of Sturgeon Bay or may be partially insured.

June 1, 2018: Sawyer Hotel Development, LLC has concluded their depositions. The City is in the process of conducting discovery. This case is very active and will be requiring more attention over the next 30 to 60 days.

Case No. 2017-CV-149

Wal-Mart Real Estate Business Trust vs. City of Sturgeon Bay

Wal-Mart has contested the assessment of real estate property tax upon the real estate it owns in the City of Sturgeon Bay. This contest is consistent with similar actions Wal-Mart has filed around the State of Wisconsin and the United States. This action is being defended by the City's insurer and any liability for return of real estate taxes that may be ordered is upon the City of Sturgeon Bay.

June 1, 2018: Plaintiffs in this matter are seeking a mediation conference. A mutual date has not yet been set for this meeting.

Case No. 2017-CV-111

Lewis Krueger vs. City of Sturgeon Bay

The Stone Harbor Conference Center owner is challenging the real estate tax assessment of the Conference Center for the years 2017 and 2016. Any liability for tax to be refunded is upon the City of Sturgeon Bay, but the action is being defended by the City's insurer.

Case No. 2016-CV-129

Lewis Krueger vs. City of Sturgeon Bay

This is the challenge to the 2016 real estate taxes for the Stone Harbor Conference Center. This also is being defended by the City's insurer.

June 1, 2018: The court ordered a reassessment of the property. This is in progress.

Case No. 2016-CV-23

Friends of Sturgeon Bay Public Waterfront vs. City of Sturgeon Bay and WRA

The Friends group filed a circuit court action which proceeded to trial. Judge Raymond Huber entered an order prohibiting the City of Sturgeon Bay and the WRA from use of or sale of property below the ordinary high water mark. The City and WRA appealed, and the appeal was voluntarily stayed by the Court of Appeals as a result of the ordinary high water mark decision issued by DNR.

The City and WRA interests are being represented by the City's insurance carrier.

June 1, 2018: This matter will be subject of the June 5, 2018 Council meeting. Attorney Remzy Bitar will be present to discuss the status of the case and matter before the court of appeals.

Friends of City of Sturgeon Bay Public Waterfront vs. Department of Natural Resources

There is an administrative action that was filed by the Friends of the Sturgeon Bay Public Waterfront at the same time that they filed a circuit court action seeking to contest the decision of DNR with respect to the location of the ordinary high water mark. The City of Sturgeon Bay is an interested party in this action and is being defended by Atty. Paul Kent.

June 1, 2018: As this matter is related to the declaratory ruling submitted and withdrawn by DNR, this action is likely moot as well. To date the City has not been made aware as to whether or not the DNR has awarded a hearing.

City of Sturgeon Bay Traffic and Ordinance Citations. Every day the Police Department issues citations for various traffic and ordinance violations. Many of these individuals receiving citations call the prosecutor to plea bargain before court proceedings. Others proceed to court and not guilty pleas are entered, resulting in the scheduling and preparation for either court trials or jury trials. This is a continuing process every month.

June 1, 2018: This is an ongoing matter. Given Council's effective dismissal of the City's general legal counsel, it is a matter of necessity to find a new attorney to handle the prosecution of ordinance and other civil violations.

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City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235



Joshua J. Van Lieshout
City Administrator
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MEMORANDUM

TO: Mayor Birmingham and Common Council

FROM: Josh Van Lieshout, Administrator

RE: Item 21, Implication for not having a Personnel Committee

DATE: May 31, 2018

Background: Since April 17, 2018 the Common Council has chosen not to make appointments to the Personnel Committee, a standing committee of the Sturgeon Bay Common Council (2.03(2)). At the May 15, 2018 meeting of the Common Council Alder Ward requested that the Council review the implication for not having a personnel committee be placed on the June 5 Common Council Agenda.

The following has been assembled for your reference and use.

The Personnel Committee is charged with the following (City of Sturgeon Bay Common Council Handbook)

- negotiating collective bargaining agreements
- recommend hiring employees at the department level and above
- approve termination of full time employees
- recommend salary adjustments and benefits for administrative personnel
- employee benefits
- approve position descriptions for department head level and above
- act on grievances at appropriate level
- review requests for new positions
- personnel policies
- matters pertaining to the personnel of the City of Sturgeon Bay

Recommendation:

Given the need to continue to conduct the affairs of the City, absent the Personnel Committee those tasks will need be executed by the Common Council as needed. Looking ahead, the year 2019 will require several meetings as both Police and Fire contracts will expire. Normally staff involved in the bargaining of the contracts will work with the Committee to establish bargaining objectives, positions on certain matters and so forth, absent a committee these matters will fall to the Common Council.

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MEMORANDUM

TO: Mayor Birmingham and Common Council

FROM: Josh Van Lieshout, Administrator

RE: Item **22**, Dirt Piles at 92 East Maple Street, Common Council Agenda of June 5, 2018

DATE: May 31, 2018

Background: At the April 17, 2018 meeting of the Common Council, the Council directed that a notice be given to Bayland Buildings and Sawyer Hotel/Papke, asking that they remove the dirt piles located at 92 East Maple Street.

Bayland Buildings has responded to the notice sent by the City of Sturgeon Bay, Bayland Buildings is not claiming any interest in the dirt. A notice was also sent to Sawyer Hotel/Papke. Sawyer Hotel/Papke has not responded.

The next step for the Common Council is to file a motion in Circuit Court to seek an order for removal of the dirt piles from the property.

Recommendation: If the Council desires to move forward, the next step would be to file a motion a motion in Circuit Court to obtain an order and the court's permission to take possession of the dirt and cause it to be removed from the property.