



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, JUNE 4, 2019  
7:00 P.M.  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Open Door Pride Proclamation.
6. Public Comment.
7. Consideration of the following bills: General Fund – \$94,463.25, Capital Fund - \$63,270.43, Cable TV - \$7,362.67, TID #4 - \$4,816.92, and Solid Waste Enterprise Fund - \$3,226.33 for a grand total of \$173,139.60. roll call]
8. **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 5/21/19 regular minutes Common Council minutes.
  - \* b. Approval of the following minutes:
    1. Aesthetic Design & Site Plan Review Board – 5/13/19
    2. Finance/Purchasing & Building Committee – 5/14/19
    3. City Plan Commission – 5/15/19
    4. Joint Park & Recreation Committee/Board – 5/22/19
  - \* c. Place the following reports on file:
    1. Fire Department Report – April 2019
    2. Bank Reconciliation – April 2019
    3. Revenue & Expense Report – April 2019
  - \* d. Consideration of: Approval of beverage operator licenses.
  - \* e. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine licenses.
  - \* f. 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 2019-2020 license year.
  - \* g. Consideration of: Approval of Street Closure Application for Door County Triathlon.

- \* h. Consideration of: Approval of Street Closure Application for Nicolet National Bank.
  - \* i. Consideration of: Approval of Sidewalk Café Permit for Brick Lot.
  - \* j. Consideration of: Approval of Sidewalk Café Permit for Crate.
  - \* k. Consideration of: Approval of Sidewalk Café Permit for Nutmeg Spice.
  - \* l. Joint Park & Recreation Committee/Board recommendation re: Allow J's Bait & Box to install one bait and one ice machine at Sawyer Park.
9. Mayoral appointments.
  10. Consideration of: Award of Contract for Project 1903 – 2019 Street Micro Surfacing Program.
  11. Finance/Purchasing & Building Committee recommendation re: Purchase a new 2019 John Deere 2090M with rear and side Tiger flail mowers from EIS Implement Ford F-350 R/C 4X2 in an amount not to exceed \$43,231, including the trade in of a 1995 Ford 6640 and 2000 New Holland TL-90.
  12. Items to be Included on Future Agendas (New Business).
  13. Committee Chairperson Reports:
    - a. City Plan Commission
    - b. Finance/Purchasing & Building Committee
    - c. Park & Recreation Committee
  14. City Administrator report.
  15. Mayor's report.
  16. 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)

    1. Consideration of: Filing an amicus brief in regards to John Wiese, Tom Wulf, Fran Shefchik, Mark Holdridge, Mike Langenhorst, et. al. vs. Wisconsin Department of Natural Resources.
    2. Consideration of: SBHSF Amendment Request to the Development Agreement.

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

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

5-31-19

Time:

12:00pm

By:

VM

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 06/04/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
MAYOR				
USBANK	US BANK	GAVEL	01-100-000-54999	25.98
TOTAL				25.98
TOTAL MAYOR				25.98
CITY COUNCIL				
USBANK	US BANK	BUSINESS CARDS/NAULT	01-105-000-56000	27.00
USBANK		BUSINESS CARDS/REETHS	01-105-000-56000	27.00
USBANK		BUSINESS CARDS/AVENSON	01-105-000-56000	24.00
USBANK		BUSINESS CARDS/WIEDERANDERS	01-105-000-56000	24.00
USBANK		BUSINESS CARDS/WILLIAMS	01-105-000-56000	27.00
USBANK		BUSINESS CARDS/HAYES	01-105-000-56000	24.00
USBANK		BUSINESS CARDS/BACON	01-105-000-56000	27.00
USBANK		BUSINESS CARDS SHIPPING	01-105-000-56000	22.54
TOTAL				202.54
TOTAL CITY COUNCIL				202.54
LAW/LEGAL				
03950	DAVIS KUELTHAU	04/19 GENERAL LEGAL MATTERS	01-110-000-55010	5,569.65
03950		04/19 ELECTION RECOUNT	01-110-000-55010	3,040.92
TOTAL				8,610.57
TOTAL LAW/LEGAL				8,610.57
CITY CLERK-TREASURER				
14963	WI DEPT OF FINANCIAL INST	NOTARY FILE FEE/SPITTLEMEISTER	01-115-000-56000	20.00
USBANK	US BANK	FUEL	01-115-000-55600	44.39
USBANK		HOTEL/CLARIZIO	01-115-000-55600	170.00
USBANK		SELF INKING SIGNATURE STAMP	01-115-000-54999	49.75
USBANK		BUSINESS CARDS/CLARIZIO	01-115-000-54999	35.85
TOTAL				319.99
TOTAL CITY CLERK-TREASURER				319.99
ADMINISTRATION				
17700	QUILL CORPORATION	BOX LEGAL HANGING FILES	01-120-000-51950	21.79
17700		P-TOUCH TAPE REFILL	01-120-000-51950	20.99
17700		INKJET LABELS	01-120-000-51950	15.99
17700		PENCILS	01-120-000-51950	6.49
DC PRINT	DC PRINTING	50 POSTCARDS/DEVELOP EVENT	01-120-000-56650	45.00
USBANK	US BANK	ICMA MEMBERSHIP/VANLIESHOUT	01-120-000-56000	748.00
USBANK		ICMA REGISTRATION/VANLIESHOUT	01-120-000-55600	149.00
USBANK		CITY NOTECARDS	01-120-000-51950	38.22

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CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT  
  
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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
USBANK		BUSINESS CARDS/VANLIESHOUT	01-120-000-54999	41.13
		TOTAL		1,086.61
		TOTAL ADMINISTRATION		1,086.61
COMPUTER				
04575	DOOR COUNTY HARDWARE	CREDIT RETURN	01-125-000-54999	-24.99
SONICLEA	TRIO SYSTEMS LLC	ANNL SOFTWARE RENEWAL	01-125-000-55550	1,123.00
		TOTAL		1,098.01
		TOTAL COMPUTER		1,098.01
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISAL	06.04.19 CONTRACT	01-130-000-55010	1,333.33
		TOTAL		1,333.33
		TOTAL CITY ASSESSOR		1,333.33
BUILDING/ZONING CODE ENFORCEMT				
23617	WISCONSIN DEPT OF AGRICULTURE,	WEIGHTS & MEASURES	01-140-000-58700	6,000.00
		TOTAL		6,000.00
		TOTAL BUILDING/ZONING CODE ENFORCEMT		6,000.00
MUNICIPAL SERVICES ADMIN.				
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SPARK PLUG/COIL	01-145-000-56250	42.73
SPETZ	BRIAN SPETZ	WORK BOOT REIMB/SPETZ	01-145-000-55605	143.51
USBANK	US BANK	TRIPOD	01-145-000-52700	309.24
		TOTAL		495.48
		TOTAL MUNICIPAL SERVICES ADMIN.		495.48
ELECTIONS DEPARTMENT				
04696	DOOR COUNTY TREASURER	ANNL ICE LIC & HARDWRE MAINT	01-155-000-58999	1,389.00
04696		04/19 ELECTIONS/WISVOTE	01-155-000-58999	1,181.69
		TOTAL		2,570.69
		TOTAL ELECTIONS DEPARTMENT		2,570.69

INVOICES DUE ON/BEFORE 06/04/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
CITY HALL				
02975	CAMERA CORNER	CAMERA WORK	01-160-000-55300	105.00
03159	CHARTER COMMUNICATIONS	04/19 FIRE CABLE SVC	01-160-000-58999	110.36
23730	WPS	421 MICHIGAN ST-CITY HALL	01-160-000-56600	869.67
KONE	KONE INC.	#1 ELEVATOR TESTING	01-160-000-58999	22.78
KONE		#2 ELEVATOR TESTING	01-160-000-58999	495.00
USBANK	US BANK	AED BATTERIES & PADS	01-160-000-54999	140.80
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHT BULBS	01-160-000-51850	29.62
VIKING		4 LED LIGHTS	01-160-000-51850	200.28
VIKING		4 CAN FIXTURES @ 11.55 EA	01-160-000-51850	46.20
VIKING		LIGHT BULBS	01-160-000-51850	29.62
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	39.54
WARNER		PAPER PRODUCTS	01-160-000-51850	24.73
TOTAL				2,113.60
TOTAL CITY HALL				2,113.60
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	REFERENDUM PUBLICATION	01-199-000-57450	21.39
08167		REFERENDUM PUBLICATION	01-199-000-57450	21.39
EHLERS	EHLERS & ASSOCIATES, INC.	ARBITRAGE REPORTING	01-199-000-57000	1,500.00
HILLSTRO	HILLSTROM COMMUNICATION, INC	LEG DAYS FLYER 4.5 HR DESIGN	01-199-000-51600	292.50
HILLSTRO		LEG DAY FLYER FEE 8.5 HR @140.	01-199-000-51600	1,190.00
TOTAL				3,025.28
TOTAL GENERAL EXPENDITURES				3,025.28
POLICE DEPARTMENT				
22800	WALMART COMMUNITY	OFFICE SUPPLIES	01-200-000-51950	33.39
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	MISC OFFICE SUPPLIES	01-200-000-51950	35.64
USBANK	US BANK	BUSINESS CARDS/ZACH	01-200-000-51600	15.80
USBANK		HOTEL/PORTER	01-200-000-55600	82.00
USBANK		MEAL EXPNSE/PORTER	01-200-000-55600	11.53
TOTAL				178.36
TOTAL POLICE DEPARTMENT				178.36
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	04/19 CELLPHONES	01-215-000-58250	990.12
03133		04/19 MIFI WIRELESS ROUTERS	01-215-000-58250	313.34
04696	DOOR COUNTY TREASURER	04/19 FUEL	01-215-000-51650	3,620.02
19580	STREICHERS PROF POLICE EQUIP	BOOTS/ALBERTSON	01-215-000-52900	79.99
22800	WALMART COMMUNITY	COMPUTER SPEAKERS	01-215-000-54999	9.96
22800		SMART PHONE/ICAC ACCESSORIES	01-215-000-58250	159.76
CALIBRE	CALIBRE PRESS	TRNING REG/TASSOUL	01-215-000-55600	349.00
DASH	DASH MEDICAL GLOVES, INC	EXAM GLOVES	01-215-000-54999	287.60
ENGEBOSE	KYLE ENGEBOSE	MEAL EXPNSE/ENGEBOSE	01-215-000-55600	19.26
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 40 MAINTENANCE	01-215-000-58600	40.88

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CITY OF STURGEON BAY  
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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
JIM FORD		IMPALA MAINTENANCE	01-215-000-58600	456.42
JIM FORD		SQUAD 50 MAINTENANCE	01-215-000-58600	51.18
JIM FORD		SQUAD 40 MAINTENANCE	01-215-000-58600	21.00
JIM FORD		SQUAD 30 MAINTENANCE	01-215-000-58600	26.00
JOSE	ERIC JOSE	FUEL	01-215-000-51650	40.06
JOSE		CONF MEAL EXPNSE/JOSE	01-215-000-55600	11.00
JOSE		CONF MEAL EXPNSE/JOSE	01-215-000-55600	22.00
NELSON	NELSON TACTICAL	WEAPON LIGHT	01-215-000-52900	242.26
NELSON		BOOTS/DUTY BELT/COYHIS	01-215-000-52900	144.95
NELSON		BOOTS/JENNERJOHN	01-215-000-52900	100.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	BATTERY	01-215-000-58600	65.98
USBANK	US BANK	SALES TAX CREDIT	01-215-000-52900	-5.90
USBANK		FUEL	01-215-000-51650	31.45
USBANK		TRNING MEAL EXPNSE/HOUGAARD	01-215-000-55600	10.01
USBANK		TRNING MEAL EXPNSE/HOUGAARD	01-215-000-55600	10.53
USBANK		TRNING MEAL EXPNSE/HOUGAARD	01-215-000-55600	9.88
USBANK		TRNING MEAL EXPNSE/HOUGAARD	01-215-000-55600	5.86
USBANK		FUEL	01-215-000-51650	37.50
USBANK		ICLOUD STORAGE	01-215-000-58250	0.99
TOTAL				7,151.10
TOTAL POLICE DEPARTMENT/PATROL				7,151.10
POLICE DEPT. / INVESTIGATIONS				
02208	BAYCOM INC.	TOUGHBOOK COMPUTER	01-225-000-57950	3,452.00
ACCURINT	LEXISNEXIS RISK SOLUTIONS	04/19 CONTRACT FEES	01-225-000-57950	105.00
ADORAMA	ADORAMA, INC	FORENSIC DIGITAL CAMERA ITEMS	01-225-000-51500	22.25
GREEN	ALAN W PAHNKE-	DIVE EQUIPMENT	01-225-000-57950	10,062.33
USBANK	US BANK	DRONE ACCESSORIES	01-225-000-57950	740.00
TOTAL				14,381.58
TOTAL POLICE DEPT. / INVESTIGATIONS				14,381.58
FIRE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	CLEVIS HOOK	01-250-000-54999	31.98
04575		FREIGHT	01-250-000-54999	33.91
04575		FREIGHT	01-250-000-54999	31.37
04575		KEYS	01-250-000-54999	2.98
04575		BULB	01-250-000-54999	5.99
04575		HOSE CLAMP/AIR HOSE END	01-250-000-54999	5.58
04575		FUSE PLUG	01-250-000-54999	7.59
04575		RAKES/SCOOP	01-250-000-54999	68.97
04575		PIPE THREAD/GALV NIPPLE	01-250-000-54999	22.98
04696	DOOR COUNTY TREASURER	04/19 FUEL	01-250-000-51650	1,354.03
23730	WPS	656 S OXFORD AVE-WS FIRE	01-250-000-56600	75.58
PATS	DEBBIE DERENNE	E6 TARP REPAIR	01-250-000-53000	87.00
PAULCONW	PAUL CONWAY SHIELDS	ROPE	01-250-000-51350	175.28
R0000350	KEYSTONE PSYCHOLOGY LLC	EMPLOYEE TESTING	01-250-000-57100	450.00
USBANK	US BANK	MONTHLY DATA	01-250-000-58250	342.15
USBANK		TESTING FORCE MACHINE	01-250-000-57100	2,322.00

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
USBANK		ANNL CERT-FLOW TESTNG MACHINE	01-250-000-56250	735.00
USBANK		TOLLS-FDIC	01-250-000-55600	18.00
USBANK		FUEL CH10 & CH11	01-250-000-51650	72.73
USBANK		FUEL CH10& CH11	01-250-000-51650	44.85
USBANK		FUEL CH10& CH11	01-250-000-51650	56.95
USBANK		FUEL CH10& CH11	01-250-000-51650	52.05
USBANK		UBER-FDIC	01-250-000-55600	32.29
USBANK		UBER-FDIC	01-250-000-55600	5.00
USBANK		MEALS -FDIC	01-250-000-55600	50.03
USBANK		MEALS -FDIC	01-250-000-55600	35.43
USBANK		MEALS -FDIC	01-250-000-55600	57.40
USBANK		MEALS -FDIC	01-250-000-55600	52.09
USBANK		MEALS -FDIC	01-250-000-55600	56.45
USBANK		MEALS -FDIC	01-250-000-55600	35.30
USBANK		MEALS -FDIC	01-250-000-55600	9.97
USBANK		INSPECTOR LIC RENEWAL	01-250-000-56000	81.60
USBANK		REMOTE BRACKET	01-250-000-54999	79.99
USBANK		PASSPORT ID TAGS	01-250-000-54999	73.84
USBANK		POLICE/FIRE DEPT FLAGS	01-250-000-54999	151.00
USBANK		NEW EMPLOYEE NAME TAGS	01-250-000-52950	28.20
USBANK		E 4 FUEL TANK	01-250-000-53000	1,537.32
USBANK		E 4 SENDING UNIT	01-250-000-53000	98.91
USBANK		E 4 & E 6 SEATBELTS	01-250-000-53000	881.17
USBANK		SALES TAX CREDIT	01-250-000-53000	-71.76
USBANK		SALES TAX CREDIT	01-250-000-53000	-4.18
USBANK		AED BATTERIES & PADS	01-250-000-54999	140.80
USBANK		HOTEL FDIC/DIETMAN	01-250-000-55600	452.79
USBANK		HOTEL FDIC/MONTEVIDEO	01-250-000-55600	452.79
USBANK		HOTEL FDIC/SMITH	01-250-000-55600	452.79
WARNER	WARNER-WEXEL WHOLESALE &	SOAP	01-250-000-54999	96.29
TOTAL				10,782.48
TOTAL FIRE DEPARTMENT				10,782.48
STORM SEWERS				
GREAT TV	GREAT LAKES TV SEAL INC.	SEWER PLUG RENTAL	01-300-000-57700	202.50
TOTAL				202.50
TOTAL STORM SEWERS				202.50
STREET SWEEPING				
25700	ZARNOTH BRUSH WORKS INC	GUTTER BROOM 6 @131.50	01-330-000-51400	789.00
25700		SCAPERS 4@ 19.80	01-330-000-51400	79.20
25700		REAR DIRT SHOES 4@ 28.05	01-330-000-51400	112.20
25700		TOW BAR BUSHING 2 @ 4.45	01-330-000-51400	8.90
25700		LOCKING COLLAR 2 @ 28.25	01-330-000-51400	56.50
25700		FREIGHT	01-330-000-51400	5.64
TOTAL				1,051.44
TOTAL STREET SWEEPING				1,051.44

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CITY OF STURGEON BAY  
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INVOICES DUE ON/BEFORE 06/04/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
STREET SIGNS AND MARKINGS				
20070	TAPCO	CRSSWLK SIGNS/BARRICADE LGTS	01-420-000-52600	719.70
20070		CRSSWALK SIGNS/BARRICADE LGTS	01-420-000-52600	554.87
TOTAL				1,274.57
TOTAL STREET SIGNS AND MARKINGS				1,274.57
CURB/GUTTER/SIDEWALK				
USBANK	US BANK	IGN COIL-R	01-440-000-54999	82.99
USBANK		IGN COIL-L	01-440-000-54999	84.99
USBANK		IGNITION WIRES 2 @ 5.99	01-440-000-54999	11.98
USBANK		ENGINE STOP	01-440-000-54999	64.99
USBANK		2 CAPS @ 11.99	01-440-000-54999	23.98
USBANK		GROMMET TOOL	01-440-000-54999	3.99
USBANK		SHIPPING	01-440-000-54999	39.99
TOTAL				312.91
TOTAL CURB/GUTTER/SIDEWALK				312.91
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	STOPLIGHT CONNCT/SILICONE	01-450-000-53000	40.17
04545		1/2" MILWAUKEE IMPACT KIT	01-450-000-52700	459.00
04696	DOOR COUNTY TREASURER	04/19 FUEL 426.39 G	01-450-000-51650	1,144.86
04696		04/19 DLS FUEL 738.95G	01-450-000-51650	2,173.25
06012	FASTENAL COMPANY	WIRE TIES	01-450-000-54999	10.47
06012		WIRE TIES	01-450-000-54999	10.49
06012		CHAINS	01-450-000-54999	146.19
19240	SERVICE MOTOR CO	WIPER ARM	01-450-000-53000	135.00
ADVAUTO	GENERAL PARTS DISTRIBTION LLC	UTILTY V-BELT	01-450-000-53000	8.39
ADVAUTO		OIL FILTER/BATTERY	01-450-000-52150	35.99
ADVAUTO		POWERSPORTS BATTERY	01-450-000-53000	60.29
USBANK	US BANK	CHARGER	01-450-000-52700	17.39
TOTAL				4,241.49
TOTAL STREET MACHINERY				4,241.49
CITY GARAGE				
06012	FASTENAL COMPANY	BATTERIES/WIRE TIES	01-460-000-54999	17.34
06012		SAFETY GLASSES/COVERALLS	01-460-000-52350	132.07
07765	GRAINGER INC	4 BOOT BRUSH/SCRAPER	01-460-000-54999	150.12
07765		2 BOOT BRUSH MATS	01-460-000-54999	41.08
08167	GANNETT WISCONSIN NEWSPAPERS	NOTICE TO BID	01-460-000-54999	35.52
22800	WALMART COMMUNITY	BATTERIES	01-460-000-54999	27.96
23730	WPS	835 N 14TH AVE-CITY GARAGE	01-460-000-56600	744.87
ADVAUTO	GENERAL PARTS DISTRIBTION LLC	UTILITY V-BELT	01-460-000-55300	8.39
TOTAL				1,157.35
TOTAL CITY GARAGE				1,157.35



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-----				
GENERAL FUND				
CELEBRATION & ENTERTAINMENT				
SRO	SRO EVENTS, INC	2019 2ND INSTALL HARMONY	01-480-000-58999	8,966.67
TOTAL				8,966.67
TOTAL CELEBRATION & ENTERTAINMENT				8,966.67
HIGHWAYS - GENERAL				
DAVIS	DAVID DAVIS	2019 SAFETY BOOT REIMB/DAVIS	01-499-000-56800	84.40
TOTAL				84.40
TOTAL HIGHWAYS - GENERAL				84.40
PARKS AND PLAYGROUNDS				
01766	AURORA MEDICAL GROUP	SEASONAL EMPLOY DRUG SCREENS	01-510-000-57100	469.00
04545	DOOR COUNTY COOPERATIVE/NAPA	SPRK PLUG/HOOK/GLOVES/CLNR	01-510-000-51900	27.05
04545		BATTERY CABLES	01-510-000-53000	61.11
04696	DOOR COUNTY TREASURER	04/19 FUEL 290.67 G	01-510-000-51650	780.45
04696		04/19 DSL FUEL 12.56G	01-510-000-51650	36.94
23730	WPS	335 S 14TH AVE-MEM FLD	01-510-000-56600	120.30
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	CREDIT	01-510-000-51850	-0.70
ADVAUTO		UNIVERSAL SWITCH	01-510-000-51900	9.67
ADVAUTO		TOGGLE BOOT SEALS	01-510-000-53000	6.72
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	BRAKE LINE KIT	01-510-000-53000	42.27
TLB	TLB WOOD PRODUCTS CORP	80 YDS MULCH @ 18.50	01-510-000-51750	1,480.00
TLB		FUEL SURCHARGE	01-510-000-51750	10.95
TLB		SHIPPING	01-510-000-51750	365.00
USBANK	US BANK	SAFETY VESTS/SEASONALS	01-510-000-54999	155.88
WODACK	BRADY WODACK	BOOT REIMBURSE-SEASONL/WODACK	01-510-000-56800	41.11
TOTAL				3,605.75
TOTAL PARKS AND PLAYGROUNDS				3,605.75
BALLFIELDS				
HORST	HORST DISTRIBUTING	30 BAGS PRO CHOICE RED @ 10.85	01-520-000-54999	325.50
TOTAL				325.50
TOTAL BALLFIELDS				325.50
MUNICIPAL DOCKS				
04545	DOOR COUNTY COOPERATIVE/NAPA	LETTERS/NUMBERS	01-550-000-52100	6.95
23730	WPS	36 S NEENAH AVE- RESTROOM	01-550-000-56600	31.59
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	CLEAR BLOCKAGE/FISH CLEAN AREA	01-550-000-58999	220.00
TOTAL				258.54
TOTAL MUNICIPAL DOCKS				258.54

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INVOICES DUE ON/BEFORE 06/04/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
WATER WEED MANAGEMENT				
04545	DOOR COUNTY COOPERATIVE/NAPA	SPRING/UBOLT/SHIPPING	01-560-000-51400	103.88
TOTAL				103.88
TOTAL WATER WEED MANAGEMENT				103.88
WATERFRONT PARKS & WALKWAYS				
FASTSIGN	FASTSIGNS	TRANSIENT DOCK SIGNS 8 @ 35	01-570-000-52650	280.00
PORT	WEST MARINE PRO	OUTLET/STONE HRBR	01-570-000-54999	99.98
TOTAL				379.98
TOTAL WATERFRONT PARKS & WALKWAYS				379.98
EMPLOYEE BENEFITS				
04800	DRAEB JEWELERS, INC	EMPLOY RETIRE/25 YR WATCH	01-600-000-56554	200.00
CORAGGIO	CORAGGIO, LLC	JAN-MARCH 2019-WELLNESS PROG	01-600-000-50550	1,500.00
CORAGGIO		APRIL-JUNE 2019 WELLNESS PROG	01-600-000-50550	1,500.00
EHEALTH	EHEALTHSCREENINGS, LLC	BIOMETRIC HEALTH SCREENINGS	01-600-000-50550	1,550.00
TOTAL				4,750.00
TOTAL EMPLOYEE BENEFITS				4,750.00
COMMUNITY & ECONOMIC DEVLPMT				
23830	WOLTER ENGRAVING	NAME PLATES HOLEY/KIEDROWSKI	01-900-000-54999	26.50
USBANK	US BANK	BART TRANSIT PASS/OLEJNICZAK	01-900-000-55600	21.30
USBANK		MEAL EXPN-CONF/OLEJNICZAK	01-900-000-55600	22.35
USBANK		MEAL EXPN-CONF/OLEJNICZAK	01-900-000-55600	6.18
TOTAL				76.33
TOTAL COMMUNITY & ECONOMIC DEVLPMT				76.33
TOTAL GENERAL FUND				86,166.91
CAPITAL FUND				
CITY HALL				
EXPENSE				
USBANK	US BANK	WS FIRE STATION COMPRESSOR	10-160-000-59999	1,484.99
TOTAL EXPENSE				1,484.99
TOTAL CITY HALL				1,484.99
PATROL				
PATROL				
11545	MAPLE STREET SIGN CO.	GRAPHICS INSTALL/ SQD 10 & 50	10-215-000-59035	960.00

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INVOICES DUE ON/BEFORE 06/04/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
PATROL				
PATROL				
ADVANTAG	ADVANTAGE POLICE SUPPLY, INC	PROTECTIVE VESTS	10-215-000-59050	2,290.00
TOTAL PATROL				3,250.00
TOTAL PATROL				3,250.00
ROADWAYS/STREETS				
ANNUAL RESURFACING & BASE REP.				
PETERS	PETERS CONCRETE CO	PRJCT 1901 PAY REQ #1	10-400-110-59095	47,138.52
R0000421	WI DEPT OF TRANSPORTATION	MAPLE/OREGON BRDGE ENGINEERING	10-400-110-59095	5,054.42
TOTAL ANNUAL RESURFACING & BASE REP.				52,192.94
TOTAL ROADWAYS/STREETS				52,192.94
CURB/GUTTER/SIDEWALK				
EXPENSE				
04545	DOOR COUNTY COOPERATIVE/NAPA	PROJECT 1902A GRASS SEED	10-440-000-59102	119.50
BREUER	ETHAN BREUER	SDWLK/CURB REPLACE N 5TH AVE	10-440-000-59102	1,600.00
TOTAL EXPENSE				1,719.50
TOTAL CURB/GUTTER/SIDEWALK				1,719.50
PARKS AND PLAYGROUNDS				
EXPENSE				
MIDARCH	MIDWEST ARCHAEOLOGICAL CONSULT	PH 1 ARCHLGCL SURVY/SUNSET	10-510-000-59025	4,450.00
USBANK	US BANK	STROBE LIGHT	10-510-000-59075	25.00
USBANK		3 CONTACTORS @ 46.00	10-510-000-59075	138.00
USBANK		SHIPPING	10-510-000-59075	10.00
TOTAL EXPENSE				4,623.00
TOTAL PARKS AND PLAYGROUNDS				4,623.00
TOTAL CAPITAL FUND				63,270.43
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
02975	CAMERA CORNER	INPUT SCALER	21-000-000-59070	2,119.00
02975		126 RACK KIT	21-000-000-59070	100.00
02975		UNDER DESK MOUNTING KIT	21-000-000-59070	42.00
MANN	MANN COMMUNICATIONS, LLC	06.04.19 CONTRACT	21-000-000-55015	5,101.67
TOTAL CABLE TV / GENERAL				7,362.67
TOTAL CABLE TV / GENERAL				7,362.67
TOTAL CABLE TV				7,362.67

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INVOICES DUE ON/BEFORE 06/04/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	04/19 WTRFRNT DEV AUTH MTTRS	28-340-000-55001	52.00
03950		04/19 GRANARY LEGAL MATTERS	28-340-000-55001	4,496.92
03950		04/19 TID 4 LEGAL MATTERS	28-340-000-55001	156.00
03950		04/19 PAPKE PBLC RECRD REQUEST	28-340-000-55001	112.00
TOTAL TID #4 DISTRICT				4,816.92
TOTAL TID #4 DISTRICT				4,816.92
TOTAL TID #4 DISTRICT				4,816.92
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
02844	BRUCE MUNICIPAL EQUIPMENT INC	DRIVE-LOCK PIN 2 @ 4.89	60-000-000-53000	9.78
02844		SHIPPING	60-000-000-53000	15.94
04603	HALRON LUBRICANTS INC	USED OIL PICKUP FEE 175 G	60-000-000-52050	26.25
04696	DOOR COUNTY TREASURER	04/19 DSL FUEL 774.74 G	60-000-000-51650	2,278.51
18945	S & R TRUCK CENTER,INC	CODE SCAN CHARGE	60-000-000-56250	45.00
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	STOCK SUPPLIES	60-000-000-53000	112.16
FLEETPRI	FLEETPRIDE	BRAKES/GARBAGE TRUCK	60-000-000-53000	110.97
JX ENT	JX ENTERPRISES, INC.	TECHNOLOGY FEE	60-000-000-53000	206.57
JX ENT		REPAIRS & PARTS	60-000-000-53000	421.15
TOTAL SOLID WASTE ENTERPRISE FUND				3,226.33
TOTAL SOLID WASTE ENTERPRISE FUND				3,226.33
TOTAL SOLID WASTE ENTERPRISE				3,226.33
TOTAL ALL FUNDS				164,843.26

**MANUAL CHECKS**

SUN LIFE INSURANCE	
05/15/19	\$1,903.43
Check # 85144	
06/19 Short/Long Term Disability	
01-000-000-21545	
 SUPERIOR VISION INSURANCE	 \$636.03
05/15/19	
Check # 85146	
06/19 Vision Insurance	
01-000-000-21540	
 SECURIAN FINANCIAL GROUP	 \$1,962.11
05/15/19	
Check 85151	
06/19 life Insurance	
01-600-000-50552	
 SOUTHERN DOOR SCHOOL DISTRICT	 \$207.13
05/20/19	
Check #85152	
04/19 Mobile Home Tax Payment & Lottery	
01-000-000-41300	
 STURGEON BAY SCHOOLS	 \$3,587.64
05/20/19	
Check #85153	
04/19 Mobile Home Tax Payment & Lottery	
01-000-000-41300	
 <b>TOTAL MANUAL CHECKS</b>	 <b>\$8,296.34</b>

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INVOICES DUE ON/BEFORE 06/04/2019

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

GENERAL FUND  
CAPITAL FUND  
CABLE TV  
TID #4 DISTRICT  
SOLID WASTE ENTERPRISE

86,166.91  
63,270.43  
7,362.67  
4,816.92  
3,226.33

TOTAL --- ALL FUNDS

164,843.26

94,463.25

173,139.60

May 28, 2019 Helen Bacon

SETH WILSON 5/28/19

John Alb. 5/28/19

COMMON COUNCIL  
May 21, 2019

A meeting of the Common Council was called to order at 7:00 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Avenson, Nault, Wiederanders, and Reeths.

Items 7k, 7m, 7n were moved to the regular agenda. Avenson/Nault to adopt agenda. Carried.

The following people spoke during public comment: Chris Kellems, 120 Alabama St; Scott Moore, 947 Pennsylvania St.

Bacon/Williams to approve the following bills - General Fund - \$193,034.91, Capital Fund - \$1,244.15, Cable TV - \$7,553.04, TID #4 - \$12,212.46, and Solid Waste Enterprise Fund - \$20,175.73 for a grand total of \$234,220.29. Roll call: All voted aye. Carried.

Hayes/Reeths to approve consent agenda:

- a. Approval of 5/7/19 regular Common Council minutes.
- b. Approval of the following minutes:
  - (1) Sturgeon Bay Utility Commission – 4/9/19
  - (2) Ad Hoc West Waterfront Planning Committee – 4/26/19
  - (3) Finance/Purchasing & Building Committee – 4/30/19
  - (4) Board of Public Works – 5/7/19
  - (5) Community Protection & Services Committee – 5/13/19
  - (6) Zoning Board of Appeals – 5/14/19
- c. Place the following reports on file:
  - (1) Inspection Department Report – April 2019
  - (2) Police Department Report – April 2019
- d. Consideration of: Approval of beverage operator licenses.
- e. Consideration of: Approval of Six Month Class B Beer license.
- f. Consideration of: Approval of Temporary Beer and Wine licenses.
- g. Consideration of: Approval of Street Closure Application for SPF Promotions.
- h. Consideration of: Approval of Sidewalk Café Permit for Door County Fire Company.
- i. Community Protection & Services Committee recommendation re: Approve maintaining the current meeting time, place, and day for Common Council meetings.
- j. Community Protection & Services Committee recommendation re: Approve the start of the process for amending the purchase or possession of tobacco products ordinance to include the purchase or possession of vaping/e-cigarette products.
- k. ~~Community Protection & Services Committee recommendation re: Create an ordinance for pedal carts, with the understanding that final routes are established and approved by the Police Department. Moved to regular agenda.~~
- l. Community Protection & Services Committee recommendation re: Approve resolution in support of Door County Emergency Services and forward to the County Board.
- m. ~~Community Protection & Services Committee recommendation re: Approve the Policy for Preparation of Agendas and Meeting Packets. Moved to regular agenda.~~
- n. ~~Community Protection & Services Committee recommendation re: Approve as amended the Public Comment Policy for Common Council meetings. Moved to regular agenda.~~

Carried.

The following mayoral appointments were made:

**BOARD OF PARKS & RECREATION**

Hayes/Williams to approve:  
Marilyn Kleist

**CITY PLAN COMMISSION**

Nault/Bacon to approve:  
Deborah Kiedrowski

## RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to create an ordinance for pedal carts, with the understanding that final routes are established and approved by the Police & Fire Departments.

### COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Dan Williams, Chr.

Introduced by Williams. Williams/ Nault to approve. Discussion took place regarding routes, that this type of pedal cart is often referred to as a quadricycle, and that the draft ordinance will give the CPS Committee a chance to review this request further. Carried.

## RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to approve the policy for the preparation of agendas and meeting packets as is.

### COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Dan Williams, Chr.

Williams/Wiederanders to adopt. A short discussion took place regarding the policy. Hayes/Bacon to refer back to the Community Protection & Services Committee for further review. Carried.

## RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to approve as amended the public comment policy for Common Council meetings.

### COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Dan Williams, Chr.

Discussion took place regarding public comments on agenda and non-agenda items, whether the public comment should be limited to City residents. Avenson/Hayes to amend the proposed Procedures to strike "citizen of the City of Sturgeon Bay" and add "giving City residents priority." Carried with Nault voting no.

Williams/Reeths to read in title only and adopt the second reading of the ordinance creating Chapter 35 of the Municipal Code – Code of Conduct. Carried.

Williams/Wiederanders to read in title only and adopt the second reading of the ordinance creating Chapter 36 of the Municipal Code – Code of Ethics. Carried.

The approval of a letter regarding City of Sturgeon Bay OHWM Determination at 92 E. Maple Street was presented by City Administrator VanLieshout. Mr. VanLieshout noted that it may be in the best interest of the City to go to the WDNR to determine rules so future developers can be pursued. Mayor Ward noted that he instructed this item to be on the agenda due to the OHWM being a state issue. Discussion took place regarding whether the WDNR acted as a mediator, how the WDNR determined the OHWM, whether the WDNR was clear about the rules, environmental factors vs. financial factors, the amount of development that has already taken place along the waterfront. Hayes/Avenson to instruct legal counsel to review the letter. Motion failed with Bacon, Williams, Nault and Reeths voting no. Avenson/Hayes to refer the letter to Community Protection & Services Committee for further review. Motion failed with Bacon, Williams, Nault and Reeths voting no. Bacon/Reeths to forward the letter to the Governor, Secretary Cole, and legislators. Carried with Hayes, Avenson, and Wiederanders voting no.



Ald. Avenson and Ald. Hayes presented their item of requesting an OHWM on all City and WRA owned property in TIDs 2 and 4. Discussion took place regarding whether this was avoiding or inviting litigation and the clarification of the actual City and WRA owned properties in TIDs 2 and 4. Avenson/Hayes to request an OHWM determination on parking lot owned by WRA on west waterfront on the east side of Madison Avenue. The Mayor made a ruling that the motion was out of order because the City doesn't own the parcel. The Mayor directed the City staff and City Attorney review the request.

City Administrator VanLieshout provided an update on the status of the implementation of the Development Agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society Foundation, Inc.

The following items were requested for future agendas: (Avenson) CC - Discuss contracts and agreements of WRA; (Hayes) Local Arts Board – Identify sites within City on public land for outdoor art installations; (Bacon) CC – Follow up on letter to Governor Evers.

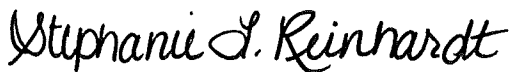
Personnel Committee Chair Williams, Parking & Traffic Committee Chair Avenson, Community Protection & Services Committee Chair Williams and Sturgeon Bay Utility Commission member Ward presented reports for their respective committees/commissions.

The City Administrator gave his report.

The Mayor made his comments.

After Mayor Ward announced the statutory basis, Bacon/Williams to 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. Stat. 19.85(1)(g) Consideration of: Response to public records request regarding litigation. Carried with Hayes and Avenson voting no. The Council went into closed session at 9:05 p.m. The Council adjourned in closed session at 9:27 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk/HR Director

**AESTHETIC DESIGN & SITE PLAN REVIEW BOARD**

Monday, May 13, 2019

The Aesthetic Design & Site Plan Review Board meeting was called to order at 6:05 p.m. by Chairman Mark Lake in the Council Chambers City Hall, 421 Michigan Street, Sturgeon Bay, WI.

**Roll Call:** Members Mark Lake, Jon Burk, Dennis Statz, Cindy Weber, and Dave Augustson were present. Mark Struck and Josh Van Lieshout were absent. Also present were Planning / Zoning Administrator Christopher Sullivan-Robinson, Community Development Director Marty Olejniczak, applicant Bob Bordeau, and applicant Julie Davis.

**Adoption of agenda:**

1. Roll Call.
2. Adoption of agenda.
3. Election of officers.
4. Approval of minutes from March 11, 2019.
5. Consideration of: 12' x 36' farmers market stand located at 529 N 8<sup>th</sup> Ave for Bob Bordeau.
6. Consideration of: 35' x 22' building addition for the Boys & Girls Club of Door County located at 55 S 3<sup>rd</sup> Ave.
7. Chairman approvals.
8. Adjourn.

Moved by Mr. Statz and seconded by Ms. Weber to adopt the agenda, subject to changing the date to May 13, 2019. All ayes. Carried.

**Election of Officers:** Moved by Mr. Burk and seconded by Ms. Weber to elect Dennis Statz as Vice-Chairman. All ayes. Carried. Moved by Ms. Weber and seconded by Mr. Statz to elect Mark Lake as Chairman. All ayes. Carried

**Approval of minutes from March 11, 2019:** Moved by Mr. Statz and seconded by Mr. Augustson to approve the minutes from March 11, 2019. All ayes. Carried.

**Consideration of a 12' x 36' farmers market stand located at 529 N 8<sup>th</sup> Ave for Bob Bordeau:** Bob Bordeau, 416 Quincy Street, presented the project. He indicated that a couple years prior he presented a similar plan to this committee. He plans to anchor a prefab 12' x 36' barn style building, which will replace the tent structure that is currently used.

Mr. Sullivan-Robinson explained that there are no issues with zoning requirements and that the biggest hurdle would be with the building inspection department. The building is set back far enough from the lot lines and is an upgrade in aesthetics from what is currently on the lot. However, the lot will need to be paved within 1 year of occupancy and will have to stripe out two off-street parking spaces. No progress has been made on the parking lot, since the Plan Commission will be reviewing the section of code tomorrow's meeting. This committee has the ability to place requirements related to access drives and parking lots such as landscaping.

Mr. Augustson questioned where people will park if the off-street parking area is filled with product displays. What color is the building and what products are you selling?

Mr. Bordeaux explained that adding this building isn't going to increase the amount of business. The building is meant to house product, so things are constantly being transported. The color of the building is red and will resemble a barn. They will sell fruit, vegetables, trees, maple syrup, and other seasonal products.

Moved by Ms. Weber and seconded by Mr. Statz to approve a certificate of appropriateness for this project as presented. The building is prefabricated and will be placed on a gravel base with anchoring rods. This meets all building codes. He asked Mr. Olejniczak and Mr. Sullivan-Robinson whether or not seasonal buildings/uses have to provide and pave parking areas.

Mr. Olejniczak explained this is a question City staff is posing to the Plan Commission because the code is very "black and white" on this rule. The off-street parking requirements apply to new construction or additions. The number of spaces is typically based on the square footage of the building. Mr. Bordeaux would have a year from occupancy to meeting these requirements. He has some time to either meet the requirements, get a variance or wait for the City's review.

A vote was taken on the motion. All ayes. Carried.

**Consideration of a 35' x 22' building addition for the Boys & Girls Club of Door County located at 55 S 3<sup>rd</sup> Ave:** Julie Davis, 717 Oregon Street, presented the project. Ms. Davis stated when the lobby addition was added they planned for a future second floor with an elevator. This is part two of that construction project. It incorporates a second floor addition, which will include an elevator, program space, and administrative offices. The main entrance is located off the alley, so the completed project wouldn't be visible from the street. The colors will match the existing building, but this will be a steel beam construction with a stucco finish.

Moved by Mr. Burk and seconded by Mr. Augustson to approve a certificate of appropriateness for this project as presented. All ayes. Carried.

**Chairman Approvals:** No discussion occurred.

**Adjourn:** Moved by Mr. Burk and seconded by Mr. Statz to adjourn. All ayes. Carried.

Respectfully submitted,



Christopher Sullivan-Robinson  
Planner / Zoning Administrator

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**May 14, 2019**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:02 pm by Vice Chairperson Wiederanders in the Council Chambers, City Hall. Roll call: Alderpersons Wiederanders and Williams were present. Alderperson Bacon was excused. Also present: City Administrator VanLieshout, Finance Director/City Treasurer Clarizio, and Receptionist Metzger.

A motion was made by Alderperson Wiederanders, seconded by Alderperson Williams 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: Award of bid for 2019 John Deere 5090M.4x2 with Rear and side Flail Mower.
5. Review bills
6. Confirm next meeting date and time
7. Adjourn.

Carried.

No one spoke during public comment on agenda items and other issues related to finance & purchasing.

Consideration of: Award of bid for 2019 John Deere 5090M, 4x2 with Rear and Side Flail Mower:

City Administrator VanLieshout stated presented the following bid for the purchase of a 2019 tractor with rear to replace the 1995 Ford 6640 and 2000 New Holland.

	<u>Bid</u>	<u>Trade In's</u>	<u>Option</u>	<u>Final Cost</u>
EIS Implement Inc.	\$60,631	\$20,000	\$2,600	\$43,231

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to purchase a new 2019 John Deere 2090M with rear and side Tiger flail mowers from EIS Implement Ford F-350 R/C 4x2 in an amount not to exceed \$43,231, including the trade in of a 1995 Ford 6640 and 2000 New Holland TL-90. Carried.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 4:12pm.

Respectfully submitted,

Tricia Metzger



**CITY PLAN COMMISSION**  
Wednesday, May 15, 2019

A meeting of the City Plan Commission was called to order at 6:02 p.m. by Chairperson David Ward in the Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members David Ward, Dennis Statz, Mark Holey, Kirsten Reeths, and Jeff Norland were present. Absent: Member David Hayes. Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Statz, seconded by Mr. Norland to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from April 3, 2019.
4. Election of Vice-Chair.
5. Consideration of: Duties, powers and procedures for the Plan Commission.
6. Consideration of: Updating the Sturgeon Bay Comprehensive Plan.
7. Consideration of: Zoning code section 20.31(4)(b) - Surfacing of parking lots.
8. Public comment on non-agenda Plan Commission related items.
9. Adjourn

Carried.

**Approval of minutes from April 3, 2019:** Moved by Mr. Norland, seconded by Mr. Statz to approve the minutes from April 3, 2019. All ayes. Carried.

**Election of Vice-Chair:** Mr. Ward opened nominations for Vice-Chair. Moved by Mr. Holey, seconded by Mr. Norland to nominate Mr. Statz as Vice-Chair. Moved by Ms. Reeths, seconded by Mr. Norland to close nominations. All ayes. Carried.

Mr. Ward introduced Debbie Kiedrowski, who he has recently appointed to the Plan Commission. This appointment will be on the next Council meeting for approval.

**Consideration of: Duties, powers and procedures for the Plan Commission:** Mr. Olejniczak gave an overview of the role of the Plan Commission. He discussed various items, such as terms of office, duties which are partly dictated by the Municipal Code, partly by the Wisconsin Statutes, and partly by tradition. He went through various items that the Plan Commission is in charge of. The City has a Comprehensive Plan that needs to be updated. The Commission administers several codes that have to do with reviewing development proposals. Most decisions are recommendations to Council, although conditional uses, minor modifications to a Plan Unit Development, and reducing setbacks in the C-2 district are items that the Plan Commission has final authority on.

**Consideration of: Updating the Sturgeon Bay Comprehensive Plan:** Mr. Olejniczak stated that a request for proposals has been sent out and submittals are due on Friday, May 17<sup>th</sup>. In the past, the Plan Commission served as the steering committee. It needs to be decided if the Commission wants to be the steering committee or form an ad hoc committee. The second decision is, depending on how many proposals are submitted, to form a selection committee to review those submittals and decide which firms should be interviewed. Mr. Olejniczak's



recommendation was to include the City Administrator, Planning/Zoning Administrator, Community Development Director, Mayor, and one other Plan Commission member to serve on a Selection Committee. Also, a time needs to be selected to review the submittals. Wednesday, May 29<sup>th</sup>, at 3:00 or 4:00 pm, is a suggested date and time.

Moved by Mr. Holey, seconded by Ms. Reeths to have the Plan Commission be the Steering Committee for the Comprehensive Plan update. All ayes. Carried.

Mr. Ward thought that it was important to have the City staff be on the Selection Committee since they will be working day to day with the planning firm.

Moved by Mr. Statz, seconded by Mr. Norland to adopt the recommendation of Mr. Olejniczak of who the Selection Committee should be comprised of.

Moved by Ms. Reeths to appoint Mr. Norland as the Plan Commission member to serve on the Selection Committee. Mr. Norland responded that he may be out of town that week when Selection Committee would get together. Ms. Reeths withdrew her motion.

A vote was taken on Mr. Statz's motion regarding the members of the Selection Committee. All ayes. Carried.

Mr. Olejniczak suggested sending out a doodle poll regarding the Selection Committee and if any Plan Commission member is interested in being on the Selection Committee, they should let Mr. Olejniczak or the Mayor know.

**Consideration of: Zoning code section 20.31(4)(b) - Surfacing of parking lots:** Mr. Olejniczak stated that in the zoning code there are parking requirements, such as how many spaces a business has to have and what dimension they should be. One requirement is surfacing. Parking areas need to be paved within one year. Questions have been asked regarding seasonal businesses and what surfacing qualifies as paved. It can be difficult to enforce the code.

Mr. Sullivan-Robinson stated that location can also be an issue. If the business is far off in the back of the property the code states you need to pave right up to it plus whatever the parking requirements are. Interpretation of that section of the code is needed and if there is room to make a change to the code.

Bob Bordeau, 416 Quincy Street, stated that he operates a farm market on 8<sup>th</sup> Avenue. He recently went before the Aesthetic Design & Site Plan Review Board with a proposal to build a 12' x 36' building to sell produce. The building was approved. There was no storm water management plan required. The only problem was with the parking area. This is a small seasonal operation and is still required to pave the parking area within one year after occupancy. The cost would be anywhere from \$9,500 to \$11,500. The parking area has been ½" gravel for the past 25 years. It would not bring any more dust than it has. The gravel holds up better than quarry wash. He would like the Plan Commission to consider different rules for seasonal operations. The heat from the blacktop would affect his squash and other vegetables.

Mr. Olejniczak wondered if there is a need for parking since there was no permanent use for the site. One of the issues would be areas close to either a sidewalk or curb. The City would want those areas paved because of issues of washout into the street. If it is more of anything aesthetic or visual, maybe the ordinance should be focused on how close it is to the public

street, or if it's in front of a building that maybe it should be paved. Perhaps parking areas that are infrequently used may not have to be paved.

Mr. Norland's biggest concern in regard to the unpaved surface is square footage and proximity to residential areas with the dust.

Mr. Olejniczak responded that the City already exempts one and two-family dwellings from the paving requirement. Maybe the paving requirement could be based on the size of the parking area.

Mr. Ward stated that there are a lot of unpaved driveways in the City.

Mr. Ward directed staff to craft example language that would pertain to seasonal businesses and other alternatives for surfacing parking lots.

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

**Adjourn:** Moved by Mr. Statz, seconded by Mr. Norland to adjourn. All ayes. Carried. Meeting adjourned at 6:59 p.m.

Respectfully Submitted,



Cheryl Nault

Community Development/Building Inspection Secretary

# JOINT PARK AND RECREATION COMMITTEE/BOARD MEETING

## Wednesday, May 22, 2019

A meeting of the Joint Park and Recreation Committee / Board was called to order at 5:33 p.m. by Chairperson Hayes in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members Ald. Hayes, Ald. Bacon, Ald. Nault, Municipal Services Director Mike Barker, Randy Morrow, Chris Larson, George Husby, Josh VanLieshout and Municipal Services Secretary Lynnae Kolden were present.

**Adoption of the Agenda:** Moved by Ald. Nault, seconded by Ald. Bacon.

1. Roll call
2. Adoption of agenda
3. Public comment on agenda and non-agenda items
4. Approval of minutes from April 24, 2019
5. Discussion of: Dredging options for Bradley Lake by Greg Coulthurst from Door County Soil & Water Conservation.
6. Presentation & Consideration of: Allowing J's Bait Box to place 1 bait and 1 ice machine at Sawyer Harbor
7. Discussion of: Renaming Parks
8. Discussion of: Sunset Park Master Plan
9. Discussion of: Bayview Park, Bullhead Point, Cherry Blossom Park to gather information for updating the 5-year Outdoor Recreational Plan.
10. Discussion of: Launching ramps
11. Directors Report
12. Future agenda items
13. Adjourn

All in Favor. Carried.

**Public Comment:** Jay Renstrom, 34 Bluebird Dr., Jack Follick, 449 N 15<sup>th</sup> Ave., Steve Graf, 833 Michigan St. and Guy Fortin, 614 N 4<sup>th</sup> Ave. All spoke in regards to Pickle ball, and stated that they are disappointed it wasn't on the agenda. Ald. Hayes, apologized for the oversight of missing Pickle ball on the agenda, and stated it would be on the next agenda.

Mark Jinkins, 960 Jefferson Place and Bill Bauernfeind, 908 Jefferson, both spoke in regards to the bike trail at Big Hill Park. They were concerned about the activity in the park and that it will ruin the habitat for the wildlife. Homeowners were upset that they were not notified of the possible bike trail.

**Approval of Minutes from April 24, 2019:** Moved by Ald. Nault, seconded by Chris Larsen. All in favor. Carried.

### Discussion of:

#### **Dredging options for Bradley Lake by Greg Coulthurst from Door County Soil & Water Conservation:**

Greg spoke on the options available for dredging and what options area lakes have used. He stated the benefits and potential issues with the different options. Ald. Nault would like the goal to be blue water.

Greg, stated to do it right, that all soft sediment would need to be removed.

#### **Presentation & Consideration of: Allowing J's Bait Box to place 1 bait and 1 ice machine at Sawyer Harbor:**

Julie Hein, 806 Quincey and Dale Jeanquart, 130 N. 7<sup>th</sup> Ave. gave a presentation on a 24-hour bait box and ice machine located at Sawyer Harbor. Discussion continued on the cost, size, maintenance and operation of both the bait box and ice machine. Chris Larsen made a motion to Recommend to Council: to allow J's Bait & Box to install 1 bait and 1 ice machine at Sawyer Park. Ald. Hayes Seconded. Ald. Nault amended the recommendation to be for 1 yr. trial. No second. Amended motion failed. Ald. Hayes returned to the original motion. Discussion continued. All in favor. Carried.

**Discussion of: Renaming Parks:** Ald. Hayes had a request to rename Memorial Baseball Field to George Husby Baseball Field. Mike Barker stated he didn't find anything on naming or renaming of parks. Josh VanLieshout stated that we should make sure to research the naming of the park in further detail before any changes. George Husby was very humbled, but mentioned that Memorial Field was named back in the 1950's in honor of the veterans. Ald. Hayes made a motion to: direct staff to do the background research and fact finding on naming and renaming of Memorial Field. Chris Larsen seconded. All in favor. Carried.

**Discussion of: Sunset Park Master Plan:** Discussion took place on the master plan by the committee and board members. There were extensive talks about all the possible options for the park.



**Discussion of: Bayview Park, Bullhead Point, Cherry Blossom Park to gather information for updating the 5-year Outdoor Recreational Plan:**

Bayview Park: Discussion took place regarding the lack of parking, concern of crosswalk location, bike racks needed and fishing dock updates.

Bullhead Point: Discussion took place on the history, renaming to Shipwreck Point (listed on google maps), entrance signage and possible improvements for kayak launches. Ald. Nault stated there should be safety buoys marking the shipwrecks. Randy Morrow stated all parks should have bike racks.

Cherry Blossom: Discussion of updating playground equipment, making a sand volleyball court and natural flower/grass meadow area.

**Discussion of: Launching ramps:** Ald. Nault gave the history of the launching ramps. He stated it is completely funded by the users. Extra funds are set aside for improvements needed at the launching ramps. He would like to see more adult workers covering more hours. Launch numbers are down due to multiple factors. We can discuss other things needed when we get to Sawyer Park review for the 5-year plan.

**Directors Report:** Mike Barker stated that seasonal workers have started. The signs arrived for the transient dockage. Ald. Nault and Mike, met with the adjacent property owners of Woods West Park concerning the wildflower planting that was proposed for that park. About 18 people showed up for the meeting. The property owners would like to see other things done with the money and time. Very rough ground, so the parks department is going to try and even it out a bit. Mike is also meeting with Tom Salzsieder to map out the tree locations for the 61 trees at Sunset Park.

**Future agenda items:** Pickle Ball Courts, East Side Waterfront walkway, Stone Harbor, Franke, Garland and Graham Parks.

**Next Meeting date: Wednesday, June 26, 2019 @ 5:30pm.**

Motion to adjourn by Ald. Nault, seconded by Mike Barker. All in favor. Carried.  
Meeting adjourned at 9:18 pm.

Respectfully submitted,



Lynnae Kolden  
Municipal Services Secretary



Kalin Montevideo  
Assistant Fire Chief

**CITY of STURGEON BAY  
FIRE DEPARTMENT**

421 Michigan St  
Sturgeon Bay, WI 54235

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

**STURGEON BAY FIRE DEPARTMENT  
APRIL 2019 FIRE REPORT**

**APRIL INCIDENTS:** 100  
**YEAR TO DATE INCIDENTS:** 470

**INCIDENTS BY JURISTICTIION:**

**CITY - East Side:** 60 Year to Date: 302  
51 – Medical Incident  
01 – Gas Leak  
01 – Animal Rescue  
02 – Vehicle Accident

**CITY - West Side:** 35 Year to Date: 115  
29 – Medical Incident  
02 – Alarm/Detector Activation, No Fire  
01 – Carbon Monoxide Incident

**Town of Sevastopol:** 05 Year to Date: 35  
01 – Carbon Monoxide Incident  
01 – Water/Ice Related Incident  
01 – Unauthorized Burning

**Town of Sturgeon Bay:** 0 Year to Date: 14

**AVERAGE RESPONSE TIME:**

**EMERGENT:** 4.21 Minutes **NON-EMERGENT:** 4.47 Minutes  
01 – Alarm/Detector Activation, No Fire  
01 – Unauthorized Burning  
01 – Search for Person on Land  
02 – Carbon Monoxide Incident

**EMERGENT:** 3.23 Minutes **NON-EMERGENT:** 3.59 Minutes  
01 – Vehicle Accident  
01 – Unauthorized Burning  
01 – Gas Leak

**EMERGENT:** 12.16 Minutes **NON-EMERGENT:** 12.39 Minutes  
01 – Alarm/Detector Activation, No Fire  
01 – Power Line Down

**EMERGENT:** N/A Minutes **NON-EMERGENT:** N/A Minutes

**MUTUAL AID/MABAS INCIDENTS**

**Gibraltar:** 0 Year to Date: 01  
**Egg Harbor:** 0 Year to Date: 01  
**Sister Bay:** 0 Year to Date: 01  
**Southern Door:** 0 Year to Date: 01

**INPECTION REPORT:**

Inspections – City of Sturgeon Bay:	<u>199 Inspections</u>	<u>184.87 Hours</u>
Inspections – Town of Sevastopol:	<u>08 Inspections</u>	<u>6.25 Hours</u>
Inspections – Town of Sturgeon Bay:	<u>0 Inspections</u>	<u>0 Hours</u>
Inspections – Town of Jacksonport:	<u>09 Inspections</u>	<u>13.0 Hours</u>

## **SPECIAL REPORTS, TRAINING AND MAINTENANCE**

### **MAINTENANCE:**

Firefighters installed a 2<sup>nd</sup> story door in our training tower; got Marine 1 and BUG fire boat ready for season and in service; completed testing on all LDH and fire hose; gear inspections; repaired bumper on Brush 8; installed parts on Interspiro flow test equipment; repaired a strobe light on Marine 1; installed a new air compressor at West Side Station; hip air SCBA were flow tested; filled SCBA bottles following training at DC Justice Center; replaced charging cord on Brush 8; placed a platform and fastened it on top of connex boxes at Training Site and replaced the fuel tank on Engine 4.

### **TRAINING:**

302.4 hours of training were conducted in April. Firefighters trained with driving and pump operations on fire apparatus; PT-FF Mann, PT-FF Aldrich and PT-FF Coyer completed Emergency Medical Responder training at NWTC-Sturgeon Bay; on-duty firefighters trained with hip air SCBA, grass fire equipment and operations, hybrid vehicle operations at accident scenes; 10 firefighters continued Fire Officer class held at the Eastside Station; members of the Honor Guard held training; Chief Dietman, AC Montevideo, Lt Austad and FF Smith attended FDIC and Chief Dietman, AC Montevideo and Lt Austad attended an 8-hour drone operators training.

### **OTHER:**

Fire Chief and AC attended City and other Town meetings; installed seven (7) car seats; participated in the Leader Dog Program and "Healthy Kids Day" at the YMCA.

## INVESTMENT ACCOUNTS

GENERAL/CAPITAL FUND  
INVESTMENTS

## SAVINGS ACCOUNTS

	TIF #1 DEBT STATE - #11	TIF #2 STATE - #3	TIF #2 DEBT 98A&B STATE - #10	TIF #2 AMENDED AREA CONST. - STATE - #06	TIF #2 AMENDED AREA CAP. INT. - STATE - #7	TIF #4 DEBT SVC STATE-#12	TID #4 CONSTRUCTION STATE- #01
PRIOR G/L BALANCE	861,042.64	16,069.89	2,217,199.84	56,106.70	5,398.46	89,416.49	1,494,177.38
REVENUE	786,249.04	32.70	1,647,213.13	114.61	200,514.38	97,023.37	2,617.22
DISBURSEMENTS	778,595.84	181.05	1,190,782.50	181.08	70,981.38	143,096.28	455,051.57
AMOUNT IN TRANSIT	0.00	0.00	205,996.74	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	868,695.84	15,921.54	2,467,633.73	56,040.23	134,931.46	43,343.58	1,041,743.03
BANK BALANCE	868,695.84	15,921.54	2,467,633.73	56,040.23	134,931.46	43,343.58	1,041,743.03

DATE: 05/17/2019  
TIME: 13:56:40  
ID: GL480000.WOW

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 1  
F-YR: 1

FOR FUND: GENERAL FUND  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
GENERAL FUND	1,044,130.29	363,093.51	(65.2)	4,176,521.16	12,529,567.00	3,444,733.66	(72.5)
TOTAL REVENUES	1,044,130.29	363,093.51	(65.2)	4,176,521.16	12,529,567.00	3,444,733.66	(72.5)
EXPENSES							
GENERAL FUND	97,775.68	1,365.39	98.6	391,102.72	1,173,310.00	339,579.97	71.0
MAYOR	1,073.73	915.02	14.7	4,294.92	12,885.00	3,660.08	71.5
CITY COUNCIL	5,325.81	4,616.47	13.3	21,303.24	63,910.00	21,152.21	66.9
LAW/LEGAL	5,499.99	3,741.00	31.9	21,999.96	66,000.00	6,609.00	89.9
CITY CLERK-TREASURER	33,787.45	38,205.52	(13.0)	135,149.80	405,450.00	126,200.64	68.8
ADMINISTRATION	14,417.03	14,299.49	0.8	57,668.12	173,005.00	49,752.07	71.2
COMPUTER	9,031.24	2,109.09	76.6	36,124.96	108,375.00	29,782.80	72.5
CITY ASSESSOR	7,576.20	19,799.91	(161.3)	30,304.80	90,915.00	41,921.68	53.8
BOARD OF REVIEW	126.65	0.00	100.0	506.60	1,520.00	0.00	100.0
BUILDING/ZONING CODE ENFORCEM	7,224.99	0.00	100.0	28,899.96	86,700.00	12,488.82	85.5
MUNICIPAL SERVICES ADMIN.	19,175.35	17,847.43	6.9	76,701.40	230,105.00	69,210.78	69.9
PUBLIC WORKS ADMINISTRATION	19,014.94	19,595.76	(3.0)	76,059.76	228,180.00	75,435.47	66.9
ELECTIONS DEPARTMENT	1,197.46	5,607.32	(368.2)	4,789.84	14,370.00	6,364.33	55.7
CITY HALL	11,970.79	8,924.20	25.4	47,883.16	143,650.00	34,103.65	76.2
INSURANCE	30,696.23	0.00	100.0	122,784.92	368,355.00	102,074.27	72.2
GENERAL EXPENDITURES	127,102.88	7,198.09	94.3	508,411.52	1,525,235.00	25,751.02	98.3
POLICE DEPARTMENT	36,223.67	40,173.00	(10.9)	144,894.68	434,685.00	138,340.08	68.1
PATROL BOAT	1,104.97	0.00	100.0	4,419.88	13,260.00	0.00	100.0
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
POLICE DEPARTMENT/PATROL	171,391.57	151,882.40	11.3	685,566.28	2,056,700.00	597,907.07	70.9
POLICE DEPT. / INVESTIGATIONS	22,955.36	21,923.23	4.4	91,821.44	275,465.00	96,063.95	65.1
FIRE DEPARTMENT	152,361.14	141,661.40	7.0	609,444.56	1,828,335.00	563,315.26	69.1
STORM SEWERS	2,697.89	2,226.61	17.4	10,791.56	32,375.00	5,350.73	83.4
SOLID WASTE MGMT/SPRING/FALL	4,345.81	580.44	86.6	17,383.24	52,150.00	964.60	98.1
COMPOST/SOLID WASTE SITE	4,179.56	371.38	91.1	16,718.24	50,155.00	590.41	98.8
STREET SWEEPING	3,363.33	4,380.44	(30.2)	13,453.32	40,360.00	5,123.38	87.3
WEED ABATEMENT	792.06	0.00	100.0	3,168.24	9,505.00	0.00	100.0
ROADWAYS/STREETS	16,601.21	12,731.62	23.3	66,404.84	199,215.00	43,500.49	78.1
SNOW REMOVAL	18,809.14	11,647.33	38.0	75,236.56	225,710.00	159,786.70	29.2
STREET SIGNS AND MARKINGS	4,589.98	2,836.90	38.1	18,359.92	55,080.00	6,292.78	88.5
CURB/GUTTER/SIDEWALK	1,329.13	87.31	93.4	5,316.52	15,950.00	184.12	98.8
STREET MACHINERY	14,242.46	22,823.41	(60.2)	56,969.84	170,910.00	55,986.79	67.2
CITY GARAGE	5,385.36	3,430.52	36.2	21,541.44	64,625.00	13,906.81	78.4
CELEBRATION & ENTERTAINMENT	4,723.72	73.83	98.4	18,894.88	56,685.00	11,101.04	80.4
HIGHWAYS - GENERAL	40,593.71	20,738.61	48.9	162,374.84	487,125.00	132,288.39	72.8
PARK & RECREATION ADMIN	8,909.13	6,499.09	27.0	35,636.52	106,910.00	29,006.45	72.8
PARKS AND PLAYGROUNDS	40,118.64	30,681.74	23.5	160,474.56	481,425.00	87,301.39	81.8
BALLFIELDS	2,337.04	1,182.98	49.3	9,348.16	28,045.00	1,578.16	94.3

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
EXPENSES							
ICE RINKS	917.48	28.12	96.9	3,669.92	11,010.00	4,712.08	57.2
BEACHES	41.66	0.00	100.0	166.64	500.00	0.00	100.0
MUNICIPAL DOCKS	3,424.52	476.12	86.0	13,698.08	41,095.00	3,614.28	91.2
WATER WEED MANAGEMENT	7,097.86	155.37	97.8	28,391.44	85,175.00	155.37	99.8
WATERFRONT PARKS & WALKWAYS	6,646.63	3,297.75	50.3	26,586.52	79,760.00	9,999.32	87.4
EMPLOYEE BENEFITS	3,583.32	798.38	77.7	14,333.28	43,000.00	6,486.55	84.9
PUBLIC FACILITIES	6,727.08	0.00	100.0	26,908.32	80,725.00	23,904.89	70.3
BOARDS AND COMMISSIONS	63.74	0.00	100.0	254.96	765.00	96.93	87.3
COMMUNITY & ECONOMIC DEVLPMNT	30,377.02	31,961.74	(5.2)	121,508.08	364,525.00	111,657.07	69.3
TOTAL EXPENSES	1,006,930.61	656,874.41	34.7	4,027,722.44	12,083,190.00	3,053,301.88	74.7
TOTAL FUND REVENUES	1,044,130.29	363,093.51	(65.2)	4,176,521.16	12,529,567.00	3,444,733.66	(72.5)
TOTAL FUND EXPENSES	1,006,930.61	656,874.41	34.7	4,027,722.44	12,083,190.00	3,053,301.88	74.7
SURPLUS (DEFICIT)	37,199.68	(293,780.90)	(889.7)	148,798.72	446,377.00	391,431.78	(12.3)

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
PATROL	569,558.05	13,946.67	(97.5)	2,278,232.20	6,834,697.00	405,563.97	(94.0)
TOTAL REVENUES	569,558.05	13,946.67	(97.5)	2,278,232.20	6,834,697.00	405,563.97	(94.0)
EXPENSES							
CITY CLERK-TREASURER	166.66	0.00	100.0	666.64	2,000.00	0.00	100.0
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.0
COMPUTER	2,849.99	0.00	100.0	11,399.96	34,200.00	11,003.14	67.8
CITY ASSESSOR	874.99	0.00	100.0	3,499.96	10,500.00	199.99	98.0
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	5,416.66	295.61	94.5	21,666.64	65,000.00	2,836.28	95.6
GENERAL EXPENDITURES	1,958.33	15,295.00	(681.0)	7,833.32	23,500.00	15,295.00	34.9
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL	10,136.66	0.00	100.0	40,546.64	121,640.00	80,620.00	33.7
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
FIRE DEPARTMENT	88,399.99	0.00	100.0	353,599.96	1,060,800.00	17,034.70	98.3
STORM SEWERS	10,833.33	0.00	100.0	43,333.32	130,000.00	0.00	100.0
SOLID WASTE MGMT/REFUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SOLID WASTE MGMT/SPRING/FALL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ROADWAYS/STREETS	106,404.73	0.00	100.0	425,618.92	1,276,857.00	0.00	100.0
SNOW REMOVAL	21,666.66	0.00	100.0	86,666.64	260,000.00	0.00	100.0
CURB/GUTTER/SIDEWALK	16,250.00	0.00	100.0	65,000.00	195,000.00	0.00	100.0
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PARKS AND PLAYGROUNDS	289,041.66	247.39	99.9	1,156,166.64	3,468,500.00	742.15	99.9
BALLFIELDS	416.66	0.00	100.0	1,666.64	5,000.00	0.00	100.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
BEACHES	291.66	0.00	100.0	1,166.64	3,500.00	0.00	100.0
MUNICIPAL DOCKS	3,708.33	0.00	100.0	14,833.32	44,500.00	0.00	100.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	2,333.33	0.00	100.0	9,333.32	28,000.00	0.00	100.0
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	3,833.33	0.00	100.0	15,333.32	46,000.00	0.00	100.0
COMMUNITY & ECONOMIC DEVLPMT	4,208.32	0.00	100.0	16,833.28	50,500.00	0.00	100.0
TOTAL EXPENSES	568,791.29	15,838.00	97.2	2,275,165.16	6,825,497.00	127,731.26	98.1
TOTAL FUND REVENUES	569,558.05	13,946.67	(97.5)	2,278,232.20	6,834,697.00	405,563.97	(94.0)
TOTAL FUND EXPENSES	568,791.29	15,838.00	97.2	2,275,165.16	6,825,497.00	127,731.26	98.1
SURPLUS (DEFICIT)	766.76	(1,891.33)	(346.6)	3,067.04	9,200.00	277,832.71	2919.9

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
CABLE TV / GENERAL	11,753.33	0.00	100.0	47,013.32	38,837.33	(72.4)
TOTAL REVENUES	11,753.33	0.00	100.0	47,013.32	38,837.33	(72.4)
EXPENSES						
CABLE TV / GENERAL	8,962.44	10,029.36	(11.9)	35,849.76	42,246.31	60.7
TOTAL EXPENSES	8,962.44	10,029.36	(11.9)	35,849.76	42,246.31	60.7
TOTAL FUND REVENUES	11,753.33	0.00	100.0	47,013.32	38,837.33	(72.4)
TOTAL FUND EXPENSES	8,962.44	10,029.36	(11.9)	35,849.76	42,246.31	60.7
SURPLUS (DEFICIT)	2,790.89	(10,029.36)	(459.3)	11,163.56	(3,408.98)	(110.1)



CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
FOR 4 PERIODS ENDING APRIL 30, 2019

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

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
TID DISTRICT #2	171,992.73	30,725.41	(82.1)	687,970.92	1,510,630.60	(26.8)
TOTAL REVENUES	171,992.73	30,725.41	(82.1)	687,970.92	1,510,630.60	(26.8)
EXPENSES						
TID DISTRICT #2	125,376.29	150.03	99.8	501,505.16	230,847.13	84.6
TOTAL EXPENSES	125,376.29	150.03	99.8	501,505.16	230,847.13	84.6
TOTAL FUND REVENUES	171,992.73	30,725.41	(82.1)	687,970.92	1,510,630.60	(26.8)
TOTAL FUND EXPENSES	125,376.29	150.03	99.8	501,505.16	230,847.13	84.6
SURPLUS (DEFICIT)	46,616.44	30,575.38	(34.4)	186,465.76	1,279,783.47	128.7

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
TID #1 DISTRICT	67,746.23	18,261.54	(73.0)	270,984.92	573,923.09	(29.4)
TOTAL REVENUES	67,746.23	18,261.54	(73.0)	270,984.92	573,923.09	(29.4)
EXPENSES						
TID #1 DISTRICT	64,882.91	0.00	100.0	259,531.64	778,595.84	0.0
TOTAL EXPENSES	64,882.91	0.00	100.0	259,531.64	778,595.84	0.0
TOTAL FUND REVENUES	67,746.23	18,261.54	(73.0)	270,984.92	573,923.09	(29.4)
TOTAL FUND EXPENSES	64,882.91	0.00	100.0	259,531.64	778,595.84	0.0
SURPLUS (DEFICIT)	2,863.32	18,261.54	537.7	11,453.28	(204,672.75)	(695.6)

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
TID #3 DISTRICT	5,100.90	2,711.23	(46.8)	20,403.60	252,174.27	311.9
TOTAL REVENUES	5,100.90	2,711.23	(46.8)	20,403.60	252,174.27	311.9
EXPENSES						
TID #3 DISTRICT	11,265.73	150.00	98.6	45,062.92	24,843.75	81.6
TOTAL EXPENSES	11,265.73	150.00	98.6	45,062.92	24,843.75	81.6
TOTAL FUND REVENUES	5,100.90	2,711.23	(46.8)	20,403.60	252,174.27	311.9
TOTAL FUND EXPENSES	11,265.73	150.00	98.6	45,062.92	24,843.75	81.6
SURPLUS (DEFICIT)	(6,164.83)	2,561.23	(141.5)	(24,659.32)	227,330.52	(407.2)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT  
 FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
TID #4 DISTRICT	7,893.82	4,944.20	(37.3)	31,575.28	87,437.05	(7.6)
TOTAL REVENUES	7,893.82	4,944.20	(37.3)	31,575.28	87,437.05	(7.6)
EXPENSES						
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.0
TID #4 DISTRICT	226,330.06	21,636.27	90.4	905,320.24	167,454.00	93.8
TOTAL EXPENSES	226,330.06	21,636.27	90.4	905,320.24	167,454.00	93.8
TOTAL FUND REVENUES	7,893.82	4,944.20	(37.3)	31,575.28	87,437.05	(7.6)
TOTAL FUND EXPENSES	226,330.06	21,636.27	90.4	905,320.24	167,454.00	93.8
SURPLUS (DEFICIT)	(218,436.24)	(16,692.07)	(92.3)	(873,744.96)	(80,016.95)	(96.9)

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
REVOLVING LOAN FUND (STATE)	382.16	538.58	40.9	1,528.64	4,586.00	2,085.33	(54.5)
TOTAL REVENUES	382.16	538.58	40.9	1,528.64	4,586.00	2,085.33	(54.5)
EXPENSES							
REVOLVING LOAN FUND (STATE)	941.66	0.00	100.0	3,766.64	11,300.00	0.00	100.0
TOTAL EXPENSES	941.66	0.00	100.0	3,766.64	11,300.00	0.00	100.0
TOTAL FUND REVENUES	382.16	538.58	40.9	1,528.64	4,586.00	2,085.33	(54.5)
TOTAL FUND EXPENSES	941.66	0.00	100.0	3,766.64	11,300.00	0.00	100.0
SURPLUS (DEFICIT)	(559.50)	538.58	(196.2)	(2,238.00)	(6,714.00)	2,085.33	(131.0)

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
SOLID WASTE ENTERPRISE FUND	41,460.81	75,700.68	82.5	165,843.24	497,530.00	198,054.96	(60.1)
TOTAL REVENUES	41,460.81	75,700.68	82.5	165,843.24	497,530.00	198,054.96	(60.1)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	41,874.50	15,878.14	62.0	167,498.00	502,495.00	84,206.09	83.2
TOTAL EXPENSES	41,874.50	15,878.14	62.0	167,498.00	502,495.00	84,206.09	83.2
TOTAL FUND REVENUES	41,460.81	75,700.68	82.5	165,843.24	497,530.00	198,054.96	(60.1)
TOTAL FUND EXPENSES	41,874.50	15,878.14	62.0	167,498.00	502,495.00	84,206.09	83.2
SURPLUS (DEFICIT)	(413.69)	59,822.54	(4560.7)	(1,654.76)	(4,965.00)	113,848.87	(2393.0)

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS  
FOR 4 PERIODS ENDING APRIL 30, 2019

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
TOTAL MUNICIPAL REVENUES	1,920,018.32	509,921.82	(73.4)	7,680,073.28	6,513,440.26	(71.7)
TOTAL MUNICIPAL EXPENSES	2,055,355.49	720,556.21	64.9	8,221,421.96	4,509,226.26	81.7
SURPLUS (DEFICIT)	(135,337.17)	(210,634.39)	55.6	(541,348.68)	2,004,214.00	(223.4)



**BEVERAGE OPERATOR LICENSE**

1. O'Hern, Daniel J.
2. Watermolen, Pamela A.

**TEMPORARY CLASS B WINE & TEMPORARY CLASS B BEER LICENSE:**

Open Door Pride  
Agent: Cathy Grier  
P O Box 792  
Sturgeon Bay, WI 54235  
Date: June 22, 2019  
Location: 207 South 3<sup>rd</sup> Avenue, Martin Park, Open Door Pride Festival

**TEMPORARY CLASS B WINE LICENSE:**

Nicolet National Foundation  
Agent: Dawn Augustson  
111 N. Washington Street  
Green Bay, WI 54301  
Date: June 26, 2019  
Location: 207 South 3<sup>rd</sup> Avenue, Martin Park, Harmony By the Bay

## 2019/2020 City of Sturgeon Bay Liquor Licenses

### "Class B" Comb. Licenses

<u>"Class B" Comb. Licenses</u>	<u>Agent</u>	<u>Address</u>
Carter Holdings, LLC (Brick Lot Pub & Grill)	Wendi S Carter	253 N 3rd Ave
Cherry Lanes, LLC	Kevin Bosman	127 N 4th Ave
Door County Resorts Management, Inc. (Stone Harbor Restaurant & Pub)	Nancy Haffeman-Bertz	107 N 1st Ave
Greystone Castle, LLC	Gregory M Ebel	8 N Madison Ave
IMBN, Inc (White Birch Inn)	Abby K Hess	1009 S Oxford Ave
JW & MA Enterprises, LLC (Inn at Cedar Crossing)	Reagan O. Smoker	336 Louisiana Street
Kippis, LLC (Union Supper Pub)	Wendi S Carter	23 W Oak St
Kitty O'Reilly's Irish Pub, LLC	Amy L. Crook	59 E Oak St
Kona Bay, Inc (The Lodge at Leathem Smith)	Paul Meleen	1640 Memorial Dr
Nightingale Supper Club, Inc	David G Ripp	1541 Egg Harbor Rd
Old Mexico Mexican Bar & Grill, Inc.	Veronica Medina Ramirez	901 Egg Harbor Road
P.V.C.N., Inc (Apple Valley Lanes)	Michelle J Pfannenstiel	1217 N 14th Ave
Poh's Corner Pub, LLC	Kim M Poh	164 N 3rd Ave
Shipyard Partners, LLC (Center Point Marina)	Theodore J. Balistreri	215 Quincy St
Sturgeon Bay Red Room, LLC (Red Room)	Nicholas R Hoffman	66 S 3rd Ave
Trattoria DalSanto, LLC	Michael Anthony DalSanto	117 N 3rd Ave
Woldt's Corner Pub, Inc	Michael L. Woldt	911 Green Bay Rd

### "Class B" Liquor License (Wine Only) Winery

<u>"Class B" Liquor License (Wine Only) Winery</u>	<u>Agent</u>	<u>Address</u>
C & N Corporation (Louie D'or's Olive Oil & Wine Shoppe / Root Bistro & Wine Bar)	Noreen M. Pollman	23 N 3rd Avenue

## 2019/2020 City of Sturgeon Bay Liquor Licenses

### 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**)  
 Qi Wen Guo (**Hong Kong Buffet**)  
 Hot Tamales, LLC  
 Howie's Tackle, LLC  
 Jacob's Bluefront Café, LLC (**Bluefront Café**)  
 Nsighttel Wireless, LLC (**GLAS: The Green Coffeehouse**)  
 Laura Silvia Rodriguez (**El Sazon, LLC**)  
 Starboard Brewing Company, LLC  
 Third Avenue Playhouse, Inc  
 Nitaj N. Vwji (**Dan's Kitchen**)

### Agent

Wendi S Carter  
 Paul Robert Stoneman  
 Noreen M. Pollman  
 LeeAnn Krause  
 Michael K Richard  
 Patrick L Barbercheck  
 Andrew Herman

### Address

136 N 3rd Ave  
 50 W Larch St  
 23 N 3rd Avenue  
 1300 Egg Harbor Rd, Ste #102  
 26 E Oak St  
 1309 Green Bay Rd  
 86 W Maple St  
 67 E Maple Street  
 1449 Green Bay Rd, Ste 2

Patrick J Surfus  
 Robert Boles

151 N 3rd Avenue  
 239 N 3rd Avenue  
 50 S 3rd Ave

### "Class A" Comb. Licenses

American Petroleum, LLC (**Downtown Shell**)  
 Cherryland Shell, LLC  
 Healthy Way Market, LLC  
 Parvinder S Jandu (**Jandu Petroleum I**)  
 L & P Convenient Store Sturgeon Bay, LLC  
 L & P Convenient Store Sturgeon Bay, LLC  
 Lavine's Inc (**The Wine Cellar**)  
 Marchant's Meats and Sausage, LLC  
 McCartney & Company LTD (**Madison Avenue Wine & Market**)  
 Minit Mart, LLC (**Minit Mart #686**)  
 Minit Mart, LLC (**Minit Mart #691**)  
 PhillMart of Sturgeon Bay, Inc  
 R S Patel LLP (**Hoi N' One Mobil**)  
 Shop-Rite, LLC (**Pick n' Save #329**)  
 T & C Markets, Inc (**Tadych's Econo Foods**)  
 Target Corporation (**Target Store #T1246**)  
 Wal-Mart Stores East, LP (**Wal-Mart #1316**)  
 Walgreen, Co (**Walgreens #07635**)  
 Wisconsin CVS Pharmacy, LLC (**CVS Pharmacy #10419**)

### Agent

Himanshu Goel  
 Matthew R. Olson  
 Adam D Goettelman

### Address

211 Michigan St  
 1331 Green Bay Rd  
 142 S 3rd Ave  
 1767 Egg Harbor Rd  
 1130 Green Bay Rd  
 253 Michigan St  
 825 Egg Harbor Rd  
 51 Green Bay Rd  
 25 & 27 S Madison Ave  
 1255 Green Bay Rd  
 1314 Green Bay Rd  
 1009 Egg Harbor Rd  
 25 N Madison Ave  
 1847 Egg Harbor Rd  
 1250 N 14th Ave  
 410 S Ashland Ave  
 1536 Egg Harbor Rd  
 808 S Duluth Ave  
 1407 Egg Harbor Road

Diane Hank  
 Deborah Knapp  
 Joseph D LaVine  
 Mark A Marchant  
 Diana Jean McCartney  
 Jeremy Wolkovitz  
 Jeremy Wolkovitz  
 Donna Sue Lackie  
 Bhavin Patel  
 David R. Nath  
 Jon R Calhoun  
 Benjamin Hubing  
 Debra Jean Ebben  
 Sarah J Olson  
 Amanda Moll

## 2019/2020 City of Sturgeon Bay Liquor Licenses

### Class "A" Beer Licenses

Parvinder S Jandu (Jandu Petroleum II)  
 Parvinder S Jandu (Jandu Petroleum III)  
 The S-Stop, Inc

### Agent

Kevin J Schartner

### Address

222 S Madison Ave  
 154 N 4th Ave  
 922 S Duluth Ave

### Class "A" Liquor Licenses

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

### Agent

Paul Robert Stoneman

### Address

50 W Larch St

### "Class C" Wine License

BH Canvas, LLC (Crate)  
 Qi Wen Guo (Hong Kong Buffet)  
 Hot Tamales, LLC  
 Jacob's Bluefront Café, LLC (Bluefront Café)  
 Nsighttel Wireless, LLC (GLAS: The Green Coffeehouse)  
 Scaturto's Baking Co, LLC (Scaturto's Baking Co & Café)  
 Ntanj N. Vwj (Dan's Kitchen)

### Agent

Wendi S Carter  
  
 LeeAnn Krause  
 Patrick L Barbercheck  
 Andrew Herman  
 Robert Scaturto

### Address

136 N 3rd Ave  
 1300 Egg Harbor Rd, Ste #102  
 26 E Oak St  
 86 W Maple St  
 67 E Maple Street  
 19 Green Bay Rd  
 50 S 3rd Ave

### Class B Combo License (300 Seat License)

The Door County Fire Company, LLC

### Agent

Paul Nickolas Salm

### Address

38 S 3rd Ave

**CITY OF STURGEON BAY****STREET CLOSURE APPLICATION**

Name of Applicant: Sean Ryan

Name of Event: Door County Triathlon

Contact Phone #: (920) 606-2458

Date(s) of Event: July 14, 2019 Time: 8 AM - 11 AM

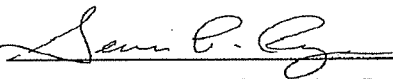
Estimated # of Attendees: 1,000

Specific Location: Third Avenue, from Alabama to South 18th

- ☒ 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? Staff and charity group assigned to this function


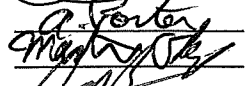
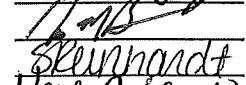
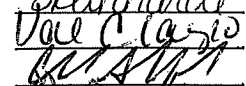
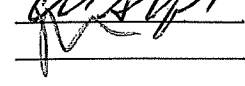
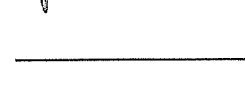

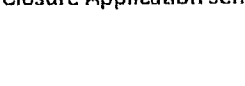
Other comments or explanation: Bicyclists

Signature of Responsible Party: 

Address: 1971 Prescott Place, De Pere, WI 54115

Date Submitted: May 15, 2019

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

Approval:	Fire Chief:		Date:	<u>5/15/19</u>
	Police Chief:		Date:	<u>5-15-19</u>
	Comm. Dev:		Date:	<u>5-15-19</u>
	Streets/Parks:		Date:	<u>5-16-19</u>
	City Clerk:		Date:	<u>5/20/19</u>
	Finance Dir:		Date:	<u>5/17/19</u>
	City Engineer:		Date:	<u>5-16-19</u>
	City Admin:		Date:	<u>5/20/19</u>

Common Council Approval Date: \_\_\_\_\_

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

**CITY OF STURGEON BAY  
STREET CLOSURE APPLICATION**

Name of Applicant: Nicolet National Bank  
 Name of Event: grand opening/ribbon cutting  
 Contact Phone #: 920-617-4280 (Lydia)  
 Date(s) of Event: June 11, 2019 Time: 10:00 a.m. - 3:00 p.m.  
 Estimated # of Attendees: 500  
 Specific Location: 4<sup>th</sup> Ave between Kentucky & Jefferson

- ☒ Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form. (no tent on road, just barricades)
- ☒ 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? Nicolet will clean up any litter

Other comments or explanation: requesting street closure so customers can walk safely from parking lot at 217 N. 4<sup>th</sup> to new building at 236 N. 4<sup>th</sup>; no food or activities will take place on the street

Signature of Responsible Party: Lydia S. Bassett  
 Address: 217 N. 4<sup>th</sup> Ave. Sturgeon Bay Wi. 54235

Date Submitted: 5/7/19  
 (Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)

Approval:	Fire Chief: <u>[Signature]</u>	Date: <u>5/9/19</u>
	Police Chief: <u>[Signature]</u>	Date: <u>05-09-19</u>
	Comm. Dev: <u>[Signature]</u>	Date: <u>5-15-19</u>
	Streets/Parks: <u>[Signature]</u>	Date: <u>5-15-19</u>
	City Clerk: <u>[Signature]</u>	Date: <u>5/20/19</u>
	Finance Dir: <u>[Signature]</u>	Date: <u>5/17/19</u>
	City Engineer: <u>[Signature]</u>	Date: <u>5-17-19</u>
	City Admin: <u>[Signature]</u>	Date: <u>5/20/19</u>

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: Wendy Carter

Establishment Name: BRICKLOT

Address: 253 N. 3rd Ave

Phone/Email: 920 495-9339 bricklotpub@yahoo.com

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☒ Scaled Diagram submitted *on file*

☒ Hold Harmless Certificate submitted

☐ Fee Paid \$220

Date Completed Application Submitted: 5/14/19

Community Development Approval: 5/20/19 CSR

Department of Public Works Approval: 5/21/2019 JMS

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:

Nendi Carter

Establishment Name:

Crate

Address:

136 N. 3rd Ave SB

Phone/Email:

920 495-9339 info@crate.restaurant



Written Request Submitted



Cert of Insurance (additional insured) submitted



Scaled Diagram submitted



Hold Harmless Certificate submitted



Fee Paid

\$220

Date Completed Application Submitted:

5/14/19

Community Development Approval:

5/20/19 CBR

Department of Public Works Approval:

5/21/2019 JMB

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: Megan Jutrzonka

Establishment Name: Nutmeg Spice

Address: 43 S Madison Ave, Sturgeon Bay, WI 54235

Phone/Email: 920-818-1330 info@nutmegspicedoorcounty.com

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Written Request Submitted | <input checked="" type="checkbox"/> Cert of Insurance (additional insured) submitted |
| <input checked="" type="checkbox"/> Scaled Diagram submitted  | <input checked="" type="checkbox"/> Hold Harmless Certificate submitted              |
| <input type="checkbox"/> Fee Paid <u>55</u>                   |  |

Date Completed Application Submitted: May 21, 2019

Community Development Approval: 5/21/19 [Signature]

Department of Public Works Approval: 5/22/19 JMS

Date of Common Council Approval: \_\_\_\_\_

- |  |
|--|
| <input checked="" type="checkbox"/> Copy of Sidewalk Café Policy/Procedures provided to applicant. |
| <input checked="" type="checkbox"/> Copy of Sidewalk Café Ordinance provided to applicant.         |

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

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

We, the Joint Park & Recreation Committee/Board, hereby recommend to Council to allow J's Bait & Box to install 1 bait and 1 ice machine at Sawyer Park.

Respectfully submitted,

Park & Recreation COMMITTEE / BOARD

By: Ald David Hayes Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 22, 2019

\* \* \* \* \*

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson  
\_\_\_\_\_ that the said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

PROPOSAL





## Proposal

*A fresh approach to live bait and tackle*

**To Install, Manage and Service 24-hour Live Bait and Tackle Vending Machines**

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### MACHINE SPECIFICATIONS

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Made in the United States

Americans with Disabilities Act (ADA) Compliant

Bill and Coin Acceptor

Credit Card Reader/Coin and Bills

Security Alarm

Lexan Front

LED Lighting

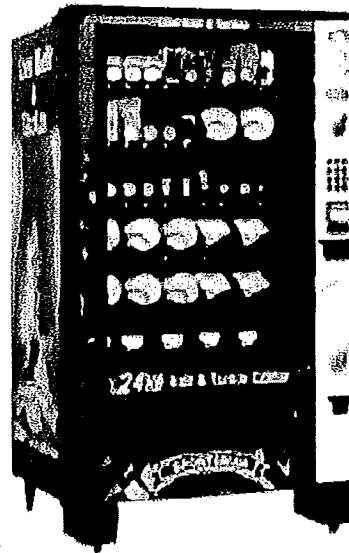
24/7 Support

110 Outlet

975 pounds

41W x 72H X 38D

Less than 5.7 kwh per day



**The Approach**

The Bait Box approach to 24-hour bait and tackle vending is to remain nimble and responsive to ensure that product type changes often to meet the needs of the user with a principal goal to positively and responsibly promote and protect the resource.

**The Broader Mission**

The Bait Box is a point of public contact to increase awareness of and engagement in the resource with opportunities to offer customized educational information. Examples include custom educational media that highlight the natural history of the area, fishing hot spots, regulations, safety information, fin clips and tag notifications and important information on invasive species. Beyond the standard live bait and tackle, other vending items may include boat launch permits, licensing, maps and sticker sales.

**A Local Company**

A local company and woman-owned small business, the Bait Box is ready to handle any machine and sales issue quickly with excellent attention to customer service. Several methods of digital contact will be available to customers who have an inquiry or require a remedy including options for text or direct links to the website to receive coupons or refunds.

**Social and Environmental Responsibility**

Bait cups and lids have been carefully sourced and are made with sustainable, biodegradable and compostable plant-based materials.

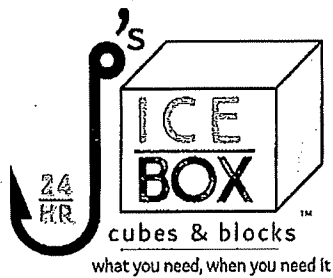
**Proposed Contract and Profit Share Agreement**

- 3-year Placement with option for renewal.
- Profit Share through community give-back of a \$400 scholarship per bait machine to those pursuing a degree in Natural Resources.
- All partners assist in the promotion and security of the machines.

Thank you for your consideration.

920-743-6465

24hrBaitBox@gmail.com



**3 YEAR PLACEMENT CONTRACT**  
with option to renew

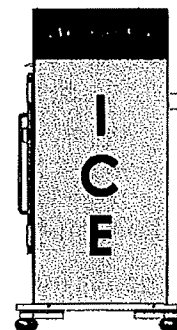
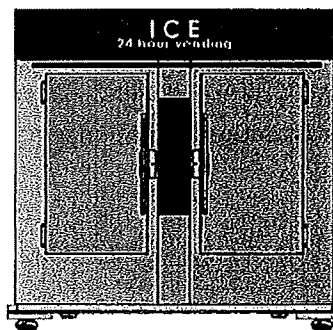
J'S ICE BOX IS THE SOLE SOURCE FOR ICE ON PROPERTY  
for time of placement and for all events and tournaments  
that occur onsite.

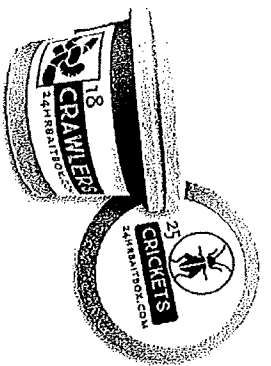
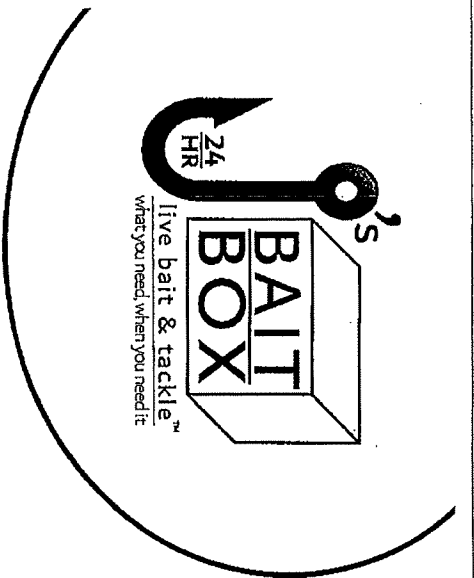
**ALL PARTNERS ASSIST**  
in promotion and security of the machine

## Self-Vending Ice Machine. | Specifications

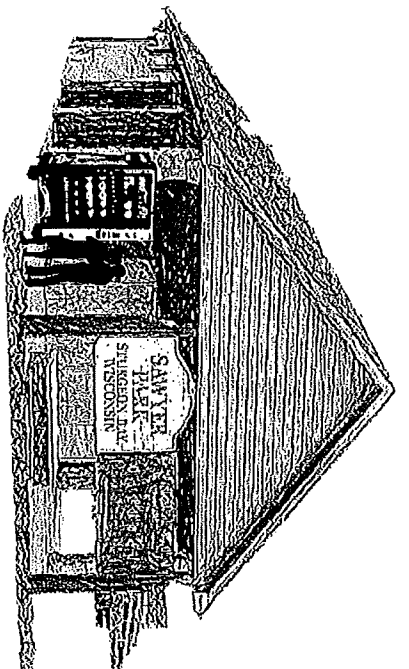
**Made in Wisconsin**

- Self contained refrigerated ice vending
- 85 cu. Ft / 200 x 10 lb bags capacity
- Integrated credit / debit card reader
- Cellular communications allow remote monitoring
- Integral load sensors ensure transaction accuracy
- 600lb electro magnetic locks help prevent theft
- 16 deg. F operating temperature keeps ice in premium condition
- Waterproof construction for exterior or interior use
- Large 27" x 46" doors for easy access
- 110v electrical, 9.2 amps
- Dimensions: 84"W x 76.5"H x 35.5"D

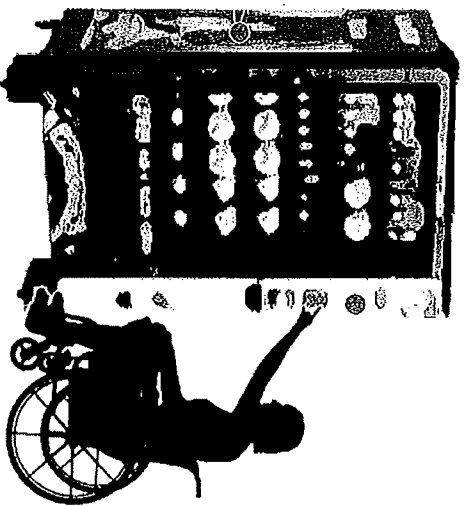
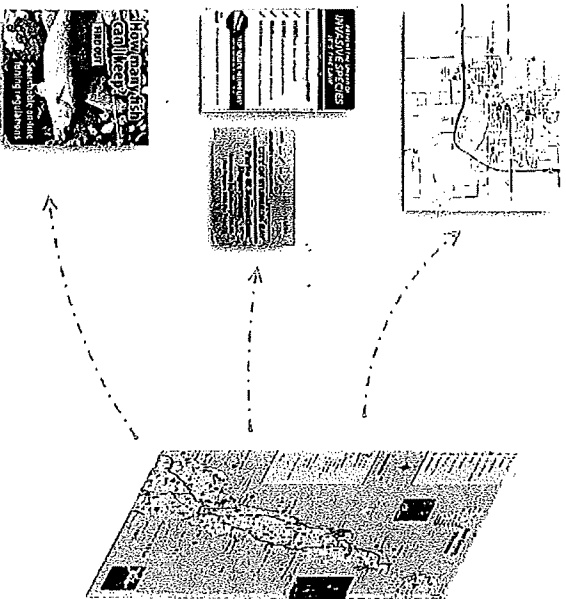




- Biodegradable and Compostable Plant Fiber Bait Containers



- 24 hour Credit Card and Cash/Coin Vending



- Opportunity for Point of Public Contact and Outreach

- Americans with Disabilities Act Compliant

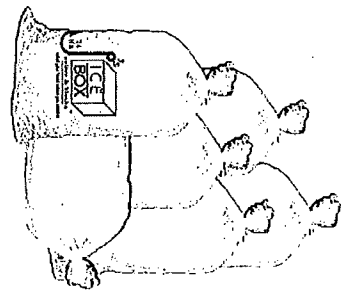
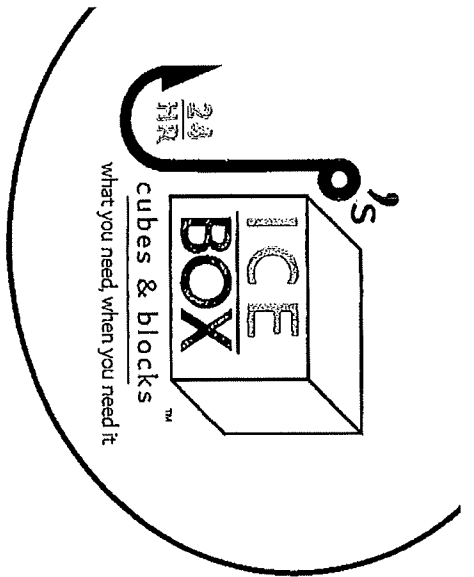


- Immediate Customer Service

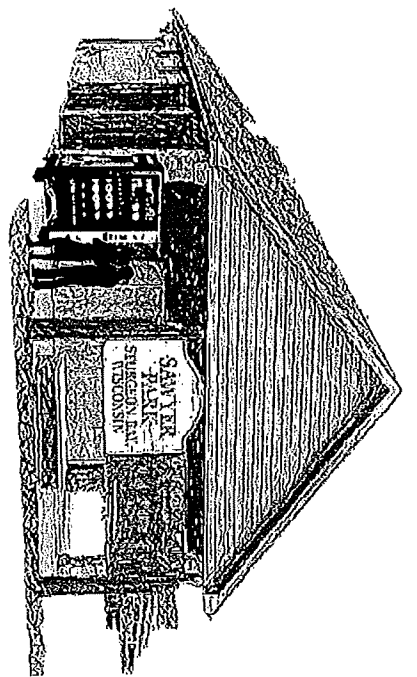
FOR SERVICE AND INFORMATION  
SCAN, TEXT, OR VISIT



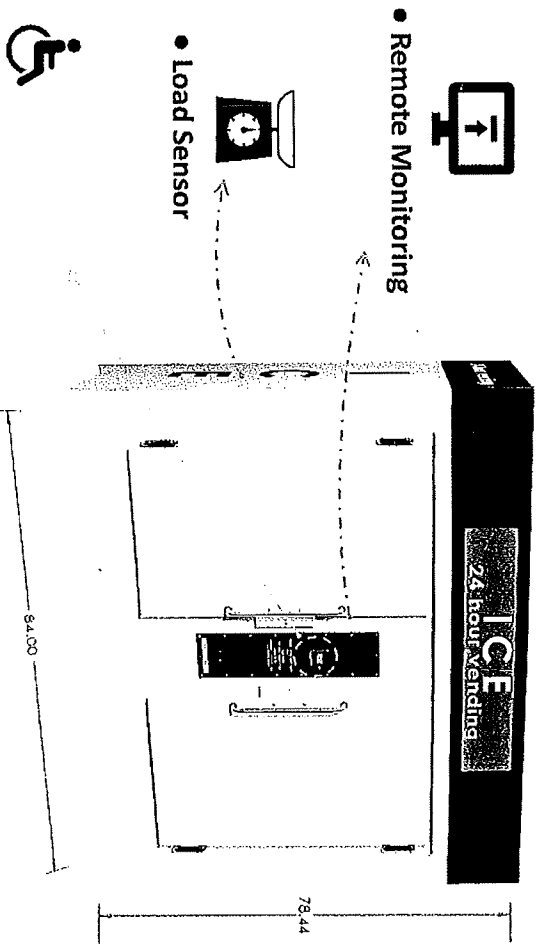




• Capacity: 200 x 10 lb bags



• 24 hour Debit/Credit Card Vending



• Remote Monitoring

• Load Sensor

• ADA Compliant Card Reader



• Immediate Customer Service

FOR SERVICE AND INFORMATION  
SCAN, TEXT, OR VISIT



**MAYORAL APPOINTMENTS****Aesthetic Design & Site Plan Review Board**

Cheryl Frank

**Board of Parks & Recreation**

George Husby

**Local Arts Board**

Margaret Lockwood

**Cheryl Frank****Aesthetic Design & Site Review Board**

*In 1986 I graduated with an Interior Design degree from the University of Wisconsin Stevens Point. Since graduating I have worked in the design build industry. My experience includes a long list and variety of project types, including custom designed residential homes, retail shops, corporate office space and large hospitality hotel design. Currently I have my own interior design firm that specializes in residential and business design and project management during the building process. As a resident of Sturgeon Bay and a business owner in Sturgeon Bay (Cheryl Frank Interiors) and Egg Harbor (Door County Trolley) I believe in the impact that good and thoughtful design can have on a community. It is vital for a small town especially a town with a strong tourist industry to take great care with its building and development. I understand and have experience working with people and businesses to design and build the best possible project no matter the size or budget. I would love the opportunity to help our community grow in a beautiful direction. Thank you for considering me for this role.*

**George Husby****Board of Parks & Recreation**

*I, George Husby, have served on the Board of Parks & Recreation since about 1975 (over 40 years). I have worked with past Park & Rec Directors Joe Writt, Dan Cook, Larry Hartl, Lee Peterson, and Bob Bordeau.*

*I am very experienced in ball diamonds and recreation programs. I have coached and organized youth baseball since the early 1960's - including Little League, Cal Ripken, Babe Ruth and American Legion. I have expertise in ball diamonds and baseball programs. Memorial Field was my specialty. I have been elected to three baseball Hall of Fames! Wisconsin Baseball Coaches Association, Door County Baseball and American Legion of Wisconsin.*

*I also have good history knowledge especially with Sunset and Otumba Parks and Little Lake. I would like to see our beaches get back to the way they were a number of years ago.*

*I believe I was the first one to suggest about having a band shell at Martin Park. The old minutes should show that.*

*Thank you for your consideration.*

**Margaret Lockwood****Local Arts Board**

*Margaret grew up in the northwestern suburbs of Chicago then went to Miami (of Ohio) University. Graduating with a degree in social work she worked with families and children in need before getting married and moving to St. Louis to raise her family. Artistically she began as a weaver and received her Masters of Fine Art in painting from Fontbonne University. Painting became her medium of expression and led her to founding Woodwalk Gallery in Door County in 1994. All her paintings begin in a real time and place but then she works and reworks the images with many layers until the paintings can be any time and any place. She is a recipient of the Door County Master Artist award, the Milwaukee Women's Professional Dimensions Sacagewea Award, the Wisconsin Arts Association Triennial show in Madison and other awards and exhibits throughout the Midwest*

## EXECUTIVE SUMMARY

**DATE:** May 29, 2019

**TITLE:** Award of Contract for Project 1903 – 2019 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. Also, micro surfacing is an asphalt based sealer that does not include any coal-tar based products.

On May 28, 2019 the Engineering Department received bids for Project 1903 – 2019 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 five roadway stations throughout the City of Sturgeon Bay. The roadway stations will be as follows:

- N 5<sup>th</sup> Ave from Michigan Street to Jefferson Street
- N 7<sup>th</sup> Ave from Jefferson Street to Louisiana Street
- S 10<sup>th</sup> Ave from Michigan Street to Superior Street
- Rhode Island Street from S 8<sup>th</sup> Ave to S 12<sup>th</sup> Ave
- S Hudson Ave from W Pine Street to W Spruce Place

In accordance with the City of Sturgeon Bay Purchasing & Property Accountability Policy specifications were prepared and competitive sealed bidding was used to obtain pricing. Two bids were received for the project and the overall results are summarized below:

\$75,393.20 – Struck & Irwin Paving, Inc.

\$88,898.80 – Fahrner Asphalt Sealers, LLC

After completing a review of the bids it has been determined that the bid from Struck & Irwin Paving, Inc. is complete and would be the low bid. To fully complete this project one asphalt patch will be required at the intersection of Michigan Street and S 10<sup>th</sup> Ave. Per pricing from Bissen Asphalt the patch will cost an additional \$2,580.00.

**FISCAL IMPACT:** \$77,973.20 - The 2019 Capital Roadway Improvements budget has enough money to complete this project.

**RECOMMENDATION:** Award the Contract for Project 1903 – 2019 Street Micro Surfacing Program to Struck & Irwin Paving, Inc. with unit pricing amounts totaling an estimated cost of \$75,393.20.

SUBMITTED BY: CS  
Chad Shefchik  
City Engineer

5-29-19  
Date

REVIEWED BY: Marty Olejniczak  
Marty Olejniczak  
Community Develop. Director

5-29-19  
Date

REVIEWED BY: Josh VanLieshout  
Josh VanLieshout  
City Administrator

5/29/19  
Date

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

We, the Finance/Purchasing & Building Committee, hereby recommend to purchase a new 2019 John Deere 2090M with rear and side Tiger flail mowers from EIS Implement Ford F-350 R/C 4X2 in an amount not to exceed \$43,231, including the trade in of a 1995 Ford 6640 and 2000 New Holland TL-90.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
Seth Wiederanders, Vice Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 14, 2019

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_ seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

## Executive Summary

**Date:** May 2, 2019

**Title:** Award of Bid for a 2019 John Deere 5090M, 4X2, With Rear and Side Flail Mower

**Background:** On May 1, 2019 the Municipal Services Department opened bids for a new 2019 tractor with rear and side flail mowers. In accordance with the City of Sturgeon Bay Purchasing & Property Accountability Policy, specifications were prepared and competitive sealed bidding was used to obtain pricing. One bid was received:

Eis Implement Inc, Two Rivers, WI

(1) 2019 John Deere 5090M, 4X2 with rear and side flail mower

Purchase Price	\$60,631
Trade in Vaule 95 Ford	\$5,000
Trade in Value 00 New Holland	\$15,000
1300 lb counterweight option	\$2,600
Final Cost	\$43,231

The 2019 capital budget, 10-400-000-59060, included \$79,100 with a trade amount of \$21,500 leaving \$57,600 available for the balance of the purchase of the tractor and flail mowers.

I recommend purchasing the new 2019 John Deere 5090M with rear and side Tiger flail mowers from Eis Implement.

**Fiscal Impacts:** \$43,231 and trade in of our 1995 Ford 6640 valued at \$5,000 and our 2000 New Holland TL-90 valued at \$15,000.

**Recommendation:** Staff recommends purchasing (1) New 2019 John Deere 5090M with rear and side Tiger flail mowers from Eis Implement Ford F-350 R/C 4X2 at a price not to exceed \$43,231, including the trade of our 1995 Ford 6640 and our 2000 New Holland TL-90.

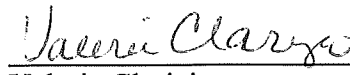
**Prepared By:**



Mike Barker  
Municipal Services Director

**Date:** 02 MAY 2019

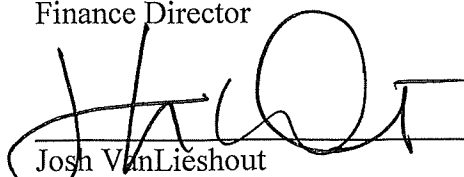
**Reviewed By:**



Valerie Clarizio  
Finance Director

**Date:** 5/6/19

**Reviewed By:**



Josh VanLieshout  
City Administrator

**Date:** 5/7/19