



CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, AUGUST 6, 2019
IMMEDIATELY FOLLOWING JOINT COMMON COUNCIL &
CITY PLAN COMMISSION MEETING WHICH BEGINS AT 6:00 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. Public Comment.
6. Consideration of the following bills: General Fund – \$119,562.34, Capital Fund - \$329,756.10, Cable TV - \$5,101.67, TID #4 – 12,716.84, and Solid Waste Enterprise Fund - \$26,559.57 for a grand total of \$493,696.52. roll call]
7. **CONSENT AGENDA**
 - * All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
 - * a. Approval of 7/16/19 regular Common Council minutes.
 - * b. Approval of the following minutes:
 1. Aesthetic Design & Site Plan Review Board – 6/24/19
 2. Aesthetic Design & Site Plan Review Board – 7/1/19
 3. Zoning Board of Appeals – 7/9/19
 4. Finance/Purchasing & Building Committee – 7/9/19
 5. Ad Hoc West Waterfront Planning Committee – 7/10/19
 6. Harbor Commission – 7/15/19
 7. City Plan Commission – 7/17/19
 8. Joint Park & Recreation Committee/Board – 7/24/19
 - * c. Place the following reports on file:
 1. Fire Department Report – June 2019
 2. Bank Reconciliation – June 2019
 3. Revenue & Expense Report – June 2019
 - * d. Consideration of: Approval of beverage operator licenses.
 - * e. Consideration of: Approval of Temporary Class B Beer licenses and Temporary Class B Wine licenses.
 - * f. Consideration of: Approval of Class B Combination License for DC Fire Company, LLC for Change in LLC, same premise location.

- * g. Consideration of: Approval of Change of Premise Description for Shop-Rite, LLC, dba Pick N Save.
 - * h. Consideration of: Approval of Change of Premise Description for Wal-Mart Store #1316 located at 1536 Egg Harbor Road.
 - * i. Consideration of: Approval of Sidewalk Café Permit for Root Bistro & Wine Bar.
 - * j. Consideration of: Approval of Sidewalk Café Permit for Door County Candy LLC.
 - * k. Consideration of: Approval of Street Closure Application from SBVC for Maritime on Madison for August 10, 2019.
 - * l. Finance/Purchasing & Building Committee recommendation re: Accept Right of First Refusal, in the amount of \$5,000, for the Zak property located at 1317 Shiloh Road.
 - * m. Harbor Commission recommendation re: Not to extend the “No Wake Zone” in the Bay of Sturgeon Bay from the Bayview Bridge to the Sturgeon Bay ship canal.
8. Resolution Awarding the Sale of \$2,345,000 General Obligation Promissory Notes.
 9. Mayoral appointments.
 10. Public hearing re: Intent to levy special assessments upon property for the improvement of the following streets and the installation of Curb, Gutter, Sidewalk – West side of North 7th Avenue.
 11. Second reading of ordinance Re: Creation of Chapter 37 of the Municipal Code – Commercial Quadricycle licensing.
 12. Second reading of ordinance re: Amending Section 10.175 of the Municipal Code – Drinking on public property regulated.
 13. Second reading of ordinance re: Amending Section 10.19 of the Municipal Code – Noxious Weeds.
 14. Resolution re: Quadricycle Fees.
 15. Consideration of: Liquidated Damages Clause in the Development Agreement with Sturgeon Bay Historical Society. (Ald. Nault)
 16. Consideration of: Remove the obligation of the City to accept the gift of the donation of the granary from Development Agreement with Sturgeon Bay Historical Society. (Ald. Nault)
 17. Discussion re: Storm sewer infrastructure in relation to heavy rainfalls. (Ald. Reeths)
 18. Items to be Included on Future Agendas (New Business).
 19. Committee Chairperson Reports:
 - a. City Plan Commission
 - b. Finance/Purchasing & Building Committee
 - c. Park & Recreation Committee
 20. City Administrator report.
 21. Mayor’s report.
 22. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 8-2-19

Time: 12:00pm

By: Jm

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19610	RICHARD STUEWER	07/19 HEALTH INS PREM REIMB	01-000-000-21530	314.77
R0000985	SULLYS THUMBS UP PRODUCE	7.13.19 FOOD SHARE/SULLYS	01-000-000-21595	68.00
R0001123	D.C CUSTOM MEATS	7.13.19 FOOD SHARE/DC MEATS	01-000-000-21595	69.00
R0001488	BOB BORDEAU	7.13.19 FOOD SHARE/BORDEAU	01-000-000-21595	90.00
R0001498	VANG MEE YANG	7.6.19 FOOD SHARE/YANG	01-000-000-21595	57.00
R0001510	DAVID BOYARSKI	7.13.19 FOOD SHARE/EMERALD	01-000-000-21595	48.00
R0001581	DAVID WEBER	PUBLIC HRING SIGN DEP REFD/WEBR	01-000-000-23168	50.00
TOTAL LIABILITIES				696.77
TOTAL GENERAL FUND				696.77
MAYOR				
USBANK	US BANK	GOVT 101 WORKSHOP/MAYOR	01-100-000-55600	90.00
TOTAL				90.00
TOTAL MAYOR				90.00
LAW/LEGAL				
03950	DAVIS KUELTHAU	06/19 PADDLEBOAT LEASE	01-110-000-55010	1,044.00
03950		06/19 GENERAL LEGAL MATTERS	01-110-000-55010	6,174.00
BUELOW	BUELOW, VETTER, BUIKEMA,	05/19 GENERAL LABOR	01-110-000-57900	1,180.00
BUELOW		06/19 GENERAL LABOR	01-110-000-57900	2,849.50
TOTAL				11,247.50
TOTAL LAW/LEGAL				11,247.50
CITY CLERK-TREASURER				
13875	MUNICIPAL CODE CORP	SUPPLEMENTAL PAGES & UPDATES	01-115-000-57050	2,037.97
9535	IIMC	ANNUAL MEMBERSHIP/REINHARDT	01-115-000-56000	195.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	2 TONERS-BLACK	01-115-000-51950	158.52
BUBRICKS		LABELS	01-115-000-51950	14.42
TOTAL				2,405.91
TOTAL CITY CLERK-TREASURER				2,405.91
ADMINISTRATION				
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	1 BLACK TONER	01-120-000-51950	120.63
STAPLES		1 MAGENTA TONER	01-120-000-51950	248.09
STAPLES		1 YELLOW TONER	01-120-000-51950	248.09
USBANK	US BANK	BAL DUE TROLLEY	01-120-000-56650	225.00
USBANK		SMARTDATA	01-120-000-51950	19.00
USBANK		FOOD & BEVERAGE/DEVELOPR TOUR	01-120-000-56650	716.03
USBANK		ROOM CHRGE/DEVELOPR TOUR	01-120-000-56650	125.00
USBANK		FUEL	01-120-000-55600	20.57

DATE: 07/30/2019
TIME: 13:39:50
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 06/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL				1,722.41
TOTAL ADMINISTRATION				1,722.41
COMPUTER				
03101	CDW GOVERNMENT, INC.	LENOVO LAPTOP/DPW MECHANIC	01-125-000-55550	691.26
WISCNET	WISCNET	NETWRK ACCESS FEE 07/19-06/20	01-125-000-55550	6,000.00
WISCNET		MEMBRSHF FEE 07/1/19-06/30/20	01-125-000-55550	1,500.00
TOTAL				8,191.26
TOTAL COMPUTER				8,191.26
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISAL	08.06.19 CONTRACT	01-130-000-55010	1,333.33
TOTAL				1,333.33
TOTAL CITY ASSESSOR				1,333.33
BUILDING/ZONING CODE ENFORCEMT				
USBANK	US BANK	10 STATE SEALS @ 33.00	01-140-000-52750	330.00
USBANK		SHIPPING	01-140-000-52750	4.92
TOTAL				334.92
TOTAL BUILDING/ZONING CODE ENFORCEMT				334.92
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	06/19 CHAD CELL SVC	01-145-000-58250	24.98
04575	DOOR COUNTY HARDWARE	SLEDGE HAMMER	01-145-000-52700	12.99
TOTAL				37.97
TOTAL MUNICIPAL SERVICES ADMIN.				37.97
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	06/19 STEVE CELL SVC	01-150-000-58250	31.97
03133		06/19 MIKE CELL SVC	01-150-000-58250	51.52
03133		06/19 CELL SVC	01-150-000-58250	7.57
17700	QUILL CORPORATION	QUILL PLUS 1YR SUBSCRIPTION	01-150-000-56000	24.00
17700		COPY PAPER	01-150-000-52800	31.99
17700		OFFICE FANS	01-150-000-51950	25.70
TOTAL				172.75

DATE: 07/30/2019
TIME: 13:39:50
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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL PUBLIC WORKS ADMINISTRATION				172.75
CITY HALL				
03159	CHARTER COMMUNICATIONS	06/19 FIRE CABLE SVC	01-160-000-58999	133.11
04575	DOOR COUNTY HARDWARE	TUBE,HOSE CLAMP,COUPLER	01-160-000-55300	12.85
04575		BATTERIES	01-160-000-51850	9.99
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	3,813.65
19880		421 MICHIGAN ST	01-160-000-58650	233.02
23730	WPS	421 MICHIGAN ST-CITY HALL	01-160-000-56600	594.75
VIKING	VIKING ELECTRIC SUPPLY, INC	3 SMOKE DETECTOR TESTORS	01-160-000-55300	64.08
VIKING		2 MED FLOODS @ 11.71 EA	01-160-000-55300	23.42
VIKING		2 FLOOD LAMPS @ 11.71EA	01-160-000-55300	23.42
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	24.73
WARNER		CLEANING SUPPLIES	01-160-000-51850	69.52
TOTAL				5,002.54
TOTAL CITY HALL				5,002.54
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	ORD 1360-0519 PUBLICATION	01-199-000-57450	840.76
08167		PUBLIC HRING -WPS	01-199-000-57450	33.96
08167		PUBLIC HRING -PROJECT 1903	01-199-000-57450	58.68
TOTAL				933.40
TOTAL GENERAL EXPENDITURES				933.40
POLICE DEPARTMENT				
15890	PACK AND SHIP PLUS	SHIPPING/J JOHNS	01-200-000-57250	3.86
20254	TIP TOP CLEANERS	UNIFORM MAINTENANCE/PORTER	01-200-000-56800	11.81
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	MISC OFFICE SUPPLIES	01-200-000-51950	65.17
BUBRICKS		MISC OFFICE SUPPLIES	01-200-000-51950	36.77
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	4880 BLACK COPIES	01-200-000-51600	65.39
STAPLES		1045 COLOR COPIES	01-200-000-51600	41.80
USBANK	US BANK	20 MISDEMEANOR CITATION BOOKS	01-200-000-51600	63.91
USBANK		CREDIT FOR DUPLICATE CHARGE	01-200-000-55600	-164.00
USBANK		HARD DISC DRIVE/LAB	01-200-000-55500	114.99
USBANK		FLASH DRIVE/LAB	01-200-000-55500	45.99
TOTAL				285.69
TOTAL POLICE DEPARTMENT				285.69
PATROL BOAT				
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT MAINTENANCE	01-205-000-58600	6,177.25
TOTAL PATROL BOAT				6,177.25

INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PATROL BOAT				
PATROL BOAT				
TOTAL PATROL BOAT				6,177.25
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	06/19 CELLPHONES	01-215-000-58250	756.00
03133		06/19 MIFI WIRELESS ROUTERS	01-215-000-58250	428.34
04590	HUMANE SOCIETY	2019 ANIMAL CONTROL	01-215-000-55100	3,636.25
04696	DOOR COUNTY TREASURER	06/19 FUEL	01-215-000-51650	3,491.60
19880	STURGEON BAY UTILITIES	SUNSET PRK BT LAUNCH	01-215-000-56150	10.05
19880		110 NEENAH AVE CAMERA	01-215-000-56150	10.27
19880		NAUTICAL DRIVE CAMERA	01-215-000-56150	8.24
21450	THE UNIFORM SHOPPE	CSO GEAR/S DAY	01-215-000-52900	114.70
23578	WISCONSIN CHIEF OF POLICE ASSN	2-FIRST LINE SUPRVSR EXAMS	01-215-000-55600	244.00
23640	WISCONSIN DEPT OF JUSTICE	3 TIME ACCESS CHARGE	01-215-000-58999	150.00
23640		21 OFFICR SUPPORT CHARGE	01-215-000-58999	252.00
CHIEF CO	CHIEF SUPPLY CORPORATION	2 GOLD BADGES & SEALS	01-215-000-52900	160.00
HAACK	TREVOR HAACK	WORK BOOT REIMB/HAACK	01-215-000-52900	100.00
R0000608	AUTO ZONE, INC	REPLACEMENT BATTERY SQD 30	01-215-000-58600	179.99
USBANK	US BANK	UNIFORM/COYHIS	01-215-000-52900	61.84
USBANK		8 DRY GLOVES	01-215-000-54999	104.00
USBANK		UTV BATTERY	01-215-000-58600	68.52
USBANK		MISC DRONE EQUIPMENT	01-215-000-54999	57.00
USBANK		VEH REGISTRATION ADH5285	01-215-000-58600	76.28
USBANK		VEH REGISTRATION ADH5286	01-215-000-58600	76.28
USBANK		VEH REGISTRATION ADH5284	01-215-000-58600	76.28
USBANK		ICLOUD STORAGE	01-215-000-58250	0.99
TOTAL				10,062.63
TOTAL POLICE DEPARTMENT/PATROL				10,062.63
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	06/19 CONTRACT FEE	01-225-000-57950	105.00
USBANK	US BANK	FST MOUTHPIECES	01-225-000-57950	110.00
TOTAL				215.00
TOTAL POLICE DEPT. / INVESTIGATIONS				215.00
FIRE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	5 G BUCKET & LID	01-250-000-54999	26.94
04575		10 5 G BUCKETS & LIDS	01-250-000-54999	81.80
04575		FREIGHT	01-250-000-54999	16.15
04575		WEED KELLER	01-250-000-54999	26.99
04575		VEG KILLER REFILL	01-250-000-54999	23.99
04696	DOOR COUNTY TREASURER	JUNE FUEL	01-250-000-51650	1,138.38
07745	GORDONS WEST SIDE ELECTRIC	ICE MACHINE REPAIR	01-250-000-54999	138.00
19880	STURGEON BAY UTILITIES	92 E MAPLE ST	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN ST	01-250-000-56675	133.25

INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		TRUCK FILL	01-250-000-56675	74.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		SALT SHED	01-250-000-56675	6.22
19880		CITY GARAGE	01-250-000-56675	49.73
19880		GARLAND PARK	01-250-000-56675	6.22
19880		SUNSET CONSN CNTR	01-250-000-56675	49.73
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		OTUMBA PARK	01-250-000-56675	6.22
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	6.22
19880		WS FIRE STATION	01-250-000-56675	49.73
19880		WS FIRE STATION	01-250-000-56150	64.02
19880		WS FIRE STATION	01-250-000-58650	80.68
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		38 S NEENAH AVE RESTROOM	01-250-000-56675	31.08
19880		JAYCEE BALLFLD STAND	01-250-000-56675	15.54
19880		WS BALLFLD LTS	01-250-000-56675	31.08
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		N 14TH AVE WARN SIREN	01-250-000-56150	8.24
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		MADISON AVE SPRINKLR	01-250-000-56675	15.54
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		1018 GREEN BAY RD SIREN	01-250-000-56150	15.79
19880		EAST SIDE DOCK	01-250-000-56675	6.22
19880		COVE/CANAL RD SIREN	01-250-000-56150	15.12
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY RAMP	01-250-000-56675	6.22
19880		48 KENTUCKY ST DOCK	01-250-000-56675	15.54
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM PRK	01-250-000-56675	15.54
19880		57 VACANT LOTS-QTRLY BILL	01-250-000-56675	1,063.62
19880		CLAY BANKS SIREN	01-250-000-56150	16.46
23730	WPS	656 S OXFORD AVE-WS FIRE	01-250-000-56600	36.35
DC PRINT	DC PRINTING	ENVELOPES	01-250-000-51950	182.90
UL LLC	UL LLC	TRUCK 2 RE INSPECT	01-250-000-53000	330.00
USBANK	US BANK	MONTHLY DATA	01-250-000-58250	317.42
USBANK		TRI POD LIGHT REPLACEMENT	01-250-000-51350	398.00
USBANK		HDMI CABLE	01-250-000-54999	18.99
USBANK		PARKING	01-250-000-55600	28.00
USBANK		MEALS	01-250-000-55600	31.14
USBANK		RENTAL CAR	01-250-000-55600	138.32
USBANK		FUEL	01-250-000-51650	12.50
USBANK		FUEL	01-250-000-51650	43.21
USBANK		LODGING-TRUCK INSPECTION	01-250-000-55600	123.72
USBANK		LODGING-TRUCK INSPECTION	01-250-000-55600	123.72
USBANK		STATION RAGS	01-250-000-54999	156.87
USBANK		STATION RAGS	01-250-000-54999	156.28
USBANK		BATTERY WATER	01-250-000-54999	7.52
USBANK		NOZZLE REPLACEMENT	01-250-000-51350	884.92
USBANK		TRK 2 & TD 3/LUG INDICATORS	01-250-000-53000	147.67
USBANK		STATION FUEL	01-250-000-51650	22.11
TOTAL				6,698.51
TOTAL FIRE DEPARTMENT				6,698.51

DATE: 07/30/2019
TIME: 13:39:50
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
STORM SEWERS				
19880	STURGEON BAY UTILITIES	1 SEWER BEND	01-300-000-51150	39.03
19880		1 SEWER COUPLING	01-300-000-51150	25.85
19880		36' SEWER PIPE	01-300-000-51150	192.91
TOTAL				257.79
TOTAL STORM SEWERS				257.79
SOLID WASTE MGMT/SPRING/FALL				
ADVANCED	ADVANCED DISPOSAL	7 TVS,1 MICROWVE,1 FREON UNIT	01-311-000-58400	325.00
TOTAL				325.00
TOTAL SOLID WASTE MGMT/SPRING/FALL				325.00
COMPOST/SOLID WASTE SITE				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	8.81
TOTAL				8.81
TOTAL COMPOST/SOLID WASTE SITE				8.81
STREET SWEEPING				
19880	STURGEON BAY UTILITIES	6.350G SWEEPER WATER USAGE	01-330-000-53050	17.46
TOTAL				17.46
TOTAL STREET SWEEPING				17.46
ROADWAYS/STREETS				
14826	NORTHEAST ASPHALT, INC.	11.54 T COLD MIX @ 116.50	01-400-000-52200	1,344.41
TOTAL				1,344.41
TOTAL ROADWAYS/STREETS				1,344.41
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	HOSE	01-420-000-52550	31.92
04575		CREDIT RETURN BATTERY	01-420-000-52550	-15.99
TOTAL				15.93
TOTAL STREET SIGNS AND MARKINGS				15.93
CURB/GUTTER/SIDEWALK				

INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
10750	PREMIER CONCRETE INC	3.5 YD CONCRETE @ \$117	01-440-000-51200	409.50
10750		UNLOADING CHARGE	01-440-000-51200	5.00
12100	LAMPERT YARDS INC	2X6X96" STUD	01-440-000-54999	23.96
TOTAL				438.46
TOTAL CURB/GUTTER/SIDEWALK				438.46
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	C B KIT	01-450-000-53000	39.99
04545		JUMP STARTER	01-450-000-52150	199.99
04545		BATTERY	01-450-000-52150	100.00
04545		AIR HAMMER	01-450-000-52150	129.40
04545		FUEL FILTER/BATTERY	01-450-000-52150	135.66
04545		FUEL FILTER	01-450-000-53000	43.49
04545		FUEL PUMP	01-450-000-52150	62.99
04575	DOOR COUNTY HARDWARE	GRND WHEEL/FASTENERS	01-450-000-52150	10.97
04575		TARP/STRAPS	01-450-000-52150	80.94
04696	DOOR COUNTY TREASURER	06/19 FUEL 470.39 G	01-450-000-51650	1,177.61
04696		06/19 DSL FUEL 483.47 G	01-450-000-51650	1,237.20
06012	FASTENAL COMPANY	3/8" CLEVIS HOOKS	01-450-000-52150	62.71
06012		HARDWARE	01-450-000-52150	44.10
06012		HARDWARE	01-450-000-53000	21.83
08225	HERLACHE SMALL ENGINE	BAR OIL	01-450-000-53000	30.00
20725	T R COCHART TIRE CENTER	FLAT TIRE/TUBE	01-450-000-52850	30.00
20725		TIRE CHNGES/DISPOSAL	01-450-000-52850	103.00
BLUE TRP	BLUE TARP FINANCIAL	13 G FUEL TANK	01-450-000-52150	229.99
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	PANEL & PLATE	01-450-000-52150	125.39
JIM FORD		HARNES	01-450-000-53000	72.97
L&P	L&P CONVENIENT STORE SBAY LLC	FUEL	01-450-000-51650	16.00
L&P		FUEL	01-450-000-51650	14.00
L&P		FUEL	01-450-000-51650	15.25
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	AUTO SLACK	01-450-000-52150	57.73
O'REILLY		CARB CLNR	01-450-000-52150	9.98
TOTAL				4,051.19
TOTAL STREET MACHINERY				4,051.19
CITY GARAGE				
02975	CAMERA CORNER	FOB INSTALLATION LABOR 2@105	01-460-000-55300	210.00
02975		FUEL CHARGE	01-460-000-55300	7.50
04575	DOOR COUNTY HARDWARE	TUBE BRSH/COUPLER/VALVE	01-460-000-55300	8.47
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	736.95
19880		CITY GARAGE	01-460-000-58650	168.22
22800	WALMART COMMUNITY	BATTERIES	01-460-000-54999	23.94
23730	WPS	835 N 14TH AVE-CITY GARAGE	01-460-000-56600	181.63
HOTSY	HOTSY CLEANING SYSTEMS, INC	ANNL SVC & REPAIR STEAM CLEANR	01-460-000-56250	238.43
USBANK	US BANK	TEARAWAY SAFETY VESTS	01-460-000-52350	495.00
VIKING	VIKING ELECTRIC SUPPLY, INC	48" BULBS	01-460-000-55300	89.70
TOTAL				2,168.08

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL CITY GARAGE				2,168.08
CELEBRATION & ENTERTAINMENT				
USBANK	US BANK	3'X5' C6 FLAGS 10836.50	01-480-000-51550	365.00
TOTAL				365.00
TOTAL CELEBRATION & ENTERTAINMENT				365.00
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE	01-499-000-58000	8.81
19880		EGG HRBR RD TRFFIC LIGHTS	01-499-000-58000	23.68
19880		N 14TH AVE/EGG HRBR RD TRFF LT	01-499-000-58000	27.40
19880		2 TRFFC WARNING LITES	01-499-000-58000	5.50
19880		WS TRFF LIGHTS	01-499-000-58000	145.33
19880		342 ORNAMENTAL ST LIGHTS	01-499-000-58000	4,919.81
19880		587 OVERHEAD LIGHTS	01-499-000-58000	7,085.32
19880		WALNUT & LANSING ST SIGN	01-499-000-58000	8.57
19880		EAST SIDE DOCK	01-499-000-58000	30.78
19880		OLD HWY RD SIGN	01-499-000-58000	8.81
TOTAL				12,264.01
TOTAL HIGHWAYS - GENERAL				12,264.01
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	06/19 MIKE CELL SVC	01-500-000-58250	51.52
03133		06/19 CELL SVC	01-500-000-58250	7.58
03133		06/19 CELL SVC	01-500-000-58250	24.98
17700	QUILL CORPORATION	CARD STOCK	01-500-000-51950	16.34
17700		CARD STOCK	01-500-000-51950	16.34
17700		ZIPLOC BAGS	01-500-000-51950	2.74
17700		YELLOW TONER	01-500-000-51250	49.06
17700		MAGENTA TONER	01-500-000-51250	49.05
USBANK	US BANK	AMAZON PRIME MEMBERSHIP	01-500-000-56000	13.07
USBANK		BREWER TICKETS REMAIN BAL	01-500-000-52250	880.00
USBANK		KICK OFF TO SUMMER PRIZES	01-500-000-52250	103.00
TOTAL				1,213.68
TOTAL PARK & RECREATION ADMIN				1,213.68
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMODES INC	PORT A POTTI RENTAL-COMPOST	01-510-000-58999	81.00
03025		PORT A POTTI RENTAL-DOG PARK	01-510-000-58999	81.00
04545	DOOR COUNTY COOPERATIVE/NAPA	TRANSPLANTER & PLANT FOOD	01-510-000-51750	22.98
04545		SLEDGE HAMMER	01-510-000-52700	25.99

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GENERAL FUND				
04545		CORNERSTONE PLUS	01-510-000-51750	108.00
04545		2-2.5G ZCLASS	01-510-000-51750	32.63
04574	DOOR COUNTY GLASS & MIRROR	FURNISH/INSTALL LEXAN BLOCK	01-510-000-54999	239.66
04575	DOOR COUNTY HARDWARE	HOSE CLAMPS/FASTNRS/TUBING	01-510-000-51350	15.12
04575		HOSE SHUTOFF/WASHER	01-510-000-51350	12.98
04575		NOZZLE/CURTAIN LINER	01-510-000-52700	15.98
04575		REPLCEMNT ORINGS	01-510-000-52700	9.99
04575		COUPLR HOSE BAR	01-510-000-52700	13.98
04575		COUPL HOSE BARB	01-510-000-52700	27.96
04575		CAULK/RETROFIT KIT	01-510-000-52100	20.59
04575		HAND TRANSPLANTER	01-510-000-52700	6.99
04575		NIPPLE PVC/COUPLER	01-510-000-51350	15.34
04575		ROTOR/GALV NPPLR,COUPLR	01-510-000-51350	23.47
04575		KEY	01-510-000-54999	1.49
04575		KEY	01-510-000-54999	1.49
04575		BLACK VINYL NUMBER KIT	01-510-000-51550	11.97
04575		CLEANER	01-510-000-51850	4.99
04575		ROUGHNECK TOTE 18 GAL	01-510-000-52700	11.99
04575		KEY	01-510-000-52700	1.99
04575		PAINT PAIL LINERS	01-510-000-52100	6.59
04575		FABRIC PEGS	01-510-000-51750	7.98
04575		SPRY ANODIZE BRNZ	01-510-000-52100	4.99
04696	DOOR COUNTY TREASURER	06/19 FUEL 846.94 G	01-510-000-51650	2,120.74
04696		06/19 DSL FUEL 112.85 G	01-510-000-51650	288.78
04966	EAGLE MECHANICAL INC	TEST/REPAIR BACKFLOW PRVNT VLV	01-510-000-58999	386.94
08225	HERLACHE SMALL ENGINE	EDGER BLADES	01-510-000-51350	9.00
08225		BLACK DIAMOND LINE	01-510-000-52700	13.99
13049	MAY'S SPORT CENTER	HYDRO FILTERS/OIL	01-510-000-51900	219.94
13049		CREDIT RETURN-OIL	01-510-000-51900	-41.99
19880	STURGEON BAY UTILITIES	MARTIN PARK PAVILLION	01-510-000-56150	44.40
19880		MARTIN PARK RESTROOM	01-510-000-58650	64.63
19880		MEM FLD WARMING HOUSE	01-510-000-56150	134.50
19880		MEM FLD WARMING HOUSE	01-510-000-58650	231.51
19880		GARLAND PARK	01-510-000-56150	9.48
19880		GARLAND PARK	01-510-000-58650	19.27
19880		SUNSET CONSN CNTR	01-510-000-56150	70.50
19880		SUNSET CONSN CNTR	01-510-000-58650	80.13
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	73.02
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	75.69
19880		OTUMBA PARK	01-510-000-56150	47.57
19880		OTUMBA PARK	01-510-000-58650	35.90
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	198.60
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	26.83
19880		JAYCEE BALLFLD STAND	01-510-000-56150	19.61
19880		JAYCEE BALLFLD STAND	01-510-000-58650	24.28
19880		MICHIGAN FLAG LIGHT	01-510-000-56150	28.83
19880		MEM FLD PRKING LOT	01-510-000-56150	8.24
19880		WS BALLFLD LTS	01-510-000-58650	20.31
19880		MEM FLD COMPLEX	01-510-000-56150	906.76
19880		GIRLS LITTLE LEAGUE	01-510-000-58650	52.91
19880		OTUMBA PRK WALKWAY	01-510-000-56150	11.28
19880		QUNICY ST BALLFLD	01-510-000-58650	27.00
19880		FLORDIA ST/SUNSET PRK	01-510-000-56150	14.66
19880		SIGN SHED	01-510-000-56150	14.44
19880		SIGN SHED	01-510-000-58650	23.81
19880		CHERRY BLOSSOM PRK	01-510-000-56150	31.34

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GENERAL FUND				
19880		CHERRY BLOSSOM PRK	01-510-000-58650	39.40
20725	T R COCHART TIRE CENTER	FLAT REPAIR	01-510-000-53000	18.00
20725		FLAT REPAIR	01-510-000-53000	20.00
23730	WPS	335 S 14TH AVE-MEM FLD	01-510-000-56600	31.96
JBTREE	J & B TREE SERVICE,LLC	CUT DOWN 11 DEAD ASH TREES	01-510-000-58450	1,087.50
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	CONTROLLER/HARNESS	01-510-000-53000	119.75
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	OIL	01-510-000-56250	22.97
PSYCH	PSYCHEMEDICS CORPORATION	SHIPPING/D GIGOT DRUG SCREEN	01-510-000-57100	10.50
USBANK	US BANK	TUBING CUTTER	01-510-000-52700	75.76
USBANK		STEEL TUBING CUTTER REPLACEMENT	01-510-000-52700	28.60
USBANK		TUBING CUTTER WHEELS	01-510-000-52700	13.35
USBANK		TIME CARDS	01-510-000-54999	32.04
USBANK		MOWER BLADES	01-510-000-51900	144.00
VIKING	VIKING ELECTRIC SUPPLY, INC	T 12 BULBS	01-510-000-54999	111.24
WARNER	WARNER-WEXEL WHOLESALE &	BUILDING MAINTENANCE SUPPLIES	01-510-000-51850	353.17
TOTAL				8,208.28
TOTAL PARKS AND PLAYGROUNDS				8,208.28
BALLFIELDS				
HORST	HORST DISTRIBUTING	EASY MOUND CLAY 10 @ 14.40	01-520-000-54999	144.00
HORST		PROMOUND CLAY 2 @ 17.70	01-520-000-54999	35.40
HORST		WHITE CHALK 6 @ 7.40	01-520-000-54999	44.40
TOTAL				223.80
TOTAL BALLFIELDS				223.80
MUNICIPAL DOCKS				
04545	DOOR COUNTY COOPERATIVE/NAPA	STEEL WOOL/PIPE FITTING	01-550-000-51850	28.87
04545		SOCKET	01-550-000-51850	6.99
04575	DOOR COUNTY HARDWARE	TEAK OIL/BRUSHES/PAIL	01-550-000-52100	153.72
04575		HARDWARE	01-550-000-54999	34.16
04575		CREDIT RETURN	01-550-000-54999	-27.09
04575		QUICK LINK CHAIN	01-550-000-52650	19.12
04575		FASTENER/BOLT	01-550-000-54999	5.28
04575		NYLON ROPE	01-550-000-51850	41.30
04575		FASTENERS	01-550-000-51850	4.50
04575		METAL HOSE SHUT OFF	01-550-000-51850	9.99
04575		PAINT BRUSHES	01-550-000-52100	9.99
04575		BASKETBALL NET/SPONGES	01-550-000-51850	24.75
04575		METAL HOSE SHUT OFF	01-550-000-51850	9.99
12100	LAMPERT YARDS INC	TREATED LUMBER	01-550-000-51850	47.16
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	129.02
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	49.03
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	23.05
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	117.20
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	289.86
22800	WALMART COMMUNITY	CCORDLSS BLIND	01-550-000-54999	24.98
23730	WPS	36 S NEENAH AVE RESTROOM	01-550-000-56600	30.38
USBANK	US BANK	DOCK HAND RAILS	01-550-000-54999	519.44

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL				1,551.69
TOTAL MUNICIPAL DOCKS				1,551.69

WATER WEED MANAGEMENT

01675	AQUARIUS SYSTEMS	FUEL TANK	01-560-000-51400	452.00
01675		FUEL FILTER KIT	01-560-000-51400	283.97
01675		SHIPPING	01-560-000-51400	28.11
04545	DOOR COUNTY COOPERATIVE/NAPA	FUEL FILTER	01-560-000-51400	31.00
04575	DOOR COUNTY HARDWARE	FASTENERS	01-560-000-51400	12.72
06012	FASTENAL COMPANY	RAIN GEAR	01-560-000-51400	299.95
22800	WALMART COMMUNITY	POLARIZED SUNGLASSES/WATERWEED	01-560-000-51400	151.12
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	TRANS FILTER SPIN-ON	01-560-000-51400	14.28
PORT	WEST MARINE PRO	BATTERY SWITCH	01-560-000-51400	24.98
TOTAL				1,298.13
TOTAL WATER WEED MANAGEMENT				1,298.13

WATERFRONT PARKS & WALKWAYS

04575	DOOR COUNTY HARDWARE	SIGNAGE	01-570-000-52650	3.58
04575		BRUSH/POLY FILM/	01-570-000-54999	59.96
04575		FASTENERS	01-570-000-52650	10.99
04575		TEAK OIL/FASTENERS	01-570-000-52100	198.24
04575		PAINTING SUPPLIES	01-570-000-52100	78.55
04575		PVC GROUND CONN/WIRE	01-570-000-52100	10.76
04575		SAND DISC	01-570-000-52100	4.59
04575		PADLOCK	01-570-000-54999	16.99
04575		WOOD CHISEL	01-570-000-52100	13.99
04575		GAL CEDAR LTX TONER	01-570-000-52650	31.99
04575		WEDGE BIT/FASTENERS	01-570-000-54999	16.17
04575		BENCH MATERIALS	01-570-000-52100	49.95
19880	STURGEON BAY UTILITIES	DC MUSEUM	01-570-000-56150	12.63
19880		DC MUSEUM WALKWAY	01-570-000-56150	130.34
19880		JUNIPER ST WALKWAY	01-570-000-56150	95.22
19880		JUNIPER ST PARKING LOT	01-570-000-56150	44.41
19880		10 PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST WATERFRONT	01-570-000-56150	135.81
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	533.48
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	73.32
19880		KENTUCKY ST CITY RAMP	01-570-000-56150	212.97
19880		48 KENTUCKY ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST CITY MARINA	01-570-000-58650	44.16
TOTAL				1,800.90
TOTAL WATERFRONT PARKS & WALKWAYS				1,800.90

EMPLOYEE BENEFITS

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GENERAL FUND				
19730	STURGEON BAY VISITOR CENTER	STEP CHALLNGE GIFT CERT	01-600-000-50550	20.00
HUMANA	HRI	GO365 ADMIN FEES/REWARDS	01-600-000-50550	677.80
TOTAL				697.80
TOTAL EMPLOYEE BENEFITS				697.80
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	2019 2ND QTR MAINTENANCE	01-700-000-56850	17,031.32
TOTAL				17,031.32
TOTAL PUBLIC FACILITIES				17,031.32
COMMUNITY & ECONOMIC DEVLPMT				
USBANK	US BANK	2 WEDA WEBINAR @ 65.00	01-900-000-55600	130.00
TOTAL				130.00
TOTAL COMMUNITY & ECONOMIC DEVLPMT				130.00
TOTAL GENERAL FUND				109,019.58
CAPITAL FUND				
PATROL				
REVENUE				
06005	JFTCO, INC	TRADE IN	10-000-000-48100	-75,500.00
TOTAL REVENUE				-75,500.00
TOTAL PATROL				-75,500.00
CITY HALL				
EXPENSE				
JJ ROOF	JJ'S ROOFING & CONST.LLC	MATERIALS/ GARAGE ROOF REPLACE	10-160-000-59999	2,048.00
TOTAL EXPENSE				2,048.00
TOTAL CITY HALL				2,048.00
FIRE DEPARTMENT				
EXPENSE				
PAULCONW	PAUL CONWAY SHIELDS	NOZZLE REPLACEMENT	10-250-000-59070	9,311.77
PAULCONW		NOZZLE REPLACEMENT	10-250-000-59070	1,532.50
TOTAL EXPENSE				10,844.27
TOTAL FIRE DEPARTMENT				10,844.27

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
ROADWAYS/STREETS				
LEAD LATERAL				
14826	NORTHEAST ASPHALT, INC.	MOBILIZATION/ALLEY PAVING	10-400-000-59100	400.00
14826		ASPHALT 12.5 TN/ALLEY PAVING	10-400-000-59100	1,447.50
14826		ASPHALT 16.26 TN/ALLEY PAVING	10-400-000-59100	1,882.91
TOTAL LEAD LATERAL				3,730.41
ANNUAL RESURFACING & BASE REP.				
R0000421	WI DEPT OF TRANSPORTATION	MAPLE/OREGON BRIDE ENGINEERING	10-400-110-59095	6,756.13
TOTAL ANNUAL RESURFACING & BASE REP.				6,756.13
TOTAL ROADWAYS/STREETS				10,486.54
SNOW REMOVAL				
06005	JFTCO, INC	CAT GRADER	10-410-000-59065	341,500.00
TOTAL				341,500.00
TOTAL SNOW REMOVAL				341,500.00
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	FASTENERS/TRAIN BRIDGE DECK	10-570-000-59075	184.96
04575		DRILL BITS	10-570-000-59075	22.57
04575		FASTENERS/TRAIN BRIDGE DECK	10-570-000-59075	125.97
MARKSTAR	MARKSTAAR	HAND RAIL PARTS/FISHING DOCK	10-570-000-59075	3,976.84
MARKSTAR		SHIPPING	10-570-000-59075	291.53
TOTAL				4,601.87
TOTAL WATERFRONT PARKS & WALKWAYS				4,601.87
PUBLIC FACILITIES				
EXPENSE				
04696	DOOR COUNTY TREASURER	SB LIBRARY CHILLER PROJECT	10-700-000-56850	35,775.42
TOTAL EXPENSE				35,775.42
TOTAL PUBLIC FACILITIES				35,775.42
TOTAL CAPITAL FUND				329,756.10
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
MANN	MANN COMMUNICATIONS, LLC	8.6.19 CONTRACT	21-000-000-55015	5,101.67
TOTAL CABLE TV / GENERAL				5,101.67
TOTAL CABLE TV / GENERAL				5,101.67
TOTAL CABLE TV				5,101.67

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INVOICES DUE ON/BEFORE 08/06/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	06/19 PAPKE PBLC REC RQUEST	28-340-000-55001	420.00
03950		06/19 GRANARY LEGAL MATTERS	28-340-000-55001	10,185.84
STAFFORD	STAFFORD ROSENBAUM LLP	06/19 BULKHEAD/OHWM MATTERS	28-340-000-55001	2,090.00
USBANK	US BANK	CLERK OF COURTS	28-340-000-55001	21.00
TOTAL TID #4 DISTRICT				12,716.84
TOTAL TID #4 DISTRICT				12,716.84
TOTAL TID #4 DISTRICT				12,716.84
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	BATTERIES/GARBAGE TRUCK	60-000-000-53000	352.77
04603	HALRON LUBRICANTS INC	USED OIL PICKUP 250 GAL	60-000-000-52050	37.50
04603		USED OIL PICKUP 175 G	60-000-000-52050	26.25
04696	DOOR COUNTY TREASURER	06/19 DLS FUEL 847.74 G	60-000-000-51650	2,238.46
18945	S & R TRUCK CENTER, INC	SCAN TOOL/GARBAGE TRCK 41	60-000-000-53000	45.00
20725	T R COCHART TIRE CENTER	TIRE CHANGES	60-000-000-52850	100.00
20725		TIRE CHNGES/DISPOSAL	60-000-000-52850	37.00
ADVANCED	ADVANCED DISPOSAL	228.08 TN GARBAGE	60-000-000-58300	14,259.53
ADVANCED		75.09 TN RECYCLING	60-000-000-58350	1,088.85
JX ENT	JX ENTERPRISES, INC.	PARTS/GARBAGE TRK REPAIRS #39	60-000-000-53000	5,484.99
JX ENT		LABOR	60-000-000-53000	2,520.19
JX ENT		MISC SUPPLIES	60-000-000-53000	237.04
JX ENT		PRESSURE SENSOR	60-000-000-53000	131.99
TOTAL SOLID WASTE ENTERPRISE FUND				26,559.57
TOTAL SOLID WASTE ENTERPRISE FUND				26,559.57
TOTAL SOLID WASTE ENTERPRISE				26,559.57
TOTAL ALL FUNDS				483,153.76

MANUAL CHECKS

SOUTHERN DOOR SCHOOL DISTRICT \$414.24
07/19/19
Check #85510
05/19 & 06/19 Mobile Home Tax Payment & Lottery
01-000-000-41300

STURGEON BAY SCHOOLS \$7,393.36
07/19/19
Check #85511
05/19 & 06/19 Mobile Home Tax Payment
01-000-000-41300

SUN LIFE INSURANCE \$1,873.56
07/19/19
Check # 85512
08/19 Short/Long Term Disability
01-000-000-21545

SUPERIOR VISION INSURANCE \$861.60
07/19/19
Check # 85513
08/19 Vision Insurance
01-000-000-21540

TOTAL MANUAL CHECKS \$10,542.76

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SUMMARY OF FUNDS:

GENERAL FUND

~~109,019.58~~

119,562.34

CAPITAL FUND

329,756.10

CABLE TV

5,101.67

TID #4 DISTRICT

12,716.84

SOLID WASTE ENTERPRISE

26,559.57

TOTAL --- ALL FUNDS

~~483,133.76~~

493,696.52

Helen Bacon 7/30/2019
SPH Wurmman 7/20/2019

COMMON COUNCIL
July 16, 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.

Nault/Williams to adopt agenda moving Item 18 to right after the Consent Agenda and moving Items 7j and 7m to the regular agenda. Carried.

The following people spoke during public comment: Scott Moore, 947 Pennsylvania St; Trudy Herbst, 228 W. Pine St; Kelly Catarozoli, 344 N. 3rd Ave; Claire Morkin, 110 N. Joliet Ave; Pam Seiler, 36 S. Third Ave; Chris Kellems, 120 Alabama St; Bonnie Ripp, 5081 County P; Annie Lampert, 33 N. Joliet Ave; Beth Renstrom, 34 Bluebird Dr; and Hans Christian, 330 N. 3rd Ave.

Bacon/Reeths to approve the following bills - General Fund - \$144,921.12, Capital Fund - \$4,511.74, Cable TV - \$425.85, TID #4 - \$895.00, and Solid Waste Enterprise Fund - \$3,460.92 for a grand total of \$154,214.63. Roll call: All voted aye. Carried.

Bacon/Williams to approve consent agenda:

- a. Approval of 7/2/19 regular Common Council minutes.
- b. Approval of following minutes:
 1. Joint Review Board – 6/25/19
 2. Finance/Purchasing & Building Committee – 6/25/19
 3. Joint Parks & Recreation Committee/Board – 6/26/19
 4. Historic Preservation Commission – 6/28/19
 5. Community Protection & Services Committee – 7/8/19
- c. Place the following reports on file:
 1. Inspection Department Report – June 2019
 2. Police Department Report – June 2019
- d. Consideration of: Approval of beverage operator licenses.
- e. Consideration of: Approval of Temporary Class B Beer licenses and Temporary Class B Wine licenses.
- f. Consideration of: Approval of Sidewalk Café Permit for Stone Harbor Resort.
- g. Consideration of: Approval of exception to noise ordinance for Door County Fair.
- h. Community Protection & Services Committee recommendation re: Approval of Combination Class B Beer and Liquor license for The Nautical Inn of Sturgeon Bay.
- i. Community Protection & Services Committee recommendation re: Approve the Mann Communication contract for two years.
- j. ~~Community Protection & Services Committee recommendation re: Approve the creation of Chapter 37 of the Municipal Code, Commercial Quadricycle Licensing. Moved to regular agenda.~~
- k. Community Protection & Services Committee recommendation re: Approve the amendment to Section 10.175 of the Municipal Code, Drinking on Public Property Regulated.
- l. Community Protection & Services Committee recommendation re: Approve the amendment to Section 10.19 of the Municipal Code, Noxious Weeds Prohibited.
- m. ~~Community Protection & Services Committee recommendation re: Approve the amendment to Chapter 25.04 of the Municipal Code, Penalties for Possession of Marijuana. Moved to regular agenda.~~
- n. Community Protection & Services Committee recommendation re: Approve the General Procedures for Public Comment at Common Council meetings with additions.
- o. Finance/Purchasing & Building Committee recommendation re: Approve two year lease with Richard Stoll for the Sturgeon Bay Yacht Club "E" Dock beginning July 15, 2019 until July 15, 2021 in the amount of \$2,000.

Carried.

The Ad Hoc West Waterfront Planning Committee presented their Plan and Recommendations regarding the West Waterfront to the Common Council. After a brief introduction by Co-Chair

Hauser, Committee members reviewed the key components of the Plan and Recommendations. Community Development Director Olejniczak outlined the future process of the plan and the Council members asked questions and made comments on the Plan. No formal action was taken.

Bacon/Nault to approve the following mayoral appointment:

Ethics Board

Dan Powers

Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the WIPFLi CPA's and Consultants 2018 financial audit report for the City of Sturgeon Bay and place it on file.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Finance Director Clarizio and Brian Anderson from WIPFLi presented the audit report to the Council. Williams/Avenson to adopt. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend that the City issue \$2,345,000 in general obligation promissory notes for the purpose of funding capital projects and purchases including storm sewer outlay, improvements to public buildings, facilities, properties and the acquisition of vehicles and equipment.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Brad Viegut, Baird, presented the borrowing details to the Common Council. Bacon/Reeths to adopt. Carried.

Williams/Bacon to adopt the resolution providing for Sale of Approximately \$2,345,000 General Obligation Promissory Notes. Carried.

RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to approve Chapter 37 of the Sturgeon Bay Code of Ordinances, Commercial Quadricycle Licensing, as created.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Dan Williams, Chr.

Avenson/Wiederanders to adopt. Discussion took place regarding the horse carriage that used to operate in the City, the proposed routes, and safety factors such as seatbelts and slow moving vehicle signs on the pedal cart. Hayes/Williams to amend the motion to add to the ordinance that seatbelts must be worn by passengers. Vote taken on the amendment. Carried. Nault/Hayes to amend the amended motion that a slow moving vehicle sign must be on the quadricycle. Vote taken on the second amendment. Carried. Vote taken on the original motion as amended. Carried.

Avenson/Wiederanders to adopt the first reading of the ordinance creating Chapter 37 of the Municipal Code, Commercial Quadricycle Licensing, adding in the amendment to include seatbelts and slow moving vehicle signage. Carried.

Avenson/Nault to approve the preliminary resolution and engineering report for Declaring Intent to Levy Special Assessments for Sidewalk Installation on North 7th Avenue. It was noted that the proposed special assessment would total \$2,975.00. Carried.

Avenson/Hayes to adopt the first reading of the ordinance amending Section 10.175 of the Municipal Code – Drinking on public property regulated. Carried.

Reeths/Avenson to adopt first reading of ordinance amending Section 10.19 of the Municipal Code – Noxious weeds. Carried.

Mayor Ward relinquished the Chair to Council President Williams.

RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to approve the amendment to Chapter 25.04 of the Sturgeon Bay Code of Ordinances, Penalties for Possession of Marijuana.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Dan Williams, Chr.

Hayes/Wiederanders to adopt. Discussion took place regarding recreational verses medical marijuana, the current fines, fines as they relate to court courts, citations related to marijuana in the City and the definition of abode. Further discussion took place regarding enforcement of ordinances, having the City Attorney look in to the changes to the ordinance and whether to wait for the State to make decision regarding marijuana.

Roll call: Bacon, Williams, Nault and Reeths voted no. Hayes, Avenson, and Wiederanders voted aye. Motion failed.

Mayor Ward resumed the Chair.

The Council took a 5 minute recess at 9:40 pm and reconvened at 9:45 pm.

Avenson/Wiederanders to refer the first reading of the ordinance re: Section 25.04 of the Municipal Code – Penalties for Possession of Marijuana to Community Protection & Services Committee. Carried.

Avenson/Williams to stripe two courts at Sunset Park for pickleball and recommend the City develop a budget for pickleball courts in 2020. Discussion took place regarding the original recommendation from the Joint Parks & Recreation Committee/Board, tennis courts at Otumba Park and tennis courts at Sunset Park. Carried.

Nault/Bacon to remove from the table consideration of: Development Agreement with Sturgeon Bay Historical Society. Carried with Avenson voting no.

Nault/Reeths to continue to have the Development Agreement with Sturgeon Bay Historical Society as "consideration of" on every future council agenda. Discussion took place regarding whether an attorney should be present at all meetings if this was placed on the agenda as "consideration of." Avenson/Hayes to amend the motion to change the word "consideration" to "discussion." Vote taken on the amendment. Carried. Vote taken on the original motion as amended. Carried with Avenson voting no.

Nault proceeded to request that agenda items related to the Development Agreement with Sturgeon Bay Historical Society appear on the next Council agenda. They include: Consideration of: Liquidated Damages Clause in Development Agreement with Sturgeon Bay Historical Society; Consideration of: Committee formed by the Mayor to meet with the Financial Donor of the Granary; and Consideration of: Remove the obligation of the City to accept the gift of the donation of the granary from SBHS.

The following items were requested for future agendas: (Hayes) Parks & Recreation Committee – Development of Indoor ice hockey; (Hayes) CPS – Review of Noise Ordinance and exemptions; (Mayor) CPS – Consideration of: Alternate members to Ethics Committee; (Nault) CPS – Methods of communicating with residents regarding ordinance violations. (Reeths) CC – Discussion on storm sewer infrastructure in relation to heavy rainfalls.

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

The City Administrator gave his report.

There was no mayoral report.

Nault/Reeths to adjourn. Carried. The meeting adjourned at 10:24 p.m.

Respectfully submitted,


Stephanie L. Reinhardt
City Clerk/HR Director

AESTHETIC DESIGN & SITE PLAN REVIEW BOARD

Monday, June 24 2019

The Aesthetic Design & Site Plan Review Board meeting was called to order at 6:00 p.m. by Chairman Mark Lake in the Council Chambers, City Hall.

Roll call: Members Mark Lake, Dennis Statz, Mark Struck, Dave Augustson, Cheryl Frank, Jon Burk, and Cindy Weber were present.

Also present were Community Development Director Marty Olejniczak, Planning/Zoning Administrator Chris Sullivan-Robinson and Assessing Dept. Clerk Peggy Tong.

Adoption of agenda: Motion by Mr. Statz, seconded by Mr. Burk to adopt the agenda. All ayes. Carried.

1. Roll call.
2. Adoption of Agenda.
3. Approval of minutes from June 24, 2019.
4. **Consideration of:** Replacement of an outdoor bar station for The Nautical Inn located at 234 Kentucky Street.
5. **Consideration of:** Design guidelines and review criteria.
6. Adjourn.

Approval of minutes from June 10, 2019: Motion by Mr. Augustson, seconded by Mr. Struck to approve the July 10, 2019 minutes as presented. All ayes. Carried.

Consideration of: Replacement of the existing outdoor bar station for the Nautical Inn located at 234 Kentucky St.

Chris stated the Nautical Inn has come under new ownership/lease. Their project consists of some minor landscaping and replacement of the existing bar. Because it is an exterior change to a commercial use, this board must review it.

Mr. Augustson stated this site is hidden from the public.

Motion by Mr. Struck, seconded by Mr. Statz to approve as presented, provided any lighting is downward facing and dark sky friendly. All ayes. Carried.

Consideration of: Design guidelines and review criteria.


Mr. Sullivan-Robinson gave the board an example of an ordinance. He explained if the wanted to modify the current guidelines. These example show that there is the ability to specify the guidelines by use or geographic location.

Mr. Olejniczak stated the City is updating the Comprehensive Plan and this is the time to start thinking about making changes to the design criteria, and / or the code. These potential changes can be incorporated into the comprehensive plan update.

Aesthetic Design is governed by two areas, the Design Board and Zoning Code. The design board's guidelines are changed through a recommendation to Council. Zoning Code is changed by the Plan Commission recommendation to Council.

Adjourn: Motion by Mr. Burk, Seconded by Mr. Augustson to adjourn. All ayes. Carried. The meeting adjourned at 6:35pm.

Respectfully yours,


Peggy J Tong
Assessment Clerk

AESTHETIC DESIGN & SITE PLAN REVIEW BOARD

Monday, July 1, 2019

The Aesthetic Design & Site Plan Review Board meeting was called to order at 6:00 p.m. by Chairman Mark Lake in the Council Chambers, City Hall.

Roll call: Members Mark Lake, Dennis Statz, Dave Augustson, Cheryl Frank, Jon Burk, and Cindy Weber were present. Mark Struck was excused

Also present were Community Development Director Marty Olejniczak, Planning/Zoning Administrator Chris Sullivan-Robinson, Assessing Dept. Clerk Peggy Tong and Mark Schwantes CBS Global presenting for Old Mexico.

Adoption of agenda:

1. Roll call.
2. Adoption of Agenda.
3. **Consideration of:** Exterior Remodeling for Old Mexico located at 901 Egg Harbor Rd.
4. **Consideration of:** Design guidelines and review criteria.
5. Adjourn.

Consideration of: Exterior Remodeling for Old Mexico located at 901 Egg Harbor Rd.

Mr. Schwantes stated the architect was unable to be at the meeting. Mr. Schwantes indicated he was familiar with the business and the owners. There is a request to replace the metal siding with a stucco material. They want to match the Green Bay location in a Mexican Style. He has no information on the door.

Committee members asked if there is glass on either side of the door. Are the side panels glass or solid, they are going from a double door to a single door. The plan indicates glass.

Mr. Augustson asked about the window replacements, what color the frames will be, no answer could be provided. Mr. Lake stated it looks like the three windows on the side near the front will be replaced with two larger windows and the single door. In addition and also two windows will be added overlooking the patio. There will also installing two windows on the side toward the back of the building.

Mr. Schwantes stated the change of windows is to let more light into the restaurant and to also better serve the patio area. He continued I will get you the colors for the windows

He continued and agreed the picture of the roof tiles shown are not what is on the building now, so that will also be brought to the committee.

Ms. Weber and Mr. Augustson questioned the color of the stucco was asked and will it be painted. Mr. Schwantes indicated it will be tan. The committee would like confirmation of the color tan they will use. The metal siding will be remove and done in stucco also.

Several members addressed the Electronic Message Sign which is and has been a problem for some time. Mr. Lake stated the message should be:

Static for six seconds.

No animation or graphics are allowed.

Messages are too long or missing.

Mr. Lake stated the sign on the building was not included in the sign permit. It had been a banner at one time. No sign permit was issued for the building signage.

The board is hesitant to approve anything before the Electronic Variable Message Sign (EVMS) is fixed or changed. It must comply, before and Certificate will be given

Ms. Weber asked why they are working on the building without a certificate of approval prior to starting construction. Mr. Sullivan-Robinson explained to the board the building Inspector had put a stop work order on the job a week and a half ago, and the construction just continued.

The committee indicated there are quite a few items to be addressed until any approvals are made. Colors on the windows, door style etc. wall colors and roof colors. The signage on the building being permanent. All of these item has to be bought to this committee prior to any approvals.

Mr. Olejniczak clarified the question of the six second rule. The sign was conforming when it was installed ten years ago. They have not been operating the sing according to the rules.

Mr. Schwantes said the board had been there when Estes's had the building. He will address these items with the owner.

This item is must come back to this committee with a new application per Mr. Sullivan Robinson.

Landscaping at the base of the sign pole, was also noted and added to the requirement for the approval, along with the reader board.

Motion by Mr. Augustson Seconded by Mr. Burk to postpone any approvals until all items are brought back with appropriate documentation and examples of items mentioned in these minutes.

Consideration of: Design guidelines and review criteria.

ZONING BOARD OF APPEALS
Tuesday, July 9, 2019

The City of Sturgeon Bay Zoning Board of Appeals meeting was called to order at 12:00 p.m. by Chairperson William Murrock in the Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Wayne Spritka, Dave Augustson, Bill Chaudoir, James Goodwin, and William Murrock were present. 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. Spritka, seconded by Mr. Chaudoir to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from May 28, 2019.
4. Public hearing: Petition from David and Holly Weber for a variance from s. 20.27(2) of the Municipal Code (Zoning Code) to construct a deck that would encroach into the street yard setback and rear yard setback, for property located at 660 E Circle Ridge.
5. Consideration of: Petition from David and Holly Weber for a variance from s. 20.27(2) of the Municipal Code (Zoning Code) to construct a deck that would encroach into the street yard setback and rear yard setback, for property located at 660 E Circle Ridge.
6. Public hearing: Petition from Jim McCarthy for variance from s. 20.27(2) of the Municipal Code (Zoning Code), to construct a porch addition that would encroach into the street yard setback, for property located at 831 Louisiana Street.
7. Consideration of: Petition from Jim McCarthy for variance from s. 20.27(2) of the Municipal Code (Zoning Code), to construct a porch addition that would encroach into the street yard setback, for property located at 831 Louisiana Street.
8. Adjourn.

Carried.

Approval of minutes from Tuesday, May 28, 2019: Moved by Mr. Goodwin, seconded by Mr. Spritka to approve the minutes from May 28, 2019. All ayes. Carried.

Public hearing: Petition from David and Holly Weber for a variance from s. 20.27(2) of the Municipal Code (Zoning Code) to construct a deck that would encroach into the street yard setback and rear yard setback, for property located at 660 E Circle Ridge: Mr. Sullivan-Robinson stated that the property is zoned Single-Family Residential. The house was built in 2001 and a variance was granted at that time for a 4-foot encroachment. The house was misplaced on the lot and when they applied for a permit for a deck they realized that they were already encroaching into the street setback on Tomahawk Avenue. They are now looking at installing a bigger deck of approximately 450 sq. ft. that would encroach 15 feet into the street setback on Tomahawk Avenue. The proposed deck would also encroach approximately 13 feet into the street setback on the property to the north. It is a corner lot and typically there are three 25-foot setbacks that should be met. The design of the deck should also be considered.

Chairperson Murrock opened the public hearing at 12:10 p.m. Attorney Jim Smith of Pinkert Law Firm, representing the Webers, displayed several photos and maps of the property and home from different views and directions. The Webers purchased the property approximately 2-3 years ago.

There is a vacant lot to the north with much screening of trees and bushes. There is an existing 9' x 10' deck. If the variance is approved, the deck would be 33 feet from the west curb of S. Tomahawk Avenue. The deck would not change the character of the neighborhood or affect the adjacent property. Additional screening would be planted after the deck is built.

Mr. Augustson was concerned about the vacant lot, but more worried about the rear yard setback encroaching into the neighbor's property. Corner lots are restrictive. Additional screening should be added as a condition.

Mr. Murrock questioned the location of the power box on the corner and if there was an easement for that.

Mr. Spritka stated that an easement should be shown on the plat.

Mr. Olejniczak added that most of the plats in the City have 6 feet on either side of the lot line.

Mike Mc Carthy, 831 Louisiana Street, spoke in favor of the request.

There was no written correspondence either in favor or in opposition of the variance.

The public hearing was declared closed at 12:32 p.m.

Consideration of: Petition from David and Holly Weber for a variance from s. 20.27(2) of the Municipal Code (Zoning Code) to construct a deck that would encroach into the street yard setback and rear yard setback, for property located at 660 E Circle Ridge: The Board discussed the variance request.

Mr. Olejniczak stated that Tomahawk Avenue was planned as a narrow street, since there is less need for parking on it. He did not see a need to widen that road in the future. It is possible that sidewalks could be installed someday.

After further discussion, it was moved by Mr. Goodwin, seconded by Mr. Chaudoir to grant the variance request for the reasons stated in the petition, with condition that vegetative screening be installed per the Meissner plan to screen the rear lot line from the neighbor.

The Webers showed an unnecessary hardship based on pre-existing conditions. There is physical property limitation based on pre-existing conditions of the site, which were caused at the time of construction in 2001. The road is off center to the right-of-way, which caused the home to be improperly placed. The City has no plans to make any improvements to the Tomahawk right-of-way in the future.

Roll call vote. All ayes. Carried.

Public hearing: Petition from Jim McCarthy for variance from s. 20.27(2) of the Municipal Code (Zoning Code), to construct a porch addition that would encroach into the street yard setback, for property located at 831 Louisiana Street: Mr. Sullivan-Robinson stated that this property is located in an R-1 district. This project was looked at over a year ago and was approved. There was support from the neighbors as well. According to the ordinance, the deck would have to be 25 feet from the street right-of-way and 10 feet from the side lot line. In this case, the house is non-conforming. The deck is proposed to be constructed 5 feet into the street setback. In 2018, Mr.

McCarthy was granted a variance and due to circumstances he was unable to go ahead with the construction. The variance lapsed after one year. This is an historic lot, which is long and narrow.

Mr. Chaudoir noted that a site plan was not included with the application showing the proposed deck addition to the house and how it relates to the setbacks. It should be a requirement that a site plan be included for future application.

Chairperson Murrock opened the public hearing at 12:44 p.m.

Jim McCarthy presented his plan for his deck addition. When he purchased the house, he realized the existing 4-foot deck was unusable. After the variance was approved the weather didn't cooperate and was unable to line up a carpenter. His neighbors wanted him to get it completed.

No one spoke in favor or in opposition of the variance request. There were no letters in favor or against the request.

The public hearing was declared closed at 12:46 p.m.

Consideration of: Petition from Jim McCarthy for variance from s. 20.27(2) of the Municipal Code (Zoning Code), to construct a porch addition that would encroach into the street yard setback, for property located at 831 Louisiana Street: Board members discussed the variance request.

Moved by Mr. Goodwin, seconded by Mr. Augustson to approve the variance in view of the fact that it is the identical request that has been previously approved and because of the weather conditions it could have already been completed. The porch doesn't detract from the house. It is an old neighborhood with small lots and goes with everything around him for blocks. He is keeping the look of the building. There are no obstructive views regarding traffic or neighbors.

Roll call vote. All ayes. Carried.

Adjourn: Moved by Mr. Chaudoir, seconded by Mr. Spritka to adjourn. Carried. Meeting adjourned at 12:48 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE**July 9, 2019**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 p.m. by Chairperson Bacon in Council Chambers, City Hall. Roll call: Alderperson Bacon, Wiederanders and Williams were present. Also present: Mayor Ward, City Administrator Van Lieshout, Finance Director/City Treasurer Clarizio, Community Development Director Olejniczak, Robert W. Baird Managing Director Brad Viegut and Receptionist Metzger.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing
4. Consideration of: Debt Issuance of general obligation promissory notes for Capital Projects and Purchases Including Storm Sewer Outlay, Improvements to Public Buildings, Facilities Properties, and the Acquisition of Vehicles and Equipment.
5. Consideration of: Lease Agreement with Richard Stoll re: "E" Dock.
6. Consideration of: Right of First Refusal re: Zak Property 1317 Shiloh Road.
7. Review bills.
8. Adjourn.

Carried.

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

Consideration of: Debt Issuance of general obligation promissory notes for Capital Projects and Purchases including Storm Sewer Outlay, Improvements for Public Buildings, Facilities Properties and the Acquisition of Vehicles and Equipment.

Brad Viegut, Managing Director of Robert W. Baird, outlined the proposed financing plan for capital projects and purchases budgeted for 2019. He explained that a general obligation promissory note in the amount of \$2,345,000 would be issued for the borrowing. The estimated interest rate is 2.24%, it would be callable October 1, 2026. The initial approval of the resolution will be considered at the August 6, 2019 Common Council meeting.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council that the City issue approximately \$2,345,000 in general obligation promissory notes for the purpose of funding capital projects and purchases including storm sewer outlay, improvements to public buildings, facilities, properties and the acquisition of vehicles and equipment. Carried.

Consideration of: Lease agreement with Richard Stoll re: "E" Dock.

City Administrator VanLieshout stated the Richard Stoll is in agreement with the terms of the lease. The required insurance has been provided and lease payment paid.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the lease as presented. Carried.

Consideration of: Right of First Refusal re: Zak Property 1317 Shiloh Road.

Community Development Director Olejniczak explained that Harry and Adeline Zak have approximately 19 acres of land the City has been interested in that could be used for expansion purchases in the Industrial Park. The Zaks believe their property is worth \$820,000-\$850,000 which is considerably higher than comps, therefore at this time the City isn't willing to purchase. Mr. Olejniczak stated that through their attorney the Zaks have offered the City the option of right of first refusal. The City would upfront \$5,000 for the granting of the right of first refusal, if the City agrees to match any offer the Zaks agree to accept and purchase the property the \$5,000 would deduct from the purchase price.

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders to recommend to Common Council accept the right of first refusal, in the amount of \$5,000 for the Zak property located at 1317 Shiloh Rd. Carried.

Review bills:

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

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to adjourn. Carried. The meeting adjourned at 4:41 p.m.

Respectfully submitted,

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

Tricia Metzger

AD HOC WEST WATERFRONT PLANNING COMMITTEE

Wednesday, July 10, 2019

A meeting of the Ad Hoc West Waterfront Planning Committee was called to order at 4:35 p.m. by Co-Chairperson Laurel Hauser in the Community Room, City Hall, 421 Michigan Street.

Roll call: Members Erich Pfeifer, Jim Schuessler, Stephanie Trenchard, Laurel Hauser, David Schanock, Mike Gilson, Caitlin Oleson, and Mark Schuster were present. Sara Powers was present by telephone. Staff advisors present were Community Development Director Marty Olejniczak and Public Works Director Mike Barker. Member Ryan Hoernke was excused. Also present were alderpersons Helen Bacon, Kirstin Reeths, and Dan Williams, along with City Administrator Josh Van Lieshout.

Adoption of agenda: Moved by Mr. Schuessler, seconded by Mr. Schanock to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from June 10, 2019.
4. Public comment on West Waterfront planning matters.
5. Consideration of: West Waterfront redevelopment plan and recommendations.
6. Consideration of: Next steps for redevelopment plan.
7. Adjourn.

Motion carried unanimously.

Approval of minutes from June 10, 2019: Moved by Mr. Gilson, seconded by Mr. Schuster to approve the minutes from June 10, 2019. Motion carried unanimously.

Public comment on West Waterfront planning matters: Chris Kellems and Josh Van Lieshout spoke during the public comment period.

Consideration of: West Waterfront redevelopment plan and recommendations: A letter received that day from the Sturgeon Bay Historic Society Foundation in regard to the proposed location of the grain elevator was read. The Foundation rejects any proposal to place the grain elevator anywhere other than its original location. The Committee discussed the letter. Some expressed disappointment in the timing of the letter. Other issues discussed included the need to understand the actual options for the building remaining on the state/national registers of historic places; the wishes of the general public; the belief that the recommended location for the grain elevator was a compromise; the rationale behind the Foundation's letter; the fact that the Committee is making a recommendation and ultimately the Council will be the body taking any action on this issue; and other issues. No formal action was taken regarding the letter.

The Committee then reviewed the final draft of the plan.

Mr. Pfeifer thought the plan could have had more tourism info and input from that sector. It was mentioned that the Sturgeon Bay Visitor's Center staff was actively monitoring the development of this plan.

Within the Goals and Principles section, Mr. Schuessler requested that bullet points be used for the individual goals and principles rather than numbers.

Ms. Hauser requested that “goals and principles” be used throughout that section rather than just “goals”.

Within the Consensus Redevelopment Plan section, Ms. Oleson requested rewording the language in the second paragraph that describes the three graphic views of the plan in order to be clearer.

Ms. Hauser requested a statement that the numbered paragraphs (sections) in the Consensus Redevelopment Plan narrative correspond to the numbered labels within the graphics.

Ms. Hauser requested that subsection 2.h. be moved into the intro paragraph for section 2.

Ms. Powers wondered whether there should be a statement that as long as the goals and principles are followed, the site plan could change. There was discussion regarding whether this statement was already included elsewhere in the recommendations. The consensus was no change was needed.

There was discussion on whether parking options for new buildings should be shown on the site plan. The consensus was no change was needed.

There was discussion on the location of the gateways. The consensus was no change was needed.

Ms. Oleson requested a typo (stray comma) in subsection 17.a. be corrected.

There was discussion on the specific street corridors listed in section 15. The Committee agreed to eliminate the reference to specific streets.

Regarding the Consensus Plan Graphics, there was discussion on the promenade. The Committee agreed that an extra label (#12) should be added to the overlook portion of the promenade and the wording in the legend should be “Public Waterfront Promenade/Overlook”.

There was discussion regarding the label for the multipurpose public space. It was agreed that the wording should be “Multi-Purpose Public Space/Temporary Pavilion Structure” and to add an additional label (#16) over the structure shown in the graphics.

Regarding the Representative Images, the Committee agreed to use the revised image #8, to add a statement about using bollards as a safety feature to image #5 and to change the asterisk in image #2 to a bullet.

There was discussion on the many public features within the redevelopment plan and the opportunity for donations to help fund them.

It was moved by Mr. Schuessler, seconded by Mr. Schanock, to recommend approval of the plan to the Common Council with the changes that were requested. Mr. Olejniczak went through the list of changes that the Committee agreed to. A vote was then taken. Motion carried unanimously.

Consideration of: Next steps for redevelopment plan. Mr. Olejniczak went over the process that Mayor Ward planned to use for review and approval of the plan. A presentation to the Council is expected at the July 16th meeting and a presentation to the Plan Commission at their July 17th

meeting. Community input would be solicited via Polco survey questions and a public hearing would be jointly held by the Council and Plan Commission on August 6th. Following that the Plan Commission would make its recommendation and then the Council can act upon it.

There was discussion on who would make the presentation to the Council. Mr. Van Lieshout explained to the members why it would be beneficial for the Committee members to make the presentation rather than staff.

Ms. Hauser stated that there could be four presenters – one each doing the background/process, the goals & principles, the key points of the public development, and the key points of the private development. After more discussion, it was agreed that Ms. Hauser would present the background info and process used by the Committee, followed by Ms. Oleson and Mr. Pfeifer jointly presenting the goals and principles, followed by Mr. Schanock and Mr. Hoernke jointly presenting the private space recommendations, followed by Ms. Trenchard and Mr. Schuster jointly presenting the public space recommendations.

Ms. Hauser announced her desire for one final Committee meeting that would occur after Council adoption. She would invite the Mayor to come and explain his plan/process for implementing the redevelopment recommendations.

There was discussion on the proposed use of Polco for surveying the public about the recommended redevelopment plan. Ms. Oleson cautioned against using general open-ended questions. The questions should be strategic. Some members worried about using Polco for gathering general input about the plan. The consensus was that the City should not use Polco questions for general polling of the plan, but rather wait to use it after adoption for input on specific items such as the design of the planned water feature.

Adjourn: Moved by Mr. Schuster, seconded by Ms. Trenchard to adjourn. Carried. Meeting adjourned at 6:12 p.m.

Respectfully Submitted,



Martin Olejniczak
Community Development Director

**Harbor Commission Meeting
July 15, 2019**

A meeting of the Harbor Commission was called to order by Chairperson Nault at 4:30 p.m. in Council Chambers, City Hall, 421 Michigan Street. Members Gary Nault, Robert Spude, Paul Mickelson, Nancy Schopf, Steve Propsom and Randy Morrow were present. Also present were Ald. Dan Williams, City Administrator Josh VanLieshout, and Municipal Services Secretary Lynnae Kolden.

Moved by Mr. Morrow, second by Mr. Spude to adopt the following agenda:

1. Roll Call
2. Adoption of Agenda
3. Public Comment
4. Consideration of: Request to extend the "No Wake Zone" in the bay of Sturgeon Bay from the Bay View Bridge to the Sturgeon Bay ship canal.
5. Adjourn

Carried.

The following people spoke during public comment:

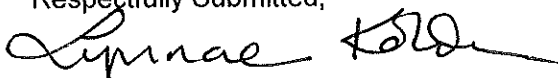
Dean Gordon, 423 S. Elgin Ct. Dave Stuebner, 1144 Tacoma Beach Rd. Maureen Fear, 1108 Tacoma Beach Rd. Gerry Inman, 1500 Tacoma Beach Rd. And Pat Vesser, 1556 Utah. They all spoke in regards to the "No Wake Zone", the highwater issues with the docks and shoreline protection / erosion.

Consideration of: Request to extend the "No Wake Zone" in the bay of Sturgeon Bay from the Bay View Bridge to the Sturgeon Bay ship canal: Panel discussion took place. Mrs. Schopf notices the highwater being an issue. Mr. Spude doesn't think "No Wake Zone" is a good idea, he feels if a restriction gets implemented it will never get lifted or replaced. Mr. Propsom worried a "No Wake Zone" will not allow for recreational fun, and wondered how it would be enforced. Mr. Morrow did have a person reach out to him, that didn't want the "No Wake Zone" extended. The area needs to be protected for fun recreational use. Mr. Mickelson questioned if the charter captains have talked about slowing down. Ald. Nault stated the charter captains have all discussed slowing down in the affected areas and didn't like getting the blame. There are 676 useable slips in the marinas, of which the majority fall into the 30' or bigger for boat size. Shoreline protection is the responsibility of the landowner. The wind has been a contributing factor in the waves continually hitting the shorelines. The boat wake will usually dissipate to only a couple of inches in wave height when it reaches the shoreline. Ald. Nault is willing to work with the marinas to put out a notice / letter to the slip holders that the highwater is causing issues to the shorelines to help make them aware that slowing down may help assist in the wake not hitting the shorelines.

Moved by Mr. Propsom, seconded by Mrs. Schopf: Not to extend the "No Wake Zone" in the bay of Sturgeon Bay from the Bay View Bridge to the Sturgeon Bay ship canal. All in Favor. Carried.

Moved by Mr. Spude, second by Mr. Morrow to adjourn. All in favor. Meeting adjourned at 5:14 p.m.

Respectfully Submitted,



Lynnae Kolden
Municipal Services Secretary

CITY PLAN COMMISSION
 Wednesday, July 17, 2019

A meeting of the City Plan Commission was called to order at 6:00 p.m. by Chairperson David Ward in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members David Hayes, Debbie Kiedrowski, Jeff Norland, David Ward, Dennis Statz, and Mark Holey were present. Absent: Member Kirsten Reeths. Also present were Alderpersons Gary Nault, Helen Bacon, and Dan Williams, City Administrator Josh Van Lieshout, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from May 15, 2019.
4. Approval of minutes from June 5, 2019.
5. Consideration of: Conceptual Planned Unit Development (PUD) for Jeff Jahnke (Cherryland Properties) to develop mixed-use building located at 145 S. Neenah Avenue.
6. Consideration of: Conceptual Planned Unit Development (PUD) for Northpointe Development (Andy Dumke) to develop approximately 40 housing units, including converting former West Side School located at 17 W. Pine Street and new addition extending into the West Side Field property located at 37 W. Redwood Street.
7. West Waterfront Redevelopment – Recommendations from the Ad Hoc West Waterfront Planning Committee (Introduction only)
8. Status of updating the Comprehensive Plan.
9. Consideration of: Zoning code sec. 20.31(4)(b) - Surfacing of parking lots.
10. Adjourn.

Carried.

Approval of minutes from May 15, 2019: Moved by Mr. Statz, seconded by Mr. Holey to approve the minutes from May 15, 2019. All ayes. Carried.

Approval of minutes from June 5, 2019: Moved by Mr. Holey, seconded by Mr. Norland to approve the minutes from June 5, 2019. All ayes. Carried.

Chris Kellems, 120 Alabama Street, stated that the Commission needs to look at pervious surfaces for parking areas. Stormwater management needs to be looked at everywhere. She also commented on the West Side School project.

Jim Schuessler, DCEDC Executive Director, stated that since his being in Sturgeon Bay, renovating the West Side School for housing has been a priority.

Consideration of: Conceptual Planned Unit Development (PUD) for Jeff Jahnke (Cherryland Properties) to develop mixed-use building located at 145 S. Neenah Avenue: Mr. Olejniczak explained what a planned unit development is and the purpose of the conceptual review.

Jeff Jahnke, 1107 Twin Harbor Dr., Winneconne, WI, stated that he would like to raze the building at 145 S Neenah Avenue and build a mixed-use building with the first floor having two office spaces and the 2nd and 3rd floor being 1,000 square-foot three bedroom apartments. He mentioned that he is a financial planner and would use one office for himself. The apartments would have their own basement for storage. They would mirror each other and would have a view the bay. There will be two single-stall garages plus two additional parking spaces. He would like the building to be as close as possible to the street. There will be a handicap ramp that would lead up to the offices.

Mr. Olejniczak stated that this lot is 50' x 95'. Mr. Jahnke did a good job of trying to get as much as he could on the lot and still fit the neighborhood. He is comfortable with the setback being 5 feet from Neenah Avenue. The handicap ramp comes right up to the sidewalk. A suggestion would be to incorporate it into the front porch area. Another suggestion is to push the first garage so it is even with the second garage for ease of backing out. He thought that office use was a nice transition to the residential area to the south.

Impervious surface was discussed. Mr. Jahnke stated that he had spoken with City Engineer Chad Shefchik regarding restructuring where the green space would be.

After further discussion, it was moved by Mr. Holey, seconded by Mr. Statz to follow a combined preliminary/final PUD process.

Mr. Jahnke stated that he would expect the completion date to be June 2021. His estimated rents would be \$1200 to \$1300 per month, including utilities.

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

Consideration of: Conceptual Planned Unit Development (PUD) for Northpointe Development (Andy Dumke) to develop approximately 40 housing units, including converting former West Side School located at 17 W. Pine Street and new addition extending into the West Side Field property located at 37 W. Redwood Street: Mr. Olejniczak provided background information on the project. The school by itself is not large enough for a viable project. Hence, the request to acquire the West Side Field softball facility for the additional units.

Mr. Dumke, 2062 Menomonee Drive, Oshkosh, stated that he had learned about the need for housing in the City. The building has character and is a beautiful building. There is a significant amount of roof leaks. He displayed photos of different projects that his company has done. He would love to save the building. There would be 10 units located within the school and possibly commercial incubator space. There would be 30 units in the addition. Of the 40 total units, there would be 25 three-bedroom units, 10 two-bedroom units, and 5 one-bedroom units. They may create a separate parcel for the future in front of the building along Pine Street.

Mr. Dumke mentioned that they are applying for section 42 housing tax credits and historic tax credits for the project. The process for the section 42 credits is that you apply one time per year in mid December and will find out in the middle of April whether or not you will receive the credits. What is needed for the application is site control for the school and adjacent property, zoning approval, and sufficient capital proving how it will be financially done.

Mr. Norland's biggest concern was the ballpark and where it could be relocated. Mr. Olejniczak responded that the Jaycee Field on the corner of 15th Avenue and Michigan Street or a field by the Justice Center are two possibilities.

Mr. Dumke stated that this development will be affordable housing, with some market rate units as well. With section 42 affordable housing, none of the rent is subsidized by the government. Renters need to have a job, with good credit. Background checks are also done on the applicant. He explained how the tax credit program worked. Families earning 60% of the county median income would qualify for the affordable units. Rents would range from \$951 per month for three bedrooms, \$823 per month for a two-bedroom units, and one-bedroom unit would be \$709 per month.

Ms. Kiedrowski asked what the success rate was with the projects they have done. Mr. Dumke responded that he and his partner, Cal Schultz, have been working with WEHDA for years. They are awarded two projects per year. They have had a very high success rate. It is a very competitive program

Mr. Hayes was interested in any ideas for the front of the school. This would also be a great place for a community garden or some type of courtyard or patio. He thought that the addition should be broken up since it is such a long, straight wall. There could also be an interior courtyard. Mr. Dumke responded they will be doing a flat roof like the school. They always include an outdoor common area in their projects, along with a playground and indoor fitness center. There will be different building materials used to break up the facade. He will talk with the architect to see what other ideas he would have with bump-outs, etc. The chalkboards are required to remain where they are for the historic credits.

Mr. Hayes was also concerned about the neighboring properties surrounded by vehicular traffic. Mr. Dumke thought that both drives may be needed for fire truck access. It is possible that the drive on the north side could be eliminated.

Mr. Hayes also wondered if the skate park could be extended.

Mr. Dumke added that the construction materials includes brick on the exterior wall toward Madison Avenue. The addition would be connected to the school with glass.

Underground parking was discussed. Mr. Dumke said with this footprint, it would fit 20-24 stalls, but would be very expensive to construct. Two garages could be eliminated.

Mr. Olejniczak stated that the north driveway is a public alley and is used by three or four of the surrounding lots. If not needed, he suggested not to connect to it or sign it as enter only. Also, the garages are only 10 feet wide. Twelve feet is the typical minimum. It would be a good idea to connect the sidewalk to Lansing Avenue. Mr. Olejniczak liked the fact that Mr. Dumke is an experienced developer. They have done a lot of these projects. Getting the section 42 credits is tough.

Mr. Dumke would like to break ground in fall of 2020. Once they find out if they received the credits, it will take six months before construction will take place. During that time they will get bids, obtain permits, etc. It will take a full year for construction.

Mr. Hayes does not want them to lose the "Boys /Girls" that is imprinted in cement on the front of the building. He also likes the old chimney on the building.

This request was also for a combined preliminary/final PUD process. Moved by Mr. Holey, seconded by Ms. Kiedrowski to follow a combined preliminary/final PUD request. All ayes. Carried.

West Waterfront Redevelopment – Recommendations from the Ad Hoc West Waterfront Planning Committee (Introduction only): Mr. Olejniczak stated a plan was presented to the Council that was put together by a 10 person committee appointed by the Council. A public hearing will be held on August 6th at a joint Council/Plan Commission meeting.

Ad Hoc West Waterfront Redevelopment Committee members Caitlen Oleson and David Schanock presented the plan. They went over the process, the public input, the goals and principles, and the various recommendations.

Mr. Hayes discussed parking areas. He also stated it would be nice to know what agreements are existing and what are to be negotiated. Partners should be identified. The next goal is to see what the City needs to do with agreements and how to start implementing some actionable items.

Mr. Holey complimented the plan, but losing parking spots in the parking lot at Sawyer Park would not be good for events such as fishing tournaments, etc. It could be pursued to obtain a Great Lakes fish as far as displaying art. Mr. Schanock stated that they needed to show all options.

Mayor Ward said that in regard to the Ahnapee and Ice Age Trails, you don't always find two important trails that intersect. He added that the promenade along the shoreline should be done as soon as possible with the Knowles-Nelson Stewardship Grant.

Mr. Olejniczak added that the two grants awarded to the City total approximately \$440,000, with matching dollars required.

Mr. Schanock added that benches, artwork, playground equipment, water features, and even the bump out over the water are perfect opportunities for the sale of naming rights.

Mayor Ward talked about the bridge pedestrian loop. It should be developed and marked with signage. Mr. Schanock said in addition to the bridge loop, having good informational signs explaining what is in this development, what's surrounding it, and what is in within Sturgeon Bay that people can go to next.

The public will be able to comment on the plan at the public hearing on August 6th.

Status of updating the Comprehensive Plan: Mr. Olejniczak stated that the Council adopted the recommendation to hire Vandewalle & Associates for completing the Comprehensive Plan Update. Tomorrow the contract should be ready to sign. The plan for kick-off will be at the September 18th meeting.

Consideration of: Zoning code sec. 20.31(4)(b) - Surfacing of parking lots: Mr. Sullivan-Robinson stated that staff looked at other communities to see what their requirements are for paving parking areas. Generally, paving is always required and often there was more detailed standards than Sturgeon Bay's code. He presented several options for consideration. Seasonal or occasional use could be exempted, as well as exempting small parking areas with 4 or 5 spaces or less; not paving excess parking; or exempt parking areas with a low volume of use or exempting areas based upon their location on the lot.

Mr. Norland expressed his concern with a lack of a paved surface that would allow dust and dirt. There is a type of brick paver that allows grass to grow through. Ms. Kiedrowski responded that it would require more maintenance and is more expensive than asphalt. It can't have a lot of traffic.

Mr. Hayes said it should be encouraged to be more environmentally friendly. That would help with the stormwater management.

Mayor Ward mentioned that a seasonal market proposed to install a permanent building on the property. Under the current ordinance they would have to have the parking lot paved. They had wondered if there were other alternatives for their site.

Mr. Holey thought that obtaining a variance is a pathway for people to not have to pave if they can justify a hardship. The ordinance could be left as is.

Mr. Statz added that gravel is considered impervious. There should be some type of clarification in terms of what is acceptable between impervious and pervious.

Mayor Ward suggested that for section 20.31(4)(b) to insert language on what's acceptable, such as using recycled blacktop or keep it partially gravel.

Mr. Olejniczak suggested to hold this over to another Plan Commission meeting and staff to bring back language with options.

Mr. Hayes thought the same conditions should apply to City parks.

Adjourn: Moved by Mr. Hayes, seconded by Mr. Statz to adjourn. All ayes. Carried. Meeting adjourned at 8:35 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Cheryl Nault".

Cheryl Nault
Community Development Secretary

CITY OF STURGEON BAY
JOINT PARK AND RECREATION COMMITTEE/BOARD MEETING
Wednesday, July 24, 2019
Council Chambers, City Hall, 421 Michigan Street
5:30 p.m.

A meeting of the Joint Park and Recreation Committee / Board was called to order at 5:31 p.m. by Chairperson Hayes in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Ald. Hayes, Ald. Nault, Chris Larson, George Husby, Jay Renstrom, and also present Municipal Services Director Mike Barker, Municipal Services Secretary Lynnae Kolden, Marty Olejniczak, Chris Sullivan-Robinson and Josh VanLieshout. Excused Ald. Bacon, Marilyn Kleist and Randy Morrow.

Adoption of the Agenda: Moved by Ald. Nault seconded by Mr. Husby.

1. Roll call
2. Adoption of agenda
3. Public comment on agenda and non-agenda items
4. Approval of minutes from June 26, 2019
5. Discussion of: Tennis in the City Parks Sunset and Otumba Parks
6. Discussion of: Indoor Ice Hockey Facility
7. Discussion of: Park assessments Lawrence Big Hill, Little Creek Parkway and Westside Field / Park
8. Directors Report
9. Future Agenda Items
10. Adjourn

All in Favor. Carried.

Public Comment: Sara Pinkert, 942 Jefferson Pl., Lillian Brigman, 950 Jefferson Pl., Bill Bauernfeind, 908 Jefferson Pl., all spoke in regards to the bike trail at Lawrence Big Hill Park. Claire Morkin, 110 N Joliet, Jack Follick, 449 N 18th Ave., Dean Hoegger, 3731 Big Rock Pl. all spoke in regards to Tennis & Pickleball at the Parks. Chris Kellems, 120 Alabama St, spoke in regards to the Parks. Rose Wodack, 421 N 4th Ave, spoke in regards to dogs in the Parks. Errin Kolden, 349 N 19th Ave, spoke in regards to an indoor ice rink.

Approval of Minutes from June 26, 2019: Moved by Ald. Nault, seconded by Mr. Renstrom. All in favor. Carried.

Discussion of: Tennis in the City Parks Sunset and Otumba Parks: Mr. Husby mentioned that the instructional program for Tennis got turned over to the YMCA for the use of the facilities, about 5 years ago. Mr. Renstrom stated that the Pickleball club would like to get a youth program started and they are working with the YMCA to get an instructional adult & youth program for next year. Ald. Nault stated there is a fee to be a YMCA member or non-member and to attend the classes. Ald. Nault feels the use of the Parks has gone down due to the cost of the YMCA programs. Ald. Nault asked for some more time and compromise from the Tennis & Pickleball players and to work together with the usage of the courts. He also realizes that sound is still an issue for some, and asked about the lower sound paddles and balls. Mr. Renstrom stated some players are already using the lower sound paddles and balls. He also mentioned that the Pickleball club Facebook page is growing and does have the hours of suggested play and code information for the nets. The Pickleball club also is hoping to put money towards the windscreen or other items, depending on the improvements being done. Ald. Hayes would like to see the preferred playing times listed at Otumba to help with the issues.

Discussion of: Indoor Ice Hockey Facility: Mr. Husby mentioned that Door County Skate club did raise some funds, but didn't raise enough funds, they did disband and distributed the funds to various organizations. Ald. Hayes feels this is more of a county program. Casey Stacewicks a Madison hockey dad plans on moving here next year. He spoke on the positives for the community and the children that are involved in ice sports. Feels that the interest will happen once there is consistent ice. He also understands that there is a big difference in what is needed and what is wanted in an indoor ice facility. Ald. Hayes requested a more formal proposal.

Discussion of: Park Assessments

Lawrence Big Hill: Better signage is needed. Ald. Nault stated we need to bring the bike club back to address the concerns and to review the rules. Mr. Larsen stated that he walked the trails and that we would need to monitor and keep the trails up and watch for erosion. Mr. Renstrom stated he also walked the trail and thought it was very nice. Ald. Nault & Ald. Hayes both mentioned it would be nice to combine the two Parks (Garland & Big Hill) with a crosswalk on the street.

Little Creek Parkway: 90% of this Park is still woods, there are a lot of Ash trees that need to be removed. Ald. Hayes questioned if we had an agreement with the funeral home for the memorial trees down there. Mr. Barker stated he does receive about 8 – 10 requests for memorial trees / benches. Ald. Hayes would like to see a procedure for getting a memorial in the Parks.

Westside Field / Park: Mr. Olejniczak spoke on a possible development of the adjacent property for a housing unit. Wanted to know if it would be possible or not as it would affect the softball field and wanted the committee / board to be aware of the possibility and get any feedback. Mr. Larsen stated that it's a very nice field and a lot of volunteer hours and funds have gone into making it a great field. Mr. Barker stated that there would be a big pushback. Stated if they gave up the ball field the new one would have to be really nice. Ald. Nault did grow up playing ball there but is also aware we need housing. He stated to sell the whole lot and do a really nice field elsewhere. He also mentioned that it is the only ball field on the westside. Mr. Olejniczak stated that the housing development project is contingent on the developer getting tax credits for the project. Mr. Renstrom stated there does need to be a trade off for the field being relocated. Mr. Husby stated that the lights were put in 7 years ago. He also mentioned that the High school does use the field in a pinch when the eastside fields are not ready in the spring. Mr. Olejniczak did speak with the SBU and the head of the softball group. Ald. Hayes asked if we would have to sell the property or if it could be gifted. Mr. VanLieshout stated that they hadn't gotten that far in the conversation, it's in the very preliminary stages. Ald. Hayes stated that it sounds like a soft green light on the project from the committee / board. Maybe even restart the Aloha tournament at the new field and a possible pump track or other uses with the leftover land from the project. Mr. VanLieshout stated to best summarize we would need equal or better replacement field. He also stated that we are not walking away from softball.

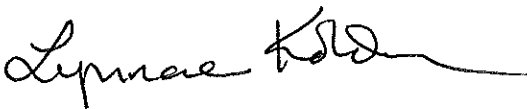
Directors Report: Mr. Barker stated that we are picking up storm damage and getting ready for Tall Ships. He also stated that we broke ground for the new swing set at Garland Park and hope to have it in place soon if the weather cooperates. The fishing dock behind Sonny's is completed.

Future Agenda Items: Parks – Market Square, Martin Park, Memorial Field Complex (Mr. Husby is going to explain the field and Complex area during the walk through at 5:00PM). Renaming of Bull Head Point. Senior Citizen Launch pass.

Next Meeting date: Wednesday, August 28, 2019 @ 5:00 PM – Memorial Field Complex @ 5:45 PM – City Hall

Motion to adjourn by Ald. Nault, seconded by George Husby. All in favor. Carried
Meeting adjourned at 7:55 pm

Respectfully submitted,



Lynnae Kolden
Municipal Services Secretary

7c1.



7c1.

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 JUNE 2019 FIRE REPORT

JUNE INCIDENTS: 107
YEAR TO DATE INCIDENTS: 708

INCIDENTS BY JURISTICTIION:

AVERAGE RESPONSE TIME:

CITY - East Side:	<u>69</u> Year to Date: <u>463</u>	EMERGENT: <u>3.51 Minutes</u>	NON-EMERGENT: <u>4.08 Minutes</u>
55 – Medical Incident	05 – Alarm/Detector Activation, No Fire	01 – Assist Police/Gvmt Agency	
01 – Overheated Motor	01 – Smoke Scare/Odor of Smoke	03 – Vehicle Accident	
01 – Vehicle Fire	01 – Carbon Monoxide Incident	01 – Flammable Liquid Spill	
CITY - West Side:	<u>22</u> Year to Date: <u>163</u>	EMERGENT: <u>4.20 Minutes</u>	NON-EMERGENT: <u>4.31 Minutes</u>
14 – Medical Incident	01 – Assist Police/Gvmt Agency	03 – Alarm/Detector Activation, No Fire	
01 – Unauthorized Burning	01 – Vehicle Accident	01 – Authorized/Control Burning	
01 – Arcing/Shorted Electrical Equipment			
Town of Sevastopol:	<u>08</u> Year to Date: <u>51</u>	EMERGENT: <u>13.15 Minutes</u>	NON-EMERGENT: <u>16.40 Minutes</u>
01 – Authorized/Controlled Burn		04 – Alarm/Detector Activation, No Fire	
01 – Public Service		01 – Vehicle Accident	
01 – Carbon Monoxide Incident			
Town of Sturgeon Bay:	<u>08</u> Year to Date: <u>25</u>	EMERGENT: <u>8.06 Minutes</u>	NON-EMERGENT: <u>N/A Minutes</u>
07 – Medical Incident		01 – Alarm/Detector Activation, No Fire	

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: 03

INPECTION REPORT:

Inspections – City of Sturgeon Bay:	<u>179 Inspections</u>	<u>128.25 Hours</u>
Inspections – Town of Sevastopol:	<u>27 Inspections</u>	<u>23.0 Hours</u>
Inspections – Town of Sturgeon Bay:	<u>04 Inspections</u>	<u>9.0 Hours</u>
Inspections – Town of Jacksonport:	<u>22 Inspections</u>	<u>37.5 Hours</u>

SPECIAL REPORTS, TRAINING AND MAINTENANCE

MAINTENANCE:

Firefighters drained Class B foam from Engine 4 & 6; removed equipment and cleaned up Engine 6 to get ready for sale; performed ladder maintenance on Truck 2; pulled and sprayed weeds at Training Site; Assisted DPW with switching out lights on front of City Hall; repaired weather stripping on Squad 1; changed oil in Truck 2 and installed a thermal imaging camera on Tender 1.

TRAINING:

176.0 hours of training was conducted in June. Firefighters trained with driving and pump operations on fire apparatus; trained with Marine 1 operations; Truck 2 ladder operations; ropes; Confined space/RIC operations and marina fire protection.

OTHER:

Fire Chief and AC attended City and other Town meetings; installed one (1) car seat; presented two fire extinguisher/Fire Safety presentations at C & S Manufacturing and presented at Learning in Retirement Kick Off held at NWTC.

LINE 2019 BANK RECONCILIATION

CHECKING ACCOUNTS

	GENERAL FUND	WDF	SNAP
	NICOLET	NICOLET	NICOLET
PRIOR G/L BALANCE	5,586,342.39	663,884.76	6,831.46
REVENUE	400,842.97	310.12	219.00
DISBURSEMENTS	1,039,297.03	0.00	0.00
AMOUNT IN TRANSIT	2,935.42	0.00	0.00
ADJUSTMENTS	28,951.26	0.00	0.00
ENDING BALANCE	4,973,904.19	664,194.88	7,050.46

INVESTMENT ACCOUNTS

GENERAL/CAPITAL FUND	
INVESTMENTS	
1,739,521.88	
2,395.80	
250,239.23	
0.00	
0.00	
<u>1,491,678.45</u>	

SAVINGS ACCOUNTS

BANK BALANCE	5,056,282.80	664,194.88	7,050.46
LESS OUTS. CHECKS	84,378.61	0.00	0.00
	4,973,904.19	664,194.88	7,050.46

1,491,678.45	0.00
<u>1,491,678.45</u>	

	GENERAL FUND	GENERAL FUND	WDF	CAPITAL - BUILDING DEBT	2017 CAPITAL PROJECTS	TIF #3 DEBT	TIF #3 CONSTRUCTION
	STATE - #2	NICOLET BANK - MMBI	STATE - #4	STATE - #9	STATE #13	STATE - #08	STATE - #14
PRIOR G/L BALANCE	1,465,918.23	20,130.18	75,597.84	6,216.44	1,618,207.94	947,840.18	25,672.65
REVENUE	284,976.04	0.15	150.54	12.38	3,222.44	2,213.15	50.07
DISBURSEMENTS	34,383.54	0.00	0.00	0.00	0.00	0.00	1,581.00
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	1,716,510.73	20,130.33	75,748.38	6,228.82	1,621,430.38	950,053.33	24,141.72
BANK BALANCE	1,716,510.73	20,130.33	75,748.38	6,228.82	1,621,430.38	950,053.33	24,141.72

	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	870,507.02	15,954.74	2,266,560.18	56,157.07	135,212.78	43,433.95	1,043,915.00
REVENUE	13,955.69	31.67	26,071.45	111.83	269.26	387.10	2,058.98
DISBURSEMENTS	0.00	150.00	0.00	0.00	0.00	0.00	29,887.00
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	884,462.71	15,836.41	2,292,631.63	56,268.90	135,482.04	43,821.05	1,016,086.98
BANK BALANCE	884,462.71	15,836.41	2,292,631.63	56,268.90	135,482.04	43,821.05	1,016,086.98

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: GENERAL FUND
FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES							
GENERAL FUND	1,044,130.61	107,422.15	(89.7)	6,264,782.38	12,529,567.00	3,736,129.78	(70.1)
TOTAL REVENUES	1,044,130.61	107,422.15	(89.7)	6,264,782.38	12,529,567.00	3,736,129.78	(70.1)
EXPENSES							
GENERAL FUND	97,775.83	1,365.39	98.6	586,654.38	1,173,310.00	342,310.75	70.8
MAYOR	1,073.75	941.00	12.3	6,442.42	12,885.00	5,527.10	57.1
CITY COUNCIL	5,325.84	4,854.84	8.8	31,954.92	63,910.00	33,775.43	47.1
LAW/LEGAL	5,500.00	10,883.07	(97.8)	32,999.96	66,000.00	35,271.07	46.5
CITY CLERK-TREASURER	33,787.49	29,472.68	12.7	202,724.78	405,450.00	193,817.06	52.1
ADMINISTRATION	14,417.08	14,125.06	2.0	86,502.28	173,005.00	79,592.23	53.9
COMPUTER	9,031.25	4,688.01	48.0	54,187.46	108,375.00	48,690.71	55.0
CITY ASSESSOR	7,576.25	6,560.93	13.4	45,457.30	90,915.00	55,729.18	38.7
BOARD OF REVIEW	126.66	0.00	100.0	759.92	1,520.00	0.00	100.0
BUILDING/ZONING CODE ENFORCEM	7,225.00	15,969.31	(121.0)	43,349.96	86,700.00	41,156.80	52.5
MUNICIPAL SERVICES ADMIN.	19,175.42	17,388.98	9.3	115,052.24	230,105.00	107,589.12	53.2
PUBLIC WORKS ADMINISTRATION	19,014.99	10,422.03	45.1	114,089.74	228,180.00	108,654.11	52.3
ELECTIONS DEPARTMENT	1,197.51	2,570.69	(114.6)	7,184.86	14,370.00	9,116.91	36.5
CITY HALL	11,970.83	10,389.87	13.2	71,824.82	143,650.00	58,377.38	59.3
INSURANCE	30,696.25	17,728.00	42.2	184,177.42	368,355.00	139,243.27	62.1
GENERAL EXPENDITURES	127,102.92	3,967.11	96.8	762,617.36	1,525,235.00	41,488.46	97.2
POLICE DEPARTMENT	36,223.75	32,536.49	10.1	217,342.18	434,685.00	209,209.25	51.8
PATROL BOAT	1,105.01	200.00	81.9	6,629.90	13,260.00	200.00	98.4
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
POLICE DEPARTMENT/PATROL	171,391.67	148,856.19	13.1	1,028,349.62	2,056,700.00	921,147.98	55.2
POLICE DEPT. / INVESTIGATIONS	22,925.43	31,787.49	(38.6)	137,552.30	275,105.00	149,567.60	45.6
FIRE DEPARTMENT	152,361.22	151,574.16	0.5	914,167.00	1,828,335.00	868,675.50	52.4
STORM SEWERS	2,697.92	5,395.39	(99.9)	16,187.40	32,375.00	16,570.46	48.8
SOLID WASTE MGMT/SPRING/FALL	4,345.83	1,101.24	74.6	26,074.90	52,150.00	3,543.72	93.2
COMPOST/SOLID WASTE SITE	4,179.59	2,679.35	35.8	25,077.42	50,155.00	6,470.07	87.0
STREET SWEEPING	3,363.33	5,467.57	(62.5)	20,179.98	40,360.00	16,735.83	58.5
WEED ABATEMENT	792.09	210.49	73.4	4,752.42	9,505.00	210.49	97.7
ROADWAYS/STREETS	16,601.25	13,688.13	17.5	99,607.34	199,215.00	78,690.88	60.4
SNOW REMOVAL	18,809.17	1,657.88	91.1	112,854.90	225,710.00	177,921.08	21.1
STREET SIGNS AND MARKINGS	4,590.00	6,074.14	(32.3)	27,539.92	55,080.00	23,106.18	58.0
CURB/GUTTER/SIDEWALK	1,329.18	4,312.42	(224.4)	7,974.88	15,950.00	5,921.72	62.8
STREET MACHINERY	14,242.48	10,676.38	25.0	85,454.80	170,910.00	80,686.66	52.7
CITY GARAGE	5,385.41	2,977.69	44.7	28,342.40	64,625.00	23,548.96	63.5
CELEBRATION & ENTERTAINMENT	4,723.76	9,285.16	(96.5)	243,562.30	487,125.00	203,708.96	62.8
GENERAL	40,593.73	31,979.49	21.2	53,454.86	106,910.00	44,752.41	58.1
RECREATION ADMIN	8,909.17	5,768.12	35.2	240,712.10	481,425.00	163,964.90	65.9
ND PLAYGROUNDS	40,118.77	45,405.99	(13.1)	14,022.32	28,045.00	4,078.46	85.4
IDS	2,337.08	533.31	77.1				

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE		%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL					
EXPENSES							
ICE RINKS	917.50	0.00	100.0	5,504.92	11,010.00	4,712.08	57.2
BEACHES	41.67	14.06	66.2	249.98	500.00	257.48	48.5
MUNICIPAL DOCKS	3,424.59	4,332.91	(26.5)	20,547.26	41,095.00	10,330.76	74.8
WATER WEED MANAGEMENT	7,097.92	11,671.39	(64.4)	42,587.28	85,175.00	14,037.29	83.5
WATERFRONT PARKS & WALKWAYS	6,646.67	6,804.78	(2.3)	39,879.86	79,760.00	27,006.49	66.1
EMPLOYEE BENEFITS	3,583.34	3,544.44	1.0	21,499.96	43,000.00	18,258.49	57.5
PUBLIC FACILITIES	6,727.08	0.00	100.0	40,362.48	80,725.00	38,807.03	51.9
BOARDS AND COMMISSIONS	63.75	53.85	15.5	382.46	765.00	193.86	74.6
COMMUNITY & ECONOMIC DEVLPMT	30,377.09	54,910.92	(80.7)	182,262.26	364,525.00	190,763.70	47.6
TOTAL EXPENSES	1,006,902.52	744,826.40	26.0	6,041,407.48	12,082,830.00	4,624,467.30	61.7
TOTAL FUND REVENUES	1,044,130.61	107,422.15	(89.7)	6,264,782.38	12,529,567.00	3,736,129.78	(70.1)
TOTAL FUND EXPENSES	1,006,902.52	744,826.40	26.0	6,041,407.48	12,082,830.00	4,624,467.30	61.7
SURPLUS (DEFICIT)	37,228.09	(637,404.25)	(1812.1)	223,374.90	446,737.00	(888,337.52)	(298.8)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE		% VARI-ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VARI-ANCE
	BUDGET	ACTUAL		BUDGET	ACTUAL		ACTUAL	ACTUAL	
REVENUES	569,558.10	43,534.82	(92.3)	3,417,348.40	6,834,637.00	468,267.25	(93.1)		
PATROL	569,558.10	43,534.82	(92.3)	3,417,348.40	6,834,637.00	468,267.25	(93.1)		
TOTAL REVENUES	569,558.10	43,534.82	(92.3)	3,417,348.40	6,834,637.00	468,267.25	(93.1)		
EXPENSES									
CITY CLERK-TREASURER	166.67	0.00	100.0	999.98	2,000.00	1,627.43	18.6		
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
COMPUTER	2,850.00	(214.20)	107.5	17,099.96	34,200.00	10,788.94	68.4		
CITY ASSESSOR	875.00	0.00	100.0	5,249.96	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	5,416.67	1,484.99	72.5	32,499.98	65,000.00	4,513.60	93.0		
GENERAL EXPENDITURES	1,958.33	16,264.49	(730.5)	11,749.98	23,500.00	31,559.49	(34.2)		
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
PATROL	10,136.66	3,250.00	67.9	60,819.96	121,640.00	83,870.00	31.0		
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
FIRE DEPARTMENT	88,400.00	0.00	100.0	530,399.96	1,060,800.00	19,153.93	98.1		
STORM SEWERS	10,833.33	0.00	100.0	64,999.98	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	106,404.75	52,192.94	50.9	638,428.42	1,276,857.00	59,545.80	95.3		
SNOW REMOVAL	21,666.67	0.00	100.0	129,999.98	260,000.00	0.00	100.0		
CURB/GUTTER/SIDEWALK	16,250.00	142,638.65	(777.7)	97,500.00	195,000.00	143,863.65	26.2		
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
PARKS AND PLAYGROUNDS	289,041.67	4,695.71	98.3	1,734,249.98	3,468,500.00	27,777.91	99.1		
BALEFIELDS	416.67	0.00	100.0	2,499.98	5,000.00	0.00	100.0		
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
BEACHES	291.67	0.00	100.0	1,749.98	3,500.00	0.00	100.0		
MUNICIPAL DOCKS	3,708.33	0.00	100.0	22,249.98	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	9,650.00	(313.5)	13,999.98	28,000.00	9,650.00	65.5		
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	22,999.98	46,000.00	0.00	100.0		
COMMUNITY & ECONOMIC DEVLPMNT	4,208.34	0.00	100.0	25,249.96	50,500.00	0.00	100.0		
TOTAL EXPENSES	568,791.42	229,962.58	59.5	3,412,748.00	6,825,497.00	392,550.74	94.2		
TOTAL FUND REVENUES	569,558.10	43,534.82	(92.3)	3,417,348.40	6,834,637.00	468,267.25	(93.1)		
TOTAL FUND EXPENSES	568,791.42	229,962.58	59.5	3,412,748.00	6,825,497.00	392,550.74	94.2		
SURPLUS (DEFICIT)	766.68	(186,427.76)	(4416.2)	4,600.40	9,200.00	75,716.51	723.0		

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
CABLE TV / GENERAL	11,753.33	0.00	100.0	70,519.98	141,040.00	75,982.23	(46.1)
TOTAL REVENUES	11,753.33	0.00	100.0	70,519.98	141,040.00	75,982.23	(46.1)
EXPENSES							
CABLE TV / GENERAL	8,962.49	7,428.64	17.1	53,774.74	107,550.00	62,329.66	42.0
TOTAL EXPENSES	8,962.49	7,428.64	17.1	53,774.74	107,550.00	62,329.66	42.0
TOTAL FUND REVENUES	11,753.33	0.00	100.0	70,519.98	141,040.00	75,982.23	(46.1)
TOTAL FUND EXPENSES	8,962.49	7,428.64	17.1	53,774.74	107,550.00	62,329.66	42.0
SURPLUS (DEFICIT)	2,790.84	(7,428.64)	(366.1)	16,745.24	33,490.00	13,652.57	(59.2)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
 FOR 6 PERIODS ENDING JUNE 30, 2019

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

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE		% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET		ANNUAL BUDGET		FISCAL YEAR-TO-DATE ACTUAL		% VARI- ANCE
	BUDGET	ACTUAL		BUDGET		BUDGET		ACTUAL		
REVENUES										
TID DISTRICT #2	171,992.76	4,940.61	(97.1)	1,031,956.44		2,063,913.00		1,542,469.36		(25.2)
TOTAL REVENUES	171,992.76	4,940.61	(97.1)	1,031,956.44		2,063,913.00		1,542,469.36		(25.2)
EXPENSES										
TID DISTRICT #2	125,376.33	0.00	100.0	752,257.82		1,504,516.00		230,847.13		84.6
TOTAL EXPENSES	125,376.33	0.00	100.0	752,257.82		1,504,516.00		230,847.13		84.6
TOTAL FUND REVENUES	171,992.76	4,940.61	(97.1)	1,031,956.44		2,063,913.00		1,542,469.36		(25.2)
TOTAL FUND EXPENSES	125,376.33	0.00	100.0	752,257.82		1,504,516.00		230,847.13		84.6
SURPLUS (DEFICIT)	46,616.43	4,940.61	(89.4)	279,698.62		559,397.00		1,311,622.23		134.4

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #1 DISTRICT	67,746.26	1,741.60	(97.4)	406,477.44	812,955.00	589,689.96	(27.4)
TOTAL REVENUES	67,746.26	1,741.60	(97.4)	406,477.44	812,955.00	589,689.96	(27.4)
EXPENSES							
TID #1 DISTRICT	64,882.92	0.00	100.0	389,297.48	778,595.00	778,595.84	0.0
TOTAL EXPENSES	64,882.92	0.00	100.0	389,297.48	778,595.00	778,595.84	0.0
TOTAL FUND REVENUES	67,746.26	1,741.60	(97.4)	406,477.44	812,955.00	589,689.96	(27.4)
TOTAL FUND EXPENSES	64,882.92	0.00	100.0	389,297.48	778,595.00	778,595.84	0.0
SURPLUS (DEFICIT)	2,863.34	1,741.60	(39.1)	17,179.96	34,360.00	(188,905.88)	(649.7)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #3 DISTRICT	5,100.92	1,937.78	(62.0)	30,605.44	61,211.00	256,462.98	318.9
TOTAL REVENUES	5,100.92	1,937.78	(62.0)	30,605.44	61,211.00	256,462.98	318.9
EXPENSES							
TID #3 DISTRICT	11,265.75	1,375.00	87.7	67,594.42	135,189.00	26,274.75	80.5
TOTAL EXPENSES	11,265.75	1,375.00	87.7	67,594.42	135,189.00	26,274.75	80.5
TOTAL FUND REVENUES	5,100.92	1,937.78	(62.0)	30,605.44	61,211.00	256,462.98	318.9
TOTAL FUND EXPENSES	11,265.75	1,375.00	87.7	67,594.42	135,189.00	26,274.75	80.5
SURPLUS (DEFICIT)	(6,164.83)	562.78	(109.1)	(36,988.98)	(73,978.00)	230,188.23	(411.1)

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #4 DISTRICT	7,893.83	2,145.67	(72.8)	47,362.94	94,726.00	92,145.47	(2.7)
TOTAL REVENUES	7,893.83	2,145.67	(72.8)	47,362.94	94,726.00	92,145.47	(2.7)
EXPENSES							
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TID #4 DISTRICT	226,330.07	4,816.92	97.8	1,357,980.38	2,715,961.00	197,191.00	92.7
TOTAL EXPENSES	226,330.07	4,816.92	97.8	1,357,980.38	2,715,961.00	197,191.00	92.7
TOTAL FUND REVENUES	7,893.83	2,145.67	(72.8)	47,362.94	94,726.00	92,145.47	(2.7)
TOTAL FUND EXPENSES	226,330.07	4,816.92	97.8	1,357,980.38	2,715,961.00	197,191.00	92.7
SURPLUS (DEFICIT)	(218,436.24)	(2,671.25)	(98.7)	(1,310,617.44)	(2,621,235.00)	(105,045.53)	(95.9)

DATE: 07/18/2019
TIME: 08:14:14
ID: GL480000.WOW

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 10
F-YR: 19

FOR FUND: REVOLVING LOAN FUND (STATE)
FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE	JUNE	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
REVOLVING LOAN FUND (STATE)	382.16	460.66	20.5	2,292.96	4,586.00	4,948.33	7.9
TOTAL REVENUES	382.16	460.66	20.5	2,292.96	4,586.00	4,948.33	7.9
EXPENSES							
REVOLVING LOAN FUND (STATE)	941.67	0.00	100.0	5,649.98	11,300.00	0.00	100.0
TOTAL EXPENSES	941.67	0.00	100.0	5,649.98	11,300.00	0.00	100.0
TOTAL FUND REVENUES	382.16	460.66	20.5	2,292.96	4,586.00	4,948.33	7.9
TOTAL FUND EXPENSES	941.67	0.00	100.0	5,649.98	11,300.00	0.00	100.0
SURPLUS (DEFICIT)	(559.51)	460.66	(182.3)	(3,357.02)	(6,714.00)	4,948.33	(173.7)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE	JUNE	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
SOLID WASTE ENTERPRISE FUND	41,460.84	45,121.09	8.8	248,764.92	497,530.00	287,975.51	(42.1)
TOTAL REVENUES	41,460.84	45,121.09	8.8	248,764.92	497,530.00	287,975.51	(42.1)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	41,874.58	18,824.37	55.0	251,247.16	502,495.00	154,414.21	69.2
TOTAL EXPENSES	41,874.58	18,824.37	55.0	251,247.16	502,495.00	154,414.21	69.2
TOTAL FUND REVENUES	41,460.84	45,121.09	8.8	248,764.92	497,530.00	287,975.51	(42.1)
TOTAL FUND EXPENSES	41,874.58	18,824.37	55.0	251,247.16	502,495.00	154,414.21	69.2
SURPLUS (DEFICIT)	(413.74)	26,296.72	(6455.8)	(2,482.24)	(4,965.00)	133,561.30	(2790.0)

DATE: 07/18/2019
TIME: 08:14:14
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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 12
F-YR: 19

MUNICIPAL REPORT TOTALS
FOR 6 PERIODS ENDING JUNE 30, 2019

DEPARTMENT DESCRIPTION	JUNE		JUNE		% VARI-		FISCAL		FISCAL	
	BUDGET	ACTUAL	ACTUAL	VARI-	ANCE	ANCE	YEAR-TO-DATE	BUDGET	ANNUAL	YEAR-TO-DATE
TOTAL MUNICIPAL REVENUES	1,920,018.81	207,304.38	(89.2)	11,520,110.90	23,040,225.00	7,054,070.87	(69.3)			
TOTAL MUNICIPAL EXPENSES	2,055,327.75	1,007,233.91	50.9	12,331,957.46	24,663,933.00	6,466,670.63	73.7			
SURPLUS (DEFICIT)	(135,308.94)	(799,929.53)	491.1	(811,846.56)	(1,623,708.00)	587,400.24	(136.1)			

BEVERAGE OPERATOR LICENSE

1. **Alberts, Amy L.**
2. **Bowen, Richard H.**
3. **Brown, Mary L.**
4. **Chaudoir, Trina L.**
5. **Frando, Taylor A.**
6. **LaLuzerne, Dan K.**
7. **Maedke, Scott R.**
8. **Pendleton, Jacqueline L.**
9. **Peterson, Melinda J.**
10. **Pinney, Geoffrey A.**

Temporary Class B Beer and Wine Licenses:**TEMPORARY CLASS B BEER LICENSE:**

Door County Maritime Museum & Lighthouse Preservation Society
120 North Madison Avenue
Sturgeon Bay, WI 54235
August 10 – 11, 2019
Agent: Carrie Dorski
Location: 120 North Madison Avenue

TEMPORARY CLASS B WINE LICENSES:

St. Joseph Catholic Church
110 South 5th Avenue
Sturgeon Bay, WI 54235
September 7, 2019
Agent: Ron White
Location – Martin Park, Church Picnic

Door County Historical Society
130 North 4th Avenue
Sturgeon Bay, WI 54235
August 21, 2019
Agent: Bailey Koepsel
Location: Martin Park, Harmony by the Bay


Change in LLC – Same Premise Location**Change in LLC to:**

DC Fire CO, LLC – dba: Door County Fire Company
38 South Third Avenue
Sturgeon Bay, WI 54235
Agent: Kenneth B. Glasheen
Date: August 7, 2019 – June 30, 2020


CHANGE OF PREMISE DESCRIPTION

Shop-Rite, LLC, owner and operator of Pick N Save, located at 1847 Egg Harbor Rad, Sturgeon Bay, WI 54235 is requesting a change of premise description to their Class A Combination license effective August 7, 2019 – June 30, 2020.

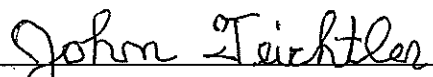
* Please see the attached information from Shop-Rite LLC for full information and amended premise language:



Arleigh Porter, Chief of Police
City of Sturgeon Bay



Tim Dietman, Fire Chief
City of Sturgeon Bay



John Teichtler, Sanitarian
City of Sturgeon Bay/County of Door

ROUNDY'S SUPERMARKETS, INC.

PICK 'N SAVE · COPPS · METRO MARKET · MARIANO'S

PO Box 473

Milwaukee, WI 53201

414-231-5000

July 15, 2019

VIA ELECTRONIC MAIL

Ms. Stephanie Reinhardt
City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Re: Modification to Premise Description

Dear Ms. Reinhardt:

Shop-Rite, LLC the owner and operator of the Pick 'n Save located at 1847 Egg Harbor Road in Sturgeon Bay (the "Store"), hereby formally requests an amendment to the premise description on the "Class A" license issued to the Store to encompass the ClickList service as described below.

The Store's program named "ClickList" will allow customers to submit an online order for grocery, alcohol and tobacco products. A designated ClickList associate, which is a Store employee, selects the customer's items and tags any age-sensitive products for special handling. The customer arrives at the Store during the selected pickup hour and parks in a designated Clicklist parking stall. The ClickList associate will review any item substitutions, verify the customer's age if alcohol and/or tobacco product are part of the order, and process the customer's credit card via a hand-held point-of-sale device.

The ClickList service will be available to our customers daily between the hours of 8:00 a.m. and 8:00 p.m. There will be approximately 12-14 employees trained to be ClickList associates. The ClickList associate will be 18 years of age or older and hold a municipal issued bartender's license. A site plan identifying the designated ClickList parking stalls is enclosed for your review.

★ The current premise description on the license reads as "1847 Egg Harbor Road, Sturgeon Bay, Wisconsin" Please amend the language to read: 1847 Egg Harbor Road, Sturgeon Bay, Wisconsin; including the exterior parking stalls specifically designated for the online merchandise order & pickup service and the pathway utilized to access the parking stalls.

Please contact me with any questions you may have at 414-231-5978 or tammy.koch@roundys.com.

Very truly yours,

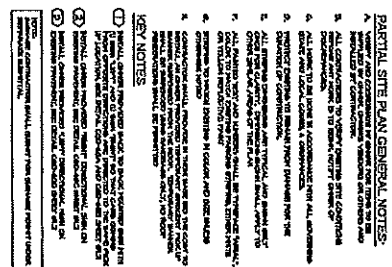
ROUNDY'S SUPERMARKETS, INC.



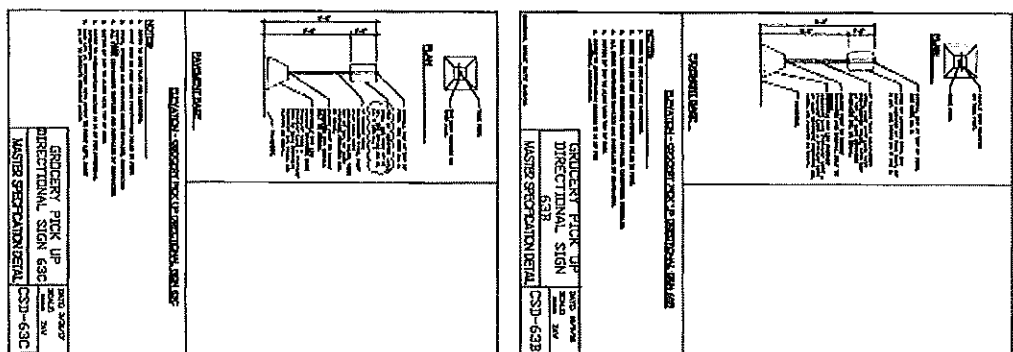
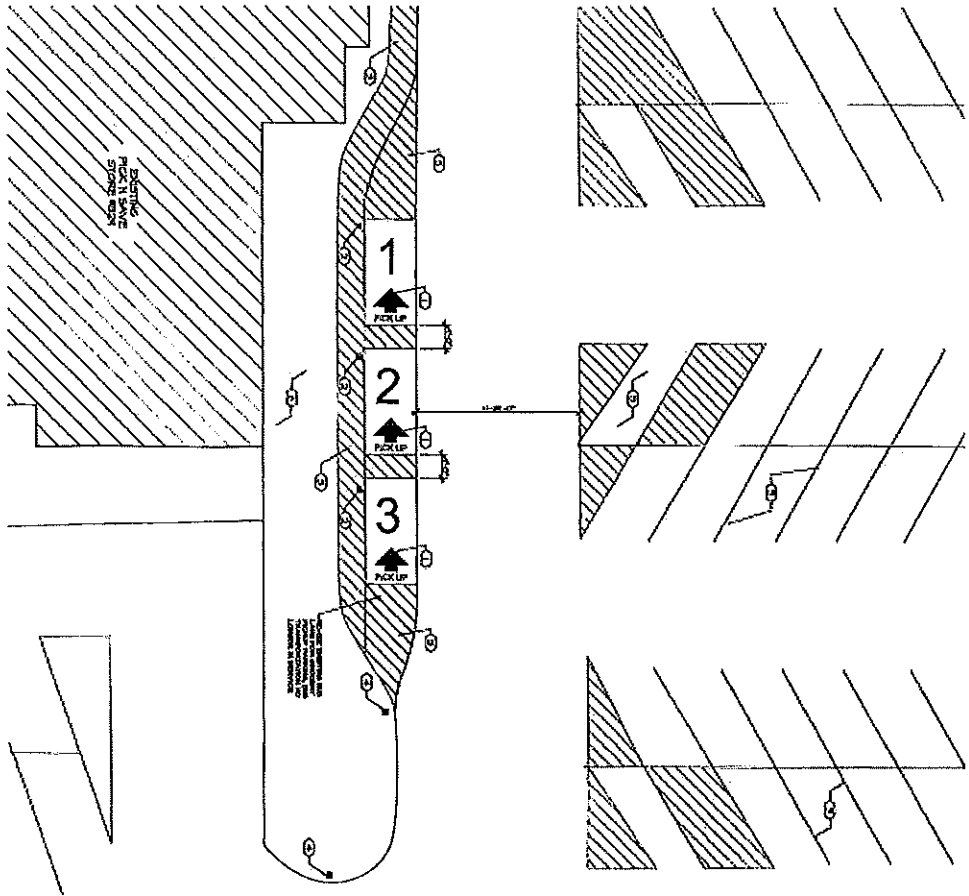
Tammy Koch
Administrative Assistant

Attachments

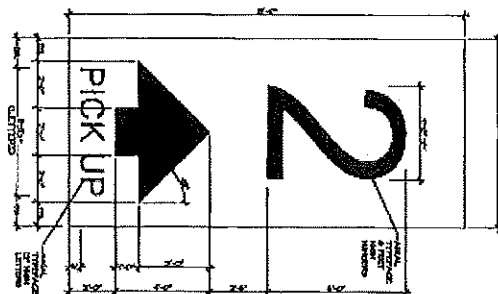




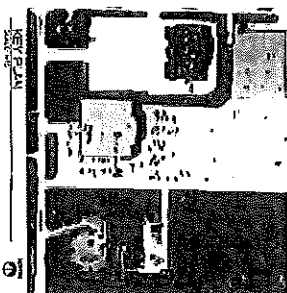
1 PARTIAL SITE PLAN



2 CHECK IN-LANE GRAPHIC - TOP




- PARTIAL SITE PLAN GENERAL NOTES**
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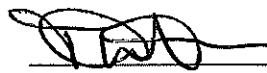
CHANGE OF PREMISE DESCRIPTION

Wal-Mart Store #1316, located at 1536 Egg Harbor Rad, Sturgeon Bay, WI 54235 is requesting a change of premise description to their Class A Combination license effective August 7, 2019 – June 30, 2020.

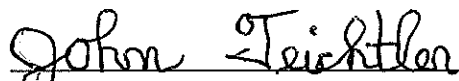
* Please see the attached information from Wal-Mart Store #1316 for full information and amended premise language:



Arleigh Porter, Chief of Police
City of Sturgeon Bay



Tim Dietman, Fire Chief
City of Sturgeon Bay



John Teichtler, Sanitarian
City of Sturgeon Bay/County of Door

From: Diller, Becky A. <Becky.Diller@quarles.com>

Sent: Monday, July 1, 2019 1:25 PM

To: Spittlemeister, Laurie <lsittlemeister@sturgeonbaywi.org>

Subject: Walmart #1316 - Request for Change of Premises Description on Alcohol Beverage License

You are aware that Quarles & Brady serves as legal counsel for Walmart with respect to alcohol beverage licensing for its Wisconsin stores. As follow-up to our telephone conversation this afternoon, this email is to provide you with details regarding an online grocery pickup service that Walmart is launching in select Wisconsin stores. Customers using this service will be able to place an order online and provide a credit card to hold the order. The customer will then come to their local Walmart store to complete the payment and pick up the order at either a pickup canopy or a dedicated parking space.

Walmart would like to offer their customers in your community the opportunity to include alcohol beverages in an online order. We have contacted the Department of Revenue, which has confirmed that this is permitted under Wisconsin law provided payment is made at the time of pickup and the customer's age is verified by an employee licensed to sell alcohol beverages in a face-to-face transaction that occurs within the licensed premises. Walmart, therefore, is seeking to amend the premises description in its current license to include the pickup location (canopy or dedicated parking spaces), as follows:

★ **1 room 1 story, approximately 119,620 sq. ft. including stalls and/or canopy locations in parking lot specifically designated for online grocery pickup.**

Attached to this email are the following documents which provide more detailed information about the online grocery program:

- A copy of Walmart's Online Grocery Pickup Procedure Guide.
- A combination floor plan and site map of the local Walmart store which shows (i) the secured area in the store where shopping carts will be held for customer pickup (highlighted in orange) and (ii) the location in the parking lot of the dedicated parking spaces which will be designated for online grocery pickup.

Please let us know whether this change of premises description will require approval of the Sturgeon Bay Common Council and/or Committee thereof. If so, we kindly request that the proposed amendment be considered at their next upcoming meeting(s) as Walmart would like to rollout this program in your municipality on or around September 1st. Please confirm once the meeting agendas have been determined as Walmart would be pleased to make a representative from the local Walmart store available at all such meetings to answer any questions raised by the Council or Committee members.

Please let us know if you have any questions or if you need any additional information.

Regards,
Becky

125⁺
YEARS OF
SERVICE

Quarles & Brady LLP

Becky Diller / Paralegal/Office Administrative Coordinator

Becky.Diller@quarles.com / [LinkedIn BIO vCard](#)

Quarles & Brady LLP

150 South Fifth Street, Suite 1800 / Minneapolis, MN 55402

Office 612-224-3756 / quarles.com

Assistant Kenn Carpenter 813-384-6701

Compliance & Ethics

Online Grocery Pickup Procedure Guide

Placing Order

- Customers visit grocery.walmart.com and can view an assortment of products – determined by their store
 - Listed products are initially based on the Customer's location and updated when the Customer selects their preferred store
- Prior to checking out, the Customer must login (or create) their account, select a desired pickup store, and designate a time slot for picking up their order
- Once the customer has built their basket and presses checkout, Customer completes the order by supplying Walmart with payment information
- Walmart authorizes and holds the card information, but funds are not transferred from the card



- Where allowed by state and local law, customers can include alcoholic beverage product in their online grocery order through walmart.com/grocery.
- All alcoholic beverage product item pages are flagged with a notification explaining the restrictions around purchasing this product (*pictured below*).

GOVERNMENT WARNING: (1) According to the Surgeon General, women should not drink alcoholic beverages during pregnancy because of the risk of birth defects. (2) Consumption of alcoholic beverages impairs your ability to drive a car or operate machinery, and may cause health problems.

The sale of alcohol to minors is prohibited.

At delivery or pickup, you must show a valid photo ID and provide a signature confirming that you are age 21 or over. Accepted forms of ID are: Driver's Licenses, State-issued Identification Cards, U.S. Passports, Military Identification Cards, U.S. Immigration Cards, or Tribal IDs in specific states, or other similar government issued IDs that are recognized within the state. Drivers will not deliver to anyone who appears to be intoxicated. No discounts, coupons or tax-exempt sales may be applied to alcohol. An order of alcohol totaling 20 gallons or more will not be allowed.

Show less

- If the customer checks out with an alcoholic beverage product in their basket, an acknowledgement box must be checked by the customer (*pictured below*) prior to placing the order

Alcohol Disclosure ⓘ

By checking this box, you confirm that you are at least 21 years old and will not resell any alcohol you purchase.

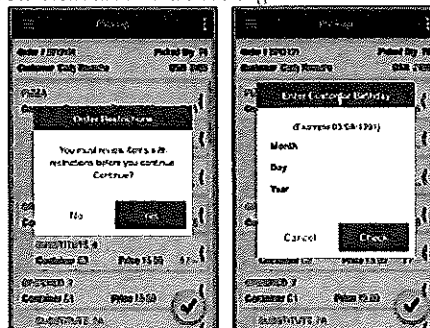
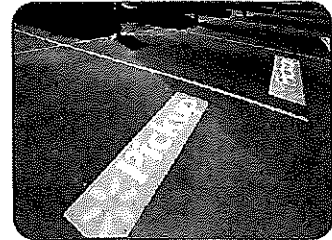
*red text indicates a control related to alcohol

Compliance & Ethics

Online Grocery Pickup Procedure Guide

Customer Pickup: Order Review

- Online Grocery Pickup is currently offered between 8am – 8pm (to better serve our customers, select locations offer additional time slots), 7 days a week (except holidays or other store closures)
- When the customer arrives, they “check-in” via the store’s offered methods (phone, app-based, kiosk, options vary by location)
- The Personal Shopper assigned to dispense the order uses the handheld device to identify the order number and pull the appropriate totes from the staging areas
- Prior to putting the customer’s order in their vehicle, the Personal Shopper uses their handheld device to review the order with the customer – reviewing substituted items, fragile items, out of stock items, and completing age verification (as needed, based on products in the order)
- This review allows the Customer to ensure they are getting what they want and provides the Customer an opportunity to return or reject any item(s)
- Only Personal Shoppers meeting the age requirements within the governing jurisdiction are allowed to handle and/or dispense orders with alcohol beverage products
- If a Customer's order includes alcohol beverage product, the personal shopper is prompted by their handheld device that there are restricted items in their order
- If alcohol is not allowed to be sold at the time of dispense, the associate is notified (via their handheld device) that sale of the product is currently restricted, the items are automatically removed from the customer's digital basket (the customer will not be charged), and the personal shopper will remove the physical product from the order (pictured right)
- The personal shopper will request valid identification – as described in our alcohol disclosure – and enter the customer's date of birth from the provided identification into their handheld device (pictured below)



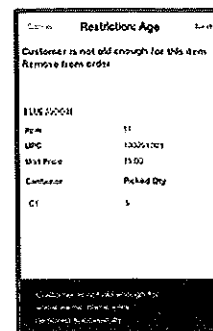
Category	Restriction: No Sale	Order
This item is not available for sale after 7/18/2016 1:00AM or before 7/18/2016 11:59PM. Please remove from this order		
BLUE MOON		
Item	15	
UPC	200051501	
	200051502	
	200051503	
Unit Price	15.00	
Container	Picked Qty	
15	3	
15	1	
15	1	
Item removed successfully		

*red text indicates a control related to alcohol

Compliance & Ethics

Online Grocery Pickup Procedure Guide

- After age verification:
 - If the customer is confirmed over 21, the customer can sign for the order, and the personal shopper can place the final order into the customer's vehicle
 - If the customer is under 21 and/or cannot provide a valid ID, the alcohol beverage products are removed from the customer's order and the customer is not charged for these products.
(pictured right)



Customer Pickup: Dispensing

- Once the customer and personal shopper have:
 - Reviewed any substituted items, fragile items, and out of stock items
 - Removed any rejected products that the customer no longer wants
 - Verified the customer's age and identification if the order contained any age restricted items (and if necessary, removed age restricted items)
- The customer signs for the order, the customer's account is charged with the final order amount (after removing the cost of any products removed from the customer's order)
- The personal shopper places the all approved products into the customer's vehicle, and the transaction is considered complete



*red text indicates a control related to alcohol

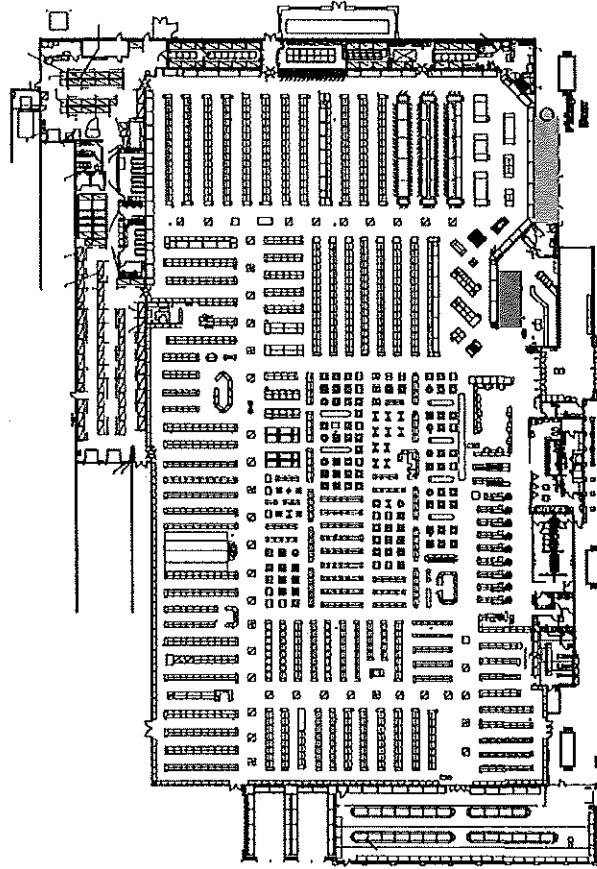
1316 Sturgeon Bay, WI

Check-in
Update Existing



Solution
Canopy

Stall Quantity
10



140 OPD

Pickup

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:

Levi Blevins

Establishment Name:

Root Bistro & Wine Bar

Address:

23 N 3rd Avenue Sturgeon Bay WI 54235

Phone/Email:

(920)-743-9463



Written Request Submitted



Cert of Insurance (additional insured) submitted

Rock 7-19-19



Scaled Diagram submitted



Hold Harmless Certificate submitted



Fee Paid \$220.00

Date Completed Application Submitted:

7-19-19

Community Development Approval:

CJR 7-23-19

Department of Public Works Approval:

19 Jul 2019

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: TERRY NILMAN

Establishment Name: Door County Candy LLC

Address: 12 N 3rd

Phone/Email: 920 - 746 - 0934

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☒ Scaled Diagram submitted
on file

☒ Hold Harmless Certificate submitted

☒ Fee Paid 55

Date Completed Application Submitted: 7/8/19

Community Development Approval: 7/10/19 [Signature]

Department of Public Works Approval: 7/15/19 [Signature]

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."

**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant: Sturgeon Bay Visitor Center
 Name of Event: Maritime on Madison
 Contact Phone #: (920) 743-6246
 Date(s) of Event: August 10, 2019 Time: 10AM-5PM
 Estimated # of Attendees: 1,000 +
 Specific Location: Madison Ave. (Larch St. to Maple St.)

- ☒ 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. Event inspection required by FD

What arrangements are made for clean up? City agreement

Other comments or explanation:

Signature of Responsible Party:

Address:

Date Submitted:

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

Approval:

Fire Chief:

Police Chief:

Comm. Dev:

Streets/Parks:

City Clerk:

Finance Dir:

City Engineer:

City Admin:

Date:

Date:

Date:

Date:

Date:

Date:

Date:

Date:

Common Council Approval Date: _____

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

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The undersigned certifies that he or she is a duly authorized agent of Sturgeon Bay Visitor Center, and is duly empowered and authorized to execute this hold harmless and indemnification agreement on behalf of the above referenced party.

The undersigned in consideration of being allowed to use City property to Maritime on Madison, which shall encroach in the public right-of-way adjacent to property located at Madison Ave. (Larch St. to Kapelet.), do hereby release, acquit, and forever discharge the City of Sturgeon Bay, its officers, agents, and employees (hereinafter known as City), from any and all actions, causes of action, claims, demands, costs, expenses and compensation related to property damages, personal injury or death arising out of any accident or occurrence while maintaining said encroachment in the public right-of-way. The undersigned further agrees to hold harmless and defend the City from any claims or actions arising from said Maritime on Madison as an encroachment in the public right-of-way.

The undersigned agrees that as a condition of the City approving the use as an encroachment in the public right-of-way, it will maintain usage, and continue to provide a minimum of six foot unobstructed area for public use and passage in said public right-of-way.

Dated this 9th day of July, 2019.

By: [Signature] Executive Director

By: [Signature]
marketing & Events
Director

**CITY OF STURGEON BAY
AGREEMENT FOR REIMBURSEMENT OF EXPENSES**

WHEREAS the City of Sturgeon Bay has created Section 3.035 of the Municipal Code authorizing the City Clerk - Treasurer to charge for reimbursement of legal, consulting, incidental, and special events expenses incurred on behalf of and/or for the benefit of third parties for services rendered by the City of Sturgeon Bay;

AND WHEREAS the undersigned has requested services and/or authorizations of the City of Sturgeon Bay which will result in the necessity to incur legal, consulting, incidental, or special event expenses on behalf of the undersigned or in consideration of the request submitted by the undersigned;

NOW, THEREFORE, IT IS AGREED that the undersigned will reimburse the City of Sturgeon Bay by providing payment to the City Clerk - Treasurer within fourteen (14) days of receiving an invoice, for all legal, consulting, incidental, and special event expenses incurred by the City of Sturgeon Bay for the benefit of the undersigned or for the consideration of the request submitted by the undersigned. These expenses are likely to include the following: Planning and engineering review, legal review and document preparation, recording, publication, special events, and miscellaneous expenses.

This Agreement must be signed prior to the initiation of any action by the City of Sturgeon Bay.

Dated: July 9, 2019

D. P. Smith, Executive Director

Dated: July 9, 2019

Colleen Gault
Marketing & Events
Director

Company Name (if applicable): Sturgeon Bay Visitor Center

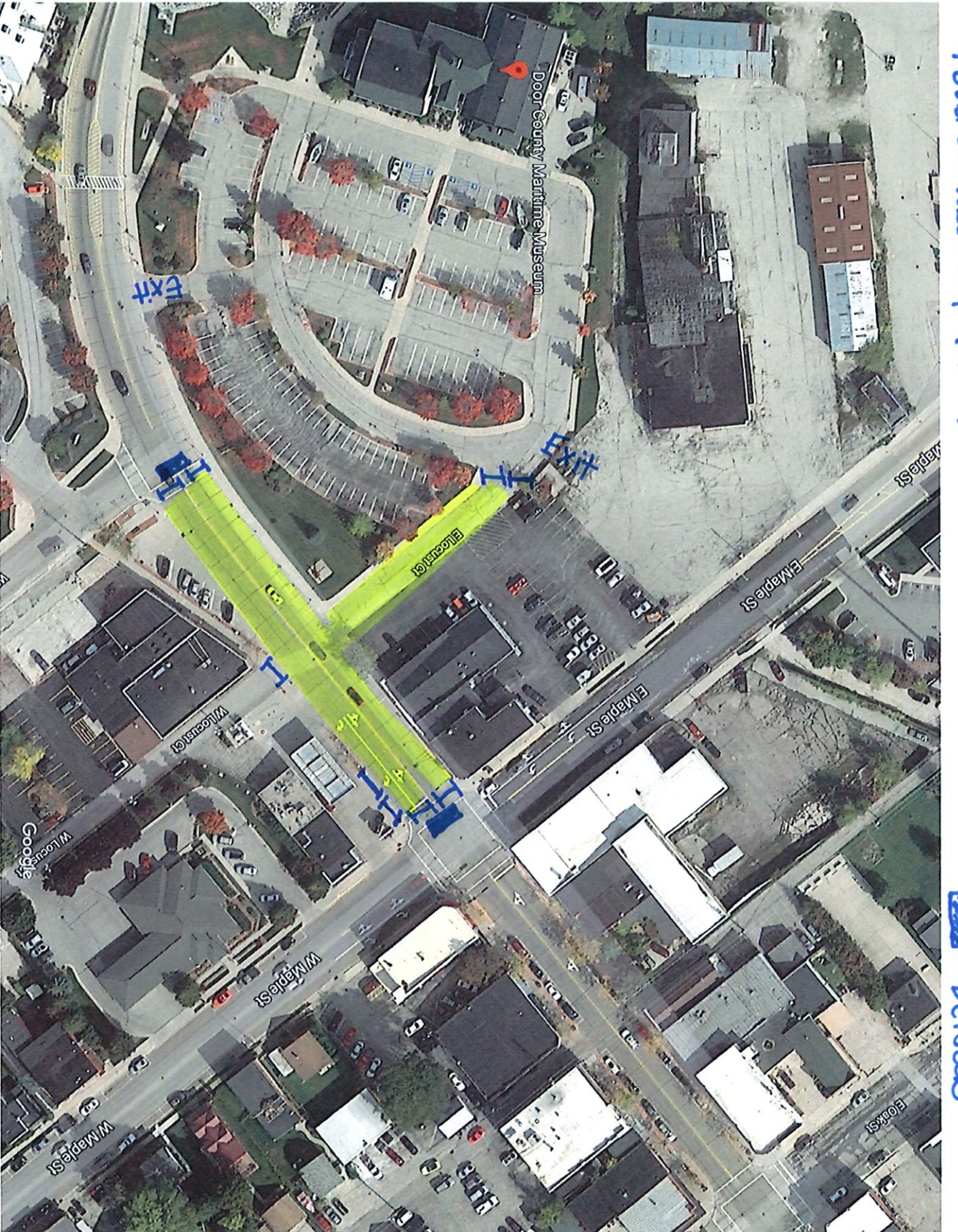
Billing Address: 360 S. 3rd Ave.

Sturgeon Bay, WI 54235

Telephone: (920) 743-6246

MAKETIME ON MADISON - AUGUST 10TH
ROAD CLOSURE MAP (SBVC)

— = Barricades
[Blue Box] = Detour





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/08/2019

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

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

PRODUCER	Schmitz Insurance, LLC 7153 State Highway 42-57 Sturgeon Bay WI 54235-9490	CONTACT NAME: PHILIP J SCHMITZ	
		PHONE (A/C, No, Ext): 920-473-4400	FAX (A/C, No): 8153019066
		E-MAIL ADDRESS: Phil@SchmitzInsurance.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Travelers Indemnity Company of Connecticut	25682
		INSURER B: Cincinnati Insurance Co	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES	CERTIFICATE NUMBER: 20190708171311548	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	OTHER:						
B	AUTOMOBILE LIABILITY						
	<input type="checkbox"/> ANY AUTO						
	<input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						
	<input type="checkbox"/> HIRED AUTOS ONLY						
	UMBRELLA LIAB						
	EXCESS LIAB						
	DED RETENTIONS						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						
	If yes, describe under DESCRIPTION OF OPERATIONS below						

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

Maritime on Madison August 10th

CERTIFICATE HOLDER	CANCELLATION
City of Sturgeon Bay 421 Michigan St Sturgeon Bay WI 54235 Fax: 920-746-2906	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the right of first refusal, in the amount of \$5,000 for the Zak property located at 1317 Shiloh Rd.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 9, 2019

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2019.

CALIBER LAW S.C.

Business Law | Real Estate | Litigation | Planning

June 21, 2019

Via Email Only

Marty Olejniczak
Josh VanLieshout
City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235
molejniczak@sturgeonbaywi.org
jvanlieshout@sturgeonbaywi.org

Jim Schuessler
Door County Economic Development Corporation
185 E. Walnut Street
Sturgeon Bay, WI 54235
jim@doorcountybusiness.com

Re: Zak Property – 1317 Shiloh Road, Sturgeon Bay

Dear Marty, Josh, and Jim,

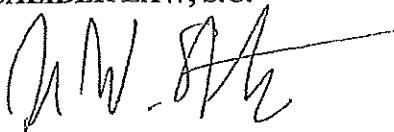
We are in receipt of the comps that you sent over regarding recent purchases of land in the Sturgeon Bay area, and the Zaks do not believe those comps accurately reflect the value of their land at this time. The Zaks are willing to work with Sturgeon Bay on this to see if a fair price for the land can be reached, but they believe their land is worth between \$820,000-\$850,000, and that would be a fair price range for the land and their home. Let us know if Sturgeon Bay is willing to discuss anything near or close to this price range.

As an alternative, the Zaks said that if an agreement on the price cannot be reached, they are willing to put the land up for sale with a commercial broker, but can give Sturgeon Bay a right of First Refusal, giving Sturgeon Bay the right to match any market offer that the Zaks are willing to accept that comes in. That way, if the Zaks are willing to accept a market offer at any point, Sturgeon Bay can match the same terms and become the owner. We would have to work out the details of the Right of First Refusal, but can work with you if the parties cannot reach an agreement at this time regarding price. The Zaks could be paid something like \$5,000 upfront for the granting of the Right of First Refusal to cover their attorney costs, etc. and to serve as consideration for the issuing of the Right of First Refusal, and they would then agree that if Sturgeon Bay ends up exercising the Right of First Refusal and buying the property, Sturgeon Bay would get a credit for that amount towards the purchase price. I believe this would be fair for everyone involved if for some reason the parties are not able to reach an agreement regarding the price of the property at this time, and would reflect what the market is actually willing to pay.

Let me know if Sturgeon Bay would like to make an offer/counter-offer on the land at this time, otherwise let me know if you would like to discuss other alternatives.

Sincerely,

CALIBER LAW, S.C.

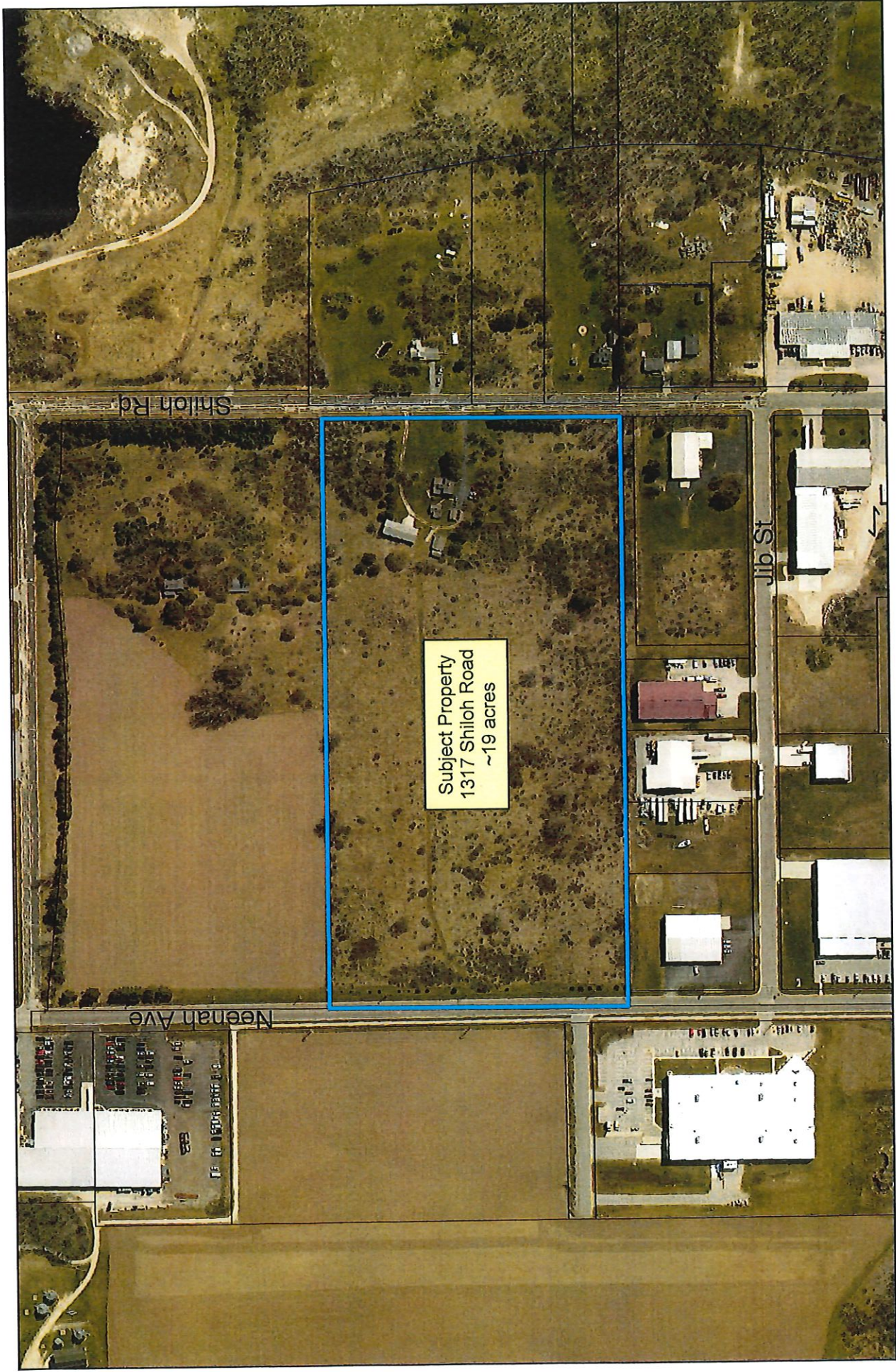
A handwritten signature in black ink, appearing to read 'JWS', with a long horizontal line extending to the right.

Atty. John W. Schuster
jws@CaliberLaw.com

JWS:ans

cc: Harry and Adeline Zak (via email only)

Location Map - Zak Property



Recent land sales in Sturgeon Bay

Here are some sales that potential could be used for comparison to the Zak property. These are large parcel sales:

1. Duquaine Development – 15 acres of vacant land for \$15,000 (\$8,000 per acre) – 2019

This property is on W. Oak St (Sawyer Drive) abutting the north side of Target. It is planned for apartments. IT is still in the Town of Nasewaupée but is being annexed. Sewer and water mains are at the southeast corner of the parcel but need to be extended to serve the development.

2. Gordon – 34.5 acres of vacant land (\$3,800 per acre) – 2019

This parcel is mostly farmland located on Shiloh Road about ½ mile south of Zak parcel. It has no utilities and likely won't have any major development potential for some time.

3. Casey – 17 acres for \$224,900 (includes house) – 2015

This parcel is at 265 E. Leeward Street. It is 1/4-mile south of the Zak property and abuts the south edge of the Sturgeon Bay Industrial Park. Like the Zak property it contains a home. But the parcel has only about 150 feet of road frontage and contains a fair amount of wetlands. If the value of the house is subtracted from the sale price, the land sold for about \$3,650 per acre.

4. Kruck – 65 acres of vacant land for \$135,000 (\$2,075 per acre) – 2017

This is farmland that is located off of Shiloh Road, about ½ mile south of Zak property. It has no road frontage (reached by easement to Shiloh Rd). It has no utilities and likely won't have any major development potential for some time.

There may be other sales outside of the City limits, but these are the ones within the last two years that seemed to have a similarity to the Zak parcel.

R E C O M M E N D A T I O N**TO COUNCIL:**

We, the Harbor Commission, hereby recommend to Council: Not to extend the "No Wake Zone" in the bay of Sturgeon Bay from the Bay View Bridge to the Sturgeon Bay ship canal.

Respectfully submitted,

Harbor Commission
By: Ald. Gary Nault, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 22, 2019

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed on the _____ day of _____, 2019.

RESOLUTION NO. _____

RESOLUTION AWARDED THE SALE OF \$2,345,000
GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS, on July 16, 2019, the Common Council of the City of Sturgeon Bay, Door County, Wisconsin (the "City") adopted a resolution (the "Set Sale Resolution"), providing for the sale of General Obligation Promissory Notes (the "Notes") for public purposes, including paying the cost of street and storm sewer improvement projects, improvements to public buildings and facilities, and the acquisition of vehicles and equipment (the "Project");

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, pursuant to the Set Sale Resolution, the City has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Notes to pay the cost of the Project;

WHEREAS, Baird, in consultation with the officials of the City, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on August 6, 2019;

WHEREAS, the City Clerk (in consultation with Baird) caused a form of notice of the sale to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on August 6, 2019;

WHEREAS, the City has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the City. Baird has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The Common Council hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the City and Baird in connection with the preparation

and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of TWO MILLION THREE HUNDRED FORTY-FIVE THOUSAND DOLLARS (\$2,345,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be retained by the City Administrator and applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes"; shall be issued in the aggregate principal amount of \$2,345,000; shall be dated August 22, 2019; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2020. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on October 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the City, on October 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

【If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the City shall direct.】

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2019 through 2027 for payments due in the years 2020 through 2028 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes dated August 22, 2019" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the City above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes

canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of

the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The City hereby authorizes the Mayor and City Clerk or other appropriate officers of the City to enter a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The City shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 16. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in

accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 18. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded August 6, 2019.

David J. Ward
Mayor

ATTEST:

Stephanie L. Reinhardt
City Clerk

(SEAL)

EXHIBIT A

Official Notice of Sale

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on October 1, _____, _____, _____ and _____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on October 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on October 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on October 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on October 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on October 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA
STATE OF WISCONSIN DOLLARS
DOOR COUNTY
NO. R- CITY OF STURGEON BAY \$
GENERAL OBLIGATION PROMISSORY NOTE

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
October 1, August 22, 2019 %

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS
(\$)

FOR VALUE RECEIVED, the City of Sturgeon Bay, Door County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2020 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$2,345,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes, including paying the cost of street and storm sewer improvement projects, improvements to public buildings and facilities, and the acquisition of vehicles and equipment,

as authorized by a resolution adopted on August 6, 2019. Said resolution is recorded in the official minutes of the Common Council for said date.

The Notes maturing on October 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the City, on October 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution awarding the Notes, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the Common Council as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the City appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with

a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Sturgeon Bay, Door County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Mayor and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF STURGEON BAY
DOOR COUNTY, WISCONSIN

By: _____
David J. Ward
Mayor

(SEAL)

By: _____
Stephanie L. Reinhardt
City Clerk

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of the City of Sturgeon Bay, Door County, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

EXECUTIVE SUMMARY

TITLE: Debt Issuance of general obligation promissory notes for Capital Projects and Purchases Including Storm Sewer Outlay, Improvements to Public Buildings, Facilities Properties, and the Acquisition of Vehicles and Equipment

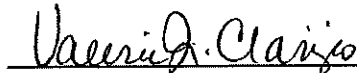
BACKGROUND: The proposed \$2,345,000 general obligation promissory notes will be issued to provide financing for the following capital items as detailed in the 2019 budget:

Fire Dept Unit 6 Replacement
Fire Dept Unit 4 Replacement
Library – Chiller
Grader
Annual Storm Sewer Outlay
One Ton dump Truck
Heavy Duty Truck
Tandem Axle Dump truck w/Plow
Mowing Tractor
Way Finding Signage
½ Ton Pick Up
Skate Park Lighting
Phone Switch and Equipment
Spillman (Mobile Arrest Form – Vehicle Locator & Mapping Incident Base Report)
Squad Cars (2)
Swat Vests
Ballistic Helmets
Radars
Thermal Imaging Camera
Nozzle Replacement
Air Bag Replacement
Training Forcible Door

FISCAL IMPACT: See attached financing plan for the estimated debt payment schedule.

RECOMMENDATION: Recommend to the Common Council that the City issue approximately \$2,345,000 in general obligation promissory notes for the purpose of funding capital projects and purchases including storm sewer outlay, improvements to public buildings, facilities, properties, and the acquisition of vehicles and equipment.

PREPARED BY:


Valerie J. Clarizio
Finance Director/City Treasurer

7/2/19
Date

REVIEWED BY:


Joshua VanLieshout
City Administrator

July 2, 2019
Date

BAIRD

City of Sturgeon Bay

Finance Committee Meeting

July 9, 2019

Bradley D. Viegut, Managing Director

bviegut@rwbaIRD.com

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

Fax 414.298.7354

City of Sturgeon Bay

Finance Committee Meeting

July 9, 2019

Timeline

- Finance Committee considers plan of finance July 9, 2019
- Common Council considers Set Sale Resolution for General Obligation Promissory Notes (the "Notes") July 16, 2019
 - Preparations are made for issuance of the Notes
 - ✓ Official Statement
 - ✓ Note Rating
 - ✓ Marketing
- Common Council considers Award Resolution for the Notes (finalizes terms and interest rates) August 6, 2019
- Note Closing (funds available to pay project costs) August 22, 2019

BAIRD

City of Sturgeon Bay

Finance Committee Meeting

July 9, 2019

Borrowing Amount / Structure / Purpose

Amount:	\$2,345,000		
Issue:	General Obligation Promissory Notes		
Dated/Settlement Date:	August 22, 2019		
Maturity Dates:	October 1, 2021-2028		
First Interest:	April 1, 2020		
Callable:	2027 & 2028 callable on 10/1/26 or any date thereafter		
Purpose/Repayment Period:	<p>10 Years</p> <p>Unit 6 Replacement</p> <p>Unit 4 Replacement</p> <p>Library-Chiller</p>	<p>5 Years</p> <p>Grader</p> <p>Annual Storm Sewer Outlay</p> <p>One Ton Dump Truck</p> <p>Heavy Duty Truck</p> <p>Tandem Axle Dump Truck w/ Plow</p> <p>Mowing Tractor</p> <p>Way Finding Signage</p> <p>1/2 Ton Pick Up</p> <p>Skate Park Lighting</p>	<p>3 Years</p> <p>Phone Switch and Equipment</p> <p>Spillman (Mobile Arrest Form – Vehicle Locator & Mapping Incident Base Report)</p> <p>Squad Cars (2)</p> <p>Swat Vests</p> <p>Ballistic Helmets</p> <p>Radars</p> <p>Thermal Imaging Camera</p> <p>Nozzle Replacement</p> <p>Air Bag Replacement</p> <p>Training Forcible Door</p>
Estimated Interest Rate:	2.24%		
Purchaser:	TBD		

BAIRD

Financing Plan

[illegible]

(A) Net of bid premium from 2018 Notes.

MAYORAL APPOINTMENTS**8/6/19****Ethics Board**

Don Heeringa – Bio attached

Don Heeringa - Bio

I am a retired clergyman. Retired after a 40 year career 20 years in parish ministry in Presbyterian and United Methodist congregations, and 20 years as a nursing home administrator. It was the later that brought me to Door County. In 1988 I was appointed administrator at Scandia Village Good Samaritan Center in Sister Bay. After five years at SCAND, I retired from the nursing home business and was appointed pastor of the Northern Door United Methodist Parish in Egg Harbor. After 12 years in that position I retired in 2004 and live with my wife Coggin, in Sturgeon Bay. I would be happy to serve the community in this way.

NOTICE OF PUBLIC HEARING
ON SPECIAL ASSESSMENTS

PLEASE TAKE NOTICE, that the Common Council of the City of Sturgeon Bay has declared its intention to exercise its police power in accordance with 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by the improvement of the following streets and the installation of Curb and Gutter and Sidewalk, thereon:

ASSESSMENT DISTRICT

- 1) West side of N 7th Ave at parcel #2813221020901

The report of the City Engineer & Sturgeon Bay Utilities showing proposed plans and specifications, estimated cost of improvements and proposed assessment is on file in the Clerk's Office and may be inspected there during any business day between the hours of 8:00 A.M. and 4:30 P.M.

You are further notified that the Common Council of the City of Sturgeon Bay will hear all interested persons, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing the assessments and the report of the City Engineer and/or Sturgeon Bay Utilities at 7:00 P.M., or shortly thereafter on the 6th day of August 2019 in the Council Chambers in City Hall, 421 Michigan Street. All objections will be considered at this hearing and thereafter the amount of the assessments will be finally determined.

The assessments may be deferred and also the assessment may be subject to installment payment privileges. The determination of whether or not an assessment is deferrable or subject to installment payments will be determined by the Common Council. Persons interested in obtaining a deferment should do so in writing at the office of the City Clerk.

Dated this 18th day of July 2019.

Stephanie L. Reinhardt
City Clerk

EXECUTIVE SUMMARY

DATE: June 14, 2019

TITLE: Preliminary Resolution and Engineering Report for Declaring Intent to Levy Special Assessments for Sidewalk Installation on N 7th Ave

BACKGROUND: At the January 15, 2019 Board of Public Works meeting a mill & pave project for Georgia Street from 580 LF east of N 5th Ave to N 8th Ave was approved. Included within the approval was the addition of a sidewalk along the west side of N 7th Ave, as shown on the attached plan, that was budgeted to be paid for by levying special assessments. It was decided to add this section of sidewalk because all of N 7th Ave from Louisiana Street to Delaware Street (approx. 0.65 miles) had a sidewalk on one or both sides of the roadway except at this one missing location. This sidewalk addition completed the connectivity of the sidewalk network along N 7th Ave. Typically the City of Sturgeon Bay has chosen to levy special assessments for new improvements within the right of way that did not previously exist. Consistent with past special assessments, the abutting property owners will only be assessed for the cost of the new sidewalks. The City will be responsible for costs related to any new curbing, driveway repairs, apron installations, curb ramps, lawn restoration, etc.

FISCAL IMPACT: This project has been completed and the final quantities have been verified. The proposed special assessments would total \$2,975.00. If it is determined not to levy the special assessments then an additional \$2,975.00 will have to be covered by the 2019 Capital Roadway Improvements Budget.

RECOMMENDATION: Pass the preliminary resolution for declaring intent to levy special assessments for sidewalk installation.

SUBMITTED BY: CSH
Chad Shefchik
City Engineer

6-25-19
Date

REVIEWED BY: Val Clarizio
Val Clarizio
Finance Director

6/20/19
Date

REVIEWED BY: _____
Stephanie Reinhardt
City Clerk

Date

REVIEWED BY: _____
Josh VanLieshout
City Administrator

Date

**PRELIMINARY RESOLUTION
DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE
POWER PURSUANT TO SECTION 66.0703, WIS. STATS.**

RESOLVED, by the Common Council of the City of Sturgeon Bay, Wisconsin:

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property in the Assessment District hereafter described for benefits conferred upon such property by reason of the following public work improvements:

Installation of new sidewalks along the west side of N 7th Ave at parcel #2813221020901
2. The Property to be assessed lies within the following described Assessment District:

Assessment District:

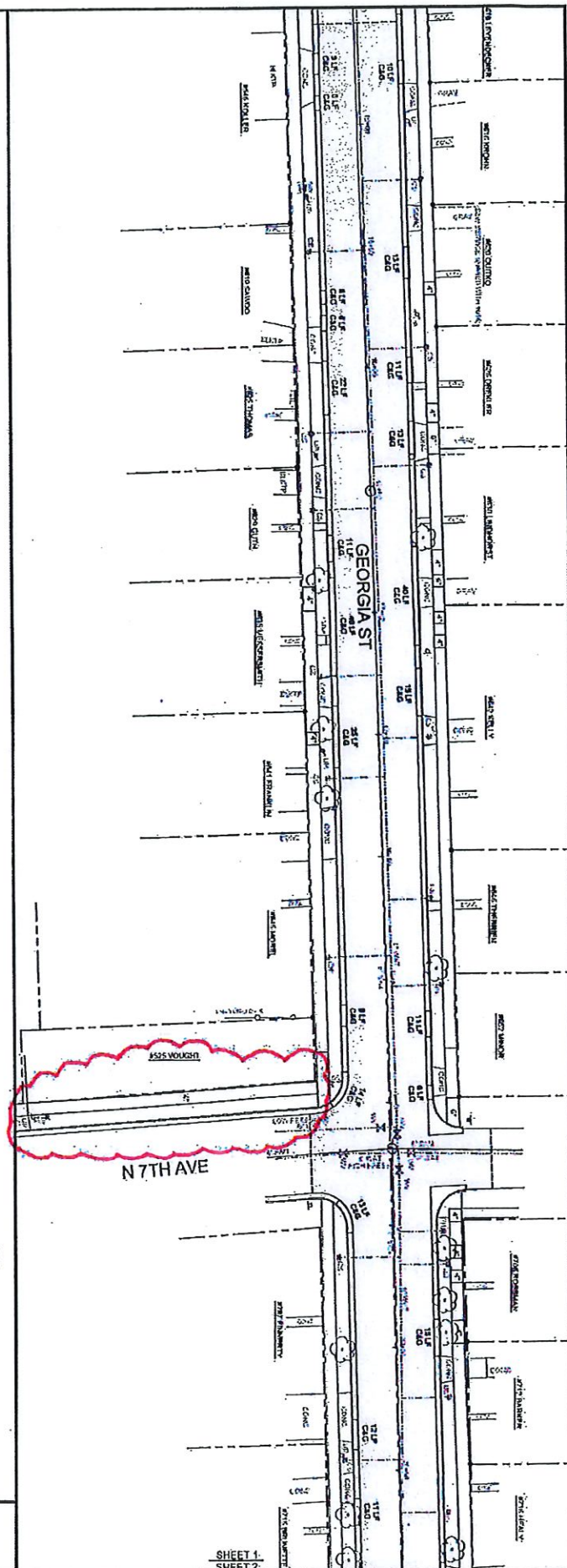
1) West side of N 7th Ave at parcel #2813221020901
3. It is proposed that 100 percent of the cost of the installation of the sidewalks in the project area of the Assessment District be assessed against the benefitted properties.
4. The Common Council determines that the improvements constitute an exercise of the police power for the health, safety, and general welfare of the municipality and its inhabitants.
5. The City Engineer shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A schedule of proposed assessments.
6. When the report is completed, the City Engineer shall file a copy of the report with the Municipal Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the City Engineer, the Municipal Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District (including a small map thereof), the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and the report. This notice shall be published as a class 1 notice under Ch. 985, Stats, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The public hearing shall be held in the Common Council Chambers in City Hall, 421 Michigan Street, on the 6th day of August, 2019 at 7:00 p.m. or shortly thereafter, in accordance with Section 66.0703 (7), Wisconsin Statutes.
9. The assessment against any parcel may be paid in cash, subject to installment payment privileges, or subject to deferment. The determination of whether or not an assessment is deferrable will be determined by the Common Council at or after the public hearing to be held in connection with this matter. Six annual installments are hereby authorized except when total assessment on a single parcel exceeds \$6,000 then twelve installments can be applied for.

Introduced by

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

Passed by the Council on the ____ day of _____, 2019.



SHEET 1
SHEET 2



CITY OF STURGEON BAY
GEORGIA ST
MILL & PAVE SITE PLAN

DEC. 2018
SHEET
1 OF 2

REPORT ON THE PROPOSED SPECIAL ASSESSMENTS FOR SIDEWALK INSTALLATION IMPROVEMENTS AGAINST PROPERTIES LOCATED IN STURGEON BAY, WISCONSIN

This report is submitted in accordance with the requirements of ss66.60, Stats., and the Preliminary Resolution of the City of Sturgeon Bay, Wisconsin, dated July 16, 2019, determining to levy special assessments on the benefited properties for the public improvements described in Schedule B of this report to be made in the Assessment District described in Schedule C of this report.

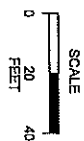
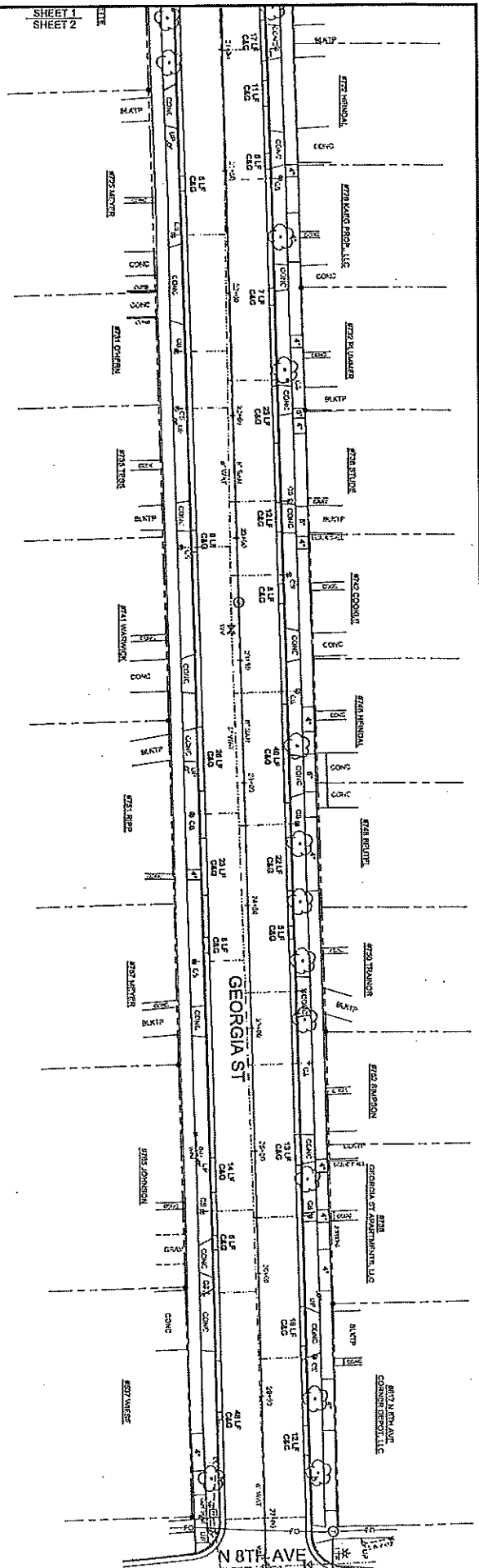
This report consists of the following schedules:

- Schedule A Preliminary plans and specifications for the improvements.
- Schedule B Estimate of the entire cost of the proposed improvements.
- Schedule C Schedule of proposed assessments.

Schedule A Preliminary plans and specifications for the improvements are attached hereto:

Schedule B Estimate of the entire cost of the proposed improvements is attached hereto:
NOTE: Costs shown on the estimate are based on actual pricing from the awarded contractor.

Schedule C Schedule of proposed assessments is attached hereto:



Unclassified Excavation

Part 1 - General

- 1) Summary
 - a) The specifications are intended to reflect good construction practices identified in the Standard Specifications for Highway and Structure Construction from the Wisconsin Department of Transportation.
 - b) If items are not identified in this document the above documents will be referenced for guidance.
 - c) Shall include all excavation, grading, compacting and removal of soils, plants, trees and other miscellaneous items that may be necessary to complete this project.
 - d) Payments shall be made as identified in Section 01270.

Part 2 - Products (Not Used)

Part 3 – Execution:

- 1) Excavate, remove, relocate and adjust grades to match the plans.
- 2) Clearing and Grubbing of trees, brush, and stumps
 - a) Stumps shall be removed by grinding or excavation to a minimum of 18" below finished grade.
- 3) Soils acceptable to the City Engineer may be used to adjust the sub-grade provided they can be properly compacted. This includes the existing road base to fill for the support of the curb and gutter and driveways if material is acceptable to the City Engineer. Soils not intended for reuse on the project shall be removed and can be disposed of at the City's stock pile at 1531 Division Road, Sturgeon Bay, WI 54235 or hauled to another approved location. No additional payment shall be requested for this item.
- 4) Existing pavements, curbs and sidewalk slabs shall be removed and can be disposed of at the City's stock pile at 1531 Division Road, Sturgeon Bay, WI 54235 or hauled to another approved location. No additional payment shall be requested for this item. Pavements can also be recycled for reuse as fill or road base material if crushed to meet the specifications of this project.

Asphalt and Concrete Removal

Part 1 - General

1) Summary

- a) Asphalt and / or concrete pavement, sidewalk and curb & gutter shall be removed from the project in locations indicated.

Part 2 - Products (Not Used)

Part 3 – Execution:

1. Saw cut existing asphalt and / or concrete pavement, sidewalk and curb & gutter to provide a straight line to abut new pavements as shown on the on the plans. All saw cutting to be incidental and included within the pricing indicated on the Bid Schedules in Section 00420.
2. Pavement shall be collected in trucks and removed from the site by the Contractor. Materials can be disposed of at any approved site but if desired:
 - a) The City has an asphalt reuse facility and the Contractor may haul all asphalt pavement and road base materials to this site at 1531 Division Road, Sturgeon Bay, WI 54235 at no cost or benefit to the Contractor.
 - b) The City has a concrete reuse facility and the Contractor may hall all concrete pavement, sidewalk and curbing to this site at 1531 Division Road, Sturgeon Bay, WI 54235 at no cost or benefit to the Contractor.
3. Sweep loose debris off of remaining pavements and return road to use whenever possible.

Earthwork for Roadway

Part 1 – General

1) Summary

- a) This section includes the excavation of paved areas, filling, compaction, finished grading and disposal of surplus material.
- b) Testing will be required only when the City Engineer is concerned about the compaction effort failing to achieve the desired results. The City will inform the Contractor when testing is to be required.
 - i) IF required, it will be at the Contractor's expense using a test method, and tester acceptable to the City Engineer.
- c) Testing:
 - i) Contractor shall provide a loaded Tandem Axle Dump (10CY minimum) to proof roll proposed road base.
 - ii) Alternate test measures will only be required if proof roll is not approved.
 - iii) Back fill areas outside of the road bed shall be compacted so as to match the surrounding soils.

Part 2 - Products

- 1) All soils needed for this project shall be from salvaged material unless alternate material is approved or required by the City Engineer.
- 2) If poor soils are encountered a reinforcement fabric will be considered and paid for on a square yard basis.

Part 3 – Execution:

- 1) Excavation: Remove all material to the planned sub grade.
 - i) Materials include soils, driveways, sidewalks and curb & gutter.
 - ii) Mill or saw-cut edges of the existing pavement to provide a smooth joint to pave against.
 - iii) Use existing road base material for fill to reopen the required cross streets.
- 2) Compact sub-base material and request authorization to place road base material prior to covering any of the sub-base. Review the need for fabric reinforcement prior to installation of any road base material.

3) Install crushed stone for road base in a maximum of 8" lifts. Compact each lift to the desired results prior to the installation of any subsequent base material.

a) Test Rolling: use a tandem axle dump truck loaded with 10 CY of soil or stone for proof rolling.

i) Test all road base material up to the back of curb.

ii) Replace and/or compact any base material as necessary.

iii) Re compact soil if failure is evident in the base or sub base material.

b) Reinforcement fabric may be used if adequate compaction of sub-base material cannot be achieved.

4) Finished Grading

a) Grade, trim and shape sub-grade to the required elevations.

i) Adjust slopes by grading so that transition to the existing finished grades is smooth and rounded to allow easy maintenance of landscaped areas.

ii) Remove all stones 3" or larger from the grading limits of the project.

iii) Road base of all paved areas shall be plus or minus .02' using a 10' straight edge for a guide.

Utility Adjustments and Abandonments

Part 1 - General

- 1) Summary
 - a) All utilities shall be adjusted to match the finished grade.
 - b) Replace all adjustment rings on manholes within the project area.
 - c) Turn water valve boxes to the desired height.
 - d) Coordinate all other utility adjustments.

Part 2 – Products

- 1) Injection molded-recycled HDPE adjustment rings as manufactured by LADTECH, Inc. or approved equal.
- 2) Precast concrete adjustment rings.
- 3) Butyl rubber gasket material.
- 4) Valve box extensions and risers.

Part 3 – Execution:

- 1) Sanitary Sewer Manholes
 - a) Remove all existing manhole castings within the project area.
 - b) Remove all adjustment rings. If manhole is to remain, inspect to insure that it has not been damaged during construction.
 - c) All adjustment rings shall be injection molded-recycled HDPE as manufactured by LADTECH, Inc. or approved equal and installed per manufacture's specifications. Adjustment rings shall be a minimum of 1" thick and not exceed 6" thick, or total more than 12" thick.
- 2) Storm Sewer Manholes
 - a) Remove all existing manhole castings within the project area.
 - b) Remove all adjustment rings. If manhole is to remain, inspect to insure that it has not been damaged during construction.
 - c) Adjustments to finished grade shall be made using (2) 2" thick concrete adjustment rings and shall provide a minimum of 4" of adjustment. Additional concrete adjustment rings shall be a minimum of 2" thick and not exceed 6" thick. Total height of adjustment rings shall not exceed 12" thick. Apply 1.25" thick butyl rubber gasket material between each adjustment ring and under the manhole casting.
- 3) Water Valves and Valve Boxes
 - a) Turn water valve boxes to the desired elevation. If boxes cannot be turned request alternative approvals for adjusting the valve boxes.

Crushed Aggregate Base Course

Part 1 General

1. Summary
 - a. Foundation preparation.
 - b. Crushed aggregate base course for roads, sidewalks, driveways, and parking areas.
 - c. Preparation of crushed aggregate base course.
2. Submittals
 - a. Aggregate shall be supplied with an approved source testing report.
 - b. One copy of weight tickets from each truck load of material.

Part 2 Materials

1. Aggregates
 - a. Aggregates shall consist of hard, durable particles of crushed stone and natural or crushed stone sand for filler.
 - b. Aggregates shall be uniformly mixed and not segregated by particle size.
 - c. Moisture content shall not exceed 7%.
 - d. Recycled material may be used for aggregate base course if approved by the City Engineer.

Part 3 Execution

1. Preparation of Foundation
 - a. Remove all top soils and organic materials.
 - b. Cut or fill, grade, and compact foundation prior to placement of crushed aggregate base course material.
 - c. Remove all soft and spongy soils or cover with approved reinforcement fabric.
 - d. Apply water to material that is dry and dusty to get adequate compaction.
2. Crushed Aggregate Base Course Installation
 - a. Construct road base as shown on drawings in layers not exceeding 8" thick. Segregated materials shall be removed and remixed when identified.
 - b. A layer of larger stone may be used for the first lift if approved by the City Engineer.
 - c. Spreading the base material
 - i. Deposit material in such a manner to minimize the segregation and uniformly spread the aggregate material.
 - ii. Route hauling equipment over all portions of the previously installed aggregate material whenever possible.
3. Compaction
 - a. After aggregate is placed and spread at the desired thickness it shall be compacted.
 - b. Dry aggregate shall have water uniformly applied to achieve the required compaction of 95% of the maximum dry density as determined by the modified proctor test (ASTM D1557).

- c. Segregated materials shall be removed and replaced when compaction cannot be achieved.
 - d. Proof rolling with a loaded tandem axle truck shall be the preferred method of compaction testing, but disputed results will be verified at the Contractor's expense.
- 4. Water shall be applied as needed to control dust and maintain compaction.
- 5. Prior to paving aggregate base course shall be uniformly graded to the desired grade with no abrupt ridges or grade changes so as to create a uniform layer of asphalt. Grades shall be accurate to within .02' measured using a 10' straight edge. Any standing water, snow or ice shall be removed before paving.
- 6. Maintain aggregate base course until pavement is installed. Areas that need to be reworked may also need to be proof rolled.
- 7. Test the compactions using a fully loaded 10 yard tandem axle dump truck. Any rolling, cracking or displacement of the gravel shall be considered a failed test that requires additional compaction of either the base or sub-base material.
 - i. Contractor may choose to provide other testing methods, at their expense, to prove that the base is ready for paving.
 - ii. No paving will be allowed until testing has been completed and has proven to be adequately compacted.

Section 02760

Traffic Signs

Part 1 General

1. Signs and sign posts will be removed prior to construction, and reinstalled after construction, by the City of Sturgeon Bay DPW Crew.

Section 02765

Paint Striping

Part 1 General

1. Paint striping at the completion of the project will be installed by the City of Sturgeon Bay DPW Crew.

Concrete Curb and Gutter**Part 1 General**

1. Summary
 - A. Fine grading and compaction
 - B. Curb and gutter installation
 - C. Backfilling
 - D. Finished grading
2. Submittals
 - A. Concrete design mix of composition and compressive strength test results
 - B. Results of compression and air entrainment tests
3. Quality Assurance
 - A. Provide mix design that conforms to specifications
 - B. Installation testing
 - C. Slump tests
 - D. Air-entrainment tests
 - E. Compressive strength cylinder tests
4. The following shall be in conformance with the following references
 - A. Sampling ASTM C172
 - B. Slump ASTM C143
 - C. Air-entrainment ASTM C231
 - D. Compression ASTM C31 and C39
5. Compressive strength tests shall consist of four standard test cylinders made from a single batch of concrete.
 - A. Test one cylinder at 5 days or 2500 psi.
 - B. Test one cylinder at 7 days (This test may be skipped if adequate strength is achieved at the 5 day test).
 - C. Test one cylinder at 28 days.
 - D. The remaining cylinder shall be tested if the prior tests fail.
6. Satisfactory Compressive Test
 - A. Results equal to or greater than specified for the 28-day test.
 - B. No individual test is less than 500 PSI below the specified compressive strength.
7. Failed compressive tests after the 4th cylinder is tested.
 - A. Core two samples from each area covered by the failed test and perform the compressive test on them.
 - B. Replace the affected area if the core samples fail the compressive test.

Part 2 Products

- 1) Concrete
 - a) Conform to the ASTM C94 and Section 501 of the Standard Specifications for Highway and Structure Construction from the Department of Transportation:
 - i) 28-day compressive strength of 4,000 psi
 - ii) 1.5" maximum aggregate size
 - iii) 5.5 bag per cubic yard mix
 - iv) 6% +/- 1.5% air entrainment
 - v) Maximum water to cement ratio of .44

- b) Cement shall conform to ASTM C150, type 1
- c) Aggregates shall conform to ASTM C33
- d) Expansion joint material shall conform to ASTM D1751 and be 0.75" thickness.
- e) Re-bar shall conform to ASTM A615, Grade 60
- f) Curing compounds shall be a liquid membrane-forming conforming to ASTM C-309, class A, type 1 with white pigment.
- g) Aggregate base course material shall consist of durable particles of crushed stone or crushed gravel:
 - i) Oversized stone shall be crushed to required sizes.
 - ii) Shall be free of organic matter, soft stone, shale, and conglomerations of clay, while conforming to the aggregate gradation requirements.
 - iii) Moisture content shall not exceed 7%.

Gradation Requirements:
Percent by Weight Passing

Sieve Size	Crushed Stone	Crushed Gravel
1 Inch	100	100
3/8 Inch	40-75	50-85
No. 4	25-60	35-65
No. 10	15-45	25-50
No. 40	----	10-30
No. 200	3-12	3-10

Part 3 Execution

- 1) Preparation of subgrade.
- 2) Prepare the subgrade by excavating to the lines, grades and cross-sections shown on the drawings as required for placing the curb and gutter.
- 3) If subgrade excavation in cut is required, stockpile the surplus material for use in fill areas behind the curb and gutter, or dispose of at the City's stock pile at 1531 Division Road, Sturgeon Bay, WI 54235 or at another approved location.
- 4) If subgrade excavation in fill is required, then furnish, install and compact.
 - a. If borrow fill is suitable it shall be the preferred fill material but if not class C2 soil shall be needed.
 - b. Compact to a minimum of 95% modified proctor density (ASTM D1557).
- 5) Placing the base course:
 - a. Provide a minimum of 4 inches of base material.
 - b. Prepare the grade by grading to the lines, grades and cross-sections shown on the drawings as required for placing the curb and gutter.
 - c. Compact to 95% modified proctor density (ASTM D1557)
- 6) Catch basins / inlets shall be adjusted to the curb and gutter elevations and tuck pointed with concrete used in the curb construction.
- 7) Slip-form Construction
 - a. Slip form construction is the preferred method of placement.
 - b. Coordinate the operations of mixing, delivering, and placing of the concrete to provide uniform progress with minimal stopping of the curb machine.
 - c. The curb machine shall be capable of placing the specified type of curb with the adequate amount of vibration to eliminate honeycomb formation.

- d. Protect the curb and gutter until concrete has obtained the design strength.

8) Manual Placement

- a. Provide forms of the size and type of material required to properly construct the curb and gutter as required.
- b. Properly brace or tie forms together to maintain position and shape.
- c. Clean and coat the forms with clear mineral or paraffin base form oil prior to the placement of concrete.
- d. Forms shall remain in place until they can be removed without damage or settling.
- e. Protect the curb and gutter until concrete has obtained the design strength.

9) Placing Concrete

- a. Construct curb and gutter on the prepared and moistened foundation in one course.
- b. Construct curb and gutter to the required lines and grades as shown on the drawings.
- c. Consolidate concrete using mechanical vibration to eliminate honeycombing.
- d. Contraction joints shall be sawn at 10' intervals, 2" deep as soon as the concrete has set sufficiently to preclude raveling during the saw cutting but before shrinkage cracking.

10) Contraction Joint Placements

- a. Place at 300' maximum spacing.
- b. At each end of the radius sections.
- c. Adjacent to expansion joints in existing concrete.
- d. Place at right angles to the gutter flow line.

11) Place reinforcement if required (as shown on the plans)

12) Finishing

- a. Trowel and brush or dry broom the surfaces of the curb and gutter prior to concrete setting.
- b. Round edges adjacent to expansion joints using a 1/4" jointer.
- c. If approved by Owner honeycombed areas shall be tuck pointed as soon as found with a mortar mixture of 1 part Portland Cement and 3 parts sand.

13) Curb ramping shall provide depressed and sloped curb at ramp and driveway locations as shown on drawings or identified by the City Engineer.

14) Curing

- a. Start curing activities as soon as free water has disappeared from the surface of the concrete after placing and finishing.
- b. Apply curing compound to all exposed surfaces by spraying a uniform coating in such a manner as to provide a continuous water impermeable surface. Apply in accordance with manufacturer's recommendations to limit loss of water to not more than 0.40 kg/m² in 72 hours.
- c. In hot weather conform to ACI 305 or ACI 306 in cold weather.
- d. **During the curing period protect concrete from damage, water flow, loading, shock and vibration.**

NOTE: After the curbing is poured the City of Sturgeon Bay DPW crew will add base materials along the new curbing prior to the removal of the barricades / flashers.

Concrete Sidewalks and Driveways

Part 1 General

1.1 Summary

- A. Fine grading and compaction
- B. Sidewalk and driveway installation
- C. Backfilling
- D. Finished grading

1.2 Submittals

- A. Concrete design mix of composition and compressive strength test results.
- B. Results of compression and air entrainment tests.

1.3 Quality Assurance

- A. Provide mix design that conforms to specifications.
- B. Installation testing
 - a. Slump tests
 - b. Air-entrainment tests
 - c. Compressive strength cylinder tests
- C. The following shall be in conformance with the following references:
 - a. Sampling ASTM C172
 - b. Slump ASTM C143
 - c. Air-entrainment ASTM C231
 - d. Compression ASTM C31 and C39
- D. Tests shall be performed twice each day or once per 100 cubic yards, whichever is greater.
- E. Compressive strength tests shall consist of four standard test cylinders made from a single batch of concrete.
 - a. Test one cylinder at 5 days.
 - b. Test one cylinder at 7 days (This test may be skipped if adequate strength is achieved at the 5 day test).
 - c. Test one cylinder at 28 days.
 - d. The remaining cylinder shall be tested if the prior tests fail.
- F. If applicable - high early strength concrete shall be used in driveways that have high early strength concrete used to construct the curb and gutter.
- G. Satisfactory Compressive Test:
 - a. Results equal to or greater than specified for the 28-day test.
 - b. No individual test is less than 500 PSI below the specified compressive strength.
- H. Failed compressive tests after the 4th cylinder is tested.
 - a. Core two samples from each area covered by the failed test and perform the compressive test on them.
 - b. Replace the affected area if the core samples fail the compressive test.

Part 2 Products

2.1 Concrete

- A. Conform to the ASTM C94 and Section 501 of the Standard Specifications for Highway and Structure Construction from the Department of Transportation:
 - a. 28-day compressive strength of 4,000 psi.

- b. 1.5" maximum aggregate size
- c. 5.5 bag per cubic yard mix
- d. 6% +/- 1.5% air entrainment
- e. Maximum water to cement ratio of .44
- B. If applicable - high early strength concrete shall achieve a usable compressive strength in less than 24 hours.
- C. Cement shall conform to ASTM C150, type 1.
- D. Aggregates shall conform to ASTM C33.
- E. Expansion joint material shall conform to ASTM D1751 and be 0.75" thickness.
- F. Re-bar shall conform to ASTM A615, Grade 60.
- G. Curing Compounds shall be a liquid membrane-forming conforming to ASTM C-309, class A, type 1 with white pigment.
- H. Aggregate base material shall consist of durable particles of crushed stone or crushed gravel:
 - a. Oversized stone shall be crushed to required sizes.
 - b. Shall be free of organic matter, soft stone, shale, and conglomerations of clay, while conforming to the aggregate gradation requirements.
 - c. Moisture content shall not exceed 7%.
 - d. Gradation requirements:

Sieve Size	Percent by Weight Passing	
	Crushed Stone	Crushed Gravel
1 Inch	100	100
3/8 Inch	40-75	50-85
No. 4	25-60	35-65
No. 10	15-45	25-50
No. 40	----	10-30
No. 200	3-12	3-10

Part 3 Execution

3.1 Preparation of subgrade.

- A. Prepare the subgrade by excavating to the lines, grades and cross-sections shown on the drawings as required for placing the sidewalks and driveways.
- B. If subgrade excavation in cut is required, stockpile the surplus material for use in fill areas behind the sidewalks and driveways, or dispose of at the City's stock pile at 1531 Division Road, Sturgeon Bay, WI 54235 or at another approved location.
- C. If sub-grade excavation in fill is required, then furnish, install and compact.
 - a. If borrow fill is suitable it shall be the preferred fill material but if not class C2 soil shall be needed.
 - b. Compact to a minimum of 95% modified proctor density (ASTM D1557).

3.2 Placing the base course:

- A. Placing the Base Course
 - a. Provide a minimum of 4 inches of base material at 4" thick sidewalks, and a minimum of 6 inches of base material at 6" thick sidewalks or driveways.
 - b. Prepare the grade by grading to the lines, grades and cross-sections shown on the drawings as required for placing the sidewalks and driveways.
 - c. Compact to 95% modified proctor density (ASTM D1557).

3.3 Expansion Joints

- A. Location and geometry of expansion joints shall be as shown on the drawings or according to the following criteria:
 - 1. At right angles or tee intersections.
 - 2. At all intersections of driveways and walkways.
 - 3. At the back of curbs.
 - 4. 100' spacing, perpendicular to the edge of sidewalk.
 - 5. At all curb ramps.
- B. Felt shall be equal the depth of the concrete and placed slightly below the finished surface.

3.4 Slip-form Sidewalk Construction

- A. Slip form construction is the preferred method of placement.
- B. Coordinate the operations of mixing, delivering, and placing of the concrete to provide uniform progress with minimal stopping of the sidewalk machine.
- C. The sidewalk machine shall be capable of placing the specified sidewalk with the adequate amount of vibration to eliminate honeycomb formation.
- D. Protect the sidewalks until concrete has obtained the design strength.

3.5 Manual Placement

- A. Provide forms of the size and type of material required to properly construct the sidewalk and driveways as required.
- B. Properly brace or tie forms together to maintain position and shape.
- C. Clean and coat the forms with clear mineral or paraffin base form oil prior to the placement of concrete.
- D. Forms shall remain in place until they can be removed without damage or settling.
- E. Protect the sidewalks and driveways until concrete has obtained the design strength.

3.6 Placing Concrete

- A. Construct sidewalks and driveways on the prepared and moistened foundation in one course.
- B. Construct sidewalks and driveways to the required lines and grades as shown on the drawings.
- C. Consolidate concrete using mechanical vibration to eliminate honeycombing.
- D. Contraction joints shall be sawn at 5' intervals, 1.25" deep as soon as the concrete has set sufficiently to preclude raveling during the saw cutting but before shrinkage cracking.

3.7 Contraction Joints

- A. Place at 5' maximum spacing.
- B. At each end of each driveway.
- C. Adjacent to existing expansion joints in existing concrete.
- D. Place at right angles to the edge of sidewalk.

3.8 Place reinforcement if required (as shown on the plans).

3.9 Finishing

- A. Trowel and brush or dry broom the surfaces of the sidewalks and driveways prior to concrete settling.
- B. Round edges adjacent to expansion joints using a 1/4" jointer.
- C. If approved by Owner honeycombed areas shall be tuck pointed as soon as found with a mortar mixture of 1 part Portland cement and 3 parts sand.

3.10 Curb Ramping

- A. Install (2) cast iron warning fields per each location shown on the plans.
- B. Use Neenah Foundry Quick Connect Detectable Warning Plates (unpainted) unless alternate is approved by the Owner.

3.11 Curing

- A. Start curing activities as soon as free water has disappeared from the surface of concrete after placing and finishing.
- B. Apply curing compound to all exposed surfaces by spraying a uniform coating in such a manner as to provide a continuous water impermeable surface. Apply in accordance with manufacturer's recommendations to limit loss of water to not more than 0.40 kg/m² in 72 hours.
- C. In hot weather conform to ACI 305.
- D. In cold weather conform to ACI 306.
- E. **During the curing period protect concrete from damage, water flow, loading, shock and vibration.**

Landscaping and Turf Restoration

NOTE: This work will be completed by the City of Sturgeon Bay DPW crew, but the Contractor shall backfill all affected areas to within 4" of the proposed finished grade elevations.

Part 1 – Summary

- a) Preparation for placement of top soil
- b) Top soil installation
- c) Fertilizer and grass seed
- d) Mulch

Part 2 – Products (Not Used)

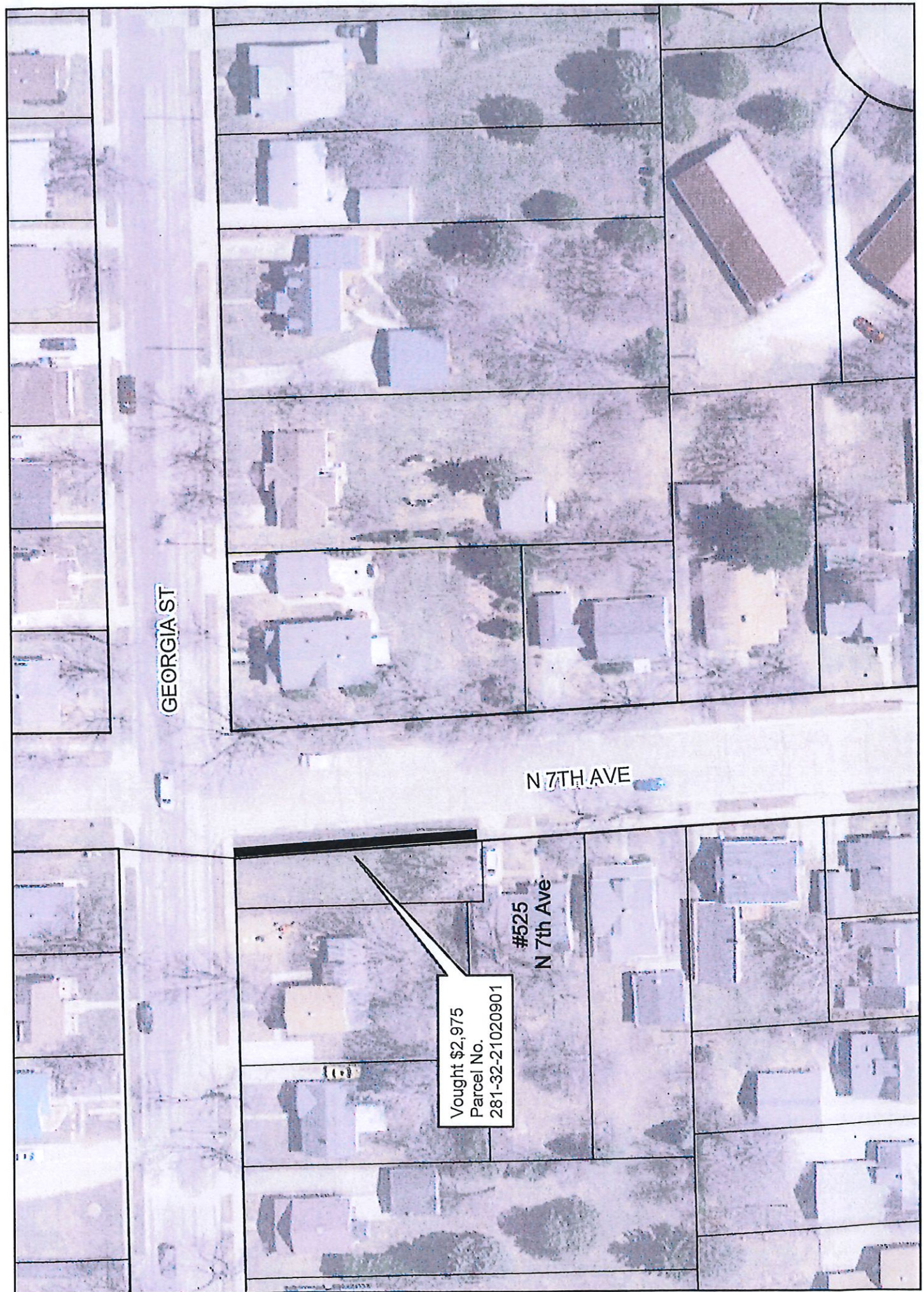
Part 3 – Execution:

- 1) Contractor shall:
 - a) Backfill disturbed areas with soils from cut areas of the project to within 4" of the proposed finished grade elevations.
 - b) Compact to 85% modified proctor density.
 - c) Remove remaining excess material. Material can be disposed of at the City's stock pile at 1531 Division Road, Sturgeon Bay, WI 54235 or at another approved location.
- 2) City of Sturgeon Bay DPW Crew shall:
 - a) Supply and install all topsoil, fertilizer, grass seed, and mulch as needed.

Item #	Georgia Street (580 LF East of N 5th Ave to N 8th Ave) - Item Descriptions	Unit	Estimated Quantity	Unit Price	Line Item Total	City Quant.	Assess Quant.	City Cost	Assess Cost
1	Mobilization - Concrete Work (includes traffic control if needed & barriers for wet concrete)	LS	1.00	\$ 500.00	\$ 500.00	1.00	0.00	\$ 500.00	\$ -
2	Strip Topsoil (For New 4" Concrete Sidewalk Along N 7th Ave)	SF	599.00	\$ 1.00	\$ 599.00	599.00	0.00	\$ 599.00	\$ -
3	Remove Concrete Sidewalk & Driveways (includes cutting)	SF	1518.00	\$ 1.00	\$ 1,518.00	1518.00	0.00	\$ 1,518.00	\$ -
4	Remove Curb & Gutter (includes cutting)	LF	652.00	\$ 7.00	\$ 4,564.00	652.00	0.00	\$ 4,564.00	\$ -
5	New Concrete Curb & Gutter - 30" (includes base excavation & base)	LF	652.00	\$ 32.00	\$ 20,864.00	652.00	0.00	\$ 20,864.00	\$ -
6	New Concrete Sidewalk - 4" (includes base excavation and base)	SF	1789.50	\$ 5.00	\$ 8,947.50	1194.50	595.00	\$ 5,972.50	\$ 2,975.00
7	New Concrete Sidewalk or Driveway - 6" (includes base excavation and base)	SF	327.50	\$ 6.00	\$ 1,965.00	327.50	0.00	\$ 1,965.00	\$ -
8	Cast Iron Warning Fields - 2'x4'	EA	1.00	\$ 300.00	\$ 300.00	1.00	0.00	\$ 300.00	\$ -
Totals:					\$ 39,257.50			City Cost	Assess Cost
								\$ 36,282.50	\$ 2,975.00

1	Mobilization - Asphalt Work	LS	1.00	\$ 700.00	\$ 700.00	1.00	0.00	\$ 700.00	\$ -
2	Mill / Remove Asphalt Pavement	SY	4648.00	\$ 2.15	\$ 9,993.20	4648.00	0.00	\$ 9,993.20	\$ -
3	Base Aggregate Fine Grading	LS	1.00	\$ 5,180.00	\$ 5,180.00	1.00	0.00	\$ 5,180.00	\$ -
4	Asphaltic Binder Course - 2" Asphalt	TON	511.50	\$ 69.10	\$ 35,344.65	511.50	0.00	\$ 35,344.65	\$ -
5	Asphaltic Surface Course - 1-1/2" Asphalt	TON	353.50	\$ 76.90	\$ 27,184.15	353.50	0.00	\$ 27,184.15	\$ -
Totals:					\$ 78,402.00			City Cost	Assess Cost
								\$ 78,402.00	\$ -

Traffic Control - Asphalt Work - SB DPW will provide barricades and flashers / cones as needed	LS		NA	DPW					
Topsoil (screened) - 4" measured in place	CY	32.00	\$ 25.00	\$ 800.00	32.00	0.00	\$ 800.00	\$ -	
Seed & Mulch (Landscaping Restoration)	SF		NA	DPW					
Street Trees	EA	18.00	\$ 175.00	\$ 3,150.00	18.00	0.00	\$ 3,150.00	\$ -	
Totals:					\$ 3,950.00			\$ 3,950.00	\$ -
								City Cost	Assess Cost
Totals:					\$ 121,609.50			\$ 118,634.50	\$ 2,975.00



N 7th Ave Sidewalk
Proposed Assessment

JUNE, 2019

Parcel Number	Last Name	First Name	Mailing Address				Property Address	4" Sidewalk (SF)	4" Sidewalk Cost	Total Cost
			Street 1	City	State	ZIP				
2813221020901	Vought	Justin	525 N 7th Ave	Sturgeon Bay	WI	54235	525 N 7th Ave	595.00	\$ 2,975.00	\$ 2,975.00
							Totals	595.00	\$ 2,975.00	\$ 2,975.00

**An Ordinance to Create Chapter 37
of the City of Sturgeon Bay
Code of Ordinance.**

Upon the recommendation of the Community Protection and Services Committee the Common Council of the City of Sturgeon Bay, Door County, Wisconsin, do ordain as follows:

SECTION 1.: Chapter 37 of the Sturgeon Bay Code of Ordinances is hereby created to read as follows:

Chapter 37 – Commercial quadricycle licensing.

37.01 – Definitions.

- (1) *Applicant* means the individual applying for a license under this section or any person who is an officer of a corporation that is applying for a license under this section.
- (2) *Commercial quadricycle* means a vehicle with fully operative pedals for propulsion entirely by human power that:
 - (a) Has four wheels and is operated in a manner similar to a bicycle;
 - (b) Is equipped with at least eight (8) seats for passengers;
 - (c) Is designed to be occupied by a driver and by passengers providing pedal power to the drive train of the vehicle;
 - (d) Is used for commercial purposes; and
 - (e) Is operated by the vehicle owner or an employee of the owner.
- (3) *Commercial quadricycle business* means any enterprise that owns a commercial quadricycle or manages the operation of a commercial quadricycle.
- (4) *Commercial quadricycle operator's license* means an operator's license as described below in 37.02.
- (5) *Public commercial quadricycle operator* means any person who operates a commercial quadricycle or commercial quadricycle which transport passengers for hire or compensation.

37.02 – Licenses required.

- (1) *Commercial quadricycle business license.* No person may engage in a commercial quadricycle business unless each commercial quadricycle used in the business is licensed. A commercial quadricycle business license shall expire on December 31 of each year.
- (2) *Commercial quadricycle operator's license.* No person may operate a commercial quadricycle for purposes upon a highway or public road unless the person is licensed as a public commercial quadricycle operator. The public commercial quadricycle operator's license shall expire on December 31 of each year.

37.03 – Commercial quadricycle business application process.

- (1) *Application.* A person wishing to operate a commercial quadricycle business shall apply to the city clerk for a business license using an approved form and pay the clerk a fee in the amount designated in the City of Sturgeon Bay Fee Schedule for each commercial quadricycle managed by the person. The clerk shall forward the application to the police department for review. The police department shall deny the application if any of the following applies:
 - (a) The circumstances of a pending criminal charge against the applicant substantially relate to the licensed activity:
 - (b) The applicant has been convicted of any felony, misdemeanor or other offense, the circumstances of which substantially relate to the particular job or licensed activity.
 - (c) The applicant made a false statement on the application.
 - (d) The applicant is under 18 years old.
- (2) *Commercial Quadricycle Plan of Operation.* All applicants must complete and file with the clerk a Commercial Quadricycle Plan of Operation detailing the hours of operation, routes, quadricycle operators, and the rules the licensee will enforce on its customers regarding alcohol beverage possession and consumption and litter and noise regulation. This plan of operation shall be forwarded to the Police and Fire departments for consideration as a condition of approval of the license. In its review, the Police and Fire department may recommend approval, approval subject to certain modifications or denial of the license.
- (3) *Appeal.* If the police or fire department denies an application for a commercial quadricycle business license, or demands modifications that the applicant objects to, the applicant may appeal within 15 days after the police and fire department mails a notice of its decision to the applicant. If the applicant files a timely appeal with the clerk, the clerk shall schedule an appeal hearing before the community protection and services committee.

- (4) *Hearing Before Committee.* The committee may approve any application placed on its agenda only if the applicant is qualified under this section and may place conditions upon approval. The common council shall affirm, reverse or modify the committee's decision.
- (5) *Issuance.* The clerk shall issue the commercial quadricycle business license if the applicant has been approved by the common council and has satisfied all other provisions of this section.
- (6) *Vehicle Inspection.* Before a commercial quadricycle business may operate a commercial quadricycle on a highway, the applicant shall obtain a certificate of inspection of the Commercial Quadricycle by a mechanic certified by the National Institute for Automotive Service Excellence (ASE). The ASE mechanic will provide certification, satisfactory to the police department that the Commercial Quadricycle is in sound mechanical working condition. This paragraph does not apply to a commercial quadricycle owned or operated by:
 - (a) A nonprofit corporation that provides to the police department proof that the vehicle passed a state vehicle inspection.
 - (b) An organization which is exempt from federal income tax under IRC § 501(c)(3) that provides to the police department proof that the vehicle passed a state vehicle inspection.
- (7) *Insurance.* Maintain liability insurance coverage for the commercial quadricycle containing the limits of not less than \$1,000,000 per occurrence combined single limit bodily injury and property damage, issued by a company authorized to do business in the state. A certificate of insurance for liability coverage for the calendar year specific to each commercial quadricycle shall be filed with the city clerk.
- (h) *Police Department Vehicle Review.* The police department shall affix a license sticker to the rear of each inspected commercial quadricycle if the department determines that the commercial quadricycle is:
 - (a) licensed with the city clerk.
 - (b) certified in safe working condition as required by subsection (g) (6) of this ordinance.
 - (c) insured as required by subsection (g) (7) of this ordinance.
 - (d) Conspicuously displaying on the exterior driver and passenger side of the vehicle:
 - (i) The name or trade name of the public vehicle business.
 - (ii) The phone number of the public vehicle business.

- (iii) A unique number assigned by the commercial quadricycle business that identifies the particular vehicle.

(e) Conspicuously displaying within the front passenger compartment:

- (i) A display holder within which commercial quadricycle operators can show their licenses while operating the commercial quadricycle.

37.04 – Commercial quadricycle operator’s license application process.

- (1) *Application.* A person wishing to obtain a commercial quadricycle operator's license shall apply to the city clerk using a common council approved form and pay to the clerk the proper license fee and submit an acceptable passport-sized photo. The clerk shall forward the application to the police department for review. If the police department approves the application, it shall forward its recommendation to the clerk. The police department shall deny the application if any of the following applies:
 - (a) The circumstances of a pending criminal charge against the applicant substantially relate to the licensed activity.
 - (b) The applicant has been convicted of any felony, misdemeanor or other offense the circumstances of which substantially relate to the particular job or licensed activity.
 - (c) The applicant made a false statement on the application.
 - (d) The applicant is under 18 years old.
- (2) *Appeal.* If the police department denies an application for a commercial quadricycle operator's license, the applicant may appeal within 15 days after the police department mails a notice of denial to the applicant. If the applicant files a timely appeal with the clerk, the clerk shall schedule an appeal hearing before the community protection and services committee. The committee shall approve the application only if the applicant is qualified under this section and may place conditions upon approval. The common council shall affirm, reverse or modify the committee's decision.
- (3) *Issuance.* The clerk shall issue a commercial quadricycle operator's license if the applicant has been approved by the police and fire departments or the common council and has satisfied all other provisions of this section.

37.05 – Commercial quadricycle regulations. The owner and operator of a commercial quadricycle are both responsible for ensuring compliance with this subsection.

- (1) *Deviation From Plan of Operations.* Licensees must adhere to the routes specified in their submitted Plan of Operations. New routes must be applied for and approved by the common council before a licensee may use the new routes. Temporary routes must be applied for and approved by the chief of police or his or her designee. A temporary route application must be submitted in writing and include a proposed map no later than ten business days prior to the applicant's proposed first date of operation of the temporary route. No licensee shall operate a commercial quadricycle on a street closed off to public traffic regardless of whether the street is included in an approved route. Any deviation from a new or temporary route without approval shall be a violation of this section.
- (2) *Hours of Operation.* Commercial quadricycle operation is permitted between the hours of 10:00 am and 10:00 pm. Commercial quadricycle operation does not include the use of a commercial quadricycle for maintenance, inspection, or without passengers.
- (3) *Limitation on Location.* It is unlawful for any person to operate or to permit another to operate a commercial quadricycle at other times or in other locations than those approved by the common council or the chief of police or his or her designee.
- (4) *Operations without License.* No public commercial quadricycle operator shall drive, or be permitted by a public commercial quadricycle operator to drive, a commercial quadricycle without a valid Wisconsin driver's license or a valid driver's license issued by any other state in the United States.
- (5) *Limitation on Possession.* Passengers on a commercial quadricycle may possess on or carry onto the commercial quadricycle no more than 36 ounces of fermented malt beverages as defined in Wis. Stat. § 125.02(6). No other alcohol beverages, as defined in Ch. 125, Wis. Stats., may be possessed on, carried upon, or consumed upon a commercial quadricycle.
- (6) *Prohibition of Glass Containers.* No glass containers may be carried on a commercial quadricycle.
- (7) *Application to All Use.* Restrictions on possession, transportation and consumption of alcohol beverages in the operation of commercial quadricycles upon city highways and public places shall apply to operation of commercial quadricycles when used for non-revenue producing events or transportation in addition to regular commercial activities.
- (8) *Driver Consumption.* No driver of a commercial quadricycle may consume alcohol while the commercial quadricycle is occupied by passengers.
- (9) *Driver Restriction.* No person may drive a commercial quadricycle with an alcohol concentration of more than 0.02.

- (10) *Beer and Fermented Malt Beverages Only.* No person may drive a commercial quadricycle on which any alcoholic beverages are carried or consumed other than beer or fermented malt beverages under this section.
- (11) *Delivery Prohibited.* No person may drive a commercial quadricycle on which alcoholic beverages are sold and may not transport alcoholic beverages on a commercial quadricycle for the purposes of sale or delivery upon sale.
- (12) *Notice of Restrictions.* Passengers shall be advised by the operator, driver or other person responsible for the operation of the commercial quadricycle that no alcohol beverages shall be possessed on, carried upon, or consumed on a commercial quadricycle in violation of city ordinance or state statute, and shall conspicuously post a notice of these restrictions upon the commercial quadricycle in a form and manner approved by the city.
- (13) *License Required.* The operator of the commercial quadricycle shall hold a valid operator's license pursuant to subsection 37.01(1) City of Sturgeon Bay Code of Ordinance.
- (14) *Traffic Laws.* The operator of the commercial quadricycle shall operate the vehicle at all times in compliance with applicable local and state traffic and parking laws.
- (15) *Seat Belts.* The operator and all passengers shall be required to wear seatbelts at all times while seated in a quadricycle.
- (16) *Slow Vehicle Sign.* All commercial quadracycles shall display a reflective slow moving vehicle sign on the rear of the vehicle.
- (17) *Grounds for License Action.* Failure of a person to comply with the regulations of this section or to operate in accordance with the approved plan of operation shall constitute grounds for suspension or revocation of license.
- (18) *Council May Amend.* The common council may adopt and from time to time amend the regulations relating to commercial quadricycles and their operations, including, but not limited to, hours of operations, routes, vehicle markings and safety equipment.

37.06 Suspension and Revocation.

- (1) *Intent.* Commercial Quadricycle Licenses or Commercial Quadricycle Operator's License may be suspended or revoked by the common council upon first affording the license holder an opportunity for a public evidentiary hearing as provided in this ordinance.
- (2) *Hearing form.* The Community Protection and Services Committee shall conduct any hearing or prehearing as described in this subsection.

(3) *Grounds.* Licenses may be the subject of hearings as described in this provision for any violation of a provision of this ordinance or any other violation of ch. 125 Wis. Stats., or the Code of Ordinances deemed pertinent to the licenses regulated by this ordinance including, for purposes of illustration, but not limited to:

- (a) Licensee or operator directly interfering with police officers or otherwise violating the law in a manner substantially related to the operation of the licensed operation.
- (b) Traffic code violations including disorderly conduct with a motor vehicle or other action deemed unsafe in the judgement of the committee.
- (c) Disorderly or disruptive conduct by customers not controlled by licensee
- (d) Operating off route
- (e) Operating outside of permitted hours
- (f) Serving an underrated person
- (g) Violation of the Commercial Quadricycle Plan of Operation
- (h) Failure to maintain the qualifications required for a license under this ordinance.

(4) *Prehearing.* Any state or city agency may, by communication to the common council, bring allegations of any violation of state liquor laws or any violation referenced above before the Community Protection and Services Committee for prehearing as an item in the regular meeting of said committee. Conduct of such prehearing shall be informal, allowing the committee an opportunity to hear the allegations and permitting the accused licensee to respond if they so wish. The purpose of such prehearing will be to determine if the allegations are of such magnitude, importance, or otherwise of such nature to require a formal evidentiary hearing as provided by (5) below. After hearing the allegations and any response, the committee shall determine whether to recommend to the common council that: a formal evidentiary hearing be held based on the factors listed below. Nothing in this subsection shall prohibit a person from filing a verified complaint with the Community Protection and Services Committee and proceeding directly to a hearing as provided in subsection (6) below.

- (a) The licensee's history of convictions, charges, or complaints and the relationship of such history to licensed activities.
- (b) The length of time since such conviction, charge, or complaint.
- (c) The circumstances and seriousness surrounding the complaint(s) before the committee.

- (d) The degree of personal rehabilitation since the last incident involving the licensee.
- (e) The community's standards or interests to be protected.
- (f) The need for formal hearing to clarify the facts in regard to factors listed above.

(5) *Hearing.* If a prehearing is conducted, as provided in subsection (4), and a formal evidentiary hearing is ordered by the community protection and welfare committee, the city attorney's office, or a special prosecutor appointed for such hearing, shall draft a formal complaint and see to it that such complaint is served with a summons as provided in subsection (6) below. The complaint may include any alleged violation of state or municipal liquor law occurring in the preceding license year which was not the subject of a hearing under this section. Such complaint shall be issued in the name of the complainant and shall state specific violations complained of and may include any other violations involving the licensee in the past two license years which have not been the subject of a formal hearing. The complaint shall be served with a summons as provided in subsection (6) below. Any formal evidentiary hearing shall be held in conformity with the procedures in subsection (6) below.

(6) *Hearing procedures.*

(a) Upon a verified complaint filed with the city clerk that any person licensed hereunder has violated the provision of ch. 125, Wis. Stats., the criminal code of the state, or any provision of the Code of Ordinances, including those referenced in subsection (3) above, or any other provision of this chapter or ch. 125, Wis. Stats., the common council shall issue a summons signed by the clerk directed to any peace officer or constable therein, commanding the person so complained of to appear before the protection and welfare committee on a day and at a place named in such summons, not less than three days nor more than ten days from its date, and show cause why the license should not be suspended or revoked. Such summons shall be served at least three days before the time in which such person is commanded to appear, and shall be served as provided at ch. 801, Wis. Stats.

(b) The licensee may be represented by counsel at their own expense, present and examine witnesses, and have prepared at the licensee's expense a transcript of the hearing.

(c) The licensee and complainant shall be allowed the right to call and cross-examine witnesses under oath, present evidence and arguments.

(7) *Recommendations.* At the conclusion of the evidentiary hearing, which may be held in open or executive session depending on the nature of the evidence to be produced, the committee, following deliberation in open or executive session, shall consider the factors listed at subsection (4) and shall thereupon make specific findings of fact and conclusions of law, and forward one or more of the following recommendations to the common council:

- (a) No action should be taken due to insufficiency of the evidence.
- (b) No action should be taken at present because of an accommodation on the part of the license holder has been reached.
- (c) A warning letter be issued and the original thereof be retained in the licensee's file kept in the office of the city clerk.
- (d) A suspension of not less than ten days nor more than 90 days be imposed.
- (e) The license be revoked or invalidated.
- (f) The licensee be placed on probation, and the committee shall set conditions therefore.
- (g) The complaint be tabled pending disposition of pending criminal or municipal court code violations, at which time the matter will be considered and a recommendation made.

(8) *Consideration and Appeal.* The common council shall consider and take action on the recommendation of the Community Protection and Services Committee within 45 days after the Committee adjourns the hearing. The common council may adopt, reject, modify, or remand the recommendation to the Committee for further deliberations. Appeal from the decision of the Council shall be to the Door County circuit court.

37.07 Penalties:

In addition to any penalty specifically provided for or ordered under this chapter, any person who violates any provision of this chapter shall be subject to a penalty as provided in section 25.04 of this Municipal Code.

SECTION 2.

All ordinances or resolutions in conflict with this ordinance is hereby revoked.

SECTION 3.

This Ordinance shall take effect upon passage by majority vote of the membership of the Common Council and publishing as provided by law.

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this ____ day of _____, 2019.

**An ordinance to Amend Section 10.175
Of the City of Sturgeon Bay
Code of Ordinance.**

Upon the recommendation of the Community Protection and Services Committee the Common Council of the City of Sturgeon Bay, Door County, Wisconsin, do ordain as follows:

SECTION 1.: Section 10.175 of the Sturgeon Bay Code of Ordinances, Drinking on public property regulated, is repealed and recreated to read as follows:

10.175 - Drinking on public property regulated.

(1) Except as provided in section 9.01(9) and to the limited extent necessary to permit the activities authorized by a Commercial Quadricycle Business License under Chapter 37, no person shall possess or drink from any open can, bottle or other container containing fermented malt beverage or intoxicating liquor on any public street, sidewalk, alley or other public way in the city.

(2) Except as provided in section 9.01(9) and to the limited extent necessary to permit the activities authorized by a Commercial Quadricycle Business License under Chapter 37, no person shall consume any alcohol or fermented malt beverage which was purchased by the glass or other open container except on the premises of the licensed establishment it was purchased from.

SECTION 2.

All ordinances or resolutions in conflict with this ordinance is hereby revoked.

SECTION 3.

This Ordinance shall take effect upon passage by majority vote of the membership of the Common Council and publishing as provided by law.

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this ____ day of _____, 2019.

• **10.19 –Uncut Lawns and Noxious Weeds Prohibited.**

- (1) *Definition.* "Noxious weeds" as used herein includes the following: Canada thistle, leafy spurge, field bindweed (creeping jenny), ragweed, poison ivy, and invasives on Wisconsin Department of Natural Resources invasive species list.
 - (2) *Purpose.* The purpose of this section is to prevent unkept lawns and the problems that noxious weeds present; noxious weeds shall be controlled in part by cutting and/or spraying to prevent blossoming of the noxious weeds and their spread due to blossoming.
 - (3) *Prohibited.* No one owning property within the city shall permit any weeds or grasses which cause toxic effects in human beings, emit unpleasant or noxious odors or conceal filthy deposits to grow or pollinate on his/her premises. To prevent such growth and pollination, every owner shall mow or cause to be mowed all grasses or weeds exceeding ten inches in height on premises owned by the individual and on any street right-of-way between the property line and a developed street abutting such premises, except those areas approved under section 32.06(2)(e) as a natural lawn. Where such weeds or grasses cannot be controlled or eradicated by such treatment, the property owner shall spray or cause to be sprayed this growth with chemicals which shall control or eradicate such weeds and grasses. The areas required to be cut or otherwise controlled shall be as follows:
 - (a) A minimum distance of six feet from the edge of streets and public sidewalks. If the lot has a fire hydrant, the grass shall be cut back a distance of six feet beyond the hydrant.
 - (b) A minimum distance of ten feet parallel to property lines of adjoining developed lots, if requested by the owner of the adjoining lot.
 - (c) A minimum of 100 feet from any dwelling, deck or patio on a developed lot or to the property line, whichever is less.
 - (d) Any area containing noxious weeds.
 - (e) At the discretion of the weed commissioner, cutting of additional footage beyond the minimum listed in pars. (a) to (c) may be required upon his/her finding that such cutting is necessary to carry out the intent of this section.
 - (f) Upon a favorable recommendation by the weed commissioner, the city council may waive or relax the noxious weed control standards prescribed by this section, except for those standards established by the state, upon a finding that literal enforcement of the noxious weed control standards prescribed by this section is physically impossible or presents an extreme hardship on the owner out of proportion to the problem. The weed commissioner shall note his/her recommendations in the records kept and maintained by him/her and shall also note any relaxed standards which may be approved. These findings and relaxed standards, if any, shall be subject to review and revocation at any time by the city council without a showing of cause or a change in circumstances, and a waiver or relaxation of standards in accordance with this section shall only be effective for one year.
 - (4) *Enforcement by weed commissioner: notices.* The weed commissioner shall enforce this section. If any person fails to comply herewith, the commissioner shall, after five days' written notice to the owner, cause the premises to be mowed or sprayed and shall report the cost thereof in writing to the clerk-treasurer. This cost shall be entered on the tax roll as a special tax to be collected in the same manner as other taxes. The property owner shall notify the weed commissioner of compliance with the notice; failure to do so within the five-day period renders compliance null and void.
- (Code 1992, § 10.19; Ord. No. 1109-1003, § 2, 10-21-03; Ord. No. 1323-0916, § 1, 9-20-16)

RESOLUTION

WHEREAS, the Common Council of the City of Sturgeon Bay has determined that it is in the best interests of the City of Sturgeon Bay create Quadricycle licensing and Quadricycle Operator licensing fees.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Sturgeon Bay hereby adopts the following fees:

<u>Type</u>	<u>Fee</u>
Quadricycle License Fee	\$ 50.00 per calendar year
Quadricycle Operator License Fee	\$ 15.00 per calendar year

* * * * *

Introduced by _____.

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

Passed by the Council on the _____ day of _____, 2019.

EXECUTIVE SUMMARY

TITLE: Consideration of Resolution regarding update to Fee Schedule for Quadricycle licensing fees.

BACKGROUND: The creation of Chapter 37 of the Municipal Code – Commercial Quadricycle Licensing – is scheduled to appear as a second reading on the August 6, 2019 Council meeting.

In order to continuously move this along, the fee for licensing the Quadricycle and fee for licensing the Quadricycle Operators needs to be passed by Finance/Purchasing & Building Committee and the Common Council.

After checking with other municipalities on their fees, it is recommended to charge \$50.00 per calendar year for the Quadricycle License Fee and \$15.00 per calendar year for the Quadricycle Operator license fee.

FISCAL IMPACT: Minimal fiscal impact depending on the number of Commercial Quadricycles and Operators.

PREPARED BY:

Stephanie L. Reinhardt
Stephanie L. Reinhardt, City Clerk/HR Director

REVIEWED BY:

Valerie Clarizio
Valerie Clarizio, Finance Director/City Treasurer

Dan Brinkman
Dan Brinkman, Police Captain

DATE:

7/23/19