



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, SEPTEMBER 1, 2020  
7:00 P.M.  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Public Comment on agenda items only.
6. Consideration of the following bills: General Fund – \$61,408.62 Capital Fund - \$4,847.45, Cable TV - \$5,205.84, TID #2 - \$349.27, TID #3 - \$930.00, TID #4 - \$2,675.00, and Solid Waste Enterprise Fund - \$27,953.47 for a grand total of \$103,369.65. [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 8/18/20 regular Common Council minutes.
    - \* b. Place the following minutes on file:
      - (1) Joint Park & Recreation Committee/Board – 7/22/20
      - (2) Bicycle & Pedestrian Advisory Board
      - (3) Finance/Purchasing & Building Committee – 8/11/20
      - (4) City Plan Commission – 8/19/20
      - (5) Police & Fire Commission – 8/20/20
    - \* c. Place the following reports on file:
      - (1) Revenue & Expense Report – July 2020
      - (2) Bank Reconciliation – July 2020
    - \* d. Consideration of: Approval of Beverage Operator licenses.
    - \* e. Finance/Purchasing & Building Committee recommendation re: Approve request from Destination Sturgeon Bay for fee reimbursement in the amount of \$120.00.
    - \* f. Finance/Purchasing & Building Committee recommendation re: Extend the deadline for Door County Housing Partnership for Lot 8, Block 11 in the Sunset Hills #2 Subdivision for one year until January 1, 2022.

8. Mayoral appointments.
9. Finance/Purchasing & Building Committee recommendation re: Accept the bid from Payne & Dolan, Inc. with unit pricing amounts totaling an estimated cost of \$112,755 for the shoreline restoration at Bay View Park.
10. Resolution Awarding the Sale of Approximately \$4,370,000 General Obligation Promissory Notes.
11. City Administrator report.
12. Mayor's report
13. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 8.28.20  
Time: 12:00pm  
By: JM

NOTE: COUNCIL CHAMBERS WILL BE OPEN TO THE PUBLIC TO OBSERVE AND RENDER PUBLIC COMMENT ON AGENDA ITEMS ONLY. THE MEETING WILL BE LIVESTREAMED AT <https://sbtv.viebit.com/> AND CABLE ACCESS CHANNEL 988.

**CITY OF STURGEON BAY**  
**GENERAL PROCEDURES FOR PUBLIC COMMENT AT COMMON COUNCIL MEETINGS**

Any citizen requesting to address the Council during the public comment portion of the meeting:

- Must fill out a "Request to Comment" form and turn it in to the City Clerk or Mayor PRIOR to the start of the meeting. Name and address must be filled in. Indicate the agenda item number that you are planning to provide public comment on. Public Comment will be restricted to Agenda Items only.
- Individuals will have a maximum of three (3) minutes to address the Council. A total of 30 minutes will be allotted to Public Comment per meeting, unless the Council body agrees to extend the time. The extensions will be 15 minute additional increments.
- Priority will be given to City residents.
- The speaker shall not engage in personal attacks against the Mayor, Council members, City staff or its representatives and remain courteous and respectful. The Council/Committee requests that all comments and interactions between those present be conducted in a constructive and respectful manner. Anyone acting in a disruptive or disrespectful manner will be asked to leave the meeting by the person presiding at the meeting.
- The Mayor/Chair may ask questions of the speaker for clarification purposes.
- The Mayor/Chair may allow, at his discretion, Council/Committee members or staff to respond to the speaker's comment. However, dialogue will not ensue.
- The Mayor/Chair may refer the matter to a committee or to the City Administrator for further follow up as needed.

IF EVERYONE ABIDES BY THESE GUIDELINES, OUR MEETINGS WILL MOVE ALONG SMOOTHLY AND BUSINESS WILL BE CONDUCTED IN AN EFFICIENT AND TIMELY MANNER. YOUR COOPERATION WILL BE APPRECIATED BY ALL PRESENT AT THE MEETING.

PLEASE NOTE THAT LETTERS WILL NOT BE READ INTO THE RECORD AS PUBLIC COMMENT. ONLY LETTERS RECEIVED FOR A PUBLIC HEARING WILL BE READ INTO THE RECORD.

NOTE: IF TOPICS THAT WILL GENERATE SIGNIFICANT POTENTIAL FOR PUBLIC COMMENT APPEAR ON THE COUNCIL AGENDA, A PUBLIC HEARING WILL TAKE PLACE PRIOR TO THE COUNCIL MEETING.

RESPECTFULLY,  
MAYOR DAVID J. WARD

REVISED: 6/2/20

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19610	RICHARD STUEWER	07/20 INS REIMBURSE/STUEWER	01-000-000-21530	324.66
19880	STURGEON BAY UTILITIES	COVID GRANT REIMBURSE	01-000-000-23169	8,868.60
R0001001	RENARDS CHEESE	8.15.20 FOOD SHARE/RENARDS	01-000-000-21595	91.00
TOTAL LIABILITIES				9,284.26
CAPITAL PROJECTS				
01761	ASSOCIATED TRUST COMPANY	PAY AGENT GO REFND BOND 7.5.12	01-000-913-70002	125.73
TOTAL CAPITAL PROJECTS				125.73
TOTAL GENERAL FUND				9,409.99
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	GENERAL LEGAL MATTERS	01-110-000-55010	42.00
16555		06/20 LITIGATION MATTERS/HORNER	01-110-000-55010	45.00
16555		06/20 NUISANCE PROPERTY/HORNER	01-110-000-55010	45.00
TOTAL				132.00
TOTAL LAW/LEGAL				132.00
CITY CLERK-TREASURER				
9535	IIMC	MEMBERSHIP RENEW/REINHARDT	01-115-000-56000	170.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	OFFICE SUPPLIES	01-115-000-51950	71.70
DC PRINT	DC PRINTING	50 PURCHASE ORDER BOOKS	01-115-000-51600	495.00
TOTAL				736.70
TOTAL CITY CLERK-TREASURER				736.70
ADMINISTRATION				
09562	ICMA MEMBERSHIP RENEWALS	RENEWAL/VANLIESHOUT	01-120-000-56000	909.84
TOTAL				909.84
TOTAL ADMINISTRATION				909.84
COMPUTER				
04696	DOOR COUNTY TREASURER	07/20 IS INTERNET	01-125-000-55550	100.00
04696		07/20 3RD QTR SOFTWARE	01-125-000-55550	6,877.34
04696		07/20 TECH SUPPORT	01-125-000-55550	2,500.00
04696		07/20 2G INTERNET	01-125-000-55550	375.00
04696		07/20 2ND QTR FIBER LOCATES	01-125-000-55550	414.17
TOTAL				10,266.51
TOTAL COMPUTER				10,266.51



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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
MUNICIPAL SERVICES ADMIN.				
06600	FRV INC	PRINTER INK/LRG FORMAT PRINTER	01-145-000-51300	156.49
TOTAL				156.49
TOTAL MUNICIPAL SERVICES ADMIN.				156.49
PUBLIC WORKS ADMINISTRATION				
17700	QUILL CORPORATION	CREDIT RETURN	01-150-000-51950	-52.44
17700		ASSORTED OFFICE SUPPLIES	01-150-000-51950	199.83
TOTAL				147.39
TOTAL PUBLIC WORKS ADMINISTRATION				147.39
ELECTIONS DEPARTMENT				
04575	DOOR COUNTY HARDWARE	CORNER BRACES	01-155-000-54999	157.50
04975	ECONO FOODS	DONUTS/ELECTION WORKERS	01-155-000-54999	30.60
TOTAL				188.10
TOTAL ELECTIONS DEPARTMENT				188.10
CITY HALL				
03159	SPECTRUM	07/20 FIRE CABLE SVC	01-160-000-58999	139.77
11995	LAFORCE HDWE MFG CORP	KEYWAY	01-160-000-55300	52.42
11995		KEYWAY CYLINDER	01-160-000-55300	26.00
23730	WPS	421 MICHIGAN STREET	01-160-000-56600	474.51
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	UNCLOG WATER SOFTNER DRAIN	01-160-000-58999	220.00
VIKING	VIKING ELECTRIC SUPPLY, INC	LED LIGHT	01-160-000-54999	23.94
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	49.50
TOTAL				986.14
TOTAL CITY HALL				986.14
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	07/20 CITY HALL PHONE SVC	01-199-000-58200	161.99
04696		07/20 FIRE PHONE SVC	01-199-000-58200	35.15
04696		07/20 DPW PHONE SVC	01-199-000-58200	45.59
04696		07/20 POLICE PHONE SVC	01-199-000-58200	66.48
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC HRING NOTICE-HESPRICH	01-199-000-57450	34.44
08167		JRB MTG NOTICE	01-199-000-57450	19.01
08167		BID AVERTISE	01-199-000-57450	106.27
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	COPY PAPER	01-199-000-55650	339.90
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	FIRE COPIER MAINTENANCE	01-199-000-55650	152.00
TOTAL				960.83
TOTAL GENERAL EXPENDITURES				960.83

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
POLICE DEPARTMENT				
02005	BAY ELECTRONICS, INC.	CSO SQUAD COMPUTER MAINT	01-200-000-55500	89.25
		TOTAL		89.25
		TOTAL POLICE DEPARTMENT		89.25
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT FUEL	01-205-000-51650	120.42
		TOTAL PATROL BOAT		120.42
		TOTAL PATROL BOAT		120.42
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	RADIO MAINTENANCE	01-215-000-57550	105.00
03133	CELLCOM WISCONSIN RSA 10	08/20 CRADLEPOINT CAMERA SYSTM	01-215-000-58999	112.62
04696	DOOR COUNTY TREASURER	07/20 FUEL BILL	01-215-000-51650	3,263.63
19915	SUNSHINE HOUSE	DOCUMENT SHREDDING	01-215-000-58999	90.00
22800	WALMART COMMUNITY	HEADPHONES/BRANDT	01-215-000-54999	4.88
ALBERTSO	JASON ALBERTSON	FUEL REIMBURSE/ALBERTSON	01-215-000-51650	25.00
DIVER	DIVERSIONS SCUBA, LLC	DIVE EQUIPMENT	01-215-000-54999	158.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 20 REPAIR	01-215-000-58600	1,790.03
		TOTAL		5,549.16
		TOTAL POLICE DEPARTMENT/PATROL		5,549.16
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	07/20 CONTRACT FEE	01-225-000-57950	105.00
		TOTAL		105.00
		TOTAL POLICE DEPT. / INVESTIGATIONS		105.00
FIRE DEPARTMENT				
04696	DOOR COUNTY TREASURER	07/20 FUEL CHARGES	01-250-000-51650	1,741.36
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SENSOR CH10	01-250-000-53000	106.12
PAULCONW	PAUL CONWAY SHIELDS	RADIO/UNIFORMS	01-250-000-52900	104.00
VANS	VANS FIRE & SAFETY, INC	WATER EXTINGUISHER 2.5 GAL	01-250-000-51350	203.80
		TOTAL		2,155.28
		TOTAL FIRE DEPARTMENT		2,155.28
SOLID WASTE MGMT/SPRING/FALL				
ADVANCED	ADVANCED DISPOSAL	4 TVS,3 MICROWAVES,6 FREON	01-311-000-58400	870.65

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TOTAL				870.65
TOTAL SOLID WASTE MGMT/SPRING/FALL				870.65
STREET SWEEPING				
MACQUEEN	MACQUEEN EQUIPMENT, LLC	CHAIN	01-330-000-51400	58.77
MACQUEEN		CHAIN CONNECTOR	01-330-000-51400	146.13
MACQUEEN		LATCH/LEVER	01-330-000-51400	69.65
MACQUEEN		FREIGHT	01-330-000-51400	21.01
TOTAL				295.56
TOTAL STREET SWEEPING				295.56
STREET MACHINERY				
04696	DOOR COUNTY TREASURER	07/20 644.96 G FUEL	01-450-000-51650	1,502.11
04696		07/20 614.70G DSL FUEL	01-450-000-51650	1,562.57
JANDU	JANDU PETROLEUM	FUEL	01-450-000-51650	83.92
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	OIL	01-450-000-53000	171.36
PAULCONW	PAUL CONWAY SHIELDS	PUMP FITTING	01-450-000-52150	375.00
PAULCONW		FREIGHT	01-450-000-52150	24.79
TOTAL				3,719.75
TOTAL STREET MACHINERY				3,719.75
PARK & RECREATION ADMIN				
22800	WALMART COMMUNITY	OFFICE SUPPLIES	01-500-000-51950	10.37
23200	WDOR	07/20 FARM MARKET ADVERTISING	01-500-000-57450	108.00
TOTAL				118.37
TOTAL PARK & RECREATION ADMIN				118.37
PARKS AND PLAYGROUNDS				
04696	DOOR COUNTY TREASURER	07/20 1012.05 G FUEL	01-510-000-51650	2,357.06
04696		07/20 323.20 G DSL FUEL	01-510-000-51650	821.57
08225	HERLACHE SMALL ENGINE	BAR OIL	01-510-000-53000	30.00
19860	STURGEON BAY SAND & GRAVEL	BEACH STONE	01-510-000-51750	54.76
19860		BEACH STONE	01-510-000-51750	53.11
DAWNS	DAWN'S LAWN CARE	6 YDS MULCH @ 35.00	01-510-000-51750	210.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	BRAKE PADS	01-510-000-53000	45.18
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	MOWERS	01-510-000-51900	11.29
O'REILLY		OIL FILTERS	01-510-000-51900	18.99
WILLEMS	WILLEMS LANDSCAPE SERVICE	20 YDS PLAYGROUND MULCH W/DEL	01-510-000-51760	844.00
TOTAL				4,445.96

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TOTAL PARKS AND PLAYGROUNDS				4,445.96
MUNICIPAL DOCKS				
SABEL	SABEL MECHANICAL, LLC	FISH CLEANING GRINDR MAINT	01-550-000-58999	1,246.88
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	REMOVE CLOG FISH CLEAN PIPE	01-550-000-58999	220.00
TOTAL				1,466.88
TOTAL MUNICIPAL DOCKS				1,466.88
WATERFRONT PARKS & WALKWAYS				
19860	STURGEON BAY SAND & GRAVEL	BEACH STONE WATERFRONT	01-570-000-51750	54.99
TOTAL				54.99
TOTAL WATERFRONT PARKS & WALKWAYS				54.99
EMPLOYEE BENEFITS				
EBC CORP	EMPLOYEE BENEFITS CORPORATION	08/20 FSA/HRA/COBRA	01-600-000-50510	242.50
TOTAL				242.50
TOTAL EMPLOYEE BENEFITS				242.50
TOTAL GENERAL FUND				43,127.76
CAPITAL FUND				
CITY HALL				
EXPENSE				
05500	ENERGY CONTROL AND DESIGN INC	AC MAINTENANCE/CITY HALL	10-160-000-59999	1,529.29
AUTO	AUTOMATIC ENTRANCES OF WI, INC	AUTO DOOR MAINTNANCE/CITY HALL	10-160-000-59999	649.50
TOTAL EXPENSE				2,178.79
TOTAL CITY HALL				2,178.79
GENERAL EXPENDITURES				
FERGUSON	FERGUSON WATERWORKS #1476	MANHOLE ADJUST RINGS	10-199-000-51525	1,750.58
TOTAL				1,750.58
TOTAL GENERAL EXPENDITURES				1,750.58
WATERFRONT PARKS & WALKWAYS				

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
08167	GANNETT WISCONSIN NEWSPAPERS	RFP PUBLICATION SUNSET PARK	10-570-000-59075	45.18
TOTAL				45.18
TOTAL WATERFRONT PARKS & WALKWAYS				45.18
COMMUNITY & ECONOMIC DEVLPMT				
EMMONS	EMMONS BUSINESS INTERIORS	OFFICE CHAIR/CHERYL	10-900-000-59030	393.46
EMMONS		OFFICE CHAIR/CHRIS	10-900-000-59030	409.44
EMMONS		DELIVERY & INSTALL	10-900-000-59030	70.00
TOTAL				872.90
TOTAL COMMUNITY & ECONOMIC DEVLPMT				872.90
TOTAL CAPITAL FUND				4,847.45
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
MANN	MANN COMMUNICATIONS, LLC	09.01.20 CONTRACT	21-000-000-55015	5,205.84
TOTAL CABLE TV / GENERAL				5,205.84
TOTAL CABLE TV / GENERAL				5,205.84
TOTAL CABLE TV				5,205.84
TID #2 DISTRICT				
TID DISTRICT #2				
T2 SERIES 2006A				
01761	ASSOCIATED TRUST COMPANY	PAY AGENT GO REFND BOND 7.5.12	25-320-933-70002	349.27
TOTAL T2 SERIES 2006A				349.27
TOTAL TID DISTRICT #2				349.27
TOTAL TID #2 DISTRICT				349.27
TID #3 DISTRICT				
TID #3 DISTRICT				
02435	BISSEN ASPHALT LLC	ASPHALT APRON-708 N 7TH AVE	27-330-000-59095	930.00
TOTAL				930.00
TOTAL TID #3 DISTRICT				930.00
TOTAL TID #3 DISTRICT				930.00

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
PSI	PSI, INC	GEOTECHNICAL SERVICES	28-340-000-55001	2,675.00
TOTAL TID #4 DISTRICT				2,675.00
TOTAL TID #4 DISTRICT				2,675.00
TOTAL TID #4 DISTRICT				2,675.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04696	DOOR COUNTY TREASURER	07/20 960.30 G DSL FUEL	60-000-000-51650	2,441.08
ADVANCED	ADVANCED DISPOSAL	271.13 TON GARBAGE	60-000-000-58300	17,341.43
ADVANCED		82.28 TON RECYCLE	60-000-000-58350	1,214.46
ASTRO	ASTRO HYDRAULICS, INC	REBUILD OF HYDRO CYLINDER	60-000-000-53000	1,440.00
BRIDGEPO	BRIDGEPORT MANUFACTURING, INC	GARBAGE TRUCK PARTS	60-000-000-53000	283.39
BRIDGEPO		GARBAGE TRUCK PARTS	60-000-000-53000	2,422.07
BRIDGEPO		GARBAGE TRUCK PARTS	60-000-000-53000	2,425.80
BRIDGEPO		GARBAGE TRUCK PARTS	60-000-000-53000	385.24
TOTAL SOLID WASTE ENTERPRISE FUND				27,953.47
TOTAL SOLID WASTE ENTERPRISE FUND				27,953.47
TOTAL SOLID WASTE ENTERPRISE				27,953.47
TOTAL ALL FUNDS				85,088.79

**MANUAL CHECKS**

AT&T MOBILITY 08/12/20 Check # 87433 07/20 Cellphone Statement Charges 01-215-000-58250	\$1,398.59
SUN LIFE INSURANCE 08/20/20 Check # 87434 08/20 Short/Long Term Disability 01-000-000-21545	\$1,855.25
DELTA DENTAL 08/12/20 Check # 87435 08/20 Dental Insurance Various Departmental Accounts	\$6,040.60
US BANK EQUIPMENT BANK 08/18/20 Check # 87438 Contract Charges 01-200-000-55650	\$247.02
SECURIAN FINANCIAL GROUP, INC. 08/21/20 Check # 87517 09/20 Life Insurance 01-000-000-21545	\$2,319.39
STURGEON BAY SCHOOL DISTRICT 08/21/20 Check # 87518 07/20 Mobile Home Tax Payment 01-000-000-41300	\$3,685.47
SUN LIFE FINANCIAL 08/21/20 Check # 87519 09/20 Short/Long Term Disability 01-000-000-41300	\$1,855.25
SUPERIOR VISION INSURANCE 08/21/20 Check # 87520 09/20 Vision Insurance 01-000-000-21540	\$834.29

NORSEC COMPUTER RECYCLERS, LLC	\$45.00
08/24/20	
Check # 87522	
TV Recycling	
01-125-000-58999	

<b>TOTAL MANUAL CHECKS</b>	<b>\$ 18,280.86</b>
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INVOICES DUE ON/BEFORE 09/01/2020

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

GENERAL FUND	<del>43,127.76</del>	61,408.62
CAPITAL FUND	4,847.45	
CABLE TV	5,205.84	
TID #2 DISTRICT	349.27	
TID #3 DISTRICT	930.00	
TID #4 DISTRICT	2,675.00	
SOLID WASTE ENTERPRISE	27,953.47	
TOTAL --- ALL FUNDS	<del>85,088.79</del>	103,369.65

Helen Bacon August 25, 2020  
Jan Wile 8/25/2020

## COMMON COUNCIL

August 18, 2020

A meeting of the Common Council was called to order at 7:00 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Ald. Wiederanders appeared virtually via Zoom. Ald. Hayes was excused.

Gustafson/Williams to adopt agenda. Carried.

The following people spoke during public comment: Kevin Quinn, 114 S. Ithaca; Randy Nesbitt, 6528 Barrick Rd; Christie Weber, 311 Pennsylvania St; George Evenson, Town of Sebastopol; Laurel Hauser, 746 Kentucky St.

Bacon/Wiederanders to approve following bills: General Fund - \$575,256.11, Capital Fund - \$202,596.68, Cable TV - \$1,593.15, TID #4 - \$67,635.28, and Solid Waste Enterprise Fund - \$2,499.33 for a grand total of \$849,580.55. Roll call: All voted aye. Carried.

Nault/Bacon to approve consent agenda:

- a. Approval of 8/4/20 regular Common Council minutes.
- b. Place the following minutes on file:
  - (1) Community Protection & Services Committee – 7/2/20
  - (2) Police & Fire Commission – 7/28/20
  - (3) Finance/Purchasing & Building Committee – 7/28/20
  - (4) Police & Fire Commission – 8/4/20
- c. Place the following reports on file:
  - (1) Fire Department Report – July 2020
  - (2) Police Department Report – July 2020
  - (3) Inspection Department Report – July 2020
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Consideration of: Class B Beer license.
- f. Consideration of: Approval of Street Closure Application from ATC.
- g. Community Protection & Services Committee recommendation re: Approve the donation of \$7,274.03 from Adopt a Solider to purchase ballistic helmets and visors for law enforcement personnel.
- h. Consideration of: Approval of request from Destination Sturgeon Bay for extension of Street Closure Application for Under the Stars Night Market.

Carried.

There were no mayoral appointments.

Williams/Gustafson to read in title only and adopt the second reading of ordinance re: Historic Preservation Commission Code Amendments. Carried.

Nault/Reeths to approve the resolution waiving launch fees for Fishing League Worldwide Event August 24 to August 29, 2020. Carried.

Bacon/Wiederanders to award the contract for Project 2004-2020 West Waterfront Promenade to Peters Concrete Company with unit pricing amounts totaling an estimated cost of \$1,384,552, subject to WI DNR approval of the NOI an environmental remediation plan. Carried.

Williams/Gustafson to "authorize the Mayor to execute, effective date of the Mayor's signature, a Submerged Land Lease for the Proposed Lease Area with the State of Wisconsin, Board of Commissioners of Public Lands in a form substantially similar to the draft presented, for a term of up to fifty years, with a base rental rate of Two Hundred Dollars per year for the purposes of providing recreation opportunities related to navigation and for improving navigation as presented in the agreement."

The City Administrator summarized the background related to the Submerged Lands lease and the communication with Board of Commissioners of Public Lands. Further discussion took place regarding that the lease is between the State and the City, the fee of \$200 and "recreational opportunities" was explained. Carried.

Bacon/Reeths to approve an expression of support of Ice Age Trail and City's interest in becoming a Trail Community and agree to provide the one time \$2,500 application fee. Carried.

Williams/Reeths to adopt a resolution supporting the restoration of the Potawatomi State Park Observation Tower. Discussion took place regarding the estimated repair cost, the opposing view of replacing the tower, the number of studies on the tower and ADA accessibility. Roll call vote: Bacon, Williams, and Wiederanders voted aye. Gustafson, Nault and Reeths voted no. Tie vote. Mayor voted aye. Carried.

The City Administrator gave his report.

The Mayor gave his report.

Nault/Reeths to adjourn. Roll call: All voted aye. Carried. The meeting adjourned at 8:06 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk/HR Director

CITY OF STURGEON BAY  
JOINT PARK AND RECREATION COMMITTEE/BOARD MEETING  
Wednesday, July 22, 2020  
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 5:30 p.m. by Chairperson Hayes in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members present were Ald. Hayes, Ald. Bacon, Ald. Nault, Marilyn Kleist, Chris Larson, Randy Morrow and Jay Renstrom. George Husby was absent. Also present was Municipal Services Director Mike Barker.

**Adoption of the Agenda:** Moved by Ald. Nault to adopt the following agenda, seconded by Jay Renstrom.

1. Roll call
2. Adoption of agenda
3. Public comment on agenda and non-agenda items
4. Update on Wayfinding Project and Graham Park by Pam Seiler.
5. Consideration of: Accepting Tree Donation for Woods West Park
6. Directors Report
7. Update from the Chairman
8. Adjourn

All in Favor. Carried.

**Public Comment:** Jim Andres 1020 W. Maple St. Sturgeon Bay, Carl Bridenhagen 1028 W. Maple St. Sturgeon Bay, Mark Holdridge 1038 W. Maple St. Sturgeon Bay.

**Update on Wayfinding Project and Graham Park by Pam Seiler:** Ms. Seiler discussed Wayfinding Project by saying that the art work was approved and production of the signs has started. Footings for the large signs should be started in August. Red stakes throughout the city are locations where signs will be placed. Graham Park Update: the fountain base is finished. Grading of the lot should be finished next week. All donations for the benches have been received and paver bricks are still available. Sidewalks should be installed in August and irrigation and sod in September.

**Consideration of: Accepting Tree Donation for Woods West Park:** Mr. Larson is assisting with a project with Reforest Door County and discussed the trees he has available for donation to the City. He gave a description of the area in Woods West that he and Mike Barker had discussed for a small tree planting. Motion: Accept donation of trees for Woods West Park moved by Mr. Renstrom, seconded by Ald. Bacon. Ald. Nault spoke about the neighbors' concerns and asked that Mike Barker and Mr. Larson meet with the residents to discuss desired location and alternate locations. Condition was placed on original motion: Accept donation of trees for Woods West Park with the condition that Mike Barker and Mr. Larson meet with residents around the park to discuss tree placement. All in favor. Carried.

**Directors Report:** Mike Barker stated: The new wall and flower bed behind Stone Harbor is completed. He thanked Mr. Larson for creating the landscape design at no cost. He gave an update on Sunset Park shoreline in that the bid for work was accepted and the work should start as early as September. He gave an update on the tennis court conversion to pickleball is on hold until next year due to exceptionally high water levels. Work is underway on installing three new handicap accessible picnic tables on the southern side of Graham Park, they should be installed the following week. Swim buoys are on order and should be here in the next week or two. As soon as they arrive we will get them installed in an attempt to improve the safety of our beaches

**Chairman's Report:** Ald. Hayes discussed: Parks plan update, we will pick up next meeting on revising/reviewing the Five Year Parks Plan. He discussed the interest in becoming an Monarch City and that he may arrange a Zoom discussion to further discuss it at the next meeting. He asked Mike Barker to provide a list of the recommended changes to the parks that we have already discussed for the next meeting.

**Next Meeting Date: Wednesday, August 26, 2020 @ 5:30 PM - City Hall**

Motion to adjourn by Ald. Nault, seconded by Mr. Renstrom. All in favor. Carried.  
Meeting adjourned at 6:45 pm

Respectfully submitted,

Mike Barker  
Director of Municipal Services

**Bicycle and Pedestrian Advisory Board Meeting Minutes  
Monday, August 3, 2020**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 1:37 p.m. by Chairperson Kirsten Reeths in 1<sup>st</sup> Floor Community Room, City Hall, 421 Michigan Street.

**Roll Call:** Members Chairperson Kirsten Reeths, Becky Kerwin, Mark Smullen, and Matt Young were present. Excused was Vice-Chairperson Chris Sullivan Robinson. Also present were Marty Olejniczak and Police Assistant Candy Jeanquart.

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

1. Roll call.
  2. Approval of agenda.
  3. Approval of minutes from March 2, 2020.
  4. Public comment
  5. Discussion of: Ordinance of riding on sidewalks
  6. Consideration of: Pedestrian Yearly Calendar
  7. Consideration of: Bike Rodeo
  8. Review of: Bike Friendly Score Card
  9. Discussion of: Combine committee with Parking and Traffic
  10. Future agenda items
  11. Adjourn
- All in favor. Carried.

**Approval of minutes from March 2, 2020:** Moved by Mr. Smullen, Seconded by Mr. Young to approve the minutes from March 2, 2020. **All in favor. Carried.**

**Public comment on non-agenda items:** None.

**Discussion of: Ordinance of riding on sidewalks:** Ms. Reeths pulled Chapter 7.12 City Ordinance stating where in the city on the East and West side bikes are allowed to ride and asked what the question was regarding the ordinance. Mr. Young recalls riding bikes on sidewalks was discussed due to improving the status from Bronze to Silver with the Bicycle Federation of America, as they recommend riding on sidewalks for safety and also criteria for Silver status. Mr. Olejniczak indicated bikes are allowed on the sidewalks, however believes excluded in certain areas that are indicated by postings which not sure of exact locations. Mr. Smullen read the last review from the cities Bike Friendly Scorecard indicating mandatory helmet law and mandatory bicycle registration, which the city does not have. Ms. Reeths requested changing wording for the next review to help improve status. Mr. Olejniczak suggested having staff including himself, Mr. Shefchik, and Mr. Sullivan-Robinson review the data, other bike ordinances and compare to other areas in silver status to help improve our status.

**Ms. Reeths made a recommendation to meet with Mr. Sullivan-Robinson and Mr. Shefchik to review our ordinance to other ordinances in the state.**

**Consideration of: Pedestrian Yearly Calendar:** Ms. Reeths suggested starting the calendar with 2021, due to nothing happening this year as of now. Mr. Olejniczak thought "Bike to School" week was in September. Mr. Smullen stated the next scheduled "Bike to School" week is planned for May 5, 2021 however would consider a different date and possibly fall time. Ms. Reeths asked what percentage of student's bike to school and Mr. Smullen indicated about 20% which includes bikes, scooters, and skateboards.

**Motion to start a yearly Bicycle and Pedestrian Calendar for 2021. Moved by Ms. Kerwin, Seconded by Mr. Smullen. All in favor. Carried.**

**Consideration of: Bike Rodeo:** Ms. Reeths stated Alderman Gustafson plans on working with the Sturgeon Bay Police Department and Door County Silent Sports Alliance to hold another event in 2021. Ms. Kerwin suggested instead of May having it in fall. Mr. Smullen suggested breaking up the groups by age and having separate sessions such as 4K-1<sup>st</sup> grade then 2<sup>nd</sup>-4<sup>th</sup> grade as an example.

**Motion to Parking and Traffic in support of the Bike Rodeo and recommend the date of Saturday, May 22, 2021. Moved by Ms. Kerwin, Seconded by Mr. Smullen. All in favor. Carried.**

Ms. Reeths will meet with Chief Porter and/or Captain Brinkman to discuss their involvement and get further information.

**Review of: Bike Friendly Score Card:** Ms. Reeths explained rising past bronze level is hard not being in a rural or urban area. Ms. Reeths indicated the last review was 2017 and should be up for renewal questioning who would get that information. Mr. Olejniczak stated it comes from the Bike Federation of America and should go to the Mayor or City Administrator. Mr. Smullen indicated online the applications were mailed in Spring 2020 and the deadline for applications is August 26, 2020. Mr. Olejniczak will contact the Major and Mr. Shefchik to verify if the city is up for renewal and review the application.

**Ms. Reeths made a recommendation to have city staff locate the Bike Friendly Community application for renewal and meet August 17, 2020 at 1:30 p.m. to review the application.**

\*Meeting cancelled due to Bike Friendly Score Card application renewal not due until 2021.

**Discussion of: Combine Committee with Parking and Traffic:** Ms. Reeths stated she spoke with Alderman Williams regarding reasons to combine the committees, such as lack of quorum often and lack of committee members for the Bicycle and Pedestrian Advisory Board. Mr. Olejniczak explained this committee is strictly an advisory board and needs to go to Parking and Traffic anyway. Ms. Kerwin asked if this committee would dissolve if combined. Ms. Reeths indicated no, would combine for certain agenda items and could still meet on its own if needed.

**Motion to Parking and Traffic to combine Bicycle and Pedestrian Advisory Board with Parking and Traffic last Monday of the month at 4:30 pm. Moved by Mr. Smullen, Seconded by Mr. Young. All in favor. Carried.**

**Future agenda items:**

- **Review of: Bike Friendly Score Card**

**Move to adjourn. All in favor. Carried.** Meeting adjourned at 2:34 p.m.

Respectfully submitted,

*Candy Jeanquart*

Candy Jeanquart  
Police Assistant

## FINANCE/PURCHASING & BUILDING COMMITTEE

August 11, 2020

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Ald. Wiederanders appeared by zoom and Alders. Bacon and Williams appeared in person. Also present: City Treasurer/Finance Director Clarizio, Community Development Director Olejniczak, Door County Land Use Services Director Mariah Goode and Receptionist Metzger.

A motion was made 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: Request for Permit Fee Reimbursement from Destination Sturgeon Bay.
5. Consideration of: Extension of Time Limit to Construct Home-Door County Housing Partnership-Lot 8, Block 11 of Sunset Hills #2 Subdivision.
6. Review bills.
7. Adjourn.

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

Consideration of: Request for Permit Fee Reimbursement from Destination Sturgeon Bay:

City Treasurer/Finance Director Clarizio explained that Destination Sturgeon Bay is requesting reimbursement of permit fees for events that did not take place due to COVID 19. Per policy City Staff would reimburse most of the fees. Two events Fire & Ice and Sidewalk Sales did not meet the policy guidelines therefore Committee approval is required for the reimbursement of 4 banner permits in the amount of \$120.00.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to approve the request from Destination Sturgeon Bay for fee reimbursement in the amount of \$120.00. Carried.

Consideration of: Extension of Time Limit to Construct Home-Door County Housing Partnership-Lot 8, Block 11 of Sunset Hills #2 Subdivision:

Community Development Director Olejniczak explained that the Door County Housing Partnership purchased a city owned lot in the Sunset Hills #2 subdivision in 2019 with stipulations in the development agreement. One of which was to construct a house with a minimum assessed value of \$135,000 by January 1, 2021. However, due in part to the COVID pandemic, the Housing Partnership will not be able to meet this requirement therefore are requesting to extend the deadline to January 1, 2022. In addition they also requested to adjust the assessed value requirement due to guideline changes with Fannie Mae. Door County Land Use Services Director and Door County Housing Partnership Trust Member Mariah Goode informed the Committee that the Housing Partnership has learned that there are federal guidelines that pertain to how a housing trust property is appraised which may affect how the home is priced for buyers. She stated that at this time it is unclear what the property tax component is based on the market value or sale price of the home. Currently the Housing Partnership is researching this aspect, therefore at this time this piece is for the Committees information. Alderperson Williams stated the Committee can address the assessment change request at a future time when more information is known.



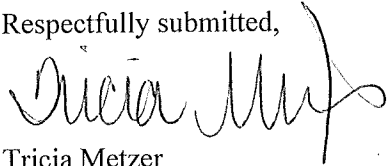
Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council extend the deadline for Door County Housing Partnership for Lot 8, Block 11 in the Sunset Hills #2 Subdivision for one year until January 1, 2022. Carried.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Bacon to adjourn. Carried. The meeting 4:23pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tricia Metzger", with a stylized flourish at the end.

Tricia Metzger

# **CITY PLAN COMMISSION**

Wednesday, August 19, 2020

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 Mark Holey, Kirsten Reeths, Dennis Statz, David Ward, Jeff Norland, Debbie Kiedrowski, and David Hayes were present. Also present were Alderperson Gary Nault, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, Community Development Secretary Cheryl Nault, and present via Zoom were Vandewalle & Associates consultants Meredith Perks and Jeff Maloney.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from July 15, 2020.
4. Public comment on non-agenda Plan Commission related items.
5. Conditional use request from David Hayes to allow an existing bed and breakfast facility to be converted into a single-family dwelling, located at 111 S. 7<sup>th</sup> Avenue.  
Presentation:  
Public Hearing:  
Consideration of:
6. Consideration of: Comprehensive Plan Update.
7. Zoning Text Amendment regarding Height of Buildings in the Heavy Industrial (I-2) District.
8. Adjourn.

All ayes. Carried.

**Approval of minutes from July 15, 2020:** Moved by Mr. Hayes, seconded by Ms. Kiedrowski to approve the minutes from July 15, 2020. All ayes. Carried.

**Public comment on non-agenda Plan Commission related items:** Hans Christian, 330 N 3<sup>rd</sup> Avenue, stated that he lives across from the train depot and shipyard. He talked about the shipyard's boundary. There should be a plan for improvement from Jefferson Street to Sunset Park. It is long overdue to make it more aesthetically pleasing.

**Conditional use request from David Hayes to allow an existing bed and breakfast facility to be converted into a single-family dwelling, located at 111 S. 7<sup>th</sup> Avenue:**

**Presentation:** Mr. Hayes presented his request for a conditional use to convert his bed and breakfast back to a single-family dwelling. He has a potential buyer for his property and they want to purchase it for a single-family home.

Mr. Norland pointed out that it still could be used as a single-family dwelling without a conditional use. Mr. Hayes responded that a mortgage is easier to obtain if the property was single-family use. The perspective buyers have no interest in buying it for a business.

Due to conflict of interest, Mr. Hayes excused himself from the meeting and left the Council Chambers.

**Public Hearing:** Mayor Ward opened the public hearing at 6:08 p.m. No one spoke in favor or in opposition of the conditional use request. There were no letters of correspondence in favor or in opposition. The public hearing was declared closed at 6:09 p.m.

**Consideration of:** Mr. Sullivan-Robinson stated that the property is zoned Multiple-Family Residential (R-4). The original use of the property was Single-Family Residential. In 1987, a conditional use was granted for a bed and breakfast. The property is surrounded by residential use and the proposed use conforms to the Comprehensive

Plan. Considering that Single-Family Residential was the original use of the property and it will not be detrimental to the surrounding properties, staff recommends approval of the conditional use request.

Mr. Olejniczak stated that years ago single-family homes were allowed in the Multi-Family district. It was then changed to a conditional use. In some areas where apartments were desirable because single-family homes were a permitted use, it was making it more difficult to construct the apartments later on if there were several single-family homes in that area. He believed the intention of the conditional use was for raw land that was being developed. In this case, it is a neighborhood that has been developed for well over 100 years with mostly single-family homes. It would make sense to allow this as a single-family home.

After a short discussion, it was moved by Mr. Holey, seconded by Mr. Norland to approve the conditional use request. All ayes. Carried.

Mr. Hayes returned to the Council Chambers.

**Consideration of: Comprehensive Plan Update:** Mr. Olejniczak stated that continued progress is being made toward the new updated Comprehensive Plan. Mr. Holey volunteered to record a welcome video to set the stage for the virtual open house that was followed by a narrated presentation by Ms. Perks, which is found on the City's website. In addition, a comment form was created and posted to the website, along with the latest draft of the Comprehensive Plan. Notices were sent to everyone that participated in the other open houses, etc. Unless there were any other issues, the next step would be to set a public hearing date.

Ms. Perks stated that the goal at this meeting was to set a public hearing date. A 30-day public notice period, required by State Statute, is where the updated plan will be available to the public and can prepare for the joint Council/Plan Commission public hearing, which will take place after the 30-day notice. Only two responses were received from the public input survey that had supportive feedback.

Ms. Perks added that In terms of changes, the document was formatted into a more graphic, more visually interesting document, along with more clarity on the maps and figures. Also, an additional recommendation was added in the Economic Development Chapter to promote Sturgeon Bay as a recreation destination. Additional language on the Ice Age Trail was included. Highlighting the skilled workforce and a focus on City functions or making clear when it is a City function or when in partnership has also been updated in the draft. Glossary is a key word that was discussed at the previous meeting, not to fall in planner jargon and to provide definitions, which was also added. This is a 10-year plan with a 20-year outlook.

Kelly Avenson, 26 N 3<sup>rd</sup> Avenue, stated that the City should reach out as much as possible for public input.

Mr. Hayes stated that he would somehow like to identify and encourage more transparent, friendly, and supportive relationships between the businesses, industries, and community. This could be more of a higher priority and create a subcommittee that focuses on that relationship. He doesn't want the Plan to be held up any more.

Ms. Kiedrowski agrees with Mr. Hayes. The Industrial Park may set businesses apart and may not feel as much of a part of the community. Maybe verbiage could be added regarding drawing in more of the industrial and manufacturing areas. She wondered why there are two separate routes for the Ahnapee Trail and Ice Age Trail. She thought that the Plan can move forward to a public hearing.

Mr. Norland stated that the picture of the granary (page 4) should be replaced with an upscale picture of the Industrial Park. The granary picture says nothing about our city. Secondly, in the Housing chapter, the Plan Commission wasn't really interested in the accessory dwelling units. Thirdly, the annual review of the Plan is very important. He felt that the Plan could move forward to a public hearing.

Mr. Statz stated he is ready for the Plan to move forward to a public hearing.

Ms. Reeths thanked Vandewalle for updating the Plan. The 2020 ALICE report recently came out and she would like to see most current statistics added. She also feels the Plan should move forward.

Mr. Holey thought the Plan was ready to go forward, but had a few comments. On page 14, under largest employers, Sevastopol High School is listed, but not Sturgeon Bay High School. Walmart is not listed either. On page 20, nothing is said about the need for child care. In regard to Chapter 2, he felt that Agriculture is the least important of the three and it should read Natural Resources, Environmental Sustainability, and Agriculture.

Mayor Ward stated a great job was done eliminating some of the jargon. He felt that the Commission was ready to go forward with the public hearing.

Moved by Mr. Holey, seconded by Ms. Reeths to set the date for the public hearing on October 6, 2020 at a joint Plan Commission and Council meeting.

Mr. Olejniczak mentioned that the virtual open house and comment opportunity will be available on the website until October 6<sup>th</sup>.

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

**Zoning Text Amendment regarding Height of Buildings in the Heavy Industrial (I-2) District:** Mayor Ward referred to a memo written by Mr. Olejniczak that stated this issue came up because of plans from Bay Shipbuilding for new construction in the South Yard. One building would be 110 feet tall and the other would be 57 feet tall. He then allowed the public to speak.

Kelly Catarazolli, 334 N 3<sup>rd</sup> Avenue, stated that not only would this affect her business and neighbors, but also the Stone Harbor condos. She was disheartened to see this come to Plan Commission to change the rules. A 60-foot high building would take away the view from people coming from the downtown to the park. It is the scenic drive going north. There are ways that Bay Ship could make the area more attractive. The Palmer Johnson buildings are 53 feet tall. The public would not have any input with an ordinance change. She encouraged the Commission not to change the ordinance.

Hans Christian, 330 N. 3<sup>rd</sup> Avenue, stated that he respects Ms. Catarazolli's opinion, but also respects the Plan Commission's position. Public input should not be surrendered. We have to remain an effective community. There are already buildings as high as 53 and 57 feet. He trusted the Commission to think long-term and also to think about the consequences regarding the decisions.

Kelly Avenson, 26 N 3<sup>rd</sup> Avenue, also encouraged not to remove the checks and balances that there currently is for restrictions. She supported what Ms. Catarazolli stated and not remove the control that we have as far as community members and the City itself.

Paul Anschutz, 221 N 6<sup>th</sup> Avenue, shared a thought about coming down Jefferson Street. With a building 110 feet high, you won't be able to see the trees on the West Side. He wondered if the Plan Commission was given a need for this type of variance from Bay Ship. There should be a need shown. Blueprints should be provided.

Mr. Hayes referred to Mr. Olejniczak's memo. He would like to have in writing, from Fincantieri, the need and unique burden, and how that burden has forced them to modify their business plan or how they do operations. The need could also be reflected in some type of drawing. He didn't feel that there was enough information. He was concerned about height restrictions and visual impact. Sturgeon Bay has a beautiful waterfront.

Mr. Olejniczak added that the matter before the Commission is what an appropriate maximum building height in the I-2 district should be. Currently, it is 45 feet. A number of buildings constructed in recent years that exceed 45 feet is because of variances that have been granted. Buildings that have to do with shipbuilding need more clearance than what the zoning code allows. It was brought to the Plan Commission's attention to see if there is a desire to allow for taller buildings in the I-2 district. He offered several options to consider. The first option was to make no changes to the zoning code. The second option would increase the height limit in the I-2 district to 60 or 80 feet. The third option would allow buildings in the I-2 district that are above the height limit to be approved by the Plan Commission. The last option would be to eliminate the height limit in the I-2 district.

Mr. Olejniczak added that any project has to go before the Aesthetic Design & Site Plan Review Board for approval. The Board reviews the style of construction and things of that nature.

Ms. Reeths would like to see blueprints of a project. She agreed with Mr. Christian regarding beautification. It should be a requirement of the business to do some beautification in the area.

Commission members discussed the options. It was the consensus of the Commission to eliminate the option of eliminating the height limit in the I-2 district, as well as eliminating the option of increasing the height limit in the I-2 district to 60 or 80 feet. It was agreed upon to have staff work on the option of allowing buildings in the I-2 district that are above the height limit to be approved by Plan Commission.

Mayor Ward said that a request for information could be made as far as providing a blueprint and a reason why the project needs to be done.

No further action was needed.

**Adjourn:** Moved by Mr. Norland, seconded by Mr. Hayes to adjourn. All ayes. Carried. Meeting adjourned at 7:18 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Cheryl Nault". The signature is fluid and cursive, with the first name "Cheryl" written in a larger, more prominent script than the last name "Nault".

Cheryl Nault  
Community Development Secretary

**POLICE AND FIRE COMMISSION**

August 20, 2020

A meeting of the Police and Fire Commission was called to order at 2:00 p.m. by Commission President Dave Poulton in the Community Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Hurley, Commissioner Herdina and Commissioner Spritka were present. Also present from City Hall was Chief Porter and Josh VanLieshout.

*Moved by Commissioner VanDyke, seconded by Commissioner Hurley to adopt the following agenda:*

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes from August 11, 2020
5. Convene in closed session in accordance with the following exemption:

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Wis. Stats. 19.85(1)(c)

Consideration of: Process to fill Police Chief Position

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

6. Reconvene in open session.
7. Set next meeting date.
8. Adjourn

*All ayes. Carried.*

**Approval of Minutes:**

*Moved by Commissioner Herdina, seconded by Commissioner Spritka to approve the minutes from August 11, 2020 meeting. All ayes. Carried.*

**Convene in Closed Session:**

*Moved by Commissioner VanDyke, seconded by Commissioner Spritka to convene in closed session in accordance with the following exemption:*

*Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Wis. Stats. 19.85(1)(c)*

*Consideration of: Process to fill Police Chief Position*

*All ayes. Motion carried. Roll Call: Dave Poulton, Sandy Hurley, Wayne Spritka, Mike VanDyke and Barbara Herdina were present.*

**Reconvene in Open Session:**

*Moved by Commissioner VanDyke, seconded by Commissioner Herdina to reconvene in open session. All ayes. Motion carried. Roll Call: Dave Poulton, Sandy Hurley, Wayne Spritka, Mike VanDyke and Barbara Herdina were present.*

Next Meetings: Wednesday, August 26, 2020 at 1:00 p.m. and September 10, 2020 at 2:00 p.m.; both in the Closed Session Room.

**Adjourn:** *Moved by Commissioner Herdina, seconded by Commissioner Hurley to adjourn. All ayes. Motion carried. Time of 3:12 p.m.*

Respectfully submitted,

A handwritten signature in black ink that reads "Sarah Spude-Olson". The signature is written in a cursive, flowing style.

Sarah Spude-Olson  
SBPD Office Manager

DATE: 08/19/2020  
TIME: 14:16:33  
T: 480000.WOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 1  
F-YR: 20

FOR FUND: GENERAL FUND  
FOR 7 PERIODS ENDING JULY 31, 2020

7c1.

DEPARTMENT DESCRIPTION	JULY		FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL		%
	BUDGET	ACTUAL			ACTUAL	ANCE	
REVENUES	12,387,430.00	524,934.49	(95.7)	12,387,430.00	12,387,430.00	6,645,612.18	(46.3)
GENERAL FUND	12,387,430.00	524,934.49	(95.7)	12,387,430.00	12,387,430.00	6,645,612.18	(46.3)
TOTAL REVENUES	12,387,430.00	524,934.49	(95.7)	12,387,430.00	12,387,430.00	6,645,612.18	(46.3)
EXPENSES	1,453,455.00	1,365.39	99.9	1,453,455.00	1,453,455.00	607,578.92	58.1
GENERAL FUND	1,453,455.00	1,365.39	99.9	1,453,455.00	1,453,455.00	607,578.92	58.1
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00	6,450.14	49.9
CITY COUNCIL	62,160.00	4,754.54	92.3	62,160.00	62,160.00	35,544.20	42.8
LAW/LEGAL	86,000.00	1,820.00	97.8	86,000.00	86,000.00	29,892.00	65.2
CITY CLERK-TREASURER	473,290.00	27,087.70	94.2	473,290.00	473,290.00	239,009.13	49.5
ADMINISTRATION	188,675.00	8,895.69	95.2	188,675.00	188,675.00	79,681.43	57.7
COMPUTER	111,750.00	5,502.51	95.0	111,750.00	111,750.00	56,398.47	49.5
CITY ASSESSOR	107,480.00	51,870.26	51.7	107,480.00	107,480.00	225,765.34	(110.0)
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00	0.00	100.0
BUILDING/ZONING CODE ENFORCEM	101,565.00	4,082.15	95.9	101,565.00	101,565.00	38,727.12	61.8
MUNICIPAL SERVICES ADMIN.	242,170.00	14,026.84	94.2	242,170.00	242,170.00	123,164.67	49.1
PUBLIC WORKS ADMINISTRATION	243,230.00	14,307.22	94.1	243,230.00	243,230.00	122,601.54	49.5
ELECTIONS DEPARTMENT	27,505.00	0.00	100.0	27,505.00	27,505.00	14,381.11	47.7
CITY HALL	153,670.00	11,224.21	92.6	153,670.00	153,670.00	61,397.11	60.0
INSURANCE	261,705.00	19,625.00	92.5	261,705.00	261,705.00	186,385.88	28.7
GENERAL EXPENDITURES	840,050.00	1,844.45	99.7	840,050.00	840,050.00	38,676.64	95.3
POLICE DEPARTMENT	508,815.00	25,672.65	94.9	508,815.00	508,815.00	237,829.60	53.2
PATROL BOAT	15,315.00	342.99	97.7	15,315.00	15,315.00	6,523.55	57.4
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
POLICE DEPARTMENT/PATROL	2,198,620.00	125,861.92	94.2	2,198,620.00	2,198,620.00	1,053,738.07	52.0
POLICE DEPT. / INVESTIGATIONS	311,405.00	17,331.89	94.4	311,405.00	311,405.00	164,633.98	47.1
FIRE DEPARTMENT	2,097,945.00	135,752.83	93.5	2,097,945.00	2,097,945.00	1,126,177.96	46.3
STORM SEWERS	33,600.00	4,434.14	86.8	33,600.00	33,600.00	22,656.70	32.5
SOLID WASTE MGMT/SPRING/FALL	53,820.00	1,147.33	97.8	53,820.00	53,820.00	12,094.15	77.5
COMPOST/SOLID WASTE SITE	52,110.00	13,575.57	73.9	52,110.00	52,110.00	17,275.43	66.8
STREET SWEEPING	36,350.00	5,002.09	86.2	36,350.00	36,350.00	20,627.75	43.2
WEED ABATEMENT	4,005.00	1.81	99.9	4,005.00	4,005.00	288.24	92.8
ROADWAYS/STREETS	191,515.00	16,863.45	91.1	191,515.00	191,515.00	152,922.29	20.1
SNOW REMOVAL	223,500.00	57.72	99.9	223,500.00	223,500.00	104,656.53	53.1
STREET SIGNS AND MARKINGS	64,850.00	1,072.15	98.3	64,850.00	64,850.00	16,371.60	74.7
CURB/GUTTER/SIDEWALK	19,950.00	53.25	99.7	19,950.00	19,950.00	1,584.30	92.0
STREET MACHINERY	199,640.00	11,356.56	94.3	199,640.00	199,640.00	88,622.20	55.6
CITY GARAGE	58,935.00	7,501.82	87.2	58,935.00	58,935.00	26,654.64	54.7
CELEBRATION & ENTERTAINMENT	55,780.00	1,282.27	97.7	55,780.00	55,780.00	24,466.34	56.1
HIGHWAYS - GENERAL	506,805.00	47,639.15	90.6	506,805.00	506,805.00	246,929.22	51.2
PARKS & RECREATION ADMIN	108,375.00	2,969.63	97.2	108,375.00	108,375.00	38,873.49	64.1
PARKS AND PLAYGROUNDS	509,615.00	44,958.26	91.1	509,615.00	509,615.00	234,084.28	54.0
BALLFIELDS	28,715.00	953.07	96.6	28,715.00	28,715.00	2,647.10	90.7

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
EXPENSES							
ICE RINKS	12,130.00	0.00	100.0	12,130.00	12,130.00	66.84	99.4
BEACHES	3,825.00	117.63	96.9	3,825.00	3,825.00	1,424.85	62.7
MUNICIPAL DOCKS	47,270.00	6,833.13	85.5	47,270.00	47,270.00	15,493.13	67.2
WATER WEED MANAGEMENT	87,240.00	20,882.55	76.0	87,240.00	87,240.00	27,165.09	68.8
WATERFRONT PARKS & WALKWAYS	71,380.00	8,403.19	88.2	71,380.00	71,380.00	38,715.93	45.7
EMPLOYEE BENEFITS	43,450.00	(854.70)	101.9	43,450.00	43,450.00	15,756.94	63.7
PUBLIC FACILITIES	83,375.00	0.00	100.0	83,375.00	83,375.00	49,172.25	41.0
BOARDS AND COMMISSIONS	970.00	0.00	100.0	970.00	970.00	53.85	94.4
COMMUNITY & ECONOMIC DEVLPMT	391,015.00	41,516.98	89.3	391,015.00	391,015.00	222,245.88	43.1
TOTAL EXPENSES	12,387,430.00	708,050.31	94.2	12,387,430.00	12,387,430.00	5,835,405.88	52.8
TOTAL FUND REVENUES	12,387,430.00	524,934.49	(95.7)	12,387,430.00	12,387,430.00	6,645,612.18	(46.3)
TOTAL FUND EXPENSES	12,387,430.00	708,050.31	94.2	12,387,430.00	12,387,430.00	5,835,405.88	52.8
SURPLUS (DEFICIT)	0.00	(183,115.82)	100.0	0.00	0.00	810,206.30	100.0

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND  
FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY		%	FISCAL		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET		YEAR-TO-DATE ACTUAL	VARI- ANCE	
REVENUES	5,335,615.00	149,711.46	(97.1)	5,335,615.00	5,335,615.00		739,800.40	(86.1)	
PATROL									
TOTAL REVENUES	5,335,615.00	149,711.46	(97.1)	5,335,615.00	5,335,615.00		739,800.40	(86.1)	
EXPENSES									
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
COMPUTER	26,300.00	0.00	100.0	26,300.00	26,300.00		9,845.99	62.5	
CITY ASSESSOR	10,000.00	0.00	100.0	10,000.00	10,000.00		0.00	100.0	
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	719,497.00	79,446.06	88.9	719,497.00	719,497.00		82,151.03	88.5	
GENERAL EXPENDITURES	15,000.00	6,899.00	54.0	15,000.00	15,000.00		32,859.09	(119.0)	
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
PATROL BOAT	1,033.33	0.00	100.0	7,233.31	12,400.00		12,306.51	0.7	
PATROL	133,640.00	0.00	100.0	133,640.00	133,640.00		40,895.43	69.3	
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
FIRE DEPARTMENT	102,775.00	0.00	100.0	102,775.00	102,775.00		84,316.83	17.9	
STORM SEWERS	135,000.00	3,008.10	97.7	135,000.00	135,000.00		101,882.10	24.5	
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	2,168,503.00	117,301.36	94.5	2,168,503.00	2,168,503.00		305,935.74	85.8	
SNOW REMOVAL	145,000.00	0.00	100.0	145,000.00	145,000.00		144,274.00	0.5	
CURB/GUTTER/SIDEWALK	200,000.00	74,439.75	62.7	200,000.00	200,000.00		210,394.15	(5.1)	
CITY GARAGE	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
PARKS AND PLAYGROUNDS	1,161,000.00	0.00	100.0	1,161,000.00	1,161,000.00		29,311.41	97.4	
BALDIELDS	310,500.00	11,423.40	96.3	310,500.00	310,500.00		11,423.40	96.3	
ICE RINKS	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
BEACHES	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
MUNICIPAL DOCKS	18,000.00	0.00	100.0	18,000.00	18,000.00		0.00	100.0	
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
WATERFRONT PARKS & WALKWAYS	105,000.00	4,260.60	95.9	105,000.00	105,000.00		9,737.12	90.7	
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
PUBLIC FACILITIES	31,500.00	0.00	100.0	31,500.00	31,500.00		0.00	100.0	
COMMUNITY & ECONOMIC DEVLPMNT	26,000.00	3,647.20	85.9	26,000.00	26,000.00		41,983.85	(61.4)	
TOTAL EXPENSES	5,308,748.33	300,425.47	94.3	5,314,948.31	5,320,115.00		1,117,316.65	78.9	
TOTAL FUND REVENUES	5,335,615.00	149,711.46	(97.1)	5,335,615.00	5,335,615.00		739,800.40	(86.1)	
TOTAL FUND EXPENSES	5,308,748.33	300,425.47	94.3	5,314,948.31	5,320,115.00		1,117,316.65	78.9	
SURPLUS (DEFICIT)	26,866.67	(150,714.01)	(660.9)	20,666.69	15,500.00		(377,516.25)	(2535.5)	

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: CABLE TV  
 FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
CABLE TV / GENERAL	153,000.00	14,845.12	(90.2)	153,000.00	153,000.00	88,036.19	(42.4)
TOTAL REVENUES	153,000.00	14,845.12	(90.2)	153,000.00	153,000.00	88,036.19	(42.4)
EXPENSES							
CABLE TV / GENERAL	109,725.00	6,783.45	93.8	109,725.00	109,725.00	44,808.64	59.1
TOTAL EXPENSES	109,725.00	6,783.45	93.8	109,725.00	109,725.00	44,808.64	59.1
TOTAL FUND REVENUES	153,000.00	14,845.12	(90.2)	153,000.00	153,000.00	88,036.19	(42.4)
TOTAL FUND EXPENSES	109,725.00	6,783.45	93.8	109,725.00	109,725.00	44,808.64	59.1
SURPLUS (DEFICIT)	43,275.00	8,061.67	(81.3)	43,275.00	43,275.00	43,227.55	(0.1)

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY		JULY		% VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
	BUDGET		ACTUAL			YEAR-TO-DATE BUDGET				
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

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FOR FUND: TID #2 DISTRICT  
FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY		%	FISCAL		ANNUAL	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET		YEAR-TO-DATE	ACTUAL	
REVENUES									
TID DISTRICT #2	2,246,450.09	5,503.47	(99.7)	2,246,450.09	2,246,450.09	1,003,290.90	(55.3)		
TOTAL REVENUES	2,246,450.09	5,503.47	(99.7)	2,246,450.09	2,246,450.09	1,003,290.90	(55.3)		
EXPENSES									
TID DISTRICT #2	1,508,190.30	0.00	100.0	1,508,190.30	1,508,190.30	220,870.10	85.3		
TOTAL EXPENSES	1,508,190.30	0.00	100.0	1,508,190.30	1,508,190.30	220,870.10	85.3		
TOTAL FUND REVENUES	2,246,450.09	5,503.47	(99.7)	2,246,450.09	2,246,450.09	1,003,290.90	(55.3)		
TOTAL FUND EXPENSES	1,508,190.30	0.00	100.0	1,508,190.30	1,508,190.30	220,870.10	85.3		
SURPLUS (DEFICIT)	738,259.79	5,503.47	(99.2)	738,259.79	738,259.79	782,420.80	5.9		

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CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: TID #1 DISTRICT  
FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	FISCAL		% VARI- ANCE	FISCAL		% VARI- ANCE
	JULY BUDGET	JULY ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES						
TID #1 DISTRICT	880,103.28	28,184.73	(96.7)	880,103.28	619,898.38	(29.5)
TOTAL REVENUES	880,103.28	28,184.73	(96.7)	880,103.28	619,898.38	(29.5)
EXPENSES						
TID #1 DISTRICT	816,778.28	0.00	100.0	816,778.28	0.00	100.0
TOTAL EXPENSES	816,778.28	0.00	100.0	816,778.28	0.00	100.0
TOTAL FUND REVENUES	880,103.28	28,184.73	(96.7)	880,103.28	619,898.38	(29.5)
TOTAL FUND EXPENSES	816,778.28	0.00	100.0	816,778.28	0.00	100.0
SURPLUS (DEFICIT)	63,325.00	28,184.73	(55.4)	63,325.00	619,898.38	878.9

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT  
FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #3 DISTRICT	70,299.22	111.83	(99.8)	70,299.22	70,299.22	37,867.65	(46.1)
TOTAL REVENUES	70,299.22	111.83	(99.8)	70,299.22	70,299.22	37,867.65	(46.1)
EXPENSES							
TID #3 DISTRICT	130,172.87	5,956.90	95.4	130,172.87	130,172.87	30,013.15	76.9
TOTAL EXPENSES	130,172.87	5,956.90	95.4	130,172.87	130,172.87	30,013.15	76.9
TOTAL FUND REVENUES	70,299.22	111.83	(99.8)	70,299.22	70,299.22	37,867.65	(46.1)
TOTAL FUND EXPENSES	130,172.87	5,956.90	95.4	130,172.87	130,172.87	30,013.15	76.9
SURPLUS (DEFICIT)	(59,873.65)	(5,845.07)	(90.2)	(59,873.65)	(59,873.65)	7,854.50	(113.1)

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT  
 FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL
REVENUES						
TID #4 DISTRICT	3,812,507.04	116.96	(99.9)	3,812,507.04	3,812,507.04	3,615,571.78
TOTAL REVENUES	3,812,507.04	116.96	(99.9)	3,812,507.04	3,812,507.04	3,615,571.78
EXPENSES						
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00
TID #4 DISTRICT	6,035,578.23	28,287.71	99.5	6,035,578.23	6,035,578.23	3,698,208.34
TOTAL EXPENSES	6,035,578.23	28,287.71	99.5	6,035,578.23	6,035,578.23	3,698,208.34
TOTAL FUND REVENUES	3,812,507.04	116.96	(99.9)	3,812,507.04	3,812,507.04	3,615,571.78
TOTAL FUND EXPENSES	6,035,578.23	28,287.71	99.5	6,035,578.23	6,035,578.23	3,698,208.34
SURPLUS (DEFICIT)	(2,223,071.19)	(28,170.75)	(98.7)	(2,223,071.19)	(2,223,071.19)	(82,636.56)

(5.1)  
 38.7  
 (96.2)



CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)  
 FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	
REVENUES						
REVOLVING LOAN FUND (STATE)	14,785.00	1.23	(99.9)	14,785.00	14,785.00	6,921.60 (53.1)
TOTAL REVENUES	14,785.00	1.23	(99.9)	14,785.00	14,785.00	6,921.60 (53.1)
EXPENSES						
REVOLVING LOAN FUND (STATE)	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00 (4256.5)
TOTAL EXPENSES	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00 (4256.5)
TOTAL FUND REVENUES	14,785.00	1.23	(99.9)	14,785.00	14,785.00	6,921.60 (53.1)
TOTAL FUND EXPENSES	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00 (4256.5)
SURPLUS (DEFICIT)	3,485.00	1.23	(99.9)	3,485.00	3,485.00	(485,370.40) (4027.4)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
 FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	
REVENUES						
SOLID WASTE ENTERPRISE FUND	541,705.00	126,704.89	(76.6)	541,705.00	541,705.00	337,851.28 (37.6)
TOTAL REVENUES	541,705.00	126,704.89	(76.6)	541,705.00	541,705.00	337,851.28 (37.6)
EXPENSES						
SOLID WASTE ENTERPRISE FUND	500,560.00	37,411.56	92.5	500,560.00	500,560.00	215,035.63 57.0
TOTAL EXPENSES	500,560.00	37,411.56	92.5	500,560.00	500,560.00	215,035.63 57.0
TOTAL FUND REVENUES	541,705.00	126,704.89	(76.6)	541,705.00	541,705.00	337,851.28 (37.6)
TOTAL FUND EXPENSES	500,560.00	37,411.56	92.5	500,560.00	500,560.00	215,035.63 57.0
SURPLUS (DEFICIT)	41,145.00	89,293.33	117.0	41,145.00	41,145.00	122,815.65 198.4

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND  
 FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	0.00	796.43	100.0	0.00	0.00	10,449.10	100.0
TOTAL REVENUES	0.00	796.43	100.0	0.00	0.00	10,449.10	100.0
EXPENSES							
COMPOST SITE ENTERPRISE FUND	0.00	4,641.87	100.0	0.00	0.00	20,907.43	100.0
TOTAL EXPENSES	0.00	4,641.87	100.0	0.00	0.00	20,907.43	100.0
TOTAL FUND REVENUES	0.00	796.43	100.0	0.00	0.00	10,449.10	100.0
TOTAL FUND EXPENSES	0.00	4,641.87	100.0	0.00	0.00	20,907.43	100.0
SURPLUS (DEFICIT)	0.00	(3,845.44)	100.0	0.00	0.00	(10,458.33)	100.0

DATE: 08/19/2020  
TIME: 14:16:35  
ID: GL480000.WOW

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 13  
F-YR: 20

MUNICIPAL REPORT TOTALS  
FOR 7 PERIODS ENDING JULY 31, 2020

DEPARTMENT DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
TOTAL MUNICIPAL REVENUES	25,441,894.63	850,910.61	(96.6)	25,441,894.63	25,441,894.63	(48.4)
TOTAL MUNICIPAL EXPENSES	26,808,483.01	1,091,557.27	95.9	26,814,682.99	26,819,849.68	56.4
SURPLUS (DEFICIT)	(1,366,588.38)	(240,646.66)	(82.3)	(1,372,788.36)	(1,377,955.05)	(203.8)

JULY 2020 BANK RECONCILIATIONCHECKING ACCOUNTSINVESTMENT ACCOUNTS

GENERAL FUND		SNAP		GENERAL/CAPITAL FUND	
NICOLET		NICOLET		INVESTMENTS	
PRIOR G/L BALANCE	4,184,016.93		8,928.46		1,495,971.23
REVENUE	1,181,033.49		188.80		1,817.13
DISBURSEMENTS	1,427,031.05		45.80		250,048.18
AMOUNT IN TRANSIT	7,983.49		0.00		0.00
ADJUSTMENTS	9,956.00		0.00		0.00
ENDING BALANCE	3,939,991.88		9,071.46		1,247,740.18

BANK BALANCE	4,015,555.16	9,071.46	1,247,740.18
LESS OUTS, CHECKS	75,563.28	0.00	0.00
	3,939,991.88	9,071.46	1,247,740.18

SAVINGS ACCOUNTS

GENERAL FUND		GENERAL FUND		WDF		CAPITAL - BUILDING DEBT		CAPITAL PROJECTS		TIF #3 DEBT		TIF #3 CONSTRUCTION	
STATE - #2		NICOLET BANK - MMBE		STATE - #4		STATE - #9		STATE - #13		STATE - #08		STATE - #14	
PRIOR G/L BALANCE	3,534,871.05		20,132.37		10,245.34		6,319.10		118,375.35		906,045.38		23,076.34
REVENUE	250,495.97		0.17		1.23		0.76		14.25		109.05		2.78
DISBURSEMENTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00
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	3,785,367.02		20,132.54		10,246.57		6,319.86		118,389.60		906,154.43		23,079.12

BANK BALANCE	3,785,367.02	20,132.54	10,246.57	6,319.86	118,389.60	906,154.43	23,079.12
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TIF #1 DEBT		TIF #2		TIF #2 DEBT 98A&B		TIF #2 AMENDED AREA		TIF #2 AMENDED AREA		TIF #4 DEBT SVC		TIF #4 CONSTRUCTION	
STATE - #11		STATE - #3		STATE - #10		CONST. - STATE - #06		CAP. INT. - STATE - #7		STATE - #12		STATE - #01	
PRIOR G/L BALANCE	943,405.77		15,487.08		3,189,366.41		56,656.66		12,031.93		38,506.22		869,123.13
REVENUE	113.54		1.86		383.85		6.82		1.45		4.63		104.60
DISBURSEMENTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00
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	943,519.31		15,488.94		3,189,750.26		56,662.48		12,033.38		38,510.85		869,227.73

BANK BALANCE	943,519.31	15,488.94	3,189,750.26	56,662.48	12,033.38	38,510.85	869,227.73
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8/19/2020

7d.

7d.

**BEVERAGE OPERATOR LICENSE:**

1. **Bongle, Trenton J.**
2. **Laxo, Melissa S.**

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

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the request from Destination Sturgeon Bay for fee reimbursement in the amount of \$120.00.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: August 11, 2020

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.



DESTINATION  
STURGEON BAY  
DOOR COUNTY

Ensuring a first-class visitor experience, helping local businesses grow, and enhancing Sturgeon Bay's quality of life.

To the honorable City Council,

Destination Sturgeon Bay would like to request reimbursement of the following funds totaling \$60.

- Sidewalk Sales Banner Permit Jefferson Street \$30
- Sidewalk Sales Banner Permit West Side \$30

Kind Regards,

Carly Sarkis  
Marketing & Events Director  
Destination Sturgeon Bay  
920.743.6246  
[carly@sturgeonbay.net](mailto:carly@sturgeonbay.net)



## **Fee Waiver Policy**

- 1) The Common Council of the City of Sturgeon Bay authorizes staff to waive the following permit fees for organizations that meet certain eligibility requirements.
- 2) Eligible fees for waiver:
  - APC – Alcohol Public Consumption Permit
  - Park Shelter Reservation Fee
  - Sign Permit Fee
  - Banner Permit Fee
- 3) Organizations eligible to request waivers:
  - Governmental entities
  - Coast Guard Functions - *The City of Sturgeon Bay is designated as a Coast Guard City*
  - Military not-for-profit organizations designated as a 501(c)(19) or 501(c)(23)
  - Not-for-profit designated as Charitable Organization 501(c)(3)
  - Not-for-profit designated as a Civic Organization 501(c)(4)
- 4) Organizations that hold events for which a fee is charged to raise funds, are not eligible for a waiver of any City fee for that specific event.
- 5) Any requests outside of these parameters should be directed to the Finance/Purchasing & Building Committee for consideration who will make recommendation to the Common Council.

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

We, the Finance/Purchasing & Building Committee, hereby recommend to extend the deadline for Door County Housing Partnership for Lot 8, Block 11 in the Sunset Hills #2 Subdivision for one year until January 1, 2022.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: August 11, 2020

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## EXECUTIVE SUMMARY

**Title:** Extension of Time Limit to Construct Home – Door County Housing Partnership - Lot 8, Block 11 of Sunset Hill #2 Subdivision

**Background:** The Door County Housing Partnership (hereafter “DCHP”) purchased Lot 8 of Block 11 in Sunset Hill #2 subdivision from the City in 2019. The development agreement between the City and DCHP included a requirement for a minimum assessed value of \$135,000 on the lot by January 1, 2021. If this condition is not met, DCHP is required to pay to the City amount equal to the taxes that would be owed on the difference between the actual assessed value and \$135,000. The rationale for that clause is that the parcel is within tax increment district #3 and the property taxes within that district are covering the City’s costs for creating that development.

DCHP has requested that the deadline for the minimum assessed value be extended by one year to January 1, 2022. The organization is newly created and still getting its organizational capacity up to speed. That and the delays caused by the COVID-19 pandemic have made it extremely unlikely that the home would be finished by the end of the year.

DCHP is also requesting that the \$135,000 minimum assessed value be changed to simply reflect the value of the property as dictated by Fannie Mae. Apparently, if the new home is financed through Fannie Mae, there are guidelines for how a home under a housing trust is assessed.

The sale of the lots closed on May 23, 2018. Habitat met the construction requirement for the first two lots. The third lot (Lot 11, Block 11) is required to have a home constructed by May 23, 2021. But for this third lot Habitat is requesting an extension of the time limit. Their approved family for next year’s construction is located in Gibraltar so their plan is to build the house in that location. They would then complete a home on Lot 11 the following year.

Staff is not opposed to granting an extension of the minimum assessed value for one year. The City recently granted a similar request by Habitat for Humanity to delay home construction by one year on a different lot in Sunset Hill #2.

But the second portion of the request is troublesome. TID #3 still has about 10 years or so to go before closing. Depending upon the assessment, the financial impact to the district could be significant. More info is needed about what the anticipated assessed value actually will be before any decision can be made. DCHP will need to explain why Fannie Mae is involved and both the City and DCHP will need to consider aspects and alternatives to getting the desired assessed value on this lot.

**Fiscal Impact:** Delaying the start of the minimum assessed value by one year will mean that Tax Increment District #3 would lose out on the expected tax revenue of approximately \$3,200. The impact of eliminating the minimum assessed value for future years is unknown because it would be based upon whatever assessed value is set under the Fannie Mae guidelines.

**Recommendation:** Extend the deadline for Door County Housing Partnership to establish the minimum assessed value on Lot 8, Block 11 to January 1, 2022. Further, take no action on the request to state that the property will be assessed and taxed as dictated by Fannie Mae. DCHP can renew their request at a later date, if necessary, once the actual impact to the value and taxes is known.

Prepared by: Martin Olejniczak  
Martin Olejniczak  
Community Development Director

Date 8/6/20

Reviewed by: Valerie Clarizio  
Val Clarizio  
Finance Director

Date 8/6/20

Reviewed by: \_\_\_\_\_  
Josh Van Lieshout  
City Administrator

Date \_\_\_\_\_

Board of Directors

President – Jim Honig  
Vice president – Diana Wallace  
Secretary – Steve Kase  
Treasurer – Jerry Zaug  
Mariah Goode



PO Box 342 Baileys Harbor, WI 54202  
info@doorcountyhousingtrust.org  
www.doorcountyhousingtrust.org

July 20, 2020

Martin Olejniczak  
Community Development Director  
City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235

RE: Development of Lot 8 of Block 11, Sunset Hill Plat #2  
Parcel number 281-46-94110800

Dear Mr. Olejniczak:

As you are aware, pursuant to the Development Agreement between the City and Door County Housing Partnership, Inc. dated October 31, 2019, the Partnership assumed the responsibility for construction of a residential property on the city lot identified above. The Partnership further agreed to convey the property to private owners with a minimum assessed valuation for tax purposes of \$135,000, effective as of January 1, 2021.

While since October we have been making great progress on growing our organizational capacity, knowledge, and readiness, events such as the COVID-19 pandemic have had a substantial impact on the Partnership's plan for development of the property. We have found it necessary to modify our plans for construction of an appropriate residence due to both financial and operational priorities created, in part, by the economic impact of the disease on our community.

Hence, it appears highly unlikely we will be able to complete construction and sale of the residence under the current deadline. Also, we have learned in recent months that Fannie Mae has established guidelines as to how housing trust homes are to be assessed and therefore taxed. As a result, we are hereby respectfully requesting that the city modify our agreement to: 1) extend the construction and occupancy completion date by at least one year, and, 2) rather than indicate an assessed valuation target figure, to simply state that the property will be assessed and taxed as dictated by Fannie Mae.

We would welcome the opportunity to meet with you and appropriate city officials if you think it necessary. Otherwise, we look forward to thoughtful consideration of this request as you think best.

Sincerely,



Reverend James Honig  
President  
Door County Housing Partnership, Inc.

The Door County Housing Partnership provides permanently affordable home ownership opportunities to the year-round workforce to maintain the wellbeing and character of the Door County community.

# Information from 8/20/19 Council Meeting

## RECOMMENDATION

### TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the offer to purchase parcel # 281-46-94110800, Lot 8, Block 11 in Sunset Hills # 2 Subdivision from Door County Housing Partnership, Inc in the amount of \$5,000, subject to the following conditions:

- \$5,000 down-payment assistance is not available for this lot.
- The building layout must be similar to that of other homes in the Sunset Hills #2 Subdivision
- There must be a two-car garage, either attached or detached.
- The driveway must be paved.
- The assessed value of the property must be a minimum of \$135,000 by January 1, 2021. Otherwise, during the life of Tax Increment District #3, a payment in lieu of taxes on any shortfall in the required assessed value shall be made during each tax year in which such shortfall exists.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 30, 2019

\*\*\*\*\*

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

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

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

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

## EXECUTIVE SUMMARY

**Title:** Offer to Purchase Lot 8, Block 11 of Sunset Hill #2 Subdivision — Door County Housing Partnership, Inc.

**Background:** The Door County Housing Partnership is a recently formed housing trust whose purpose is to develop housing that will remain affordable in perpetuity. They have submitted an offer to purchase Lot 8 of Block 11 of Sunset Hill #2 Subdivision for \$5,000 and have Rob Vogel (Edgeline, LLC) construct a home by the end of 2020. The home would then be made available to a qualified Door County resident as an affordable house. The housing trust would have covenants or other restrictions in order to keep the house affordable to subsequent buyers.

Sunset Hill #2 is the residential subdivision that was created within Tax Increment District #3 for the redevelopment of the former Wiretech Fabricators site. The City purchased the Wiretech site and redeveloped it into workforce housing. Seventeen lots were created in Sunset Hill #2. There are 14 single-family homes built and one under construction by Door County Habitat for Humanity, which also owns another lot. The remaining lot is still owned by the City and is located at the northwest corner of Erie Street and N. 16<sup>th</sup> Court (Lot 8, Block 11).

The City set a price of \$14,000 for the lot and, in addition, offers \$5,000 in down-payment assistance to help with a mortgage. The \$5,000 is a forgivable loan. \$1,000 of the amount is forgiven for each year that the homeowner remains in the house. The DC Housing Partnership offer does not include any down-payment assistance.

Recently, the City received two written offers to purchase the lot and build a home. The Finance Committee passed a recommendation to sell the lot with various restrictions to Barbara May, who was the first person to submit an offer. However, prior to the Council acting upon the recommendation, Ms. May backed out of her offer.

The other written request was received from Victoria L. Cerinich. She indicated that she would not build until 2021 or later. Habitat for Humanity also requested the lot, but they also would not build until 2021 or later. The Committee rejected the offer and directed staff to investigate options to get the lot developed sooner.

**Options:** The City can accept the offer, with or without conditions, or can counter offer. It also could reject the offer and decide to hold onto this lot for time being.

**Fiscal Impact:** The site is located in Tax Increment District #3 so the fiscal impact is on that district rather than the City as a whole. By accepting the Housing Partnership's proposal, TID #3 would receive \$5,000 for the lot sale. If the City would instead sell the lot using the current approved parameters of \$14,000 sale price with \$5,000 down-payment assistance, it would net \$9,000.

The other fiscal impact is from the taxes paid on home construction. By having the proposed home built by the end of 2020 rather than waiting for 2021, the City would garner an extra year's worth of TIF revenue. The lots in Sunset Hill #2 typically have an assessed value in the \$140,000 to \$170,000 range. This would generate about \$3,375 in yearly tax revenue for the TID. Therefore, the fiscal impact to TID #3 under the Housing Partnership proposal is very similar to the fiscal impact under a standard lot sale if the home construction is delayed to 2021.

**Recommendation:** Staff believes the subject lot should be developed as soon as practical. The Housing Partnership proposal would accomplish that. In addition, their proposal has the advantage of ensuring that the home to be constructed is affordable and would remain affordable in perpetuity.

Like the previous recommendation, any sale should have conditions to ensure the new house fits the character of the neighborhood and that construction starts within a certain time period.

Therefore, staff recommends selling Lot 8, Block 11 in the Sunset Hill #2 Subdivision to Door County Housing Partnership, Inc. in the amount of \$14,000, subject to the following conditions:

- \$5,000 down-payment assistance is not available for this lot.
- The building layout must be similar to that of other homes in the Sunset Hills #2 Subdivision.
- There must be a two-car garage either attached or detached.
- The driveway must be paved.
- The assessed value of the parcel must be a minimum of \$135,000 by January 1, 2021. Otherwise, during the life of Tax Increment District #3, a payment in lieu of taxes on any shortfall in the required assessed value shall be made during each tax year in which such shortfall exists.

Prepared by: Martin Olejniczak  
Martin Olejniczak  
Community Development Director

7-24-19  
Date

Reviewed by: Val Clarizio  
Val Clarizio  
Finance Director

7/24/19  
Date

Reviewed by: Josh Van Lieshout  
Josh Van Lieshout  
City Administrator

7/25/19  
Date





Door County Housing Partnership, Inc.

July 19, 2019

Helen Bacon, Chair  
Finance/Purchasing and Building Committee  
City of Sturgeon Bay  
Sturgeon Bay, WI

Dear Ms. Bacon:


Please find attached an offer to purchase for Parcel #281-46-94110800 in the City of Sturgeon Bay, WI.

The buyer, Door County Housing Partnership, Inc. (Housing Trust) is a non profit organization, existing for the purpose of acquiring and maintaining, in perpetuity, affordable workforce housing for Door County residents.

Our offer represents a price that we understand Habitat for Humanity has benefited from regarding similar parcels in the same area. Also similar to Habitat, we will not be seeking, on behalf of the future homeowner, the \$5000.00 down payment assistance.

On behalf of future resident homeowners, we appreciate your consideration of our offer.

Sincerely,

  
Diana Wallace, President  
Door County Housing Partnership

Enclosures (3)  
Offer to Purchase  
Proposal to Develop  
Trust Overview

OFFER TO PURCHASE

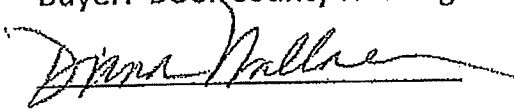
The Buyer, Door County Housing Partnership, Inc., offers to purchase the Property known as Parcel #281-46-94110800, on the corner of N. 6<sup>th</sup> Place and Erie Street, in the City of Sturgeon Bay, Door County, Wisconsin, on the following terms:

Purchase Price of \$5,000.00 to be paid in cash or equivalent at the time of closing.

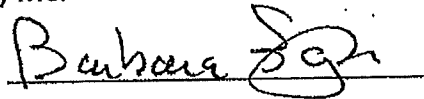
Closing shall be on or before \_\_\_\_\_.

Upon payment of the purchase price, Seller shall convey the property by warranty deed, free and clear of all liens and encumbrances, except municipal and zoning ordinances and any recorded easements for the distribution of utility and municipal services. Seller shall give evidence of title in the form of an owner's policy of title insurance. Dated this \_\_\_\_\_ day of July, 2019

Buyer: Door County Housing Partnership, Inc.



Diana Wallace, President



Barbara Sajna, Secretary

Seller accepts this offer and agrees to convey the property on the terms and conditions as set forth herein.

City of Sturgeon Bay, Wisconsin

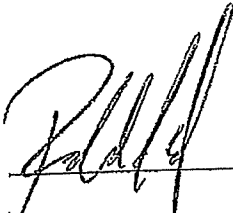
\_\_\_\_\_

\_\_\_\_\_

## PROPOSAL TO DEVELOP

Rob Vogel, doing business as EdgeLine, LLC, proposes to develop the property known as Parcel #281-46-94110800 in the City of Sturgeon Bay, Wisconsin. The improvement will be a single family affordable housing unit to be purchased by an eligible buyer in accord with the requirements for said eligibility by the Door County Housing Partnership. Said building will comply with all applicable state and local zoning and building requirements and be ready for sale and occupancy by the end of the year 2020.

Dated this 22<sup>nd</sup> day of July, 2019

  
\_\_\_\_\_  
Rob Vogel

July 10, 2019

## THE DOOR COUNTY HOUSING PARTNERSHIP, INC. (The Housing Trust)

A housing trust is a vehicle by which land, homes, and/or funds are accepted for the singular purpose of providing long-term affordable housing to year-round workforce residents.

Following a year of research, the Northern Door Interfaith Prosperity Coalition (IPC) discovered that communities around the state and country working with housing trusts were able to increase their inventories of affordable housing, and to maintain that inventory as affordable housing for long-term use by year-round workforce residents.

Trusts provide funds or land to provide housing according to the needs of the community, ensuring congruity with neighborhoods, use of sustainable building materials/processes, and opportunities for community involvement. Trusts develop criteria by which an applicant can qualify for housing, and/or financial assistance. Critical to the homeownership process, trusts provide formulas that allow for equity to accrue to the original buyer, but also methods whereby upon sale the home remains affordable to the next buyers. Keeping these homes in the affordable inventory for the long term is the most critical activity a trust performs.

A trust can be responsible for everything from building to maintenance to landlord oversight (in instances where the housing developed is used as rental housing), and can operate as a community advocate, research vehicle, educator, or fundraiser. Ultimately the trust's main purpose is always to ensure a stable supply of affordable housing according to community needs.

A non-profit housing trust called the Door County Housing Partnership, Inc. has been incorporated, and will be working closely with such entities as the Door County Economic Development Corporation, the Door County Land Use Services Department, local municipalities, developers, the IPC, private donors and others to make affordable housing a reality in Door County.

Any questions can be directed to any of the following Door County Housing Partnership Board members:

Diana Wallace: [diana2433@gmail.com](mailto:diana2433@gmail.com)

James Honig: [sotpastor@gmail.com](mailto:sotpastor@gmail.com)

Barb Sajna: [bsajna@frontier.com](mailto:bsajna@frontier.com)

Steve Kase: [skase70@gmail.com](mailto:skase70@gmail.com)

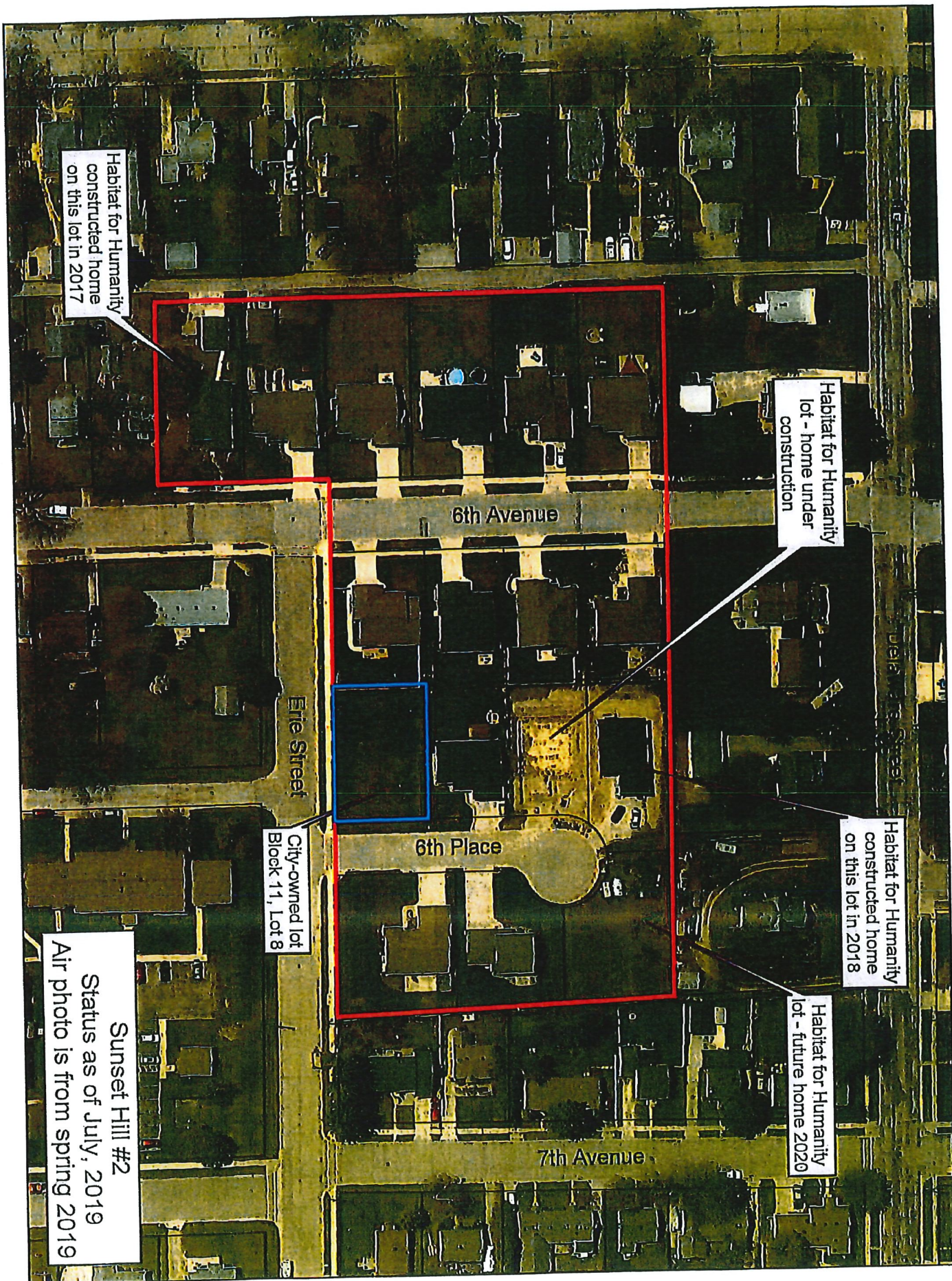
Mariah Goode: [mgoode@co.door.wi.us](mailto:mgoode@co.door.wi.us)

Dick Skare: [dickskare@gmail.com](mailto:dickskare@gmail.com)

Myles Dannhausen, Jr.: [Mdannhausen@gmail.com](mailto:Mdannhausen@gmail.com)







Habitat for Humanity  
constructed home  
on this lot in 2017

Habitat for Humanity  
lot - home under  
construction

Habitat for Humanity  
constructed home  
on this lot in 2018

Habitat for Humanity  
lot - future home 2020

City-owned lot  
Block 11, Lot 8

Sunset Hill #2  
Status as of July, 2019  
Air photo is from spring 2019



## DEVELOPMENT AGREEMENT

AGREEMENT made by and between the City of Sturgeon Bay, Wisconsin, a municipal entity created under the laws of the State of Wisconsin, hereinafter referred to as "City" and Door County Housing Partnership, Inc. and/or its assigns or affiliates, hereinafter referred to as "Developer".

### RECITALS

A. WHEREAS the City is the owner of a vacant parcel land located along the north side of Erie Street and west side of N. 6<sup>th</sup> Place;

B. AND WHEREAS the City has approved the sale of said land to Developer for the development of a single-family dwelling;

C. AND WHEREAS the City through its Common Council and administration has determined that it is in the best interest of the City to enter into an agreement with Developer to clearly set forth the obligations of Developer and City s regarding the development of the parcel;

D. AND WHEREAS the Developer desires to purchase the subject land from the City and construct the single-family dwelling and is willing to commit to certain obligations in order to do so;

### TERMS

NOW, THEREFORE, in consideration of the mutual covenants and promises of the parties as hereinafter set forth and other good and valuable consideration, receipt of which is hereby acknowledged by both of the parties hereto, it is agreed as follows:

**1. Property to be Purchased.** Developer agrees to purchase Property from the City, identified as follows:

Lot 8 of Block 11 of Sunset Hill #2 plat, being located in the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section 5, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin.

**2. Purchase Price.** The Property identified in Paragraph 1, containing 7,771 square feet of land, shall be purchased at a price of Five Thousand Dollars (\$5,000.00). Down-payment assistance is not available for the purchase of the Property. The closing shall occur on or before October 31, 2019. The City shall convey the property by warranty deed subject only to easements and restrictions of record and recorded use restrictions.

3. **Development Project to be Constructed.** Developer agrees to construct a single-family dwelling on the Property. The development shall be consistent with the Planned Unit Development zoning ordinance for Sunset Hill #2 (Ordinance No. 1248-0310).

4. **Building Layout.** The building layout shall be similar to that of other homes in Sunset Hill #2 subdivision as determined at the reasonable discretion of the City.

5. **Garage Requirement.** At the time the dwelling is constructed, there shall be a two-car garage provided by the Developer, either attached to or detached from the dwelling.

6. **Driveway Pavement.** The driveway leading to the required garage shall be paved in asphalt, concrete, or other paved surface approved by the City.

7. **Minimum Assessed Value.** Developer shall cause the improvements as identified herein to be constructed by January 1, 2021. The assessed value of the Property (land and improvements) shall be a minimum of \$135,000 by January 1, 2021 and shall remain at or above \$135,000 during the life of Tax Increment District #3. If the assessed value is less than \$135,000 in any tax year, Developer shall pay to the City the amount equal to the property taxes that would be owed for an assessed value of \$135,000 minus the actual taxes owed for that year (Minimum Tax Guarantee). The Minimum Tax Guarantee shall be in addition to the real estate taxes paid for each year and shall be due January 31 of each year. If Developer fails to pay, the City may invoice the amount and upon failure to pay within 30 days, collect the amount due as a special tax. The Developer waives any right to further notice of or to challenge to the procedures stated in this in this paragraph.

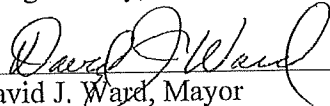
8. **Expiration of Agreement.** The requirements and restrictions contained within this Agreement shall remain in full force and effect during the entire period that Tax Increment District #3 exists. Upon the closing of Tax Increment District #3, this Agreement and the restrictions within it shall expire.

9. **Survival of Agreement.** This agreement and the terms contained herein shall survive the closing of this transaction and the obligations created herein shall remain the obligations of the City of Sturgeon Bay and the Developer, its heirs, successors, agents, and assigns. The conditions and obligations of this Development Agreement are covenants affecting the Property and shall remain in full force and effect until expiration of the Agreement as described under Section 8.

**WHEREFORE**, the parties have hereunto set their hands as of this 31st day of October, 2019.

City of Sturgeon Bay, Wisconsin

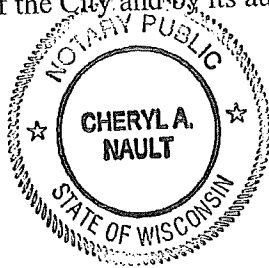
By: \_\_\_\_\_

  
David J. Ward, Mayor

Attest: Stephanie L. Reinhardt  
Stephanie L. Reinhardt, City Clerk

STATE OF WISCONSIN )  
 )ss.  
DOOR COUNTY )

Personally appeared before me this 31<sup>st</sup> day of October, 2019, the above-named David J. Ward and Stephanie L. Reinhardt, the Mayor and City Clerk, respectively, of the City of Sturgeon Bay, Wisconsin, to me known to be the persons who executed the foregoing agreement on behalf of the City and by its authority.



Name: Cheryl A. Nault  
Notary Public, State of Wisconsin  
My Commission expires: 9/13/20

**WHEREFORE**, the parties have hereunto set their hands as of this 29<sup>th</sup> day of October, 2019.

Door County Housing Partnership, Inc.

By: Diana Wallace  
Name: Diana Wallace  
Title: President

By: Barbara Sajwa  
Name: Barbara Sajwa  
Title: Secretary

STATE OF WISCONSIN )  
 )ss.  
Door COUNTY )

Personally appeared before me this 29<sup>th</sup> day of October, 2019, the above-named DIANA WALLACE and BARBARA SAJWA, to me known to be the persons who executed the foregoing agreement on behalf of said corporation and by its authority.

Candace Wassen  
Name: CANDACE WASSEN  
Notary Public, State of WISCONSIN  
My Commission expires: 3/6/2023



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

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Payne & Dolan, Inc with unit pricing amounts totaling an estimated cost of \$112,755 for the shoreline restoration at Bay View Park.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: August 25, 2020

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## Executive Summary

**Date:** 20 August 2020

**Title:** Bay View Park Shoreline Protection

**Background:** On August 19<sup>th</sup>, bids were opened for Bay View Park shoreline protection. In accordance with the City of Sturgeon Bay Purchasing & Property Accountability Policy, specifications were prepared and competitive sealed bidding was used to obtain pricing. Bid opening was conducted by Steve Parent from Baudhuin Inc. with Mike Barker and Chad Shefchik in attendance. Eight estimates were received which cover lump sums for mobilization, clearing & grubbing, and restoration. And prices for the estimated amount of stone required to complete the job.

Payne & Dolan Inc.  
Greenville, WI  
\$112,755

Triple P. Inc. / Peters Concrete  
Green Bay, WI  
\$153,532.50

Deaths Door Marine Inc.  
Ellison Bay, WI  
\$157,150

Lily Bay Sand and Gravel  
Sturgeon Bay, WI  
\$162,500

Highway Landscapers  
Kaukauna, WI  
\$162,825


Roen Salvage  
Sturgeon Bay, WI  
\$165,900

Advanced Construction Inc.  
Green Bay, WI  
\$246,650

Express Excavating  
New Franken, WI  
\$262,500

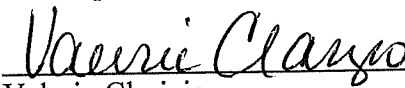
**Recommendation:** Baudhuin Engineering has reviewed all bids and recommends accepting the bid from Payne & Dolan Inc. with unit pricing amounts totaling an estimated cost of \$112,755.

**Prepared By:**

  
Mike Barker  
Municipal Services Director

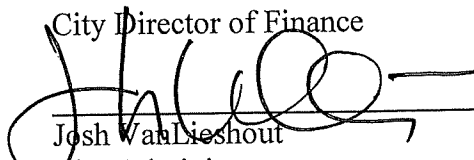
**Date:** 20 AUG 2020

**Reviewed By:**

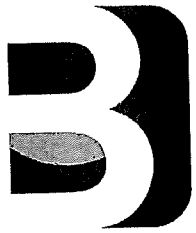
  
Valerie Clarizio  
City Director of Finance

**Date:** 8/20/20

**Reviewed By:**

  
Josh VanLieshout  
City Administrator

**Date:** 8/20/20



# BAUDHUIN

## SURVEYING & ENGINEERING

August 20, 2020

Sturgeon Bay Finance Committee  
421 Michigan Street  
Sturgeon Bay, WI 54235

Re: *Shoreline Protection Bids  
Bay View Park*

Dear Committee Members:

Bids were received August 20, 2020 for the Shoreline Protection Project at Bay View Park. Eight bids were received and ranged in price from \$112,755.00 to \$262,500 with Payne & Dolan, Inc. being the low bidder (see attached bid tabulation). Bids were reviewed and all are in order.

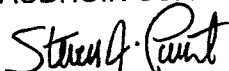
Although their bid is somewhat lower than the rest of the bids received, Payne & Dolan is also contracted to provide the shoreline protection work for Sunset Park and will likely coordinate the timing and work efforts between the two projects, thereby lowering some of their costs.

My recommendation, therefore, is that a contract be awarded to Payne & Dolan, Inc. in the amount of \$112,755.00.

Please contact me if you have any questions.

Respectfully submitted,

BAUDHUIN SURVEYING & ENGINEERING

  
Steven J. Parent, P.E.

Cc: Mike Barker  
Val Clarizio  
Chad Shefchik

**Bay View Park Shoreline Protection - Bid Tab**  
**City of Sturgeon Bay**  
**August 19, 2020**

Item	Description	Quantity	Unit of Measure	Payne & Dolan Inc.		Triple P. Inc. dba Peters		Deaths Door Marine		Lily Band Sand & Gravel		Highway Landscapers Inc.		Roan Salvage Company		Advance Construction Inc.		Express Excavating Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Lump sum, mobilization	1	LS	\$4,500.00	\$4,500.00	\$36,000.00	\$36,000.00	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00	\$10,500.00	\$10,500.00	\$9,875.00	\$9,875.00	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00
2.	Lump sum, clearing & grubbing	1	LS	4,500.00	4,500.00	4,800.00	4,800.00	3,000.00	3,000.00	3,000.00	3,000.00	12,500.00	12,500.00	8,000.00	8,000.00	8,000.00	8,000.00	10,000.00	10,000.00
3.	1,750 tons, armor stone rip rap	1,750	TONS	50.00	87,500.00	50.45	88,287.50	74.50	130,375.00	75.00	131,250.00	65.00	113,750.00	75.00	131,250.00	110.00	192,500.00	110.00	192,500.00
4.	100 tons, light rip rap	100	TONS	45.00	4,500.00	50.00	5,000.00	65.00	6,500.00	50.00	5,000.00	81.00	8,100.00	65.00	6,500.00	90.00	9,000.00	110.00	11,000.00
5.	35 tons, 6-12" clear stone	35	TONS	83.00	3,255.00	180.00	6,300.00	2,275.00	9,000.00	50.00	1,750.00	85.00	2,975.00	65.00	2,275.00	90.00	3,150.00	120.00	4,200.00
6.	Lump sum, restoration	1	LS	8,500.00	8,500.00	13,145.00	13,145.00	9,000.00	9,000.00	11,500.00	11,500.00	15,000.00	15,000.00	8,000.00	8,000.00	14,000.00	14,000.00	34,800.00	34,800.00
Proposal Total - Items 1 - 6					\$112,755.00		\$153,532.50		\$157,150.00		\$162,500.00		\$162,825.00		\$165,900.00		\$246,650.00		\$262,500.00
					\$112,755.00		\$153,532.50		\$157,150.00		\$162,500.00		\$162,825.00		\$165,900.00		\$246,650.00		\$262,500.00

## EXECUTIVE SUMMARY

**TITLE:** Resolution Providing for the Sale of Approximately \$4,370,000 General Obligation Promissory Notes.

*Debt Issuance of general obligation promissory notes for Capital Projects and Purchases Including street and bridge improvement projects, improvements to public buildings and facilities, park and shore improvement projects, the acquisition of vehicles and equipment, and refunding obligations of the City, specifically, the General Obligation Refunding Bonds, dated September 1, 2011 (TID #2).*

**BACKGROUND:** The proposed \$4,370,000 general obligation promissory notes will be issued to provide financing for the following capital items as detailed in the 2020 budget and to refinance the September 1, 2011 TID #2 bonds:

Computer hardware for cameras and fob system  
 Municipal Services building siding  
 Remodel/Security upgrades for City Hall and Municipal Services  
 Downtown restrooms  
 Patrol boat electronics  
 Police Dept Spillman software  
 Squad car  
 Assistant Fire Chief vehicle  
 Fire Dept vehicle laptops and mounts  
 Extrication jaws  
 Road improvements  
 Maple/Oregon Street bridge road improvements  
 One-ton dump truck  
 Tandem axle dump truck with plow and wing  
 Street Dept supervisor vehicle  
 Wayfinding signage  
 Trackless with blower  
 Otumba Park shelter siding  
 Shore improvements  
 Memorial field house sidewalk  
 Memorial field parking lot  
 Library boiler

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

**RECOMMENDATION:**

Approve the Resolution Providing for the Sale of Approximately \$4,370,000 General Obligation Promissory Notes and forward to the Common Council for approval.

PREPARED BY:

Valerie J. Clarizio  
Valerie J. Clarizio  
Finance Director/City Treasurer

7/24/20  
Date

APPROVED BY:

Joshua VanLieshout  
Joshua VanLieshout  
City Administrator

7/24/20  
Date

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AWARDING THE SALE OF  
\$4,370,000 GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS, on August 4, 2020, 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 bridge improvement projects, improvements to public buildings and facilities, park and shore improvement projects, and the acquisition of vehicles and equipment (the "Project") and refinancing certain outstanding obligations of the City, specifically, its General Obligation Refunding Bonds, dated September 1, 2011 (the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the Common Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations;

WHEREAS, the City is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes and to refinance its outstanding obligations; and

WHEREAS, it is the finding of the Common Council that it is necessary, desirable and in the best interest of the City to sell such Notes to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

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

Section 1. Authorization and Sale of the Notes. For the purpose of paying the cost of the Project and the Refunding, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION THREE HUNDRED SEVENTY THOUSAND DOLLARS (\$4,370,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and 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. To evidence the obligation of the City, the Mayor and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the City, the general obligation promissory notes aggregating the principal amount of FOUR MILLION THREE HUNDRED SEVENTY THOUSAND DOLLARS (\$4,370,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes"; shall be issued in the aggregate principal amount of \$4,370,000; shall be dated September 22, 2020; 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 B-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, 2021. 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 B-2 and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Maturities. For purposes of State law, the Notes are designated as being issued to pay and discharge the debts incurred by the City through the issuance of the Refunded Obligations (and any obligations refunded by the Refunded Obligations) in the order in which those debts were incurred, so that the Notes of the earliest maturities are considered to be issued to discharge the debts which were incurred first.

Section 3. Redemption Provisions. The Notes maturing on October 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the City, on October 1, 2027 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 C 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 2020 through 2028 for the payments due in the years 2021 through 2029 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 September 22, 2020" (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 not used for the Refunding 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 not used for the Refunding 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 (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed. 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 by the Refunded Obligations and the ownership, management and use of the projects will not cause the Notes or the Refunded Obligations 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. Redemption of the Refunded Obligations. The Refunded Obligations are hereby called for prior payment and redemption on October 1, 2020 at a price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to work with the Purchaser to cause timely notice of redemption, in substantially the form attached hereto as Exhibit D and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice. Any and all actions heretofore taken by the officers and agents of the City to effectuate the redemption of the Refunded Obligations are hereby ratified and approved.

Section 19. 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 20. 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 21. 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 September 1, 2020.

\_\_\_\_\_  
David J. Ward  
Mayor

ATTEST:

\_\_\_\_\_  
Stephanie L. Reinhardt  
City Clerk

(SEAL)

EXHIBIT A

Note Purchase Proposal

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-1

Pricing Summary

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT



EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser 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 C

(Form of Note)

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

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
October 1, \_\_\_\_\_ September 22, 2020 \_\_\_\_\_% \_\_\_\_\_

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, 2021 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 \$4,370,000, 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 bridge improvement projects, improvements to public buildings and facilities, park and shore improvement projects, the acquisition of vehicles and equipment and refunding certain obligations of the City, as authorized

by a resolution adopted on September 1, 2020. Said resolution is recorded in the official minutes of the Common Council for said date.

The Notes maturing on October 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the City, on October 1, 2027 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 sale of the Bonds, 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)

EXHIBIT D

NOTICE OF FULL CALL\*

CITY OF STURGEON BAY  
DOOR COUNTY, WISCONSIN  
GENERAL OBLIGATION REFUNDING BONDS, DATED SEPTEMBER 1, 2011

NOTICE IS HEREBY GIVEN that the Bonds of the above-referenced issue which mature on the dates and in the amounts; bear interest at the rates; and have CUSIP Nos. as set forth below have been called for prior payment on October 1, 2020 at a redemption price equal to 100% of the principal amount thereof plus accrued interest to the date of prepayment:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>CUSIP No.</u>
10/01/2021	\$ 980,000	2.35%	864048HA4
10/01/2022	1,005,000	2.55	864048HB2

Upon presentation and surrender of said Bonds to Associated Trust Company, National Association, Green Bay, Wisconsin, the registrar and fiscal agent for said Bonds, the registered owners thereof will be paid the principal amount of the Bonds plus accrued interest to the date of prepayment.

Said Bonds will cease to bear interest on October 1, 2020.

By Order of the  
Common Council  
City of Sturgeon Bay  
City Clerk

Dated \_\_\_\_\_  
\_\_\_\_\_

\* To be provided to Associated Trust Company, National Association, Green Bay, Wisconsin at least thirty-five (35) days prior to October 1, 2020. The registrar and fiscal agent shall be directed to give notice of such prepayment by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by The Depository Trust Company, to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 570 Washington Blvd., Jersey City, NJ 07310, not less than thirty (30) days nor more than sixty (60) days prior to October 1, 2020 and to the MSRB electronically through the Electronic Municipal Market Access (EMMA) System website at [www.emma.msrb.org](http://www.emma.msrb.org).



BAIRD

## City of Sturgeon Bay

Finance Committee Meeting

July 28, 2020

Bradley D. Viegut, Managing Director

[bviegut@nwbaird.com](mailto:bviegut@nwbaird.com)

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

Fax 414.298.7354

# City of Sturgeon Bay

Finance Committee Meeting

July 28, 2020

## Timeline

- Finance Committee considers plan of finance ..... July 28, 2020
- Common Council considers Set Sale Resolution for General Obligation Promissory Notes (the "Notes") ..... August 4, 2020
  - 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) ..... September 1, 2020
- Note Closing (funds available to pay project costs and refinance 2011 Bonds) ..... September 22, 2020

BAIRD

# City of Sturgeon Bay

Finance Committee Meeting

July 28, 2020

## Borrowing Amount / Structure / Purpose



Amount:	\$4,370,000		
Issue:	General Obligation Promissory Notes		
Dated/Settlement Date:	September 22, 2020		
Maturity Dates:	October 1, 2021-2029		
First Interest:	April 1, 2021		
Callable:	2028 & 2029 callable on 10/1/27 or any date thereafter		
Purpose - Refunding:	Refinancing of General Obligation Refunding Bonds, Dated September 1, 2011 (maturities 10/1/2021-10/1/2022)		
Purpose/Repayment Period - CIP:	<p><b>CIP - 10 Years</b></p> <p>Municipal Service Siding</p> <p>City Hall &amp; Mun Svc Remodel/Security Upgrades</p> <p>Downtown Restrooms</p> <p>Roads</p> <p>Maple/Oregon Bridge</p> <p>Otumba Park Shelter Siding</p> <p>Shore Improvements</p> <p>Bark Park Shade Structure</p> <p>Memorial Field House Sidewalk</p> <p>Memorial Field Parking Lot</p> <p>Library Boiler</p>	<p><b>CIP - 5 Years</b></p> <p>Assistant Fire Chief Vehicle</p> <p>One Ton Dump Truck</p> <p>Tandem Axle Dump Truck w/Plow &amp; Wing</p> <p>Street Dept Supervisor Truck</p> <p>Way Finding Signage</p> <p>Trackless w/Blower</p> <p>Waterfront Parks Erosion Control</p>	<p><b>CIP - 3 Years</b></p> <p>Computer Hardware for Camera &amp; Fob System</p> <p>Patrol Boat Electronics Upgrade</p> <p>Spillman (Mobile Arrest Form, Vehicle Locator &amp; Mapping-Incident Base Rpt)</p> <p>Squad Car</p> <p>Laptop &amp; Mounts (4) - Split for 2021 Draw</p>
Estimated Interest Rate:	1.32%		
Purchaser:	Baird		



# City of Sturgeon Bay

Finance Committee Meeting

July 28, 2020

## Refinancing



Calendar Year	BEFORE REFINANCING				AFTER REFINANCING				POTENTIAL DEBT SERVICE SAVINGS
	G.O. Refunding Bonds (CR) Dated September 1, 2011				G.O. Refunding Bonds (CR) Dated September 22, 2020				
	PRINCIPAL (10/1)	RATE	INTEREST (4/1 & 10/1)	TOTAL DEBT SERVICE	PRINCIPAL (10/1)	INTEREST (4/1 & 10/1)	TOTAL	NEW DEBT SERVICE	
2020			\$48,658	\$48,658				\$48,658	\$0
2021	\$980,000	2.350%	\$48,658	\$1,028,658	***	\$48,658	\$975,000	\$1,015,488	\$13,170
2022	\$1,005,000	2.550%	\$25,628	\$1,030,628	***		\$1,000,000	\$1,020,000	\$10,628
	\$1,985,000		\$122,943	\$2,107,943	\$0		\$1,975,000	\$2,035,488	\$23,798
	TID #2 Supported				TID #2 Supported				
	Maturities callable 10/1/20 or any date thereafter.				TID #2 Supported				
	CALLABLE MATURITIES				REFINANCED WITH 2020 ISSUE				

# City of Sturgeon Bay

Finance Committee Meeting

July 28, 2020

## CIP – Financing Plan



				Levy Supported			
				<b>\$2,395,000</b> <b>G.O. PROMISSORY NOTES</b> Dated September 22, 2020 (First interest 4/1/2021)			
YEAR DUE	EXISTING DEBT SERVICE (A) (B)	EXISTING DEBT SERVICE		PRINCIPAL (10/1)	INTEREST (4/1 & 10/1) TIC= 1.32%	LESS: HYPOTHETICAL BID PREMIUM	TOTAL
2020	\$2,461,171			\$150,000	\$50,430		\$150,000
2021	\$3,379,551		\$889,009	\$95,000	\$46,200	(\$50,430)	\$129,250
2022	\$4,028,873		\$1,370,465	\$385,000	\$44,300	(\$11,950)	\$429,300
2023	\$2,845,497		\$1,066,444	\$510,000	\$36,600		\$546,600
2024	\$2,714,622		\$929,074	\$240,000	\$26,400		\$266,400
2025	\$2,418,117		\$632,668	\$245,000	\$21,600		\$266,600
2026	\$2,094,196		\$307,066	\$250,000	\$16,700		\$266,700
2027	\$2,106,464		\$310,366	\$255,000	\$11,700		\$266,700
2028	\$2,115,905		\$313,310	\$265,000	\$5,963		\$270,963
2029	\$1,113,835		\$65,885				
2030	\$1,116,398		\$69,385				
2031	\$1,118,298		\$67,735				
2032	\$409,191		\$66,085				
2033	\$408,654		\$64,435				
2034	\$292,785		\$67,785				
2035	\$286,985		\$65,985				
2036	\$291,095		\$69,095				
2037	\$289,948		\$67,048				
2038	\$223,700						
2039	\$224,400						
	<b>\$29,939,683</b>		<b>\$7,571,471</b>	<b>\$2,395,000</b>	<b>\$259,893</b>	<b>(\$62,380)</b>	<b>\$2,592,513</b>
							<b>\$10,163,984</b>

(A) Net of bid premium from 2019 Notes.

# City of Sturgeon Bay

Finance Committee Meeting

July 28, 2020

## CIP – Financing Plan – Breakdown

Municipal Service Siding  
City Hall & Mun Svc Remodel/Security Upgrades  
Downtown Restrooms

Roads  
Maple/Oregon Bridge  
Otumba Park Shelter Siding  
Shore Improvements  
Bark Park Shade Structure  
Memorial Field House Sidewalk  
Memorial Field Parking Lot  
Library Boiler

Assistant Fire Chief Vehicle  
One Ton Dump Truck  
Tandem Axle Dump Truck w/Plow & Wing  
Street Dept Supervisor Truck  
Way Finding Signage  
Trackless w/Blower  
Waterfront Parks Erosion Control

Computer Hardware for Camera & Fob System  
Patrol Boat Electronics Upgrade  
Spillman (Mobile Arrest Form, Vehicle Locator & Mapping-Incident Squad Car  
Laptop & Mounts (4) - Split for 2021 Draw

YEAR DUE	10 Year Allocation				5 Year Allocation				3 Year Allocation				YEAR DUE
	PRINCIPAL (10/1)	INTEREST (4/1 & 10/1) TIC= 1.37%	LESS: HYPOTHETICAL BID PREMIUM	TOTAL	PRINCIPAL (10/1)	INTEREST (4/1 & 10/1) TIC= 1.08%	LESS: HYPOTHETICAL BID PREMIUM	TOTAL	PRINCIPAL (10/1)	INTEREST (4/1 & 10/1) TIC= 1.32%	LESS: HYPOTHETICAL BID PREMIUM	TOTAL	
2020													2020
2021		\$34,235	(\$34,235)	\$0	\$110,000	\$14,555	(\$14,555)	\$110,000	\$40,000	\$1,640	(\$1,640)	\$40,000	2021
2022		\$33,400	(\$11,950)	\$21,450	\$55,000	\$12,000		\$67,000	\$40,000	\$800		\$40,800	2022
2023		\$33,400		\$148,400	\$270,000	\$10,900		\$280,900					2023
2024	\$115,000	\$31,100		\$266,100	\$275,000	\$5,500		\$280,500					2024
2025	\$235,000	\$26,400		\$266,400									2025
2026	\$240,000	\$21,600		\$266,600									2026
2027	\$245,000	\$16,700		\$266,700									2027
2028	\$250,000	\$11,700		\$266,700									2028
2029	\$255,000	\$5,963		\$270,963									2029
2030	\$265,000												2030
2031													2031
2032													2032
2033													2033
2034													2034
2035													2035
2036													2036
2037													2037
2038													2038
2039													2039
	\$1,605,000	\$214,498	(\$46,185)	\$1,773,313	\$710,000	\$42,955	(\$14,555)	\$738,400	\$80,000	\$2,440	(\$1,640)	\$80,800	