



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, APRIL 20, 2021
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.

**ORGANIZATIONAL MEETING
DAVID J. WARD, MAYOR**

4. Roll call.
5. Adoption of agenda.
6. Public Comment on agenda items only.
7. Consideration of the following bills: General Fund – \$227,417.63, Capital Fund - \$221,651.96, Cable TV - \$33.57, TID #4 - \$28,080.80, Solid Waste Enterprise Fund - \$25,862.46 and Compost Site Enterprise Fund - \$211.83 for a grand total of \$503,258.25. [roll call]

8. CONSENT AGENDA

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

* a. Approval of 4/6/21 regular Common Council minutes.

* b. Place the following minutes on file:

- (1) Police & Fire Commission – 1/7/21
- (2) Joint Parks & Recreation Committee/Board – 3/24/21
- (3) Finance/Purchasing & Building Committee – 3/30/21
- (4) Historic Preservation Commission – 4/9/21
- (5) Board of Canvassers – 4/12/21

* c. Place the following reports on file:

- (1) Fire Department Report – February 2021
- (2) Inspection Department Report – March 2021
- (3) Police Department Report – March 2021
- (4) Bank Reconciliation – March 2021
- (5) Revenue & Expense Report – March 2021

* d. Consideration of: Beverage Operator's license.

* e. Consideration of: Approval of Temporary Class B Beer & Temporary Class B Wine licenses for Sturgeon Bay Visitor & Convention Bureau, Inc.

- * f. Finance/Purchasing & Building Committee recommendation re: Waive the normal bidding process and purchase a used demo model 20yd Cobra reload refuse ruck on a 2020 International chassis from Envirotech Equipment, Lannon, WI in the amount of \$149,782.40.
- * g. Finance/Purchasing & Building Committee recommendation re: Deny request from David Smith for the reduction of the non-resident annual mooring fee.
- 9. Presentation re: Fish & Water Research.
- 10. Resolution Establishing an Ad Hoc Advisory Committee on Attracting UWGB NERR to Sturgeon Bay.
- 11. Mayoral Appointments.
- 12. Election of Council President. [Council Election]
- 13. Consideration of: Council Rules of Order.
- 14. Resolution Designating Pubic Depositories.
- 15. Resolution Designating Official Newspaper.
- 16. Resolution re: World Migratory Bird Day.
- 17. Finance/Purchasing & Building Committee recommendation re: Accept the bid from Great Lakes Grading & Excavation in the amount of \$152,512.00 for the Otumba Beach improvement project.
- 18. Historic Preservation Commission recommendation re: Building located at 17 W. Pine Street be designated as a historic structure (commonly known as the West Side School.)
- 19. First reading of ordinance re: Rezoning of 12 parcels of Land from Heavy Industrial (I-2) to Central Business District (C-2). [Located in Section 7 and Section 8, Township 27 North, Range 26 East, City of Sturgeon Bay
- 20. Second reading of ordinance re: Section 6.18 of the Municipal Code – Enforcement.
- 21. Second reading of ordinance re: Section 9.02 of the Municipal Code – Licenses and Permits.
- 22. City Administrator report.
- 23. Mayor's report.
- 24. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 4-16-21

Time: 12:00pm

By: VM

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

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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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7.

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
GENERAL FUND				
	BALLFIELD LIGHTING			
WPPI ENG	WPPI ENERGY	04/21 ATHLETIC FLD LIGHTING	01-000-981-70000	1,365.39
		TOTAL BALLFIELD LIGHTING		1,365.39
		TOTAL GENERAL FUND		1,365.39
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	03/21 3 ALDER CELLPHONES	01-105-000-58999	97.31
		TOTAL		97.31
		TOTAL CITY COUNCIL		97.31
LAW/LEGAL				
03950	DAVIS KUELTHAU	02/21 GENERAL LEGAL MATTERS	01-110-000-55010	2,002.00
03950		02/21 DEV AGREEMNT/CANAL RD	01-110-000-55010	199.50
16555	PINKERT LAW FIRM, LLP	02/21 TRAFFIC MATTERS	01-110-000-55010	1,912.50
16555		02/21 NUISANCE PROP/E HORNER	01-110-000-55010	360.00
		TOTAL		4,474.00
		TOTAL LAW/LEGAL		4,474.00
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	FILING FEE	01-115-000-56350	55.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ENVELOPES/LABLES/5.25" FOLDERS	01-115-000-51950	115.60
		TOTAL		170.60
		TOTAL CITY CLERK-TREASURER		170.60
ADMINISTRATION				
17700	QUILL CORPORATION	PAPER	01-120-000-51950	39.99
17700		ADHESIVE BADGE W/CLIP	01-120-000-51950	28.99
17700		ADDRESS LABELS	01-120-000-51950	29.99
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	10X13 ENVELOPES	01-120-000-51950	33.33
		TOTAL		132.30
		TOTAL ADMINISTRATION		132.30
COMPUTER				
04696	DOOR COUNTY TREASURER	03/21 IS INTERNET USAGE	01-125-000-55550	100.00
04696		MS EXCHANGE LICENSES-DPW	01-125-000-55550	876.68
04696		1ST SOFTWARE CREDIT	01-125-000-55550	-97.50
04696		03/21 TECH SUPPORT	01-125-000-55550	2,500.00

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04696		03/21 4G INTERNET	01-125-000-55550	375.00
		TOTAL		3,754.18
		TOTAL COMPUTER		3,754.18
BUILDING/ZONING CODE ENFORCEMT				
DCI	DOOR COUNTY INSPECTIONS, LLC	03/21 PERMITS	01-140-000-55010	9,566.17
		TOTAL		9,566.17
		TOTAL BUILDING/ZONING CODE ENFORCEMT		9,566.17
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	03/21 CHAD CELL SVC	01-145-000-58250	25.81
		TOTAL		25.81
		TOTAL MUNICIPAL SERVICES ADMIN.		25.81
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	03/21 STEVE CELL SVC	01-150-000-58250	32.80
03133		03/21 MIKE B CELL SVC	01-150-000-58250	36.40
		TOTAL		69.20
		TOTAL PUBLIC WORKS ADMINISTRATION		69.20
ELECTIONS DEPARTMENT				
02216	BAY VIEW LUTHERAN CHURCH	04/21 ELECTION RENT	01-155-000-57650	110.00
04975	ECONO FOODS	BAKERY/ELECTION WORKERS	01-155-000-54999	39.60
PATH	PATH	02/21 ELECTION RENT	01-155-000-57650	110.00
PATH		04/21 ELECTION RENT	01-155-000-57650	110.00
		TOTAL		369.60
		TOTAL ELECTIONS DEPARTMENT		369.60
CITY HALL				
03159	SPECTRUM	03/21 FIRE CABLE SERVICE	01-160-000-58999	143.33
04575	DOOR COUNTY HARDWARE	ROLLER COVER/PRIMER	01-160-000-55300	27.66
04575		PAINT SUPPLIES	01-160-000-55300	20.97
04575		GATE LATCH	01-160-000-55300	7.59
08280	HILL BUILDING MAINTENANCE INC	GARAGE WINDOW CLEANING	01-160-000-58999	200.00
19880	STURGEON BAY UTILITIES	1227 EGG HARBOR RD	01-160-000-56150	106.91
19880		1227 EGG HARBOR RD	01-160-000-58650	9.83

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		421 MICHIGAN STREET	01-160-000-56150	2,249.52
19880		421 MICHIGAN STREET	01-160-000-58650	178.56
CARROT	CARROT-TOP INDUSTRIES, INC	3 CITY OF ST BAY FLAGS	01-160-000-54999	267.00
CARROT		SHIPPING	01-160-000-54999	13.22
R0001681	ENDF3DK LLC	1227 EGG HRBR RD DEC REIMB	01-160-000-56150	46.61
R0001681		1227 EGG HRBR RD REIMB FEB SBU	01-160-000-56150	118.68
R0001681		1227 EGG HRBR RD REIMB FEB SBU	01-160-000-58650	26.41
R0001681		1227 EGG HRBR RD REIMB JAN SBU	01-160-000-56150	125.50
VIKING	VIKING ELECTRIC SUPPLY, INC	LED STRIPS	01-160-000-55300	73.76
VIKING		LED STRIPS/CONNECTOR	01-160-000-55300	74.46
VIKING		BULBS	01-160-000-55300	64.92
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-160-000-55300	122.26
TOTAL				3,877.19
TOTAL CITY HALL				3,877.19
INSURANCE				
MCCLONE	MCCLONE AGENCY, INC	05/21 WORK COMP	01-165-000-58750	9,648.00
MCCLONE		05/21 GEN LIABILITY	01-165-000-56400	3,253.00
MCCLONE		05/21 POLICE LIABILITY	01-165-000-57150	1,411.00
MCCLONE		05/21 PUBLIC OFFL LIABILITY	01-165-000-57400	1,235.00
MCCLONE		05/21 CYBER LIABILITY	01-165-000-55450	286.00
MCCLONE		05/21 AUTO LIABILITY	01-165-000-55450	1,999.00
MCCLONE		05/21 AUTO PHYSICAL DAMAGE	01-165-000-55200	2,367.00
TOTAL				20,199.00
TOTAL INSURANCE				20,199.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	03/21 CITY HALL PHONE SVC	01-199-000-58200	76.93
04696		03/21 FIRE PHONE SVC	01-199-000-58200	23.71
04696		03/21 MUN SVC PHONE SVC	01-199-000-58200	22.66
04696		03/21 POLICE PHONE SVC	01-199-000-58200	37.77
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC HRING NOTICE	01-199-000-57450	57.66
08167		COUNCIL PUBLICATION-JANUARY	01-199-000-57450	89.36
08167		COUNCIL PUBLICATION-FEBRUARY	01-199-000-57450	88.70
08167		BID ADVERT	01-199-000-57450	64.74
08167		BID ADVERT	01-199-000-57450	68.28
08167		PUBLIC HRING NOTICE	01-199-000-57450	63.56
08167		PUBLIC HRING NOTICE	01-199-000-57450	34.05
10750	PREMIER CONCRETE INC	STORM REPAIRS CONCRETE	01-199-000-51525	342.00
WBDK	DOOR COUNTY DAILY NEWS	WARNING SIREN AD	01-199-000-51600	75.00
WIPFLI	WIPFLI LLP	PROGRESS BILL 12.31.20 AUDIT	01-199-000-55150	4,000.00
TOTAL				5,044.42
TOTAL GENERAL EXPENDITURES				5,044.42

POLICE DEPARTMENT

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04150	DEJARDIN CLEANERS LLC	UNIFORM MAINTENANCE/BRNKMN	01-200-000-56800	7.97
US BANK	US BANK EQUIPMENT FINANCE	RICHO COPIER 14 OF 48	01-200-000-55650	209.35
US BANK		COPY OVERAGES	01-200-000-55650	52.81
TOTAL				270.13
TOTAL POLICE DEPARTMENT				270.13
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	03/21 CRADLEPOINT PORT SEC	01-215-000-58999	52.97
04575	DOOR COUNTY HARDWARE	SCREW/TARP STRAP	01-215-000-54999	12.36
04590	HUMANE SOCIETY	2021 2ND QTR ANIMAL CONTROL	01-215-000-55100	3,750.00
11545	MAPLE STREET SIGN CO.	3 CAUTION POLICE TRAINING SIGN	01-215-000-54999	67.62
11545		3 DANGER LIVE AMMO SIGNS	01-215-000-54999	91.35
16570	PIONEER FIRE COMPANY	FIRST AID MATERIAL REIMBURSE	01-215-000-54999	189.74
19368	STAGE COACH CAR WASH LLC	250 TOKENS @ 6.00EA	01-215-000-58550	1,500.00
19880	STURGEON BAY UTILITIES	SUNSET PK BT LAUNCH	01-215-000-56150	13.91
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	10.06
19880		724 SHORECREST RD CAMERA	01-215-000-56150	9.20
GANDER	LOUIS GANDER	FUEL REIMBRSE #21-002641 GANDR	01-215-000-51650	10.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQ 40 MAINTENANCE	01-215-000-58600	51.41
JIM FORD		SQ 80 MAINTENANCE	01-215-000-58600	51.34
MILWAUKE	MILWAUKEE REGIONAL	COURSE REGISTRATION/GANDER	01-215-000-55600	325.00
TOTAL				6,134.96
TOTAL POLICE DEPARTMENT/PATROL				6,134.96
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	03/21 CONTRACT FEE	01-225-000-57950	105.00
TOTAL				105.00
TOTAL POLICE DEPT. / INVESTIGATIONS				105.00
FIRE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	HASP	01-250-000-54999	15.98
04575		FASTENERS/CHAIN PASS	01-250-000-54999	40.62
04575		FASTENERS/DISCS/LED/ELECT TAPE	01-250-000-54999	15.02
04575		BLADES/LEVELS	01-250-000-54999	76.97
04575		FASTENERS/GLUE	01-250-000-54999	23.42
04575		BLACK GORILLA TAPE	01-250-000-54999	9.99
11545	MAPLE STREET SIGN CO.	SCBA TAGS	01-250-000-54999	42.45
19880	STURGEON BAY UTILITIES	1227 EGG HARBOR RD	01-250-000-56675	6.22
19880		92 E MAPLE ST	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN STREET	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		CITY GARAGE	01-250-000-56675	49.73

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		GARLAND PARK	01-250-000-56675	6.22
19880		SUNSET CONSN CNTR	01-250-000-56675	49.73
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		OTUMBA PARK	01-250-000-56675	6.22
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	6.22
19880		WEST SIDE FIRE STATION	01-250-000-56675	49.73
19880		WEST SIDE FIRE STATION	01-250-000-56150	119.97
19880		WEST SIDE FIRE STATION	01-250-000-58650	90.60
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		38 S NEENAH AVE -RESTROOM	01-250-000-56675	31.08
19880		WEST SIDE BALLFLD LITES	01-250-000-56675	31.08
19880		FIRE TRAINING SITE	01-250-000-56150	8.24
19880		FIRE TRAINING SITE	01-250-000-56675	6.22
19880		212 W LOCUST CT LO	01-250-000-56675	6.22
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		1ST AVE MARINA	01-250-000-56675	49.73
19880		KENTUCKY ST CITY PRK RAMP	01-250-000-56675	6.22
19880		48 KENTUKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM	01-250-000-56675	15.54
19880		57 VACANT LOTS QTRLY BILL	01-250-000-56675	1,063.62
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	MOTOR OIL	01-250-000-53000	95.76
O'REILLY		HOSE CLAMPS	01-250-000-53000	5.02
O'REILLY		DEF	01-250-000-53000	43.96
O'REILLY		DEF	01-250-000-53000	10.99
O'REILLY		OIL SEAL/BRAKLEEN/MOTORCYCLE	01-250-000-53000	33.18
O'REILLY		OIL SEAL	01-250-000-53000	89.40
R0001681	ENDF3DK LLC	1227 EGG HRBR RD REIMB FEB SBU	01-250-000-56675	6.22
R0001681		1227 EGG HRBR RD REIMB JAN SBU	01-250-000-56675	6.22
TOTAL				2,447.46
TOTAL FIRE DEPARTMENT				2,447.46
STORM SEWERS				
ENVIROTE	BOGIE ENTERPRISE, INC	TOOLS/COMPONENTS-JETTR TRCK	01-300-000-54999	1,361.77
TOTAL				1,361.77
TOTAL STORM SEWERS				1,361.77
ROADWAYS/STREETS				
BLUE TRP	BLUE TARP FINANCIAL	ANNL ADVANTAGE MEMBERSHIP	01-400-000-54999	39.99
TOTAL				39.99
TOTAL ROADWAYS/STREETS				39.99
SNOW REMOVAL				
SNOW REMOVAL				
04696	DOOR COUNTY TREASURER	91.24 TN SAND/SALT	01-410-000-52400	3,452.52

DATE: 04/13/1921
TIME: 14:20:44
ID: AP443ST0.WOW

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
SNOW REMOVAL				
	SNOW REMOVAL			
04696		LABOR/EQUIPMENT CHARGES	01-410-000-52400	322.61
		TOTAL SNOW REMOVAL		3,775.13
		TOTAL SNOW REMOVAL		3,775.13
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	PAINT	01-420-000-52100	65.98
04575		PAINT	01-420-000-52100	14.97
		TOTAL		80.95
		TOTAL STREET SIGNS AND MARKINGS		80.95
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	CASE GREASE	01-450-000-53000	39.98
04545		TIE ROD	01-450-000-53000	27.05
04575	DOOR COUNTY HARDWARE	HARDWARE	01-450-000-52150	1.20
04575		SPRAYPAINT	01-450-000-52150	14.97
04575		HARDWARE	01-450-000-52150	16.99
04575		SLEDGE/PICK HANDLE	01-450-000-53000	64.98
04575		BRUSH CUP COARS	01-450-000-53000	13.18
04575		PIPE	01-450-000-52150	9.18
20725	T R COCHART TIRE CENTER	2 TIRES/DISPOSAL	01-450-000-53000	1,030.00
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	FILTERS/FUEL/AIR/CLEANERS	01-450-000-53000	174.42
ADVAUTO		SHEETING	01-450-000-53000	72.05
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	BRAKE PADS	01-450-000-53000	45.99
JIM FORD		FRONT END ALIGNMENT	01-450-000-53000	89.20
		TOTAL		1,599.19
		TOTAL STREET MACHINERY		1,599.19
CITY GARAGE				
01766	AURORA MEDICAL GROUP	DOT DRUG SCREEN/MACCOUX	01-460-000-57100	80.00
01766		DOT DRUG SCREEN/SURFUS	01-460-000-57100	50.00
04575	DOOR COUNTY HARDWARE	ASSORTED SUPPLIES	01-460-000-54999	227.26
04575		PAINT SUPPLIES	01-460-000-55300	85.96
04575		CONCRETE STAIN/FOAM ROLLER	01-460-000-55300	61.16
04575		PAINT/TRAY LINER	01-460-000-51850	60.97
04575		ELECTRICAL SUPPLIES	01-460-000-51850	17.78
04575		DECK BRUSHES/CONCRETE ETCH	01-460-000-51850	30.97
04575		CLEANING SUPPLIES	01-460-000-55300	24.98
04575		FIRE BLOCK/FLAMESTOPPER	01-460-000-55300	15.98
06012	FASTENAL COMPANY	CABLE TIES	01-460-000-54999	11.50
06012		CABLE TIES	01-460-000-54999	11.50
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	919.73
19880		CITY GARAGE	01-460-000-58650	88.44
AMERWELD	AMERICAN WELDING & GAS, INC	COMPRESSED GAS BOTTLE RENTAL	01-460-000-54999	140.98

DATE: 04/13/1921
TIME: 14:20:44
ID: AP443ST0.WOW

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
AUDIO	AUDIO ELECTRONICS	ADD ADDL 3 PHASE CIRCUIT BOILR	01-460-000-55300	360.00
VIKING	VIKING ELECTRIC SUPPLY, INC	THERMOSTAT WIRE	01-460-000-55300	108.75
VIKING		ELECTRICAL SUPPLIES	01-460-000-55300	153.37
TOTAL				2,457.57
TOTAL CITY GARAGE				2,457.57
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE	01-499-000-58000	8.91
19880		1536 EGG HRBR RD TRFFC LITE	01-499-000-58000	21.01
19880		N 14TH & EGG HBR TRFFC LITE	01-499-000-58000	24.84
19880		2 TRFC WARNING LITES	01-499-000-58000	5.50
19880		MADISON AVE WS TRFFC LITE	01-499-000-58000	122.12
19880		342 ORNAMENTAL ST LIGHT	01-499-000-58000	3,891.00
19880		595 OVERHEAD ST LIGHTS	01-499-000-58000	6,779.24
19880		S LANSING & W WALNUT SIGN	01-499-000-58000	7.60
19880		EAST SIDE DOCK	01-499-000-58000	47.29
19880		OLD HWY RD SIGN	01-499-000-58000	8.24
TOTAL				10,915.75
TOTAL HIGHWAYS - GENERAL				10,915.75
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	03/21 MIKE B CELL SVC	01-500-000-58250	36.40
03133		03/21 CELL SVC	01-500-000-58250	25.81
17700	QUILL CORPORATION	PENS/AIRWICK	01-500-000-51950	72.32
17700		OFFICE SUPPLIES	01-500-000-51950	24.23
PULSE	PENINSULA PULSE	ADVERTISING	01-500-000-57450	74.16
TOTAL				232.92
TOTAL PARK & RECREATION ADMIN				232.92
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMODOES INC	PORTA A POTTI/DOG PARK	01-510-000-58999	90.00
04575	DOOR COUNTY HARDWARE	SANDEPAPERS/SAND DISCS	01-510-000-52550	45.95
04575		STAIN/BRUSH/SAW BLADE	01-510-000-52550	69.97
04575		ROLLER FRAME/TRAY LINER	01-510-000-52350	27.92
04575		FOAM ROLLERS/CAULK	01-510-000-52550	13.17
04575		SCREW TIMBERLOCK	01-510-000-52550	34.98
04575		STAIN	01-510-000-52550	44.99
04575		PAINT TRAY LINERS	01-510-000-52550	14.32
04575		PAINT BRUSHES	01-510-000-52550	9.58
04575		ASSORTED SUPPLIES	01-510-000-51850	46.35
04575		WET/DRY VACUUM	01-510-000-51350	74.99
04575		PAINT SUPPLIES	01-510-000-52100	11.49
04575		CREDIT	01-510-000-52100	-3.50
04575		SCREWS	01-510-000-51350	9.99

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04575		POWER BITS	01-510-000-52700	4.59
04575		PAINT SUPPLIES	01-510-000-52100	26.97
04575		ASSORTED DRILL BITS	01-510-000-52700	45.16
04575		PAINT SUPPLIES	01-510-000-52100	36.98
04699	DOOR COUNTY VACUUMS	PARTS/BELT	01-510-000-52700	13.74
04699		SERVICE/BELTS/BEARINGS	01-510-000-51350	47.67
04966	EAGLE MECHANICAL INC	VALVES	01-510-000-54999	90.30
06012	FASTENAL COMPANY	HARDWARE	01-510-000-54999	11.60
08225	HERLACHE SMALL ENGINE	AIR FILTER	01-510-000-51900	22.31
19880	STURGEON BAY UTILITIES	MICHIGAN ST CHARGING STATION	01-510-000-56150	17.64
19880		MARTIN PARK PAVILLION	01-510-000-56150	8.24
19880		MARTIN PARK RESTROOM	01-510-000-58650	8.00
19880		MEM FLD WARMING HOUSE	01-510-000-56150	53.55
19880		MEM FLD WARMING HOUSE	01-510-000-58650	52.16
19880		GARLAND PARK	01-510-000-56150	8.24
19880		GARLAND PARK	01-510-000-58650	8.00
19880		SUNSET CONSN CNTR	01-510-000-56150	153.63
19880		SUNSET CONSN CNTR	01-510-000-58650	52.16
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	14.87
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	11.40
19880		OTUMBA PARK	01-510-000-56150	8.24
19880		OTUMBA PARK	01-510-000-58650	8.00
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	15.45
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	8.00
19880		JAYCEE BALLFLD STAND	01-510-000-56150	8.24
19880		220 N 3RD AVE POWER PANEL	01-510-000-56150	8.24
19880		421 MICHIGAN ST FLAG LIGHT	01-510-000-56150	26.56
19880		MEM FLD PKG LOT	01-510-000-56150	8.24
19880		WEST SIDE BALLFLD LITES	01-510-000-58650	18.00
19880		MEM FLD COMPLEX	01-510-000-56150	39.45
19880		OTUMBA PK WALKWAY	01-510-000-56150	12.17
19880		SIGN SHED	01-510-000-56150	57.87
19880		SIGN SHED	01-510-000-58650	8.00
19880		CHERRY BLOSSOM	01-510-000-56150	8.43
19880		CHERRY BLOSSOM	01-510-000-58650	11.40
19880		57 VACANT LOTS QTRLY BILL	01-510-000-58650	342.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	COPPER PLUG	01-510-000-53000	3.29
PREVEA	PREVEA HEALTH OCCUPTNL HEALTH	5 PANEL DRUG SCREEN/E DIETZEL	01-510-000-57100	39.85
PREVEA		5 PANEL DRUG SCREEN/K HAGMAN	01-510-000-57100	76.60
WARNER	WARNER-WEXEL WHOLESALE &	TISSUE/CAN LINERS/CLEANERS	01-510-000-51850	1,188.38
TOTAL				3,073.82
TOTAL PARKS AND PLAYGROUNDS				3,073.82
BALLFIELDS				
BALLFIELDS				
20900	TRUGREEN LIMITED PARTNERSHIP	FERTILIZE MEM FLD	01-520-000-58999	171.81
TOTAL BALLFIELDS				171.81
TOTAL BALLFIELDS				171.81

MUNICIPAL DOCKS

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04575	DOOR COUNTY HARDWARE	BALL VALVE	01-550-000-51850	75.96
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LITES	01-550-000-56150	76.49
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	15.06
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	8.00
19880		38 S NEENAH AVE -RESTROOM	01-550-000-56150	60.95
19880		38 S NEENAH AVE -RESTROOM	01-550-000-58650	18.00
TOTAL				254.46
TOTAL MUNICIPAL DOCKS				254.46
WATERFRONT PARKS & WALKWAYS				
02435	BISSEN ASPHALT LLC	BEACH STONE/QUARRY WASH	01-570-000-54999	458.16
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY	01-570-000-56150	8.34
19880		DC MUSEUM PKG LOT	01-570-000-56150	117.58
19880		JUNIPER ST WALKWAY LTS	01-570-000-56150	57.75
19880		JUNIPER ST PARKING LOT	01-570-000-56150	46.50
19880		10 PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST WTRFRNT	01-570-000-56150	53.28
19880		1ST AVE MARINA	01-570-000-56150	220.97
19880		1ST AVE MARINA	01-570-000-58650	51.40
19880		KENTUCKY ST CITY PRK RAMP	01-570-000-56150	160.42
19880		48 KENTUKY ST CITY MARINA	01-570-000-58650	27.00
TOTAL				1,212.80
TOTAL WATERFRONT PARKS & WALKWAYS				1,212.80
EMPLOYEE BENEFITS				
ERC	ERC INC	QUARTERLY EAP SERVICES	01-600-000-56553	712.50
TOTAL				712.50
TOTAL EMPLOYEE BENEFITS				712.50
TOTAL GENERAL FUND				83,991.38
CAPITAL FUND				
CITY HALL				
EXPENSE				
04966	EAGLE MECHANICAL INC	TROUBLESHOOT GARAGE HEAT SYSTM	10-160-000-59999	1,194.79
04966		TEST BLWR MOTOR/REPAIR CNTCTR	10-160-000-59999	184.45
04966		HEAT SYSTEM REPAIR/DPW GARGE	10-160-000-59999	836.57
05500	ENERGY CONTROL AND DESIGN INC	BOILER CLEAN/INSPECT	10-160-000-59999	5,681.77
11545	MAPLE STREET SIGN CO.	CITY HALL SIGN GRAPHICS	10-160-000-59040	176.89
COTTRELL	COTTRELL DESIGN, INC	ELECTRCL DESGN DPW LOBBY REMOD	10-160-000-59040	1,500.00
GARAGE	GARAGE DOOR SERVICES OF DC	FIRE GARAGE DOOR REPAIR	10-160-000-59999	2,800.00
JBTREE	J & B TREE SERVICE,LLC	TREE REMOVAL 212 W LOCUST ST	10-160-000-59010	2,500.00
NORTHERN	NORTHERN METAL & ROOFING CO	FLASHING/DPW GARAGE	10-160-000-59999	947.49
TOTAL EXPENSE				15,821.96

DATE: 04/13/1921
TIME: 14:20:44
ID: AP443ST0.WOW

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 10

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

CAPITAL FUND				
EXPENSE				
EXPENSE				
TOTAL CITY HALL				15,821.96
ROADWAYS/STREETS				
ROADWAYS/STREETS				
19730	STURGEON BAY VISITOR CENTER-	WAYFINDING-FINAL PHASE	10-400-000-59999	200,000.00
TOTAL ROADWAYS/STREETS				200,000.00
TOTAL ROADWAYS/STREETS				200,000.00
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
06580	FOTH AND VAN DYKE	PROJECT MANAGEMENT	10-510-000-59025	1,002.50
TOTAL PARKS AND PLAYGROUNDS				1,002.50
TOTAL PARKS AND PLAYGROUNDS				1,002.50
WATERFRONT PARKS & WALKWAYS				
02130	BAUDHUIN INC	SUNSET-PERMIT FEES CONSTR ADMN	10-570-000-59075	908.00
02130		OTUMBA DESIGN/PERMTS/BIDDING	10-570-000-59075	3,808.50
02130		RAILRD SPUR ADMIN PROJ CLOSED	10-570-000-59075	111.00
TOTAL				4,827.50
TOTAL WATERFRONT PARKS & WALKWAYS				4,827.50
TOTAL CAPITAL FUND				221,651.96
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM	03/21 CB MUSIC SERVICE	21-000-000-58999	33.57
TOTAL CABLE TV / GENERAL				33.57
TOTAL CABLE TV / GENERAL				33.57
TOTAL CABLE TV				33.57
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	02/21 GRANARY MATTERS	28-340-000-55001	156.00
PETERS	PETERS CONCRETE CO	WEST WTRFRONT PAY REQ #4	28-340-000-59082	27,924.80
TOTAL TID #4 DISTRICT				28,080.80
TOTAL TID #4 DISTRICT				28,080.80
TOTAL TID #4 DISTRICT				28,080.80

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
20725	T R COCHART TIRE CENTER	RECAPS/CASINGS/DISPOSAL	60-000-000-52850	900.00
CAS ENG	CASCADE ENGINEERING	54 TRASH CARTS	60-000-000-59999	2,916.00
CAS ENG		SHIPPING	60-000-000-59999	368.00
CAS ENG		54 RECYCLING CARTS @ 54.00	60-000-000-59999	2,916.00
CAS ENG		SHIPPING	60-000-000-59999	368.00
GFLENVIR	GFL ENVIRONMENTAL, INC	254.74 TN GARBAGE	60-000-000-58300	16,423.09
GFLENVIR		96.91 TN RECYCLING	60-000-000-58350	1,444.96
GFLENVIR		2 SS BAG	60-000-000-58350	5.46
JX ENT	JX ENTERPRISES, INC.	WINDOW CABLE	60-000-000-53000	362.99
JX ENT		WATER INLET TUBE	60-000-000-53000	92.00
JX ENT		FUEL FILTERS	60-000-000-53000	43.98
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	5 PIN RELAY	60-000-000-53000	21.98
TOTAL SOLID WASTE ENTERPRISE FUND				25,862.46
TOTAL SOLID WASTE ENTERPRISE FUND				25,862.46
TOTAL SOLID WASTE ENTERPRISE				25,862.46
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
03025	CAPTAIN COMMODOES INC	PORTA A POTTI/COMPOST SITE	64-000-000-58999	90.00
19880	STURGEON BAY UTILITIES	1227 EGG HARBOR RD	64-000-000-58999	2.00
19880		92 E MAPLE ST	64-000-000-58999	2.00
19880		MARTIN PARK RESTROOM	64-000-000-58999	2.00
19880		421 MICHIGAN STREET	64-000-000-58999	10.00
19880		MEM FLD WARMING HOUSE	64-000-000-58999	6.00
19880		CITY GARAGE	64-000-000-58999	6.00
19880		GARLAND PARK	64-000-000-58999	2.00
19880		SUNSET CONSN CNTR	64-000-000-58999	6.00
19880		FRANK GRASSE MEM SHELTER	64-000-000-58999	2.00
19880		OTUMBA PARK	64-000-000-58999	2.00
19880		WEST SIDE WARMING HOUSE	64-000-000-58999	2.00
19880		WEST SIDE FIRE STATION	64-000-000-58999	6.00
19880		38 S NEENAH AVE PAVILLION	64-000-000-54999	2.00
19880		38 S NEENAH AVE -RESTROOM	64-000-000-58999	4.00
19880		WEST SIDE BALLFLD LITES	64-000-000-58999	4.00
19880		COMPOST SITE	64-000-000-56150	8.24
19880		FIRE TRAINING SITE	64-000-000-58999	2.00
19880		212 W LOCUST CT LO	64-000-000-58999	2.00
19880		10 PENNSYLVANIA ST DOCK	64-000-000-58999	2.00
19880		1ST AVE MARINA	64-000-000-58999	6.00
19880		KENTUCKY ST CITY PRK RAMP	64-000-000-58999	2.00
19880		48 KENTUKY ST CITY MARINA	64-000-000-58999	6.00
19880		SIGN SHED	64-000-000-58999	2.00
19880		CHERRY BLOSSOM	64-000-000-58999	2.00
R0001681	ENDF3DK LLC	1227 EGG HRBR RD REIMB FEB SBU	64-000-000-58999	2.00
R0001681		1227 EGG HRBR RD REIMB JAN SBU	64-000-000-58999	2.00
R0001681		1227 EGG HRBR RD REIMB JAN SBU	64-000-000-58999	27.59
TOTAL COMPOST SITE ENTERPRISE FUND				211.83
TOTAL COMPOST SITE ENTERPRISE FUND				211.83
TOTAL COMPOST SITE ENTERPRISE FUND				211.83
TOTAL ALL FUNDS				359,832.00

MANUAL CHECKS

DELTA DENTAL	\$6,156.10
04/01/21	
Check # 88477	
04/21 Dental Insurance	
Various Departmental Accounts	

EFT GROUP INSURANCE	\$135,778.20
04/01/21	
Check # 88365	
04/21 Health Insurance	
Various Departmental Accounts	

AT&T MOBILITY	\$1,491.95
04/09/21	
Check #88551	
03/21 Police Department Cellphone Statement	
01-215-000-58250	

TOTAL MANUAL CHECKS	\$ 143,426.25
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DATE: 04/13/1921
TIME: 14:20:44
ID: AP443ST0.WOW

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 04/20/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SUMMARY OF FUNDS:				
GENERAL FUND		83,991.38		227,417.63
CAPITAL FUND		221,651.96		
CABLE TV		33.57		
TID #4 DISTRICT		28,080.80		
SOLID WASTE ENTERPRISE		25,862.46		
COMPOST SITE ENTERPRISE FUND		211.83		
TOTAL --- ALL FUNDS			359,832.00	503,258.25

John Brown 4/13/2021
John W. ... 4/13/2021
John Allen 4/13/2021

COMMON COUNCIL

April 6, 2021

A meeting of the Common Council was called to order at 6:00 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Statz, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Statz, Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Ald. Wiederanders appeared virtually via Zoom.

Williams/Gustafson to adopt agenda. Carried.

No one people spoke during public comment.

Bacon/Wiederanders to approve following bills: General Fund - \$131,340.80, Capital Fund - \$66,218.13, Cable TV - \$21,166.90, Solid Waste Enterprise Fund - \$17,208.76 and Compost Site Enterprise Fund - \$88.24 for a grand total of \$236,022.83. Roll call: All voted aye. Carried.

Nault/Reeth to approve consent agenda:

- a. Approval of 3/16/21 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Community Protection & Services Committee-3/1/21
 - (2) Finance/Purchasing & Building Committee – 3/9/21
 - (3) City Plan Commission – 03/17/21
 - (4) Parking & Traffic Committee – 03/22/21
 - (5) Aesthetic Design and Site Plan Review Board – 3/22/21
 - (6) Finance/Purchasing & Building Committee – 3/23/21
 - (7) Finance/Purchasing & Building Committee – 3/24/21
- c. Place the following report on file:
 - (1) Bank Reconciliation- December 2020
 - (2) Revenue & Expense Report – December 2020
 - (3) Bank Reconciliation- February 2021
 - (4) Revenue & Expense Report – February 2021
 - (5) Police Department Report- February 2021
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Consideration of: Approval of Class C Wine license.
- f. Consideration of: Approval of Temporary Class B Beer license.
- g. Consideration of: Approval of renewal of Quadricycle License for Door County Pedal Trolley, LLC.
- h. Consideration of: Approval of Street Closure extension for ATC of S. 1st Avenue just south of Nebraska Street.
- i. Finance/Purchasing & Building Committee recommendation re: Approve the proposal from Wisconsin CTI, Inc. for floor refinishing of the main eastside Fire Station in the amount of \$44,250 with Option 1 for \$2,498 for a total cost of \$46,748.
- j. Finance/Purchasing & Building Committee recommendation re: Write off of 2019 Delinquent Personal Property tax account bills in the amount of \$214.58.
- k. Finance/Purchasing & Building Committee recommendation re: Accept the donation of Skate Park lighting from the Friends of the Sturgeon Bay Skate Park when and if it materializes.
- l. City Plan Commission recommendation re: Approve zoning map amendments from Heavy Industrial (I-2) to Central Business District (C-2).

- m. Community Protection & Services Committee recommendation re: Approve the draft ordinance changes as presented in Section 9.02 of the City of Sturgeon bay Municipal Code to include Mobile Food Vendor regulations.

Carried with Nault abstaining.

There were no mayoral appointments

Williams/Wiederanders to read in title only and adopt the second reading of ordinance re: Section 9.05 of the Municipal Code – Tourist Room House Regulations. Carried.

Nault/Gustafson to read in title only the first reading of the ordinance re: Section 6.18 of the Municipal Code- Enforcement. Carried.

Williams/Nault to read in title only the first reading of the ordinance re: Section 9.02 of the Municipal Code- Licenses and Permits inclusion of Mobile Food Vendors. Carried.

Reeths/Gustafson to read in title only the first reading of the ordinance re: Rezone properties from Heavy Industrial (I-2) to Central Business District (C-2). Carried.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

After the Mayor announced the statutory basis, Bacon/Williams to convene in closed session in accordance with the following exemptions: Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e). a. Consideration of: City Attorney Selection. The meeting moved to closed session at 6:30 p.m. and reconvened at 7:02 p.m.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to reappoint Davis Kuelthau S.C as the City Attorney.

FINANCE/PURCHASING & BUILDING

By: Helen Bacon, Chr.

Bacon/ Wiederanders to adopt. Carried with Nault and Reeths voting no.

Williams/Gustafson to adjourn. Carried. The meeting adjourned at 7:13 p.m.

Respectfully submitted,



Tricia Metzger
Office Assistant II

POLICE AND FIRE COMMISSION

January 7, 2021

A meeting of the Police and Fire Commission was called to order at 2:00 p.m. by Commission President Dave Poulton in the Closed Session Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Hurley, and Commissioner Spritka were present. Commissioner Herdina appeared by Zoom. Also present from City Hall was Chief Henry, Captain Brinkman, Chief Dietman and Assistant Chief Montevideo.

Moved by Commissioner Spritka, 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 December 14, 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: Interviews for Sergeant of Police position

Consideration of: Interviews for Part-time Firefighter 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. Establish an Eligibility List for Sergeant of Police position
8. Approve Hiring of Sergeant of Police
9. Establish an Eligibility List for Part-time Firefighters
10. Approve Hiring of Part-time Firefighters
11. Adjourn

All ayes. Carried.

Approval of Minutes:

Moved by Commissioner Spritka, seconded by Commissioner Hurley to approve the minutes from the December 14, 2020 meeting with the discussed changes. All ayes. Carried.

Convene in Closed Session:

Moved by Commissioner VanDyke, seconded by Commissioner Hurley to convene in closed session. All ayes. Carried.

Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina and Wayne Spritka were present.

Reconvene in Open Session:

Moved by Commissioner VanDyke, seconded by Commissioner Hurley to reconvene in open session and take formal action. All ayes. Carried.

Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina and Wayne Spritka were present.

Establish an Eligibility List for Part-time Firefighters

Moved by Commissioner Hurley, seconded by Commissioner Herdina to place Anthony Moore on the eligibility list for part-time Firefighter positions. All ayes. Carried.

Approve Hiring of Part-time Firefighters

Anthony Moore was approved.

Convene in Closed Session:

Moved by Commissioner Spritka, seconded by Commissioner VanDyke to convene in closed session. All ayes. Carried.

Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina and Wayne Spritka were present.

Reconvene in Open Session:

Moved by Commissioner Spritka, seconded by Commissioner Hurley to reconvene in open session and take formal action. All ayes. Carried.

Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina and Wayne Spritka were present.

Establish an Eligibility List for Sergeant of Police:

Moved by Commissioner Herdina, seconded by Commissioner Spritka to create an eligibility list, good for one year from today's date, for Sergeant of Police. The list, in alphabetical order, consists Luke Deibele, Kyle Engebose and Derek Jennerjohn. All ayes. Carried.

Approve Promotion of Sergeant of Police:

Moved by Commissioner VanDyke, seconded by Commissioner Spritka to promote Luke Deibele to Sergeant of Police. All ayes. Carried.

Adjourn: *Moved by Commissioner Hurley, seconded by Commissioner VanDyke to adjourn. All ayes. Carried. Time of 6:05 p.m.*

Respectfully submitted,



Sarah Spude-Olson
Office Manager

CITY OF STURGEON BAY
JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING
Wednesday, March 24, 2021
Council Chambers, City Hall, 421 Michigan Street
5:30 P.M.

A meeting of the Joint Parks and Recreation Committee / Board was called to order at 5:30 P.M. by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Bacon, Ald. Gary Nault, Chris Larsen, Randy Morrow, Marilyn Kleist, George Husby, Jay Renstrom, Ald. Spencer Gustafson and Director of Municipal Services, Mike Barker. Also present, Municipal Services Secretary, Patty Quinn.

Adoption of the Agenda: Moved by Ald. Nault and seconded by Mr. Husby to adopt the agenda.

1. Roll call
2. Adoption of agenda
3. Review of Minutes from February 24, 2021
4. Public Comment on Agenda Items
5. Discussion and review of Minutes from the Local Arts Board Meeting of March 10, 2021
6. Discussion and presentation by Beth Renstrom on the Woolly Mammoth metal sculpture
7. Presentation by Mike Barker on the 2021 Goose Roundup Information
8. Director's Report
9. Adjourn

All in favor. Carried.

Review of Minutes from February 24, 2021: Minutes stand.

Public Comment on Agenda Items: None.

Discussion and review of Minutes from the Local Arts Board Meeting of January 27, 2021: No comments were provided.

Discussion and presentation by Beth Renstrom on the Woolly Mammoth metal sculpture: Beth Renstrom, 34 Bluebird Dr., provided detailed information on the Woolly Mammoth art piece that included the artist's background, estimated costs to purchase and install, and an ongoing maintenance fund. She informed the committee/board members that Destination Sturgeon Bay had approved, at their last meeting, that the handling of incoming donations and the purchase of Woolly Mammoth, can be done through their not-for-profit/tax exempt organization which will save the City the cost of sales tax. Ms. Renstrom outlined the economic benefit to the City once the sculpture is installed. Chris Kellems, 120 Alabama St., indicated that going forward, she will be the main contact for any questions on the Woolly Mammoth art project.

There was discussion on a placement site for Woolly Mammoth that suggested that Bay View Park may be the best site.

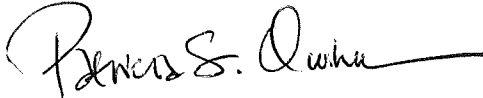
Presentation by Mike Barker on the 2021 Goose Roundup Information: Director Barker provided general information on this year's goose roundup.

Director's Report: The committee/board members were given an update on the Otumba Beach Plan and answered various questions related to that plan. Tree planting will start in April and the City is replacing fruit trees in some areas.

Next Meeting Date: Wednesday, April 28, 2021 @ 5:30 P.M. – City Hall.

Motion by Ald. Nault and seconded by Ald. Gustafson to adjourn. All in favor. Carried. Meeting adjourned at 6:31 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia S. Quinn", followed by a long horizontal flourish.

Patricia S. Quinn
Municipal Services Secretary

CITY OF STURGEON BAY
LOCAL ARTS BOARD MEETING
Wednesday, March 10, 2021
Council Chambers, City Hall, 421 Michigan Street
12:00 P.M.

A meeting of the Local Arts Board was called to order at 12:04 P.M. by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Helen Bacon, Laurel Hauser, Stephanie Trenchard, Margaret Lockwood and Claire Morkin. Also present – City Administrator, Josh VanLieshout, Director of Municipal Services, Mike Barker, Municipal Services Secretary, Patty Quinn and City Administrative Assistant, Suzanne Miller.

Adoption of the Agenda: Moved by Ms. Hauser and seconded by Ms. Trenchard to adopt the agenda.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from February 24, 2021
4. Chair's report
5. Public comment on agenda items
6. Report on Wisconsin Arts Board
7. Discussion on the drafting of a communique to send to local artists to solicit them for artwork that would be on loan to the City of Sturgeon Bay, for a five-year period
8. Discussion of the possible donation of a metal art sculpture by the Maritime Museum to the City
9. Discussion of any board member's new ideas for public art and the placement of art at Stone Harbor
10. Adjourn

All in favor. Carried.

Review of Minutes from February 24, 2021: Moved by Ms. Trenchard and seconded by Ms. Hauser to let minutes stand.

All in favor. Carried.

Chair's report: Chairperson/Ald. Bacon had talked with a Mr. Kevin Quinn about a kiosk for the Ice Age Trail. Similar kiosks as described to him by Ald. Bacon, are used throughout but it's important that the kiosk be located near the trail. Also, Beth Renstrom had spoken to Carl Vanderheyden, the artist who created the "Woolly Mammoth" sculpture. The artist would allow the City to use images of Woolly in any capacity, as well as being able to soften/flatten any sharp edges on the structure, but the City would need to find someone capable of doing this if the sculpture is purchased.

Public comment on agenda items: None.

Report on Wisconsin Arts Board: Brian Kelsey, local representative from the Wisconsin Arts Board, can arrange a Zoom conference call (scheduling to be determined) to give the committee members ideas on obtaining funds and grants. Karen Goeschko, from the Wisconsin Arts Board, would also help – she is their Creative Community Liaison and is experienced in all forms of art.

Discussion on the drafting of a communique to send to local artists to solicit them for artwork that would be on loan to the City of Sturgeon Bay, for a five-year period: There was much discussion between committee members on the need for a "roadmap" that would easily guide someone through all the phases of art procurement, whether purchased or on loan. Examples of such roadmaps from other municipalities were distributed for all to study closely. Once a roadmap is developed, a communique or a "call for artists" can evolve. Some topics to keep in mind are: intentionality and the choice of artists (age, local or regional).

Ms. Hauser conveyed the need to redo the original organizational charter document, prepared in March of 2019, to better fit the current structure of the committee.

Discussion of the possible donation of a metal art sculpture by the Maritime Museum to the City:

Ms. Lockwood and others have talked to the Maritime Museum and they have no intentions of using "Celestial Sailor", a metal sculpture created by artist Dan Bresnahan, and it remains in storage. Ideas on where to place this art piece were discussed. It was suggested that the committee obtain measurements and photos of the sculpture so that it can be properly evaluated and discussed in future meetings.

Discussion of any new board member's ideas for public art and the placement of art at Stone Harbor:

Ms. Lockwood expressed her desire to loan a piece of art that she currently has at her gallery, to the City for at least 5 years. She feels it would fit very well at the Stone Harbor location. Other board members made suggestions in obtaining art in various ways but it was mentioned that the City will need contractual agreements completed before moving forward on any project.

Administrative Assistant, Ms. Miller, advised the board that she is still in need of all the evaluation questionnaires for the Woolly Mammoth project. She also delivered to all the committee members, an additional evaluation form for the "Celestial Sailor" sculpture which possibly could be donated by the Maritime Museum, to the City. She is currently working on a donation agreement and a contract for loaned artwork and those drafts will have to go to the City attorney first, for approval.

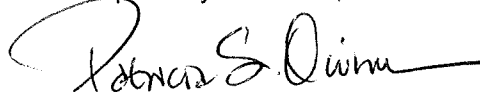
Items for next month's agenda:

- Discussion on a revision of the Local Arts Board's organizational document originally dated March 3, 2019, to better address the current structure of the committee, and its direction/duties.
- Discussion on the drafting of a cultural roadmap for the board that would be applicable to what this group is doing, using other municipalities' guidelines as resources.
- Discussion of any board member's new idea(s) for public art and the placement of art at Stone Harbor.

Next Meeting Date: Wednesday, April 14, 2021 @ 12:00 P.M. – Council Chambers, City Hall.

Motion to adjourn by Ald. Bacon and seconded by Ms. Morkin. All in favor. Carried. Meeting adjourned at 1:01 P.M.

Respectfully submitted,



Patricia S. Quinn
Municipal Services Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
March 30, 2021

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. Also present: Alderperson Gustafson, City Treasurer/Finance Director Clarizio and Office Accounting Assistant II Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda switching items 4 and 5.

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 Reduction of Annual Mooring Fee.
 5. Consideration of: Purchase of Used Rear Load Refuse Truck.
 6. Review bills.
 7. Adjourn.
- Carried.

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

Consideration of: Purchase of Used Rear Load Refuse Truck.

City Treasurer/Finance Director Clarizio stated in the 2021 budget \$150,000 was allocated for the purchase of a used vehicle that will help with dumpsters, large item pick up and leaf collections. During the search for a used vehicle Municipal Services Director Barker found a vendors demo vehicle. The vehicle will be used as a demo for about 2 months then sold with full warranty. The vendor, Envirotech offered a purchase price of \$149,782.40 for the vehicle. Ms. Clarizio stated that the vehicle would normally be bid out therefore staff is requesting a waiver of the bidding process to purchase the demo vehicle from Envirotech.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to waive the normal bidding process and purchase a used demo model 20yd Cobra reload refuse truck on a 2020 International chassis from Envirotech Equipment, Lannon WI in the amount of \$149,782.40. Carried.

Consideration of: Request for Reduction of Annual Mooring Fee

City Treasurer/Finance Director Clarizio stated that David Smith of Madison is requesting to pay the resident rate for his annual mooring fee instead of the non-resident rate. The Committee discussed the request but expressed concern about setting a precedent. The option of splitting the non-resident fee into two installments was also discussed but the Committee stated Mr. Smith is not a resident nor was a hardship established other than comments in his request that his boat has become a financial burden.


Moved by Alderperson Bacon, seconded by Alderperson Williams to recommend to Common Council to deny the request from David Smith for the reduction of the non-resident annual mooring fee. Carried.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 4:17 pm.

Respectfully submitted,



Tricia Metzger

HISTORIC PRESERVATION COMMISSION
Friday, April 9, 2021

A meeting of the Historic Preservation Commission was called to order at 12:05 p.m. by Chairperson Dave Augustson in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Dave Augustson, Chad Shefchik, Barry Mellen, and Mark Schuster were present. Mr. Paulsen entered the meeting at 12:07 p.m. Excused: Member Trudy Herbst. Also present were Community Development Director Marty Olejniczak and Community Development Secretary Cheryl Nault. Present via Zoom were Developer Andy Dumke and Architect Jonathan Brinkley.

Adoption of agenda: Moved by Mr. Shefchik, seconded by Mr. Schuster to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 5, 2021.
4. Request from Northpointe Development, LLC to locally designate the building located at 17 W Pine Street as an historic structure (commonly known as West Side School).
Presentation
Public Hearing
Consideration of
5. Adjourn.

Carried.

Approval of minutes from March 5, 2021: Moved by Shefchik, seconded by Mr. Schuster to approve the minutes from March 5, 2021.

Request from Northpointe Development, LLC to locally designate the building located at 17 W Pine Street as an historic structure (commonly known as West Side School):

Presentation: Mr. Dumke mentioned that he and Mr. Brinkley have done many historic projects in the past and were excited to work on the West Side School.

Mr. Brinkley stated that it is important in the work that they are doing with preserving the attributes of the school to be designated as an historic building under the local registry. It makes available for them provisions of the building code that are only allowed for historic buildings.

Mr. Brinkley added the three important code strategies that they need. The energy code exception allows them to remodel the building for a new purpose, yet protect how the building functions, stays dry, and can tuck point the mortar joints for longevity. The historic provisions of the building code recognize that plaster and lathe is just as good if not better than gypsum drywall board for fire separation. There are a lot of miscellaneous historic fabric exceptions that would not be available under the building code. For example, at the entrances of the classrooms they want to keep the glass window muttons (wood divisions). Glass would have to be replaced with gypsum board and plywood. They can still retain the look and feel that there was an entrance there.

Mr. Dumke stated that it is not their intent to be on the state and federal historical register. Since the project is so small, they are only requesting to be on the local historic register.

Mr. Olejniczak stated that if designated, the Historic Preservation Commission gets to review and approve any changes prior to building permits being issued, including the exterior of the building and the grounds surrounding it.

Public Hearing: Chairperson Augustson opened the public hearing at 12:16 p.m.

Chris Kellems, 120 Alabama Street, stated that she was in favor of the designation and is happy the building will be kept alive. She asked if solar could be put on the flat roof. She is also happy the maple tree will be retained.

There were no letters of correspondence.

The public hearing was declared closed at 12:17 p.m.

Consideration of: Mr. Augustson complimented the developer and said they are doing a good job in regard to keeping the outside looking as the school, including the parking lot. If we recommend to make it a historic building, they will be able to remodel the interior.


Mr. Dumke noted that it is required that 51% of the apartments will be affordable housing. So, there will be 8 out of the 15 proposed apartments that will be affordable. The rent schedule has not been set for the remaining 7 units.

Mr. Olejniczak stated that if this becomes designated as an historic structure and the owner later decides not to go forward with the project, the designation will remain.

After further discussion, it was moved by Mr. Schuster, seconded by Mr. Mellen to recommend to Council that the building located at 17 W Pine Street be designated as an historic structure (commonly known as West Side School). All ayes. Carried.

Adjourn: Moved by Mr. Paulsen, seconded by Mr. Shefchik to adjourn. All ayes. Carried. Meeting adjourned at 12:24 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

BOARD OF CANVASSERS
April 12, 2021

A meeting of the Board of Canvassers was called to order at 8:30 am by Chairperson Reinhardt in the Council Chambers, City Hall. Roll call: Members Clarizio, Allen and Reinhardt were present.

A motion was made by Clarizio/Allen to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Canvass the results of the April 6, 2021 Spring Election for Municipal Offices.
4. Adjourn.

Carried.

The Board canvassed the results for local District 1, District 3, District 5, and District 7 Aldermanic races. Motion made by Allen/Clarizio to accept the results for local offices from the April 6, 2021 election. Carried.

A motion was made by Clarizio/Allen to adjourn. Carried. The meeting adjourned at 8:37 am.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director



Kalin Montevideo
Assistant Fire Chief

CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St
Sturgeon Bay, WI 54235

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

STURGEON BAY FIRE DEPARTMENT FEBRUARY 2021 FIRE REPORT

FEBRUARY INCIDENTS: 118
2021 TOTAL INCIDENTS: 240

INCIDENTS BY JURISTICTIION:

AVERAGE RESPONSE TIME:

CITY - East Side:	75 Year to Date: 159	EMERGENT: 4.30 Minutes	NON-EMERGENT: 5.09 Minutes
61 – Medical Incident	01 – Carbon Monoxide Incident	01 – Heat from Short Circuit (Wiring)	
01 – Structure Fire	03 – Water/Steam Leak	01 – Sprinkler Activation, Due to Malfunction	
01 – Vehicle Accident	01 – Fire Investigation	01 – Alarm/Detector Activation, No Fire	
01 – Trash/Rubish Fire	02 – Water Vehicle Fire	01 – Excessive Heat/Scorch burns, No Ignition	
CITY - West Side:	28 Year to Date: 55	EMERGENT: 4.0 Minutes	NON-EMERGENT: 4.32 Minutes
23 – Medical Incident	01 – Vehicle Accident	02 – Sprinkler Activation, Due to Malfunction	
02 – Alarm/Detector Activation, No Fire			
Town of Sevastopol:	08 Year to Date: 14	EMERGENT: 12.4 Minutes	NON-EMERGENT: 12.03 Minutes
01 – Medical Incident	01 – Ice Rescue	03 – Alarm/Detector Activation, No Fire	
01 – Off Road/Heavy Equipment Fire	01 – Vehicle Accident	01 – Assist Law Enforcement/Gvmt Agency	
Town of Sturgeon Bay:	03 Year to Date: 06	EMERGENT: 10.36 Minutes	NON-EMERGENT: N/A Minutes
03 – Medical Incident			

MUTUAL AID/MABAS INCIDENTS

Southern Door: **02** Year to Date: **03**
01 – Chimney Fire 01 – Ice Rescue

Gibraltar: **01** Year to Date: **01**
01 – Structure Fire

Sister Bay/Liberty Grove: **01** Year to Date: **01**
01 – Structure Fire

Jacksonport: **0** Year to Date: **01**

INPECTION REPORT:

	<u>Regular Inspections</u>	<u>Re Inspections</u>	<u>Occupancy Inspections</u>	<u>Hours</u>
Inspections – City of Sturgeon Bay:	<u>82</u>	<u>0</u>	<u>01</u>	<u>61.11</u>
Inspections – Town of Sevastopol:	<u>08</u>	<u>0</u>	<u>0</u>	<u>3.23</u>
Inspections – Town of Sturgeon Bay:	<u>01</u>	<u>0</u>	<u>0</u>	<u>.36</u>
Inspections – Town of Jacksonport:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Sevastopol Burn Permit: Permits Issued for Month: 11 Year to Date Permits Issued: 24

SPECIAL REPORTS, TRAINING AND MAINTENANCE

MAINTENANCE:

Firefighters rewired the inverter in Tender 3; power washed/cleaned hose; assembled and put new MedPro/Trench rescue gear and helmets into service; inventoried & engraved/labeled all hose nozzles; perform gear inspections following M/V Blough fire; installed rear suction primers on Engine 4 & 6; changed oil /filter in Brush 5; repaired drain plug on hose washer; completed annual flow test on all SCBA; installed pump pressure sensor on Engine 6; repaired shore power cord on Brush 8; replaced the ES-Key information display in Squad 1 and constructed a bench in the UTV trailer.

TRAINING:

337.1 hours of training was conducted in February. Firefighters trained with water/ice rescue equipment and operations; rope rescue equipment and procedures; shipboard fire procedures; Hazmat; Building Pre-plans; Chief Dietman and AC Montevideo completed a 7-week Operations & Leadership training via Zoom and five (5) Part-time Firefighters continued firefighter training through NWTC.

OTHER:

Fire Chief and AC attended City and other Town meetings. A total of five (5) car seats were installed.

COVID-19 Update: As vaccinations increase and positive COVID-19 cases decline throughout our County, our department continues to closely monitor the situation. We continue to implement additional cleaning procedure throughout our stations and following incident response.

CITY OF STURGEON BAY
INSPECTION DEPARTMENT

March 31, 2021

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF MARCH, 2021

March-21	YEAR TO DATE		March-21	YEAR TO DATE
2	4	ONE FAMILY DWELLINGS	429,600	934,500
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
1	1	MANUFACTURED HOME	60,000	60,000
0	0	C.B.R.F.	-----	-----
1	2	RESIDENTIAL ADDITIONS	80,300	157,800
1	9	RESIDENTIAL ALTERATIONS	8,000	134,600
0	0	RESIDENTIAL GARAGES/CARPORTS	-----	-----
1	1	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	600	600
0	1	RESIDENTIAL STORAGE BUILDINGS	-----	95,000
0	1	RESIDENTIAL SWIMMING POOLS	-----	58,500
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NEW COMMERCIAL BUILDINGS	-----	-----
0	0	NON-RESIDENTIAL ADDITIONS	-----	-----
3	5	NON-RESIDENTIAL ALTERATIONS	951,000	1,155,053
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
9	24	TOTAL ESTIMATED COST OF CONSTRUCTION	\$1,529,500	\$2,596,053
March-21	YEAR TO DATE	TOTAL PERMITS ISSUED	March-21	YEAR TO DATE
9	24	BUILDING PERMITS	4,064	6,153
10	33	ELECTRICAL PERMITS	1,988	3,590
7	24	PLUMBING PERMITS	1,334	6,046
6	18	HEATING PERMITS	1,409	6,217
7	40	SIGN PERMITS	230	1,220
0	1	MISCELLANEOUS PERMITS	-----	25
0	0	SUMP PUMP PERMITS	-----	-----
0	0	REINSPECTION FEE	-----	-----
0	0	EARLY STARTS	-----	-----
3	6	EROSION CONTROL	275	550
0	0	STATE PLAN APPROVALS	-----	-----
2	4	PARK & PLAYGROUND PAYMENTS	600	1,200
3	5	WISCONSIN PERMIT SEALS	105	175
0	0	ZONING BOARD OF APPEALS APPLICATIONS	-----	-----
0	0	ZONING CHANGES/P.U.D. APPLICATIONS	-----	-----
0	1	PLAN COMMISSION - CONDITIONAL USES	-----	300
2	2	CERTIFIED SURVEY MAP REVIEWS	60	60
0	0	SUBDIVISION PLATTING REVIEW	-----	-----
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	CHANGE OF USE	-----	-----
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
2	3	COMMERCIAL OCCUPANCY FEES	100	150
0	0	PIER PERMIT	-----	-----
2	3	DEMOLITION	-----	25
5	7	PLAN REVIEW FEE	3,650	4,500
		ADMIN FEE	449	1,126
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$14,264.00	\$31,337.00

Cheryl Nault
Building Inspection Dept.



STURGEON BAY POLICE DEPARTMENT



*The mission of the Sturgeon Bay Police Department is to serve, protect,
and work in partnership with the community to ensure a safe, nurturing environment.*

To: The Honorable Mayor
 Members of the Common Council
 Members of the Police and Fire Commission
 City Administrator Josh VanLieshout

From: Captain Daniel J. Brinkman

Subject: Monthly Report for March, 2021

Date: April 12, 2021

The following is a summary of the Police Department's activities for the month of March that includes crimes investigated, traffic accidents investigated, training completed, and public education provided by department members.

Crimes Investigated

The Department, during the month, investigated a total of 73 crimes.

These crimes can be broken down and classified as follows.

Disorderly Conduct.....	13
Bail Jump.....	05
Battery.....	01
Possess Controlled Substance.....	10
Fraud / Forgery.....	09
Domestic Abuse.....	01
Theft.....	08
Child Abuse or Neglect.....	01
Death Investigation.....	01
Sex Offenses.....	03
Threats to Injure.....	06
Burglary.....	01
ICAC Investigation.....	01
Stalking.....	01
Weapon Offense.....	01
Criminal Damage to Property.....	06
Theft of Vehicle.....	01
Custodial Interference.....	04
TOTAL 73	

Arrests

The Department completed a total of 73 arrests during the month. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

A. Felony Crime Arrest

Bail Jumping.....	04
Burglary.....	01
Possess Controlled Substance.....	01
Possess Drug Paraphernalia.....	01
Stalking.....	01
TOTAL	08

B. Misdemeanor Crime Arrests

Disorderly Conduct.....	05
Bail Jump.....	03
Criminal Damage to Property.....	02
Resist / Obstruct Officer.....	01
Battery.....	01
Possess Drug Paraphernalia.....	01
Possess Controlled Substance.....	02
TOTAL	15

Wisconsin Probation & Parole Arrests / Warrant Arrests.....	09
TOTAL	09

C. Ordinance Violation Arrests

Disorderly Conduct	03
Disorderly Conduct w/Motor Vehicle	03
Possess Marijuana	01
Retail Theft.....	01
TOTAL	08

D. Traffic Crime Arrests

Operate Motor Vehicle while Intoxicated 2 nd or More.....	01
No Valid Driver's License.....	01
Hit and Run	01
Operate while Revoked	01
TOTAL	04

E. Traffic Violation Arrests

Operate Motor Vehicle w/o Insurance.....	05
Operate Motor Vehicle while Intoxicated.....	02
Operate Motor Vehicle while Suspended/Revoked.....	01
Speeding.....	06
No Valid Driver's License.....	01
Miscellaneous Violations.....	14
TOTAL	29

In addition to the preceding arrests, the Department conducted a total of 96 traffic stops during the month and logged 29 violations for various motor vehicle defects and local ordinances and issued 25 written warnings for those violations. A total of 08 parking tickets were issued by Community Service Officers for parking violations throughout the city.

Traffic Accidents

The Department during the month investigated a total of 13 vehicle accidents. These accidents are categorized into four types.

A.	Motor Vehicle Accidents Involving Fatalities	00
B.	Motor Vehicle Accidents Involving Injuries	02
C.	Motor Vehicle Accidents Involving Property Damage	10
	(greater than \$1,000.00)	
D.	Motor Vehicle Accidents Involving Property Damage	01
	(less than \$1,000.00)	
	TOTAL	13

Police Service Calls

Department members handled 398 service calls during the month. These calls consist of both citizen requests for police service as described below (303), crimes investigated (73), traffic accidents investigated (13), and Wisconsin Probation and Parole Assists (09).

A.	Traffic and Road Incidents	54
	This category consists of all assignments involving assists to stranded motorists, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing obstructions from roadways, and all parking problem complaints.	
B.	Noise Complaints	04
	These complaints involve private parties, licensed liquor establishments, and parties in public places.	
C.	Sick and Injured Persons	13
	Assistance rendered to the Ambulance Service and sick or injured persons.	
D.	Alarms	13
	Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms.	
E.	Complaints Involving Animals	12
	Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.	
F.	Civil Disputes	06
	Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	

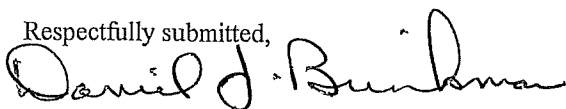
G. Escorts.....	02
Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.	
H. Citizen Assist	58
This category is broad and involves such services as assistance in gas drive-off, emergency notifications, attempts to locate people, retrieval of personal property, and vehicle registration assistance.	
I. Assistance Rendered to Other Agencies.....	02
Includes assistance to other law enforcement and government agencies.	
J. Suspicious Person / Vehicle / Circumstance	25
Involves both citizen complaints and observations by officers on patrol who took investigative action in regard to the suspicious behavior of vehicles and people.	
K. Self-Initiated Field Activity.....	04
All initiated activity by the officer to include, but not limited to, routine security checks of area industries, businesses, city parks, residences, and compliance checks of local liquor establishments.	
L. Juvenile Problems	11
Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.	
M. Miscellaneous Incidents	74
Includes arrest warrants served, recovered property calls, and all unfounded calls for police service. This category includes 9-1-1 calls investigated by Department members during the month.	
N. Welfare Checks	25
Includes calls to check on the well-being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.	

TOTAL 303

Department Training

The Joint SWAT Team and Dive Team completed their monthly training. One officer completed a 32-hour course in Instructor Development, one officer completed a Defense and Arrest Tactics Instructor course, one officer completed his mandatory Emergency Vehicle Operations certification and the entire department completed Force on Force scenario training.

Respectfully submitted,



Captain Daniel J. Brinkman

MARCH 2021 BANK RECONCILIATION**CHECKING ACCOUNTS****INVESTMENT ACCOUNTS**

GENERAL FUND		SNAP		GENERAL/CAPITAL FUND	
NICOLET		NICOLET		INVESTMENTS	
PRIOR G/L BALANCE	5,682,649.44		9,411.21		503,924.26
REVENUE	592,653.07		0.00		959.16
DISBURSEMENTS	1,678,555.89		0.00		665.48
AMOUNT IN TRANSIT	3,317.09		0.00		0.00
ADJUSTMENTS	65,965.49		0.00		0.00
ENDING BALANCE	4,659,395.02		9,411.21		504,217.94

BANK BALANCE	4,685,232.12		9,411.21		504,217.94
LESS OUTS, CHECKS	25,837.10		0.00		0.00
	4,659,395.02		9,411.21		504,217.94

GENERAL FUND		GENERAL FUND		WDF		CAPITAL - BUILDING DEBT		CAPITAL PROJECTS		CAPITAL PROJECTS DEBT		TIF #3 CONSTRUCTION		TIF #3 DEBT	
STATE - #2		NICOLET BANK - MMEI		STATE - #4		STATE - #9		STATE - #13		STATE - #15		STATE - #14		STATE - #08	
PRIOR G/L BALANCE	5,612,781.23		20,133.70		10,253.02		6,323.84		531,334.06		136,318.75		16,203.08		879,022.18
REVENUE	516,942.05		0.18		0.33		0.30		25.49		6.54		0.77		41.81
DISBURSEMENTS	12,524.35		0.00		10,253.02		0.00		0.00		0.00		667.03		23,118.75
AMOUNT IN TRANSIT	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
ADJUSTMENTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
ENDING BALANCE	6,117,198.93		20,133.88		0.33		6,324.14		531,359.55		136,325.29		15,536.82		855,945.24

BANK BALANCE	6,117,198.93		20,133.88		0.33		6,324.14		531,359.55		136,325.29		15,536.82		855,945.24
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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		TID #4 CONSTRUCTION	
STATE - #11		STATE - #3		STATE - #10		CONST. - STATE - #06		CAP. INT. - STATE - #7		STATE - #12		STATE - #01	
PRIOR G/L BALANCE	1,024,790.48		15,498.68		4,097,975.40		56,698.15		143,656.26		199,518.36		536,651.25
REVENUE	49.17		0.71		50,489.93		2.71		5.30		7.62		23.62
DISBURSEMENTS	0.00		2,033.03		150,285.44		443.03		103,179.76		126,392.15		137,397.78
AMOUNT IN TRANSIT	0.00		0.00		0.00		0.00		0.00		0.00		0.00
ADJUSTMENTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00
ENDING BALANCE	1,024,839.65		13,465.36		3,998,179.89		56,257.83		40,481.80		73,133.83		399,277.09

BANK BALANCE	1,024,839.65		13,465.36		3,998,179.89		56,257.83		40,481.80		73,133.83		399,277.09
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4/14/2021

FOR FUND: GENERAL FUND
 FOR 3 PERIODS ENDING MARCH 31, 2021

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DEPARTMENT DESCRIPTION	MARCH		% VARI-ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VARI-ANCE
	BUDGET	ACTUAL		BUDGET	BUDGET		ACTUAL	ACTUAL	
REVENUES									
GENERAL FUND	13,011,245.00	174,116.18	(98.6)	13,011,245.00	13,011,245.00	5,912,419.56	(54.5)		
TOTAL REVENUES	13,011,245.00	174,116.18	(98.6)	13,011,245.00	13,011,245.00	5,912,419.56	(54.5)		
EXPENSES									
GENERAL FUND									
MAYOR	1,165,775.00	110,029.15	90.5	1,190,775.00	1,303,275.00	112,911.93	91.3		
CITY COUNCIL	12,885.00	915.02	92.8	12,885.00	12,885.00	2,745.06	78.6		
LAW/LEGAL	71,420.00	4,826.37	93.2	71,420.00	71,420.00	17,709.17	75.2		
CITY CLERK-TREASURER	86,000.00	10,807.75	87.4	86,000.00	86,000.00	10,807.75	87.4		
ADMINISTRATION	450,630.00	47,991.14	89.3	450,630.00	450,630.00	103,816.90	76.9		
COMPUTER	180,040.00	20,145.97	88.8	180,040.00	180,040.00	41,303.52	77.0		
CITY ASSESSOR	121,750.00	944.23	99.2	121,750.00	121,750.00	27,291.62	77.5		
BOARD OF REVIEW	89,708.33	4,916.67	94.5	89,724.99	89,800.00	21,030.54	76.5		
BUILDING/ZONING CODE ENFORCEM	1,520.00	0.00	100.0	1,520.00	1,520.00	0.00	100.0		
MUNICIPAL SERVICES ADMIN.	104,505.00	7,347.21	92.9	104,505.00	104,505.00	13,188.79	87.3		
PUBLIC WORKS ADMINISTRATION	241,535.00	26,383.05	89.0	241,535.00	241,535.00	55,039.18	77.2		
ELECTIONS DEPARTMENT	232,335.00	24,937.77	89.2	232,335.00	232,335.00	52,436.18	77.4		
CITY HALL	27,180.00	2,313.25	91.4	27,180.00	27,180.00	2,313.25	91.4		
INSURANCE	165,715.00	14,744.00	91.1	165,715.00	165,715.00	31,618.12	80.9		
GENERAL EXPENDITURES	288,290.00	24,402.00	91.5	288,290.00	288,290.00	113,819.43	60.5		
POLICE DEPARTMENT	1,482,665.00	12,637.70	99.1	1,482,665.00	1,482,665.00	17,580.88	98.8		
PATROL BOAT	472,875.00	48,926.21	89.6	472,875.00	472,875.00	104,254.91	77.9		
PARKING ENFORCEMENT	15,310.00	0.00	100.0	15,310.00	15,310.00	0.00	100.0		
POLICE DEPARTMENT/PATROL	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
POLICE DEPT. / INVESTIGATIONS	2,301,730.00	232,602.66	89.8	2,301,730.00	2,301,730.00	572,633.40	75.1		
FIRE DEPARTMENT	294,740.00	18,308.61	93.7	294,740.00	294,740.00	48,651.51	83.4		
STORM SEWERS	2,055,590.00	210,268.87	89.7	2,055,590.00	2,055,590.00	451,217.86	78.0		
SOLID WASTE MGMT/SPRING/FALL	36,110.00	1,668.20	95.3	36,110.00	36,110.00	1,621.06	95.5		
COMPOST/SOLID WASTE SITE	53,845.00	0.00	100.0	53,845.00	53,845.00	0.00	100.0		
STREET SWEETING	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
WEED ABATEMENT	43,675.00	0.00	100.0	43,675.00	43,675.00	170.64	99.6		
ROADWAYS/STREETS	4,005.00	0.00	100.0	4,005.00	4,005.00	0.00	100.0		
SNOW REMOVAL	241,115.00	27,091.78	88.7	241,115.00	241,115.00	49,723.03	79.3		
STREET SIGNS AND MARKINGS	223,000.00	55,708.31	75.0	223,000.00	223,000.00	83,025.91	62.7		
CURB/GUTTER/SIDEWALK	52,375.00	238.23	99.5	52,375.00	52,375.00	1,666.69	96.8		
STREET MACHINERY	24,365.00	0.00	100.0	24,365.00	24,365.00	0.00	100.0		
CITY GARAGE	215,050.00	15,114.44	92.9	215,050.00	215,050.00	23,891.92	88.8		
Celebration & Entertainment	64,590.00	11,635.90	81.9	64,590.00	64,590.00	13,410.31	79.2		
Highways - General	43,020.00	1,662.82	96.1	43,020.00	43,020.00	1,711.00	96.0		
Park & Recreation Admin	492,000.00	31,983.82	93.4	492,000.00	492,000.00	87,758.31	82.1		
Parks and Playgrounds	104,785.00	9,532.74	90.9	104,785.00	104,785.00	23,977.24	77.1		
BALDFIELD	514,830.00	40,843.90	92.0	514,830.00	514,830.00	89,420.18	82.6		
BALDFIELD	29,520.00	0.00	100.0	29,520.00	29,520.00	0.00	100.0		

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	
EXPENSES						
ICE RINKS	12,130.00	2,735.14	77.4	12,130.00	12,130.00	49.0
BEACHES	5,400.00	0.00	100.0	5,400.00	5,400.00	100.0
MUNICIPAL DOCKS	48,780.00	533.07	98.9	48,780.00	48,780.00	94.3
WATER WEED MANAGEMENT	86,115.00	0.00	100.0	86,115.00	86,115.00	99.9
WATERFRONT PARKS & WALKWAYS	77,365.00	999.98	98.7	77,365.00	77,365.00	96.5
EMPLOYEE BENEFITS	44,700.00	5,565.50	87.5	44,700.00	44,700.00	75.9
PUBLIC FACILITIES	81,000.00	0.00	100.0	81,000.00	81,000.00	72.8
BOARDS AND COMMISSIONS	880.00	0.00	100.0	880.00	880.00	93.4
COMMUNITY & ECONOMIC DEVLPMT	419,460.00	32,985.92	92.1	419,460.00	419,460.00	78.8
TOTAL EXPENSES	12,780,313.33	1,061,747.02	91.6	12,805,329.99	12,917,905.00	82.1
TOTAL FUND REVENUES	13,011,245.00	174,116.18	(98.6)	13,011,245.00	13,011,245.00	(54.5)
TOTAL FUND EXPENSES	12,780,313.33	1,061,747.02	91.6	12,805,329.99	12,917,905.00	82.1
SURPLUS (DEFICIT)	230,931.67	(887,630.84)	(484.3)	205,915.01	93,340.00	3759.6

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL	
						YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES	2,729,375.00	1,922.33	(99.9)	2,729,375.00	2,729,375.00	210,882.10	(92.2)
PATROL							
TOTAL REVENUES	2,729,375.00	1,922.33	(99.9)	2,729,375.00	2,729,375.00	210,882.10	(92.2)
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	29,500.00	0.00	100.0	29,500.00	29,500.00	0.00	100.0
CITY ASSESSOR	5,000.00	0.00	100.0	5,000.00	5,000.00	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	454,583.32	114,216.88	74.8	483,749.96	615,000.00	167,169.12	72.8
GENERAL EXPENDITURES	15,000.00	0.00	100.0	15,000.00	15,000.00	15,030.26	(0.2)
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL BOAT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL	238,735.00	0.00	100.0	238,735.00	238,735.00	39,465.01	83.4
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
FIRE DEPARTMENT	34,800.00	1,950.45	94.3	34,800.00	34,800.00	10,455.31	69.9
STORM SEWERS	70,000.00	223.44	99.6	70,000.00	70,000.00	223.44	99.6
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	1,090,000.00	7,466.98	99.3	1,090,000.00	1,090,000.00	191,636.48	82.4
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
CURB/GUTTER/SIDEWALK	132,500.00	0.00	100.0	132,500.00	132,500.00	0.00	100.0
CITY GARAGE	15,000.00	0.00	100.0	15,000.00	15,000.00	0.00	100.0
PARKS AND PLAYGROUNDS	288,430.00	0.00	100.0	288,430.00	288,430.00	0.00	100.0
BALDFIELD	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
BEACHES	166.66	0.00	100.0	499.98	2,000.00	0.00	100.0
MUNICIPAL DOCKS	50,500.00	0.00	100.0	50,500.00	50,500.00	0.00	100.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	115,000.00	0.00	100.0	115,000.00	115,000.00	0.00	100.0
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	14,910.00	0.00	100.0	14,910.00	14,910.00	0.00	100.0
COMMUNITY & ECONOMIC DEVLPMT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL EXPENSES	2,554,124.98	123,857.75	95.1	2,583,624.94	2,716,375.00	423,979.62	84.3
TOTAL FUND REVENUES	2,729,375.00	1,922.33	(99.9)	2,729,375.00	2,729,375.00	210,882.10	(92.2)
TOTAL FUND EXPENSES	2,554,124.98	123,857.75	95.1	2,583,624.94	2,716,375.00	423,979.62	84.3
SURPLUS (DEFICIT)	175,250.02	(121,935.42)	(169.5)	145,750.06	13,000.00	(213,097.52)	(1739.2)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
CABLE TV / GENERAL	123,057.08	0.00	100.0	128,111.24	150,855.00	38,119.24	(74.7)
TOTAL REVENUES	123,057.08	0.00	100.0	128,111.24	150,855.00	38,119.24	(74.7)
EXPENSES							
CABLE TV / GENERAL	112,625.00	9,110.56	91.9	112,625.00	112,625.00	21,706.97	80.7
TOTAL EXPENSES	112,625.00	9,110.56	91.9	112,625.00	112,625.00	21,706.97	80.7
TOTAL FUND REVENUES	123,057.08	0.00	100.0	128,111.24	150,855.00	38,119.24	(74.7)
TOTAL FUND EXPENSES	112,625.00	9,110.56	91.9	112,625.00	112,625.00	21,706.97	80.7
SURPLUS (DEFICIT)	10,432.08	(9,110.56)	(187.3)	15,486.24	38,230.00	16,412.27	(57.0)

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
FOR 3 PERIODS ENDING MARCH 31, 2021

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

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID DISTRICT #2	2,610,230.00	203.78	(99.9)	2,610,230.00	2,610,230.00	1,168,616.35	(55.2)
TOTAL REVENUES	2,610,230.00	203.78	(99.9)	2,610,230.00	2,610,230.00	1,168,616.35	(55.2)
EXPENSES							
TID DISTRICT #2	1,976,242.00	215,482.10	89.0	1,976,242.00	1,976,242.00	215,805.10	89.0
TOTAL EXPENSES	1,976,242.00	215,482.10	89.0	1,976,242.00	1,976,242.00	215,805.10	89.0
TOTAL FUND REVENUES	2,610,230.00	203.78	(99.9)	2,610,230.00	2,610,230.00	1,168,616.35	(55.2)
TOTAL FUND EXPENSES	1,976,242.00	215,482.10	89.0	1,976,242.00	1,976,242.00	215,805.10	89.0
SURPLUS (DEFICIT)	633,988.00	(215,278.32)	(133.9)	633,988.00	633,988.00	952,811.25	50.2

FOR FUND: TID #1 DISTRICT
FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #1 DISTRICT	941,158.00	49.17	(99.9)	941,158.00	941,158.00	623,322.29	(33.7)
TOTAL REVENUES	941,158.00	49.17	(99.9)	941,158.00	941,158.00	623,322.29	(33.7)
EXPENSES							
TID #1 DISTRICT	888,298.00	0.00	100.0	888,298.00	888,298.00	0.00	100.0
TOTAL EXPENSES	888,298.00	0.00	100.0	888,298.00	888,298.00	0.00	100.0
TOTAL FUND REVENUES	941,158.00	49.17	(99.9)	941,158.00	941,158.00	623,322.29	(33.7)
TOTAL FUND EXPENSES	888,298.00	0.00	100.0	888,298.00	888,298.00	0.00	100.0
SURPLUS (DEFICIT)	52,860.00	49.17	(99.9)	52,860.00	52,860.00	623,322.29	1079.1

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #3 DISTRICT	61,841.00	42.58	(99.9)	61,841.00	61,841.00	42,774.86	(30.8)
TOTAL REVENUES	61,841.00	42.58	(99.9)	61,841.00	61,841.00	42,774.86	(30.8)
EXPENSES							
TID #3 DISTRICT	126,796.00	23,268.75	81.6	126,796.00	126,796.00	23,268.75	81.6
TOTAL EXPENSES	126,796.00	23,268.75	81.6	126,796.00	126,796.00	23,268.75	81.6
TOTAL FUND REVENUES	61,841.00	42.58	(99.9)	61,841.00	61,841.00	42,774.86	(30.8)
TOTAL FUND EXPENSES	126,796.00	23,268.75	81.6	126,796.00	126,796.00	23,268.75	81.6
SURPLUS (DEFICIT)	(64,955.00)	(23,226.17)	(64.2)	(64,955.00)	(64,955.00)	19,506.11	(130.0)

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH		%	FISCAL		ANNUAL	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET	BUDGET	YEAR-TO-DATE	ACTUAL	
REVENUES									
TID #4 DISTRICT	1,906,605.33	31.24	(99.9)	1,922,161.99	1,992,167.00	104,811.44	(94.7)		
TOTAL REVENUES	1,906,605.33	31.24	(99.9)	1,922,161.99	1,992,167.00	104,811.44	(94.7)		
EXPENSES									
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
TID #4 DISTRICT	2,067,848.33	30,243.75	98.5	2,085,114.99	2,162,815.00	130,547.45	93.9		
TOTAL EXPENSES	2,067,848.33	30,243.75	98.5	2,085,114.99	2,162,815.00	130,547.45	93.9		
TOTAL FUND REVENUES	1,906,605.33	31.24	(99.9)	1,922,161.99	1,992,167.00	104,811.44	(94.7)		
TOTAL FUND EXPENSES	2,067,848.33	30,243.75	98.5	2,085,114.99	2,162,815.00	130,547.45	93.9		
SURPLUS (DEFICIT)	(161,243.00)	(30,212.51)	(81.2)	(162,953.00)	(170,648.00)	(25,736.01)	(84.9)		

FOR FUND: REVOLVING LOAN FUND (STATE)
FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	FISCAL		%	FISCAL		%
	MARCH BUDGET	MARCH ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES						
REVOLVING LOAN FUND (STATE)	0.00	0.33	100.0	0.00	1.74	100.0
TOTAL REVENUES	0.00	0.33	100.0	0.00	1.74	100.0
EXPENSES						
REVOLVING LOAN FUND (STATE)	0.00	1.74	100.0	0.00	1.74	100.0
TOTAL EXPENSES	0.00	1.74	100.0	0.00	1.74	100.0
TOTAL FUND REVENUES	0.00	0.33	100.0	0.00	1.74	100.0
TOTAL FUND EXPENSES	0.00	1.74	100.0	0.00	1.74	100.0
SURPLUS (DEFICIT)	0.00	(1.41)	100.0	0.00	0.00	0.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL	
				YEAR-TO-DATE	%		YEAR-TO-DATE	%
				BUDGET			ACTUAL	
REVENUES								
SOLID WASTE ENTERPRISE FUND	1,333,365.00	39,270.69	(97.0)	1,333,365.00		1,333,365.00	126,880.70	(90.4)
TOTAL REVENUES	1,333,365.00	39,270.69	(97.0)	1,333,365.00		1,333,365.00	126,880.70	(90.4)
EXPENSES								
SOLID WASTE ENTERPRISE FUND	638,480.40	26,640.81	95.8	766,101.20		1,340,395.00	67,869.15	94.9
TOTAL EXPENSES	638,480.40	26,640.81	95.8	766,101.20		1,340,395.00	67,869.15	94.9
TOTAL FUND REVENUES	1,333,365.00	39,270.69	(97.0)	1,333,365.00		1,333,365.00	126,880.70	(90.4)
TOTAL FUND EXPENSES	638,480.40	26,640.81	95.8	766,101.20		1,340,395.00	67,869.15	94.9
SURPLUS (DEFICIT)	694,884.60	12,629.88	(98.1)	567,263.80		(7,030.00)	59,011.55	(939.4)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	15,567.49	12,980.17	(16.6)	38,702.47	142,810.00	14,605.95	(89.7)
TOTAL REVENUES	15,567.49	12,980.17	(16.6)	38,702.47	142,810.00	14,605.95	(89.7)
EXPENSES							
COMPOST SITE ENTERPRISE FUND	5,807.01	3,010.87	48.1	17,421.03	69,685.00	10,726.18	84.6
TOTAL EXPENSES	5,807.01	3,010.87	48.1	17,421.03	69,685.00	10,726.18	84.6
TOTAL FUND REVENUES	15,567.49	12,980.17	(16.6)	38,702.47	142,810.00	14,605.95	(89.7)
TOTAL FUND EXPENSES	5,807.01	3,010.87	48.1	17,421.03	69,685.00	10,726.18	84.6
SURPLUS (DEFICIT)	9,760.48	9,969.30	2.1	21,281.44	73,125.00	3,879.77	(94.6)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS
 FOR 3 PERIODS ENDING MARCH 31, 2021

DEPARTMENT DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	%	FISCAL	ANNUAL	FISCAL	%
			VAR-	YEAR-TO-DATE	BUDGET	YEAR-TO-DATE	VAR-
			ANCE	BUDGET		ACTUAL	ANCE
TOTAL MUNICIPAL REVENUES	22,732,443.90	228,616.47	(98.9)	22,776,189.70	22,973,046.00	8,242,434.23	(64.1)
TOTAL MUNICIPAL EXPENSES	21,150,535.05	1,493,363.35	92.9	21,361,553.15	22,311,136.00	3,203,731.98	85.6
SURPLUS (DEFICIT)	1,581,908.85	(1,264,746.88)	(179.9)	1,414,636.55	661,910.00	5,038,702.25	661.2

BEVERAGE OPERATOR LICENSE:

1. Cole, David T.
2. Cuculi, Sandra L.
3. Dickerson, Sara
4. Forry, William J.
5. Laxo, Sierra M.
6. Moore, John E.
7. Mueller, Thomas E.
8. Nelson, Deanna R.
9. Peterson, Lisa A.
10. Pfannenstiel, Michelle J.
11. Triggiano, Melisa R.



City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Phone 920-746-2900
Fax 920-746-2905

Visit our website at: www.sturgeonbaywi.org

April 6, 2021.

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer & Class B Wine license:


Sturgeon Bay Visitor & Convention Bureau Inc
36 South Third Avenue
Sturgeon Bay, WI 54235
Date/Location: 5/59/21- 5/30/21 – Fine Art Fair, Martin Park
Date/Location: 6/4/21 – Sturgeon Bay Celebrates, Sunset Park
Date/Location: 9/18/21 – Harvest Festival, 207 Third Avenue


We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer license:

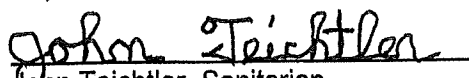
Sturgeon Bay Visitor & Convention Bureau Inc
36 South Third Avenue
Sturgeon Bay, WI 54235
Dates/Location: 6/9/21, 6/16/21, 6/23/21, 6/30/21, 7/7/21, 7/14/21, 7/21/21, 7/28/21, 8/4/21, 8/11/21, 8/18/21 – Harmony by the Bay, Martin Park

Sturgeon Bay Visitor & Convention Bureau Inc
36 South Third Avenue
Sturgeon Bay, WI 54235
Dates/Location: 8/14/21 – Under the Stars Night Market, 120 North Madison Avenue

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.


Clint Henry, Police Chief
City of Sturgeon Bay


Tim Dietman, Fire Chief
City of Sturgeon Bay


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

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to waive the normal bidding process and purchase a used demo model 20yd Cobra reload refuse truck on a 2020 International chassis from Envirotech Equipment, Lannon WI in the amount of \$149,782.40
Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE
By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 30, 2021

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021

Executive Summary

Date: March 16, 2021

Title: Purchase of a Used Rear Load Refuse Truck

Background: The 2021 capital budget, 60-000-000-59060, included \$150,000 for the purchase of a used rear load refuse truck. The truck is required to empty dumpsters, do large item pick-up and is an important part of our leaf collection process. Our current truck is a 1993 year model and is in very poor condition and has become more of a liability than an asset. When repairs are required, used parts are sourced, which are getting more difficult to find.

There is no clear process outlined in the City of Sturgeon Bay Purchasing & Property Accountability Policy for purchasing a used piece of equipment. I discussed purchasing the truck with the City Administrator we decided to find the best value for the City, value being determined by price, condition, and expected service life.

While looking for a replacement truck, many of the trucks within the price range we wanted to spend are in poor condition. Some of the trucks near the top of our price range have very high miles/hours on them (quote and emails attached). In our searching for a unit, staff did reach out to Envirotech Equipment, an OEM manufacturer, to get the lead on any trades that would meet the City's needs. They did not have, nor expected any trades that were in a serviceable condition. We were told of a demo model that they were in the process of building and that demo models are often sold as used after only a month or two, and with a full warranty. Envirotech Equipment quoted a "new-used" demo, the price is within the budget, albeit at the top.

I recommend purchasing one (1) used demo model 20 Yd Cobra rear load refuse truck on a 2020 International chassis from Envirotech Equipment, Lannon, WI for the purchase price of \$149,782.40.

Fiscal Impacts: \$149,782.40 and possibly the trade of our current of our 1993 Ford. Envirotech is not looking to take possession of a truck in this condition but they are still considering it.

Recommendation: Staff recommends (1) used demo model 20 Yd Cobra reload refuse truck on a 2020 International chassis from Envirotech Equipment, Lannon, WI for the purchase price of \$149,782.40.

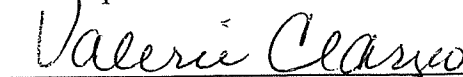
Prepared By:



Mike Barker
Municipal Services Director

Date: 16 MAR 2021

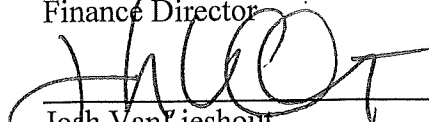
Reviewed By:



Valerie Clarizio
Finance Director

Date: 3/16/21

Reviewed By:


Josh VanLieshout
City Administrator

Date: 3/16/21



19750 Edgewood Dr
Lannon, WI 53046
T: 800-381-9134
F: 262-264-0725
E: support@envirotechequipment.net

Customer

City of Sturgeon Bay
835 N 14th Ave.
Sturgeon, Bay WI 54235

Quote No. 21-0015374

Date: 3/15/2021

Terms: Net 30

Delivery: Our Truck

FOB:

Item	Ordered	Description	Price	Total
Garbage Truck	1	<p>Demo 20 Yd Cobra Rearload Refuse Truck on an 2020 International Chassis Please see Chassis Specifications attached</p> <p>Includes: Reeving Winch KickBar Perkins Cart-tipper Extended Tailgate Seal Rear Camera In-cab Air Control for Tailgate and Ejector Pack on the Go</p> <p>Pricing expires 3/15/2021 due to New Way Price Increase Pricing Includes Freight and Inspection Price does not include License and Registration</p> <p>This is an Envirotech Demonstrator truck due to arrive in May 2021. Envirotech will utilize the truck to do Demos with customers in the State of Wisconsin for 2 months prior to delivery.</p>	149,782.40	149,782.40

***Providing Customer Satisfaction
Through Trusted Partnerships***

*Note: Any and all shipping and sales tax will be
added to this invoice.*

Sub-total	\$149,782.40
Tax ()	0.00
Total	\$149,782.40



P.O. Box 356 - Johnson Creek, WI 53038
Phone: 888-699-2848 - Fax: 920-699-2847 - e-mail: service@jwrinc.net

A Waste & Recycling Equipment Management Company

Quotation For:

City of Sturgeon Bay

City of Sturgeon Bay - Store # :

421 Michigan Street

Sturgeon Bay, WI 54235

Attention To: Mike Barker

Make: Curbtender

Model: Fury 20 CU. YD. .

Date : 02/15/2021

Quotation # : 20231

Customer ID: 4,752

Quotation valid until: 2/25/2021

Prepared by : Kelly Wildes

Salesperson : Kelly Wildes

Serial No. :

Comments or Special Instructions :

Payment Terms : Due on Receipt

Used Chassis: 2016 International 4300- 171,907 Mi, GVWR 33000, Transmission Eaton-Fuller 6 spd, Exterior color blue.

(Maintenance records available.)

Body demo 20yd Fury Rear loader. (Spec sheet sent in email)

Pusher axle installed with NO tires and rims. Customer to supply rims and tires for pusher axle.

Qty	PartNumber	Description	UnitPrice	Tax	LineTotal
1.00		2016 International used chassis with a Demo Fury Rear loader with a pusher axle added. Spec sheet sent with Quote.	\$130,307.71	Yes	\$130,307.71

NOTES :

3 to 4 week lead time based on parts availability. PTO, Pump etc.

Chassis is available as of 2/15/2021. First come first served.

The City of Sturgeon Bay to pick up truck when installation is finished at JWR 10 Bobcat Lane Johnson Creek WI. 53038

SUBTOTAL	\$130,307.71
SHIPPING	\$0.00
OTHER	\$0.00
TAX RATE	0.000
SALES TAX	\$0.00
TOTAL	\$130,307.71

THANK YOU FOR YOUR BUSINESS!

*All equipment sold or service provided is subject to appropriate sales tax. Tax will be assessed with invoice pending receipt of exemption form or resale certificate.

Payment Terms: Payment in full due at time of delivery.

Quotation approved by : _____

Date : _____

Barker, Michael

From: Tyler Gage <Tyler.Gage@macqueengroup.com>
Sent: Thursday, February 4, 2021 9:35 AM
To: Barker, Michael
Subject: Rear Loader

Mike-

Great seeing you and catching up briefly this week.

We have one Rear loader left that will be within your price point of \$150,000 that is a 2017.

We do have a 2018 that is a little over, which would be around \$157,500.

Both of these have the commercial container option which we talked about.

With that 2017 being the last one in that price range, we might need to move a little fast. Is that something you can do?

Let me know and I can gather more information.

Tyler Gage

Sales Manager-WI | MacQueen Equipment - Wisconsin
612-616-4973 (cell) | 262-252-4744 (office)
www.macqueengroup.com



I WAS TOLD ON A PHONE CONVERSATION
THAT THE PRICE WOULD BE IN THE
HIGH \$140,000'S. I DID NOT GET
AN EXACT PRICE BECAUSE TYLER
DID NOT ~~BE~~ HAVE POSSESSION OF THE
TRUCK YET. THEY WERE GOING
TO BE GETTING IT ON A TRADE.

TJB

Barker, Michael

From: Tyler Gage <Tyler.Gage@macqueengroup.com>
Sent: Thursday, February 4, 2021 10:41 AM
To: Barker, Michael
Subject: 25 Yard Rear Loader
Attachments: [Untitled].pdf

Mike-

Here are a couple pictures of the unit. Along with the Spec Sheet.

2017 DuraPack Heil 5000
Options include
Transmission Mount Vane Pump
Side Access Door
Third Eye Back Up Camera
15000 lb Reeving Cylinder
Lip and Latch Kit
Kick Bar Adjustable
Dual Hopper Work Lights
Peterson SMART lights
Heavy Duty Contractor Packer
Taskmaster Tipper

Has roughly 63,000 Miles on Chassis.

This would be nice unit with the attachments you need for your commercial containers.

Let me know.

Thanks,

Tyler Gage

Sales Manager-WI | MacQueen Equipment - Wisconsin
612-616-4973 (cell) | 262-252-4744 (office)
www.macqueengroup.com



**MACQUEEN
EQUIPMENT**



**MACQUEEN
EMERGENCY**

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

We, the Finance/Purchasing & Building Committee, hereby recommend to deny the request from David Smith for the reduction of the non-resident annual mooring fee.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 30, 2021

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.

Metzer, Tricia

From: Clarizio, Valerie J.
Sent: Thursday, March 11, 2021 2:15 PM
To: Metzer, Tricia; Barker, Michael; VanLieshout, Josh
Subject: FW: mooring fees

Tricia,

Please list this on the next Finance agenda.

Val

From: David Smith <dsmith@edgewood.edu>
Sent: Thursday, March 11, 2021 1:55 PM
To: Clarizio, Valerie J. <vclarizio@sturgeonbaywi.org>
Subject: RE: mooring fees

Hi Val,

I would like to submit this written request to the City Council for a reduction in my annual mooring fee from 303.84 (non-resident) to 109.72 (resident). I am an educator in the State of Wisconsin and the annual mooring fee, buoy installation fee and winter storage for my 1969 Tartan 27 sailboat has become a financial burden. I spend most of the summer in Sturgeon Bay and I am an active member of the Sturgeon Bay YMCA. Please let me know if I can provide any additional information.

Thank you for your consideration. David

David Smith
Edgewood College
Professor of Art
www.farmandfire.com
www.artaxis.org

From: Clarizio, Valerie J. <vclarizio@sturgeonbaywi.org>
Sent: Thursday, February 25, 2021 4:27 PM
To: David Smith <dsmith@edgewood.edu>
Subject: RE: mooring fees

CAUTION: This email did not originate from Edgewood College. Do not click links or open attachments unless you've verified the content is safe.

Yes. If you are looking for a special reduction in rate that would have to be requested in writing. It will then go to committee and they will make a recommendation to the Council to Consider.

From: David Smith <dsmith@edgewood.edu>
Sent: Thursday, February 25, 2021 4:06 PM
To: Clarizio, Valerie J. <vclarizio@sturgeonbaywi.org>
Subject: RE: mooring fees

Thanks for the prompt response Val. When you mention that I could put in a proposal/request, do you mean a request relative to a special arrangement due to the pandemic or reducing my fee to the \$109 resident fee.

Thanks again. David

From: Clarizio, Valerie J. <vclarizio@sturgeonbaywi.org>
Sent: Thursday, February 25, 2021 3:57 PM
To: David Smith <dsmith@edgewood.edu>
Subject: RE: mooring fees

CAUTION: This email did not originate from Edgewood College. Do not click links or open attachments unless you've verified the content is safe.

Hi David,

I don't believe the price of non-resident mooring fees has come up for quite some time. According to my records the fee was last changed in 2011 at which time it was increased to \$303.84.

In light of the pandemic, the Council has approved a payment plan for a couple of different fees (Liquor licenses and farm market fees), but not the marina or mooring fees, as well as many others. You are welcome to put together a proposal/Request for a change or exception for Council consider (via the Park and Rec Committee and Finance Committee).

Val

From: David Smith <dsmith@edgewood.edu>
Sent: Thursday, February 25, 2021 3:41 PM
To: Clarizio, Valerie J. <vclarizio@sturgeonbaywi.org>
Subject: mooring fees

Hi Val,

My name is David Smith, I live in the Madison area and I have had mooring #64 for the past three years. I've spoken to Collen DeGrave in the Parks and Rec area (she's been very helpful) and she suggested I contact you. My question is... Has the city discussed mooring fees for non-city residents? The \$303 seems a little high to me. I'd be happy to pay the \$109 annually. Part of what has prompted this is the current pandemic situation.

Please let me know your thoughts.

Thanks. David

David Smith
Edgewood College
Professor of Art
www.farmandfire.com
www.artaxis.org

CITY OF STURGEON BAY

RESOLUTION ESTABLISHING THE NATIONAL ESTUARINE RESEARCH RESERVE COMMITTEE

WHEREAS, the Common Council of the City of Sturgeon Bay has, by its Comprehensive Plan, included the recommendation of establishing Sturgeon Bay as a center for aquatic and environmental research; and

WHEREAS, fulfilling this recommendation includes the following actions:

- Continue to support the establishment of a National Estuarine Research Reserve (NERR) in the Sturgeon Bay
- Continue to strengthen its partnership with the University of Wisconsin—Green Bay, Door County and others
- With the creation of the NERR, explore additional opportunities for complimentary research, industry and services that establish the City as a destination and hub for environmental research; and

WHEREAS, the Common Council of the City of Sturgeon Bay and Door County Board of Supervisors have previously indicated their support by passing resolutions IN 2919 AND 2917 aimed at obtaining a NERR designation for the bay of Green Bay; and

WHEREAS, the University of Wisconsin—Green Bay by action of the National Oceanic and Atmospheric Administration have selected the bay of Green Bay as the location for a National Estuarine Research Reserve; and

WHEREAS, a small group of citizens, environmental, business, and local government leaders have coalesced around the idea of making Sturgeon Bay and Door County the principal site for the NERR research operations and have done much work and determined that the Sturgeon Bay would be well served by, and likewise could serve well the interests of water research and water science by leveraging public and community assets including: Sturgeon Bay's deep water ports, proximity to the whole of the Bay of Green Bay, and long established commitment to environmental stewardship and philanthropy; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of City of Sturgeon Bay, that the Mayor is authorized to form a special committee whose charge is to attract public headquarters of the NERR facility(ies) to Sturgeon Bay.

BE IT FURTHER RESOLVED,

- The committee shall consist of no more than nine members and comprised of environmental, business, civic and community members
- Will meet on a regular basis and be considered an ad hoc committee of the City, subject to all the open meetings rules as required by law.

- On behalf of the City identify locations for facilities within the community for submission to the NERR site selection committee, assemble and create materials for submission to the NERR Site Committee,
- Engage the public to garner support for siting the NERR in Sturgeon Bay,
- Establish a budget for approval by the Common Council for site attraction and selection activities

This resolution was adopted at a regular meeting of the Sturgeon Bay Common Council this _____ day of _____, 2021.

Attest:

Stephanie L. Reinhardt, Clerk

CITY OF STURGEON BAY
Appointments - April 2021

	CURRENT	PROPOSED
Finance/Purchasing & Building	Helen Bacon, Chr.	Helen Bacon, Chr.
	Seth Wiederanders, Vice-Chr.	Seth Wiederanders, Vice-Chr.
	Dan Williams	Dan Williams
Personnel	Dan Williams, Chr.	Dan Williams, Chr.
	J. Spencer Gustafson, Vice-Chr.	J. Spencer Gustafson, Vice-Chr.
	Dennis Statz	Dennis Statz
Parking & Traffic	Kirsten Reeths, Chr.	Kirsten Reeth, Chr.
	Gary Nault, Vice-Chr.	J. Spencer Gustafson, Vice-Chr.
	Spencer Gustafson	Dennis Statz
C, P & S	Dan Williams, Chr.	Dan Williams, Chr.
	Kirsten Reeths, Vice-Chr.	Kirsten Reeths, Vice-Chr.
	Seth Wiederanders	Seth Wiederanders
Parks & Recreation Committee	Helen Bacon, Chr.	Helen Bacon, Chr.
	Gary Nault, Vice-Chr.	Gary Nault, Vice-Chr.
	J. Spencer Gustafson	J. Spencer Gustafson
Plan Comm	David Ward, Chr.	David Ward, Chr.
	Kirsten Reeths	Kirsten Reeths
	Helen Bacon	Helen Bacon
Local Arts Board	Helen Bacon	Helen Bacon
Board of Public Works	David Ward	David Ward
Chairman to be elected	Helen Bacon	Helen Bacon
	Dennis Statz	Dennis Statz
	Dan Williams	Dan Williams
	Spencer Gustafson	Spencer Gustafson
	Gary Nault	Gary Nault
	Kirsten Reeths	Kirsten Reeths
	Seth Wiederanders	Seth Wiederanders
Library Board	Helen Bacon, Council Rep	J. Spencer Gustafson, Council Rep
	J. Spencer Gustafson, Council Rep	Seth Wiederanders, Council Rep
Industrial Park Dev. Review Team	Dennis Statz, Council Rep	Gary Nault, Council Rep
Sturgeon Bay Visitor Center	J. Spencer Gustafson, Council Rep	Helen Bacon, Council Rep
Utility Commission	David Ward, Mayor	David Ward, Mayor
7 year term	Dan Williams, Council Rep	Dan Williams, Council Rep
	Gary Nault, Council Rep	Gary Nault, Council Rep
	Seth Wiederanders, Council Rep	Seth Wiederanders, Council Rep
Waterfront Redevelopment Authority	Council Rep	Dan Williams
5 year term	Council Rep	J. Spencer Gustafson
	Ryan Hoernke	Ryan Hoernke
Aesthetic Design & Site Plan Review Board	Rick Wiesner	Rick Wiesner
3 year term		
Weed Commission	Mike Barker, Municipal Services Director	Mike Barker, Municipal Services Director
1 year term		

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES

RESOLVED, the following bank institutions: Nicolet National Bank, Sturgeon Bay, Wisconsin; Associated Bank and Associated Wealth Management, Sturgeon Bay, Wisconsin; Bank of Luxemburg, Sturgeon Bay, Wisconsin; Huntington Bank, Wisconsin; North Shore Bank, Sturgeon Bay, Wisconsin; Capital Credit Union, Sturgeon Bay, Wisconsin; Raymond James Financial Services, Inc., Sevastopol, Wisconsin; RBC Wealth Management, Sturgeon Bay, Wisconsin; State of Wisconsin Local Government Pooled Investment Fund, Madison, Wisconsin; and the Wisconsin Investment Trust, Milwaukee, Wisconsin qualified as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all public monies coming into the hands of the Treasurer of the City of Sturgeon Bay, Wisconsin, Door County, State of Wisconsin.

RESOLVED FURTHER that draft or order checks drawn on any one of the above named depositories shall be only as provided in Section 66.0607 of the Wisconsin Statutes; that in accordance herewith all draft or order checks shall be signed by the following persons: Mayor, City Clerk, City Treasurer, or the Deputy Clerk or Deputy Treasurer in the absence of the Mayor, Clerk or Treasurer, and shall be so honored.

RESOLVED FURTHER that any transfer orders of the above named depositories shall be signed by two of the following persons: Mayor, City Treasurer, City Clerk, Deputy Treasurer or Deputy Clerk.

RESOLVED FURTHER, that in lieu of their personal signature(s), the following facsimile signatures, which have been adopted by them as below shown

[Note: Copy with facsimile signatures will be provided to depositories]

may be affixed on such order check(s); that any one of the above named depositories shall be fully warranted and protected in making payment on any order check bearing such facsimile(s) notwithstanding that the same may have been placed thereon without the authority of the designated person or persons.

FURTHER RESOLVED, that a certified copy of this resolution shall be delivered to each of the above named depositories, and said depositories may rely on this resolution until changed by lawful resolution and a certified copy of such resolution has been given to the cashier of the respective above named depositories.

* * * *

Read by _____.

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

Passed by the Council on the _____ day of _____, 2021.

RESOLUTION

BE IT RESOLVED, by the Common Council of the City of Sturgeon Bay, that the Door County Advocate is hereby designated as the official newspaper of the City of Sturgeon Bay for the year beginning May 1, 2021 and ending April 30, 2022.

* * * * *

Introduced by _____.

Motion made by Alderperson _____, seconded by

Alderperson _____ to adopt.

Passed by the Common Council on this _____ day of _____, 2021.

World Migratory Bird Day Resolution

- **Whereas**, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, *and*
- **Whereas**, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, *and*
- **Whereas**, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, *and*
- **Whereas**, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, *and*
- **Whereas**, public awareness and concern are crucial components of migratory bird conservation, *and*
- **Whereas**, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, *and*
- **Whereas**, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., *and*
- **Whereas**, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, *and*
- **Whereas**, while WMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, *and*
- **Whereas**, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW THEREFORE I, David Ward, as Mayor of the

Village City Town/County of Sturgeon Bay, WI, do hereby proclaim May 8th, 2021 as

World Migratory Bird Day

in the village city town/county of Sturgeon Bay, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Dated this 20th day of April in the year 2021

Signed _____

Title _____

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

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Great Lakes Grading & Excavation in the amount of \$152,512.00 for the Otumba Beach improvement project.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

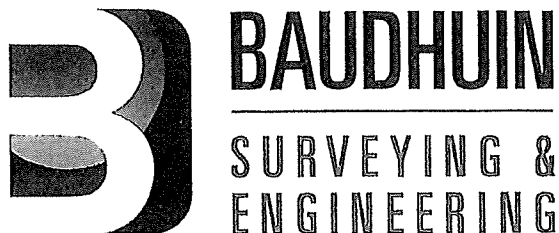
Dated: April 13, 2021

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021



April 7, 2021

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

*Re: Beach Improvement Bids
Otumba Park*

Dear Committee Members:

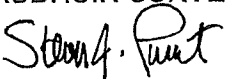
Bids were received April 5, 2021 for the Beach Improvements Project at Otumba Park. Four bids were received and ranged in price from \$152,512.00 to \$176,992.96 with Great Lakes Grading & Excavating being the low bidder (see attached bid tabulation).

Bids were reviewed and all are in order and the bid price falls within the project budget. My recommendation, therefore, is that a contract be awarded to Great Lakes Grading & Excavating in the amount of \$152,512.00.

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

OTUMBA BEACH IMPROVEMENTS - Bid Tab
City of Sturgeon Bay
April 5, 2021

Item	Description	Quantity	Measure	Great Lakes Grading & Exc.		Ress Excavating & Mat.		Triple P. Inc. dba Peters Conc.		Vinton Construction Co.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Lump sum, mobilization	1	LS	\$4,200.00	\$4,200.00	\$5,700.00	\$5,700.00	\$3,700.00	\$3,700.00	\$29,700.00	\$29,700.00
2.	Lump sum, demolition of electrical	1	LS	2,700.00	2,700.00	750.00	750.00	2,000.00	2,000.00	500.00	500.00
3.	3 each, remove light poles and store	3	EA	600.00	1,800.00	350.00	1,050.00	1,500.00	4,500.00	250.00	750.00
4.	1,300 square feet, brick paver removal	1,300	SF	2.10	2,730.00	1.35	1,755.00	4.00	5,200.00	4.89	6,357.00
5.	Lump sum, stripping and rough grading	1	LS	4,500.00	4,500.00	5,200.00	5,200.00	10,000.00	10,000.00	14,400.00	14,400.00
6.	160 lineal feet, concrete retaining wall	160	LF	350.00	56,000.00	565.00	90,400.00	374.70	59,952.00	427.20	68,362.00
7.	475 cubic yards, beach sand	475	CY	20.00	9,500.00	28.00	13,300.00	43.75	20,781.25	21.05	9,998.75
8.	720 square feet, landscape area prep	720	SF	6.25	4,500.00	2.55	1,836.00	1.60	1,152.00	1.69	1,216.80
9.	30 cubic yards, crushed aggregate base course	30	CY	75.00	2,250.00	48.50	1,455.00	30.00	900.00	44.18	1,325.40
10.	750 square feet, 5-inch thick concrete sidewalks	750	SF	38.00	28,500.00	6.80	5,100.00	6.50	4,875.00	8.70	6,525.00
11.	260 lineal feet, brick paver edging	260	LF	10.50	2,730.00	45.50	11,830.00	15.00	3,900.00	21.20	5,512.00
12.	Lump sum, remove and reset pavers	1	LS	750.00	750.00	500.00	500.00	5,600.00	5,600.00	1,586.00	1,586.00
13.	Lump sum, electrical service in conduit	1	LS	4,250.00	4,250.00	1,500.00	1,500.00	5,300.00	5,300.00	1,950.00	1,950.00
14.	3 each, reset existing light poles	3	EA	2,600.00	7,800.00	1,350.00	4,050.00	2,900.00	8,700.00	1,725.00	5,175.00
15.	27 lineal feet, 6-inch storm sewer	27	LF	51.00	1,377.00	20.00	540.00	35.00	945.00	45.00	1,215.00
16.	1 each, yard drain as per detail	1	EA	1,425.00	1,425.00	1,800.00	1,800.00	1,200.00	1,200.00	1,360.00	1,360.00
17.	60 cubic yards, topsoil placement	60	CY	35.00	2,100.00	25.00	1,500.00	28.00	1,680.00	66.00	3,960.00
18.	5,000 square feet, grass sod	5,000	SF	1.20	6,000.00	2.00	10,000.00	1.67	8,350.00	0.71	3,550.00
19.	Lump sum, kayak launch installation	1	LS	3,150.00	3,150.00	750.00	750.00	5,000.00	5,000.00	3,200.00	3,200.00
20.	Lump sum, stainless steel railing	1	LS	1,625.00	1,625.00	4,350.00	4,350.00	14,000.00	14,000.00	6,760.00	6,760.00
21.	50 lineal feet, beach access mat	50	LF	42.50	2,125.00	60.00	3,000.00	70.00	3,500.00	72.00	3,600.00
22.	Lump sum, restoration of all disturbed areas	1	LS	2,500.00	2,500.00	450.00	450.00	1,000.00	1,000.00	0.01	0.01
Proposal Total - Items 1 - 22					\$152,512.00		\$166,816.00		\$172,235.25		\$176,992.96

\$176,992.96

\$172,235.25

\$166,816.00

\$152,512.00

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Historic Preservation Commission, hereby recommend that the building located at 17 W. Pine Street be designated as an historic structure (commonly known as West Side School).

Respectfully submitted,
Historic Preservation Commission
By: Dave Augustson, Chair

RESOLVED, that the foregoing recommendation be adopted.

Date: April 9, 2021

Introduced by _____;

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

Passed by the Council on the _____ day of _____, 2021.

March 4, 2021

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

RE: West Side School – Sawyer School Lofts
Historic Building Designation

Dear Marty,


Please accept this letter as our request for historic designation of the former West Side School building. As you know, Northpointe Development Corporation is in the processes of developing the building from its vacant state into a 15-unit apartment building. As part of that process, plans for the proposed work will be submitted to the State of Wisconsin for plan review. By designating the building as historic at the local level, additional building code provisions that are meant to protect the integrity of historic buildings will then be available for use in our design. Among other things, these provisions allow flexibility with fire ratings and energy code requirements so that the historic fabric of the building is not lost in the process of adaptively re-using the building.

As the historic preservation commission meets to consider our request, I wanted to convey the following list of pertinent work items that are part of our holistic plan to redevelop the property in a historically sensitive way:

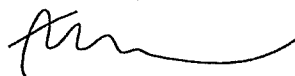
- 1.) Remove existing windows and infilled window panels and replace with historically similar windows with the following features:
 - a. Simulated divided lite window muntins in a similar pattern to the original. (See photo at the end of the letter)
 - b. Use low E 272 glazing as recommended by the National Park Service for historic properties
- 2.) Refurbish the original divided lite transoms over each of the north entrance doors
- 3.) Refurbish (5) existing classroom entrance assemblies and convert to fire-rated entrance assemblies
- 4.) Refurbish (2) existing borrowed lite assemblies and convert to fire-rated faux lites
- 5.) Tuckpoint exterior brick and replace damages bricks
- 6.) Retain all terrazzo floors and polish
- 7.) Retain hardwood floors where feasible
- 8.) Salvage gymnasium beadboard for later re-installation
- 9.) Retain existing interior brick wall finish in gymnasium dwelling units
- 10.) Refurbish existing wood handrails in both stairwells

Thank you for your consideration in this matter. If feasible for the City's internal timeline and processes, we were hoping for a historic designation in late May, if possible.

Sincerely,



Applicant:
Jonathan Brinkley, AIA, PE
Architect and Engineer



Owner/Developer:
Andy Dumke
Northpointe Development Corp.

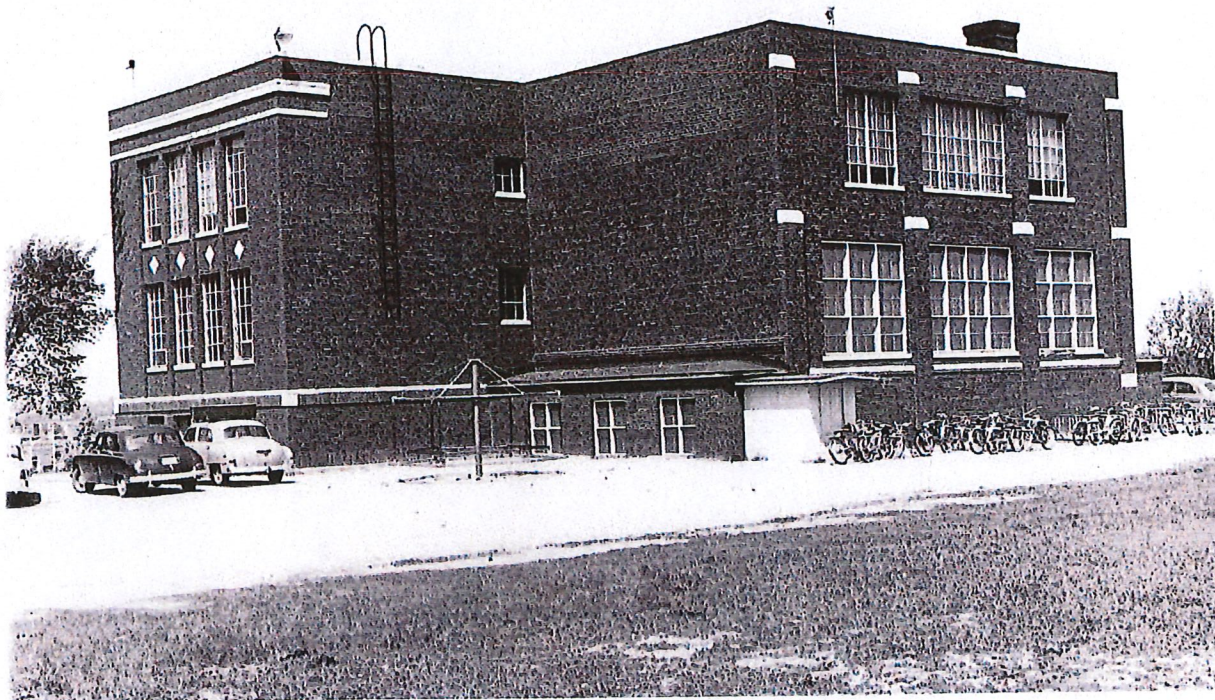


Photo demonstrating original window muntins and styles to be replicated.
Courtesy of Door County Library

1

①

[illegible]

SITE INFORMATION:	
EXISTING PROPERTY AREA:	80,381 SF (1.85 ACRES)
EXISTING ZONING:	R-4
PROPOSED ZONING:	R-4 "CONDITIONAL USE"
PROPOSED USE:	MULTI-FAMILY
AREA OF SITE DISTURBANCE:	36,750 SF (0.83 ACRES)

SETBACKS:	
BUILDING:	
STREET	= 25'
REAR	= 10'
SIDE	= 25'
PAYMENT:	
	= 5'
ACCESSORY BLDG:	= 10'

INTERIORS AREA:	
EXISTING CONDITION	= 42,520 SF
PROPOSED	
REPAIRS TO EXISTING DAMAGE AND	
FUTURE MECHANICAL ROOM	= 30,119 SF
TOTAL	
EXISTING AND TOTAL PROPOSED	
AREA	= 72,639 SF

FINAL SET DESIGN AND TOTAL PROPOSED AREA REFERRED TO AS "TOTAL PROPOSED AREA" FOR ALL CONTRACT DOCUMENTS AND PERMITS. SEE ATTACHED PERMITS FOR ADDITIONAL INFORMATION FOR RECONSTRUCTION FOR THIS PROJECT.

DWELLING UNITS:		PROPOSED FLOOR AREA	
MINIMUM FLOOR AREA:		STUDIO	500-SF
STUDIO	= 500-SF	STUDIO	= 500-SF
1 BED	= 500-SF	1 BED	= 500-SF
2 BED	= 750-SF	2 BED	= 1000-SF
DWELLING UNIT DENSITY: 5.1 UNITS/ACRE			

CAR SPACE		UNIT TYPE	
1 CAR	2 CAR	1 BED	2 BED
1	2	1	2
2	3	2	3
3	4	3	4
4	5	4	5

PARKING STALLS REQ. 25

[illegible]

STORING AND MOVING THE
COMPONENTS FOR PRESENTED INCLUDE A CONCEPTUAL, EPHEMERAL, HANDLED PLAN WHICH DEPICTS THE
FOLLOWING:
- STIMULI AND CATCH BASINS TO BE RETURNED IN WORKER OBJECT
- STIMULI AND CATCH BASINS TO BE RELOCATED ON AVOID
- EXCHANGE SURFACE DRAINAGE PATTERNS OF FLOWING LOT
- EXCHANGE SURFACE DRAINAGE PATTERNS OF FLOWING LOT

A FINAL CONCEPTED SURFACE WATER WITH OBJECTS AND SIZE SIZES WELL BE DEVELOPED IN ACCORDANCE WITH OUR
DESIGNERS AND SUBMITTED FOR REVIEW AT THE TIME OF PRESENTATION.

SANITARY SEWER NARRATIVE:
THE CONDITIONAL USE PLAN PRELIMINARY REQUIRED A DETERMINATION OF A STREET CUT & REPAIRS TO THE EXISTING SEWER SYSTEM AND BEING TO BE RECONSTRUCTED AT THE LOCATION OF CUTS FROM THE EXISTING SEWER SYSTEM TO THE ADJACENT SCHOOL. TO THE EXTENT OF A SEWERAGE REMEDY, THE EXISTING SEWER MAY PROVE ADEQUATE.
A PPA, ENGINEERED SANITARY SEWER CALCULATION WILL BE SUBMITTED FOR REVIEW AT THE TIME OF PERMITTING.

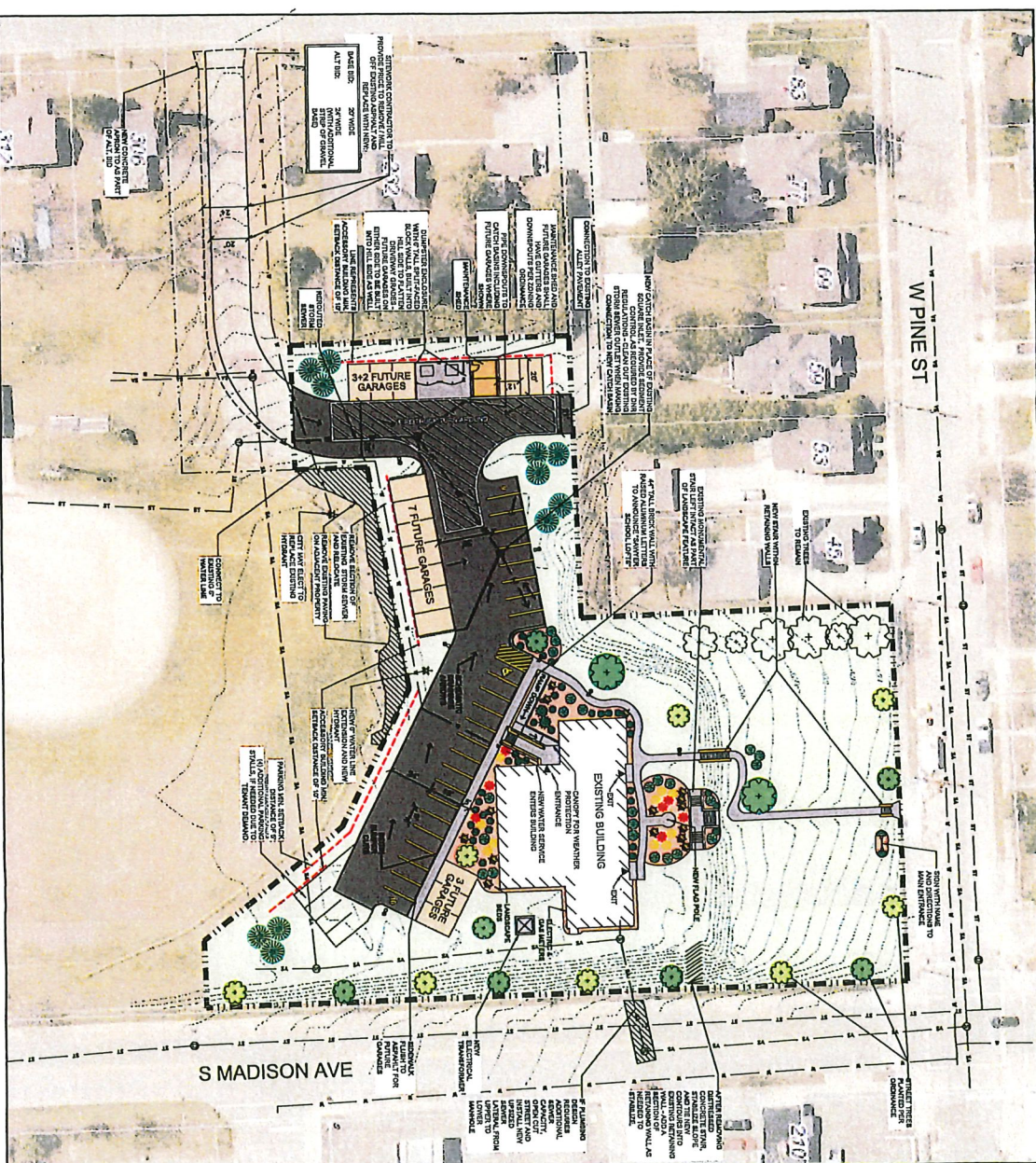
THE COMPROMISE PLAN PRESENTED INCLUDED A DEPOSITION OF A JURY MEMBER SERVING EXTENSION TO THE GOVERNMENT, THE PROPOSED REINTEGRATION OF THE EXISTING SCHOOL BUILDING WILL REQUIRE AN AUTOMATIC SCHOOL BUILDING, THE PROPOSED REINTEGRATION OF THE EXISTING SCHOOL BUILDING WILL REQUIRE AN AUTOMATIC SCHOOL BUILDING AND A FURTHER WITH A FURTHER PLAN, THE EXTENSION OF THE GOVERNMENT WILL BE CONNECTED TO APPROVE THE PLAN, LOCATION OF THE NEW BUILDING AS PART OF THE PLAN, PROPOSED FIRE DEPARTMENT DOCUMENTS.

SIGNAGE INFORMATION:
TWO SIGNS ARE PROVIDED FOR THIS PRODUCT:

- 1) **ADDITIONAL** STILL CARGO SIGN ON THE STREET TO PROVIDE THE NAME OF THE PROPERTY AND ONE CONNECTION TO THE ADDRESS AND JOHN DIMITRAK. THIS SIGN MUST BE APPLIED FOR IMMEDIATELY AFTER THE SIGNING OF THIS CONCEPT ART PLAN.
- 2) **PAVED LETTER** SIGNS ON BRICK WALL AT JOHN DIMITRAK ANNOUNCING THE NAME OF THE PROPERTY. SEE REMOVED.

SITE-LIGHTING NARRATIVE:
FOUR EXAMPLES OF EXISTING LIGHTING ARE IMPOSED ON THE PROJECT. AS PART OF PUMP, PRESENT SUBSTATION, EACH EXISTING HEAD AND ITS ASSOCIATED LIGHT REPRESENTS A PATTERN SHALL BE DOCUMENTED. NO OFF-PERIMETER LIGHT TREATMENT SHALL BE ALLOWED. BEYOND ATTACHED TO LIGHT PICTURE ARE PROPOSED ON THE ATTACHED EXCLUSIVE DRAINING POOL.

BASEMENT NARRATIVE:
BECAUSE THE BALL FIELD AND THE SCHOOL CHANGING FOR MANY YEARS, THERE ARE REMOVED THE BALL FIELD THAT EXTEND TO PROPERTY. THE DEVELOPER PROVIDES ACCESS TO THE BALL FIELD PROPERTY AS EXCLUSIVE DRAINING POOL.



ARCHITECTURAL
SITE PLAN
SCALE: 1" = 30' (WITH FULL SIZE PRINTS)

PRECEDEN
ARCHITECTURE
Architectural design rooted in
the art of engineering
229 E. OLIVISION ST.
FOUND DU LAC, WI 54555
920.933.2860

PROJECT # 20370

SAWYER SCHOOL
17 W PINE ST - STURGEON BAY, WI

WISCONSIN
JONATHAN
R.
BRINKLEY
A-10592
FOND DU LAC
WIS
ARCA

SHEET DATES
DATE DUE DEC. 28,
REVISIONS

ARCH. SITE PLAN
SHEET:
A0-1

②

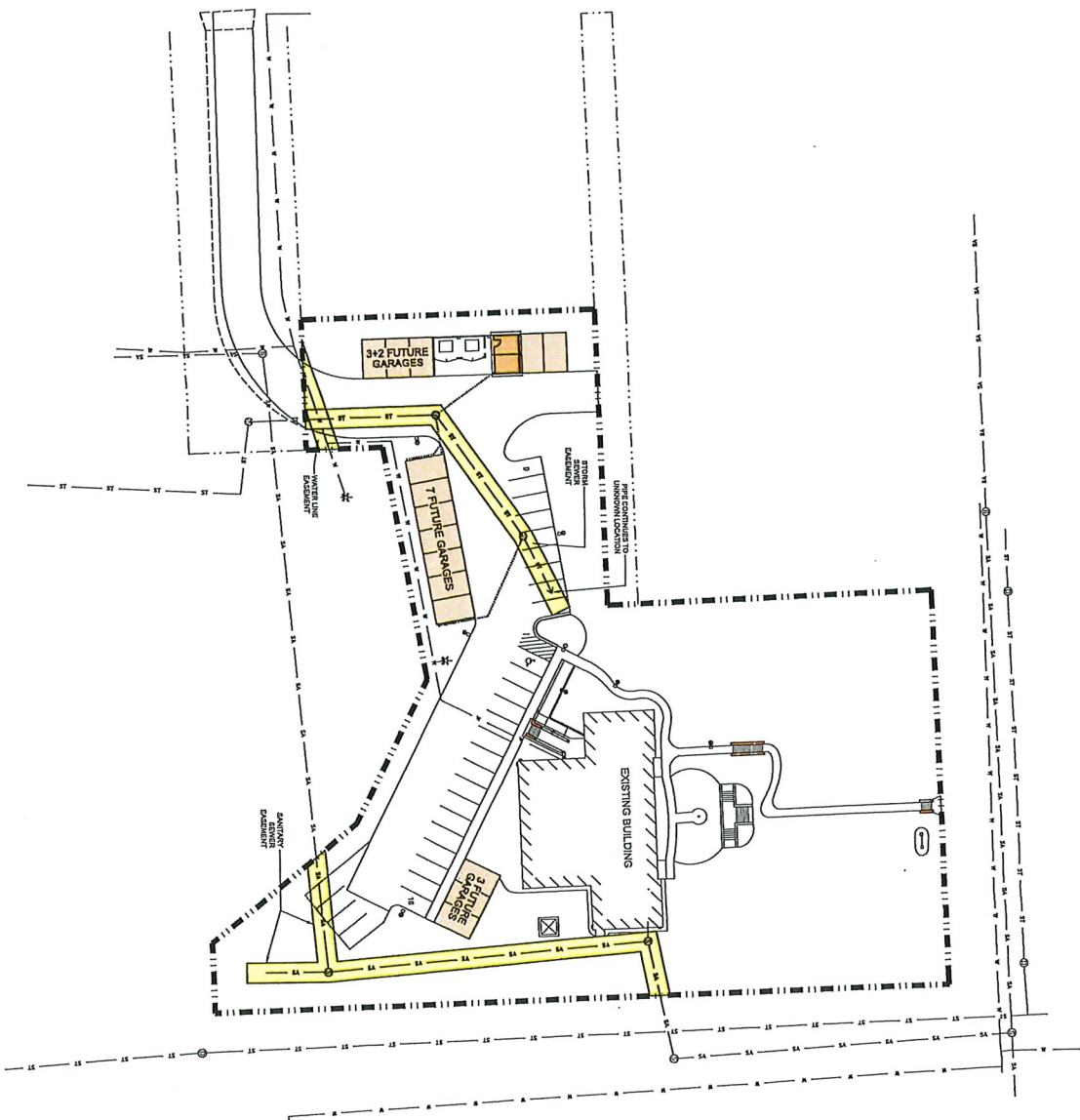
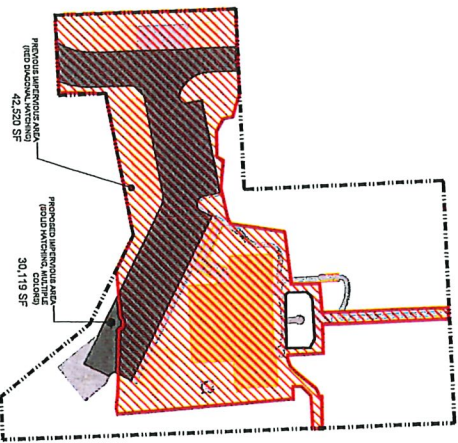
CONDITIONAL USE PERMIT

17-23 W PINE STREET, STURGEON BAY, WI

TAX PARCEL# 28146650.40101

ABBREVIATED LEGAL DESCRIPTION

ABBREVIATED LEGAL DESCRIPTION
 COM 200 ENVIATE HWY COR LOT 10 BLK 4 CORRIDOR 400TH SEC 7 T19S E20W CT TO W
 LN 1/4-1/4 SEC 10 T19S E20W LN 37S. 40' EAST 1/4 SEC 10 T19S E20W LN 37S
 LN 1/4-1/4 SEC 10 T19S E20W LN 37S. 40' EAST 1/4 SEC 10 T19S E20W LN 37S
 LN 1/4-1/4 SEC 10 T19S E20W LN 37S. 40' EAST 1/4 SEC 10 T19S E20W LN 37S

**SAWYER SCHOOL**

17 W PINE ST - STURGEON BAY, WI

PROJECT # 203700

PRECEDENT

Architectural design rooted in
the art of engineering

229 E. DIVISION ST.
FOND DU LAC, WI 54935

920.933.2860

SHEET DATES

DATE: DEC. 28, 2020

1

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1

EASEMENT PLAN

SHEET:

25

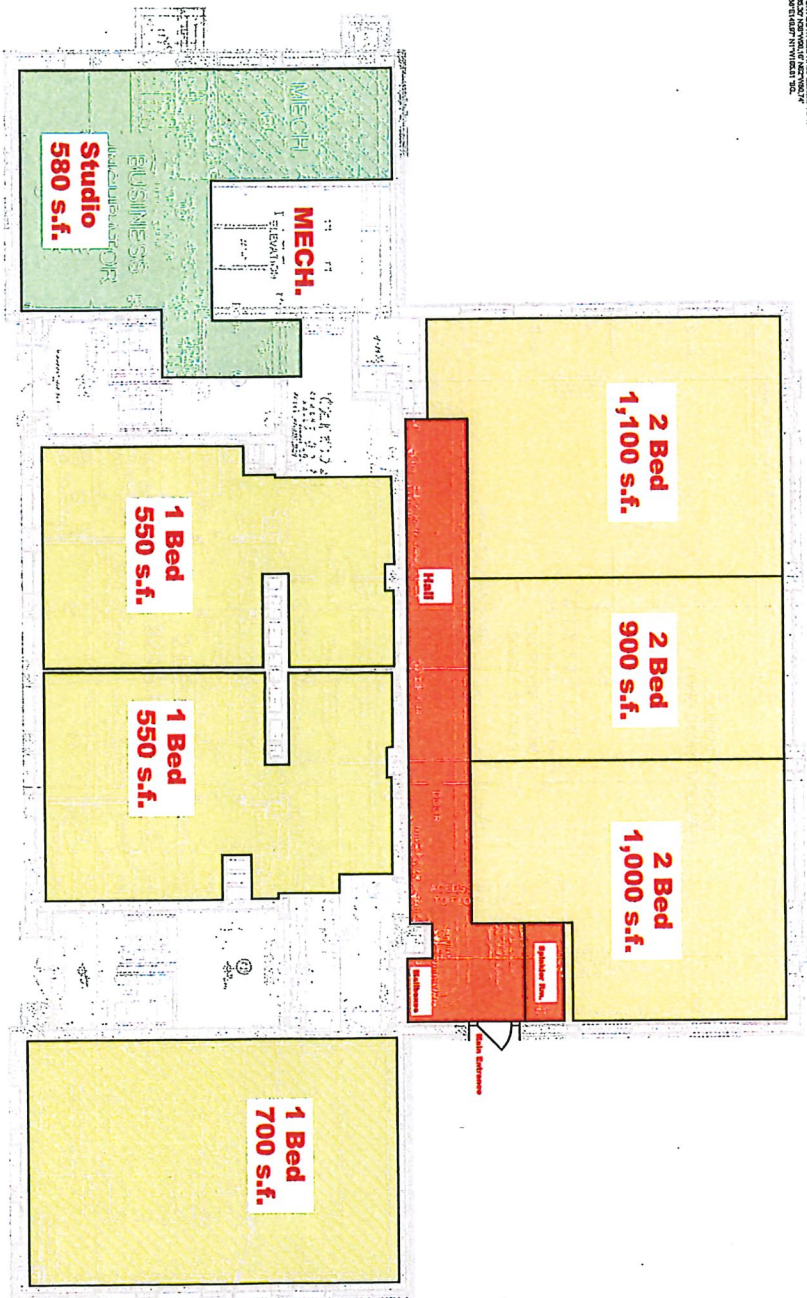
YOUNG

A0.2

CONDITIONAL USE PERMIT

[illegible]

5



SCHOOL APARTMENTS					
	STUDIOS	1 BEDS	2 BEDS	3 BEDS	UNITS PER FLOOR
1ST	1	3	3	-	7
2ND	-	2	1	-	3
3RD	-	2	3	-	5
	1	7	7	-	15

 NORTH
 SCHEMATIC
 1ST FLOOR PLAN
 SCALE: 3/16" = 1 FOOT (WITH FULL SIZE PRINTS)

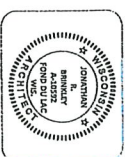
SAWYER SCHOOL ADAPTIVE REUSE

PRECEDENT
ARCHITECTURE
Architectural design rooted in
the art of engineering
225 E. DAVISON ST.
FOND DU LAC, WI 54935

920.933.2860

PROJECT # 203700

SAWYER SCHOOL
17 W PINE ST - STURGEON BAY, WI



SHEET DATES
 ISSUE DATE: DEC. 28, 2020
 KEYWORDS:

FIRST FLOOR PLAN

SHEETS:

A0.5

EXECUTIVE SUMMARY


TITLE: Historic Designation of the Former West Side School Located at 17 W Pine Street

SUMMARY: Northpointe Development Corporation has requested historic designation of the former West Side School building, which recently was approved by the City for conversion into 15 apartment units. This designation would allow Northpointe Development, LLC more building code flexibility. Under the Historic Preservation Chapter, the Council can approve a historic designation with a recommendation from the Historic Preservation Commission. The Commission supports the request and is subsequently recommending to approve. With this designation any future alterations to the building or site would be reviewed by the Historic Preservation Commission rather than the Aesthetic Design and Site Plan Review Board. Below are the reviewed criteria found under the Historic Preservation Code Chapter (Chapter 28).

Sturgeon Bay Historic Designation Criteria:

1. The Council may place an historic structure, historic site or historic preservation district designation on any improvement, improvement parcel or other unit of real property located within the corporate limits of the city that has been determined by the commission to be of historic or architectural significance to the people of the city.
2. The quality of significance is present in historic structures, historic sites and historic preservation districts depicting the history, architecture, archeology and culture of the city or the United States that possess integrity of location, design, setting, materials, quality work, feeling and association and:
 - a. Are associated with events that have made a significant contribution to the broad patterns of local, state or national history;
 - b. Are associated with the lives of persons significant in the local, state or national past;
 - c. Embody the distinctive characteristics of a type, period or method of construction or that represent the work of a master that possess high artistic values or that represent a significant and distinguishable entity whose components may lack individual distinction;
 - d. Have yielded or may be likely to yield information important in prehistory or history; or
 - e. Have a unique location or singular physical characteristics which represent an established and familiar visual feature of a neighborhood, area or place.
3. No area, site, structure or object shall be required to satisfy more than one of these criteria to be considered for and designated as an historic structure, historic site or historic preservation district.
4. The commission may adopt more specific operating guidelines for historic structure, historic site and historic preservation district designation, provided such are in conformance with the provisions of this section.

RECOMMENDATION: City staff recommends approval of the recommendation as presented.

Prepared by: 
Christopher Sullivan-Robinson
Planner / Zoning Administrator

4.15.21
Date

Reviewed by: 
Marty Olejniczak
Community Development Director

4-15-2021
Date

ORDINANCE NO. _____

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

SECTION 1: The following described properties or portions thereof are hereby rezoned from Heavy Industrial (I-2) to Central Business District (C-2):

Twelve parcels of land located in Section 7 and Section 8, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and described as follows:

Parcel No. 281-10-85030901C – owned by Haven Funds, LLC

Lots 7,8,9,10,11 & 12, Block 4 of the Assessors Map of the City of Sturgeon Bay excepting the southerly one-half of Nebraska Street vacated in Volume 133 of deeds, page 311, and Lots 9, 10, 11 and 12, Block 3 of the Assessors Map of the City of Sturgeon Bay excepting the easterly 178.00 feet of the southerly 20.00 feet of said Lot 12, Block 3

Parcel No. 281-10-85040101 – owned by SHT Holdings, LLC

Lot 1 and Lot 2, Block 4 of the Assessors Map of the City of Sturgeon Bay

Parcel No. 281-10-85031201C & 281-10-85030501A – owned by the City of Sturgeon Bay

The easterly 178.00 feet of the southerly 20.00 feet of Lot 12, Block 3 of the Assessors Map of the City of Sturgeon Bay, and Lot 1 of Certified Survey No. 3375 recorded in Document No. 832509

Parcel No. 281-10-85030701A – owned by Sturgeon Bay Utilities

Lot 2 of Certified Survey No. 3375 recorded in Document No. 832509

Parcel No. 281-10-85070801 & 281-10-85070501– owned by The Vegetable Truck, LLC

Lot 2 and Lot 3 of Certified Survey No. 2510 recorded in Document 731094, Volume 15 of Certified Survey Maps, Page 77

Parcel No. 281-10-85020105A & Part of Parcel No. 281-10-85020104A – owned by Shipyard Development, LLC

Lot 1 of Certified Survey No. 2511 recorded in Document 731095, Volume 15 of Certified Survey Maps, Page 80, and the easterly 30' of Lot 1 of

Certified Survey No. 2510 recorded in Document 731094, Volume 15 of Certified Survey Maps, Page 77 being the easterly 30' of the vacated right-of-way of South 2nd Avenue.

Parcel No. 281-10-85061101, 281-10-85061000A & 281-10-85060901 - owned by E&I Property Investments

Lots 7, 8, 9, 10 and the easterly one-half of Lots 11 & 12, Block 6 of the Assessors Map of the City of Sturgeon Bay

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

Approved: _____
David Ward, Mayor

Attest: _____
Stephanie Reinhardt, City Clerk



MEMO

To: Common Council
From: Christopher Sullivan-Robinson
Date: April 15, 2021
Subject: Zoning Map Amendment from I-2 to C-2 for Various Downtown Properties

At the last meeting, the council approved a recommendation and a first reading for zoning map amendment to rezoning 12 parcels of land locating within the downtown area from Heavy Industrial I-2 to Central Business District (C-2). That was approved and typically a second reading would be the next step. However, two parcel descriptions were not included in the information provided. This includes a parcel owned by the City at the northwest corner of Oregon and 1st; about a 20' x 178' strip. The other parcel is a 30' wide portion of vacated South 2nd Ave right-of-way located behind of The Spoon Restaurant and owned by Shipyard Partners, LLC. These corrections have been but to follow proper procedure the City should repeat the 1st reading of the ordinance.

EXECUTIVE SUMMARY

Title: Zoning Map Amendment of the Remnant Heavy Industrial (I-2) Property for Downtown Area

Background: City staff, at the direction of the Common Council and Plan Commission, is pursuing the rezoning of properties located within the downtown from Heavy Industrial (I-2) to Central Business District (C-2). At the last Plan Commission meeting, a recommendation was made to approve the zoning map amendment.

Surrounding Zoning and Uses:

North: This area contains C-2 zoning and consists of a mixture of commercial, residential and mixed-use buildings.

South: This area contains PUD, C-2, and Conservancy zoning. The area is comprised of condo's, public park area, boat sales and servicing use, and the waterfront.

East: This area contains PUD and C-2 zoning and is comprised of public park space, improved vacant land, retail establishments, and condos.

West: This area contains C-2 and Conservancy zoning and is comprised of public park space, mixed use, commercial, and the waterfront.

Comprehensive Plan: The Future Land Use Map within the Sturgeon Bay Comprehensive Plan identifies the subject properties as Downtown Mixed Use. Downtown Mixed Use is defined as *"intended to remain civic, social, and commercial hub of the community. This category is intended for a mix of retail, commercial services, office, institutional, governmental, and residential uses arranged in pedestrian-oriented environment with on-street parking; minimal building setbacks; and building designs, material placement, and scale that are compatible with the character of existing development. The Comprehensive Plan recommends C-2 zoning district as the appropriate zone for areas in this future land use category."*

Other Considerations: The affected property owners (a total of 3 not including the City and Sturgeon Bay Utilities) have been made aware of the rezoning and their ability to provide input to the rezoning of their property(s). Sheila Turner, representative of SHT Holdings LLC, objected to the rezoning of her property located at 65 S 2nd Ave. This property is currently a parking lot and used for outdoor storage. She stated that leaving the property I-2 would allow the most flexibility. No additional response has been received from E & I Property Investment regarding their properties located at 230 Oregon Street, 136 S 2nd Ave, and 231 Nebraska Street. Joe Moede, representative of Shipyard Development LLC, (and various other llc's) preference is to not be rezoned. However, if they had to, then all the properties should be rezoned to C-2.

Rezoning to C-2 is beneficial to the downtown area for the following reasons:

- Eliminates the City's concerns in regard to the recent zoning text amendment allowing taller buildings within the I-2 zoning district.
- The proposed zoning conforms to the City's future development goals of the downtown area.
- Most properties gain more building area under the new zoning district and more applicable uses complimentary to the downtown area.
- Limits current and potential uses that are generally not permissible in the downtown area.
- Allows limited residential developments to multiple-family and mixed-use projects.

Negative impact of the rezoning includes the following:

- Some property owners are not supportive and feel that the rezoning would negatively impact the use of their property(s).
- The properties used for outdoor storage become nonconforming under the C-2 zone.

Recommendation: Among other thing in the Comprehensive Plan, this requested zoning change matches Future Land Use Map and is complimentary to the surrounding uses within the downtown area. Ultimately, the positive impacts out-weigh the negatives. Staff recommends approval of the Plan Commissions recommendation as presented. The Council would subsequently need to approve a first and second reading of the ordinance.

Prepared by: _____

Christopher Sullivan-Robinson
Planner/ Zoning Administrator

3.31.2021
Date

Reviewed by: _____

Marty Olejniczak
Community Development Director

3-31-2021
Date

Reviewed by: _____

Josh Vanlieshout
City Administrator

Date

[illegible]

AMENDMENT TO STURGEON BAY FIRE CODE

Amend section 6.18 to read as follows:

6.18 - Enforcement.

- (1) *Primary enforcement responsibility.* The overall enforcement for this code is the responsibility of the fire chief/fire inspector. Normally, the building inspector has primary responsibility during construction of the building, while the fire inspector has primary responsibility after the building is completed. The enforcement of many of the provisions of the code is the primary responsibility of the fire inspector, and compliance with these provisions should be of primary concern while conducting the fire prevention inspections mandated by § 101.14, Wis. Stats., and Wis. Adm. Code SPS 314, for which the fire inspector has the primary enforcement responsibility. Note: Other state or municipal agencies may have adopted building or construction requirements that are either more restrictive or address other issues than those specified in this code.
- (2) *Modifications.* The fire chief may modify any of the provisions of the adopted codes listed in section 6.17(3) except SPS 361-366 Commercial Building Codes, upon application in writing by the owner or lessee or his/her authorized agent when there are practical difficulties in carrying out all requirements of this chapter, provided that the spirit of this chapter shall be observed, public safety secured and substantial justice done. The particulars of such modification when granted or allowed and the decision of the fire chief thereon shall be entered upon the records of the department and a signed copy shall be furnished to the applicant. A copy of each order of modification by the fire chief shall be filed with the chief of the inspection department and the city clerk-treasurer. The city clerk-treasurer shall present the same to the city council at its next regular meeting.
- (3) *Petition for variance from SPS 361-366.* The Wisconsin Department of Safety and Professional Services shall consider and may grant a variance to a provision of chs. SPS 361 to 366 in accordance with ch. SPS 303. The petition for variance shall include, where applicable, a position statement from the fire chief.
- (4) *Bulk oil tanks prohibited.* The storage of over 500 gallons of hazardous, flammable, combustible liquids or materials above ground on any premises within the city is prohibited.
- (5) *Inspection fee.* Inspection fee for removal or installation of tanks:
 - (a) A fee of \$50.00 shall be charged by the city as follows:
 1. For all tanks whether above or below ground located in any zoning district within the city.

ORDINANCE NO. _____

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

SECTION 1: Section 9.02 of the Municipal Code (LICENSES AND PERMITS) of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated as follows:

9.02 - Direct sellers, peddlers, transient merchants and seasonal merchants.

- (1) *Registration required.* No direct seller shall engage in direct sales in the city without being registered.
- (2) *Definitions.* In this subsection the following shall mean:
 - (a) *Charitable organization.* Any benevolent, philanthropic, patriotic or eleemosynary person, partnership, association or corporation, or one purporting to be such.
 - (b) *Clerk.* The city clerk.
 - (c) *Direct seller.* Any individual who for himself/herself, or for a partnership, association or corporation, sells goods or takes sales orders for the later delivery of goods at any location other than his/her permanent business place or residence, and shall include, but not be limited to, peddlers, solicitors and transient merchants. The sale of goods includes donations required by the direct seller for the retention of goods by a donor or prospective customer.
 - (d) *Food Vending Vehicle.* Any motorized vehicle or trailers and carts used to sell food or beverages by a mobile food vendor.
 - (e) *Goods.* Personal property of any kind, including goods provided incidental to services offered or sold.
 - (f) *Mobile Food Vendor.* Any person who dispenses food or beverages from a food vending vehicle for immediate service and/or consumption. A mobile food vender is a type of transient merchant and is regulated as such under the Sturgeon Bay Municipal code.
 - (g) *Peddler.* A person who goes from place to place within the city offering for sale property which he carries with him, including a vendor who distributes products to regular customers on an established route.
 - (h) *Permanent merchant.* A direct seller who, for at least one year prior to the consideration of the application of this section to such merchant:
 1. Has continuously operated an established place of business within the city; or
 2. Has continuously resided in the city and now does business from his/her residence.
 - (i) *Person.* Any individual, group of individuals, firm, partnership, company, corporation, trustee, association, or any public or private entity and includes the individual or entities employees or agents.
 - (j) *Public Property.* Any property owned by the City of Sturgeon Bay or the right-of-way of any street or highway.
 - (k) *Seasonal merchant.* Any individual, partnership, corporation, or limited liability company who engages in the retail sale of merchandise at any place, other than house to house,

is in this city seasonally, and who does not intend to become a permanent merchant in the city.

- (l) *Sell*. To transfer or exchange for value, to expose or offer for sale or exchange, or to procure, store, keep or have in one's possession or control for the purpose of selling.
- (m) *Transient merchant*. Any individual, partnership, corporation, or limited liability company who engages in the retail sale of merchandise at any place, other than house to house, in this city temporarily, and who does not intend to become a permanent merchant in the city.

(3) *Exemptions*. The following shall be exempt from all provisions of this section:

- (a) Any person delivering newspapers, fuel, dairy products or bakery goods to regular customers on established routes;
- (b) Any person selling goods at wholesale to dealers in such goods;
- (c) Any person selling agricultural products which such person has grown;
- (d) Any permanent merchant or employee thereof who takes orders away from the established place of business for goods regularly offered for sale by such merchant within this county and who delivers such goods in their regular course of business;
- (e) Any person who has an established place of business where the goods being sold are offered for sale on a regular basis and in which the buyer has initiated contact with and specifically requested a home visit by such person;
- (f) Any person selling or offering for sale a service unconnected with the sale or offering for sale of goods;
- (g) Any person who has had, or one who represents a company which has had, a prior business transaction, such as a prior sale or credit arrangement, with the prospective customer;
- (h) Any employee, officer or agent of a school, nonprofit or charitable organization who engages in direct sales for or on behalf of the organization, provided that there is submitted to the clerk proof that the organization is registered under § 440.41, Wis. Stats. Any charitable organization not so registered, or which is exempt from the statute's registration requirements, shall be required [to register] under this section;
- (i) Any person who claims to be a permanent merchant, but against whom complaint has been made to the clerk that such person is a transient merchant; provided there is submitted to the clerk proof that such person has leased for at least one year or purchased the premises from which he/she is conducting business, or proof that such person has conducted such business in the city for at least one year prior to the date complaint was made;
- (j) Any person selling goods on public property in conjunction with government approved special events such as the farmers market, art fairs, county fair, or festivals or events of the Sturgeon Bay Visitor and Convention Bureau.

(4) *Application*.

- (a) Applicants for registration must complete and return to the clerk a registration form furnished by the clerk which shall require the following information:
 - 1. Name, permanent address and telephone number, and temporary address, if any;
 - 2. Age, height, weight, and color of hair and eyes;

3. Names, address and telephone number of the person, firm, association or corporation that the direct seller represents or is employed by, or whose merchandise is being sold;
 4. Temporary address and telephone number from which business shall be conducted;
 5. Nature of business to be conducted and a brief description of the goods offered and any services offered;
 6. Proposed method of delivery of goods, if applicable;
 7. Make, model and license number of any vehicle to be used by the applicant in the conduct of his/her business;
 8. Last cities, villages, towns, not to exceed three, where the applicant conducted similar business;
 9. Place where the applicant can be contacted for at least seven days after leaving the city;
 10. Statement as to whether the applicant has been convicted of any crime or ordinance violation related to his/her transient merchant business within the last five years, the nature of the offense and place of conviction.
- (b) Applicants shall present to the clerk for examination:
1. A driver's license or other proof of identity as may be reasonably required;
 2. A state certificate of examination and approval from the sealer of weights and measures where the applicant's business requires use of weighing and measuring devices approved by state authorities;
 3. A state health officer's certificate where the applicant's business involves the handling of food or clothing and is required to be certified under state law.
- (c) At the time the direct seller, transient merchant or seasonal merchant registration form is returned, an amount set by the common council for the investigation fee shall be paid to the city clerk. Each employee of the applicant must register with the city clerk's office and pay the investigation fee one time during the registration period.
- (d) The applicant shall sign a statement appointing the clerk his/her agent to accept service of process in any civil action brought against the applicant arising out of any sale or service performed by the applicant in connection with his/her direct sales activities in the event the applicant cannot, after reasonable effort, be served personally.
- (5) *Investigation and Registration.*
- (a) Upon receipt of each applicant, the clerk shall refer it immediately to the chief of police, who shall make an investigation of the statements made in the registration.
 - (b) The clerk shall refuse to register the applicant if it is determined, pursuant to the investigation above, that the application contains any material omission or materially inaccurate statement; complaints of a material nature have been received against the applicant by authorities in the last cities, villages and towns, not exceeding three, in which the applicant conducted similar business; the applicant was convicted of a crime, statutory violation or ordinance violation within the last five years, the nature of which is directly related to the applicant's fitness to engage in direct selling; or the applicant failed to comply with any applicable provision of paragraph (4)(b) above.

- (c) Upon successful investigation and determination that the application conforms to the applicable requirements, the clerk shall register the applicant as a direct seller, transient merchant, or seasonal merchant and the date of entry. The registration for a direct seller or transient merchant shall be valid for not more than thirty days from the date of entry. The registration for the seasonal merchant shall be valid for not more than 180 days from the date of entry.
- (6) *Appeals.* Any person denied registration may appeal the denial through the appeal procedure provided by ordinance or resolution of the council, or, if none has been adopted, under the provisions of §§ 68.07—68.16, Wis. Stats.
- (7) *Regulation*
 - (a) *Prohibited practices.*
 - 1. No direct seller, transient merchant, peddler or seasonal merchant shall sell merchandise or attempt to sell merchandise in the City of Sturgeon Bay without a current registration obtained from the clerk hereunder. Each sale or attempted sale shall constitute a separate violation.
 - 2. A direct seller shall be prohibited from: calling at any dwelling or other place between the hours of 9:00 p.m. and 9:00 a.m. except by appointment; calling at any dwelling or other place where a sign is displayed bearing the words "No Peddlers," "No Solicitors" or words of similar meaning; calling at the rear door of any dwelling place; or remaining on any premises after being asked to leave [by] the owner, occupant or other person having authority over such premises.
 - 3. A direct seller shall not misrepresent or make false, deceptive or misleading statements concerning the quality, quantity or character of any goods offered for sale, the purpose of his/her visit, his/her identity or the identity of the organization he/she represents. A charitable organization direct seller shall specifically disclose what portion of the sale price of goods being offered shall actually be used for the charitable purpose for which the organization is soliciting. Such portion shall be expressed as a percentage of the sale of the price of goods.
 - 4. No direct seller shall impede the free use of sidewalks and streets by pedestrians and vehicles. Where sales are made from vehicles, all traffic and parking regulations shall be observed.
 - 5. No direct seller shall make any loud noises or use any sound amplifying device such as public address (PA) systems to attract customers if the noise produced is capable of being plainly heard outside a 100-foot radius of the source.
 - 6. No direct seller shall allow rubbish or litter to accumulate in or around the area in which he/she is conducting business.
 - 7. Flashing or blinking lights, or strobe lights are prohibited.
 - (b) *Disclosure requirements.*
 - 1. After the initial greeting and before any other statement is made to a prospective customer, a direct seller shall expressly disclose his/her name, the name of the company or organization he/she is affiliated with, if any, and the identity of goods or services he/she offers to sell.
 - 2. If any sale of goods is made by a direct seller or any sales order for the later delivery of goods is taken by the seller, the buyer shall have the right to cancel the transaction if it involves the extension of credit or is a cash transaction of more than \$25.00, in

accordance with § 423.203, Wis. Stats.; the seller shall give the buyer two copies of a typed or printed notice of that fact. Such notice shall conform to the requirements of § 423.203(1)(a), (b), and (c) and (3), Wis. Stats.

3. If the direct seller takes a sales order for the later delivery of goods, he/she shall, at the time the order is taken, provide the buyer with a written statement containing the terms of the agreement, the amount paid in advance, whether full, partial or no advance payment is made, the name, address, and telephone number of the seller, the delivery or performance date and whether a guarantee or warranty is provided and, if so, the terms thereof.

(c) *Additional requirements of seasonal and transient merchants operating from a fixed location.*

1. The operation and location shall comply with all applicable state and local laws, including but not limited to all fire codes, zoning codes, occupational tax codes, and any other applicable state and local code provisions.
2. No business shall be conducted on any city street right-of-way or public property, unless permission has been granted through the common council.
3. If the location is on property not owned by the vendor, an authorization for the property's use by said vendor shall be signed by the property owner, covering the license period, and supplied to the city clerk at the time of license application.
4. Signs shall be in conformance with the city's sign code (Chapter 27 of this Municipal Code).
5. A permit shall be issued measuring at least 4-5 1.3 square feet in size and shall be posted in clear sight of the general public. The permit number, business name, permanent mailing address, and other pertinent contact information shall appear on the permit.

(d) *Additional requirements for Mobile Food Vendors.*

1. A separate transient merchant permit shall be required for each food vending vehicle operated by a mobile food vendor.
2. A site plan must be provided that illustrates mobile food vendor/food vending vehicle location(s) with setbacks, access, seating, bathroom facilities, stored equipment and service area on the property.
3. Mobile food vendors shall be inspected annually upon issuance of a transient merchant license by the Sturgeon Bay Fire Department and the Department of Agriculture, Trade and Consumer Protection regarding health and safety related issues.
4. Mobile food vendors are prohibited from operating from 10:00 p.m. to 6:00 a.m. Sunday to Thursday and 12:00 a.m. to 6:00 a.m. Friday and Saturday.
5. Seating and tables, if provided, shall not block ingress, egress or fire exits from or to the food vending vehicle or any other structure on the property.
6. Mobile food vendors must provide at least one onsite, conveniently located waste receptacle for customers. Garbage and refuse must be kept in durable, disposable or cleanable, insect/rodent proof containers that do not leak and do not absorb liquids. Mobile food vendors shall be responsible for the removal and disposal of all garbage and refuse within the immediate area around the food vending vehicle.

7. Bathroom facilities must be provided onsite unless public bathrooms are located within 150 feet of the mobile food vendor site or a written agreement has been provided from a business from an adjoining property allowing the use of their bathroom facilities.
 8. Food vending vehicles must be setback at least five (5) feet from all property lines, buildings, and other food vending vehicles.
 9. Food vending vehicles and the surrounding site they occupy must be maintained in good operating order and visual appearance.
 10. Mobile food vendors must have and maintain general business liability insurance.
- (8) *Record of violations.* The chief of police shall report to the clerk all convictions for violation of this section and the clerk shall note any such violation on the records of the registrant convicted.
- (9) *Revocation of registration.*
- (a) Registration shall be revoked by the council after notice and hearing if the registrant made any material omission or materially inaccurate statement in the application for registration, made any fraudulent, false, deceptive, or misleading statement or representation in the course of engaging in direct sales, violated any provision of this section or was convicted of any crime or ordinance or statutory violation which is directly related to the registrant's fitness to engage in direct selling.
 - (b) Written notice of the hearing shall be served personally on the registrant at least 72 hours prior to the time set for the hearing; such notice shall contain the time and place of hearing and a statement of the facts upon which the hearing shall be based.
- (10) *Penalty for violation.* Any person convicted of violating any provisions of section 9.02 or any subsection thereof shall forfeit not less than \$50.00 nor more than \$250.00 for each violation, plus the costs of prosecution and reasonable attorney fees. Each violation shall constitute a separate offense.

SECTION 2: The ordinance shall take effect the day after publication.

Approved:

David J. Ward
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk