



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, SEPTEMBER 21, 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.
 4. Adoption of agenda.
 5. Public Comment on agenda items only.
 6. Consideration of the following bills: General Fund – \$1,341,221.25, Capital Fund - \$137,587.50, Cable TV - \$-348.04, TID #2 - \$3,757,175.00, TID #3 - \$88,118.75, TID #4 - \$245,904.78, Solid Waste Enterprise Fund - \$25,795.10 and Compost Site Enterprise Fund - \$110.61 for a grand total of \$5,595,564.95. [roll call]
 7. CONSENT AGENDA
- * All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
- * a. Approval of 9/7/21 regular Common Council minutes.
- * b. Place the following minutes on file:
- (1) Community Protection & Services Committee – 8/5/21
 - (2) Cable Communication System Advisory Council – 8/5/21
 - (3) Aesthetic Design & Site Plan Review Board – 8/9/21
 - (4) Joint Parks & Recreation Committee/Board – 8/25/21
 - (5) Finance/Purchasing & Building Committee – 8/31/21
 - (6) Cable Communication System Advisory Council – 9/9/21
 - (7) Ad Hoc NERR Advisory Committee – 9/10/21
- * c. Place the following reports on file:
- (1) Police Department Report – August 2021
 - (2) Bank Reconciliation – August 2021
 - (3) Revenue & Expense Report – August 2021
- * d. Consideration of: Approval of Beverage Operator licenses.
- * e. Consideration of: Approval of Temporary Beer & Wine license for Fall 50 LLC for Sunset Park.
- * f. Consideration of: Approval of Street Closure Application for Destination Sturgeon Bay – Christmas Parade.

- * g. Consideration of: Approval of Street Closure Application for Destination Sturgeon Bay – Thrills & Chills.
 - * h. Community Protection & Services Committee recommendation re: Approve the Cable TV Budget for 2022.
 - * i. Community Protection & Services Committee recommendation re: Approve changes in Section 24 of the Municipal Code – Communication Towers,
8. Mayoral Appointments.
 9. Consideration of: Second reading of ordinance re: Section 7.12 – Bicycles, play vehicles, and in-line skates of the Municipal Code.
 10. Consideration of: Second reading of ordinance re: Rezone from Central Business District (C-2) to Planned Unit Development (PUD) subject to requirements.
 11. Consideration of: Second reading of ordinance amending the provisions of Chapter 30.01-30.02, Municipal Code – Room Tax Ordinance.
 12. Consideration of: First reading of ordinance Section 24 of the Municipal Code – Communication Towers.
 13. Resolution re: Adopting fees related to Park Shelter Rental, Snow Removal, and Lawn Mowing.
 14. Resolution re: Discontinuing Ackerman Street.
 15. Joint Parks & Recreation Committee/Board recommendation re: Approve changes to the Local Arts Board organization ordinance.
 16. City Administrator report.
 17. Mayor's report.
 18. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

9.17.21

Time:

12:00pm

By:

UM

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

INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19880	STURGEON BAY UTILITIES	2020.2021 T. ROLL SPEC CHG COL	01-000-000-24340	47,117.63
19880		2020.2021 T.ROLL ADDT'L INT CO	01-000-000-24340	101.81
R0001713	TIM MURPHY	SIGN DEPOSIT REFUND/T MURPHY	01-000-000-23168	50.00
R0001714	NANCY SCHROEDER	PARK SHELTER RFND/N SCHROEDER	01-000-000-46300	55.00
R0001714		PARK SHELTER RFND/N SCHROEDER	01-000-000-24214	2.75
R0001714		PARK SHELTER RFND/N SCHROEDER	01-000-000-24215	0.28
R0001715	COLLEEN TERRY	COMPOST PERMIT REFND/C TERRY	01-000-000-48110	100.00
TOTAL LIABILITIES				47,427.47
2017 CAPITAL PROJECTS & EQUIP				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 2017 CAPITAL	01-000-901-70000	65,000.00
01764		10/21 2017 CAPITAL	01-000-901-70001	12,358.13
TOTAL 2017 CAPITAL PROJECTS & EQUIP				77,358.13
2018 CAPITAL PROJ & EQ				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 2018 CAPITAL PROJ/EQUIP	01-000-904-70000	230,000.00
01764		10/21 2018 CAPITAL PROJ/EQUIP	01-000-904-70001	18,790.63
TOTAL 2018 CAPITAL PROJ & EQ				248,790.63
2019 CAPITAL EQUIP & PROJ				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 2019 CAPITAL PROJECTS	01-000-906-70000	260,000.00
01764		10/21 2019 CAPITAL PROJECTS	01-000-906-70001	23,450.00
TOTAL 2019 CAPITAL EQUIP & PROJ				283,450.00
2020 CAPITAL PROJ & EQUIPMENT				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 2020 CAPITAL	01-000-907-70000	150,000.00
01764		10/21 2020 CAPITAL	01-000-907-70001	30,775.00
TOTAL 2020 CAPITAL PROJ & EQUIPMENT				180,775.00
CAPITAL PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 2 CAP PROJ	01-000-913-70000	95,000.00
01764		10/21 TID 2 CAP PROJ	01-000-913-70001	997.50
TOTAL CAPITAL PROJECTS				95,997.50
CITY HALL / FIRE & POLICE STN				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 RFND BOND GF BUILDING	01-000-920-70000	170,000.00
01764		10/21 RFND BOND GF BUILDING	01-000-920-70001	13,500.00
TOTAL CITY HALL / FIRE & POLICE STN				183,500.00
EGG HARBOR RD IMP/DES				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 EGG HARBOR RD	01-000-976-70000	115,000.00
01764		10/21 EGG HARBOR RD	01-000-976-70001	7,253.75
TOTAL EGG HARBOR RD IMP/DES				122,253.75
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	09/21 ATHLETIC FLD LIGHT PROJ	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
BALLFIELD LIGHTING				
BALLFIELD LIGHTING				
TOTAL GENERAL FUND				1,240,917.87
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	08/21 3 ALDER CELLPHONES	01-105-000-58999	97.25
TOTAL				97.25
TOTAL CITY COUNCIL				97.25
LAW/LEGAL				
03950	DAVIS KUELTHAU	08/21 GEN LEGAL MATTERS	01-110-000-55010	1,742.00
03950		08/21 GEN MATTERS/JEANQUART	01-110-000-55010	971.00
03950		08/21 AGREEMENTS	01-110-000-55010	2,691.50
BUELOW	BUELOW, VETTER, BUIKEMA,	07/21 GEN LABOR LEGAL MATTERS	01-110-000-57900	837.00
TOTAL				6,241.50
TOTAL LAW/LEGAL				6,241.50
CITY CLERK-TREASURER				
03940	STEPHANIE REINHARDT	08/21 CONF-MEALS/MILEAGE	01-115-000-55600	222.87
13875	MUNICIPAL CODE CORP	ORDINANCE CODIFICATION	01-115-000-57050	1,617.18
APT	ASSOC. OF PUBLIC TREASURERS	MEMBERSHIP RENEWAL/CLARIZIO	01-115-000-56000	159.00
TOTAL				1,999.05
TOTAL CITY CLERK-TREASURER				1,999.05
ADMINISTRATION				
17700	QUILL CORPORATION	ID BADGE HOLDERS-M & G CROSSWI	01-120-000-56650	36.99
USBANK	US BANK	CONDIMENT/SANITIZER PACKETS	01-120-000-56650	111.28
USBANK		ROTARY DUES/VANLIESHOUT	01-120-000-56000	200.00
USBANK		NAPKINS/SANDWICH BAGS/OTUMBA	01-120-000-56650	7.24
USBANK		PICNIC FOOD/OTUMBA PRK OPENING	01-120-000-56650	193.97
TOTAL				549.48
TOTAL ADMINISTRATION				549.48
COMPUTER				
02975	CAMERA CORNER	1 LARGE/1SMALL KEYPAD-SPARE	01-125-000-55550	506.99
03101	CDW GOVERNMENT, INC.	MAINTENANCE	01-125-000-55550	345.62
03101		COMPUTER MONITOR ARM/DEGRAVE	01-125-000-55550	153.92
04696	DOOR COUNTY TREASURER	08/21 IS INTERNET US	01-125-000-55550	100.00
04696		08/21 TECH SUPPORT	01-125-000-55550	2,500.00

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04696		08/21 4 G INTERNET	01-125-000-55550	375.00
USBANK	US BANK	CREDIT RETURN CASH REG PAPER	01-125-000-54999	-81.88
USBANK		ZOOM	01-125-000-55550	63.99
TOTAL				3,963.64
TOTAL COMPUTER				3,963.64
BUILDING/ZONING CODE ENFORCEMENT				
DCI	DOOR COUNTY INSPECTIONS, LLC	AUGUST BUILDING PERMITS	01-140-000-55010	7,931.35
TOTAL				7,931.35
TOTAL BUILDING/ZONING CODE ENFORCEMENT				7,931.35
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	08/21 CHAD CELL SVC	01-145-000-58250	42.08
USBANK	US BANK	ESRI ANNUAL MAINTENANCE	01-145-000-55550	400.00
TOTAL				442.08
TOTAL MUNICIPAL SERVICES ADMIN.				442.08
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	08/21 MIKE CELL SVC	01-150-000-58250	88.87
TOTAL				88.87
TOTAL PUBLIC WORKS ADMINISTRATION				88.87
CITY HALL				
03159	SPECTRUM	08/21 FIRE CABLE SVC	01-160-000-58999	137.61
04575	DOOR COUNTY HARDWARE	TIDE DETERGENT	01-160-000-51850	18.99
04575		PUTTY KNIVES/PAINTERS TAPE	01-160-000-51850	30.96
04575		PAINT TRAY/ LINERS	01-160-000-51850	21.98
04575		WALLPLATE	01-160-000-55300	1.58
04575		PAINTERS TAPE	01-160-000-51850	12.99
04575		ADHESIVE	01-160-000-51850	6.59
04575		PAINT/SUPPLIES	01-160-000-55300	82.96
04575		SQUEEGEE/SPONGE	01-160-000-51850	9.99
04575		SPIDER KILLER	01-160-000-51850	5.99
05500	ENERGY CONTROL AND DESIGN INC	TEMP CONTROL	01-160-000-58999	1,434.00
05500		MECHANICAL CONTRACT	01-160-000-58999	7,057.00
19880	STURGEON BAY UTILITIES	1317 SHILOH RD	01-160-000-56150	43.61
19880		1317 SHILOH RD	01-160-000-58650	9.83
19880		421 MICHIGAN ST	01-160-000-56150	4,914.91
19880		421 MICHIGAN ST	01-160-000-58650	174.88
MID	MID-STATE SUPPLY	SOLENOID	01-160-000-54999	126.34

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
MID		DELIVERY OF SOLENOID	01-160-000-54999	3.00
WARNER	WARNER-WEXEL LLC	CLEANING SUPPLIES	01-160-000-51850	110.26
TOTAL				14,203.47
TOTAL CITY HALL				14,203.47
INSURANCE				
MCCLONE	MCCLONE AGENCY, INC	10/21 WORK COMP	01-165-000-58750	9,648.00
MCCLONE		10/21 GEN LIAB	01-165-000-56400	3,253.00
MCCLONE		10/21 POLICE LIAB	01-165-000-57150	1,411.00
MCCLONE		10/21 PUBLIC OFFL LIAB	01-165-000-57400	1,235.00
MCCLONE		10/21 CYBER LIAB	01-165-000-55450	286.00
MCCLONE		10/21 AUTO LIAB	01-165-000-55200	1,999.00
MCCLONE		10/21 AUTO PHY DAMAGE	01-165-000-55200	2,367.00
TOTAL				20,199.00
TOTAL INSURANCE				20,199.00
GENERAL EXPENDITURES				
02480	BONNIE BROOKE GARDENS LLC	WOOLY DISPLAY PERENNIALS	01-199-000-58999	145.80
04696	DOOR COUNTY TREASURER	08/21 CITY HALL PHONE	01-199-000-58200	36.72
04696		08/21 FIRE PHONE SVC	01-199-000-58200	12.06
04696		08/21 MUNICIPAL PHONE	01-199-000-58200	21.77
04696		08/21 POLICE PHONE	01-199-000-58200	25.26
15890	PACK AND SHIP PLUS	SHIPPING TO QUARLES-BRADY	01-199-000-57250	44.46
20250	TILLMAN LANDSCAPE & NURSRY INC	PLANTS FOR WOOLY DISPLAY	01-199-000-58999	1,387.00
APEX	APEX SAFETY AND COMPLIANCE LLC	SAFETY PROGRAM	01-199-000-55605	3,575.00
USBANK	US BANK	POSTAGE	01-199-000-57250	90.00
USBANK		POSTAGE	01-199-000-57250	7.00
TOTAL				5,345.07
TOTAL GENERAL EXPENDITURES				5,345.07
POLICE DEPARTMENT				
21450	THE UNIFORM SHOPPE	BADGE-BRINKMAN	01-200-000-52900	88.95
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 19 OF 4	01-200-000-55650	209.35
US BANK		COPY OVERAGES	01-200-000-55650	58.00
USBANK	US BANK	MEAL/SQUAD CHANGE OVER	01-200-000-55600	34.38
USBANK		MEAL/SQUAD CHANGEOVER	01-200-000-55600	9.79
USBANK		LODGING DEPOSIT/HENRY	01-200-000-55600	82.00
USBANK		REPLACEMENT CHAIR BALL	01-200-000-51950	35.54
USBANK		SBPD BUSINESS CARDS	01-200-000-51600	21.92
USBANK		ACROBAT PRO RENEWAL	01-200-000-51950	15.81
USBANK		FREE TRIAL CANCELLATION FEE	01-200-000-51950	31.63
USBANK		NOTARY RENEWAL	01-200-000-56000	20.00
USBANK		BUSINESS CARRD/BRNKS-HOUGARRD	01-200-000-51600	48.51
TOTAL				655.88

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL POLICE DEPARTMENT				655.88
PATROL BOAT				
PATROL BOAT				
02206	BAY MARINE	FUEL FOR PATROL BOAT	01-205-000-51650	275.89
TOTAL PATROL BOAT				275.89
TOTAL PATROL BOAT				275.89
POLICE DEPARTMENT/PATROL				
01766	AURORA MEDICAL GROUP	PRE EMPLOY SCREEN/CSO MULTER	01-215-000-57100	271.00
04545	DOOR COUNTY COOPERATIVE/NAPA	MOUNTED DOOR BUZZER	01-215-000-54999	5.29
04575	DOOR COUNTY HARDWARE	BATTERIES	01-215-000-54999	35.98
19880	STURGEON BAY UTILITIES	SUNSET PARK BT LAUNCH	01-215-000-56150	16.64
19880		SUNSET CONSN CNTR	01-215-000-56150	46.59
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	15.20
19880		SHORECREST CAMERA	01-215-000-56150	14.36
21450	THE UNIFORM SHOPPE	UNIFORM-ENGEBOSE	01-215-000-52900	246.80
USBANK	US BANK	FUEL	01-215-000-51650	41.40
USBANK		MEALS/SQUAD CHANGE OVER	01-215-000-54999	36.48
USBANK		FUEL/SQUAD CHANGE OVER	01-215-000-51650	26.18
USBANK		FUEL/SQUAD CHANGE OVER	01-215-000-51650	21.60
USBANK		PLASTIC SHAFT SWABS	01-215-000-54999	36.75
USBANK		FUEL/SQUAD CHANGEOVER	01-215-000-51650	22.18
USBANK		FUEL/SQUAD CHANGEOVER	01-215-000-51650	29.01
USBANK		LODGING/ENGEBOSE	01-215-000-55600	99.00
USBANK		FUEL	01-215-000-51650	45.23
USBANK		INSIGNIA SET/NAMEPLATE/BRINKMN	01-215-000-54999	176.22
USBANK		BADGE/BRINKMAN	01-215-000-54999	111.82
USBANK		FUEL/SQUAD CHANGEOVER	01-215-000-51650	22.50
USBANK		TRAINING PISTOL	01-215-000-51050	240.00
USBANK		AMMUNITION	01-215-000-51050	429.91
TOTAL				1,990.14
TOTAL POLICE DEPARTMENT/PATROL				1,990.14
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	AUGUST 2021 CONTRACT FEE	01-225-000-57950	105.00
TOTAL				105.00
TOTAL POLICE DEPT. / INVESTIGATIONS				105.00
FIRE DEPARTMENT				
12100	LAMPERT YARDS INC	LUMBER /SUPPLIES WS FIRE	01-250-000-54999	273.78
12100		LUMBER & SUPPLIES	01-250-000-54999	52.95

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880	STURGEON BAY UTILITIES	WEED CONTROL-TRAINING SITE	01-250-000-51405	108.30
19880		92 E MAPLE ST	01-250-000-56675	6.22
19880		1317 SHILOH RD	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN ST	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		835 N 14TH AVE-CITY GARAGE	01-250-000-56675	49.73
19880		GARLAND PARK	01-250-000-56675	6.22
19880		SUNSET CONS 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 WARMING HOUSE	01-250-000-58650	26.08
19880		WEST SIDE FIRE	01-250-000-56675	49.73
19880		WEST SIDE FIRE	01-250-000-56150	176.39
19880		WEST SIDE FIRE	01-250-000-58650	98.49
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		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		FIRE TRAINING SITE	01-250-000-56675	6.22
19880		FIRE TRAINING SITE	01-250-000-56150	13.39
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		212 W LOCUST CT	01-250-000-56675	6.22
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		92 MAPLE ST DOCK	01-250-000-56675	6.20
19880		1ST AVE MARINA	01-250-000-56675	49.73
19880		KENTUCKY ST CITY PRK RAMP	01-250-000-56675	6.22
19880		KENTUCKY ST 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
USBANK	US BANK	CREDIT-SALES TAX	01-250-000-51350	-16.87
USBANK		OFFICE LABELS	01-250-000-51950	68.58
USBANK		LADDER BELT	01-250-000-52700	183.14
USBANK		CREDIT-SALES TAX	01-250-000-52700	-9.55
USBANK		MONTHLY DATA	01-250-000-58250	381.95
USBANK		HITCH	01-250-000-53000	263.74
USBANK		ACTIVE 911 LICENSE	01-250-000-56000	14.49
USBANK		FUEL	01-250-000-51650	45.08
USBANK		MEAL EXPENSE/MONTEVIDEO	01-250-000-55600	8.84
USBANK		MEAL EXPENSE/MONTEVIDEO	01-250-000-55600	10.55
USBANK		MEAL EXPENSE/MONTEVIDEO	01-250-000-55600	7.48
USBANK		MEAL EXPENSE/MONTEVIDEO	01-250-000-55600	11.90
USBANK		MEAL EXPENSE/MONTEVIDEO	01-250-000-55600	13.29
USBANK		MEAL EXPENSE/MONTEVIDEO	01-250-000-55600	8.64
TOTAL				2,496.13
TOTAL FIRE DEPARTMENT				2,496.13
LARGE ITEM PICKUP / LEAF COLL				
GFLNVIR	GFL ENVIRONMENTAL, INC	C&D/ 1 NO RIM TIRE	01-311-000-58400	13.14
GFLNVIR		2.64 TON MSW	01-311-000-58400	170.20

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
GFLENVIR		1 FREON UNIT	01-311-000-58400	45.50
		TOTAL		228.84
		TOTAL LARGE ITEM PICKUP / LEAF COLL		228.84
STREET SWEEPING				
19880	STURGEON BAY UTILITIES	SWEEPER WATER USAGE	01-330-000-53050	7.15
		TOTAL		7.15
		TOTAL STREET SWEEPING		7.15
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	FASTENERS	01-420-000-52550	11.99
		TOTAL		11.99
		TOTAL STREET SIGNS AND MARKINGS		11.99
CURB/GUTTER/SIDEWALK				
04575	DOOR COUNTY HARDWARE	MOTAR MIX	01-440-000-51200	28.77
		TOTAL		28.77
		TOTAL CURB/GUTTER/SIDEWALK		28.77
STREET MACHINERY				
04575	DOOR COUNTY HARDWARE	HARDWARE	01-450-000-53000	0.78
04575		SUPPLIES	01-450-000-53000	7.99
04603	HALRON LUBRICANTS INC	USED IOL PICK-UP FEE 300 GAL	01-450-000-51650	45.00
20725	T R COCHART TIRE CENTER	TIRES	01-450-000-52150	1,680.00
20725		FLAT TIRE	01-450-000-53000	20.00
20725		TIRES	01-450-000-53000	294.58
APPLIED	APPLIED INDUSTRIALTECH INC	FILES	01-450-000-52700	128.89
APPLIED		GLOVES	01-450-000-52700	313.54
APPLIED		SHIPPING	01-450-000-52700	47.59
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	FILTER ASSEMBLY	01-450-000-53000	20.45
PACKER	PACKER CITY TRUCKS, INC	4 KEYS	01-450-000-53000	43.24
R0000655	TRANSMOTION, LLC	HOSES/FITTINGS	01-450-000-53000	1,460.00
		TOTAL		4,062.06
		TOTAL STREET MACHINERY		4,062.06
CITY GARAGE				

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GENERAL FUND				
04575	DOOR COUNTY HARDWARE	KEYS	01-460-000-51850	31.08
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	13.39
19880		835 N 14TH AVE-CITY GARAGE	01-460-000-56150	982.11
19880		835 N 14TH AVE-CITY GARAGE	01-460-000-58650	84.66
AMERWELD	AMERICAN WELDING & GAS, INC	GAS FILL	01-460-000-58999	80.34
AMERWELD		RENTAL FEES	01-460-000-58999	183.42
TOTAL				1,375.00
TOTAL CITY GARAGE				1,375.00
CELEBRATION & ENTERTAINMENT				
04545	DOOR COUNTY COOPERATIVE/NAPA	FLAGS REPAIR SUPPLIES	01-480-000-51550	29.97
TOTAL				29.97
TOTAL CELEBRATION & ENTERTAINMENT				29.97
HIGHWAYS - GENERAL				
07887	WALTER HANISKO	SAFETY CLOTHING REIMB/HANISKO	01-499-000-56800	242.64
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE	01-499-000-58000	14.11
19880		EGG HARBR RD TRFFC LITE	01-499-000-58000	30.53
19880		N 14TH AVE & EGG HRBR TRFC LIT	01-499-000-58000	35.11
19880		2 TRFFC WARNING LITES	01-499-000-58000	5.50
19880		MADISION AVE TRFFC LITES	01-499-000-58000	153.53
19880		342 ORNAMENTAL LIGHTS	01-499-000-58000	5,181.68
19880		595 OVERHEAD LIGHTS	01-499-000-58000	6,865.21
19880		S LANSING & W WALNUT SIGN	01-499-000-58000	9.98
19880		1ST AVE EAST SIDE DOCK	01-499-000-58000	34.69
19880		OLD HWY RD SIGN	01-499-000-58000	15.44
TOTAL				12,588.42
TOTAL HIGHWAYS - GENERAL				12,588.42
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	08/21 STEVE CELL SVC	01-500-000-58250	32.72
03133		08/21 MIKE CELL SVC	01-500-000-58250	88.87
03133		08/21 CELL SVC	01-500-000-58250	25.77
23200	WDOR	FARM MARKET ADS (8)	01-500-000-57450	96.00
23200		HARMONY BY THE BAY ADS (6)	01-500-000-57450	90.00
CASE COM	CASE COMMUNICATIONS	HARMONY/FARM MRKT ADVERT	01-500-000-52250	248.75
USBANK	US BANK	CENGAGE LEARNING COURSE REG	01-500-000-55600	129.00
TOTAL				711.11
TOTAL PARK & RECREATION ADMIN				711.11
PARKS AND PLAYGROUNDS				

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GENERAL FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	FUEL TANK STRAP	01-510-000-53000	41.27
04575	DOOR COUNTY HARDWARE	CLAMP/WASP SPRAY/BASKETBALL NET	01-510-000-51350	40.49
04575		PLUMBING SUPPLIES	01-510-000-51350	68.55
04575		U BOLT	01-510-000-52550	11.97
04575		PADLOCK	01-510-000-52350	33.98
04575		DEMNT CLIPS	01-510-000-52350	8.37
04575		HARDWARE/WRENCHES/UNION	01-510-000-52700	40.36
04575		WASP SPRAY	01-510-000-52100	10.00
04575		SCREW BOLT	01-510-000-52550	20.99
04575		MULTIMETER/BATTERY	01-510-000-56250	25.98
04575		PRUNING SEAL	01-510-000-58450	7.99
04575		CM WIDE MOUTH TL BAG	01-510-000-52700	3.99
04575		WATER TANK REPAIR SUPPLIES	01-510-000-51350	61.31
04575		HOSE NOZZLE/SHUTOFF	01-510-000-56250	20.98
04575		FASTENERS	01-510-000-56250	16.76
04575		DRILL BIT	01-510-000-56250	17.99
12100	LAMPERT YARDS INC	LUMBER	01-510-000-51800	57.28
19880	STURGEON BAY UTILITIES	MICHIGAN ST CHARGING STATION	01-510-000-56150	121.30
19880		MARTIN PARK	01-510-000-56150	82.98
19880		MARTIN PARK RESTROOM	01-510-000-58650	110.29
19880		MEM FLD WARMING HOUSE	01-510-000-56150	108.76
19880		MEM FLD WARMING HOUSE	01-510-000-58650	595.83
19880		GARLAND PARK	01-510-000-56150	14.73
19880		GARLAND PARK	01-510-000-58650	18.52
19880		SUNSET CONSN CNTR	01-510-000-58650	73.32
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	107.70
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	80.98
19880		OTUMBA PARK	01-510-000-56150	50.45
19880		OTUMBA PARK	01-510-000-58650	46.49
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	557.93
19880		JAYCEE BALLFLD STAND	01-510-000-56150	15.91
19880		3RD AVE POWER PANEL	01-510-000-56150	13.39
19880		CREDIT	01-510-000-56150	-0.20
19880		421 MICHIGAN ST FLAG LIGHT	01-510-000-56150	32.10
19880		MEM FLD PRKING LOT	01-510-000-56150	13.39
19880		WEST SIDE BALLFLD LITES	01-510-000-58650	27.90
19880		MEM FLD COMPLEX	01-510-000-56150	892.16
19880		GIRLS LITTLE LEAGUE	01-510-000-58650	74.84
19880		OTUMBA PRK WALKWAY	01-510-000-56150	16.53
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
19880		SIGN SHED	01-510-000-56150	20.89
19880		SIGN SHED	01-510-000-58650	21.54
19880		CHERRY BLOSSOM	01-510-000-56150	39.12
19880		CHERRY BLOSSOM	01-510-000-58650	33.35
20725	T R COCHART TIRE CENTER	TIRES/DISPOSAL-LAWN MOWER TRLR	01-510-000-53000	198.00
20725		TIRES	01-510-000-53000	892.00
20725		FLAT TIRE REPAIR	01-510-000-53000	20.00
23830	WOLTER ENGRAVING	3 BENCH PLAQUES	01-510-000-54999	81.97
JANDU	JANDU PETROLEUM	FUEL	01-510-000-51650	106.61
JBTREE	J & B TREE SERVICE, LLC	TREE REMOVAL	01-510-000-58450	1,250.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	BRAKES	01-510-000-53000	68.29
USBANK	US BANK	TRAILER LEAF SPRING	01-510-000-53000	82.98
USBANK		TRIMMER LINE	01-510-000-54999	45.24
USBANK		BIT SET	01-510-000-53000	30.49
USBANK		HOSE	01-510-000-58450	59.57
VIKING	VIKING ELECTRIC SUPPLY, INC	CONDUIT	01-510-000-51750	113.94

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GENERAL FUND				
VIKING		ELBOWS	01-510-000-51750	2.64
VIKING		COUPLINGS	01-510-000-51750	1.19
VIKING		STRAPS	01-510-000-51750	0.42
TOTAL				6,638.80
TOTAL PARKS AND PLAYGROUNDS				6,638.80
BALLFIELDS				
BALLFIELDS				
04575	DOOR COUNTY HARDWARE	WIRE ROPE CLIP	01-520-000-56500	23.63
04575		ASSORTED SUPPLIES	01-520-000-56500	77.53
04575		BALL VALVE	01-520-000-56500	28.99
TOTAL BALLFIELDS				130.15
TOTAL BALLFIELDS				130.15
MUNICIPAL DOCKS				
04575	DOOR COUNTY HARDWARE	PROPANE FUEL	01-550-000-51850	32.95
04575		GUN NOZZLE	01-550-000-51850	17.98
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTES	01-550-000-56150	192.80
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	55.76
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	21.54
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	244.97
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	620.33
USBANK	US BANK	BOAT LAUNCH KIOSK TEST CHARGES	01-550-000-58999	7.00
USBANK		BOAT LAUNCH KIOSK TEST CHARGES	01-550-000-58999	7.00
TOTAL				1,200.33
TOTAL MUNICIPAL DOCKS				1,200.33
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	ROPE	01-570-000-54999	14.99
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY	01-570-000-56150	56.97
19880		DC MUSEUM PKG LOT	01-570-000-56150	91.53
19880		JUNIPER ST LITES	01-570-000-56150	39.17
19880		JUNIPER ST PRKING LOT	01-570-000-56150	30.63
19880		10 PENNSYLVANIA ST DOCK	01-570-000-58650	124.07
19880		48 KENTUCKY ST WTRFRONT	01-570-000-56150	113.85
19880		92 MAPLE ST DOCK	01-570-000-58650	35.41
19880		1ST AVE MARINA	01-570-000-56150	663.53
19880		1ST AVE MARINA	01-570-000-58650	98.27
19880		KENTUCKY ST CITY PRK RAMP	01-570-000-56150	158.90
19880		KENTUCKY ST MARINA	01-570-000-58650	59.67
TOTAL				1,486.99
TOTAL WATERFRONT PARKS & WALKWAYS				1,486.99

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
EMPLOYEE BENEFITS				
CORAGGIO	ANN LIEBESKIND	QUARTER 1 WELLNESS	01-600-000-50550	2,250.00
CORAGGIO		QUARTER 3 WELLNESS	01-600-000-50550	2,250.00
TOTAL				4,500.00
TOTAL EMPLOYEE BENEFITS				4,500.00
COMMUNITY & ECONOMIC DEVLPMT				
INSIGHT	INSIGHT PUBLICATIONS, LLC	COMMUNITY PROFILE AD	01-900-000-58999	395.00
USBANK	US BANK	WEDA MEMBER DUES/OLEJNICZAK	01-900-000-56000	325.00
TOTAL				720.00
TOTAL COMMUNITY & ECONOMIC DEVLPMT				720.00
TOTAL GENERAL FUND				1,341,221.25
CAPITAL FUND				
CITY HALL				
EXPENSE				
02975	CAMERA CORNER	FRONT DESK/DOOR RELEASE	10-160-000-59040	287.50
MASSART	MASSART ELECTRIC INC	ELECTRICAL PD WORKSTATIONS	10-160-000-59040	456.91
TOTAL EXPENSE				744.41
TOTAL CITY HALL				744.41
CURB/GUTTER/SIDEWALK				
EXPENSE				
10750	PREMIER CONCRETE INC	CONCRETE	10-440-000-59102	1,082.25
13133	MARTELL CONSTRUCTION INC	PROJECT 2101A-PAY REQ #3 FINAL	10-440-000-59102	35,400.34
TOTAL EXPENSE				36,482.59
TOTAL CURB/GUTTER/SIDEWALK				36,482.59
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
GREATLAK	GREAT LAKES GRADING	OTUMBA BEACH-FINAL PAYMENT	10-510-000-59025	100,360.50
TOTAL PARKS AND PLAYGROUNDS				100,360.50
TOTAL PARKS AND PLAYGROUNDS				100,360.50
TOTAL CAPITAL FUND				137,587.50
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM	08/21 CB MUSIC SVD	21-000-000-58999	39.69

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CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
USBANK	US BANK	ADOBE SOFTWARE	21-000-000-51100	253.07
USBANK		ADOBE SOFTWARE-CREDIT	21-000-000-51100	-594.62
USBANK		ADOBE SOFTWARE-CREDIT SALES TX	21-000-000-51100	-32.99
USBANK		ADOBE SOFTWARE-CREDIT SALES TX	21-000-000-51100	-13.19
TOTAL CABLE TV / GENERAL				-348.04
TOTAL CABLE TV / GENERAL				-348.04
TOTAL CABLE TV				-348.04
TID #2 DISTRICT				
TID DISTRICT #2				
TID #2 A AREA BONDS - CITY				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 2 CAP PROJ-ORIG	25-320-930-70001	155.25
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-930-70000	5,700.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-930-70001	174.15
TOTAL TID #2 A AREA BONDS - CITY				6,029.40
TID #2 A AREA BONDS - DVL				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 2 CAP PROJ-AMEND	25-320-931-70001	1,966.69
01764		10/21 2005 RFND BOND T2 AMEND	25-320-931-70000	285,000.00
01764		10/21 2005 RFND BOND T2 AMEND	25-320-931-70001	4,275.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-931-70000	72,200.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-931-70001	2,205.89
TOTAL TID #2 A AREA BONDS - DVL				365,647.58
T2 ROAD PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 2 CAP PROJ-ORIG	25-320-932-70001	3,441.38
01764		10/21 TID 2 CAP PROJ	25-320-932-70000	2,070,000.00
01764		10/21 2006 RFND BOND T2 ORGIN	25-320-932-70000	295,000.00
01764		10/21 2006 RFND BOND T2 ORGIN	25-320-932-70001	4,425.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-932-70000	126,350.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-932-70001	3,860.33
TOTAL T2 ROAD PROJECTS				2,503,076.71
T2 SERIES 2006A				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 2 CAP PROJ-ORIG	25-320-933-70001	20,311.68
01764		10/21 RESTRUCTURE T2 10.1.14	25-320-933-70001	15,787.50
01764		10/21 DEBT RESTRCTURE 10.1.15	25-320-933-70001	14,087.50
01764		10/21 GO RFND BOND 9.7.16	25-320-933-70001	63,700.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-933-70000	745,750.00
01764		10/21 T2 REFI 9.1.11 ISSUE	25-320-933-70001	22,784.63
TOTAL T2 SERIES 2006A				882,421.31
TOTAL TID DISTRICT #2				3,757,175.00
TOTAL TID #2 DISTRICT				3,757,175.00

TID #3 DISTRICT

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TID #3 DISTRICT				
TID #3 DISTRICT				
\$1.685 NOTES				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 3	27-330-937-70000	65,000.00
01764		10/21 TID 3	27-330-937-70001	23,118.75
TOTAL \$1.685 NOTES				88,118.75
TOTAL TID #3 DISTRICT				88,118.75
TOTAL TID #3 DISTRICT				88,118.75
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	08.21 GRANARY MATTERS/SBHS	28-340-000-55001	156.00
03950		08.21 GRANARY MATTERS/	28-340-000-55001	130.00
03950		08/21 TID 4 LEGAL MATTERS	28-340-000-55001	130.00
03950		08/21 AGREEMENTS	28-340-000-55001	2,088.00
CEDARCO	CEDAR CORPORATION	WATERFRONT RED-PROMENADE/ENV	28-340-000-58999	8,577.35
PETERS	PETERS CONCRETE CO	WEST WTRFRONT PAY #9	28-340-000-59082	54,729.68
TOTAL TID #4 DISTRICT				65,811.03
T4 \$3.12 NOTES				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 T4 TAXABLE GO RFND BOND	28-340-987-70000	150,000.00
01764		10/21 T4 TAXABLE GO RFND BOND	28-340-987-70001	8,293.75
TOTAL T4 \$3.12 NOTES				158,293.75
T4 BONDS				
01764	ASSOCIATED WEALTH MANAGEMENT	10/21 TID 4 GO RFND BOND	28-340-988-70001	21,800.00
TOTAL T4 BONDS				21,800.00
TOTAL TID #4 DISTRICT				245,904.78
TOTAL TID #4 DISTRICT				245,904.78
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	GREASE	60-000-000-52050	39.98
04545		BRAKE SHOE KITS	60-000-000-53000	190.50
04545		BRAKE SHOE KIT ADJUSTMENT	60-000-000-53000	5.80
04545		OIL BATH WHEEL HUB SEALS	60-000-000-53000	46.19
04575	DOOR COUNTY HARDWARE	GARDEN HOE TRUPER	60-000-000-52050	12.99
20725	T R COCHART TIRE CENTER	TIRE CHANGES	60-000-000-52850	240.00
20725		TIRES/DISPOSALS	60-000-000-52850	941.00
20725		FLAT REPAIR	60-000-000-52850	40.00
20725		RECAPS/CASINGS/DISPOSALS	60-000-000-52850	798.00
GFLENVIR	GFL ENVIRONMENTAL, INC	279.52 TON GARBAGE	60-000-000-58300	18,020.65
GFLENVIR		99.13 TON RECYCLING	60-000-000-58350	1,478.04
JX ENT	JX ENTERPRISES, INC.	HOSE	60-000-000-53000	92.99
JX ENT		HOSE ASSEMBLY	60-000-000-53000	44.50
JX ENT		BRAKE LINE	60-000-000-53000	84.32
JX ENT		WIRE HARNESS REPLACEMENT	60-000-000-53000	2,888.82

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SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
LEHMAN	LEHMAN ELECTRIC INC.	ELECTRICAL SERVICE REPAIRS	60-000-000-58999	371.55
USBANK	US BANK	TRUCK PARTS	60-000-000-53000	499.77
TOTAL SOLID WASTE ENTERPRISE FUND				25,795.10
TOTAL SOLID WASTE ENTERPRISE FUND				25,795.10
TOTAL SOLID WASTE ENTERPRISE				25,795.10
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
19880	STURGEON BAY UTILITIES	92 E MAPLE ST	64-000-000-58999	2.00
19880		1317 SHILOH RD	64-000-000-58999	2.00
19880		MARTIN PARK RESTROOM	64-000-000-58999	2.00
19880		421 MICHIGAN ST	64-000-000-58999	10.00
19880		MEM FLD WARMING HOUSE	64-000-000-58999	6.00
19880		835 N 14TH AVE-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	64-000-000-58999	6.00
19880		38 S NEENAH AVE PAVILLION	64-000-000-58999	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		GIRLS LITTLE LEAGUE	64-000-000-58999	6.00
19880		COMPOST SITE	64-000-000-56150	14.61
19880		FIRE TRAINING SITE	64-000-000-58999	2.00
19880		QUINCY ST BALLFLD	64-000-000-58999	6.00
19880		212 W LOCUST CT	64-000-000-58999	2.00
19880		10 PENNSYLVANIA ST DOCK	64-000-000-58999	2.00
19880		92 MAPLE 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		KENTUCKY ST 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
TOTAL COMPOST SITE ENTERPRISE FUND				110.61
TOTAL COMPOST SITE ENTERPRISE FUND				110.61
TOTAL COMPOST SITE ENTERPRISE FUND				110.61
TOTAL ALL FUNDS				5,595,564.95

INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SUMMARY OF FUNDS:				
GENERAL FUND		1,341,221.25		
CAPITAL FUND		137,587.50		
CABLE TV		-348.04		
TID #2 DISTRICT		3,757,175.00		
TID #3 DISTRICT		88,118.75		
TID #4 DISTRICT		245,904.78		
SOLID WASTE ENTERPRISE		25,795.10		
COMPOST SITE ENTERPRISE FUND		110.61		

TOTAL --- ALL FUNDS		5,595,564.95		

Heidi Bacon Sept 14, 2021
Jeth W... 9/14/21
John Albin 9/14/2021

COMMON COUNCIL
September 7, 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.

Williams/Nault to adopt the agenda. Carried.

No one spoke during public comment.

Beth Renstrom, Executive Director for the Door County Grain Elevator gave an update.

Bacon/Wiederanders to approve following bills: General Fund - \$258,649.83, Capital Fund - \$58,111.10, Cable TV - \$5,205.83, TID #2 - \$349.27, TID #4 - \$8,114.00, Solid Waste Enterprise Fund - \$6,096.17 and Compost Site Enterprise Fund - \$423.01 for a grand total of \$336,949.21. Roll call: All voted aye. Carried.

Reeths/Bacon to approve consent agenda:

- a. Approval of 8/17/21 regular Common Council minutes.
- b. Place the following minutes on file:
 - (1) Community Protection & Services Committee – 7/1/21
 - (2) Ad Hoc NERR Advisory Committee – 8/6/21
 - (3) Historic Preservation Commission – 8/9/21
 - (4) Zoning Board of Appeals – 8/10/21
 - (5) Finance/Purchasing & Building Committee – 8/10/21
 - (6) Local Arts Board – 8/11/21
 - (7) Joint Review Board – 8/17/21
 - (8) City Plan Commission – 8/18/21
 - (9) Parking & Traffic Committee – 8/23/21
 - (10) Zoning Board of Appeals – 8/24/21
 - (11) Ad Hoc NERR Advisory Committee – 8/27/21
- c. Place the following reports on file:
 - (1) Police Department Report – July 2021
 - (2) Fire Department Report – July 2021
 - (3) Bank Reconciliation – July 2021
 - (4) Revenue & Expense Report – July 2021
- d. Consideration of: Approval of Beverage Operator's licenses.
- e. Consideration of: Approval of Street Closure Application from Sunshine House Inc.
- f. Consideration of: Approval of Street Closure Application from Door County Medical Center.
- g. Parking & Traffic Committee recommendation re: Add a No Parking here to Corner Sign on the existing sign pole, just east of the garage doors on the North side of Oregon Street.
- h. Finance/Purchasing & Building Committee recommendation re: Approve the funding request from the Friends of Sturgeon Bay Skatepark in an amount not to exceed \$15,000 for directional boring for the installation of lighting at the Skatepark and to assist with future maintenance costs.

Carried.

WATERFRONT REDEVELOPMENT AUTHORITY

Carrie Tjernagel

Williams/Gustafson to confirm. Carried.

Consideration of: Approval of Street Closure Application from Old Bolts Car Club with a request for waiver from providing certificate of insurance. Bill Murrock, organizer of the Harvest Festival

Car Parade asked for a waiver from providing certificate of insurance for the event lasting a few hours. Nault/Statz to approve. Carried.

RECOMMENDATION

We, the Community Protection and Services Committee, hereby recommend to approve the changes as presented in Section 7.12 – Bicycle, play vehicles, and in-line skates of the Municipal Code and approve first reading of the ordinance.

COMMUNITY PROTECTION AND SERVICES COMMITTEE

By: Dan Williams, Chr.

Williams introduced. Williams/Reeths to approve. This item was introduced a few months ago and removed. The changes to the ordinance now provide compromise and reason. Carried.

RECOMMENDATION

We, the City Plan commission, hereby recommend approval of the final Planned Unit Development (PUD) for Northpointe Development Corp. to develop a 53-unit multiple-family dwelling, located on Lot 1 of certified survey map #3476 of the West Waterfront Redevelopment Area on the north side of E. Maple Street, subject to the following conditions:

1. Execution of the Development Agreement between the City of Sturgeon Bay and Northpointe Development Corporation.
2. Roof drainage shall be directed to the storm sewer located to the northwest of the building.

CITY PLAN COMMISSION

By: David Ward, Chr.

Gustafson/Statz to approve. Carried.

Bacon/Williams to read in title only the first reading of ordinance to rezone Lot 1 of certified survey map #3476 of the West Waterfront Redevelopment Area on the north side of E. Maple Street from Central Business District (C-2) to Planned Unit Development (PUD) subject to requirements. Carried.

Community Development Director Olejniczak introduced Turnaround Easement of Ackerman Street. The City has received petition to vacate unimproved Ackerman Street right-of-way. The City does not need street, but will need to maintain easement for people to turn around. If Council does not approve vacate of Ackerman Street at September 21st meeting, this easement will become moot because the street right-of-way will remain in place. Wiederanders/Nault to approve Turnaround Easement – Ackerman Street. Carried.

Mr. Olejniczak explained the process to create Tax Increment District #5. City Plan Commission held public hearing and passed resolution to implement the TID at their August 21st meeting. Once resolution is approved by Common Council, final step will be approval by the Joint Review Board before TID #5 comes into effect. Bacon/Williams to adopt Resolution re: Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 5, City of Sturgeon Bay, Door County, Wisconsin. Carried.

City Administrator VanLieshout introduced the Room Tax ordinance. In order for the new rate and additional enforcement tools to take effect, thirteen of the nineteen municipalities within the Tourism Zone and Commission must pass the same resolution and ordinance. This will raise the lodging tax from 5.5 to 8 percent. Reeths/Gustafson to read in title only the first reading of ordinance re: Repeal and recreate Section 30.01 of the Municipal Code – Room Tax Ordinance. Carried.

Nault/Williams to adopt resolution authorizing and approving Intergovernmental Room Tax Agreement Amendment Number Three. Carried.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Williams/Wiederanders to adjourn. Carried. The meeting adjourned at 7:03 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Laurie A. Spittlemeister". The signature is written in a cursive, flowing style.

Laurie A. Spittlemeister
Deputy Clerk/Treasurer

COMMUNITY PROTECTION & SERVICES COMMITTEE

August 5, 2021

A meeting of the Community Protection & Services Committee was called to order at 4:36 p.m. by Chairperson Williams in the Council Chambers, City Hall. **Roll Call:** Members Ald. Williams, Ald. Reeths and Ald. Wiederanders were present. Also present from City Departments were Chief Henry, Mr. Sullivan-Robinson, Mr. VanLieshout and Ald. Gustafson.

Moved by Ald. Wiederanders, seconded by Ald. Reeths to adopt the following amended agenda:

1. Roll Call
2. Adoption of Agenda
3. Approval of Minutes from July 1, 2021
4. Public Comment on Agenda Items
5. Consideration of: Review of Ordinances for Possible Revision
 - a. Chapter 7.12 – Bicycles, Play Vehicles and In-Line Skates
 - b. Chapter 10.09 – Unreasonably and Excessive Noise
 - c. Fence Ordinance
 - d. Chapter 1 – General Government
6. Adjourn

All Ayes. Carried.

Approval of Meeting Minutes

Moved by Ald. Reeths, seconded by Ald. Wiederanders to approve the July 1, 2021 minutes. All Ayes. Carried.

Public Comment

Dave Allen: Cliff Dwellers: 3540 N. Duluth Avenue, Sturgeon Bay

Review of Ordinances for Possible Revision

The purpose of the review process of City of Sturgeon Bay ordinances on file is to determine validity, enforceability, and relevance. After reviewing, if an ordinance needs to be updated it will be discussed then presented to Council.

- Chapter 7.12 – Bicycles, Play Vehicles and In-Line Skates

Concerns for damage to Graham Park was the initial reason this code was reviewed. The definition of "play vehicle" related to State Statutes, Chapter 340(43m) was determined. Leaving the eastside boundary at Oregon Street was agreed upon. Ald. Reeths does not feel the ordinance should be a deterrent, rather used as a safety guideline. Changes discussed will be maintained and sent to Council for approval.

Moved by Ald. Reeths, seconded by Ald. Wiederanders recommend the Common Council approve the changes as presented in Section 7.12 – Bicycles, play vehicles, and in-line skates of the City of Sturgeon Bay Municipal Code. All ayes. Carried.

- Chapter 10.09 – Unreasonably and Excessive Noise

It was proposed to look at implementing a time frame on noise levels. It was suggested 10pm on weeknights, 12am on weekend nights. Mr. Sullivan-Robinson proposed a draft of possible rules. Questions left for discussion include: zones to regulate, type of use regulated (i.e. amplified music), appropriate decibel readings, time frame noise is permitted and controlling constant noise violations (i.e. humming noise).

More research on decibel readings is required; this topic will be brought back to the next meeting.

- Fence Ordinance

There is a form given to property owners when constructing a fence, which lists regulations to follow. More discussion is needed if creating an ordinance, including set-backs from driveways or alleys and defining what a fence is. This will be brought back for further discussion.

- Chapter 1 – General Government
Leave on agenda for next meeting.

Moved by Ald. Wiederanders, seconded by Ald. Reeths, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 5:32 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sarah Spude-Olson".

Sarah Spude-Olson
Police Department Office Manager

CABLE COMMUNICATION SYSTEM ADVISORY COUNCIL
August 5, 2021

No meeting conducted due to lack of quorum.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sarah Spude-Olson".

Sarah Spude-Olson
Police Department Office Manager

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, August 9, 2021

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:04 p.m. by Chairperson Rick Wiesner in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Rick Wiesner, Jon Burk, Dave Augustson, Mark Struck, Cheryl Frank, Kelsey Fox, and Pam Jorns were present. Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Christopher Sullivan-Robinson, Alderperson Helen Bacon, Robert Feller, Andy Dumke (virtual), and Police Assistant Candy Jeanquart.

Adoption of Agenda: Moved by Mr. Augustson, seconded by Mr. Burk to adopt the following agenda with moving approval of minutes from July 26, 2021 to the next meeting.

1. Roll call.
2. Adoption of agenda.
3. ~~Approval of minutes from July 26, 2021~~
4. Consideration of: Final Building and Site Design for Breakwater Apartments located on the North side of the 100 block of E Maple Street.
5. Adjourn.

All ayes. Carried.

Consideration of: Final Building and Site Design for Breakwater Apartments located on the North side of the 100 block of E Maple Street: Mr. Robert Feller, Northpointe Development, started by explaining the complex consists of four stories with fifty-three units and forty-four parking stalls. Fourth floor will have an open deck with a community room. The apartment cost is at market rate housing. Estimating construction to begin late fall with completion in one year, starting to lease Spring of 2023.

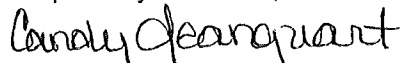
In regards to the building, Mr. Feller explained it will have a contemporary maritime look. The base will consist of clay brick masonry and wood grain panels. The siding will be James Hardie lap siding in a lighter blue color, "Light Mist". Each unit will have a balcony hung with metal wrapped tension rod. Mr. Struck questioned how the siding will display in which Mr. Feller explained fourth floor will have shake siding only. At this time, Mr. Feller presented a video of how the complex will look finished.

Mr. Struck asked if the fourth-floor roof is fully enclosed, specifically in the community room area. Mr. Feller explained the area is partially open with a full roof. Mr. Burk questioned if they are working with other developers. Mr. Feller explained they are in communication at least once a month sharing ideas. Mr. Struck asked if/what type of lighting is on each balcony. Mr. Feller explained each unit has individually controlled lighting with timing. Mr. Wiesner asked who is in charge of the snow removal and Mr. Feller stated maintenance. Mr. Wiesner also addressed the water run off from the top of the building. Mr. Olejniczak explained there is a storm sewer which will take care of that.

Mr. Burk made a motion to accept as presented. Seconded by Ms. Jorns. All in favor. Carried.

Adjourn: Moved by Mr. Augustson, seconded by Mr. Burk to adjourn. All ayes. Carried. The meeting adjourned at 6:46 p.m.

Respectfully submitted,



Candy Jeanquart
Police Assistant

CITY OF STURGEON BAY
 JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING
 Wednesday, August 25, 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 5:33 P.M. by Chairperson/Ald. Helen Bacon, in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Chris Larson, Randy Morrow, Marilyn Kleist, George Husby, Jay Renstrom and Director of Municipal Services, Mike Barker. Excused absences: Ald. Gary Nault. Absent was Ald. J. Spencer Gustafson. Also present were City Administrator Josh VanLieshout and Municipal Services Secretary, Patty Quinn.

Adoption of the Agenda: A motion was made by Mr. Renstrom and seconded by Mr. Larsen to adopt the agenda after placing Agenda item #8 in front of item #5.

1. Roll call
2. Adoption of Agenda
3. Review of Minutes of June 23, 2021
4. Public Comment on Agenda Items
5. Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park
6. Discussion and review of Minutes from the Local Arts Board Meetings of July 14, 2021, and August 11, 2021
7. Recommendation to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021 and forward to Common Council
8. Discussion and update on the Woolly Mammoth art sculpture project
9. Discussion on the Sunset Park tennis courts on cleaning, wind nets and lighting
10. Director's report
11. Adjourn

All in favor. Carried.

Review of Minutes of June 23, 2021: Motion made by Mr. Larsen and seconded by Mr. Renstrom to let minutes stand.

All in favor. Carried.

Public Comment on Agenda Items: None.

Discussion and update on the Woolly Mammoth art sculpture project: Dave and Chris Kellems, 120 Alabama Street, were present to provide update. They distributed to each a small folded map labeled "Walkable Sturgeon Bay" that included a layout of the Ice Age Trail in the City, and a small inserted picture of Woolly Mammoth.

Per Ms. Kellems, work has started on the pedestal at Bay View Park where Woolly will be installed and she reported that only the City is \$59 short of the goal to purchase the sculpture. There has been 10 corporate sponsors and individuals who have donated \$1,000 or more and their names will eventually be

placed on a bronze plaque. Monies will have to be donated to cover the plaque's cost. All that is left to do is to schedule a date for the transfer of the sculpture from Edgewood Orchard Gallery to the City, as well as picking a date to celebrate the installation with city officials.

Mr. Barker gave an update on the location for Woolly – stone is now there and site will be filled in by the end of the week if weather permits. Plants could be put in as early as the middle of next week and it will be ready for the transfer shortly after that. Questions raised about current signage for Bay View Park that is being replaced, and the possible erection of a smaller sign closer to the park itself. Other questions arose about an Ice Age Trail kiosk and Mr. Barker indicated that this is something that the City crew may be able to build that would eventually include info about the Woolly Mammoth sculpture and its acquisition.

Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park: Ms. Hein was not able to attend this meeting and this agenda item to be placed on September's agenda.

Discussion and review of Minutes from the Local Arts Board Meetings of July 14, 2021, and August 11, 2021: Ald. Bacon reported that the Local Arts Board is working on promoting the City's creative district. She, also, gave an update on discussions about the Celestial Sailor metal art sculpture.

Recommendation to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council: Ald. Bacon spoke on the executive summary and pointed out the original document and the new document. She provided background on the need to update the ordinance.

Mr. Morrow made a motion, seconded by Mr. Larsen, to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council.

All in favor. Carried.

Discussion on the Sunset Park tennis courts on cleaning, wind nets and lighting: Mr. Morrow shared comments that tennis courts appear to have been abandoned and asked how the committee can get monies budgeted for ongoing cleaning of the courts and additional lighting. Per Mr. Barker, the tennis courts had just been cleaned but the outcome was not as good as he had hoped for. He indicated that hydro-blasting is what is needed but it could harm the surface. Otumba Park courts were cleaned by volunteers and he stated that it went well and might be an option for Sunset Park. Lighting a big expense as the existing poles could not be used. The budget was tight this year but he was able to install fences. Wind nets could possibly be budgeted for next year. Mr. Morrow spoke on the basketball court at Sunset Park and felt it abandoned, as well and that the tennis and basketball courts being in the middle of what's available there offers problems. He suggested a wind net, at least, to keep basketballs in check and out of the tennis courts. Mr. Barker stated that the budget couldn't cover all the needed repairs in one year.

Ald. Bacon advised the committee/board that she will report back what will be in the budget for parks in 2022, as soon as the information is available and hopes that having that kind of data will help members answer questions from City residents. She reminded all that they should keep track of needed items and/or complaints for the upcoming meeting in November for the discussion on City parks in general.

Director's report: Director Barker updated the committee/board on the following items: A plan is being laid out to redo the shoreline between the Bridgeport Resort to Otumba Park and this will go out for bids the following week. Seasonal staff is down to just one person and the City was short four employees overall in 2021 and that he had to pull personnel to help with water weed disposal. He was asked to

describe the restrictions on truck driving as it relates to the age of the drivers. He reported that 2021 was one of the worst years for water weed growth and the year resulted in a higher number of truckloads of weeds from just 8 in the month of June in 2020 to over 100 in 2021.

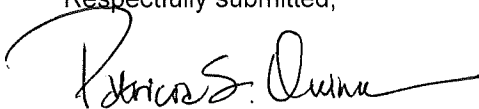
Other questions and comments included if other schools pay to use Memorial Field; provide more benches at Bay View Park similar to Graham Park; shingles coming off of the Sunset Park shelter; and comments about stairways in front of the Maritime Museum.

Administrator VanLieshout spoke on the success of the Otumba Park grand opening and reiterated the need to celebrate these projects.

Next Meeting Date: Wednesday, September 22, 2021 @ 5:30 P.M. – City Hall.

Motion by Mr. Renstrom and seconded by Mr. Husby to adjourn. All in favor. Carried. Meeting adjourned at 6:32 P.M.

Respectfully submitted,

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

Patricia S. Quinn
Municipal Services Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
August 31, 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: City Treasurer/Finance Director Clarizio, Municipal Service Director Barker, Friends of Sturgeon Bay Skatepark Matt Young, Paul Fruzyna, Destination Sturgeon Bay Executive Director Pam Seiler, Door County Economic Development Executive Director Steve Jenkins, DCEDC Director of Communications & Workforce Development Kelsey Fox, DCEDC Director of Business Development Julie Schmelzer, and Office Accounting Assistant II Metzger. City Administrator Van Lieshout entered at 4:41pm.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda.

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Request for Light up the Park Friends of Sturgeon Bay Skate Park Organization For the City to Accept the Donation of Infrastructure and Provide Ongoing Financial Assistance/Maintenance.
5. Consideration of: Purchase of Two New Automated Side Load Refuse Trucks-**Update**.
6. Consideration of: Adjustment of Farmers Market Fees.
7. Consideration of: Increase in Park Shelter Rental Fee.
8. Consideration of: Increase of Fees for Snow Removal with Increases for Subsequent Occurrences.
9. Consideration of: Increase of Lawn Moving Fee for Non-Compliant Lawns with Increases for Subsequent Occurrences.
10. Consideration of: Request from Wisconsin Humane Society for 2022 Funding.
11. Consideration of: Request from Destination Sturgeon Bay for 2022 Funding.
12. Consideration of: Request from Door County Economic Development for 2022 Funding.
13. Review bills.
14. Adjourn.

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

Consideration of: Request for Light up the Park Friends of Sturgeon Bay Skate Park Organization for the City to Accept the Donation of Infrastructure and Provide Ongoing Financial

Assistance/Maintenance: Matt Young and Paul Fruzyna, co-chairs of the Skatepark Initiative stated that they are trying to light the skatepark to increase usage. Skatepark users have been requesting lighting so they can use the park past daylight hours. Mr. Fruzyna stated the goal is to complete the lighting project this fall. The lighting vendor, Musco, has 50ft poles which reduce shadows and improve depth perception, which is a key safety factor when skateboarding. They have a 25year warranty and trusted industry solution. He stated they checked their solution at the Appleton skatepark, in addition, Sturgeon Bay has experience with them and they have proven reliable support. Mr. Fruzyna stated their fundraising goal for this project was \$75,000 currently estimating \$15,000 remains to be raised. Euland Electric is donating the labor to install the lighting; however, they would like to complete their work while they have staff in Sturgeon Bay. The funding for running the power is budgeted for 2022, and the poles will take 6-8 weeks once ordered. Alderperson Bacon questioned the use of the existing conduits, there was previous concern two were damaged. Municipal Services Director Barker stated the conduits were filled with ice, they are usable but they only run 25-30ft. Alderperson Bacon commented that there are concerns that the lighting could interfere with the softball players. Mr. Barker noted it's possible

Musco could have a deflector that can be place on the light. Ms. Bacon suggested they research this option. Mr. Young stated the intention is to install the lighting this fall. They want to take advantage of the offer for Euland Electric. Most of the funding has been raised but asked if there was anything the City could do to bridge the gap in the short term. Mr. Barker stated that originally funding was budgeted in 2019 but it was pushed back, while working off the quote from Musco funding was slated for 2022.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the funding request from the Friends of Sturgeon Bay Skatepark in an amount not to exceed \$15,000 for directional boring for the installation of lighting at the Skatepark and to assist with future maintenance costs. Carried.

Consideration of: Purchase of Two New Automated Side Load Refuse Trucks-Update:

Municipal Services Director Barker updated the Committee of a price increase to the previously approved purchase of two refuse trucks. RNOW notified the City that the price of raw steel, has increased dramatically since their bid was accepted by the City in February. RNOW has requested to add an additional \$12,000 to the total price of the trucks. Mr. Barker stated RNOW has been great to work with in the past. The trucks are currently in production with an anticipated delivery of September or October.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to move forward with the additional \$12,000 funding request from R.N.O.W for the previously approved purchase of two side load refuse trucks. Carried.

Consideration of: Adjustment of Farmers Market Fees.

Municipal Services Director Barker stated that in December the Council requested that the Farm Market vendor fees come to the Committee for review. The current seasonal market space fee was increased in December to \$260 plus tax. He is suggesting to increase the fees to \$300 plus tax which would still keep the fees under the highest cost market in the area. The Committee briefly discussed the timeframe for which to increase the fee and the possible reason behind the decrease in market vendor for this season.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to leave the fees at the current rate of \$260 for seasonal market space and \$30 for the daily rate and bring back to the Committee in 2022 for review. Carried.

Consideration of: Increase in Park Shelter Rental Fee:

Municipal Services Director Barker stated the last increase to the park shelter rental fees was in 2013. He is proposing an increase of \$15 across all residential tiers.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to forward a resolution to Common Council to approve the Park Shelter Renal Fee increase as follows:

<u>Resident</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
100 or fewer people	\$55.00	\$70.00
101-200 people	\$83.00	\$98.00
201 or more people	\$165.00	\$180.00
<u>Non-Resident</u>		
100 or fewer people	\$77.00	\$92.00
101-200 people	\$94.00	\$109.00
201 or more people	\$286.00	\$301.00

Carried.

Consideration of: Increase of Fees for Snow Removal with Increases for Subsequent Occurrences.

Municipal Services Director Barker stated that annually the same properties do not maintain their sidewalks after snowfall, therefore the City crews perform the removal. At times crews can visit the same properties multiple times per year. He proposed increasing the initial snow removal fee to \$125 plus an additional charge of \$25 per occurrence thereafter. The fee was last increased in 2009.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to forward a resolution to Common Council to approve the Snow Removal fee increase as follows:

<u>Fee</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
Snow Removal	\$100.00 plus tax per occurrence	\$125.00 plus tax (initially) plus an additional \$25.00 per occurrence

Carried.

Consideration of: Increase of Lawn Mowing Fee for Non-Compliant Lawns with Increases for Subsequent Occurrences.

Municipal Services Director Barker explained this is the same concept as the snow removal. The ordinance requires that lawns are maintained to 10" or shorter. Properties owners that don't live in the City feel it's cheaper to have the City crews maintain their properties rather than doing it themselves or hiring a lawn care service. Crews mow some properties every 3-4 weeks to keep them compliant. The staff is already stretched thin and taking crews off jobs or projects to mow lawns puts jobs further behind. He proposed increasing the initial lawn mowing fee to \$250 plus an additional charge of \$50 per occurrence thereafter.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to forward a resolution to Common Council to approve the increase of fees as follows:

<u>Fee</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
Lawn Mowing	\$100.00 plus tax per occurrence	\$250.00 plus tax (initially) then plus an additional \$50.00 per occurrence

Carried.

Consideration of: Request for Wisconsin Humane Society for 2022 Funding:

City Treasurer/Finance Director Clarizio stated the Humane Society usually sends a letter requesting \$15,000 in financial support. The last increase was made in 2018 since then they have been consistent in the funding request of the \$15,000.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to direct Staff to incorporate the funding request of \$15,000 from Wisconsin Humane Society in the 2022 budget. Carried.

Consideration of: Request from Destination Sturgeon Bay for 2022 Funding.

Destination Sturgeon Bay Executive Director Pam Seiler presented a power point presentation highlighting the areas of focus for 2021. She stated that the focus was on three pillars; visitors, business and community. They also worked to continue creating the balance between economic, physical and mental health of the businesses especially with the demands created from the lack of workforce, housing, childcare, and continuing COVID concerns. The marketing theme Happy Faces & Wide-Open Spaces continues promoting family/pet friendly Eco-Tourism including walkable Sturgeon Bay, Ice Age Trail, Ahnapee Trail and Potawatomi Park Tower Restoration. Ms. Seiler noted that the final phase of the Wayfinding project should be completed by mid-September, the replacement of flower pots with 40 self-watering planters and finally Graham Park is still waiting on the water feature but otherwise complete.

Ms. Seiler stated they are showing growth in membership. In 2022 room tax increases to 8%. They have changed over to a hybrid format for such events as Fire & Ice, and Street Art. Under the Stars was extended for 2021. Financially, she explained that the 2020 room tax was down 15.77% in Sturgeon Bay, Door County was down 7.0%. The agreement between the City of Sturgeon Bay and Destination Sturgeon Bay is that funding is 25% of room tax collected by the City of Sturgeon Bay from the previous year, 2022 funding will be based off of 2020 collections. She requested that funding for 2022 be based off 2019 collections therefore requesting \$50,655.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to direct Staff to incorporate the funding request of \$50,655 from Destination Sturgeon Bay in the 2022 budget. Carried.

Consideration of: Request for Door County Economic Development for 2022 Funding:

Door County Economic Development Executive Director Steve Jenkins stated they try to maximize resources given by their investors to support their programs. The current programs include workforce development, entrepreneurial development, attainable housing, internet & childcare, business retention & expansion (BRE) and finally non—traditional financing. Mr. Jenkins stated that the attainable housing gap is extreme, without filling the funding gap affordable housing is not attainable. They have been working with WHEDA in a pilot program, in addition, looking at the possibility housing a modular housing production facility. Regarding childcare, he stated that until we can lower the cost the problem is not being solved regardless of how many providers are available, therefore DCEDC is exploring strategies. In the area of broadband, he stated they have entered into a contract for a comprehensive broadband infrastructure engineering assessment with results expected in October. This will provide a strategy to move forward with a plan for infrastructure. Julie Schmelzer, Director of Business Development, explained for the Business Retention & Expansion (BRE) program, DCEDC has changed how they are interacting with the businesses. There are 503 business listed for Sturgeon Bay, and they are working to break down the list and narrow the groups. They are providing communications and information about available grants such as the Restaurant Revitalization Fund and current Bounce Back Grant. In the area of new business contacts, 23 existing business needed assistance and 20 new business contacts. She stated that Manufacturing Day has been reorganized to gain more engagement with area schools, including parochial schools and home educated children. There are new events including an open house at NWTC, mobile career labs, factory tours, trading card for kids and Creator Clue, a year long game geared toward high school students. Kelsey Fox, Director of Communications & Workforce Development explained that the Incubator policies and procedures have been revamped. There are 23 small business currently housed in the incubator facility. The goal is to get these current businesses out into the market place and bring in new businesses, assist them, then move them into the marketplace and continue the process as the program originally intended. She stated the Entrepreneurial Training program had 25 plus entrepreneurs attend during the 2019-2020 class. The next class starts September 9, 2021. Ms. Schmelzer stated that there are several low interest funding options available to businesses, the COVID-19 recovery loans, a combined City /County Revolving Loan Fund and DCEDC Revolving Loan Fund. Finally, in the area of Workforce Development Ms. Fox touched on the CNC program that schools train students on the equipment businesses are using. Mr. Jenkins stated that they are exploring the option of bringing in college graduate talent from Mexico City and Monterrey. He commented that the view of economic development has changed and looking at the strategic framework, it has to be flexible. The people DCEDC serves has changed, the City has changed. He is requesting \$31,700 in funding from the City for the 2022 budget year.

Moved by Alderperson Bacon, seconded by Alderperson Williams to direct Staff to incorporate the funding request of \$ 31,700 from Door County Economic Development in the 2022 budget. Carried.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 5:47pm.

Respectfully submitted,

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

Tricia Metzger

CABLE COMMUNICATION SYSTEM ADVISORY COUNCIL
September 9, 2021

The Cable Communication System Advisory Council was called to order at 4:31p.m. by Chairperson Williams in the Council Chambers, City Hall. Roll call: Ald. Williams, Ald. Gustafson, Ms. Ireland, Mr. Tjernagel and Mr. Loss were present. Also present: Jason Mann of Mann Communications.

Moved by Mr. Loss, seconded by Ald. Gustafson to adopt the following agenda:

1. Roll call
2. Adoption of agenda
3. Consideration of: 2022 Cable TV budget
4. Adjourn.

Carried.

2022 Cable TV Budget

There was no discussion on the budget.

Moved by Mr. Loss, seconded by Ms. Ireland to approve the 2022 Cable TV budget as presented. All ayes. Carried.

Moved by Mr. Loss, seconded by Mr. Tjernagel to adjourn. Carried. The meeting adjourned at 4:33 p.m.

Respectfully submitted,


Sarah Spude-Olson
SBPD Office Manager

**Ad Hoc NERR Advisory Committee
September 10, 2021**

A meeting of the Ad Hoc NERR Advisory Committee was not held due to lack of quorum.

Respectfully submitted,



Laurie Spittlemeister,
Deputy Clerk/Treasurer



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: Assistant Chief Daniel J. Brinkman

Subject: Monthly Report for August, 2021

Date: September 14, 2021

The following is a summary of the Police Department's activities for the month of August 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 50 crimes.

These crimes can be broken down and classified as follows.

Disorderly Conduct.....	01
Possess Controlled Substance.....	03
Bail Jump.....	03
Domestic Abuse.....	06
Theft.....	15
Sex Offenses.....	03
Death Investigation.....	02
Fraud.....	05
Internet Crimes against Children.....	03
Threats to Injure.....	02
Theft of Vehicle.....	01
Criminal Damage to Property.....	04
Drug Investigation.....	01
Identity Theft.....	01
TOTAL	50

Arrests

The Department completed a total of 91 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
Possess Controlled Substance.....	03
Strangulation / Suffocation.....	02

Battery / Threaten Witness.....	02
Forgery / Fraud.....	02
TOTAL	13

B. Misdemeanor Crime Arrests

Disorderly Conduct.....	03
Bail Jump.....	03
Battery.....	03
Retail Theft.....	01
Possess Controlled Substance.....	01
Possess Drug Paraphernalia.....	03
Theft.....	01
TOTAL	15

Wisconsin Probation & Parole Arrests / Warrant Arrests.....	14
TOTAL	14

C. Ordinance Violation Arrests

Disorderly Conduct	01
In Park After Hours	03
Possess Marijuana	01
Retail Theft.....	01
Underage Consumption of Alcohol	02
TOTAL	08

D. Traffic Crime Arrests

Operate while Intoxicated.....	01
TOTAL	01

E. Traffic Violation Arrests

Operate Motor Vehicle while Intoxicated.....	04
Operate Motor Vehicle while Suspended/Revoked.....	06
Speeding.....	15
No Valid Driver's License.....	02
Fail to Wear Seatbelt.....	04
Miscellaneous Violations.....	09
TOTAL	40

In addition to the preceding arrests, the Department conducted a total of 208 traffic stops during the month and logged 97 violations for various motor vehicle defects and local ordinances and issued 71 written warnings for those violations. A total of 14 parking tickets were issued for violations throughout the city.

Traffic Accidents

The Department during the month investigated a total of 15 vehicle accidents. These accidents are categorized into four types.

A. Motor Vehicle Accidents Involving Fatalities	00
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B.	Motor Vehicle Accidents Involving Injuries.....	01
C.	Motor Vehicle Accidents Involving Property Damage (greater than \$1,000.00)	13
D.	Motor Vehicle Accidents Involving Property Damage (less than \$1,000.00)	01
		TOTAL 15

Police Service Calls

Department members handled 493 service calls during the month. These calls consist of both citizen requests for police service as described below (414), crimes investigated (50), traffic accidents investigated (15), and Wisconsin Probation and Parole Assists (14).

A.	Traffic and Road Incidents.....	104
	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.....	12
	Assistance rendered to the Ambulance Service and sick or injured persons.	
D.	Alarms.....	21
	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.....	35
	Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.	
F.	Civil Disputes.....	03
	Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	
G.	Escorts.....	09
	Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.	
H.	Citizen Assist	49
	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.....	05
	Includes assistance to other law enforcement and government agencies.	

J. Suspicious Person / Vehicle Circumstance25

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.....01

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 Problems05

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 Incidents117

Includes arrest warrants served, recovered property calls, unfounded calls for police service and minor calls for police service. This category includes 9-1-1 calls investigated by Department members during the month.

N. Welfare Checks24

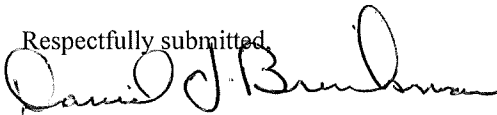
Includes calls to check on the well-being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.

TOTAL 472

Department Training

The Joint SWAT Team and Dive Team completed their monthly training. One officer completed certification as a Glock Pistol Armorer and the entire department completed 4 hours of Active Shooter / Active Threat training conducted by SBPD and Door County Sheriff's Office state certified instructors.

Respectfully submitted,



Assistant Chief Daniel J. Brinkman

AUGUST 2021 BANK RECONCILIATION**CHECKING ACCOUNTS**

GENERAL FUND		ARPA	
NICOLET		NICOLET	
PRIOR G/L BALANCE	1,360,308.39	467,564.04	
REVENUE	3,531,116.81	12.30	
DISBURSEMENTS	2,644,737.33	0.00	
AMOUNT IN TRANSIT	150.83	0.00	
ADJUSTMENTS	(72,217.90)	0.00	
ENDING BALANCE	2,174,319.14	467,576.34	

BANK BALANCE	2,200,774.14	467,576.34
LESS OUTS, CHECKS	26,455.00	0.00
	2,174,319.14	467,576.34

INVESTMENT ACCOUNTS

GENERAL/CAPITAL FUND	
INVESTMENTS	
	254,902.83
	338.37
	327.45
	0.00
	0.00
	254,913.75

	254,913.75
	0.00
	254,913.75

SAVINGS ACCOUNTS

GENERAL FUND		GENERAL FUND		CAPITAL - BUILDING DEBT		CAPITAL PROJECTS		CAPITAL PROJECTS DEBT		TIF #3 CONSTRUCTION		TIF #3 DEBT	
STATE - #2		NICOLET BANK - MMBI		STATE - #9		STATE #13		STATE #15		STATE - #14		STATE - #08	
PRIOR G/L BALANCE	6,572,939.11	20,134.55		6,325.11		470,171.39		136,346.28		15,389.20		857,296.81	
REVENUE	130,957.87	0.18		0.25		17.77		5.42		0.53		16,942.66	
DISBURSEMENTS	798,006.51	0.00		0.00		103,058.69		0.00		8,575.00		0.00	
AMOUNT IN TRANSIT	0.00	0.00		0.00		0.00		0.00		0.00		0.00	
ADJUSTMENTS	0.00	0.00		0.00		0.00		0.00		0.00		0.00	
ENDING BALANCE	5,905,890.47	20,134.73		6,325.36		367,130.47		136,351.70		6,814.73		874,239.47	

BANK BALANCE	5,905,890.47	20,134.73	6,325.36	367,130.47	136,351.70	6,814.73	874,239.47
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TIF #1 DEBT		TIF #2		TIF #2 DEBT 99A&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	1,066,661.45	13,318.42		4,076,665.89		56,266.49		44,605.33		75,197.48		130,546.39	
REVENUE	275,365.41	0.53		1,294,992.38		2.24		56,993.96		41,544.25		705.03	
DISBURSEMENTS	888,298.43	0.00		0.00		0.00		0.00		0.00		18,724.56	
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	453,728.43	13,318.95		5,371,658.27		56,268.73		101,599.29		116,741.73		112,526.86	

BANK BALANCE	453,728.43	13,318.95	5,371,658.27	56,268.73	101,599.29	116,741.73	112,526.86
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9/14/2021

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: GENERAL FUND
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST		% VARI- ANCE	FISCAL		% VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ACTUAL	
REVENUES	13,011,245.00	2,020,159.49	(84.4)	13,011,245.00	13,011,245.00	(28.3)
GENERAL FUND	13,011,245.00	2,020,159.49	(84.4)	13,011,245.00	13,011,245.00	(28.3)
TOTAL REVENUES	13,011,245.00	2,020,159.49	(84.4)	13,011,245.00	13,011,245.00	(28.3)
EXPENSES	1,165,775.00	1,365.39	99.8	1,253,275.00	1,303,275.00	90.8
GENERAL FUND	1,165,775.00	1,365.39	99.8	1,253,275.00	1,303,275.00	90.8
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00	43.1
CITY COUNCIL	71,420.00	4,995.36	93.0	71,420.00	71,420.00	40.4
LAW/LEGAL	86,000.00	6,831.22	92.0	86,000.00	86,000.00	46.9
CITY CLERK-TREASURER	450,630.00	477,509.57	89.4	450,630.00	450,630.00	33.8
ADMINISTRATION	180,040.00	21,067.03	88.2	180,040.00	180,040.00	31.7
COMPUTER	121,750.00	4,296.36	96.4	121,750.00	121,750.00	41.2
CITY ASSESSOR	89,708.33	0.00	100.0	89,708.33	89,708.33	54.6
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00	100.0
BUILDING/ZONING CODE ENFORCEM	104,505.00	9,726.67	90.6	104,505.00	104,505.00	32.5
MUNICIPAL SERVICES ADMIN.	241,535.00	26,195.45	89.1	241,535.00	241,535.00	34.3
PUBLIC WORKS ADMINISTRATION	232,335.00	24,783.47	89.3	232,335.00	232,335.00	34.7
ELECTIONS DEPARTMENT	27,180.00	0.00	100.0	27,180.00	27,180.00	35.2
CITY HALL	165,715.00	14,655.83	91.1	165,715.00	165,715.00	32.4
INSURANCE	288,290.00	0.00	100.0	288,290.00	288,290.00	32.4
GENERAL EXPENDITURES	1,482,665.00	728.49	99.9	1,482,665.00	1,482,665.00	95.9
POLICE DEPARTMENT	472,875.00	57,260.37	87.8	472,875.00	472,875.00	34.5
PATROL BOAT	15,310.00	3,149.88	79.4	15,310.00	15,310.00	55.3
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.0
POLICE DEPARTMENT/PATROL	2,301,730.00	231,218.71	89.9	2,301,730.00	2,301,730.00	34.3
POLICE DEPT. / INVESTIGATIONS	294,740.00	13,837.87	95.3	294,740.00	294,740.00	63.4
FIRE DEPARTMENT	2,055,590.00	211,189.33	89.7	2,055,590.00	2,055,590.00	35.7
STORM SEWERS	36,110.00	4,487.48	87.5	36,110.00	36,110.00	28.6
LARGE ITEM PICKUP / LEAF COLL	53,845.00	834.14	98.4	53,845.00	53,845.00	97.2
COMPOST/SOLID WASTE SITE	0.00	0.00	0.0	0.00	0.00	0.0
STREET SWEEPING	43,675.00	5,406.66	87.6	43,675.00	43,675.00	38.6
WEED ABATEMENT	4,005.00	1,104.24	72.4	4,005.00	4,005.00	66.4
ROADWAYS/STREETS	241,115.00	26,281.60	89.0	241,115.00	241,115.00	48.6
SNOW REMOVAL	223,000.00	1,583.19	99.2	223,000.00	223,000.00	54.6
STREET SIGNS AND MARKINGS	52,375.00	711.18	98.6	52,375.00	52,375.00	77.6
CURB/GUTTER/SIDEWALK	24,365.00	8,880.54	63.5	24,365.00	24,365.00	11.3
STREET MACHINERY	215,050.00	13,204.02	93.8	215,050.00	215,050.00	59.0
CITY GARAGE	64,590.00	3,246.19	94.9	64,590.00	64,590.00	34.7
CELEBRATION & ENTERTAINMENT	43,020.00	9,914.95	76.9	43,020.00	43,020.00	24.7
HIGHWAYS - GENERAL	492,000.00	39,795.27	91.9	492,000.00	492,000.00	41.7
PARK & RECREATION ADMIN	104,785.00	9,587.99	90.8	104,785.00	104,785.00	38.9
PARKS AND PLAYGROUNDS	514,830.00	71,437.64	86.1	514,830.00	514,830.00	34.3
BALLFIELDS	29,520.00	1,240.44	95.7	29,520.00	29,520.00	72.5

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DATE: 09/15/2021
 TIME: 12:49:31
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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 2
 F-YR: 21

FOR FUND: GENERAL FUND
 FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	%	FISCAL	FISCAL	%
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
EXPENSES						
ICE RINKS	12,130.00	866.58	92.8	12,130.00	12,130.00	40.3
BEACHES	5,400.00	0.00	100.0	5,400.00	5,400.00	95.8
MUNICIPAL DOCKS	48,780.00	5,071.46	89.6	48,780.00	48,780.00	63.9
WATER WEED MANAGEMENT	86,115.00	15,999.58	81.4	86,115.00	86,115.00	46.5
WATERFRONT PARKS & WALKWAYS	77,365.00	10,515.30	86.4	77,365.00	77,365.00	27.5
EMPLOYEE BENEFITS	44,700.00	(751.06)	101.6	44,700.00	44,700.00	49.3
PUBLIC FACILITIES	81,000.00	15,155.31	81.2	81,000.00	81,000.00	37.4
BOARDS AND COMMISSIONS	880.00	107.65	87.7	880.00	880.00	62.8
COMMUNITY & ECONOMIC DEVLPMT	419,460.00	40,160.64	90.4	419,460.00	419,460.00	41.4
TOTAL EXPENSES	12,780,313.33	964,567.01	92.4	12,867,871.64	12,917,905.00	50.6
TOTAL FUND REVENUES	13,011,245.00	2,020,159.49	(84.4)	13,011,245.00	13,011,245.00	(28.3)
TOTAL FUND EXPENSES	12,780,313.33	964,567.01	92.4	12,867,871.64	12,917,905.00	50.6
SURPLUS (DEFICIT)	230,931.67	1,055,592.48	357.1	143,373.36	93,340.00	3054.9

DATE: 09/15/2021
TIME: 12:49:31
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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 3
F-YR: 21

FOR FUND: CAPITAL FUND
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST		%	FISCAL		ANNUAL	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET		YEAR-TO-DATE	ACTUAL	
REVENUES	2,729,375.00	200,916.90	(92.6)	2,729,375.00	2,729,375.00	2,729,375.00	728,250.73	728,250.73	(73.3)
PATROL	2,729,375.00	200,916.90	(92.6)	2,729,375.00	2,729,375.00	2,729,375.00	728,250.73	728,250.73	(73.3)
TOTAL REVENUES	2,729,375.00	200,916.90	(92.6)	2,729,375.00	2,729,375.00	2,729,375.00	728,250.73	728,250.73	(73.3)
EXPENSES									
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
COMPUTER	29,500.00	0.00	100.0	29,500.00	0.00	29,500.00	14,500.00	0.00	50.8
CITY ASSESSOR	5,000.00	0.00	100.0	5,000.00	0.00	5,000.00	0.00	0.00	100.0
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
ELECTIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
CITY HALL	454,583.34	27,632.00	93.9	556,666.64	615,000.00	615,000.00	303,295.52	50.6	50.6
GENERAL EXPENDITURES	15,000.00	146,963.20	(879.7)	15,000.00	15,000.00	15,000.00	1,009,978.67	(6633.1)	(6633.1)
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
PATROL BOAT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
PATROL	238,735.00	18,211.90	92.3	238,735.00	238,735.00	238,735.00	131,608.91	44.8	44.8
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
FIRE DEPARTMENT	34,800.00	0.00	100.0	34,800.00	34,800.00	34,800.00	69,789.47	(100.5)	(100.5)
STORM SEWERS	70,000.00	9,628.05	86.2	70,000.00	70,000.00	70,000.00	15,159.77	78.3	78.3
SOLID WASTE MGMT/REFUSE/RECYC	0.00	0.00	0.0	0.00	0.00	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	0.00	0.00	0.0
ROADWAYS/STREETS	1,090,000.00	616,574.44	43.4	1,090,000.00	1,090,000.00	1,090,000.00	1,010,717.13	7.2	7.2
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
CURB/GUTTER/SIDEWALK	132,500.00	0.00	100.0	132,500.00	132,500.00	132,500.00	115,850.11	12.5	12.5
CITY GARAGE	15,000.00	0.00	100.0	15,000.00	15,000.00	15,000.00	16,543.79	(10.2)	(10.2)
PARKS AND PLAYGROUNDS	288,430.00	5,297.45	98.1	288,430.00	288,430.00	288,430.00	106,613.82	63.0	63.0
BALFIELDS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
BEACHES	166.67	0.00	100.0	1,333.32	2,000.00	2,000.00	0.00	0.00	100.0
MUNICIPAL DOCKS	50,500.00	0.00	100.0	50,500.00	50,500.00	50,500.00	0.00	0.00	100.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	115,000.00	20,643.00	82.0	115,000.00	115,000.00	115,000.00	26,078.50	77.3	77.3
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	14,910.00	0.00	100.0	14,910.00	14,910.00	14,910.00	0.00	0.00	100.0
COMMUNITY & ECONOMIC DEVLPMNT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL EXPENSES	2,554,125.01	844,950.04	66.9	2,657,374.96	2,716,375.00	2,716,375.00	2,820,135.69	(3.8)	(3.8)
TOTAL FUND REVENUES	2,729,375.00	200,916.90	(92.6)	2,729,375.00	2,729,375.00	2,729,375.00	728,250.73	(73.3)	(73.3)
TOTAL FUND EXPENSES	2,554,125.01	844,950.04	66.9	2,657,374.96	2,716,375.00	2,716,375.00	2,820,135.69	(3.8)	(3.8)
SURPLUS (DEFICIT)	175,249.99	(644,033.14)	(467.4)	72,000.04	13,000.00	13,000.00	(2,091,884.96)	(6191.4)	(6191.4)

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 4
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FOR FUND: ARPA -AMERICAN RESCUE PLAN ACT
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
ARPA / GENERAL	0.00	12.30	100.0	0.00	0.00	467,576.34	100.0
TOTAL REVENUES	0.00	12.30	100.0	0.00	0.00	467,576.34	100.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
CABLE TV / GENERAL	123,057.08	30,932.24	(74.8)	140,746.64	150,855.00	154,516.11	2.4
TOTAL REVENUES	123,057.08	30,932.24	(74.8)	140,746.64	150,855.00	154,516.11	2.4
EXPENSES							
CABLE TV / GENERAL	112,625.00	5,878.39	94.7	112,625.00	112,625.00	90,744.89	19.4
TOTAL EXPENSES	112,625.00	5,878.39	94.7	112,625.00	112,625.00	90,744.89	19.4
TOTAL FUND REVENUES	123,057.08	30,932.24	(74.8)	140,746.64	150,855.00	154,516.11	2.4
TOTAL FUND EXPENSES	112,625.00	5,878.39	94.7	112,625.00	112,625.00	90,744.89	19.4
SURPLUS (DEFICIT)	10,432.08	25,053.85	140.1	28,121.64	38,230.00	63,771.22	66.8

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
FOR 8 PERIODS ENDING AUGUST 31, 2021

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

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: TID #2 DISTRICT
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST 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	1,346,879.62	(48.3)	2,610,230.00	2,610,230.00	2,603,225.71	(0.2)
TOTAL REVENUES	2,610,230.00	1,346,879.62	(48.3)	2,610,230.00	2,610,230.00	2,603,225.71	(0.2)
EXPENSES							
TID DISTRICT #2	1,976,242.00	0.00	100.0	1,976,242.00	1,976,242.00	215,805.10	89.0
TOTAL EXPENSES	1,976,242.00	0.00	100.0	1,976,242.00	1,976,242.00	215,805.10	89.0
TOTAL FUND REVENUES	2,610,230.00	1,346,879.62	(48.3)	2,610,230.00	2,610,230.00	2,603,225.71	(0.2)
TOTAL FUND EXPENSES	1,976,242.00	0.00	100.0	1,976,242.00	1,976,242.00	215,805.10	89.0
SURPLUS (DEFICIT)	633,988.00	1,346,879.62	112.4	633,988.00	633,988.00	2,387,420.61	276.5

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: TID #1 DISTRICT
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #1 DISTRICT	941,158.00	247,294.22	(73.7)	941,158.00	941,158.00	940,509.50	0.0
TOTAL REVENUES	941,158.00	247,294.22	(73.7)	941,158.00	941,158.00	940,509.50	0.0
EXPENSES							
TID #1 DISTRICT	888,298.00	888,298.43	0.0	888,298.00	888,298.00	888,298.43	0.0
TOTAL EXPENSES	888,298.00	888,298.43	0.0	888,298.00	888,298.00	888,298.43	0.0
TOTAL FUND REVENUES	941,158.00	247,294.22	(73.7)	941,158.00	941,158.00	940,509.50	0.0
TOTAL FUND EXPENSES	888,298.00	888,298.43	0.0	888,298.00	888,298.00	888,298.43	0.0
SURPLUS (DEFICIT)	52,860.00	(641,004.21)	(1312.6)	52,860.00	52,860.00	52,211.07	(1.2)

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: TID #3 DISTRICT
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #3 DISTRICT	61,841.00	16,943.19	(72.6)	61,841.00	61,841.00	61,072.00	(1.2)
TOTAL REVENUES	61,841.00	16,943.19	(72.6)	61,841.00	61,841.00	61,072.00	(1.2)
EXPENSES							
TID #3 DISTRICT	126,796.00	8,575.00	93.2	126,796.00	126,796.00	31,843.75	74.8
TOTAL EXPENSES	126,796.00	8,575.00	93.2	126,796.00	126,796.00	31,843.75	74.8
TOTAL FUND REVENUES	61,841.00	16,943.19	(72.6)	61,841.00	61,841.00	61,072.00	(1.2)
TOTAL FUND EXPENSES	126,796.00	8,575.00	93.2	126,796.00	126,796.00	31,843.75	74.8
SURPLUS (DEFICIT)	(64,955.00)	8,368.19	(112.8)	(64,955.00)	(64,955.00)	29,228.25	(144.9)

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
 FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #4 DISTRICT	1,906,605.33	41,541.55	(97.8)	1,961,053.64	1,992,167.00	150,120.59	(92.4)
TOTAL REVENUES	1,906,605.33	41,541.55	(97.8)	1,961,053.64	1,992,167.00	150,120.59	(92.4)
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	136,753.82	93.3	2,128,281.64	2,162,815.00	1,270,894.61	41.2
TOTAL EXPENSES	2,067,848.33	136,753.82	93.3	2,128,281.64	2,162,815.00	1,270,894.61	41.2
TOTAL FUND REVENUES	1,906,605.33	41,541.55	(97.8)	1,961,053.64	1,992,167.00	150,120.59	(92.4)
TOTAL FUND EXPENSES	2,067,848.33	136,753.82	93.3	2,128,281.64	2,162,815.00	1,270,894.61	41.2
SURPLUS (DEFICIT)	(161,243.00)	(95,212.27)	(40.9)	(167,228.00)	(170,648.00)	(1,120,774.02)	556.7

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
REVOLVING LOAN FUND (STATE)	0.00	0.00	0.0	0.00	0.00	1.74	100.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	1.74	100.0
EXPENSES							
REVOLVING LOAN FUND (STATE)	0.00	0.00	0.0	0.00	0.00	1.74	100.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	1.74	100.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	1.74	100.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	1.74	100.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.00	0.0

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: SOLID WASTE ENTERPRISE
 FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	%	FISCAL	FISCAL	FISCAL	FISCAL	%
				YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE	YEAR-TO-DATE	
				BUDGET	BUDGET	ACTUAL	ACTUAL	
REVENUES								
SOLID WASTE ENTERPRISE FUND	1,333,365.00	43,937.25	(96.7)	1,333,365.00	1,333,365.00	355,936.12	(73.3)	
TOTAL REVENUES	1,333,365.00	43,937.25	(96.7)	1,333,365.00	1,333,365.00	355,936.12	(73.3)	
EXPENSES								
SOLID WASTE ENTERPRISE FUND	638,480.42	510,787.31	19.9	1,085,153.28	1,340,395.00	743,099.68	44.5	
TOTAL EXPENSES	638,480.42	510,787.31	19.9	1,085,153.28	1,340,395.00	743,099.68	44.5	
TOTAL FUND REVENUES	1,333,365.00	43,937.25	(96.7)	1,333,365.00	1,333,365.00	355,936.12	(73.3)	
TOTAL FUND EXPENSES	638,480.42	510,787.31	19.9	1,085,153.28	1,340,395.00	743,099.68	44.5	
SURPLUS (DEFICIT)	694,884.58	(466,850.06)	(167.1)	248,211.72	(7,030.00)	(387,163.56)	5407.3	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND
 FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	15,567.50	13,013.25	(16.4)	96,539.96	142,810.00	84,384.78	(40.9)
TOTAL REVENUES	15,567.50	13,013.25	(16.4)	96,539.96	142,810.00	84,384.78	(40.9)
EXPENSES							
COMPOST SITE ENTERPRISE FUND	5,807.09	23,318.25	(301.5)	46,456.40	69,685.00	54,303.76	22.0
TOTAL EXPENSES	5,807.09	23,318.25	(301.5)	46,456.40	69,685.00	54,303.76	22.0
TOTAL FUND REVENUES	15,567.50	13,013.25	(16.4)	96,539.96	142,810.00	84,384.78	(40.9)
TOTAL FUND EXPENSES	5,807.09	23,318.25	(301.5)	46,456.40	69,685.00	54,303.76	22.0
SURPLUS (DEFICIT)	9,760.41	(10,305.00)	(205.5)	50,083.56	73,125.00	30,081.02	(58.8)

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS
FOR 8 PERIODS ENDING AUGUST 31, 2021

DEPARTMENT DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL		FISCAL	
				YEAR-TO-DATE BUDGET	ANNUAL BUDGET	YEAR-TO-DATE ACTUAL	% VARI- ANCE
TOTAL MUNICIPAL REVENUES	22,732,443.91	3,961,630.01	(82.5)	22,885,554.24	22,973,046.00	14,870,039.89	(35.2)
TOTAL MUNICIPAL EXPENSES	21,150,535.18	3,383,128.25	84.0	21,889,098.92	22,311,136.00	12,494,730.59	43.9
SURPLUS (DEFICIT)	1,581,908.73	578,501.76	(63.4)	996,455.32	661,910.00	2,375,309.30	258.8

BEVERAGE OPERATOR LICENSES

1. Anthony, Hailey L.
2. Geyer, Lori J.
3. Lewens, Michael J.
4. Meyers, Richelle L.
5. Russell, Stacey
6. Zirzow-Eagerson, Stephanie C.

7e.

7e.



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

September 8, 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 & Wine license:

Fall 50 LLC
1971 Prescott Place
DePere, WI 54115
Agent: Sean Ryan

LOCATION/DATES:

Sunset Park, 747 North 3rd Avenue * Date - 10/23/21

This letter is to certify that the applicants and the premises ^{SK}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

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: September 8, 2021

☐ Town ☐ Village ☒ City of Sturgeon Bay County of Door

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10/23/21 @ 12 PM and ending 10/23/21 @ 8 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) ☒ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association

(a) Name Fall 50 LLC

(b) Address 1971 Prescott Place, De Pere, WI 54115

(Street)

☐ Town ☐ Village ☒ City

(c) Date organized 2006

(d) If corporation, give date of incorporation 10/23/2008

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Sean Ryan, 1971 Prescott Place, De Pere, WI 54115

Vice President

Secretary

Treasurer

(g) Name and address of manager or person in charge of affair:

Sean Ryan, 1971 Prescott Place, De Pere, WI 54115

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number Sunset Park, 747 N 3rd Ave, Sturgeon Bay, WI 54235

(b) Lot Block

(c) Do premises occupy all or part of building?

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. NAME OF EVENT

(a) List name of the event Door County Fall 50

(b) Dates of event Saturday, October 23, 2021

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Fall 50 LLC

(Name of Organization)

Officer Sean Ryan 9/8/2021
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

7f.

7f.

CITY OF STURGEON BAY

STREET CLOSURE APPLICATION

Name of Applicant:

Carly Sarkis / Destination Sturgeon Bay

Name of Event:

Christmas Parade

Contact Phone #:

920 748 6246

Date(s) of Event:

11/20/21

Time:

10:00AM

Estimated # of Attendees:

1000+

Specific Location:

See map attached

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

What arrangements are made for clean up?

Contract w/ city

Other comments or explanation:

Signature of Responsible Party:

Calep Sarkis

Address:

36 S 3rd Ave, Sturgeon Bay, WI

Date Submitted:

8/23/21

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

Approval:

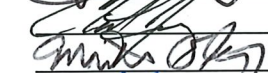
Fire Chief:



Date:

8-23-21

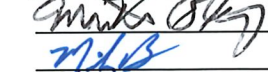
Police Chief:



Date:

8-24-21

Comm. Dev:



Date:

8-24-21

Streets/Parks:

MKB

Date:

8-25-21

City Clerk:

Seymour

Date:

9/14/21

Finance Dir:

U. C. Asper

Date:

8/26/21

City Engineer:



Date:

8-26-21

City Admin:



Date:

8/26/21

Common Council Approval Date:

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

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

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

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

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

Dated this 23 day of August, 2021.

By: [Signature], Exec. Director

By: Cathy Butis
marketing & events director

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

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

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

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

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

Dated: 8-23-21

R. Deil, Exec. Director

Dated: 8/23/21

Cathy Burkis

Company Name (if applicable): Destination Sturgeon Bay

Billing Address: 36 S 3rd Ave

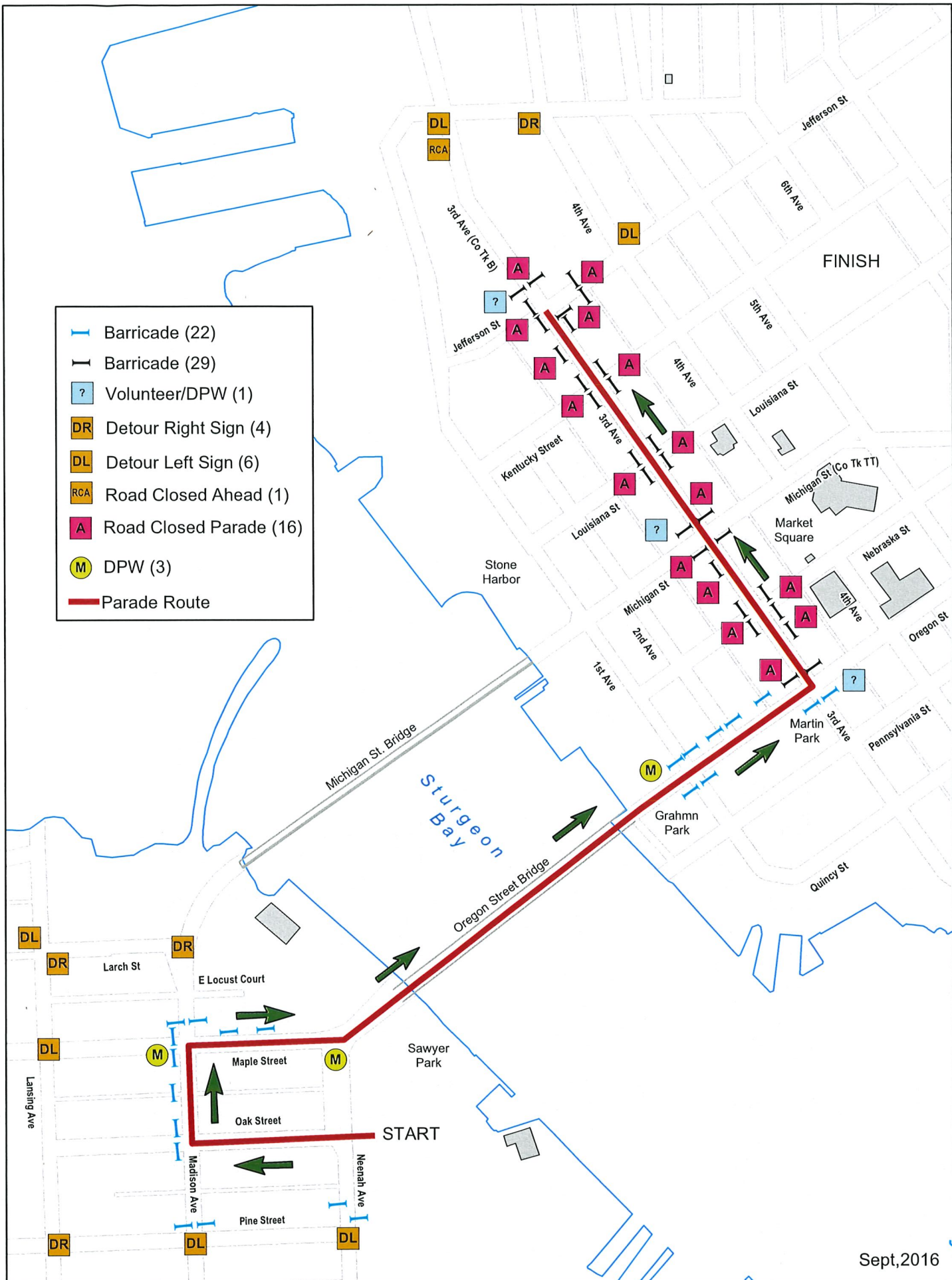
Sturgeon Bay, WI

Telephone: 920 743 6246



Christmas & St. Patricks Day Parade

0 125 250 500
Feet



Sept, 2016

**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant:

Carly Sarkis / Destination Sturgeon Bay

Name of Event:

Thrills & Chills

Contact Phone #:

920 743 6246

Date(s) of Event:

10/30/21

Time:

10am-1pm

Estimated # of Attendees:

700 +

Specific Location:

See map attached

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

What arrangements are made for clean up?

Contract w/ city

Other comments or explanation:

Signature of Responsible Party:

Carly Sarkis

Address:

36 S. 3rd Ave, Sturgeon Bay, WI

Date Submitted:

8/23/21

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

Approval:

Fire Chief:

Date:

8-23-21

Police Chief:

Date:

8-24-21

Comm. Dev:

Date:

8-24-21

Streets/Parks:

Date:

8-25-21

City Clerk:

Date:

9/14/21

Finance Dir:

Date:

8/26/21

City Engineer:

Date:

8-24-21

City Admin:

Date:

8/26/21

Common Council Approval Date:

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

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

Dated this 23 day of August, 2021.

By: D. Quin, Exec. Director.

By: Carly Bankio
marketing & events director

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

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

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

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

Dated: 8-23-21

D. Dain, Exec. Director

Dated: 8/23/21

Callaghan

Company Name (if applicable): Destination Sturgeon Bay

Billing Address: 36 S 3rd Ave

Sturgeon Bay, WI 54235

Telephone: 920 743 0246



IOWA ST

JEFFERSON ST

N 7TH AVE

DL

JEFFERSON ST

H

KENTUCKY ST

N 5TH AVE

H

H

N 2ND AVE

LOUISIANA ST

US Post Office

D. C. Museum

City Hall

Market Square

Miller Art Center Office

Stone Harbor

N 1ST AVE

MICHIGAN ST

H

NEBRASKA ST

S 3RD AVE

D. C. Library

D. C. Gov't Cen

GAN BRDG

S 1ST AVE

S 2ND AVE

Martin Park

PENNSYLVANIA ST

Sturgeon Bay

Grahamn Park

S 1ST AVE

OREGON ST

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the Cable TV Budget for 2022 as presented.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: September 9, 2021

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

CABLE TV - FUND 21

07/19/21

		2020	2021	2021	2021	2021	2022
		ACTUAL	JAN - AUG ACTUAL	SEPT - DEC ESTIMATE	ESTIMATE	BUDGET	BUDGET
FUND BALANCE - CASH ON HAND					258,484.01	217,584.24	297,019.01
REVENUE							
21	000 000 43434	ST OF WI VIDEO SERVICE AID	14,845.12	30,325.00	30,325.00	30,325.00	30,325.00
21	000 000 43434	MISCELLANEOUS GRANTS	5,990.03	0.00	0.00	0.00	0.00
21	000 000 48100	SALE OF CITY PROPERTY	0.00	0.00	0.00	0.00	0.00
21	000 000 48260	SALE OF CITY PROPERTY	0.00	25,935.00	25,935.00	0.00	0.00
21	000 000 49102	FRANCHISE FEE	141,926.50	120,000.00	120,000.00	120,530.00	120,530.00
21	000 000 49103	CAPITAL CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
21	000 000 49999	MISCELLANEOUS REVENUE / ADVERTISING	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE		162,761.65	0.00	176,260.00	176,260.00	150,855.00	150,855.00
OTHER FUNDING SOURCES/USES							
RESERVES APPORTIONED		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL APPORTIONED/APPLIED REVENUE		0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - PUBLIC ACCESS - CHANNEL 96							
PERSONNEL							
21	000 000 50010	WAGES - MANAGEMENT	690.14	0.00	800.00	800.00	800.00
COMMODITIES							
21	000 000 51100	COMPUTER SOFTWARE	724.15	1,000.00	1,000.00	1,000.00	1,000.00
21	000 000 51950	SUPPLIES	0.00	600.00	600.00	600.00	600.00
21	000 000 52700	SMALL TOOLS/EQUIPMENT	199.33	1,000.00	1,000.00	1,000.00	1,000.00
21	000 000 54999	MISC COMMODITIES	37.77	200.00	200.00	200.00	200.00
CONTRACTUAL							
21	000 000 55010	LEGAL	0.00	0.00	0.00	500.00	500.00
21	000 000 55015	BROADCAST PRODUCTION - GENERAL	66,080.00	66,000.00	66,000.00	66,000.00	66,000.00
21	000 000 55600	PROFESSIONAL DEVELOPMENT & TRAVEL	0.00	200.00	200.00	200.00	200.00
21	000 000 56000	DUES, MEMBERSHIPS, PUBLICATIONS	0.00	200.00	200.00	200.00	200.00
21	000 000 56250	EQUIPMENT MAINTENANCE	320.01	1,000.00	1,000.00	1,000.00	1,000.00
21	000 000 57650	RENT	5,625.00	5,625.00	5,625.00	5,625.00	5,625.00
21	000 000 58999	MISC. CONTRACTUAL	477.13	12,000.00	12,000.00	12,000.00	12,000.00
CAPITAL							
21	000 000 59040	MISC. TECHNOLOGY	0.00	25,800.00	25,800.00	200.00	200.00
21	000 000 59070	EQUIPMENT	6,778.35	20,000.00	20,000.00	20,000.00	20,000.00
21	000 000 59200	OPERATING TRANSFER OUT / FIBER INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
TOTAL		80,931.88	0.00	134,425.00	134,425.00	109,325.00	109,325.00
EXPENDITURES - SCHOOL - CHANNEL 98							
CONTRACTUAL							
21	000 007 51950	SUPPLIES	0.00	100.00	100.00	100.00	100.00
21	000 007 55015	BROADCAST PRODUCTION - CHANNEL 07	0.00	200.00	200.00	200.00	200.00
21	000 007 58999	MISC. CONTRACTUAL	0.00	2,000.00	2,000.00	2,000.00	2,000.00
CAPITAL							
21	000 007 59070	EQUIPMENT	0.00	1,000.00	1,000.00	1,000.00	1,000.00
TOTAL		0.00	0.00	3,300.00	3,300.00	3,300.00	3,300.00
TOTAL CABLE TV EXPENDITURES		80,931.88	0.00	137,725.00	137,725.00	112,625.00	112,625.00
ANNUAL VARIANCE					38,535.00	38,230.00	38,230.00
FUND BALANCE					297,019.01	255,814.24	335,249.01

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the changes as presented in Section 24 – Communication Towers, of the City of Sturgeon Bay Municipal Code.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: September 9, 2021

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

Chapter 24 – Communication Towers

24.01 – Title.

This chapter shall be known as the “City of Sturgeon Bay Communication Tower Ordinance”, hereinafter referred to as “this chapter.”

24.02 – Authority.

This chapter is adopted pursuant to §59.03, 59.54, 59.69, and 66.0404, Wis. Stats.

24.03 – Applicability.

(1) This chapter shall apply to all properties within the corporate limits of the City of Sturgeon Bay.

(2) The following are exempt from this chapter:

- (a) Residential satellite dishes, residential television antennas, or other antennas that are used privately, provided that the antenna use constitutes ancillary or secondary use, not primary use, of the property.
- (b) Towers and masts for amateur radio antennas that are owned and/or operated by a federally licensed amateur radio operator.
- (c) Mobile communication towers and masts providing public information coverage of news events of a temporary or emergency nature.
- (d) Any wireless facility (§66.0414(1)(z), Wis. Stats.) located outside a right-of-way (§66.0414(1)(t), Wis. Stats.) meeting the definition of a small wireless facility (§66.0414(1)(u), Wis. Stats.)
- (e) Small wireless facilities permissibly located in rights-of-way (§66.0414(2)(e), Wis. Stats.) provided the following height requirements are met, as applicable.

1. The height of a utility pole installed, or modified, in a right-of-way may not exceed the greater of:

- a. A height that is ten percent (10%) taller than the tallest existing utility pole as of July 12, 2019, that is located within five hundred (500) feet of the new or modified utility pole in the same right-of-way.
- b. Fifty (50) feet above ground level.

2.The height of a small wireless facility installed, or modified, in a right-of-way may not exceed the greater of:

- c. A height that is ten percent (10%) taller than the existing utility pole or wireless support structure on which the small wireless facility is located.
- d. Fifty (50) feet above ground level.

24.04 – Purpose.

The purposes of this chapter are:

- 1.To provide a uniform and comprehensive set of standards for the development and installation of communication towers and related facilities.
- 2.To protect and promote public health, safety, and community welfare of Sturgeon Bay, while at the same time not unduly restrict the development of needed communications towers.
- 3.To minimize adverse visual effects of communication towers by minimizing their number.
- 4.To encourage joint use of new, existing, and alternate support structures.

24.05 – Compliance.

No communications tower shall be installed or maintained except in full compliance with this chapter.

24.06 – Abrogation.

It is not intended by this chapter to repeal, abrogate, annul, impair, or interfere with any existing ordinance.

24.07 – Severability.

If a court of competent jurisdiction adjudges any section, paragraph, clause, provision, or portion of this chapter unconstitutional or invalid, the remainder of this chapter shall not be affected thereby.

24.08 – Warning and Disclaimer of Liability.

This chapter shall not create a duty or liability on the part of or a cause of action against the City of Sturgeon Bay, its officers or employees thereof, for any damages that may result from administration of or reliance on this chapter.

24.09 – Definitions.

Antenna: Communications equipment that transmits and receives electromagnetic radio signals and is used in the provision of mobile services.

Applicant: The owner(s) or lessee(s) of the land upon which the structure and facilities are proposed to be located.

Class 1 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility but does need to engage in substantial modification.

Class 2 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility or engage in substantial modification.

Collocation: A class 1 or class 2 collocation or both.

Critical Public Safety Communications Corridor: The area within an existing line-of-site communications path that is used by public safety entities for critical safety-of-life communications.

Equipment Compound: An area surrounding or adjacent to the base of an existing support structure within which is located the related mobile service facilities.

Existing Structure: A support structure that exists at the time a request for permission to place any type of mobile service facility on or near the support structure is filed with a political subdivision.

Fall Zone: the area over which a mobile support structure is designed to collapse.

Mobile Service: The meaning given in 47 USC 153 (33).

Mobile Service Facility: All equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and associated equipment necessary to provide mobile service to a discrete geographic area that are placed on or around a support structure, but does not include the underlying support structure.

Mobile Service Provider: Any person who provides mobile service, including a person that builds and operates mobile service support structures or facilities, whether or not licensed by the Federal Communications Commission.

Mobile Service Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Permit: A permit issued hereunder which authorizes any of the following by an applicant: a Class 1 collocation; a Class 2 collocation; or construction of a support structure, including a mobile service support structure.

Operator: The person who owns or operates a support structure or related facilities.

Search Ring: A shape drawn on a map to indicate the general area within which a mobile service support structure should be located to meet radio frequency engineering requirements, taking into account other factors including topography and the demographics of the service area.

Substantial Modification: The modification of a support structure (e.g., mobile service support structure), including the mounting of an antenna on such a structure, that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.
3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for co-location.
4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Utility Pole: A structure owned or operated by an alternative telecommunications utility, as defined in §196.01(1d), Wis. Stats.; public utility, as defined in §196.01(5), Wis. Stats.; telecommunications utility, as defined in §196.01(10), Wis. Stats.; political subdivision; or cooperative association organized under Ch. 185, Wis. Stats.; and that is designed specifically for and used to carry lines, cables, or wires for telecommunications service, as defined in §182.017(1g)(cq), Wis. Stats.

24.10 – Reserved

24.11 – Communication Tower Permit Procedure.

(1) *Permit Required.* A permit is required hereunder, subject to the provision and limitations of §66.0404, Wis. Stats., for any of the following activities:

- a. The siting and construction of a new mobile service support structures and facilities:
- b. With regard to a class 1 collocation, the installation of mobile service facilities on existing support structures that require substantial modifications; and
- c. A class 2 collocation.

(2) *Permit Application.* The application shall consist of a letter addressed to the Community Development Director or the designee requesting a communication tower permit under this chapter and attachment to the letter as necessary to provide the following:

- a. The name, address, telephone number, and original signature of the property owner.
- b. The name, address, and phone number of each known operator if different than the applicant.
- c. A site plan, drawn at a scale that produces a clearly legible drawing, showing the parcel boundaries, communication tower location, the NAD 83 latitude and longitude coordinates for the proposed tower, communication tower support facilities location, access, fencing, lighting, landscaping, scale, north arrow, construction plans, and written legal description of the parcel.
- d. In the case of a leased site, a lease agreement. Additionally, the lease agreement shall show that the tower owner may enter into agreement with competing providers for antenna space on the tower.
- e. Evidence of Federal Communication Commission approval of the proposed mobile service support structure.
- f. A copy of a determination of no hazard to air navigation from the Federal Aviation Administration.
- g. A report prepared by a licensed engineer certifying the structural design of the mobile service support structure.
- h. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and

why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting the collocation within the applicants search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.

- i. Proof of a performance bond as security for removal.
- j. Class 2 Collocations shall only submit items a – d of this section.
- k. Application fee.

(3) Application Fee. A nonrefundable fee as established by the common council shall accompany an application for a communication tower permit.

(4) Technical Review. After determining that all application materials have been satisfactorily submitted, the community development department shall employ an independent technical expert to review the submitted materials. The applicant shall pay all the costs of such review. Payment to the City of Sturgeon Bay shall be due upon receipt of the invoice.

(5) Application Review.

- a. The Community Development Department will oversee the review and determine if an application is complete based on the requirements of this chapter.
- b. If an application is determined to be incomplete, the Community Development Department shall notify the applicant in writing within 10 days for new construction and class 1 collocation; and within 5 days for class 2 collocations from the date of receiving the application.
- c. Within 90 days (within 45 days for a class 2 collocation) after the application is determined complete, the Community Development Department shall complete all of the following or the applicant may consider the application approved, except that the applicant and Community Development Department may agree in writing to an extension of the review period.
 - i. Review the application to determine whether it complies with all applicable City ordinances (subject to the limitations of §66.0404, Wis. Stats).
 - ii. Make a final decision whether to approve or disapprove the application

- iii. Notify the applicant in writing, of the final decision. If the decision is to disapprove the application, the shall include substantive supporting evidence with the written notification.
- d. The Community Development Department may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicants search ring and provide the sworn statement as require in this chapter.

24.12 – Mobile Service Support Structure and Facility Requirements.

(1) Support Structure Requirements

- a. Mobile service support structures shall be constructed out of nonflammable material and nonreflective.
- b. Mobile services support structures shall not interfere with or obstruct existing or proposed public safety, fire protection, or supervisory controlled automated data acquisition (SCADA) communication systems. The applicant at no cost to Sturgeon Bay or the affected agency shall correct any actual interference and/or obstruction.
- c. Mobile services support structures shall comply with the Door County Cherryland Airport Height Limitation Ordinance.

(2) Facility Requirements

- a. Mobile service support facilities shall be constructed out of nonreflective materials (visible exterior surfaces only).
- b. Mobile service support facilities shall not exceed 15 feet in height, measured from the original grade at the base of the facility to the top of the structure.

(3) Site development, driveways and access.

- a. The minimum land area devoted to placement of mobile service support structures and facilities shall be either of the following:
 - i. If a leased site, the minimum land area shall be that necessary to accommodate the setbacks
 - ii. If an owned site, the minimum land area shall be as specified in 1. above, or the minimum lot area requirement for the applicable zoning district as specified in the Sturgeon Bay Zoning Code (chapter 20), whichever is greater.

- b. All sites must be served by a maximum 15-foot wide access driveway with a turnaround of the minimum size necessary to provide maneuverability for service and emergency vehicles.
- c. All mobile service support structure sites shall use existing access points and roads whenever possible.
- d. All mobile service support structures and facilities shall be reasonably protected against unauthorized access.

(4) Setbacks.

- a. The setback and/or fall zone requirement for new mobile service support structures or substantial modification of facilities and support structures is the height of the structure from any property where single-family residential uses are permitted under the zoning code.
- b. If an applicant provides the City with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the setback or fall zone area required above, that setback or fall zone requirement does not apply to such a structure unless The City provides the applicant with substantial evidence that the engineering certification is flawed.
- c. No mobile service support structure or mobile service facility shall be permitted in wetlands.
- d. The perimeter of the equipment compound shall be located within 50 feet of the associated support structure, as measured from the center of the support structure.

(5) *Signs.* A sign giving warning of the danger from electrical equipment and unauthorized climbing of the tower and identifying the owner of the tower and telephone number for contact in case of emergency shall be installed adjacent to communication towers and communication tower support facilities. The sign shall be no larger than six square feet. No commercial advertising signs shall be located on communication towers or communication tower support facilities.

(6) *Exemption.* Communication towers shall be exempt from Aesthetic Design and Site Plan Board approval

20.13 – Permits transferable.

All communication tower permits issued under this chapter shall be transferable to subsequent owners of applicable property or communication towers. All subsequent

holders of such permits shall be subject to all applicable requirements of this chapter and any permit conditions that may exist.

20.14 – Ceased operation.

- (1) Restoration requirement. Any communication tower that is not actively energized and operating for its intended purpose for one year, excluding time spent on repairs or improvements, shall be considered as having ceased operation. Within six months of the tower owner being notified that a communication tower is considered to have ceased operation, the communication tower shall be removed from the property and the property cleaned up as herein required:
 - a. All communication towers and aboveground improvements shall be removed from the property.
 - b. All items in outdoor storage shall be removed from the property.
 - c. All building foundations, tower pads, guy wire anchor pads, and buried electrical improvements shall be removed to a depth of four feet below the ground surface. All excavated areas shall be filled in with unconsolidated soil material, of which the top four or more inches shall be topsoil. The excavated area shall be made level with the ground surface surrounding the excavated area.
 - d. Any hazardous material, either in containers or spilled upon or in the ground, shall be removed and disposed of in a manner prescribed by applicable state and federal law.
- (2) Security for removal. The communication tower owner shall provide to the City of Sturgeon Bay a continuously valid performance bond for each tower in the amount of \$20,000.00 or a bond equal to a written estimate from a qualified tower removal contractor to guarantee that the communication tower will be removed when no longer in operation. The City of Sturgeon Bay will be named as obligee in the bond and must approve the bonding company.

24.16 – Administration, Appeal, and Enforcement.

- (1) *Administration.* The community development director, or designee, shall be empowered to administer this chapter.
- (2) *Appeals.* Any person aggrieved by the final decision of the City to approve or disapprove an application hereunder may only pursue the remedy set forth in §66.0404(2)(f), Wis. Stats., or §66.0404(3)(d), Wis. Stats.
- (3) *Violations.* It shall be unlawful to construct, install, maintain, reconstruct, substantially repair, improve, extend, enlarge, relocate, or convert any

communication tower or communication tower support facility in violation of the provisions of this chapter. It shall also be unlawful to fail to obtain a communication tower permit.

- (4) *Prosecution.* Compliance with this chapter may be enforced by an injunction order or judgement issued by a court of competent jurisdiction upon civil suit by the city, or any lawful enforcement method deemed appropriate and necessary.
- (5) *Penalties.* Any person, firm, association, corporation, or representative agent who fails to comply with the provisions of this chapter shall be subject to a penalty as provided in section 20.37 of the Sturgeon Bay Municipal Code.

Summary: This ordinance was substantially modified using the current state statute rules under section 66.0404 and using some of the language provided in the county ordinance under chapter 14.

Note-able Changes:

- Updated Definitions to reflect state statute (Mobile Service Support Structure and Facility, Substantial Modification, etc)
- Removed the Conditional Use Process due to the extensive rules of the state.
- Included new language to the permitting process based on state statute.
- Modified and Removed some language that pertained to aesthetic design. Also exempted the need for design board review.
- Modified setback requirements to reflect state statute.

Next Step: Review the draft with City Staff and hopefully bring back next month for a recommendation.

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

- (1) *Registration and tagging of bicycles is optional.*
- (2) *Procedure for bicycle registration; release of abandoned bicycles to police department.* Registration shall be made by filing with the police department the name and address of the owner, along with a complete description of the bicycle, on forms provided by the department, and paying a registration fee of \$2.00. Registrations shall be serially numbered and kept on file in the police department as a public record. Upon such registration, the department shall cause an identification tag, which is serially numbered to correspond with the registration number, to be affixed to the bicycle registered. Such tag shall remain affixed to the bicycle, unless removed by the police department for cause or unless sold to another person. In case of theft or loss, a new identification tag shall be issued for a fee of \$1.00. All registrations shall be nonexpiring. No person shall retain in his/her possession a bicycle found abandoned within the city. Any person who finds an abandoned bicycle within the city shall notify the police department within 24 hours of the time of discovery and release such abandoned bicycle to the police department upon request.
- (3) *Sale of unclaimed abandoned bicycles.* Unclaimed abandoned bicycles shall be sold at a public auction as specified in § 66.28(1), Wis. Stats.
- (4) *Disposition of funds from bicycle registration and sale of abandoned bicycles.* All funds received from bicycle registration fees and from sale of unclaimed abandoned bicycles shall be paid to the clerk-treasurer.
- (5) *Suspension of bicycle registration.* No bicycle shall be registered which is in an unsafe mechanical condition. The chief of police or his/her designee may suspend the registration of and remove the identification tag from any bicycle which is operated contrary to any state law or city ordinance or which is operated while in an unsafe mechanical condition.
- (6) *Tampering with bicycle identification tag prohibited.* No person, other than a bicycle owner or a police officer authorized by the chief of police, shall willfully remove, deface or destroy a bicycle identification tag issued by the city.
- (7) *Riding bicycles on sidewalks.* Under the provisions of § 340.01 (43m), Wis. Stats., persons are permitted to ride a bicycle on public sidewalks, except where posted as prohibited.
- (8) *Use of play vehicles and in-line skates prohibited in certain areas.*
 - (a) Willful disregard for safety, recklessness, and/or deliberate destructive use while using bicycles, skateboards, roller-blades or play vehicles that would create a dangerous environment is prohibited on sidewalks and public property within the boundaries listed below:

East Side boundaries:

1. South boundary: Oregon St. from the Bay of Sturgeon Bay to S. Fifth Ave.

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

West side Boundaries:

1. South boundary: W. Oak St. from S. Lansing Ave. to Madison Ave., E. Oak St. from Madison Ave. to S. Neenah Ave., S. Neenah Ave. from E. Oak St. to E. Maple St., then east to the Bay of Sturgeon Bay.
2. East boundary: The Bay of Sturgeon Bay from E. Maple Street extended, to the Juniper St. cul-de-sac at the east end of Otumba Park.
3. North boundary: Juniper St. from the cul-de-sac at the east end of Otumba Park to N. Lansing Ave.
4. West boundary: N. Lansing Ave. from Juniper St. to Maple St., and S. Lansing Ave. from Maple St. to W. Oak St.

- (b) Sidewalks on either side of the streets defined in this subsection are considered to be within the boundaries of the downtown area.

- (9) *Use of bicycles or play vehicles where prohibited by property owners or occupants.* No person shall use a bicycle, play vehicles or in-line skates on any public or private parking lot or private driveway if the owner of the property or lawful occupant of the property has posted a sign prohibiting such activity. The owner or lawful occupant of such property may prohibit any or all of the activity described in this subsection by posting a sign with an appropriate notice. The sign must be at least 11 inches square and must be posted in a conspicuous place on or immediately adjacent to such parking lot or driveway. The notice must specify the activity which is prohibited and the name of the property owner or lawful occupant followed by the word "owner" or the word "occupant," whichever applies. Proof that an appropriate sign was posted within six months prior to the activity complained of shall be prima facie proof that the property was properly posted. The posting of such sign in accordance with this section provides authority for the police department to enforce this section on the posted private property.

(Code 1992, § 7.12; Ord. No. 999-1297, § 1, 12-2-97; Ord. No. 1348-0718, § 1, 7-3-18)

ORDINANCE NO. ____

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

SECTION 1: The following described property is hereby rezoned from Central Business District (C-2) to Planned Unit Development (PUD) and shall be subject to the approved final site plan and requirements incorporated herein:

Lot 1 of Certified Survey Map No. 3476, recorded as Document #845579.

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

A. Underlying Zoning: The underlying zoning district shall be C-2 Central Business District. The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below or in the approved final PUD plans.

B. PUD Requirements: The requirements of the underlying C-2 district shall apply except that a 53-unit multiple-family dwelling shall comply with the approved final plans and the following requirements:

1. Building Height. The maximum height shall not exceed 5 stories and 57 feet in building height.
2. Density. The minimum lot area per dwelling unit shall be 760 square feet. The total number of dwelling units within the PUD shall not exceed 53 residential units.
3. Rear Yard (setback). The minimum rear yard shall be 15 feet.
4. Parking. The number of on-site parking spaces shall not be less than the number of apartment units. A payment in lieu of providing on-site parking spaces shall be made for all parking spaces required under s. 20.31 that are not created on-site.
5. Outdoor Lighting. Any exterior lighting shall be designed with cutoff fixtures to reflect light away from adjacent parcels and public streets, and away from the night sky.
6. Stormwater Management. Drainage facilities shall conform to the stormwater management plan approved by the City Engineer. Roof water shall be directed to storm sewer located northwesterly of the building.

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

Approved:

David J. Ward, PhD.
Mayor

Attest:

Stephanie Reinhardt
City Clerk

DRAFT

EXHIBIT "A"

ROOM TAX ORDINANCE

Section 1 DEFINITIONS

In this Ordinance, the following words and phrases shall have the following meanings when used in this Contract, unless the context clearly indicates a different meaning is intended:

- (a) "*Commission*" has the meaning defined in Sec. 66.0615(a), Wis. Stats.
- (b) "*Door County Tourism Zone*" shall mean the Tourism Zone authorized and establish in Door County, Wisconsin pursuant to the provisions of Sec. 66.0615, Wis. Stats., under the provisions of the Tourism Zone Agreement among the municipalities participating therein.
- (c) "*Door County Tourism Zone Commission*" shall mean the Commission established hereunder for the administration of the room tax pursuant to Sec. 66.0615, Wis. Stats.
- (d) "*Gross Receipts*" shall mean the total revenue received from the retail furnishing of rooms, lodging, or similar accommodations by a Lodging Provider as defined herein, including any Lodging Marketplace provider service fees.
- (e) "*Hotel and Motel*" have the meaning as defined in Sec. 77.52(2)(a)1, Wis. Stats., as being a building or a group of buildings in which the public may obtain accommodations for a consideration, including, without limitation, such establishments as inns, motels, tourist homes, tourist houses or courts, bed and breakfast establishments, lodging houses, rooming houses, summer camps, apartment hotels, resort lodges and cabins, commercial indoor lodging facilities and any other building or group of building in which accommodations are available to the public, except accommodations rented for a continuous period of more than thirty (30) consecutive days and accommodations furnished by any hospitals, sanitariums or nursing homes or by corporations or associations organized and operated exclusively for religious, charitable or educational purposes provided that no part of the net earnings of such corporations and associations inures to the benefit of any private shareholder or individual.
- (f) "*Lodging Permit*" shall mean the permit issued by the Commission to Lodging Providers authorizing the furnishing, at retail of rooms or lodging to Transients by hotelkeepers, motel operators, lodging marketplaces, owners of short-term rentals, and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for use of the accommodations.

- (g) “*Lodging Marketplace*” or “*Lodging Marketplace Provider*” shall mean an entity that provides a platform through which an unaffiliated 3rd party offers to rent a short-term rental to an occupant and collects the consideration for the rental from the occupant.
- (h) “*Lodging Provider*” shall mean the operator of a Hotel or Motel, as defined herein above.
- (i) “*Member Municipalities*” shall mean the municipalities located in Door County, Wisconsin which have created and established the Door County Tourism Zone and the Door County Tourism Zone Commission to operate and administer the Tourism Zone.
- (j) “*Municipality*” means the City of Sturgeon Bay, Door County, Wisconsin.
- (k) “*Payor*” means the transient lodging person or entity who owes the tax imposed by this ordinance.
- (l) “*Reserve Fund*” means the fund established and maintained by the Commission containing funds in excess of the approved annual Tourism Entity budget to be used exclusively for such tourism promotion or tourism development projects as the Commission shall, from time to time so determine in the manner made and provided herein.
- (m) “*Room Tax*” means the tax imposed pursuant to this ordinance for the privilege of furnishing, at retail, except sales for resale, rooms or lodging to transients by hotelkeepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for use of the accommodations, subject to the exceptions provided in Sec. 66.0615(1)(m)a, Wis. Stats.
- (n) “*Tourism*” has the meaning as defined in Sec.66.0615(1)(e), Wis. Stats., as being any travel for recreational, business or educational purposes.
- (o) “*Tourism Entity*” shall mean a nonprofit organization that came into existence before January 1, 2015, spends at least 51 percent of its revenues on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality, except that if no such organization exists, a municipality may contract with one of the following entities:
 - 1. A nonprofit organization that spends at least 51 percent of its revenues on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality; or
 - 2. A nonprofit organization that was incorporated before January 1, 2015, spends 100 percent of the room tax revenue it receives from a municipality on tourism

promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality.

- (p) *“Tourism promotion and development”* has the meaning as defined in Sec. 66.0615(1)(fm), Wis. Stats., as being any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a tax under sub. (1m) (a) may be imposed, that are owned by different persons and located within a municipality in which a tax under this section is in effect; or, if the municipality has only one such establishment, reasonably likely to generate paid overnight stays in that establishment:
1. Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.
 2. Transient tourist informational services.
 3. Tangible municipal development, including a convention center.
- (q) *“Tourism Zone”* has the meaning as defined in Sec. 66.0615, Wis. Stats. as being an area made up of two or more municipalities that, those municipalities agree, is a single tourism destination as perceived by the traveling public.
- (r) *“Tourism Zone Agreement”* shall mean an intergovernmental agreement created under the provisions of Sec. 66.0301, Wis. Stats., for the purpose provided under Sec. 66.0615(1m)(b)2, Wis. Stats.
- (s) *“Tourism Zone Audit”* shall mean the annual Room Tax audit to be performed by the Commission and provided to the Member Municipalities.
- (t) *“Transient”* has the meaning as defined in Sec. 77.52(2)(a)1, Wis. Stats., as being any person residing for a continuous period of less than thirty (30) consecutive days in a Hotel, Motel, or other furnished accommodations available to the public.

Section 2 CREATION OF TOURISM ZONE

- (a) Establishment and Authorization. Pursuant to Sec. 66.0615(1m)(b)(2), Wis. Stats., the (City / Village / Town) of _____ does, by the adoption of this Ordinance, re-affirm the establishment and its membership and participation in the Door County Tourism Zone for the purpose of promoting Door County, Wisconsin as a single tourism destination under and pursuant to the terms and conditions of the Tourism Zone Agreement.

- (b) Tourism Zone Operation. The Tourism Zone shall be administered and operated by a commission pursuant to Sec. 66.0615(1m)(b), Wis. Stats., which shall be established under a contract with the other Member Municipalities pursuant to Sec. 66.0301, Wis. Stats., to create a commission which shall administer and monitor the collection of room taxes from the Member Municipalities, as more particularly described in Section 6 hereof, and shall contract with one tourism entity from the municipalities in the zone to obtain staff, support services and assistance in developing and implementing programs to promote the zone to visitors.

Section 3 IMPOSITION OF ROOM TAX

- (a) Tax Imposed. Pursuant to Sec. 66.0615, Wis. Stats., a tax is hereby imposed on the privilege and services of furnishing, at retail, of rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of the accommodations. Such tax shall be at the rate of 8.0% percent of the gross receipts from such retail furnishing of rooms or lodgings. Such tax shall not be subject to the selective sales tax imposed by Sec. 77.52 (2)(a)1, Wis. Stats., and may not be imposed upon sales to the Federal Government and persons listed under Sec. 77.54 (9a), Wis. Stats.
- (b) Taxation Effective Date. The effective date of the Room Tax shall be January 1, 2022.
- (c) Room Tax Payment Frequency. Subject to the Room Tax exemptions provided in Section 3(a) hereof, the Lodging Provider shall impose upon and collect from each Transient Lodger the Room Tax established Section 3(a) hereof and paid by the lodging property thereafter pay over the collected Room Tax to the Commission on a monthly basis. The Room Tax collected hereunder shall be paid by the end of the month following the month in which it was collected. The Room Tax is owed to the local municipality which imposed the tax, but the municipality directs that all checks be sent directly to the Commission. If the Room Tax payments for all properties in a municipality are sent directly to the Commission, the Commission will send one check by the on or before the end of each month to the municipality for thirty percent (30%) of all Room Tax collected the previous month along with a report showing the amount of Room Tax collected from each lodging property. In the latter case, the Commission does all the paperwork as part of their monitoring.
- (d) Room Tax Responsibility. The correct amount of Room Tax shall accompany each lodging property's monthly room tax return and be made payable to the Door County Tourism Zone Commission unless any portion of that Tax is otherwise collected and paid to the Commission by a Lodging Marketplace. If any person liable for any amount of tax under this agreement sells, transfers, assigns or conveys their transient lodging business, or their lodging property, their successors or assignee shall, as a condition of receiving a new Lodging Permit under the provisions of Section 4 hereof, withhold a sufficient amount of from the purchase price to cover any and all applicable taxes, fees, interest and penalties, if any, until the former owner

produces a receipt from the Commission that all such taxes, fees, interest and penalties have been paid or a certificate stating that no amount is due. If any person subject to the tax imposed by this agreement fails to withhold from the purchase price any tax, fees, interest or penalties otherwise due hereunder as required, they shall be personally liable for the payment thereof, even if such new owner of the lodging property is not continuing the transient lodging business.

(e) Monthly Room Tax Return.

- (1) Filing Date. The Monthly Room Tax Return shall be filed by the Lodging Provider by the end of the month following the month in which the room tax reported by that Return. The Room Tax Report filed by a Lodging Marketplace Provider shall be filed by the end of the month following the month in which the room tax reported by that Return unless otherwise provided by state regulation.
- (2) Required Information. The Monthly Room Tax Return filed with the room tax payment by the Lodging Provider shall contain the following information:
 - a. Name of the business,
 - b. Physical address, postal address, municipality located within,
 - c. Name of the designated person filling out the return,
 - d. Month and year the Return is for,
 - e. The total available rental units during the month (number of rental units in the facility multiplied by the days in the month or days they were open),
 - f. The total marketplace sales, the amount of room tax paid by each Lodging Marketplace Provider,
 - g. The number of rooms or units rented, total lodging sales for the month,
 - h. The room tax to be paid, (which should equal total lodging sales multiplied by the 8.0% Room Tax), and
 - i. The signature of the person filling out this return, attesting to the accuracy of the Return.

This information will allow the Commission to judge the accuracy of the return, and, with all returns in total, to judge the effectiveness of the tourism promotion. The Commission shall establish the form of the monthly tax return as either a paper and/or electronic document.

- (3) Amended or Corrected Room Tax Return. A Lodging Provider may, within forty-eight (48) months of the original filing date file an amended or corrected Monthly Room Tax Return. Such amended or corrected Monthly Room Tax Return shall be subject to any additional tax due plus associated interest, penalties and late fees as provided herein on such additional tax due, and be subject to an administrative fee of \$25.00.

(f) Non-Compliance and Delinquent Room Tax.

- (1) Failure to Timely File Monthly Room Tax Report. The Lodging Provider's Monthly Room Tax Report shall be filed within the time specified in Section 3(e)(1) hereinabove. Any Monthly Room Tax Report filed after that date shall be subject to a Late Filing Fee of \$25.00, in addition to other penalties, fees and interest as may be applicable hereunder.
- (2) Failure to Timely Pay Room Tax. The tax imposed pursuant to this ordinance shall become delinquent if not paid by Lodging Provider by the due date of the return as established in Section 3(e)(1) hereof. A forfeiture of twenty-five percent (25%) of the room tax due or five thousand dollars (\$5,000.00) whichever is less, of the tax imposed, but not less than \$25.00, is hereby established and due and owing in the event that the room tax is not paid within thirty (30) days after the due date of the return. In addition to this forfeiture, all unpaid taxes under this ordinance shall bear interest at the rate of twelve percent (12%) per annum from the due date of the Return until the payment is received and deposited by the Commission.
- (3) Inspection and Audit. Whenever the Commission has probable cause to believe that the correct amount of room tax has not been assessed or that the tax return is not correct, or that the tax has not been paid, the Commission is authorized to examine and inspect the books, records, memoranda and property of any person in order to verify the tax liability of that person or another person. Any Lodging Provider who fails to comply with a request from the Commission shall be subject to a penalty of five (5%) of the room tax determined to be due.
- (4) Room Tax Estimate. Whenever a Lodging Provider fails, neglects or otherwise refuses to file a Monthly Room Tax Return within the time, manner or form required by the Commission, the Commission may, using its best judgment, estimate the room tax due. The room tax estimated hereunder shall be subject to a penalty of twenty (20%) percent of the estimated tax due, plus all associated interest, penalties and late fees as provided hereunder. No refund or modification of the tax determined to be due and owing shall be made until the Lodging Provider files a correct room tax return and permits the Commission to inspect and audit the Lodging Provider's financial records to verify compliance.
- (5) False or Fraudulent Return. A Lodging Provider who files a false or fraudulent return with the intent to defeat, delay or evade the tax imposed by this ordinance, shall be subject to a penalty of fifty (50%) percent of the tax determined to be due; twenty-five (25%) percent of the room tax due from the previous year or \$5,000.00, whichever is less, plus interest and other penalties as provided under Sec. 66.0615(2m), Wis. Stats.
- (6) Separate Violations. Each room or unit separately rented or offered for rent, and each day of such rental or offer for rental of such unit shall be a separate violation.

In addition, injunctive relief is hereby authorized to discontinue violation of this ordinance.

- (7) Prosecutions. Any Lodging Provider or Lodging Marketplace Provider determined to have violated any of the provisions of this ordinance shall be obligated to pay the costs of enforcement and prosecution, in addition to actual attorney's fees and audit fees expended in the course of said enforcement and prosecution.
- (g) Room Tax Rate Adjustment. Any person or business otherwise required to file a return and make a payment, will be allowed an exemption from the requirement to collect and pay the increased Room Tax at the new rate of 8.00% for any signed contract dated prior to the adoption of this Ordinance in which the contract guarantees the lodging rates and the applicable taxes as of that date. This also applies to any gift certificate purchase before the adoption of this Ordinance, which is not for a fixed dollar amount, but, instead, for the amount paid, guarantees a particular lodging rate and the applicable taxes. This exemption does not apply to reservations made before the adoption of this Ordinance, which are not binding contracts.
- (h) Confidentiality of Reports. All Room Tax returns, schedules, exhibits, writings or audit reports relating to such returns, on file with the Commission and the municipality are deemed confidential pursuant to Sec. §66.0615(3), Wis. Stats., except they may divulge their contents to the following, and no others:
 - (1) The person who filed the return.
 - (2) Officers, employees or agents of the (City, Village or Town) Treasurer and the Commission or its duly authorized agents and representatives.
 - (3) Other persons for the use in the discharge of duties imposed by law, or in the discharge of the duties of their office (unless otherwise prohibited by law), or by order of a Court.

Section 4 LODGING ESTABLISHMENTS TO BE LICENSED

- (a) License Required. Any party supplying transient lodging in the (City / Village / Town) shall obtain and maintain a Lodging Permit from the Commission permitting the rental of accommodations. No accommodations shall be rented or available for rental for a period of less than thirty (30) days by any party not possessing a lodging permit issued by the Commission.
- (b) Permit Application. Any party furnishing lodging accommodations to transient guests in the (City / Village / Town) shall apply to and file with the Commission, on forms provided by the Commission, an application to operate each place of business subject to this

ordinance. There shall be no cost for the filing of the application for the Lodging Permit. The application form shall include, at minimum, the following information:

- (1) The name of the business under which the person, partnership or corporation transacts business or intends to transact business, which name shall agree with that used for Sales Tax Permits and Property Tax Records.
 - (2) The name of the agent for the business or other person designated as responsible to remit the Room Tax, and means to contact this person, including email address, postal address, telephone number, fax number and cell phone number.
 - (3) The physical and mailing address of the business.
 - (4) Number of rental units at the location for each month of the year during which the business is operating.
 - (5) The driver's license number and or Federal Employer Identification Number of the owner of the lodging business.
 - (6) The signature of the person designated in item b. above.
 - (7) Operating months indicated on the permit application must match all advertised availability.
 - (8) The Lodging Marketplace Provider online listing ID or ID's for all advertising in any form or format.
- (c) Permit Review and Issuance. The Commission may accept the application, review it for accuracy and issue the Lodging Permit. The Permit shall not be assignable. The Permit shall only be valid for the person named on the application as being responsible to remit the Room Tax. In cases where that person should change or the ownership should change during the life of the permit, the application and issuance of a new permit shall be necessary.
- (d) Records Retention. As a condition of issuance of a Lodging Permit hereunder, the Lodging Provider agrees to retain all records related to short term lodging services hereunder for a period of not less than seven (7) years.
- (e) Lodging Permit Deactivation. A permitted Lodging Provider who ceases lodging operations may apply to the Commission for the de-activation of their Lodging Permit. De-activation of a Lodging Permit is subject to the following conditions:
- (1) All advertising in any form or format, including print and online, social media and web sites for the rental unit or units must be removed, discontinued and taken down.

- (2) The Lodging Provider must be current on all filings and tax payments.

Section 5 LODGING MARKETPLACE PROVIDERS TO BE LICENSED

(a) License Required. Any Lodging Marketplace Provider that provides a platform through which a Lodging Provider offers to rent a short-term rental to an occupant and collects the consideration for the rental from the occupant shall obtain and maintain a Marketplace Provider Permit from the Commission.

(b) Permit Application. Any Lodging Marketplace Provider providing a platform through which a Lodging Provider can offer short term rentals and lodging accommodations to transient guests in the (City / Village / Town) shall apply to and file with the Commission, on forms provided by the Commission, an application to provide such services within the (City / Village / Town). There shall be no cost for the filing of the application for the Lodging Marketplace Provider Permit. The application form prepared and supplied by the Commission shall include, at minimum, the following information:

- (1) The name and tradename of Lodging Marketplace Provider under which it transacts business or intends to transact business.
- (2) The physical and mailing address of the Lodging Marketplace Provider.
- (3) The Federal Employer Identification Number (FEIN) of the Lodging Marketplace Provider.
- (4) The email address for the primary contact person at the Lodging Marketplace Provider.
- (5) The contact name and physical and electronic contact information of and for the person at the Lodging Marketplace Provider who will be submitting the Lodging Marketplace Provider reporting.

(c) Permit Review and Issuance. The Commission may accept the Lodging Marketplace Provider application, review it for accuracy and issue the Lodging Marketplace Provider in the form determined by the Commission. The Lodging Marketplace Provider Permit shall not be assignable. The Lodging Marketplace Provider Permit shall only be valid for the Lodging Marketplace Provider identified on the application. In the event of an ownership or name change, Lodging Marketplace Provider shall apply for a new Lodging Marketplace Provider Permit.

(d) Records Retention. As a condition of issuance of a Lodging Marketplace Provider Permit hereunder, the Lodging Marketplace Provider agrees to retain all records related to lodging marketplace provider services to Lodging Providers hereunder for a period of not less than seven (7) years.

(e) Lodging Marketplace Provider Permit Deactivation. A permitted Lodging Marketplace Provider who ceases operations within Door County, Wisconsin may apply to the Commission for the de-activation of their Lodging Marketplace Provider Permit. De-activation of a Lodging Permit is subject to the following conditions:

- (1) All lodging marketplace platform services in any form or format in Door County, Wisconsin must cease, be discontinued and otherwise terminated.
- (2) The Lodging Marketplace Provider must be current on all filings and tax payments.

Section 6 CREATION OF A COMMISSION

(a) Commission Purpose. The municipalities shall enter into a contract under Wis. Stats. §66.0615 to create a Commission under the Intergovernmental Cooperation provisions of Sec. 66.0301(2), Wis. Stats. The Commission shall contract with a Tourism Entity, as defined under Sec. 66.0615(1)(f), Stats., for the promotion of the destination with a minimum of Seventy (70%) percent of the room taxes collected.

(b) Commission Membership. The Commission created by a Tourism Zone Agreement under Wis. Stats. §66.0615 shall consist of the following members:

- (1) Two (2) members from each municipality in which annual tax collections exceed \$300,000.
- (2) One (1) member from each municipality in which annual tax collections are \$300,000 or less.
- (3) Two additional members, who represent the Wisconsin hotel and motel industry, shall be appointed to the Commission by the Chairperson of the Commission. Those individuals shall serve for a one-year term at the pleasure of the Chairperson, and may be reappointed. These members shall not be members of the Board of Directors or employees of the Tourism Entity.

(c) Commission Member Appointment Process and Terms of Office. Members of the Commission shall be appointed by the principal elected official in the municipality and shall be confirmed by a majority vote of the members of the municipality's governing body who are present when the vote is taken. Commissioners shall serve a one-year term, at the pleasure of the appointing official and may be reappointed. If a member of the Commission resigns or is removed for cause, the municipal body that appointed the member may appoint another person to fulfill the unexpired term. If the subject member was appointed by the Chairperson, they may appoint another person to fill the unexpired term. Members of the Commission shall receive no pay, but may be reimbursed for their travel expense. While membership on the Commission is provided for each municipality in the Tourism Zone, all

membership positions need not be filled if a municipality does not see a need. A member community that does not appoint a representative shall not count towards the determination of a quorum.

- (d) Applicability of State Open Meetings Law. The Commission shall be subject to the provisions of the Wisconsin Open Meetings and Open Records laws as amended.
- (e) Tourism Zone Commission. Authority is hereby delegated to the Door County Tourism Zone Commission to act as agent of this municipality in the enforcement of this ordinance as amended, for violation of the requirement of obtaining and maintaining a lodging permit when such lodging permit is required. The Door County Tourism Zone Commission shall have and may exercise the full authority which would otherwise be available to this municipality in the enforcement of this ordinance, including the ability to seek enforcement and penalties for failure to comply with the section requiring a lodging permit.
- (f) Role of Commission. The Commission shall perform such tasks as are specified in the Tourism Zone Agreement.
- (g) Commission Operational Funding. The administrative and operating expenses of the Commission, shall be paid by the Member Municipalities based upon and subject to the following:
 - 1. Commission Administrative and Operating Expenses. The Commission's administrative and operating expenses subject to contribution hereunder shall include, but are not limited to, the cost of: issuing permits; monitoring, enforcing and prosecuting the collection of Room Tax; reviewing the progress of the contracted Tourism Entity; approving the Tourism Entity's budget; approving the payment of monthly expenses; and, preparing monthly, quarterly and annual reports to the participating municipalities Member Municipalities, plus any and all tasks and costs necessary in the operation of the Commission.
 - 2. Additional Commission Administrative Expenses. The Commission's administrative expenses shall also include, but not be limited to, reimbursement of Commissioners for actual expenses and mileage while attending meetings or on official business for the Commission, wages paid to staff, mileage paid to staff when necessary for work related travel, rental of office space, accounting fees for the annual audit and other Commission related accounting services, insurance costs for coverages approved by the Commission, office equipment, office supplies, postage, telephone, internet, utilities and any legal expenses, including litigation and any other expenses associated with the collection of unpaid Room Tax. The rate paid for the mileage reimbursement hereunder shall be the same as the standard Internal Revenue Service rate for business mileage adjusted periodically
 - 3. Calculation of Municipal Contribution. The contribution amount owed by each Member Municipality shall be determined by its percentage share of the room tax collected, as shown on the previous year's Tourism Zone Audit, multiplied by the

adopted budget of the Commission. The amount determined hereunder shall be paid by each Member Municipality on or before February 1 of each year. In the event that a Member Municipality fails to pay its annual contribution payment when due, the Commission may withhold that Member Municipality's Municipal room tax allocation payment until such contribution payment is made.

Section 7 DISTRIBUTION OF ROOM TAXES COLLECTED

(a) Allocation of Collected Room Tax. Upon receipt of the room taxes that are collected from Lodging Providers providing transient lodging in the (City / Village / Town) the Commission shall, pursuant to Section 66.0615(1m)(d), Wis. Stats.:

- (1) Tourism Promotion and Development. Allocate seventy (70%) percent of the amount collected to be spent on tourism promotion and tourism development within the Tourism Zone in the following manner:
 - a. Forward an amount previously budgeted to be allocated to the Tourism Entity to the Tourism Entity.
 - b. Deposit the excess amount of the amount budget for the Tourism Entity to the Tourism Reserve Fund to be used and allocated by the Commission for tourism promotion and tourism development within the Tourism Zone to help promote local or special tourism promotion and tourism development within the Tourism Zone through the Tourism Entity. The tourism entity may from time-to-time present special non-budgeted promotions that may require the use of the reserve funds. The expenditure of funds from the Reserve Funds account, for any reason, shall require an approval by a two-thirds (2/3rds) vote by the full Commission membership present at a meeting, properly noticed and at which a quorum is present.
- (2) Municipal Allocation. Distribute thirty (30%) percent of the room taxes to the (City / Village / Town) for such uses and purposes as the (City Council / Village Board / Town Board) shall determine.

Section 8 TOURISM ENTITY

- (a) Contracted Services. The Commission shall, pursuant to Sec. 66.0615(1m)(b) 4, Wis. Stats., contract with a Tourism Entity to obtain staff, support services and assistance in developing and implementing programs to promote the Tourism Zone to visitors and spend room taxes revenues on tourism promotion and development within the Tourism Zone. The Tourism Entity shall not use any of the room tax revenue to construct or develop a lodging facility.

- (b) Tourism Revenue and Expenditure Tracking. The Tourism Entity shall track the use of Room Tax revenues and expenditures and state its impact on generating paid overnight stays in the Member Municipalities.
- (c) Annual Report. The Tourism Entity shall provide a written report as determined by the Tourism Commission, no less than annually, and such report shall be available to the municipality and public upon request.
- (d) Record Inspection. The Tourism Entity shall permit and allow inspections of its records pertaining to the use of the room tax funds upon request of the Tourism Commission at reasonable times.

Section 9 EFFECTIVE DATE

This Ordinance shall be effective on its passage and publication.

Chapter 24 – Communication Towers

24.01 – Title.

This chapter shall be known as the “City of Sturgeon Bay Communication Tower Ordinance”, hereinafter referred to as “this chapter.”

24.02 – Authority.

This chapter is adopted pursuant to §59.03, 59.54, 59.69, and 66.0404, Wis. Stats.

24.03 – Applicability.

(1) This chapter shall apply to all properties within the corporate limits of the City of Sturgeon Bay.

(2) The following are exempt from this chapter:

- (a) Residential satellite dishes, residential television antennas, or other antennas that are used privately, provided that the antenna use constitutes ancillary or secondary use, not primary use, of the property.
- (b) Towers and masts for amateur radio antennas that are owned and/or operated by a federally licensed amateur radio operator.
- (c) Mobile communication towers and masts providing public information coverage of news events of a temporary or emergency nature.
- (d) Any wireless facility (§66.0414(1)(z), Wis. Stats.) located outside a right-of-way (§66.0414(1)(t), Wis. Stats.) meeting the definition of a small wireless facility (§66.0414(1)(u), Wis. Stats.)
- (e) Small wireless facilities permissibly located in rights-of-way (§66.0414(2)(e), Wis. Stats.) provided the following height requirements are met, as applicable.

1. The height of a utility pole installed, or modified, in a right-of-way may not exceed the greater of:

- a. A height that is ten percent (10%) taller than the tallest existing utility pole as of July 12, 2019, that is located within five hundred (500) feet of the new or modified utility pole in the same right-of-way.
- b. Fifty (50) feet above ground level.

2.The height of a small wireless facility installed, or modified, in a right-of-way may not exceed the greater of:

- c. A height that is ten percent (10%) taller than the existing utility pole or wireless support structure on which the small wireless facility is located.
- d. Fifty (50) feet above ground level.

24.04 – Purpose.

The purposes of this chapter are:

- 1.To provide a uniform and comprehensive set of standards for the development and installation of communication towers and related facilities.
- 2.To protect and promote public health, safety, and community welfare of Sturgeon Bay, while at the same time not unduly restrict the development of needed communications towers.
- 3.To minimize adverse visual effects of communication towers by minimizing their number.
- 4.To encourage joint use of new, existing, and alternate support structures.

24.05 – Compliance.

No communications tower shall be installed or maintained except in full compliance with this chapter.

24.06 – Abrogation.

It is not intended by this chapter to repeal, abrogate, annul, impair, or interfere with any existing ordinance.

24.07 – Severability.

If a court of competent jurisdiction adjudges any section, paragraph, clause, provision, or portion of this chapter unconstitutional or invalid, the remainder of this chapter shall not be affected thereby.

24.08 – Warning and Disclaimer of Liability.

This chapter shall not create a duty or liability on the part of or a cause of action against the City of Sturgeon Bay, its officers or employees thereof, for any damages that may result from administration of or reliance on this chapter.

24.09 – Definitions.

Antenna: Communications equipment that transmits and receives electromagnetic radio signals and is used in the provision of mobile services.

Applicant: The owner(s) or lessee(s) of the land upon which the structure and facilities are proposed to be located.

Class 1 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility but does need to engage in substantial modification.

Class 2 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility or engage in substantial modification.

Collocation: A class 1 or class 2 collocation or both.

Critical Public Safety Communications Corridor: The area within an existing line-of-site communications path that is used by public safety entities for critical safety-of-life communications.

Equipment Compound: An area surrounding or adjacent to the base of an existing support structure within which is located the related mobile service facilities.

Existing Structure: A support structure that exists at the time a request for permission to place any type of mobile service facility on or near the support structure is filed with a political subdivision.

Fall Zone: the area over which a mobile support structure is designed to collapse.

Mobile Service: The meaning given in 47 USC 153 (33).

Mobile Service Facility: All equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and associated equipment necessary to provide mobile service to a discrete geographic area that are placed on or around a support structure, but does not include the underlying support structure.

Mobile Service Provider: Any person who provides mobile service, including a person that builds and operates mobile service support structures or facilities, whether or not licensed by the Federal Communications Commission.

Mobile Service Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Permit: A permit issued hereunder which authorizes any of the following by an applicant: a Class 1 collocation; a Class 2 collocation; or construction of a support structure, including a mobile service support structure.

Operator: The person who owns or operates a support structure or related facilities.

Search Ring: A shape drawn on a map to indicate the general area within which a mobile service support structure should be located to meet radio frequency engineering requirements, taking into account other factors including topography and the demographics of the service area.

Substantial Modification: The modification of a support structure (e.g., mobile service support structure), including the mounting of an antenna on such a structure, that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.
3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for co-location.
4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Utility Pole: A structure owned or operated by an alternative telecommunications utility, as defined in §196.01(1d), Wis. Stats.; public utility, as defined in §196.01(5), Wis. Stats.; telecommunications utility, as defined in §196.01(10), Wis. Stats.; political subdivision; or cooperative association organized under Ch. 185, Wis. Stats.; and that is designed specifically for and used to carry lines, cables, or wires for telecommunications service, as defined in §182.017(1g)(cq), Wis. Stats.

24.10 – Reserved

24.11 – Communication Tower Permit Procedure.

(1) *Permit Required.* A permit is required hereunder, subject to the provision and limitations of §66.0404, Wis. Stats., for any of the following activities:

- a. The siting and construction of a new mobile service support structures and facilities:
- b. With regard to a class 1 collocation, the installation of mobile service facilities on existing support structures that require substantial modifications; and
- c. A class 2 collocation.

(2) *Permit Application.* The application shall consist of a letter addressed to the Community Development Director or the designee requesting a communication tower permit under this chapter and attachment to the letter as necessary to provide the following:

- a. The name, address, telephone number, and original signature of the property owner.
- b. The name, address, and phone number of each known operator if different than the applicant.
- c. A site plan, drawn at a scale that produces a clearly legible drawing, showing the parcel boundaries, communication tower location, the NAD 83 latitude and longitude coordinates for the proposed tower, communication tower support facilities location, access, fencing, lighting, landscaping, scale, north arrow, construction plans, and written legal description of the parcel.
- d. In the case of a leased site, a lease agreement. Additionally, the lease agreement shall show that the tower owner may enter into agreement with competing providers for antenna space on the tower.
- e. Evidence of Federal Communication Commission approval of the proposed mobile service support structure.
- f. A copy of a determination of no hazard to air navigation from the Federal Aviation Administration.
- g. A report prepared by a licensed engineer certifying the structural design of the mobile service support structure.
- h. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and

why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting the collocation within the applicants search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.

- i. Proof of a performance bond as security for removal.
- j. Class 2 Collocations shall only submit items a – d of this section.
- k. Application fee.

(3) Application Fee. A nonrefundable fee as established by the common council shall accompany an application for a communication tower permit.

(4) Technical Review. After determining that all application materials have been satisfactorily submitted, the community development department shall employ an independent technical expert to review the submitted materials. The applicant shall pay all the costs of such review. Payment to the City of Sturgeon Bay shall be due upon receipt of the invoice.

(5) Application Review.

- a. The Community Development Department will oversee the review and determine if an application is complete based on the requirements of this chapter.
- b. If an application is determined to be incomplete, the Community Development Department shall notify the applicant in writing within 10 days for new construction and class 1 collocation; and within 5 days for class 2 collocations from the date of receiving the application.
- c. Within 90 days (within 45 days for a class 2 collocation) after the application is determined complete, the Community Development Department shall complete all of the following or the applicant may consider the application approved, except that the applicant and Community Development Department may agree in writing to an extension of the review period.
 - i. Review the application to determine whether it complies with all applicable City ordinances (subject to the limitations of §66.0404, Wis. Stats).
 - ii. Make a final decision whether to approve or disapprove the application

- iii. Notify the applicant in writing, of the final decision. If the decision is to disapprove the application, the shall include substantive supporting evidence with the written notification.
- d. The Community Development Department may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicants search ring and provide the sworn statement as require in this chapter.

24.12 – Mobile Service Support Structure and Facility Requirements.

(1) Support Structure Requirements

- a. Mobile service support structures shall be constructed out of nonflammable material and nonreflective.
- b. Mobile services support structures shall not interfere with or obstruct existing or proposed public safety, fire protection, or supervisory controlled automated data acquisition (SCADA) communication systems. The applicant at no cost to Sturgeon Bay or the affected agency shall correct any actual interference and/or obstruction.
- c. Mobile services support structures shall comply with the Door County Cherryland Airport Height Limitation Ordinance.

(2) Facility Requirements

- a. Mobile service support facilities shall be constructed out of nonreflective materials (visible exterior surfaces only).
- b. Mobile service support facilities shall not exceed 15 feet in height, measured from the original grade at the base of the facility to the top of the structure.

(3) Site development, driveways and access.

- a. The minimum land area devoted to placement of mobile service support structures and facilities shall be either of the following:
 - i. If a leased site, the minimum land area shall be that necessary to accommodate the setbacks
 - ii. If an owned site, the minimum land area shall be as specified in 1. above, or the minimum lot area requirement for the applicable zoning district as specified in the Sturgeon Bay Zoning Code (chapter 20), whichever is greater.

- b. All sites must be served by a maximum 15-foot wide access driveway with a turnaround of the minimum size necessary to provide maneuverability for service and emergency vehicles.
- c. All mobile service support structure sites shall use existing access points and roads whenever possible.
- d. All mobile service support structures and facilities shall be reasonably protected against unauthorized access.

(4) Setbacks.

- a. The setback and/or fall zone requirement for new mobile service support structures or substantial modification of facilities and support structures is the height of the structure from any property where single-family residential uses are permitted under the zoning code.
- b. If an applicant provides the City with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the setback or fall zone area required above, that setback or fall zone requirement does not apply to such a structure unless The City provides the applicant with substantial evidence that the engineering certification is flawed.
- c. No mobile service support structure or mobile service facility shall be permitted in wetlands.
- d. The perimeter of the equipment compound shall be located within 50 feet of the associated support structure, as measured from the center of the support structure.

(5) *Signs.* A sign giving warning of the danger from electrical equipment and unauthorized climbing of the tower and identifying the owner of the tower and telephone number for contact in case of emergency shall be installed adjacent to communication towers and communication tower support facilities. The sign shall be no larger than six square feet. No commercial advertising signs shall be located on communication towers or communication tower support facilities.

(6) *Exemption.* Communication towers shall be exempt from Aesthetic Design and Site Plan Board approval

20.13 – Permits transferable.

All communication tower permits issued under this chapter shall be transferable to subsequent owners of applicable property or communication towers. All subsequent

holders of such permits shall be subject to all applicable requirements of this chapter and any permit conditions that may exist.

20.14 – Ceased operation.

- (1) Restoration requirement. Any communication tower that is not actively energized and operating for its intended purpose for one year, excluding time spent on repairs or improvements, shall be considered as having ceased operation. Within six months of the tower owner being notified that a communication tower is considered to have ceased operation, the communication tower shall be removed from the property and the property cleaned up as herein required:
 - a. All communication towers and aboveground improvements shall be removed from the property.
 - b. All items in outdoor storage shall be removed from the property.
 - c. All building foundations, tower pads, guy wire anchor pads, and buried electrical improvements shall be removed to a depth of four feet below the ground surface. All excavated areas shall be filled in with unconsolidated soil material, of which the top four or more inches shall be topsoil. The excavated area shall be made level with the ground surface surrounding the excavated area.
 - d. Any hazardous material, either in containers or spilled upon or in the ground, shall be removed and disposed of in a manner prescribed by applicable state and federal law.
- (2) Security for removal. The communication tower owner shall provide to the City of Sturgeon Bay a continuously valid performance bond for each tower in the amount of \$20,000.00 or a bond equal to a written estimate from a qualified tower removal contractor to guarantee that the communication tower will be removed when no longer in operation. The City of Sturgeon Bay will be named as obligee in the bond and must approve the bonding company.

24.16 – Administration, Appeal, and Enforcement.

- (1) *Administration.* The community development director, or designee, shall be empowered to administer this chapter.
- (2) *Appeals.* Any person aggrieved by the final decision of the City to approve or disapprove an application hereunder may only pursue the remedy set forth in §66.0404(2)(f), Wis. Stats., or §66.0404(3)(d), Wis. Stats.
- (3) *Violations.* It shall be unlawful to construct, install, maintain, reconstruct, substantially repair, improve, extend, enlarge, relocate, or convert any

communication tower or communication tower support facility in violation of the provisions of this chapter. It shall also be unlawful to fail to obtain a communication tower permit.

- (4) *Prosecution.* Compliance with this chapter may be enforced by an injunction order or judgement issued by a court of competent jurisdiction upon civil suit by the city, or any lawful enforcement method deemed appropriate and necessary.
- (5) *Penalties.* Any person, firm, association, corporation, or representative agent who fails to comply with the provisions of this chapter shall be subject to a penalty as provided in section 20.37 of the Sturgeon Bay Municipal Code.

Summary: This ordinance was substantially modified using the current state statute rules under section 66.0404 and using some of the language provided in the county ordinance under chapter 14.

Note-able Changes:

- Updated Definitions to reflect state statute (Mobile Service Support Structure and Facility, Substantial Modification, etc)
- Removed the Conditional Use Process due to the extensive rules of the state.
- Included new language to the permitting process based on state statute.
- Modified and Removed some language that pertained to aesthetic design. Also exempted the need for design board review.
- Modified setback requirements to reflect state statute.

Next Step: Review the draft with City Staff and hopefully bring back next month for a recommendation.

RESOLUTION

WHEREAS, the Common Council of the City of Sturgeon Bay has determined that it is in the best interests of the City of Sturgeon Bay to increase the Park Shelter Rental, Snow Removal and Lawn Mowing Fees.

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

Park Shelter Rental:

<u>Resident</u>	<u>Fees</u>
100 or fewer people	\$70.00
101-200 people	\$98.00
201 or more people	\$180.00
 <u>Non-Resident</u>	
100 or fewer people	\$92.00
101-200 people	\$109.00
201 or more people	\$301.00

Snow Removal Fee

\$125.00 plus tax (initially) then plus
an additional \$25.00 per occurrence

Lawn Mowing Fee

\$250.00 plus tax (initially) then plus
an additional \$50.00 per occurrence

* * * * *

Introduced by _____.

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

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

Executive Summary

Date: August 18, 2021

Title: Increase in Park Shelter Rental Fee

Background: I am unsure when the park shelter rental fees were increased. I have viewed the Fee Schedules back to 2013 and they have remained unchanged. The current rates for park shelter rentals are:

Residents

100 or fewer people	\$55.00
101-200 people	\$83.00
201 or more people	\$165.00

Non-Residents

100 or fewer people	\$77.00
101-200 people	\$94.00
201 or more people	\$286.00

There is not a Cleaning Fee and the City does not take a deposit to ensure cleanliness. Even though the users take care of the areas, City employees typically spend two man hours cleaning the shelters, removing trash, and restocking after they have been used. I recommend increasing the fees by \$15.00 across all groups. With a \$15 increase it remains a great bargain for the users.

Fiscal Impacts: In increase of \$1,950 based on 130 rentals in 2021.

Recommendation: Staff recommends increasing the rental fees for park shelters by \$15.00 per day.

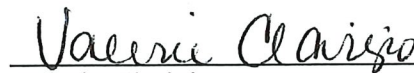
Prepared By:



Mike Barker
Municipal Services Director

Date: 18 AUG 2021

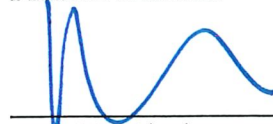
Reviewed By:



Valerie Clarizio
Finance Director

Date: 8/18/21

Reviewed By:



Josh VanLieshout
City Administrator

Date: 8/18/21

Executive Summary

Date: August 19, 2021

Title: Increase of Fees for Snow Removal with Increases for Subsequent Occurrences'

Background: Currently the City's Street Department removes the snow from uncleared sidewalks if the snow has not been removed within 24 hours after a snowfall. This is typically when City crews are in the middle of cleaning up our own sidewalks and streets. The current fee for the City to remove the snow is \$100. Occasionally the City crews are required to visit the same property two or more times per year.

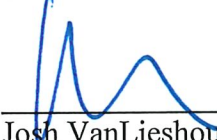
I recommend increasing the fee to \$125 for the first occurrence, after that I recommend an additional \$25 per occurrence. The last price increase was in January of 2009, at that time the price increased from \$75 to \$100.

Fiscal Impacts: An increase of \$1,000+ annually.

Recommendation: Staff recommends increasing the fee to \$125 for the first occurrence, and an additional \$25 per occurrence as explained above.

Prepared By:  _____ **Date:** 19 AUG 2021
Mike Barker
Municipal Services Director

Reviewed By:  _____ **Date:** 8/19/21
Valerie Clarizio
Finance Director

Reviewed By:  _____ **Date:** 8/19/21
Josh VanLieshout
City Administrator

Executive Summary

Date: August 19, 2021


Title: Increase the Lawn Mowing Fee for Non-Compliant Lawns with Increases for Subsequent Occurrences'

Background: Currently the City Parks Department cuts the lawns of non-compliant residents to get their lawns into compliance with our ordinance. The City invoices these residents \$100 per occurrence. We typically see the same parcels of land that require our attention year after year and for many we have to mow two or more times in the same year. We mow some people's lawns every three to four weeks to keep them in compliance. This prevents them from having their lawns mowed by a service or doing it themselves. Using the City crew to mow their lawn saves them money. With staffing shortages during the summer, we take personnel away from more important projects when we send out a crew to mow someone's lawn. While we are already stretched thin this gets us further behind on what should be "more important work".


I recommend increasing the fee for mowing non-compliant lawns. I propose a \$250 fee for first time mowing. If we need to mow lawns after the initial time I recommend an additional charge of \$50 per occurrence.

Fiscal Impacts: An increase of \$1,500+ annually.

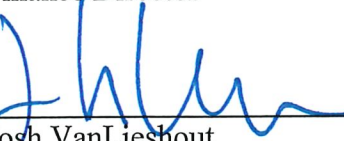
Recommendation: Staff recommends increasing the fee to \$250 fee for first time mowing and an additional charge of \$50 per occurrence.

Prepared By: 
Mike Barker
Municipal Services Director

Date: 19 AUG 2021

Reviewed By: 
Valerie Clarizio
Finance Director

Date: 8/19/21

Reviewed By: 
Josh VanLieshout
City Administrator

Date: 8/19/21

CITY OF STURGEON BAY RESOLUTION #
RESOLUTION DISCONTINUING ACKERMAN STREET

Sturgeon Bay, Wisconsin
September 21, 2021

BY THE COMMON COUNCIL OF THE CITY OF STURGEON BAY:

WHEREAS, the Common Council, pursuant to § 66.1003 (4) of the Wisconsin Statutes finds the public interest requires that Ackerman Street from its intersection with Cove Street easterly to the Sturgeon Bay corporate limits, as specifically depicted and described on the attached map marked Exhibit 1, be vacated, and discontinued subject to the reservation of a vehicular turnaround access easement (Easement); and

WHEREAS: pursuant to § 66.1003(4) of the Wisconsin Statutes, prior to action on this resolution:

the plan commission shall review the discontinuance and Easement; and

a hearing shall be held on the abandonment, vacation, and discontinuance of the above described right of way on September 21, 2021 at 7:00 PM in the Council Chambers, City Hall, 421 South Michigan Street, Sturgeon Bay, Wisconsin; and

a notice of such hearing shall be served, in the same manner provided for the service or a civil summons on the owners of the frontage of the lots and lands abutting the portion of the above described right of way at least 30 days before such hearing; and

notice of such hearing shall be published in the official newspaper of the City of Sturgeon Bay as a Class 3 notice, once a week for three successive weeks before the date of hearing; and

the City Attorney shall cause a lis pendens to be prepared and filed with the Register of Deeds for Door County, Wisconsin, pursuant to Sec. 840.11, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED pursuant to § 62.1003(4) of the Wisconsin Statutes, the public interest requires that:

Ackerman Street from its intersection with Cove Street easterly to the Sturgeon Bay City corporate limits, as specifically depicted and described on the attached map marked Exhibit 1, be abandoned, vacated, and discontinued subject to the Easement; and

the discontinuance of such right of way is hereby ordered; and

the real estate underlying the right of way shall revert to the adjacent property owners to the extent and in the manner provided by law; and

the City Attorney is directed to file a certified copy of this resolution with the Register of Deeds of Door County and to release the lis pendens.

Adopted _____

Approved _____

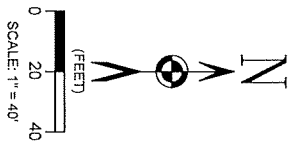
Mayor

Clerk

Attachment

LOCATED IN:

DOOR COUNTY, WISCONSIN



LEGEND

- = U.S. PUBLIC LAND SURVEY CORNER
(EXISTING DOOR COUNTY
ALUMINUM MONUMENT)
- = EXISTING 1" IRON PIPE
(UNLESS NOTED)
- ▲ = EXISTING METAL FENCE POST

SURVEYOR'S NOTE:

BEARINGS BASED ON THE NORTH LINE OF THE
PLAT OF EMMA MORCK'S ADDITION TO
STURGEON BAY RECORDED AS DOCUMENT NO.
208173. (BEARING ASSUMED AS EAST)

DESCRIPTION:

Ackerman Street as depicted on the Plat of Emma Morck's Addition to Sturgeon Bay located in the fractional Northeast one-quarter of the Southeast one-quarter of Section 16, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and more particularly described as follows:

Commencing at the East one-quarter corner of said Section 16, thence S 00°06'07" E along the east line of said Plat of Emma Morck's Addition to Sturgeon bay a distance of 80.00 feet, thence West 115.12 feet to the intersection with the easterly right-of-way of Cove Road, thence N 46°09'10" W along said easterly right-of-way a distance of 86.61 feet to the intersection with the north line of said Plat of Emma Morck's Addition to Sturgeon Bay, thence East along said north line a distance of 177.48 feet to the point of commencement.

Said street right-of-way contains 0.202 acres of land.

EXHIBIT 1

07-09-21
D-051721L2-SS.dwg
Drawn By: C.E.C
JOB#: D-051721L2

EXECUTIVE SUMMARY

Title: Vacation (Discontinuance) of Ackerman Street

Background: The City has received a petition to vacate a street right-of-way known as Ackerman Street. The subject right-of-way is a 60-foot wide unimproved street that extends easterly from Cove Road, near the southerly end of Cove Road. The right-of-way runs east for about 150 feet before dead-ending at the city limits. (see map). This street right-of-way was established in 1928 by the plat of Emma Morck's Addition to Sturgeon Bay. The right-of-way has never been improved and is not being used by anyone for access. However, there is a short gravel driveway that is used for a turnaround for garbage trucks, snow plows, school buses and other vehicles since there is no formal turnaround "bulb" at the end of Cove Road.

The petition was signed by Collin & Kristen Jeanquart, the owners of the parcels on either side of Ackerman Street. It was also signed by Port Haven Executive Homes, LLC, one of the owners of the duplex condominium at the end of the street in the Town of Sturgeon Bay. The Jeanquarts intend to demolish the existing home on the south side of Ackerman Street and build a new home. Due in part to the required street yard (setback) from Ackerman Street, the parcel is not buildable. If the street is vacated, the land reverts to the abutting property owner and the street setback is eliminated, thereby making a new home possible.

The two abutting parcels on the south and north do not need Ackerman Street for access. The condominium parcel in the town already has access from Cove Road. Due to wetlands at the end of the right-of-way, it is very unlikely that this street could ever be extended to serve other lands. Therefore, it appears the street could be vacated without detriment to the development and transportation needs of the region. But an easement for the turnaround should be retained to ensure that vehicles still have a convenient means of turning around.

A resolution to vacate the street has been prepared the City Attorney. The turnaround easement has already been drafted and approved by the Council. The Plan Commission has unanimously recommended approval of the street discontinuance. The final actions are a public hearing and formal action on the resolution.

Recommended Action: Approve the resolution to vacate Ackerman Street.

Prepared by:  9-16-2021
Martin Olejniczak
Community Development Director Date

Reviewed by: _____
Chad Shefchik
City Engineer Date

Reviewed by: _____
Josh Van Lieshout
City Administrator Date

Petition to Vacate Unimproved Street

We, the undersigned persons, representing owners of abutting land, hereby petition the City of Sturgeon Bay Common Council to vacate (discontinue) Ackerman St., a street right-of-way running easterly from near the south end of Cove Rd., pursuant to section 66.1003(2) of the Wisconsin Statutes. The street right-of-way was created by a resolution of the City to accept the plat attached on January 3rd, 1928, but has never been opened. The legal description of the street to be vacated is as follows and shown on the additionally attached map:

DESCRIPTION:

Ackerman Street as depicted on the Plat of Emma Morck's Addition to Sturgeon Bay located in the fractional Northeast one-quarter of the Southeast one-quarter of Section 16, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and more particularly described as follows:

Commencing at the East one-quarter corner of said Section 16, thence S 00°06'07" E along the east line of said Plat of Emma Morck's Addition to Sturgeon Bay a distance of 60.00 feet, thence West 115.12 feet to the intersection with the easterly right-of-way of Cove Road, thence N 46°09'10" W along said easterly right-of-way a distance of 86.61 feet to the intersection with the north line of said Plat of Emma Morck's Addition to Sturgeon Bay, thence East along said north line a distance of 177.48 feet to the point of commencement.

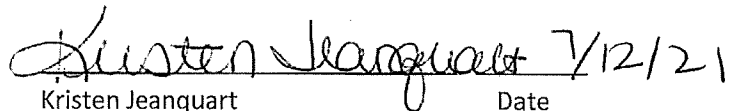
Said street right-of-way contains 0.202 acres of land.



Collin Jeanquart

7-12-21

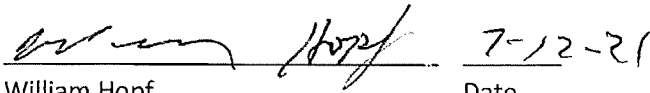
Date



Kristen Jeanquart

Date

Owners of 1642 Cove Rd. and Parcel 2816248000115



William Hopf

Date

for Port Haven Executive Homes, LLC

2929 Cove Rd., Sturgeon Bay, WI 54235

Site Sketch

LOCATED IN:

THE PLAT OF EMMA MORCK'S ADDITION TO STURGEON BAY
IN THE FRACTIONAL NE 1/4 OF THE SE 1/4, SECTION 16,
T. 27 N., R. 26 E., CITY OF STURGEON BAY,
DOOR COUNTY, WISCONSIN

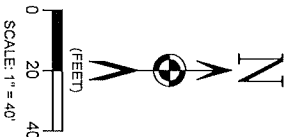
PREPARED FOR:

COLLIN & KRISTEN JEANQUART
1647 COVE ROAD
STURGEON BAY, WI 54235

CURRENT OWNER:
CITY OF STURGEON BAY
421 MICHIGAN STREET
STURGEON BAY, WI 54235

PREPARED BY:

BRIAN FRISQUE SURVEY'S INC.
BRIAN D. FRISQUE
PROFESSIONAL LAND SURVEYOR
3121 MATHEY ROAD
STURGEON BAY, WI 54235
(920) 743-7183

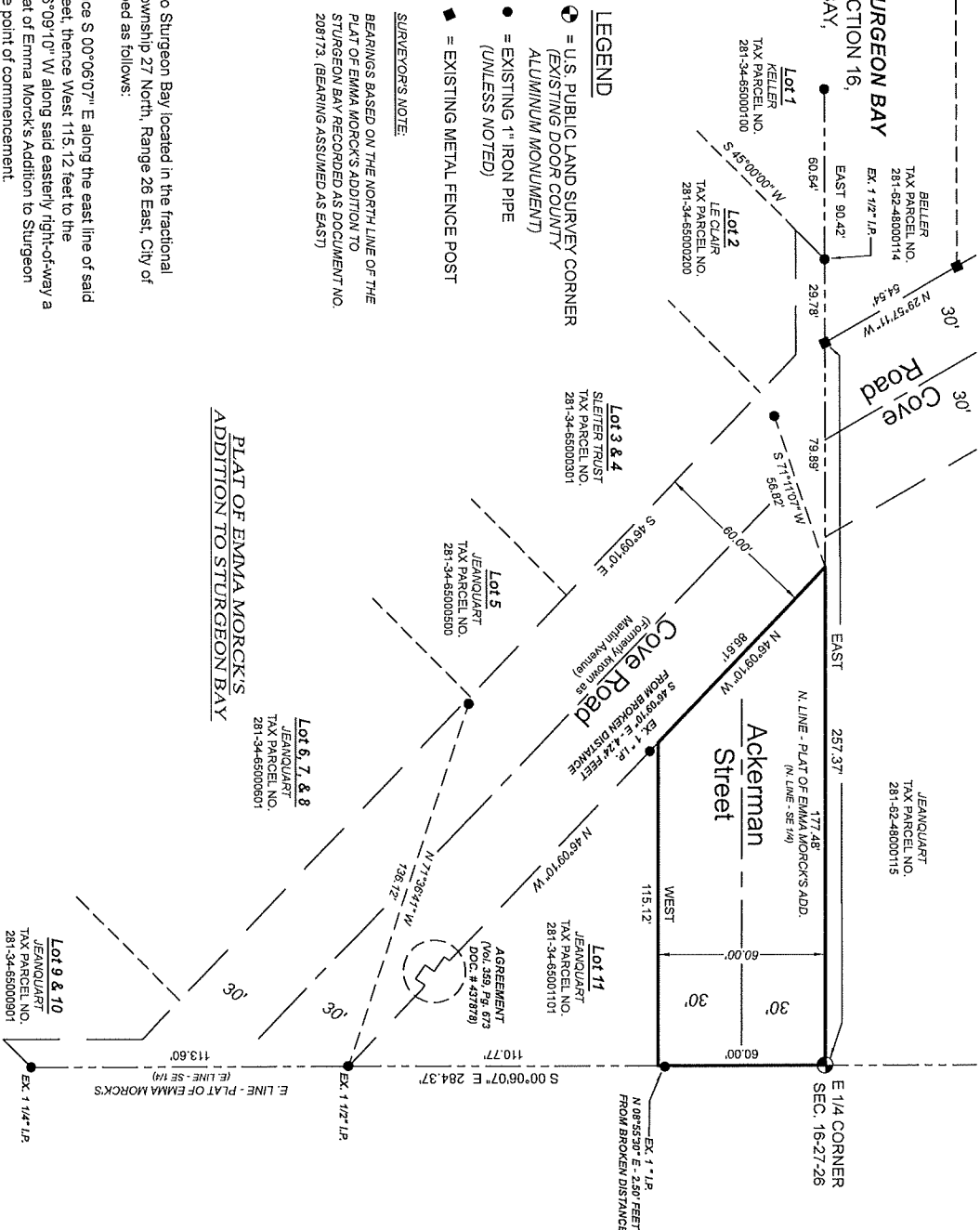


LEGEND

- = U.S. PUBLIC LAND SURVEY CORNER (EXISTING DOOR COUNTY ALUMINUM MONUMENT)
- = EXISTING 1" IRON PIPE (UNLESS NOTED)
- ◆ = EXISTING METAL FENCE POST

SURVEYOR'S NOTE:

BEARINGS BASED ON THE NORTH LINE OF THE PLAT OF EMMA MORCK'S ADDITION TO STURGEON BAY RECORDED AS DOCUMENT NO. 208173. (BEARING ASSUMED AS EAST)



PLAT OF EMMA MORCK'S
ADDITION TO STURGEON BAY

Commencing at the East one-quarter corner of said Section 16, thence S. 00° 06' 07" E. along the east line of said Plat of Emma Morck's Addition to Sturgeon Bay a distance of 60.00 feet, thence West 115.12 feet to the intersection with the easterly right-of-way of Cove Road, thence N. 46° 09' 10" W. along said easterly right-of-way a distance of 66.61 feet to the intersection with the north line of said Plat of Emma Morck's Addition to Sturgeon Bay, thence East along said north line a distance of 177.48 feet to the point of commencement.

Said street right-of-way contains 0.202 acres of land.

PUBLIC NOTICE

In the Matter of the Discontinuance of an Unimproved Street
in the City of Sturgeon Bay, Door County, Wisconsin

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the 21st day of September, 2021 at 6:00 p.m. or shortly thereafter, has been set as the time and the Council Chambers, City Hall, 421 Michigan Street, City of Sturgeon Bay, Wisconsin has been set as the place for the Common Council of the City of Sturgeon Bay to hold a public hearing and to take action on the following resolution hereinafter reproduced in full:

CITY OF STURGEON BAY RESOLUTION # RESOLUTION DISCONTINUING ACKERMAN STREET

Sturgeon Bay, Wisconsin
September 21, 2021

BY THE COMMON COUNCIL OF THE CITY OF STURGEON BAY:

WHEREAS, the Common Council, pursuant to § 66.1003 (4) of the Wisconsin Statutes finds the public interest requires that Ackerman Street from its intersection with Cove Street easterly to the Sturgeon Bay corporate limits, as specifically depicted and described on the attached map marked Exhibit 1, be vacated, and discontinued subject to the reservation of a vehicular turnaround access easement (Easement); and

WHEREAS: pursuant to § 66.1003(4) of the Wisconsin Statutes, prior to action on this resolution:

the plan commission shall review the discontinuance and Easement; and

a hearing shall be held on the abandonment, vacation, and discontinuance of the above described right of way on September 21, 2021 at 7:00 PM in the Council Chambers, City Hall, 421 South Michigan Street, Sturgeon Bay, Wisconsin; and

a notice of such hearing shall be served, in the same manner provided for the service or a civil summons on the owners of the frontage of the lots and lands abutting the portion of the above described right of way at least 30 days before such hearing; and

notice of such hearing shall be published in the official newspaper of the City of Sturgeon Bay as a Class 3 notice, once a week for three successive weeks before the date of hearing: and

the City Attorney shall cause a lis pendens to be prepared and filed with the Register of Deeds for Door County, Wisconsin, pursuant to Sec. 840.11, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED pursuant to § 62.1003(4) of the Wisconsin Statutes, the public interest requires that:

Ackerman Street from its intersection with Cove Street easterly to the Sturgeon Bay City corporate limits, as specifically depicted and described on the attached map marked Exhibit 1, be abandoned, vacated, and discontinued subject to the Easement; and

the discontinuance of such right of way is hereby ordered; and

the real estate underlying the right of way shall revert to the adjacent property owners to the extent and in the manner provided by law; and

the City Attorney is directed to file a certified copy of this resolution with the Register of Deeds of Door County and to release the lis pendens.

EXHIBIT 1

Site Sketch

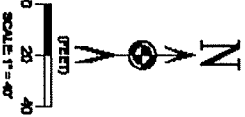
LOCATED IN:

THE PLAT OF EMMA MORCK'S ADDITION TO STURGEON BAY
IN THE FRACTIONAL NE 1/4 OF THE SE 1/4, SECTION 16,
T. 27 N., R. 28 E., CITY OF STURGEON BAY,
DOOR COUNTY, WISCONSIN

PREPARED FOR:
COLLIN & NORSTEN JEANQUART
1847 COVE ROAD
STURGEON BAY, WI 54226

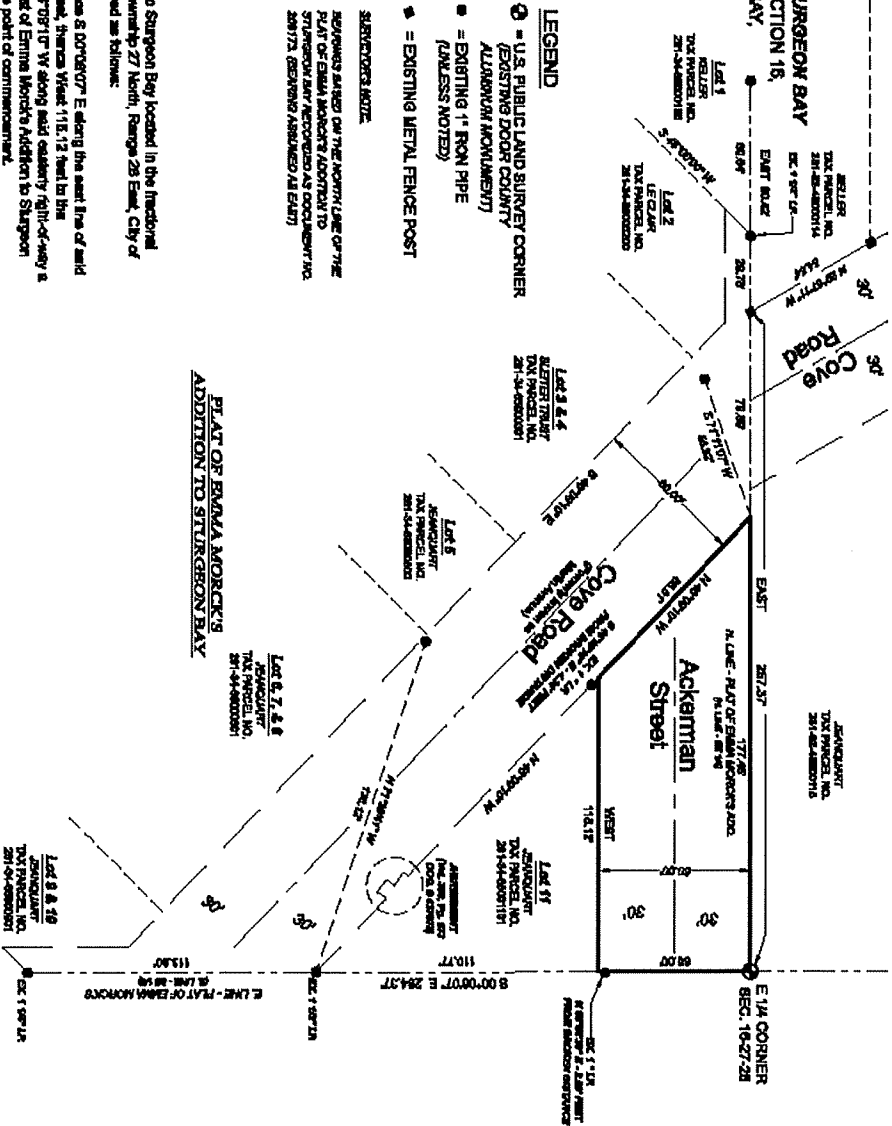
CURRENT OWNER:
CITY OF STURGEON BAY
421 MCCABE STREET
STURGEON BAY, WI 54223

PREPARED BY:
BRIAN FRISCH SURVEYING INC.
BRIAN D. FRISCH
PROFESSIONAL LAND SURVEYOR
3701 LAUREY ROAD
STURGEON BAY, WI 54223
(920) 745-7165



- LEGEND**
- = U.S. PUBLIC LAND SURVEY CORNER
(EXISTING DOOR COUNTY
ALABAMA MONUMENT)
 - = EXISTING 1" IRON PIPE
(UNLESS NOTED)
 - = EXISTING METAL FENCE POST
- SURVEYOR'S NOTE:**
APPROVED AS PER THE NORTH LINE OF THE
PLAT OF EMMA MORCK'S ADDITION TO
STURGEON BAY, DOOR COUNTY, WISCONSIN
2017/12 (REVISIONS AS NOTED)

PLAT OF EMMA MORCK'S ADDITION TO STURGEON BAY



DESCRIPTION:
Ackerman Street as depicted on the Plat of Emma Morck's Addition to Sturgeon Bay located in the fractional Northwest one-quarter of the Southeast one-quarter of Section 16, Township 27 North, Range 28 East, City of Sturgeon Bay, Door County, Wisconsin and more particularly described as follows:
Commencing at the East one-quarter corner of said Section 16, Thomas & Dorothy E. along the east line of said Plat of Emma Morck's Addition to Sturgeon Bay a distance of 60.00 feet, thence West 116.12 feet to the intersection with the existing right-of-way of Cove Road, thence N 46°09'10" W along said existing right-of-way a distance of 66.61 feet to the intersection with the north line of said Plat of Emma Morck's Addition to Sturgeon Bay, thence East along said north line a distance of 177.48 feet to the point of commencement.

Said street right-of-way contains 0.202 acres of land.

07-28-21
D-0677212-SS.dwg
Drawn by: C.E.C.
JOBB: D-0677212

ACCESS EASEMENT

Document Number

Recording Area

Name and Return Address

Attorney James M. Kalny
Davis & Kuelthau, s.c.
2800 E Enterprise Ave
Appleton, WI 54913

281-34-65001101; 281-62-48000115;
024360000

Parcel Identification Number (PIN)

VEHICLE TURNAROUND ACCESS EASEMENT

This VEHICLE TURNAROUND ACCESS EASEMENT (the “Easement”) is created this 7th day of September 2021, by the City of Sturgeon Bay Common Council.

WHEREAS, The City of Sturgeon Bay (the “City”) is the owner of certain right of way known as Ackerman Street that is specifically depicted and described on the attached Site Sketch marked Exhibit 1; and

WHEREAS, pursuant to § 66.1003 (4) of the Wisconsin Statutes the City has found it in the public interest to discontinue Ackerman Street subject to the reservation of a vehicular turnaround access easement (Easement);

WHEREAS, the property to be encumbered by and subject to the Easement is described in the attached Exhibit 2; and

WHEREAS, upon the discontinuance of Ackerman Street the abutting property owners will each own the property that was Ackerman Street to the centerline.

WHEREAS, by this document the City creates the Easement that is intended to survive the discontinuance of Ackerman Street ;

NOW THEREFORE, the City hereby declares and reserves a perpetual non-exclusive easement in, over, on, under, and/or across the Easement under the terms and for the purposes described herein.

1. Vehicle Turnaround Access Easement.

- a. Grant of Access Easement. The City, hereby reserves, conveys and creates a permanent non-exclusive easement over, across and through that portion of the Ackerman Street right of way described as the Easement, for the limited purpose of facilitating and allowing vehicles travelling on Cove Road to turnaround and otherwise maneuver to allow for convenient ingress and egress to and from the Easement area.
- b. Improvement of Easement. The City reserves the right to improve and maintain the easement to adequately serve the intent of the Easement as determined at the discretion of the City provided that such improvement and maintenance shall not unreasonably interfere with the use and enjoyment of the owners of the underlying fee title to the property encumbered by the easement taking into consideration the intended use and purpose of the Easement.

2. Duration. Except as expressly provided herein, the Easement and rights herein granted shall be of perpetual duration.

3. General Provisions.

- a. Effective Date. This Document shall be effective upon the date it is filed with the Door County Register of Deeds.
- b. Non-Use. Non-use or limited use of the easement rights granted in this Easement shall not prevent the benefiting party from later use of the easement rights to the fullest extent authorized herein.
- c. Governing Law. This easement is made expressly subject to each and every, all and singular, law, regulation, ordinance and statute of municipal, or other governmental authority, if any, applicable to, and enforceable against, the Property. This easement will be governed by and construed and enforced in accordance with the laws of the State of Wisconsin without regard to principles of conflicts of law.

[Signature pages to follow]

[Signature page to Access Easement]

IN WITNESS WHEREOF, this Vehicular Turnaround Access Easement is executed as of the day and year first above written.

**CITY OF STURGEON BAY COMMON
COUNCIL**

WHEREFORE, the parties have hereunto set their hands as of the date first written above.

City of Sturgeon Bay, Wisconsin

By: _____
David J. Ward, Mayor

Attest: _____
Stephanie L. Reinhardt, City Clerk

STATE OF WISCONSIN)
)ss.
DOOR COUNTY)

Personally appeared before me this ____ day of _____, 2021, the above-named David J. Ward and Stephanie L. Reinhardt, the Mayor and City Clerk, respectively, of the City of Sturgeon Bay, Wisconsin, to me known to be the persons who executed the foregoing agreement on behalf of the City and by its authority.

Name: _____
Notary Public, State of Wisconsin
My Commission expires: _____

This instrument was drafted by:



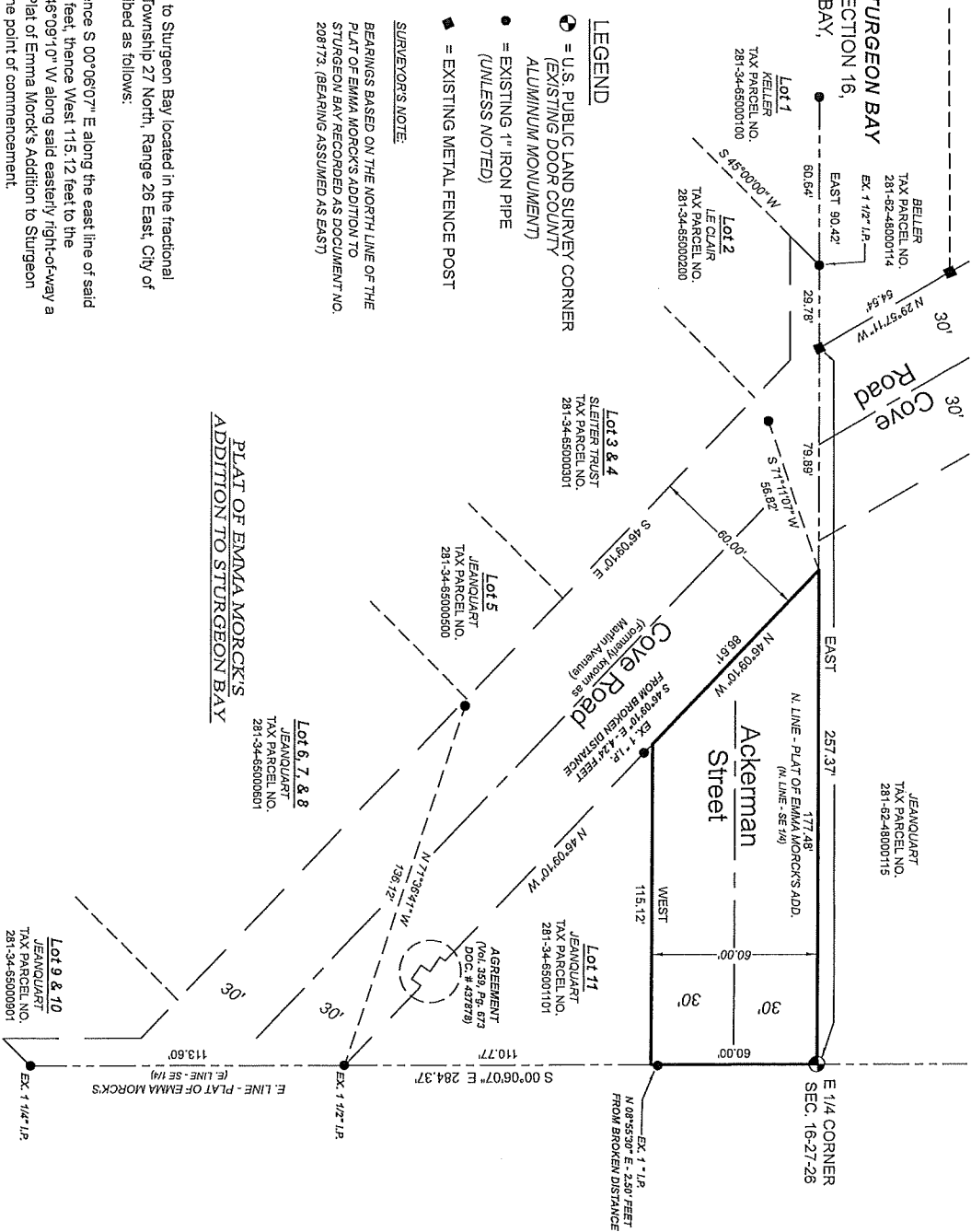
Attorney James M. Kalny
318 S. Washington Street
Green Bay, WI 54115
920-431-2223 (ph.)

LOCATED IN:

IN THE FRACTIONAL NE 1/4 OF THE SE 1/4, SECTION 16,

T. 27 N., R. 26 E., CITY OF STURGEON BAY,

DOOR COUNTY, WISCONSIN



DESCRIPTION:

Ackerman Street as depicted on the Plat of Emma Morck's addition to Sturgeon Bay located in the fractional Northeast one-quarter of the Southeast one-quarter of Section 16, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and more particularly described as follows:

Commencing at the east one-quarter corner of said Section 16, thence S 00°06'07" E along the east line of said Plat of Emma Morck's Addition to Sturgeon bay a distance of 80.00 feet, thence West 115.12 feet to the intersection with the easterly right-of-way of Cove Road, thence N 45°09'01" W along said easterly right-of-way a distance of 86.61 feet to the intersection with the north line of said Plat of Emma Morck's Addition to Sturgeon Bay, thence East along said north line a distance of 177.48 feet to the point of commencement.

Said street right-of-way contains 0.202 acres of land.

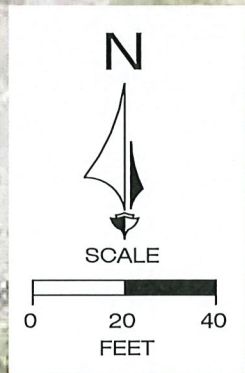
EXHIBIT 1

07-09-21
D-051721L2-SS.dwg
Drawn By: C.E.C
JOB#: D-051721L2

EXHIBIT 2

SITE PLAN

PROPOSED PUBLIC TURN AROUND EASEMENT



 PROPOSED RIGHT-OF-WAY VACATION

Description: Proposed Public Turn Around Easement

A tract of land located in the Plat of Emma Morck's Addition to Sturgeon Bay, in the fractional Northeast one-quarter of the Southeast one-quarter of Section 16, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and described as follows.

Commencing at the East ¼ Corner of said Section 16, thence West along the northerly line of said Emma Morck's Addition 85.00 feet to the point of beginning, thence South 60.00 feet to the intersection with the northerly line of Lot 11 of Emma Morck's Addition, also being the southerly right-of-way line of Ackerman Street as platted in Emma Morck's Addition, thence West along said northerly line of Lot 11 30.01 feet to the intersection with the northeasterly right-of-way line of Cove Road, platted as Martin Avenue in Emma Morck's Addition, being the northwest corner of said Lot 11, thence N 46°09'10" W along the northeasterly right-of-way line of Cove Road 86.61 feet to the intersection with the northerly line of Emma Morck's Addition, thence East along said northerly line 92.48 feet to the point of beginning. Containing 3,674 square feet (0.08 acres) of land.

AUG, 2021

R E C O M M E N D A T I O N

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Joint Parks and Recreation Committee/Board, hereby recommend to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council.

Respectfully submitted,

Joint Parks and Recreation Committee/Board
By: Helen Bacon, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: August 25, 2021

* * * * *

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

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



City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235
jvanlieshout@sturgeonbaywi.org

Joshua J. Van Lieshout
City Administrator

920-746-6905 (Voice)
920-746-2905 (Fax)

Memorandum

To: Parks and Recreation Committee
From: Josh Van Lieshout, Administrator
Re: Local Arts board Ordinance update

Date: July 28, 2021

Item: Local Arts Board Ordinance Update

Discussion: The Local Arts Board presents a proposed revision to the organizational ordinance that created the Board (City of Sturgeon Bay, Wisconsin Code of Ordinances §1.166) to:

1. Better reflect the purpose, powers, and duties of the Board as it currently functions.
2. Define the persons who shall be appointed as members by:
 - a. Removing the requirement that one member be a representative of the Miller Art Museum.
 - b. Removing the requirement that one member be a professional planner, architect, or engineer.
3. Limit the number of consecutive terms served by any one Board member.

Options:

Approve the updated Ordinance as drafted.

Refer the proposed Ordinance back to the Local Arts Board with recommendations for revision.

Choose not to approve the proposed revised ordinance as drafted and the Local Arts Board continues to function in accordance with the existing ordinance.

Recommendation: Parks and Recreation Committee approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021 and forward to Common Council.

1.166 - Local arts board.

- (1) *Purpose.* This section is intended to ensure the cultural and artistic enrichment and diversity to enhance the quality of life within the city, and to provide a structure within which opportunities for cultural and artistic proposals involving public lands, buildings, funding, or other related resources may be considered.
- (2) *Created; membership.*
- (a) The local arts board of the City of Sturgeon Bay is hereby created.
 - (b) The local arts board will be appointed by the mayor subject to common council confirmation. It will be composed of representatives from the following constituencies:
 - 1. One member from the park and recreation board.
 - 2. One representative who is a professional planner, architect, or engineer.
 - 3. Three representatives of the local arts community to include: visual, performing and language arts, and one representative from the Miller Art Museum.
 - (c) Of the initial members so appointed, one shall serve a term of one year, and two shall serve a term of three years. Thereafter, the term for each member shall be three years.
- (3) *Powers and duties.*
- (a) The local arts board shall act in an advisory capacity for any works of art or artifacts proposed to be placed upon city property. Said items shall be submitted to the local arts board by the park and recreation committee and the local arts board shall make recommendation back to the park and recreation committee regarding:
 - 1. The appropriateness of the work of art proposed to be located on municipally owned property.
 - 2. The location for the placement of the art proposed to be located on municipally owned property.
 - (b) The local arts board shall serve in a design review capacity, upon referral by the park and recreation committee, for architectural structures placed on city property when the primary purpose of the structure is for cultural expression.
 - (c) The local arts board shall act upon any other similar or related request the park and recreation committee may delegate as it relates to the committee's expressed purpose under subsection (1).

(Ord. No. 1008-0898, § 1, 8-4-98; Ord. No. 1353-0119, § 1, 1-3-19)

1.166 - Local Arts Board.

- 1) *Purpose.* The purpose and tasks of the Local Arts Board are to promote cultural and artistic enrichment and diversity within the City, to connect City residents and visitors through arts and culture, to enrich publicly owned spaces and buildings through arts and culture, to help facilitate arts and culture related communication and collaboration within the community, and to provide the structure through which artistic and cultural proposals involving public spaces and buildings may be considered. Cultural and artistic proposals may include, but are not limited to: music, dance, creative writing, visual art, performance art, installation, photography, theater, film, arts education and craftsmanship.
- 2) *Created; membership.*
 - a) The Local Arts Board of the City of Sturgeon Bay is hereby created.
 - b) The Local Arts Board will be appointed by the mayor subject to Common Council confirmation. It will be composed of representatives from the following constituencies:
 - (1) One elected member/Alder from the board of parks and recreation.
 - (2) Four representatives of the local arts community to include artists and/or local arts community members.
 - c) The term for each member shall be three years.
 - d) Member's service shall be limited to three consecutive three-year terms. Members may be asked to serve again after being off the Board for one term (3 years).
- 3) *Powers and duties.*
 - a) The Local Arts Board shall evaluate any works of art or artifacts proposed for placement on City property. Said items may be submitted directly to the Local Arts Board or submitted to the Local Arts Board via the Park and Recreation Committee. The Local Arts Board shall, after discussion, consideration, and vote, make recommendations back to the Park and Recreation Committee (and Common Council when appropriate) regarding:
 - (1) The appropriateness of the work of art proposed to be located on municipally owned property.
 - (2) The location for the placement of the art proposed to be located on municipally owned property.
 - b) The Local Arts Board shall serve in a design review capacity, upon referral by the Park and Recreation Committee, for architectural structures placed on City property when the primary purpose of the structure is for cultural expression.
 - c) The Local Arts Board shall act upon any other similar or related request the Park and Recreation Committee may delegate as it relates to the committee's expressed purpose under subsection (1).

(Ord. No. 1008-0898, § 1, 8-4-98; Ord. No. 1353-0119, § 1, 1-3-19)

CITY OF STURGEON BAY
JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING
Wednesday, August 25, 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 5:33 P.M. by Chairperson/Ald. Helen Bacon, in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Chris Larson, Randy Morrow, Marilyn Kleist, George Husby, Jay Renstrom and Director of Municipal Services, Mike Barker. Excused absences: Ald. Gary Nault. Absent was Ald. J. Spencer Gustafson. Also present were City Administrator Josh VanLieshout and Municipal Services Secretary, Patty Quinn.

Adoption of the Agenda: A motion was made by Mr. Renstrom and seconded by Mr. Larsen to adopt the agenda after placing Agenda item #8 in front of item #5.

1. Roll call
2. Adoption of Agenda
3. Review of Minutes of June 23, 2021
4. Public Comment on Agenda Items
5. Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park
6. Discussion and review of Minutes from the Local Arts Board Meetings of July 14, 2021, and August 11, 2021
7. Recommendation to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021 and forward to Common Council
8. Discussion and update on the Woolly Mammoth art sculpture project
9. Discussion on the Sunset Park tennis courts on cleaning, wind nets and lighting
10. Director's report
11. Adjourn

All in favor. Carried.

Review of Minutes of June 23, 2021: Motion made by Mr. Larsen and seconded by Mr. Renstrom to let minutes stand.

All in favor. Carried.

Public Comment on Agenda Items: None.

Discussion and update on the Woolly Mammoth art sculpture project: Dave and Chris Kellems, 120 Alabama Street, were present to provide update. They distributed to each a small folded map labeled "Walkable Sturgeon Bay" that included a layout of the Ice Age Trail in the City, and a small inserted picture of Woolly Mammoth.

Per Ms. Kellems, work has started on the pedestal at Bay View Park where Woolly will be installed and she reported that only the City is \$59 short of the goal to purchase the sculpture. There has been 10 corporate sponsors and individuals who have donated \$1,000 or more and their names will eventually be

placed on a bronze plaque. Monies will have to be donated to cover the plaque's cost. All that is left to do is to schedule a date for the transfer of the sculpture from Edgewood Orchard Gallery to the City, as well as picking a date to celebrate the installation with city officials.

Mr. Barker gave an update on the location for Woolly – stone is now there and site will be filled in by the end of the week if weather permits. Plants could be put in as early as the middle of next week and it will be ready for the transfer shortly after that. Questions raised about current signage for Bay View Park that is being replaced, and the possible erection of a smaller sign closer to the park itself. Other questions arose about an Ice Age Trail kiosk and Mr. Barker indicated that this is something that the City crew may be able to build that would eventually include info about the Woolly Mammoth sculpture and its acquisition.

Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park: Ms. Hein was not able to attend this meeting and this agenda item to be placed on September's agenda.

Discussion and review of Minutes from the Local Arts Board Meetings of July 14, 2021, and August 11, 2021: Ald. Bacon reported that the Local Arts Board is working on promoting the City's creative district. She, also, gave an update on discussions about the Celestial Sailor metal art sculpture.

Recommendation to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council: Ald. Bacon spoke on the executive summary and pointed out the original document and the new document. She provided background on the need to update the ordinance.

Mr. Morrow made a motion, seconded by Mr. Larsen, to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council.

All in favor. Carried.

Discussion on the Sunset Park tennis courts on cleaning, wind nets and lighting: Mr. Morrow shared comments that tennis courts appear to have been abandoned and asked how the committee can get monies budgeted for ongoing cleaning of the courts and additional lighting. Per Mr. Barker, the tennis courts had just been cleaned but the outcome was not as good as he had hoped for. He indicated that hydro-blasting is what is needed but it could harm the surface. Otumba Park courts were cleaned by volunteers and he stated that it went well and might be an option for Sunset Park. Lighting a big expense as the existing poles could not be used. The budget was tight this year but he was able to install fences. Wind nets could possibly be budgeted for next year. Mr. Morrow spoke on the basketball court at Sunset Park and felt it abandoned, as well and that the tennis and basketball courts being in the middle of what's available there offers problems. He suggested a wind net, at least, to keep basketballs in check and out of the tennis courts. Mr. Barker stated that the budget couldn't cover all the needed repairs in one year.

Ald. Bacon advised the committee/board that she will report back what will be in the budget for parks in 2022, as soon as the information is available and hopes that having that kind of data will help members answer questions from City residents. She reminded all that they should keep track of needed items and/or complaints for the upcoming meeting in November for the discussion on City parks in general.

Director's report: Director Barker updated the committee/board on the following items: A plan is being laid out to redo the shoreline between the Bridgeport Resort to Otumba Park and this will go out for bids the following week. Seasonal staff is down to just one person and the City was short four employees overall in 2021 and that he had to pull personnel to help with water weed disposal. He was asked to

describe the restrictions on truck driving as it relates to the age of the drivers. He reported that 2021 was one of the worst years for water weed growth and the year resulted in a higher number of truckloads of weeds from just 8 in the month of June in 2020 to over 100 in 2021.

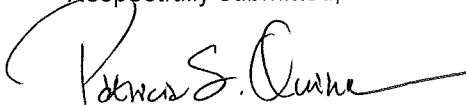
Other questions and comments included if other schools pay to use Memorial Field; provide more benches at Bay View Park similar to Graham Park; shingles coming off of the Sunset Park shelter; and comments about stairways in front of the Maritime Museum.

Administrator VanLieshout spoke on the success of the Otumba Park grand opening and reiterated the need to celebrate these projects.

Next Meeting Date: Wednesday, September 22, 2021 @ 5:30 P.M. – City Hall.

Motion by Mr. Renstrom and seconded by Mr. Husby to adjourn. All in favor. Carried. Meeting adjourned at 6:32 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia S. Quinn", with a long, sweeping horizontal line extending to the right.

Patricia S. Quinn
Municipal Services Secretary