



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, MAY 16, 2023  
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. Presentation re: Granary Update.
7. Consideration of the following bills: General Fund – \$325,979.02, Capital Fund - \$102,672.63, ARPA - \$203,500.00, Cable TV - \$99.00, Solid Waste Enterprise Fund - \$32,860.76, and Compost Site Enterprise Fund - \$55.00 for a grand total of \$665,166.41. [roll call]
8. **CONSENT AGENDA**
  - \* All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
  - \* a. Approval of 5/2/23 regular Common Council minutes.
  - \* b. Place the following minutes on file:
    - (1) Finance/Purchasing & Building Committee – 4/25/23
    - (2) Ad Hoc NERR Advisory Committee – 5/10/23
  - \* c. Place the following reports of file:
    - (1) Fire Department Report – March 2023
    - (2) Police Department Report – April 2023
    - (3) Bank Reconciliation – April 2023
    - (4) Revenue & Expense Report – April 2023
  - \* d. Consideration of: Approval of beverage operator licenses.
  - \* e. Consideration of: Approval of Temporary Class B Wine license.
  - \* f. Consideration of: Approval of Temporary Class B Beer and Class B Wine Licenses.
  - \* g. Consideration of: Approval of Class A Beer and Class A Liquor licenses.
  - \* h. Consideration of: Approval of change of premise section to liquor license for Dromhus Door County, LLC.

- \* i. Consideration of: Approval of Street Closure Application for Destination Sturgeon Bay for Harmony by the Bay.
- \* j. Consideration of: Approval of Sidewalk Café Permit for Crate.
- \* k. Consideration of: Approval of Sidewalk Café Permit for Brick Lot Pub.
- \* l. Consideration of: Approval of Sidewalk Café Permit for Pinky Promise Coffee & Articipation.
- \* m. Finance/Purchasing & Building Committee recommendation re: Approve the lease between the City and Genesis Behavioral Services for rental of the property located at 911 N. 14<sup>th</sup> Avenue.

9. Mayoral Appointments.

- 10. Second reading of ordinance re: Rezone Parcel 281-62-08000117, located on Colorado Street and N 6<sup>th</sup> Avenue, from Single-Family Residential (R-1) and Single-Family Residential (R-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements.
- 11. Finance/Purchasing & Building Committee recommendation re: Approve the transfer of \$50,000 from excess Cable TV Fund revenues to General Fund Operating and Capital Fund Computer budgets. (3/4 vote = 6 votes)
- 12. Finance/Purchasing & Building Committee recommendation re: Approve the acquisition of the stormwater easement from Tall Pines Estates based on terms.
- 13. Finance/Purchasing & Building Committee recommendation & Ad Hoc NERR Advisory Committee recommendation re: Approve the NERR prospectus.
- 14. City Administrator report.
- 15. Mayor's report.
- 16. Convene in closed session in accordance with the following exemptions:
  - a. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)
  - b. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis. Stats. 19.85(1)(g)

Consideration of: Granary Development Agreement.

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

17. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 5-12-23

Time: 12:00 Noon

By: [Signature]

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.



# STURGEON BAY Historical Society Foundation, INC

P.O. Box 827 | Sturgeon Bay, WI 54235

May 11, 2023

## BOARD OF DIRECTORS

Laurel Hauser, *President*  
 Matt Young, *Treasurer*  
 Kelly Avenson, *Secretary*  
 Kelly Catarozoll  
 Nicola Kaftan  
 Deb Whitelaw-Gorski  
 Beth Renstrom  
 Phil Biehl  
 Terry Smith

## STAFF

Nicole Matson  
 DC Granary - Project Manager

## Door County Granary Project Update

The Sturgeon Bay Historical Society Foundation submitted the final documents required to complete its application to the USDA Rural Development for congressionally directed spending funds on April 28. Per USDA dictates, a public meeting was held. This occurred on Wednesday, April 26, at the Door County Public Library. Twelve people attended, were told about the project and were able to ask questions. Member of the local media were also present. The USDA application remains under review. The review can take approximately 3 months to process.

Preconstruction work has been moving forward according to the schedule. Design Development plans for the integrated Phase 1 and Phase 2 build-out from LA DALLMAN Architects were submitted on time on April 20. On April 28, Greenfire's preconstruction manager was on site to walk prospective MEPFP (mechanical, electrical, plumbing, fire protection) contractors through the building in preparation of submitting bid proposals. Currently, Greenfire is working on a whole project cost estimate, scheduled to be submitted to SBHSF by May 19.

SBHSF is working on historical interpretation and inventorying artifacts and has hired a college student as a summer intern to help with this process. SBHSF has also engaged the services of Larson-Marvine, a professional branding, visioning and planning company to prepare for post-construction needs.

SBHSF is continuing to work with the city on an extension to the development agreement.

Respectfully submitted by:

Nicole Matson,  
 Granary Project Manager, [nicole@doorcountygranary.org](mailto:nicole@doorcountygranary.org) 920-241-6819

Laurel Hauser,  
 SBHSF Board President, [lduffinhauser@gmail.com](mailto:lduffinhauser@gmail.com), 920-493-0572

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

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7.

INVOICES DUE ON/BEFORE 05/16/2023

ENDOR : NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>			
GENERAL FUND			
LIABILITIES			
R0001777 CR STRUCTURES GROUP INC	SIGN DEPOSIT REFUND/FIREET FARM	01-000-000-23168	50.00
	TOTAL LIABILITIES		50.00
<b>BALLFIELD LIGHTING</b>			
WPPI ENG WPPI ENERGY	05/23 ATHLETIC FLD LIGHT PROJ	01-000-981-70000	1,365.39
	TOTAL BALLFIELD LIGHTING		1,365.39
	TOTAL GENERAL FUND		1,415.39
<b>CITY COUNCIL</b>			
03133 CENLCOM WISCONSIN RSA 10	04/23 3 ALDER CELLPHONES	01-105-000-50999	100.64
	TOTAL		100.64
	TOTAL CITY COUNCIL		100.64
<b>LAW/LEGAL</b>			
AMUNDSEN AMUNDSEN DAVIS, L.P.C.	12/22 T&T MARINE SALVAGE	01-110-000-55010	1,664.00
	TOTAL		1,664.00
	TOTAL LAW/LEGAL		1,664.00
<b>CITY CLERK-TREASURER</b>			
04650 DOOR COUNTY REGISTER OF DEEDS	COPIES	01-115-000-56350	3.00
17700 QUILL CORPORATION	PENS/LAM POUCH/RUBBERBANDS	01-115-000-51950	56.86
17700	AAA BATTERIES	01-115-000-51950	18.98
DC PRINT DC PRINTING	50 PURCHASE ORDER BOOKS	01-115-000-51600	982.00
DC PRINT	2500 WINDOW ENVELOPES	01-115-000-51600	244.00
PULSE PENINSULA PULSE	04/23 LEGAL NOTICES PUBLICATN	01-115-000-56000	762.69
USBANK US BANK	CPFA RECERTIFICATION/CLARIZATN	01-115-000-55600	125.00
	TOTAL		2,192.53
	TOTAL CITY CLERK-TREASURER		2,192.53
<b>ADMINISTRATION</b>			
USBANK US BANK	COFFEE/SOFT DRINKS-MTG	01-120-000-56650	29.19
USBANK	COOKIES/MTG	01-120-000-56650	20.19
USBANK	LEGISLATIVE DAYS REG/VANLINSHT	01-120-000-55600	55.00
USBANK	JOB FAIR SUPPLIES	01-120-000-56650	82.09
USBANK	JOB FAIR SUPPLIES	01-120-000-56650	11.87
	TOTAL		198.34
	TOTAL ADMINISTRATION		198.34
<b>COMPUTER</b>			
02005 RAY ELECTRONICS, INC.	ALARM RESET DUE TO HH9 CHNGOVR	01-125-000-55550	187.50
03101 CDM GOVERNMENT, INC.	STYLIST PEN/CITY ADMIN	01-125-000-55550	78.14
04696 DOOR COUNTY TREASURER	04/23 INTERNET	01-125-000-55550	100.00
04696	2ND QTR SOFTWARE COSTS	01-125-000-55550	2,472.59
04696	04/23 4G INTERNET	01-125-000-55550	375.00
USBANK US BANK	XOOM	01-125-000-55550	63.99
	TOTAL		3,277.22
	TOTAL COMPUTER		3,277.22



INVOICES DUE ON/BEFORE 05/16/2023

ENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISALS	05/23 CONTRACT	01-130-000-55010	4,916.67
		TOTAL		4,916.67
		TOTAL CITY ASSESSOR		4,916.67
<b>BOARD OF REVIEW</b>				
USBANK	US BANK	BOARD OF REVIEW	01-135-000-55600	50.00
		TOTAL		50.00
		TOTAL BOARD OF REVIEW		50.00
<b>BUILDING/ZONING CODE ENFORCEMENT</b>				
DCI	DOOR COUNTY INSPECTIONS, LLC	04/23 PERMITS	01-140-000-55010	13,276.12
		TOTAL		13,276.12
		TOTAL BUILDING/ZONING CODE ENFORCEMENT		13,276.12
<b>MUNICIPAL SERVICES ADMIN.</b>				
USBANK	US BANK	ENGINEER CELL SVC	01-145-000-58250	38.57
		TOTAL		38.57
		TOTAL MUNICIPAL SERVICES ADMIN.		38.57
<b>PUBLIC WORKS ADMINISTRATION</b>				
USBANK	US BANK	STEVE/MIKE CNL SVC	01-150-000-58250	77.14
USBANK		PARKS/WTR WEEDS CELL SVC	01-150-000-58250	77.14
		TOTAL		154.28
		TOTAL PUBLIC WORKS ADMINISTRATION		154.28
<b>ELECTIONS DEPARTMENT</b>				
USBANK	US BANK	POLL WORKERS MEALS	01-155-000-54999	332.26
		TOTAL		332.26
		TOTAL ELECTIONS DEPARTMENT		332.26
<b>CITY HALL</b>				
04575	DOOR COUNTY HARDWARE	ELECTRICAL TAPE	01-160-000-51850	15.98
04575		PUMP PUMP/MATERIALS	01-160-000-55300	192.94
KONE	KONE INC.	ELEVATOR REPAIRS	01-160-000-58999	3,290.35
KONE		ELEVATOR REPAIRS	01-160-000-58999	3,290.35
WARNER	WARNER-WEDEL LLC	CLEANING SUPPLIES	01-160-000-51850	186.73
		TOTAL		6,976.35
		TOTAL CITY HALL		6,976.35
<b>INSURANCE</b>				
MCCLONE	MCCLONE AGENCY, INC	06/23 WORK COMP	01-265-000-58750	12,661.00

INVOICES DUE ON/BEFORE 05/16/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
INSURANCE				
MCCLONE		06/23 GEN LIAB	01-165-000-56400	2,818.00
MCCLONE		06/23 POLICE LIAB	01-165-000-57150	1,452.00
MCCLONE		06/23 PUBLIC OFFICIAL LIAB	01-165-000-57150	2,407.00
MCCLONE		06/23 CYBER LIAB	01-165-000-55450	293.00
MCCLONE		06/23 AUTO LIAB	01-165-000-55200	1,506.00
MCCLONE		06/23 AUTO PHY DAMAGE	01-165-000-55200	2,338.00
TOTAL				23,475.00
TOTAL INSURANCE				23,475.00

GENERAL EXPENDITURES

04696	DOOR COUNTY TREASURER	04/23 CITY HALL PHONE SVC	01-199-000-58200	44.37
04696		04/23 FIRE PHONE SVC	01-199-000-58200	9.75
04696		04/23 MUN SVC PHONE SVC	01-199-000-58200	18.99
04696		04/23 POLICE PHONE SVC	01-199-000-58200	24.19
APEX	APEX SAFETY AND COMPLIANCE LLC	2023 SAFETY TRAINING	01-199-000-55600	3,575.00
US BANK	US BANK EQUIPMENT FINANCE	04/23 W4572 FIRE COPY OVER BW	01-199-000-55600	26.89
US BANK		04/23 W4572 FIRE COPY OVER CLR	01-199-000-55600	14.78
US BANK		04/23 W4572 FIRE COPIER	01-199-000-55600	102.25
US BANK		04/23 W6640 ADMIN COPIER	01-199-000-55600	118.50
US BANK		04/23 W6640 ADMIN CLR OVERAGE	01-199-000-55600	110.03
TOTAL				4,044.75
TOTAL GENERAL EXPENDITURES				4,044.75

POLICE DEPARTMENT

15890	BACK AND SHIP PLUS	DRUG EVIDENCE CRIME LAB	01-200-000-57250	14.62
MURRICKS	MURRICK'S COMPLETE OFFICE, INC	ASSORTED OFFICE SUPPLIES	01-200-000-51950	86.72
US BANK	US BANK EQUIPMENT FINANCE	04/23 W4120 POLICE COPIER	01-200-000-55650	218.24
US BANK		04/23 W4120 POLICE COPY OVERAGE	01-200-000-55650	36.75
US BANK	US BANK	FBI ACAD 2023 RETAINER/BANKMAN	01-200-000-55600	114.40
US BANK		MENTAL HEALTH SYMPOSIUM/MURKMAN	01-200-000-55600	50.00
US BANK		PAYPAL TEAMVIEWER	01-200-000-55500	434.24
US BANK		EXTERNAL HARD DRIVE	01-200-000-55500	590.78
US BANK		MISC OFFICE SUPPLIES-FORENSICS	01-200-000-51950	116.61
US BANK		MISC FORENSICS	01-200-000-55500	91.94
TOTAL				1,757.30
TOTAL POLICE DEPARTMENT				1,757.30

POLICE DEPARTMENT/PATROL

HAJNY	JOHN HAJNY	MOOT REIMBURSE/HAJNY	01-215-000-52900	93.75
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 20 MAINTENANCE	01-215-000-58600	258.61
JIM FORD		SQUAD 10 MAINTENANCE	01-215-000-58600	178.45
NELSON	NELSON & ASSOCIATES LLC	HATON/ANNOY	01-215-000-52900	134.99
PSYCHOLO	PSYCHOLOGIE CLINIQUE S.C	PSYCHOLOGICAL EXAM/ELISH	01-215-000-57100	575.00
SWIT	SWITS	INTERPRETER 3.16.23	01-215-000-58999	51.00
US BANK	US BANK	ASSORTED SUPPLIES	01-215-000-51050	5.65
US BANK		ASSORTED SUPPLIES	01-215-000-51050	6.21
US BANK		ASSORTED SUPPLIES	01-215-000-51050	15.05
US BANK		ASSORTED SUPPLIES	01-215-000-51050	161.45
US BANK		2 RADIO BATTERIES	01-215-000-57550	29.52
US BANK		LEAD INSTRUCT REG/LOWAS	01-215-000-55600	275.00
US BANK		PLATE REGISTRATION/CITY VEH	01-215-000-58600	91.80
US BANK		CHARGING CABLE-BODY CAM	01-215-000-54999	44.00
US BANK		IPHONE SCREEN	01-215-000-58250	170.74
US BANK		SCREWS/MISC SUPPLIES	01-215-000-54999	44.53
ZACH	JAKE ZACH	TRAINING MEAL EXPENSE/ZACH	01-215-000-55600	27.96
TOTAL				2,163.71

INVOICES DUE ON/BEFORE 05/16/2023

ENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
POLICE DEPARTMENT/PATROL				
TOTAL POLICE DEPARTMENT/PATROL				2,163.71
<b>POLICE DEPT. / INVESTIGATIONS</b>				
ACCURINT	AMXISNEXIS RISK SOLUTIONS	04/23 CONTRACT FEES	01-225-000-57950	105.00
USBANK	US BANK	4 BODY CAMERA MOUNTS	01-225-000-57950	167.00
TOTAL				272.00
TOTAL POLICE DEPT. / INVESTIGATIONS				272.00
<b>FIRE DEPARTMENT</b>				
FIRE DEPARTMENT				
15890	PACK AND SHIP PIUS	SHIPPING MONITOR REMOTE RETURN	01-250-000-53000	25.44
15890		SHIPPING -OIL TESTING	01-250-000-53000	5.03
APEX	APEX SAFETY AND COMPLIANCE LLC	2023 FIRE DEPT SAFETY TRAINING	01-250-000-55600	650.00
GENERAL	GENERAL COMMUNICATIONS, INC.	VEHICLE DOCK STATION	01-250-000-57550	1,501.00
KWIKTRIP	KWIK TRIP INC	04/23 FUEL CHARGES	01-250-000-51650	1,727.65
LINKMEDI	LINK MEDIA OUTDOOR	EART TIME FIRE ADVERTISING	01-250-000-56000	550.00
QUALITY	QUALITY TRUCK CARE CENTER INC	CREDIT	01-250-000-53000	-47.60
UL LLC	UL LLC	ANNUAL AERIAL INSPECTION	01-250-000-56250	2,570.00
UL LLC		GROUND LADDERS	01-250-000-56250	1,327.50
UL LLC		WEAF SENSOR LABELS	01-250-000-56250	36.00
USBANK	US BANK	TREADMILL REPAIR CALL	01-250-000-56250	100.00
USBANK		CHIEF ED LODGING	01-250-000-55600	270.00
USBANK		CHIEF ED LODGING	01-250-000-55600	270.00
USBANK		CREDIT CHIEF ED LODGING	01-250-000-55600	-270.00
USBANK		WATEROUS PUMP CERT TEST	01-250-000-55600	60.00
USBANK		DATA	01-250-000-58250	517.78
USBANK		TABLE-2 WAY COMM	01-250-000-57550	2,060.51
USBANK		ROCKYHILL-ANNUAL TESTING	01-250-000-56250	1,050.00
USBANK		PALLET OF WATER REHAB	01-250-000-52350	234.36
USBANK		ADAPTER/GAUGE REPLACEMENTS	01-250-000-52350	399.41
USBANK		DOOR BELL	01-250-000-51950	21.98
USBANK		ADAPTERS	01-250-000-51950	20.98
USBANK		ETHERNET ADAPTERS	01-250-000-54999	187.79
USBANK		NITRILE EXAM GLOVES	01-250-000-52350	379.80
USBANK		PARKING	01-250-000-55600	48.00
USBANK		BAGGAGE	01-250-000-55600	30.00
USBANK		TRAINING-GLOWSTICKS	01-250-000-55600	15.94
VANS	VANS FIRE & SAFETY, INC	2 CHEMICAL FORAY	01-250-000-54999	487.72
VANS		1 CO EXTINGUISHER	01-250-000-54999	91.02
VANS		1 MOBILE SERVICE	01-250-000-54999	21.00
TOTAL FIRE DEPARTMENT				14,429.31
TOTAL FIRE DEPARTMENT				14,429.31
<b>STORM SEWERS</b>				
10750	PREMIER CONCRETE INC	CONCRETE	01-300-000-51150	67.50
10750		SEALANT	01-300-000-51150	137.00
10750		EXPANSION JOINT	01-300-000-51150	45.00
GATTENOR	GAT TENCOR	CONCRETE SAW PARTS	01-300-000-56250	644.55
GATTENOR		FREIGHT	01-300-000-56250	21.22
TOTAL				915.27
TOTAL STORM SEWERS				915.27
<b>LARGE ITEM PICKUP / LEAF COL.</b>				
GLENVIR	GFL ENVIRONMENTAL, INC	1 MICROWAVE	01-311-000-58400	40.00
GLENVIR		3 SMALL TWS @ 30 EA	01-311-000-58400	114.00



INVOICES DUE ON/BEFORE 05/16/2023

VENDOR # NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	
GENERAL FUND				
LARGE ITEM PICKUP / LEAF COLL				
GLENVIR	2 MED TWS @ 45 EA	01-311-000-58400	90.00	
GLENVIR	3 FREON UNITS @ 60 EA	01-311-000-58400	180.00	
GLENVIR	1 SM ELECTRONIC @ 9.00	01-311-000-58400	9.00	
GLENVIR	3.75 TON MISC MSW-LG ITEMS	01-311-000-58400	264.41	
TOTAL			697.41	
TOTAL LARGE ITEM PICKUP / LEAF COLL			697.41	
STREET SWEEPING				
04545	DOOR COUNTY COOPERATIVE/NAPA	HYD OIL-SWEEPER	01-330-000-51400	402.34
25700	ZARNOTH DRUSH WORKS INC	CUTTER BROOM	01-330-000-51400	177.50
25700		DIRT SHOE	01-330-000-51400	143.10
25700		DIRT SHOE-BEAR	01-330-000-51400	202.20
R0000655	TRANSMOTION, LLC	HOSE	01-330-000-51400	335.33
R0000655		FITTING	01-330-000-51400	76.90
R0000655		FITTING	01-330-000-51400	114.50
TOTAL			1,251.87	
TOTAL STREET SWEEPING			1,251.87	
ROADWAYS/STREETS				
06005	JFTCO, INC	HYDRAULIC HAMMER REPAIR-LABOR	01-400-000-51400	1,208.00
06005		HYDRAULIC HAMMER REPAIR-SUPPLY FEE	01-400-000-51400	24.16
06005		HYDRAULIC HAMMER REPAIR-PARTS	01-400-000-51400	232.75
13655	MONROE TRUCK EQUIPMENT, INC	MARON TRUCK CRANK REEL	01-400-000-51400	156.00
13655		INSTALLATION	01-400-000-51400	233.00
13655		FREIGHT	01-400-000-51400	20.00
GATTENOR	GAT TENOR	GLOVES	01-400-000-54999	45.82
TOTAL			1,919.79	
TOTAL ROADWAYS/STREETS			1,919.79	
SNOW REMOVAL				
SNOW REMOVAL				
02835	BROOKS TRACTOR, INC	TURBOCHARGER REMAN	01-410-000-51400	2,285.60
02835		GASKET	01-410-000-51400	7.59
02835		GASKET	01-410-000-51400	16.00
02835		NUT	01-410-000-51400	6.64
02835		STUD	01-410-000-51400	27.18
02835		SCREWS	01-410-000-51400	5.90
13655	MONROE TRUCK EQUIPMENT, INC	JAW BLOCK	01-410-000-51400	106.52
13655		ROD	01-410-000-51400	22.88
13655		SHIPPING	01-410-000-51400	15.00
GRAY'S	GRAY'S INC.	GRADER PLOW BLADES	01-410-000-51400	2,628.00
QUALITY	QUALITY TRUCK CARE CENTER INC	CREDIT	01-410-000-51400	-33.75
USHANK	US BANK	EQUIPMENT-MACQUEM	01-410-000-51400	344.85
TOTAL SNOW REMOVAL			5,432.41	
TOTAL SNOW REMOVAL			5,432.41	
STREET SIGNS AND MARKINGS				
04276	DIAMOND VOGEL PAINT CENTER	24 PAILS YELLOW TRAFFIC PAINT	01-420-000-52100	1,986.80
19275	SINKWIN WILLIAMS	GUN REPAIR KIT-PAINT MACHINE	01-420-000-52100	80.00
TOTAL			1,986.80	
TOTAL STREET SIGNS AND MARKINGS			1,986.80	

INVOICES DUE ON/BEFORE 05/16/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CURB/GUTTER/SIDEWALK				
04545	DOOR COUNTY COOPERATIVE/NAPA	SPRAYER	01-440-000-54999	22.99
06012	FASTENAL COMPANY	MARKING PAINT	01-440-000-54999	44.98
TOTAL				67.97
TOTAL CURB/GUTTER/SIDEWALK				67.97
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	LAWN RAKE	01-450-000-52700	15.99
04545		GRASS SEED	01-450-000-51400	149.50
04545		CAUTION TAPE	01-450-000-51400	25.48
04575	DOOR COUNTY HARDWARE	LENOX PINS/LOCK IN PAINT CUPS	01-450-000-52150	27.48
04575		FASTENERS	01-450-000-52150	50.16
04575		BROOM	01-450-000-52700	17.99
04575		ANGLE GRINDER & LOCK ON	01-450-000-52700	89.80
04575		FASTENERS	01-450-000-52150	1.48
06012	FASTENAL COMPANY	HARDWARE-RFN REFILL	01-450-000-52150	168.02
ADV AUTO	GENERAL PARTS DISTRIBUTION LLC	PVC SPLIT HOSE	01-450-000-52150	86.00
ADV AUTO		GREASE GUN ADAPTER	01-450-000-52150	7.35
BOBCAT	BOB CAT PLUS	OIL FILTER	01-450-000-53000	30.61
BOBCAT		OIL	01-450-000-53000	63.00
BOBCAT		CLIP	01-450-000-53000	17.80
BOBCAT		FILTER	01-450-000-53000	30.61
BOBCAT		OIL	01-450-000-53000	63.00
BOBCAT		SHIPPING	01-450-000-53000	12.19
QUALITY	QUALITY TRUCK CARE CENTER INC	SLACK ADJUSTER	01-450-000-53000	76.05
QUALITY		CHAMBER	01-450-000-53000	45.79
R0000655	TRANSMOTION, LLC	HOSE	01-450-000-53000	968.32
R0000655		FITTING	01-450-000-53000	255.70
USBANK	US BANK	FILTER	01-450-000-53000	121.00
TOTAL				2,322.52
TOTAL STREET MACHINERY				2,322.52
CITY GARAGE				
04575	DOOR COUNTY HARDWARE	CONDUIT/ANCHORS/SCREWS	01-460-000-51850	47.33
04966	EAGLE MECHANICAL INC	DRAIN SEAL	01-460-000-55300	21.50
10950	SAFETY-KLEEN SYSTEMS, INC	PARTS SERVICE WASHER	01-460-000-58999	196.44
AMERWELD	AMERICAN WELDING & GAS, INC	MONTHLY TANK RENTAL	01-460-000-58999	157.10
USBANK	US BANK	ARG-PAYMENT	01-460-000-58999	122.90
TOTAL				545.27
TOTAL CITY GARAGE				545.27
CELEBRATION & ENTERTAINMENT				
R0000807	MARK THIEDS	2023 2ND HARMONY INSTALL	01-480-000-58999	9,666.68
USBANK	US BANK	ROPE/COVER/SNAPS-FLY FLAG	01-480-000-51550	443.20
TOTAL				10,109.88
TOTAL CELEBRATION & ENTERTAINMENT				10,109.88
HIGHWAYS - GENERAL				
CHRISTEN	CHARLES N. CHRISTENSEN	BOAT REIMBURSE/CHRISTENSEN	01-499-000-56800	179.35
TOTAL				179.35
TOTAL HIGHWAYS - GENERAL				179.35

INVOICES DUE ON/BEFORE 05/16/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PARK & RECREATION ADMIN				
17700	QUILL CORPORATION	ASSORTED OFFICE SUPPLIES	01-500-000-51950	126.52
17700		COPY PAPER	01-500-000-51250	96.30
17700		ASSORTED BATTERIES	01-500-000-51950	116.34
BUBBICKS	BUBBICK'S COMPLETE OFFICE, INC	2 INK CARTRIDGES	01-500-000-51950	34.80
DEANMCMUL	DEANIE MCMULLEN	BALLOON ARTIST/SUMMER KICK OFF	01-500-000-52250	265.00
MIDWEST	MIDWEST CLAIMS SERVICE	JUGGLING/SUMMER KICK OFF	01-500-000-52250	600.00
R0001057	RANDY PETERSON	MUSICAL PERFORMANCE/SUMMER KICK	01-500-000-52250	700.00
USBANK	US BANK	USB FLASH DRIVES	01-500-000-51950	40.89
USBANK		BOOKING	01-500-000-55600	114.00
USBANK		AQUARIUS SEMINAR REGISTRATION	01-500-000-55600	75.00
TOTAL				2,168.85
TOTAL PARK & RECREATION ADMIN				2,168.85
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMODES INC	PORT A POTTI-DOG PARK	01-510-000-58999	110.00
04545	DOOR COUNTY COOPERATIVE/NAPA	TRAILER REPAIR SUPPLIES	01-510-000-51400	18.28
04545		HOSE WIRE	01-510-000-51400	18.99
04575	DOOR COUNTY HARDWARE	TARPS/BUNGIES	01-510-000-54999	284.94
04575		SPRAY PAINT	01-510-000-51900	18.90
04575		PAINT SUPPLIES	01-510-000-52100	28.16
04575		WET/DRY VAC	01-510-000-51400	119.99
04575		SCOOP	01-510-000-52700	41.99
04575		BALL VALVE	01-510-000-51850	29.99
04575		CARGO TIE	01-510-000-51850	9.99
04575		BALL VALVE	01-510-000-51850	29.99
04575		CLEANING SUPPLIES	01-510-000-51850	44.57
04575		BALL VALVE	01-510-000-51400	29.99
04575		BY PASS PRUNER	01-510-000-52700	12.99
04575		SUPPLIES	01-510-000-51850	4.59
04575		STOP & WASTE VALVE	01-510-000-51850	53.97
04575		DISCHARGE ROSE	01-510-000-51850	18.99
06012	PASTENAL COMPANY	MARKING PAINT	01-510-000-54999	89.96
12100	LAMPSON YARDS INC	10-1X6X12' BOARDS	01-510-000-51800	164.90
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	TRAILER WIRE	01-510-000-51400	23.99
O'REILLY		SCUFF PADS	01-510-000-51400	12.02
ROLLIN	ROLLIN-ON TRAILER SALES, LLC	2 TRAILER SPRINGS	01-510-000-58600	108.00
SALZ	SALZBOMER LANDSCAPE & NURSERY	2 FLOWERING CRAB TREES	01-510-000-58450	450.00
SALZ		STUMP GRINDING	01-510-000-58450	75.00
USBANK	US BANK	IMPACT WRENCH	01-510-000-52700	269.00
USBANK		ELECTRODES-CARDIO PTNERS	01-510-000-54999	168.93
USBANK		BATTERY JUMPER	01-510-000-52700	160.16
VIKING	VIKING ELECTRIC SUPPLY, INC	LED LIGHTS	01-510-000-54999	87.36
WARNER	WARNER-WAXEL LLC	FOAMING SOAP	01-510-000-51850	104.26
WARNER		CLEANING SUPPLIES/TRASH BAGS	01-510-000-51850	2,434.63
TOTAL				5,024.61
TOTAL PARKS AND PLAYGROUNDS				5,024.61
BALLFIELDS				
BALLFIELDS				
20900	TRUCKEN LIMITED PARTNERSHIP	MEM FLD SPRAYING	01-520-000-58999	192.12
TOTAL BALLFIELDS				192.12
TOTAL BALLFIELDS				192.12
MUNICIPAL DOCKS				
04575	DOOR COUNTY HARDWARE	WASHERS/STOP VALVE	01-550-000-52100	30.98
DASHAQUA	DASH AQUATIC SERVICES LLC	CHAIN REPLACEMENT	01-550-000-55350	165.00
DASHAQUA		NAV/SWIM BUOY PLACE/REMOVE	01-550-000-55350	1,600.00
PIER	PIER & WATERFRONT SOLUTIONS, LLC	ANNU DOCK INSTALLATION	01-550-000-55900	675.00



INVOICES DUE ON/BEFORE 05/16/2023

VENDOR # NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND			
MUNICIPAL DOCKS			
PIER	TRIP CHARGE	01-550-000-55900	140.00
USBANK US BANK	2" SIGNAGE NUMBERS	01-550-000-54999	44.34
	TOTAL		2,655.32
	TOTAL MUNICIPAL DOCKS		2,655.32
WATER WEED MANAGEMENT			
01675 AQUARIUS SYSTEMS	PARTS-CUTTER HEAD & #1 CONVYR	01-560-000-56250	47,216.08
01675	LABOR	01-560-000-56250	4,462.50
LAKEPOND WIS LAKE & POND RESOURCE, LLC	ONR PERMIT APP WEED SPRAYING	01-560-000-55010	1,173.63
	TOTAL		52,852.21
	TOTAL WATER WEED MANAGEMENT		52,852.21
WATERFRONT PARKS & WALKWAYS			
04545 DOOR COUNTY COOPERATIVE/NAPA	SEW VALVE	01-570-000-54999	53.97
	TOTAL		53.97
	TOTAL WATERFRONT PARKS & WALKWAYS		53.97
EMPLOYEE BENEFITS			
CORAGGIO ANN LISHSKIND	2023 WELLNESS PROGRAM	01-600-000-50550	6,000.00
	TOTAL		6,000.00
	TOTAL EMPLOYEE BENEFITS		6,000.00
COMMUNITY & ECONOMIC DEVLPMT			
15028 MARTY OLMONICZAK	CONFERENCE TRAVEL EXPENSE/MARTY	01-900-000-55600	1,661.79
USBANK US BANK	TAXI SERVICE	01-900-000-55600	58.80
USBANK	BAGGAGE CHECK	01-900-000-55600	35.00
USBANK	TAXI SERVICE	01-900-000-55600	38.95
	TOTAL		1,794.54
	TOTAL COMMUNITY & ECONOMIC DEVLPMT		1,794.54
	TOTAL GENERAL FUND		176,904.68
CAPITAL FUND			
CITY HALL			
CITY HALL EXPENSE			
14920 NORTHMAN ELECTRIC INC	PORT CAMERA LIGHTENING DAMAGE	10-160-000-59015	444.92
AMPLITEL AMPLITEL TECHNOLOGIES, LLC	10/22 LIGHTING STRIKE	10-160-000-59015	14,109.69
	TOTAL CITY HALL EXPENSE		14,554.61
	TOTAL CITY HALL		14,554.61
PATROL BOAT			
PATROL BOAT			
02206 BAY MARINE	PATROL BOAT ENGINES	10-205-000-59135	6,144.41
	TOTAL PATROL BOAT		6,144.41
	TOTAL PATROL BOAT		6,144.41

INVOICES DUE ON/BEFORE 05/16/2023

ENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>CAPITAL FUND</b>				
<b>PATROL</b>				
	PATROL			
AXON	AXON ENTERPRISES, INC.	TASERS/LIVE CARTRIDGES-HOLSTRS	10-215-000-59070	20,000.95
KIESLERS	KIESLER'S POLICE SUPPLY, INC.	GLOCK PISTOLS	10-215-000-59999	9,438.00
KIESLERS		MOUNTS/HOLSTERS	10-215-000-59999	036.00
KIESLERS		MISC FIREARMS	10-215-000-59999	183.90
USDANK	US BANK	GUN HOLSTERS	10-215-000-59999	178.10
USBANK		DIVE TEAM ITEMS	10-215-000-59999	85.15
USBANK		DIVE TEAM ITEMS	10-215-000-59999	169.45
TOTAL PATROL				30,891.55
TOTAL PATROL				30,891.55
<b>FIRE DEPARTMENT</b>				
	EXPENSE			
USBANK	US BANK	CREDIT-TRAILER HITCH	10-250-000-59060	-460.81
USBANK		FLOOR TILES-BRUSH TRUCK	10-250-000-59060	210.35
USBANK		SCBA BRACKETS #716	10-250-000-59060	227.90
USBANK		FLOOR MAT-BRUSH TRUCK	10-250-000-59060	140.26
TOTAL EXPENSE				117.70
TOTAL FIRE DEPARTMENT				117.70
<b>PARKS AND PLAYGROUNDS</b>				
	PARKS AND PLAYGROUNDS			
PETERS	PETERS CONCRETE CO	OTUMBA SITWORK PR #1	10-510-000-59075	50,439.36
USBANK	US BANK	BRUSH GUARD	10-510-000-59065	525.00
TOTAL PARKS AND PLAYGROUNDS				50,964.36
TOTAL PARKS AND PLAYGROUNDS				50,964.36
TOTAL CAPITAL FUND				102,672.63
<b>RPA -AMERICAN RESCUE PLAN ACT</b>				
	ARPA / GENERAL			
	ARPA / GENERAL			
DUQUEVEL	DUQUAIN DEVELOPMENT, INC	HOLDING #1 COMPLETE/DOQUAINE	20-000-000-59999	160,000.00
KWIKTRIP	KWIK TRIP INC	WATERMAIN REPLACE ALABAMA ST	20-000-000-59999	43,500.00
TOTAL ARPA / GENERAL				203,500.00
TOTAL ARPA / GENERAL				203,500.00
TOTAL ARPA -AMERICAN RESCUE PLAN ACT				203,500.00
<b>CABLE TV</b>				
	CABLE TV / GENERAL			
	CABLE TV / GENERAL			
USBANK	US BANK	EQUIPMENT SOFTWARE	21-000-000-51100	99.00
TOTAL CABLE TV / GENERAL				99.00
TOTAL CABLE TV / GENERAL				99.00
TOTAL CABLE TV				99.00
<b>SOLID WASTE ENTERPRISE</b>				
	SOLID WASTE ENTERPRISE FUND			
	SOLID WASTE ENTERPRISE FUND			
20725	T R COCHRAN TIRE CENTER	8 DISMOUNT/MOUNTS	60-000-000-52850	240.00
20725		4 TIRE CHANGES	60-000-000-52850	160.00

INVOICES DUE ON/BEFORE 05/16/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
20725		8 RECAPS	60-000-000-52850	1,872.00
20725		4 RECAPS	60-000-000-52850	936.00
			60-000-000-52050	177.03
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	OIL	60-000-000-59999	2,733.48
CAS ENG	CASCADE ENGINEERING	54-64 GAL RECYCLING CANS	60-000-000-59999	2,733.48
CAS ENG		54-64 GAL TRASH CANS	60-000-000-59999	3,047.76
CAS ENG		54-96 GAL RECYCLING CANS	60-000-000-59999	3,047.76
CAS ENG		54-96 GAL TRASH CANS	60-000-000-59999	1,100.00
CAS ENG		SHIPPING	60-000-000-58300	14,880.43
GLENVIR	GSL ENVIRONMENTAL, INC	211.04 TN GARBAGE	60-000-000-58350	1,100.20
GLENVIR		66.04 TN RECYCLING	60-000-000-53000	606.94
JX ENT	JX ENTERPRISES, INC.	BRAKE KIT	60-000-000-53000	55.90
JX ENT		BRAKE HOSE ASSEMBLY	60-000-000-53000	151.69
ONESOURC	ONESOURCE PARTS	TIME DELAY RELAY	60-000-000-53000	18.01
ONESOURC		FREIGHT		
TOTAL SOLID WASTE ENTERPRISE FUND				32,860.76
TOTAL SOLID WASTE ENTERPRISE FUND				32,860.76
TOTAL SOLID WASTE ENTERPRISE				32,860.76
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
03025	CAPTAIN COMMODORE INC	POT A POTTIE-COMPOST	64-000-000-58999	55.00
TOTAL COMPOST SITE ENTERPRISE FUND				55.00
TOTAL COMPOST SITE ENTERPRISE FUND				55.00
TOTAL COMPOST SITE ENTERPRISE FUND				55.00
TOTAL ALL FUNDS				516,092.07



**MANUAL CHECKS**

SOUTHERN DOOR SCHOOL DISTRICT	\$617.33
05/01/23	
Check # 91830	
03/23 Mobile Home Tax Payment & Lottery Credit	
01-000-000-41300	
 STURGEON BAY SCHOOL DISTRICT	 \$19,541.98
05/01/23	
Check # 91831	
02/23 & 03/23 Mobile Home Tax Payment & Lottery Credit	
01-000-000-41300	
 WAL-MART	 \$125.82
05/01/23	
Check # 91832	
03/23 Statement Charges	
01-200-000-51950	
 WISCONSIN PUBLIC SERVICE	 \$ 3,160.02
05/01/23	
Check # 91833	
04/23 Statement Charges	
Various Departmental Accounts	
 DELTA DENTAL	 \$6,157.27
05/01/23	
Check # D001392	
05/23 Dental Insurance	
Various Departmental Accounts	
 EFT GROUP INSURANCE	 \$119,471.92
05/01/23	
Check # D001393	
05/23 Health Insurance	
Various Departmental Accounts	
 <b>TOTAL MANUAL CHECKS</b>	 <b>\$ 149,074.34</b>

ATE: 05/09/2023  
IME: 14:43:57  
D: AP4430ZN

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 11

INVOICES DUE ON/BEFORE 05/16/2023

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

GENERAL FUND  
CAPITAL FUND  
ARPA -AMERICAN RESCUE PLAN ACT  
CABLE TV  
SOLID WASTE ENTERPRISE  
COMPOST SITE ENTERPRISE FUND

176,904.68  
102,672.63  
203,500.00  
99.00  
32,860.76  
55.00

325,979.02

TOTAL --- ALL FUNDS

516,032.07

645,116.41

Helen Bacon 5/9/2023  
Seth W... 5/9/23

COMMON COUNCIL  
May 2, 2023

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, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Statz was excused.

Nault/Williams to adopt the agenda. Carried.

No one spoke during public comment.

Brian Anderson, WIPFLI, gave a brief presentation on the 2022 financial audit report stating City is in good financial position. Finance Director/City Treasurer Clarizio commented general fund balance is currently larger and will reduce once capital items from previous year are purchased.

Bacon/Wiederanders to approve following bills: General Fund – \$149,510.30, Capital Fund - \$16,753.40, Cable TV - \$5,442.42, TID #4 - \$950.00, Solid Waste Enterprise Fund - \$4,535.78, and Compost Site Enterprise Fund - \$437.39 for a grand total of \$177,629.29. Roll call: All voted aye. Carried.

Gustafson/Williams to approve consent agenda:

- a. Approval of 4/18/23 regular Common Council minutes.
- b. Place the following minutes on file:
  - (1) Aesthetic Design & Site Plan Review Board – 4/10/23
  - (2) Finance/Purchasing & Building Committee -- 4/11/23
  - (3) Joint Review Board – 4/13/23
  - (4) City Plan Commission – 4/19/23
  - (5) Ad Hoc NERR Advisory Committee – 4/24/23
- c. Consideration of: Approval of beverage operator licenses.
- d. Consideration of: Approval of Temporary Class B Wine Licenses.
- e. Consideration of: Approval of Temporary Class B Beer and Class B Wine Licenses. -
- f. Consideration of: Approval of Street Closure Application for Destination Sturgeon Bay for Sturgeon Bay Farmers Market.
- g. Consideration of: Approval of Street Closure Application for Destination Sturgeon Bay for Fine Art Fair.
- h. Consideration of: Approval of Sidewalk Café Permit for Inn at Cedar Crossing.
- i. Consideration of: Approval of Sidewalk Café Permit for Kick Coffee.
- j. Consideration of: Approval of Sidewalk Café Permit for Starboard Brewing Company.
- k. Consideration of: Approval of Sidewalk Café Permit for Door County Candy, LLC.

Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the WIPFLI CPAs and Consultants 2022 financial audit report for the City of Sturgeon Bay and place it on file.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Bacon/Wiederanders to accept. Carried.

The Mayor presented the following appointments:

**POLICE & FIRE COMMISSION – 5 year term**

Sandy Hurley

Williams/Nault to confirm. Carried.



**STURGEON BAY UTILITY COMMISSION – 7 year term**

Stewart Fett

Reeths/Gustafson to confirm. Carried.

**BOARD OF REVIEW – 5 year term**

Ryan Hoernke - Alt

Wiederanders/Bacon to confirm. Carried.

**LOCAL ARTS BOARD – 3 year term**

Claire Morkin

Margaret Lockwood

Reeths/Gustafson to confirm. Carried.

**RECOMMENDATION**

We, the City Plan Commission, hereby recommend to approve the combined Preliminary/Final Planned Unit Development for E & I Investments, LLC, for the 11 acres of tax parcel #281-62-08000117, located on Colorado Street and N 6<sup>th</sup> Avenue, subject to:

1. Underlying zoning classification shall be R-2.
2. The clubhouse building and the garages are permitted under the PUD subject to approval by the Aesthetic Design and Site Plan Review Board.
3. The opportunity for a street connection to the future extension of N. 6<sup>th</sup> Ave shall be maintained as a secondary exit. There shall be no trees, buildings, significant slopes or other obstructions between the 6<sup>th</sup> Avenue right-of-way and the end of the private driveway in the northwest portion of the site.
4. The entrance road shall be shifted westerly to line up with N 6<sup>th</sup> Place.
5. The trees shown along Colorado Street and the built portion of N 6<sup>th</sup> Ave shall be shifted into the right-of-way in order to satisfy the street tree requirement of the municipal code, unless alternative locations for the trees are approved by the City Forester.
6. Two of the trees shown by the clubhouse parking area shall be switched to canopy type trees.
7. Final approval of the stormwater management plan by the City Engineer and final approval of the utilities by Sturgeon Bay Utilities.
8. Any exterior lighting shall be designed with full cutoff fixtures to reflect light away from adjacent parcels and public streets, and away from the night sky.

**CITY PLAN COMMISSION**

By: Dennis Statz, Vice-Chr.

Community Development Director Olejniczak introduced and reviewed conditions. Wiederanders/Gustafson to approve. Carried.

Williams/Bacon to read in title only the first reading of ordinance re: rezone parcel #281-62-08000117, located on Colorado Street and N 6<sup>th</sup> Avenue, from Single-Family Residential (R-1) and Single-Family Residential (R-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements. Carried.

**RECOMMENDATION**

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the lease agreement as presented between the City of Sturgeon Bay and DoCo, LLC Inc. for the former launch ramp located south of the Michigan Street Bridge and north of 120 Madison Avenue.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

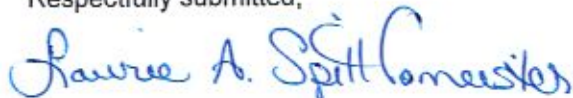
City Administrator VanLieshout explained the proposed lease with DoCo, LLC, Inc. Term of the lease will commence May 1, 2023 and end December 31, 2026. Following initial term, the lease will renew automatically on January 1 of subsequent year. Bacon/Reeths to approve. Carried.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Williams/Nault to adjourn. Carried. The meeting adjourned at 6:45 pm.

Respectfully submitted,



Laurie A. Spittlemeister  
Deputy Clerk/Treasurer

## FINANCE/PURCHASING & BUILDING COMMITTEE

April 25, 2023

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:31 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Also present: City Administrator VanLieshout, Finance Director/ City Treasurer Clarizio, Community Development Director Olejniczak and Office Accounting Assistant II Metzger.

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

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: 2022 Audit
5. Consideration of: Acquisition of Stormwater Easement from Tall Pines Estates.
6. Consideration of: Lease between the City of Sturgeon Bay and Genesis Behavioral Services, Inc.  
For property located at 911 N 14<sup>th</sup> Ave.
7. Consideration of: Lease between the City of Sturgeon Bay and DoCo LLC, Inc for former launch Ramp located south of the Michigan Street Bridge and north of 120 Madison Ave.
8. Consideration of: Computer Migration: Service and Security Upgrades, and Hardware and Software Costs.
9. Review bills.
10. Adjourn.

Carried.

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

### Consideration of: 2022 Audit:

Brian Anderson of WIPFLI summarized the management communication letter, and findings that comprise the audit ending December 31, 2022, for the City of Sturgeon Bay and Sturgeon Bay Utilities.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to accept the WIPFLI CPA's and Consultants 2022 financial audit report for the City of Sturgeon Bay and place it on file. Carried.

### Consideration of: Acquisition of Stormwater Easement from Tall Pines Estates.

Community Development Director Olejniczak explained the city has been working to connect Alabama Place and N 12<sup>th</sup> Place. There is a lot of water runoff from Alabama Place that needs to be resolved. The city has been working with Stantec to devise a plan to channel the runoff. A portion of the Krueger property the city purchased will be needed for storm water management. In addition, the water will need to be directed through the new development. The most effective way to accomplish this is to connect with Tall Pines Estates stormwater management pond but an easement is needed. City Staff and Brian and Sarah Bonovich of Tall Pines Estates have negotiated a tentative agreement. The Bonovichs' will give the city the easement at no cost in exchange the city would agree to the following:

- There would be no special assessment or other charges applied to the Tall Pines Estates property for the new street bordering their parcel or for sanitary sewer/water extensions.
- The City will fill the drainage ditch/swale along the north edge of the Tall Pines Estates property and restore it.

- The City/Sturgeon Bay Utilities will restore the lawn/landscaping within the existing utility easement after the sanitary sewer and water mains are extended through Tall Pines Estates.
- Street tree species to be planted along the Alabama Place bordering Tall Pines Estates shall be Autumn Blaze Maples or other species approved by Tall Pines Estates.

Mr. Olejniczak added that the intention is to begin construction in 2023, plans are in the final engineering stages and DNR for permits. The project expenses will be repaid from TID #6.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to recommend to Common Council approve the acquisition of the stormwater easement from Tall Pines Estates based upon the following terms:

- There would be no special assessment or other charges applied to the Tall Pines Estates property for the new street bordering their parcel or for sanitary sewer/water extensions.
- The City will fill the drainage ditch/swale along the north edge of the Tall Pines Estates property and restore it.
- The City/Sturgeon Bay Utilities will restore the lawn/landscaping within the existing utility easement after the sanitary sewer and water mains are extended through Tall Pines Estates.
- Street tree species to be planted along the Alabama Place bordering Tall Pines Estates shall be Autumn Blaze Maples or other species approved by Tall Pines Estates.

Carried.

Consideration of: Lease between the City of Sturgeon Bay and Genesis Behavioral Services, Inc. for property located at 911 N 14<sup>th</sup> Ave.

City Administrator Van Lieshout explained the city acquired the premises located at 911 N. 14<sup>th</sup> Avenue in 2016 and continued its use renting as a transitional rooming facility, leased initially with ATTIC Correctional Services, which then transitioned to Genesis Behavioral Services, Inc. The house itself is in poor condition and in all probability, this is the last time the City should renew the lease. Since 2018 the monthly rent has been \$1,325. Genesis Behavioral Services, Inc has agreed to the city's proposed monthly rent increases that by the end of the lease term will reach \$1,850.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the lease between the City of Sturgeon Bay and Genesis Behavioral Services for rental of the property located at 911 N 14<sup>th</sup> Avenue. Carried.

Consideration of: Lease between the City of Sturgeon Bay and DoCo LLC, Inc for former launch ramp located south of the Michigan Street Bridge and north of 120 Madison Ave.

City Administrator Van Lieshout explained Jim Patterson has requested to operate a boat tour from City owned property north of the Door County Maritime Museum. Mr. Patterson is proposing to purchase and install a floating dock system that will operate 2 boats. The proposed lease specifies a 3year term he would like a 5year lease and language restricting the city from withdrawing the lease from him. The lease is drafted with the city providing a 180-day notice whereas Mr. Patterson provides a 10-day notice. At full value the lease is \$5,000 per season, however the cost is reduced until 75% of his investment is recaptured.

Moved by Alderperson Bacon, seconded by Alderperson Williams to recommend to Common Council to approve the lease agreement as presented between the City of Sturgeon Bay and DoCo, LLC Inc. for the former launch ramp located south of the Michigan Street Bridge and north of 120 Madison Avenue. Carried.

Consideration of: Computer Migration: Service and Security Upgrades, and Hardware and Software Costs.  
Finance Director/ City Treasurer Clarizio advised the Committee that during the migration from the County to Heartland Business Systems (HBS) for technology services unforeseen issues arose identifying the need for different equipment and software that had not been planned for. At this time the city is taking steps to distance further from the County than planned. Ms. Clarizio stated it would be proactive to invest time and money now than reactive with some of the computer equipment. Presently there are 18 staff members on thin clients, they are pass-thru devices preferred by the County but are prone to problems, Heartland's preference is towers. The challenge is the thin clients are tied to the County and the towers are now HBS, this is causing confusion with help desk tickets involving all three providers, County, HBS and the financial software provider which in turn incurs additional costs. We are trying to transition to more upfront costs than long term costs. Ms. Clarizio stated the costs are more than budgeted. The request is to transfer \$50,000 from the Cable TV fund. The City is required to keep 200% in this fund however even with the transfer of \$50,000 the fund balance requirement would still be 138% over the threshold. A ¾ vote from the Common Council is required.

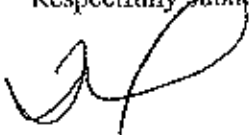
Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the transfer of \$50,000 from excess Cable TV Fund revenues to General Fund Operating and Capital Fund Computer budgets. Carried.

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 adjourned at 5:37 pm.

Respectfully submitted,



Tricia Metzger

**Ad Hoc NERR Advisory Committee  
May 10, 2023**

A meeting of the Ad Hoc NERR Advisory Committee was called to order at 10:08 a.m. by Co-Chairperson Oleson at Crossroads at Big Creek.

**Roll call:** Members Mark Holey, Caitlin Oleson, Laurel Hauser, Gregg Meissner, Charlie Henriksen and William Hoag were present. Matthew Peter was excused. Ex Officio members David Ward, Marty Olejniczak and Josh VanLieshout were present. Ex Officio member Pam Seiler was excused. Members Henriksen, Hoag and Olejniczak appeared by Zoom. Also present were Deputy Clerk/Treasurer Spittlemeister and members of the public.

**Adoption of agenda:** Moved by Ms. Hauser, seconded by Mr. Meissner to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public Comment.
4. Consideration of: UWGB NERR Update.
5. Consideration of: Prospectus and Video Update.
6. Consideration of: Outreach Strategy Update.
7. Adjourn.

Carried.

No one spoke during public comment.

**Consideration of: UWGB NERR Update:**

Emily Tyner, UWGB NERR Site Development Committee, mentioned that they are waiting for a response and approval from NOAA on properties included to study for the UW Green Bay NERR. Those areas include Sturgeon Bay, Peshtigo River and the southwestern shore of the Bay of Green Bay.

**Consideration of: Prospectus and Video Update:**

After considerable time and energy by multiple people, the prospectus is complete. The final prospectus turned out very well. Once approved by Common Council, the prospectus will be presented to the UWGB NERR Steering Committee.

Moved by Ms. Hauser, seconded by Mr. Meissner to accept the prospectus "Sturgeon Bay NERR: A Proposal to Locate the Bay of Green Bay NERR Education and Visitor Center in Sturgeon Bay, Wisconsin" and forward to Common Council for approval. Carried.

Mayor Ward mentioned the prospectus was also approved by Finance/Purchasing & Building Committee with recommendation forwarding to Common Council.

It was suggested to release the video at a later date to keep Sturgeon Bay in the forefront for the Green Bay NERR Education and Visitor Center.

**Consideration of: Outreach Strategy Update:**

After the prospectus has been sent to UW Green Bay NERR, it was suggested to have a reception inviting individuals and organizations who have written a letter of support and those who have contributed to campaign through the Door County Community Foundation for the NERR Education and Visitor Center to be located in Sturgeon Bay. Each organization that has contributed material to the prospectus will be given a copy in the event others ask questions on Sturgeon Bay's quest for the NERR Education and Visitor Center to be located there.

Moved by Mr. Meissner, seconded Mr. Hoag to adjourn. Carried. The meeting adjourned at 10:33 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Laurie Spittlemeister".

Laurie Spittlemeister,  
Deputy Clerk/Treasurer





# CITY of STURGEON BAY FIRE DEPARTMENT

Kalin Montevideo  
Assistant Fire Chief

421 Michigan St  
Sturgeon Bay, WI 54235

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

## STURGEON BAY FIRE DEPARTMENT MARCH 2023 FIRE REPORT

				<u>% INCREASE</u>
MARCH 2023 INCIDENTS:	<u>145</u>	MARCH 2022 INCIDENTS:	<u>141</u>	<u>2.9%</u>
2023 YTD TOTAL :	<u>396</u>	2022 YTD TOTAL:	<u>417</u>	<u>-5.3%</u>

### INCIDENTS BY JURISDICTION:

CITY: 139 Year to Date: 371

### AVERAGE RESPONSE TIME:

EMERGENT: 3.3 Minutes NON-EMERGENT: 4.8 Minutes

117 – Medical Incident

01 – Dumpster Fire

01 – Search for Person on Land

02 – Gas Leak

01 – Public Service Assist.

05 – Alarm/Detector Activation, No Fire

03 – Unauthorized Burning

03 – Dispatched & Cxl in Route

01 – Arcing/Shorted Electrical Equipment

02 – Carbon Monoxide Incident

01 – Smoke/Odor Removal

01 – Assist Law Enforcement/Other Agency

01 – Sprinkler Activation/Alarm, No Fire

Town of Sevastopol: 03 Year to Date: 13

EMERGENT: 6.7 Minutes

NON-EMERGENT: N/A

02 – Vehicle Accident

01 – Carbon Monoxide Incident

Town of Sturgeon Bay: 01 Year to Date: 10

EMERGENT: 7.9 Minutes

NON-EMERGENT: N/A

01 – Medical Incident

### MUTUAL AID/MABAS INCIDENTS

Egg Harbor: 01 Year to Date: 01

01 – Structure Fire

Jacksonport: 01 Year to Date: 01

01 – Chimney Fire

### INSPECTION REPORT:

	<u>Regular Inspections</u>	<u>Rc Inspections</u>	<u>Occupancy Inspections</u>	<u>Hours</u>
Inspections – City of Sturgeon Bay:	<u>194</u>	<u>02</u>	<u>0</u>	<u>114.1</u>
Inspections – Town of Sevastopol:	<u>30</u>	<u>0</u>	<u>0</u>	<u>18.9</u>
Inspections – Town of Sturgeon Bay:	<u>01</u>	<u>0</u>	<u>0</u>	<u>0.5</u>
Inspections – Town of Jacksonport:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Sevastopol Burn Permit:

Permits Issued for Month: 04

Year to Date Permits Issued: 08

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

### **MAINTENANCE:**

Firefighters conducted maintenance and repairs on SCBA units; began loading/mounted equipment, installed knox box and flashlights to get Brush 716 in service; put turn out gear back into service when it returned from decon deep cleaning; conducted daily/weekly truck checks; completed SCBA flow testing on all equipment; repaired/tested DC Justice Center hose; assisted DPW with wiring issue on one of their apparatus and modified the SCBA confidence course at the Training Facility.

### **TRAINING:**

676 total hours of training were conducted in March. Firefighters trained with driver/operator procedures; vehicle response/addressing/scene size up; rescue task force (RTF) & hostile event response/operations; trained with the new brush truck; Chief Dietman & AC Montevideo attended a threat assessment seminar at NWTC; on duty firefighter participated in a 8 hour online lithium-ion battery symposium; all reporting software users trained with the occupancy/inspection module in AC Montevideo attended a six -day NFIRS record management course at the National Fire Academy; the majority of our Department attended a 3-day Shipboard Firefighting II certification held at our station and Bay Ship; FI' Nell began diver certification.

### **OTHER:**

Fire Chief and AC attended City and other Town meetings and installed two car seats.



# 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 April, 2023

Date:        May 5, 2023

The following is a summary of the Police Department’s activities for the month of April 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 61 crimes.

These crimes can be broken down and classified as follows.

Theft.....	08
Custodial Interference.....	02
Fraud / Forgery.....	04
Domestic Abuse.....	05
Disorderly Conduct.....	03
Possess Controlled Substance.....	06
Criminal Damage to Property.....	05
Threats to Injure.....	04
Identity Theft.....	01
Sex Offenses.....	03
Battery.....	02
Theft of Vehicle.....	03
Bail Jumping.....	09
Violate Court Order.....	02
Resist / Obstruct Officer.....	02
Adult / Elder Abuse.....	02
TOTAL 61	

## Arrests

The Department completed a total of 129 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 Arrests

Bail Jumping.....	07
Possess Controlled Substance.....	05
False Imprisonment.....	01
Theft of Vehicle.....	01
Stalking.....	01
Theft.....	01
<b>TOTAL</b>	<b>16</b>

### B. Misdemeanor Crime Arrests

Disorderly Conduct.....	03
Bail Jump.....	10
Battery.....	01
Possess Drug Paraphernalia.....	02
Theft.....	01
Intimidate Witness.....	01
Theft of Vehicle.....	02
Credit Card Fraud.....	02
Resist / Obstruct Officer.....	02
Violate Court Order.....	01
Trespass to Dwelling.....	01
Possess Controlled Substance.....	02
<b>TOTAL</b>	<b>28</b>

Wisconsin Probation & Parole Arrests / Warrant Arrests.....	15
<b>TOTAL</b>	<b>15</b>

### C. Ordinance Violation Arrests

Trespass to Land.....	01
Loitering.....	02
Allow Animal at Large.....	01
Possess Marijuana.....	01
Possess Drug Paraphernalia.....	02
<b>TOTAL</b>	<b>07</b>

### D. Traffic Crime Arrests

Operate while Intoxicated.....	03
No Valid Driver's License.....	04
Operate while Revoked.....	06
Fail to Install Ignition Interlock Device.....	03
Hit / Run Attended Vehicle.....	01
<b>TOTAL</b>	<b>17</b>

<b>E. Traffic Violation Arrests</b>	
Speeding.....	05
No Valid Driver's License.....	05
Operate M/V without Insurance.....	06
Operate while Suspended / Revoked.....	07
Fail to Wear Seatbelt.....	02
Miscellaneous Violations.....	21
	<b>TOTAL 46</b>

In addition to the aforementioned arrests, the Department conducted a total of 163 traffic stops during the month and logged 59 violations for various motor vehicle defects and local ordinances and issued 49 written warnings for those violations. A total of 02 parking tickets were issued for violations throughout the city.

#### **Traffic Accidents**

The Department during the month investigated a total of 16 vehicle accidents. These accidents are categorized into four types.

A. Motor Vehicle Accidents Involving Fatalities .....	00
B. Motor Vehicle Accidents Involving Injuries .....	02
C. Motor Vehicle Accidents Involving Property Damage .....	12
(greater than \$1,000.00)	
D. Motor Vehicle Accidents Involving Property Damage .....	02
(less than \$1,000.00)	<b>TOTAL 16</b>

#### **Police Service Calls**

Department members handled 538 service calls during the month. These calls consist of both citizen requests for police service as described below (446), crimes investigated (61), traffic accidents investigated (16), and Wisconsin Probation and Parole Assists (15).

A. Traffic and Road Incidents.....	67
------------------------------------	----

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.....	07
--------------------------	----

These complaints involve private parties, licensed liquor establishments, and parties in public places.

C. Sick and Injured Persons.....	28
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Assistance rendered to the Ambulance Service and sick or injured persons.

D. Alarms.....	15
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Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms.

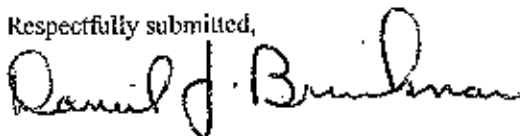
E. Complaints Involving Animals.....	16
Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.	
F. Civil Disputes.....	14
Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	
G. Escorts.....	05
Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.	
H. Citizen Assist .....	50
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 / Circumstance .....	16
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 Problems .....	05
Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.	
M. Miscellaneous Incidents.....	196
Includes arrest warrants served, recovered property calls, unfounded calls for police service, minor calls for police service, and 9-1-1 calls investigated.	
N. Welfare Checks .....	21
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 446**

**Department Training**

The Joint SWAT Team and Dive Team completed their monthly training. SRO Jennerjohn attended the 2023 Together for Children Conference, one officer attended a two-day course in Background Investigations, one officer attended the Wisconsin Association of Homicide Investigators Conference, and three officers attended a two-day leadership conference.

Respectfully submitted,

A handwritten signature in black ink, reading "Daniel J. Brinkman". The signature is written in a cursive, flowing style with a large initial "D".

Assistant Chief Daniel J. Brinkman



## APRIL 2023 BANK RECONCILIATION

## CHECKING ACCOUNTS

GENERAL FUND		ARPA	
NICOLET		NICOLET	
PRIOR G/L BALANCE	6,331,740.84		682,004.61
REVENUE	868,102.89		253.92
DISBURSEMENTS	1,356,705.80		0.00
AMOUNT IN TRANSIT	20,996.79		0.00
ADJUSTMENTS	5,860.01		0.00
ENDING BALANCE	5,830,989.15		682,258.73

## INVESTMENT ACCOUNTS

GENERAL/CAPITAL FUND	
INVESTMENTS	
	1,722,290.84
	1,988.07
	2,675.89
	0.00
	0.00
	1,722,290.84

BANK BALANCE	5,836,566.72	662,258.73
LESS OUTS, CHECKS	57,567.57	0.00
	5,830,999.15	662,258.73

	1,722,290.84
	0.00
	1,722,290.84

## SAVINGS ACCOUNTS

GENERAL FUND		CAPITAL PROJECTS		CAPITAL PROJECTS DEBT		TIF #3 CONSTRUCTION		TIF #3 DEBT		TIF #5 DEBT SVC	
STATE - #2		STATE - #13		STATE - #5		STATE - #74		STATE - #08		STATE - #4	
PRIOR G/L BALANCE	3,888,250.84		1,001,172.84		159,126.74		5,478.60		789,182.16		6,824.61
REVENUE	19,462.09		3,946.58		627.59		21.38		3,128.32		28.92
DISBURSEMENTS	0.00		0.00		0.00		150.00		0.00		0.00
AMOUNT IN TRANSIT	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
ENDING BALANCE	3,887,712.93		1,005,121.42		159,754.33		5,349.99		796,320.50		6,851.53
BANK BALANCE	3,887,712.93		1,005,121.42		159,754.33		5,349.99		796,320.50		6,851.53

AFFORDABLE HOUSING		TIF #2		TIF #2 DEBT - 99/08B		TIF #2 AMENDED AREA		TIF #2 AMENDED AREA		TIF #4 DEBT SVC		TIF #4 CONSTRUCTION	
TID		STATE - #9		STATE - #10		CONST. - STATE - #03		CAP. INT. - STATE - #7		STATE - #12		STATE - #1	
PRIOR G/L BALANCE	582,618.35		12,328.30		4,580,779.74		56,288.29		81,029.61		57,505.42		714,651.09
REVENUE	2,297.82		48.03		18,066.40		222.00		359.02		225.90		2,817.17
DISBURSEMENTS	0.00		410.00		0.00		0.00		0.00		0.00		955.00
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	584,916.77		11,966.33		4,598,846.14		56,510.29		81,388.53		57,732.22		716,509.26
BANK BALANCE	584,916.77		11,966.33		4,598,846.14		56,510.29		81,388.53		57,732.22		716,509.26

5/8/2023

8c4.

FOR FUND: GENERAL FUND  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL		% VARI- ANCE	FISCAL		% VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	
REVENUES	14,873,810.00	491,394.39	(36.6)	14,873,810.00	14,873,810.00	7,266,785.93
GENERAL FUND						
TOTAL REVENUES	14,873,810.00	491,394.39	(36.6)	14,873,810.00	14,873,810.00	7,266,785.93
						(51.1)
EXPENSES	1,125,772.47	1,365.39	99.8	1,297,559.88	1,755,653.00	144,453.27
GENERAL FUND						
PAYOR	16,675.00	1,022.68	93.8	16,675.00	16,675.00	4,090.72
CITY COUNCIL	66,830.00	4,898.11	92.6	66,830.00	66,830.00	23,637.95
LAW/LEGAL	90,000.00	6,860.89	92.3	90,000.00	90,000.00	28,811.39
CITY CLERK-TREASURER	527,655.00	29,988.08	92.4	527,655.00	527,655.00	201,520.45
ADMINISTRATION	214,220.00	17,772.47	91.7	214,220.00	214,220.00	68,260.26
COMPUTER	201,450.00	16,491.19	91.8	201,450.00	201,450.00	73,720.33
CITY ASSESSOR	81,416.86	4,916.67	93.9	81,466.64	81,600.00	25,568.18
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00	0.00
BUILDING/CONCRETE CODE ENFORCEMENT	13,580.00	14,888.50	86.8	13,580.00	13,580.00	44,373.13
MUNICIPAL SERVICES ADMIN.	269,175.00	20,716.80	92.3	269,175.00	269,175.00	78,658.53
PUBLIC WORKS ADMINISTRATION	249,720.00	21,712.07	91.3	249,720.00	249,720.00	81,008.74
ELECTIONS DEPARTMENT	16,840.00	5,390.45	94.2	16,840.00	16,840.00	13,519.07
CITY HALL	215,400.00	13,197.65	92.8	215,400.00	215,400.00	60,822.52
INSURANCE	317,140.00	23,475.00	92.5	317,140.00	317,140.00	153,176.00
GENERAL EXPENDITURES	1,918,140.00	5,223.08	99.7	1,918,140.00	1,918,140.00	(771.62)
POLICE DEPARTMENT	657,430.00	53,405.44	91.8	657,430.00	657,430.00	198,138.73
PATROL BOAT	17,385.00	0.00	100.0	17,385.00	17,385.00	0.00
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00
POLICE DEPARTMENT/PATROL	2,368,590.00	165,368.82	93.0	2,368,590.00	2,368,590.00	638,127.79
POLICE DEPT. / INVESTIGATIONS	171,790.00	10,056.25	94.1	171,790.00	171,790.00	47,367.58
FIRE DEPARTMENT	2,215,760.00	182,709.25	91.7	2,215,760.00	2,215,760.00	722,395.01
STORM SEWERS	36,470.00	2,069.29	94.3	36,470.00	36,470.00	4,411.67
LARGE ITEM PICKUP / LEAF COLL.	58,330.00	834.13	98.5	58,330.00	58,330.00	834.13
COMPOST/SOLID WASTE SITE	0.00	0.00	0.0	0.00	0.00	0.00
STREET SWEEEPING	44,280.00	2,378.42	94.5	44,280.00	44,280.00	8,703.30
WEED ABATEMENT	2,935.00	0.00	100.0	2,935.00	2,935.00	0.00
ROADWAYS/STREETS	290,415.00	26,012.40	90.3	290,415.00	290,415.00	97,122.97
SNOW REMOVAL	232,565.00	15,212.31	93.4	232,565.00	232,565.00	110,554.68
STREET SIGNS AND MARKINGS	32,400.00	71.59	99.7	32,400.00	32,400.00	3,442.81
CURB/STREET/SIDEWALK	37,505.00	1,589.55	95.7	37,505.00	37,505.00	2,241.12
STREET FURNITURE	231,150.00	9,797.00	95.7	231,150.00	231,150.00	59,842.16
CITY GARAGE	82,620.00	6,022.88	92.7	82,620.00	82,620.00	25,779.73
CELEBRATION & ENTERTAINMENT	40,950.00	0.00	100.0	40,950.00	40,950.00	157.19
HIGHWAYS - GENERAL	511,690.00	29,568.61	94.2	511,690.00	511,690.00	140,368.70
PARK & RECREATION ADMIN	119,880.00	10,203.52	91.4	119,880.00	119,880.00	29,040.91
PARKS AND PLAYGROUNDS	570,575.00	32,734.83	94.2	570,575.00	570,575.00	114,256.34
BALLETIDS	21,275.00	176.17	99.1	21,275.00	21,275.00	176.17

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL		%	FISCAL		YEAR-TO-DATE	%
	BUDGET	ACTUAL		BUDGET	ACTUAL		
EXPENSES							
ICE RINKS	18,605.00	41.94	99.7	18,605.00	18,605.00	7,047.48	62.1
BEACHES	3,670.00	0.00	100.0	3,670.00	3,670.00	0.00	100.0
MUNICIPAL DOCKS	47,780.00	16.21	99.9	47,780.00	47,780.00	4,033.09	91.4
WATER REED MANAGEMENT	154,405.00	733.32	99.5	154,405.00	154,405.00	9,373.47	93.9
WATERFRONT PARKS & WALKWAYS	88,930.00	6,871.11	92.2	88,930.00	88,930.00	21,008.62	76.3
EMPLOYEE BENEFITS	46,520.00	1,338.57	97.1	46,520.00	46,520.00	7,823.51	83.1
PUBLIC FACILITIES	59,400.00	0.00	100.0	59,400.00	59,400.00	16,333.53	72.6
BOARDS AND COMMISSIONS	1,220.00	0.00	100.0	1,220.00	1,220.00	107.70	51.1
COMMUNITY & ECONOMIC DEVELOPM	448,880.00	41,349.50	90.7	448,880.00	448,880.00	118,906.64	71.5
TOTAL EXPENSES	14,036,739.13	802,659.34	94.2	14,208,576.52	14,665,810.00	3,386,435.20	76.8
TOTAL FUND REVENUES	14,873,810.00	491,354.39	(96.6)	14,873,810.00	14,873,810.00	7,266,785.93	(51.1)
TOTAL FUND EXPENSES	14,036,739.13	802,489.34	94.2	14,208,576.52	14,666,810.00	3,388,436.20	76.8
SURPLUS (DEFICIT)	837,070.87	(311,064.95)	(137.1)	665,233.48	207,000.00	3,878,349.79	173.5

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CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: CAPITAL FUND  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL		VARI- ANCE	FISCAL		ANNUAL	FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES	4,297,483.00	35,043.12	(99.2)	4,297,483.00	4,297,483.00		35,141.78	(9.8)	
PATROL									
TOTAL REVENUES	4,297,483.00	31,043.12	(99.2)	4,297,483.00	4,297,483.00		35,141.78	(91.3)	
EXPENSES									
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
COMPUTER	37,000.00	0.00	100.0	37,000.00	37,000.00	37,000.00	30,651.37	71.2	71.2
CITY ASSESSOR	10,000.00	0.00	100.0	10,000.00	10,000.00	10,000.00	0.00	100.0	100.0
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
ELECTIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
CITY HALL	110,000.00	6,224.00	94.3	110,000.00	110,000.00	110,000.00	20,325.91	81.7	81.7
GENERAL EXPENDITURES	174,250.00	19,607.29	88.7	174,250.00	174,250.00	174,250.00	71,253.49	59.1	59.1
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
PATROL BOAT	4,043.33	0.00	100.0	16,172.32	48,520.00	68,520.00	42,379.00	-2.6	-2.6
PATROL	305,105.00	59,373.84	80.5	305,105.00	305,105.00	305,105.00	117,293.92	61.5	61.5
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
TRAFFIC DEPARTMENT	611,210.00	150,222.49	73.7	611,210.00	611,210.00	611,210.00	33,161.51	45.6	45.6
STORM SEWERS	150,000.00	0.00	100.0	150,000.00	150,000.00	150,000.00	2,586.00	98.2	98.2
SOLID WASTE WMT/REUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
SOLID WASTE MGMT/SPRING/FALL	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
ACADWAYS/STREETS	1,893,698.00	0.00	100.0	1,893,698.00	1,893,698.00	1,893,698.00	5,823.19	99.6	99.6
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
CURB/STREET/SIDEWALK	0.00	453.20	100.0	0.00	0.00	0.00	453.00	100.0	100.0
CITY GARAGE	45,000.00	0.00	100.0	45,000.00	45,000.00	45,000.00	0.00	100.0	100.0
PARKS AND PLAYGROUNDS	275,000.00	896.81	99.5	275,000.00	275,000.00	275,000.00	32,583.81	88.1	88.1
BALLFIELDS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
BEACHES	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
MUNICIPAL DOCKS	130,000.00	0.00	100.0	130,000.00	130,000.00	130,000.00	0.00	100.0	100.0
WATER NEED MANAGEMENT	505,500.00	0.00	100.0	505,500.00	505,500.00	505,500.00	3,563.00	99.2	99.2
NATLERONT PARKS & WALKWAYS	10,000.00	0.00	100.0	10,000.00	10,000.00	10,000.00	0.00	100.0	100.0
SEWITRAY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
PUBLIC FACILITIES	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
COMMUNITY & ECONOMIC DEVELOPMT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	0.0
TOTAL EXPENSES	4,260,806.33	246,777.43	94.2	4,272,936.32	4,305,283.00		638,931.20	85.1	
TOTAL FUND REVENUES	4,297,483.00	31,043.12	(99.2)	4,297,483.00	4,297,483.00		35,141.78	(91.8)	
TOTAL FUND EXPENSES	4,260,806.33	246,777.43	94.2	4,272,936.32	4,305,283.00		638,931.20	85.1	
SURPLUS (DEFICIT)	36,676.67	(215,734.31)	(588.2)	24,546.68	(7,800.00)		(287,789.42)	3589.6	

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CITY OF STURGEON RAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 4  
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FOR FUND: AREA -AMERICAN RESCUE PLAN ACT  
 FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
AREA / GENERAL	66.66	253.92	280.9	266.64	800.00	1,078.47	34.8
TOTAL REVENUES	66.66	253.92	280.9	266.64	800.00	1,078.47	34.8
EXPENSES							
AREA / GENERAL	78,064.75	0.00	100.0	312,259.00	936,777.00	0.00	100.0
TOTAL EXPENSES	78,064.75	0.00	100.0	312,259.00	936,777.00	0.00	100.0
TOTAL FUND REVENUES	66.66	253.92	280.9	266.64	800.00	1,078.47	34.8
TOTAL FUND EXPENSES	78,064.75	0.00	100.0	312,259.00	936,777.00	0.00	100.0
SURPLUS (DEFICIT)	(77,998.09)	253.92	(100.3)	(311,992.36)	(935,977.00)	1,078.47	(100.1)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL		% VAR- ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VAR- ANCE
	BUDGET	ACTUAL		BUDGET			ACTUAL		
REVENUES									
CABLE TV / GENERAL	132,527.08	0.00	100.0	140,108.32		150,525.00	34,304.84	(18.6)	
TOTAL REVENUES	132,527.08	0.00	100.0	140,108.32		150,325.00	34,304.84	(78.6)	
EXPENSES									
CABLE TV / GENERAL	175,025.00	20,421.14	89.3	175,025.00		175,025.00	36,824.80	78.5	
TOTAL EXPENSES	175,025.00	20,421.14	88.3	175,025.00		175,025.00	36,824.80	78.5	
TOTAL FUND REVENUES	132,527.08	0.00	100.0	140,108.32		150,325.00	34,304.84	(78.6)	
TOTAL FUND EXPENSES	175,025.00	20,421.14	88.3	175,025.00		175,025.00	35,824.90	78.9	
STIPENDS (DEFICIT)	(42,497.92)	(20,421.14)	(51.9)	(34,916.68)		(14,700.00)	(2,520.06)	(62.8)	

CITY OF SUDGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: 700 46 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL	APRIL	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL					
REVENUES							
TID #6 DISTRICT	614,180.00	0.00	100.0	614,180.00	614,180.00	0.00	100.0
TOTAL REVENUES	614,180.00	0.00	100.0	614,180.00	614,180.00	0.00	100.0
EXPENSES							
TID #6 DISTRICT	545,895.84	6,056.78	98.8	548,583.36	555,750.00	6,874.78	98.7
TOTAL EXPENSES	545,895.84	6,056.78	98.8	548,583.36	555,750.00	6,874.78	98.7
TOTAL FUND REVENUES	614,180.00	0.00	100.0	614,180.00	614,180.00	0.00	100.0
TOTAL FUND EXPENSES	545,895.84	6,056.78	98.8	548,583.36	555,750.00	6,874.78	98.7
SURPLUS (DEFICIT)	68,284.16	(6,056.78)	(108.8)	65,596.64	58,430.00	(6,874.78)	(111.4)



FOR FUND: TID #7 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL		APRIL		FISCAL		ANNUAL		FISCAL	
	BUDGET	ACTUAL	VAR-	ANCE	YEAR-TO-DATE	BUDGET	BUDGET	YEAR-TO-DATE	ACTUAL	VAR-
REVENUES										
TID #7 DISTRICT	561,750.00	0.00	100.0		561,750.00		561,750.00	0.00		100.0
TOTAL REVENUES	561,750.00	0.00	100.0		561,750.00		561,750.00	0.00		100.0
EXPENSES										
TID #7 DISTRICT	533,416.67	0.00	100.0		533,416.68		531,750.00	158.00		99.9
TOTAL EXPENSES	533,416.67	0.00	100.0		533,416.68		531,750.00	158.00		99.9
TOTAL FUND REVENUES	561,750.00	0.00	100.0		561,750.00		561,750.00	0.00		100.0
TOTAL FUND EXPENSES	533,416.67	0.00	100.0		533,416.68		531,750.00	158.00		99.9
SURPLUS (DEFICIT)	28,333.33	0.00	100.0		28,333.32		10,000.00	(158.00)		(100.0)

FOR FUND: T-3 #8 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
FID #8 DISTRICT	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

FOR FUND: 723 42 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL	APRIL	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL	VARI- ANCE	YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
CID DISTRICT #2	1,447,876.00	54,086.97	(96.2)	1,447,876.00	1,447,876.00	1,096,474.69	(24.2)
TOTAL REVENUES	1,447,876.00	54,086.97	(96.2)	1,447,876.00	1,447,876.00	1,096,474.69	(24.2)
EXPENSES							
TID DISTRICT #2	1,455,378.91	260.00	99.9	1,455,752.64	1,456,216.00	104,708.00	92.8
TOTAL EXPENSES	1,455,378.91	260.00	99.9	1,455,752.64	1,456,216.00	104,708.00	92.8
TOTAL FUND REVENUES	1,447,876.00	54,086.97	(96.2)	1,447,876.00	1,447,876.00	1,096,474.69	(24.2)
TOTAL FUND EXPENSES	1,455,378.91	260.00	99.9	1,455,752.64	1,456,216.00	104,708.00	92.8
SURPLUS (DEFICIT)	(7,502.91)	53,826.97	(798.7)	(7,876.64)	(8,340.00)	991,766.69	(1591.6)

CITY OF SEACON RAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: AFFORDABLE HOUSING CTR  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	FISCAL		%
	APRIL BUDGET	APRIL ACTUAL	
REVENUES			
TID #1 DISTRICT	957,511.00	23,291.03	(97.2)
TOTAL REVENUES	957,511.00	23,291.03	(97.2)
EXPENSES			
TID #1 DISTRICT	857,511.00	0.00	100.0
TOTAL EXPENSES	857,511.00	0.00	100.0
TOTAL FUND REVENUES	957,511.00	23,291.03	(97.2)
TOTAL FUND EXPENSES	857,511.00	0.00	100.0
SURPLUS (DEFICIT)	0.00	23,291.03	100.0

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CID #3 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	%	FISCAL	ANNUAL	FISCAL	%
			VAR-	YEAR-TO-DATE	BUDGET	YEAR-TO-DATE	VAR-
			ANCE	BUDGET		ACTUAL	ANCE
REVENUES							
CID #3 DISTRICT	82,884.00	5,080.86	(93.8)	82,884.00	82,884.00	67,043.56	(19.1)
TOTAL REVENUES	82,884.00	5,080.86	(93.8)	82,884.00	82,884.00	67,043.56	(19.1)
EXPENSES							
CID #3 DISTRICT	117,584.00	0.00	100.0	117,584.00	117,584.00	21,142.50	82.0
TOTAL EXPENSES	117,584.00	0.00	100.0	117,584.00	117,584.00	21,142.50	82.0
TOTAL FUND REVENUES	82,884.00	5,080.86	(93.8)	82,884.00	82,884.00	67,043.56	(19.1)
TOTAL FUND EXPENSES	117,584.00	0.00	100.0	117,584.00	117,584.00	21,142.50	82.0
SURPLUS (DEFICIT)	(34,700.00)	5,080.86	1114.6	(34,700.00)	(34,700.00)	45,901.06	1232.2

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: TID #4 DISTRICT  
 FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #4 DISTRICT	420,592.00	6,278.50	(98.5)	472,342.00	610,342.00	107,560.40	(82.3)
TOTAL REVENUES	420,592.00	6,278.50	(98.5)	472,342.00	610,342.00	107,560.40	(82.3)
EXPENSES							
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TID #4 DISTRICT	1,098,484.57	809.00	99.9	1,114,503.28	1,157,220.00	138,348.95	88.0
TOTAL EXPENSES	1,098,484.57	809.00	99.9	1,114,503.28	1,157,220.00	138,348.95	88.0
TOTAL FUND REVENUES	420,592.00	6,278.50	(98.5)	472,342.00	610,342.00	107,560.40	(82.3)
TOTAL FUND EXPENSES	1,098,484.57	809.00	99.9	1,114,503.28	1,157,220.00	138,348.95	88.0
SURPLUS (DEFICIT)	(677,892.57)	5,469.50	(100.8)	(642,161.28)	(546,878.00)	(30,788.55)	(94.3)

CITY OF STORSEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #5 DISTRICT  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
REVENUES							
TID #5 DISTRICT	850,408.00	272.83	(99.9)	850,408.00	850,408.00	7,097.46	(99.1)
TOTAL REVENUES	850,408.00	272.83	(99.9)	850,408.00	850,408.00	7,097.44	(99.1)
EXPENSES							
TID #5 DISTRICT	765,446.00	71,640.00	90.6	765,446.00	765,446.00	71,790.00	90.6
TOTAL EXPENSES	765,446.00	71,640.00	90.6	765,446.00	765,446.00	71,790.00	90.6
TOTAL FUND REVENUES	850,408.00	272.83	(99.9)	850,408.00	850,408.00	7,097.44	(99.1)
TOTAL FUND EXPENSES	765,446.00	71,640.00	90.6	765,446.00	765,446.00	71,790.00	90.6
\$URPLUS (DEFICIT)	84,962.00	(71,367.17)	(183.9)	84,962.00	84,962.00	(64,692.56)	(176.1)





CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL	APRIL	VARI- ANCE	FISCAL	ANNUAL	FISCAL	VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES							
SOLID WASTE ENTERPRISE FUND	615,276.25	49,972.81	(51.8)	617,620.00	623,870.00	192,745.97	(59.1)
TOTAL REVENUES	615,276.25	49,972.81	(51.8)	617,620.00	623,870.00	192,745.97	(59.1)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	631,342.89	34,137.06	94.5	648,601.56	694,625.00	127,530.31	81.6
TOTAL EXPENSES	631,342.89	34,137.06	94.5	648,601.56	694,625.00	127,530.31	81.6
TOTAL FUND REVENUES	615,276.25	49,972.81	(51.8)	617,620.00	623,870.00	192,745.97	(59.1)
TOTAL FUND EXPENSES	631,342.89	34,137.06	94.5	648,601.56	694,625.00	127,530.31	81.6
SURPLUS (DEFICIT)	116,066.64	15,835.75	(198.5)	(30,981.56)	(70,755.00)	65,225.66	(192.1)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND  
 FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL		APRIL		FISCAL	FISCAL		FISCAL	FISCAL	
	BUDGET	ACTUAL	%	VAR-		YEAR-TO-DATE	ANNUAL		YEAR-TO-DATE	VAR-
			ANCE			BUDGET	BUDGET		ACTUAL	ANCE
REVENUES										
COMPOST SITE ENTERPRISE FUND	22,456.64	15,606.36	(30.5)			59,826.56	159,480.00		53,694.91	(66.3)
TOTAL REVENUES	22,456.64	15,606.36	(30.5)			59,826.56	159,480.00		53,694.91	(66.3)
EXPENSES										
COMPOST SITE ENTERPRISE FUND	8,670.34	2,301.81	73.4			34,681.36	104,045.00		5,966.25	90.4
TOTAL EXPENSES	8,670.34	2,301.81	73.4			34,681.36	104,045.00		5,966.25	90.4
TOTAL FUND REVENUES	22,456.64	15,606.36	(30.5)			59,826.56	159,480.00		53,694.91	(66.3)
TOTAL FUND EXPENSES	8,670.34	2,301.81	73.4			34,681.36	104,045.00		5,966.25	90.4
SURPLUS (DEFICIT)	13,786.30	13,304.55	(3.4)			25,145.20	55,435.00		43,728.66	(21.1)

CITY OF STODGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS  
FOR 4 PERIODS ENDING APRIL 30, 2023

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE		FISCAL YEAR-TO-DATE	
				BUDGET	ANNUAL BUDGET	ACTUAL	VARI- ANCE
TOTAL MUNICIPAL REVENUES	26,776,820.63	677,280.79	(57.2)	24,875,765.52	25,190,779.00	9,783,837.97	(61.0)
TOTAL MUNICIPAL EXPENSES	26,364,565.43	1,186,962.56	95.1	25,049,876.72	26,344,602.00	4,544,503.09	82.7
SURPLUS (DEFICIT)	212,255.20	(507,681.77)	(339.1)	(173,811.20)	(1,203,323.00)	5,239,334.88	(535.4)

**BEVERAGE OPERATOR LICENSES**

1. Brunette, Kristen A.
2. Brunette, Santanna M.
3. Ebel, Wade M.
4. Farber, Ashton L.
5. Goel, Theresa A.
6. Greathouse, Isarah M.
7. Jore, Lori
8. Lavine, Lance L.
9. Lindeman Janssen, Sandi M.
10. Nell, Adam R.
11. Peterson, Melinda
12. Sargent, Melanie R.
13. Walker, Mark S.

**TEMPORARY CLASS B WINE LICENSE**

Neighbor to Neighbor  
62 South Third Avenue  
Agent: Andrea Buboltz  
Sturgeon Bay, WI 54235  
Location: Martin Park – Sturgeon Bay Art Fair  
Dates: May 27-28, 2023



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](http://www.sturgeonbaywi.org)

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May 4, 2023

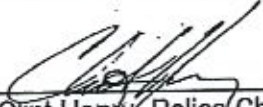
Stephanie Reinhardt  
City Clerk  
421 Michigan Street  
Sturgeon Bay, WI 54235


Ms. Reinhardt:

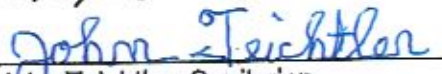
We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer and Temporary Class B Wine license:

Fall 50 LLC  
Agent: Sean Ryan  
1971 Prescott Place  
DePere, WI 54115  
Location: Sunset Park, 747 N 3<sup>rd</sup> Avenue, Sturgeon Bay, WI 54235  
Date: October 21, 2023

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

  
Clint Henry, Police Chief  
City of Sturgeon Bay

  
Tim Dietman, Fire Chief  
City of Sturgeon Bay

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



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

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

Visit our website at: [www.sturgeonbaywi.org](http://www.sturgeonbaywi.org)

May 1, 2023

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


Ms. Reinhardt:

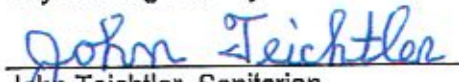
We, the undersigned, have received a request for certification of compliance for a Temporary Class Class B Beer and Temporary Class B Wine license:

Open Door Pride  
P O Box 792  
Sturgeon Bay, WI 54235  
Agent: Steve Makovec  
Location: Martin Park  
Date: June 24, 2023

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

  
Clint Henry, Police Chief  
City of Sturgeon Bay

  
Tim Dietman, Fire Chief  
City of Sturgeon Bay

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





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](http://www.sturgeonbaywi.org)

May 1, 2023

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

Ms. Reinhardt:

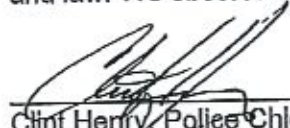
We, the undersigned, have received a request for certification of compliance for a Class A Beer and Class A Liquor license:

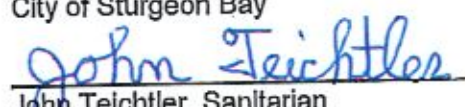
Jai B Mart Inc  
1767 Egg Harbor Road  
Sturgeon Bay, WI 54235  
Agent: Bikhinder Singh Salm  
DBA: Egg Harbor BP  
Date: May 17, 2023 – June 30, 2023

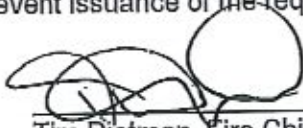
Jai B Mart Inc  
222 South Madison Avenue  
Sturgeon Bay, WI 54235  
Agent: Bikhinder Singh Salm  
DBA: Amco Madison  
Date: May 17, 2023 – June 30, 2023

Jai B Mart Inc  
154 North 4<sup>th</sup> Avenue  
Sturgeon Bay, WI 54235  
Agent: Bikhinder Singh Salm  
DBA: 4<sup>th</sup> Ave Citco  
Date: May 17, 2023 – June 30, 2023

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

  
Clint Henry, Police Chief  
City of Sturgeon Bay

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

  
Tim Dietman, Fire Chief  
City of Sturgeon Bay

Dromhus Door County LLC  
Heather Weasler  
611 Jefferson Street  
Sturgeon Bay, WI 54235  
RE: UPDATE TO BEER/WINE LICENSE

To Common Council,

Upon reviewing the application I had submitted in 2022, I would like to add the following information and ask that this application amended to read as follows:

Beer and wine to be stored in the basement of 611 Jefferson street.  
Beer and wine are also stored in refrigerators on the main level of the property.  
Beer and wine to be consumed on the premises both indoors and on the narrow patio alongside the building. (Not on sidewalks or along a road.)

If possible, my wish is to be able to sell beer and wine outside at a small bar.

Please let me know what the next steps are.

Thank you!

Heather

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Alcohol will be stored in a cool dry place - a storage room on the main  
level of the business.

**CITY OF STURGEON BAY  
STREET CLOSURE APPLICATION**

Name of Applicant:

Destination Sturgeon Bay

Name of Event:

HARMONY By The Bay

Contact Phone #:

920-743-6246

Date(s) of Event:

Wednesdays

Time:

7pm-9pmJune 7<sup>th</sup> - Sept. 6<sup>th</sup>

Estimated # of Attendees:

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 with City

Other comments or explanation:

Signature of Responsible Party:

Ana Maria Bern

Address:

36 S. 3<sup>rd</sup> Ave - Sturgeon Bay

Date Submitted:

4/13/2023

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

Approval:

Fire Chief:

Date:

4/17/23

Police Chief:

Date:

4-18-23

Comm. Dev:

Date:

5-1-23

Streets/Parks:

Date:

5-1-23

City Clerk:

Date:

5/2/23

Finance Dir:

Date:

5/2/23

City Engineer:

Date:

5-2-23

City Admin:

Date:

4/20/23

**NOTE: 6 PM  
BARRICADE PLACEMENT  
BY DSB NOT CITY!  
LSD'S USED TO DO  
IT BUT WE DO NOT  
HAVE ANY PER  
LINDA HAUGAARD**

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 13 day of April, 2023.

By: [Signature]

Executive  
Director

By: Andrea Bourser

EVENTS DIRECTOR

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

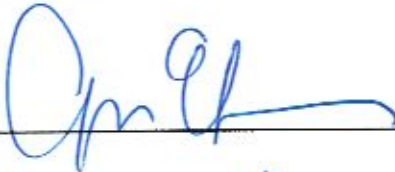
**WHEREAS** the City of Sturgeon Bay has created Section 3.035 of the Municipal Code authorizing the City Clerk - Treasurer to charge for reimbursement of legal, consulting, incidental, and special events expenses incurred on behalf of and/or for the benefit of third parties for services rendered by 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: 04/13/2023



Dated: 4/13/2023

Ananias Bnbowe

Company Name (if applicable): Destination Sturgeon Bay

Billing Address: 306 S. 3rd Ave

Sturgeon Bay, WI 54235

Telephone: 920-743-6246

### 3.035 - Reimbursement of expenses.

- (1) *[Authorization to charge for reimbursement.]* The city clerk-treasurer is authorized to charge for reimbursement of expenses incurred on behalf of and for the benefit of third parties for services rendered by the city. These reimbursable expenses include, but are not limited to:
- (a) *Legal, consulting, and incidental expenses.* Any expenses associated with service demands related to legal, consulting, and incidental services. These expenses include but are not limited to:
1. Mortgages and related documentation prepared by the city attorney for property transactions.
  2. Drafting and recording of documents for street vacation not initiated by the city.
  3. Drafting of ordinances related to zoning.
  4. Costs associated with annexations.
  5. Recording fees for planned unit developments and related zoning and subdivision actions.
  6. Legal publication, hearing notices, and postage.
  7. Engineering, planning, financial, and related consultants' reviews, studies, and inspections.
  8. Any other fees associated with service demands by third parties not specifically related to general governmental services.
- (b) *Special events expenses.* Any expenses associated with service demands related to special events. These expenses include but are not limited to:
1. Labor, equipment, and materials used before, during and after special events.
  2. Garbage/refuse and recycling pickup and disposal.
  3. Legal services related to event.
  4. Drafting of documents related to event.
  5. Administrative costs associated with service demands related to special events.
  6. Any other fees associated with service demands related to special events.
- (2) *Fees/deposit.*
- (a) *Fees.* Fees can only be charged upon prior notice to the petitioner who must sign an agreement to reimburse prior to initiating action. Prior to initiating any action, the department where petition is initiated shall secure the signed reimbursement agreement from petitioner and forward it to city clerk-treasurer.
- (b) *Deposit.* If reimbursement costs are estimated to be over \$250.00, a deposit in the estimated amount may be required by the city prior to initiating action. Petitioner shall pay for all costs that exceed deposit amount, and petitioner shall be reimbursed if deposit amount exceeds costs.
- (3) *Failure to pay fees.* If the fee is not paid within 30 days of the date of the mailing of the invoice, an additional administrative collection charge of ten percent of the total fee shall be added to the amount due, plus interest shall accrue thereon at the rate of 1.5 percent per month or fraction

thereof until paid. To the extent permitted by law, if the petitioner is the owner of the real estate for which the services are incurred, any delinquent fees shall be extended upon the current or the next tax roll as a special charge against the real estate premises for current services.  
(Ord. No. 1040-0500, § 1, 5-16-00; Ord. No. 1088-0303, § 1, 3-4-03)



# STURGEON BAY 2023

# Harmony

## BY THE BAY CONCERT SERIES

Free  
Admission

Food  
Beer  
Wine



WEDNESDAYS 7-9 PM at MARTIN PARK



June 7  
**Unity**



June 14  
**Belgian Silo Experience**



June 21  
**Carbon Road**



June 28  
**Glas Hamr**



July 5  
**Big Mouth Trio with  
Woody Mankowski**



July 12  
**Conscious Pilot**



July 19  
**Bacchus Lotus**



July 26  
**Annex**



August 2  
**The Third Wheels**



August 16  
**Dr Bombay**



August 23  
**String Benders**



August 30  
**Brass Differential**



September 6  
**Copper Box**

Thanks to our sponsors for  
helping to bring great music to  
Martin Park this summer!



C & S Manufacturing Corporation • Peninsula Vision Care - Dr. Filar & Dr. Metoxen



# 2023 Harmony By The Bay



## Notes:

- B** Barricade
- B** Barricades Needed-6

- Wednesday Evenings
  - June 7th-September 6th-7PM-9PM
    - No Concert August 9th
    - August 30th & September 6th- Starts at 6PM
- Wednesdays - Road Closed at 6PM (City) (DSB)
- Wednesdays- Road Reopens at 9PM (by DSB)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/12/2023

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

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

<b>PRODUCER</b> Schmitz Insurance, LLC 7153 State Highway 42 57 Sturgeon Bay WI 54235-9490		<b>CONTACT NAME:</b> PHILIP J SCHMITZ <b>PHONE:</b> 920-473-4400 <b>FAX:</b> 8153019066 <b>A/C, No. Est.:</b> <b>E-MAIL:</b> Phil@SchmitzInsurance.com <b>ADDRESS:</b>	
<b>INSURED</b> Sturgeon Bay Visitor & Convention Bureau, Inc. Destination Sturgeon Bay 36 S 3rd Avenue Sturgeon Bay WI 54235-2292		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> West Bend - NSI <b>INSURER B:</b> Travelers Indemnity Company of Connecticut <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 15350 25682	

**COVERAGES**

CERTIFICATE NUMBER: 20230412144945350

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	A615463	07/18/2022	07/18/2023	EACH OCCURRENCE \$ 1,000,000 (DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/PROP AGG \$ 2,000,000 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	A615463	07/18/2022	07/18/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	N	N	A629733	07/18/2022	07/18/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in HI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	N	UB5K77609A	05/11/2022	05/11/2023

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

Harmony by the Bay Concert Series, Wednesdays June 7th to Sept 6th at Martin Park

**CERTIFICATE HOLDER**City of Sturgeon Bay  
Harmony by the Bay Concert Series  
421 Michigan St  
Sturgeon Bay WI 54235

Fax: 920-746-2806

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1986-2015 ACORD CORPORATION. All rights reserved.



## SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**  
**Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.**

Name of applicant:

Wendy Carter

Establishment Name:

Crate

Address:

136 N. 3rd Ave, SB

Phone/Email:

920 495-9339 info@crate.restaurant

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☐ Scaled Diagram submitted

☒ Hold Harmless Certificate submitted

☒ Fee Paid 220

Date Completed Application Submitted:

4-26-23

Community Development Approval:

[Signature]

Department of Public Works Approval:

[Signature] 5-1-23

Date of Common Council Approval:

\_\_\_\_\_

☐ Copy of Sidewalk Café Policy/Procedures provided to applicant.

☐ Copy of Sidewalk Café Ordinance provided to applicant.

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

## SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**  
**Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.**

Name of applicant: BRICK LOT PUB, Wendi Carter  
 Establishment Name: BRICK LOT PUB  
 Address: 253 N. THIRD AVE  
 Phone/Email: 920 495 9339 bricklotpub@yahoo.com

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Written Request Submitted | <input checked="" type="checkbox"/> Cert of Insurance (additional insured) submitted |
| <input type="checkbox"/> Scaled Diagram submitted             | <input type="checkbox"/> Hold Harmless Certificate submitted                         |
| <input checked="" type="checkbox"/> Fee Paid <u>220</u>       |  |

Date Completed Application Submitted: 4-26-23

Community Development Approval: [Signature]

Department of Public Works Approval: [Signature] 5-1-23

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

- ☐ Copy of Sidewalk Café Policy/Procedures provided to applicant.  
☐ Copy of Sidewalk Café Ordinance provided to applicant.

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



## SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**  
**Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.**

Name of applicant: Sean Gorich

Establishment Name: Pinky Promise Coffee & Articipation

Address: 60 S Madison Ave & 10 E Oak St

Phone/Email: 608.772.1269 scan@pinkypromisecoffee.com

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Written Request Submitted | <input checked="" type="checkbox"/> Cert of Insurance (additional insured) submitted |
| <input checked="" type="checkbox"/> Scaled Diagram submitted  | <input checked="" type="checkbox"/> Hold Harmless Certificate submitted              |
| <input checked="" type="checkbox"/> Fee Paid <u>\$55.00</u>   |  |

Date Completed Application Submitted: 4-28-23

Community Development Approval: *[Signature]*

Department of Public Works Approval: *[Signature]* 5-1-23

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

- ☐ Copy of Sidewalk Café Policy/Procedures provided to applicant.
- ☐ Copy of Sidewalk Café Ordinance provided to applicant.

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

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

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the lease between the City of Sturgeon Bay and Genesis Behavioral Services for rental of the property located at 911 N 14<sup>th</sup> Avenue.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 25, 2023

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_ day of \_\_\_\_\_, 2023.

## EXECUTIVE SUMMARY

**TITLE:** Lease between the City of Sturgeon Bay and Genesis Behavioral Services, Inc. for property located at 911 N 14<sup>th</sup> Ave, Sturgeon Bay, WI

**BACKGROUND:** In October of 2016 the City of Sturgeon Bay purchased the premises located at 911 N 14<sup>th</sup> Avenue. At that time, the City assumed a rental lease, thereby, entering into a lease agreement with ATTIC Correctional Services, which in 2018 transitioned to a lease agreement with Genesis Behavioral Services, Inc.

The current lease expires on May 31, 2023. However, the lease renews automatically for one-year terms unless a 30-day notice is given. City Administrator VanLieshout gave notice to Genesis Behavioral Services, Inc. that the City would be increasing the monthly rent. Since February 2018 the monthly rent has been \$1,325.

Below are the amounts the City Administrator proposed to Genesis Behavioral Services, Inc. of which they were agreeable:

June 1, 2023 to May 31, 2024 \$1,550 per month  
June 1, 2024 to May 31, 2025 \$1,650 per month  
June 1, 2025 to May 31, 2026 \$1,850 per month

**FISCAL IMPACT:** The fiscal impact to the City is \$18,600 - \$22,500 in rental income per year.

**OPTIONS:** Accept, reject, or counter the propose rent schedule with Genesis Behavioral Services, Inc. for the premises located at 911 N 14<sup>th</sup> Avenue.

**RECOMMENDATION:**

Recommend to the Common Council to renew the lease agreement with Genesis Behavioral Services for rental of the premises located at 911 N 14<sup>th</sup> Avenue, for the period beginning June 1, 2023 and ending May 31, 2026, with a monthly lease payment in the amount of \$1,550 for the first year, \$1,650 for the second year, and \$1,850 for the third year, along with a 30-day termination clause, and an automatic renewal clause.

**PREPARED BY:**

  
Valerie J. Clarizio  
Finance Director/City Treasurer

4/21/23  
Date

**PREPARED BY:**

  
Joshua J. Van Lieshout  
City Administrator

4/21/23  
Date



**LEASE OF PROPERTY AT  
911 NORTH 14TH AVENUE  
STURGEON BAY, WISCONSIN**

This Lease made, entered into and effective from June 1, 2023, by and between City of Sturgeon Bay, hereinafter called the "Landlord", and Genesis Behavioral Services, Inc., hereinafter called the "Tenant". Whereas Tenant intends to place individuals, hereinafter called "Individual", who are under the jurisdiction and control of the Wisconsin Department of Corrections.

**COVENANTS**

**ARTICLE 1. Summary of Basic Lease Provisions.**

Name and Address of Landlord:	City of Sturgeon Bay 421 Michigan Street Sturgeon Bay, WI 54235
Name and Address of Tenant:	Genesis Behavioral Services, Inc. 6737 W. Washington St. Suite 2210 West Allis, WI 53214
Premises:	911 North 14th Avenue Sturgeon Bay, WI 54235
Lease Term:	36 months
Date of Commencement of Lease:	June 1, <del>2024</del> 2023
Rental:	June 1, 2023 to May 31, 2024 \$1,550 per month June 1, 2024 to May 31, 2025 \$1,650 per month June 1, 2024 to May 31, 2026 \$1,850 per month

**ARTICLE 2. Description of the Leased Premises.** The leased premises are the property commonly known as 911 North 14th Avenue, Sturgeon Bay, Wisconsin 54235, including the garage and is more particularly known as:

A tract of land located in Subdivision 15, also known as the SW ¼ of the NE ¼ of Section 5, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and described as follows.

Commencing at the SW corner of said Subdivision 15, thence S 89°10'34" E along the south line of said Subdivision 15 1285.43 feet to the westerly right-of-way line North 14th Avenue, thence N 00°09'29" W along said westerly right-of-way line of North 14th Avenue 1189.35 feet to the point of beginning, thence N 89°11'33" W 127.00 feet, thence N 00°09'29" W 115.00 feet, thence S 89°11'33"



E 127.00 feet to the intersection with said westerly right-of-way of North 14th Avenue, thence S 00°09'29" E along said westerly right-of-way of North 14th Avenue 115.00 feet to the point of beginning. Said tract contains 14,603 square feet (0.33 acres) of land.

ARTICLE 3. Rental and Payment. Rental shall be as set forth in ARTICLE 1 and shall commence on June 1, 2023, and be payable on the first day of each month thereafter. The payment shall be made at the address provided in ARTICLE 1. The maximum number of occupants at the Premises shall be three occupants.

ARTICLE 4. Term of Lease. The term of the Lease shall be for a period of ~~twelve~~ thirty-six (36) months beginning June 1, 2023, and ending May 31, ~~2025~~2026, at 11:59 o'clock p.m. This Lease will be automatically renewed for an additional one year period unless one party gives notice to the other at least thirty (30) days prior to the end of the initial term.

ARTICLE 5. Real Estate Taxes. The Landlord agrees to pay all real estate taxes, special assessments or governmental charges of any kind or nature that may be levied or imposed against the building and the land which it occupies.

ARTICLE 6. Use of Premises. The Leased premises shall be used for its present intended purposes being that of operation by the Tenant for placing individuals who are on probation or parole through the Wisconsin Department of Corrections and for no other purposes except with written permission by the Landlord, which permission shall not be unreasonably withheld.

ARTICLE 7. Utilities. The Tenant will timely pay all utilities consumed on the leased premises by Tenant.

ARTICLE 8. Repairs, Maintenance and Alterations. Landlord shall be responsible for all repairs to the building and building systems (electrical, plumbing, HVAC). Landlord shall also be responsible for major structural repairs to the building and roof. No alterations may be made to the premises without the prior written permission of the Landlord, which permission will not be unreasonably withheld. Tenant shall keep the interior and exterior of the structures and surrounding portion of the premise in a neat, clean and orderly manner.

ARTICLE 9. Tenant's Right to Remove Fixtures. The Tenant shall have the right to attach fixtures to the premise with prior notice to the Landlord. Tenant shall remove from the leased premises all Tenant's fixtures on or before the date of the termination of this Lease. Tenant shall also restore and repair any damage caused by the removal of the fixtures or any additions thereof. If the Tenant fails to remove any fixtures at the termination of this Lease or any extension thereof, then such fixtures shall be considered abandoned and the title by virtue of such abandonment and this Article shall be considered to pass from the Tenant to the Landlord. Nothing contained herein shall

relieve Tenant from its absolute duty to remove all of its property from the premises at the expiration of this Lease.

ARTICLE 10. Insurance. The Tenant shall pay for and maintain its own policy of causality insurance covering its own personal property, which shall contain a provision waiving all right of action of subrogation against the Landlord. Tenant shall also maintain a public liability insurance policy, covering damages to persons or property in a single limit policy of less than \$3,000,000.00. Tenant shall pay for and maintain casualty insurance on the building in an amount to equal replacement value of the building. All policies shall name Landlord as an additional insured.

ARTICLE 11. Entry by Landlord. The Landlord may, at any and all reasonable times, after first contacting the Case Manager, enter the leased premises to view the same or to exhibit the same to prospective successor tenants or purchasers and construction contractors.

ARTICLE 12. Subletting or Assignment. This Lease shall not be assigned nor any part of the premises sublet by the Tenant without the prior written consent of the Landlord, which consent shall not be unreasonably withheld. If such approval is obtained, Tenant and all guarantors shall, nonetheless, continue to remain responsible for the performance of all terms of this Lease.

ARTICLE 13. Partial Destruction. If the leased premises are substantially damaged by fire or other casualty, this Lease shall terminate as of the date of the casualty loss, or the date that Tenant actually vacates the premises prior to termination of this Lease by maturity, whichever is later. Landlord shall have no obligation to rebuild or restore any such casualty loss.

ARTICLE 14. Pets. No pets shall be allowed on the Premises.

ARTICLE 15. Compliance with Laws. The Tenant agrees to comply with all Federal, State and local laws and regulations governing the conduct of its business and the possession, occupancy and use of the premises. Failure to comply with said laws shall, at the option of the Landlord, be cause for termination of this Lease.

ARTICLE 16. Surrender of Possession on Termination of Lease. Tenant, upon termination of this Lease in any manner, will surrender to the Landlord possession of the leased premises in good condition and repair, ordinary wear and tear excepted and loss through fire or other insured risks excepted and will deliver up the keys to the Landlord. Leasehold improvements made by Tenant shall remain and become the property of Landlord. All personal property belonging to Tenant or individual shall be removed from the premises and the same left in a neat, orderly and clean condition at the termination of this Lease.

ARTICLE 17. Notices. All notices to the respective parties to this Lease shall be sent to the addresses indicated for each of them respectively, in Article 1. Such notices

shall be sent by Certified or Registered Mail, Return Receipt Requested, and shall be deemed served when deposited in the United States Mail with appropriate postage affixed.

ARTICLE 18. Default. If Tenant defaults in payment of the rent herein specified, or any part thereof, or if Tenant defaults in any other covenant or condition of this Lease, and such default shall continue for five (5) days after written notice by the Landlord to the Tenant to cure the same, then the Landlord shall, without further notice, at its option, have the right to re-enter the premises, to remove the Tenant and all persons holding under it therefrom, and to terminate this Lease and repossess itself of the premises, provided, however, that such repossession shall not constitute a waiver by Landlord of any other rights which it might have to enforce collection of rents for the balance of the term or to recover damages from Tenant for default in payment of rents or otherwise. This provision shall not bar Landlord from enforcing any other remedies which may be available. Tenant agrees to pay Landlord's reasonable attorney's fees and expenses in the event of collection of any rent or the enforcement of any other provisions of this Lease.

ARTICLE 19. Termination of Lease. If for any reason either party (Tenant or Landlord) deems it necessary to terminate the Lease prior to Lease end date of May 31, 2025, such Lease may be terminated upon 30 days written notice to the other party.

ARTICLE 20. Late Payments. For any payment that is not paid within 10 days after its due date, Tenant shall pay a late fee of \$25.00.

ARTICLE 21. Cumulative Rights. The rights of the parties under this Lease are cumulative, and shall not be construed as exclusive unless otherwise required by law.

ARTICLE 22. Non-sufficient Funds. Tenant shall be charged the maximum amount allowable under applicable law for each check that is returned to Landlord for lack of sufficient funds.

ARTICLE 23. Dangerous Materials. Tenant shall not keep or have on the Premises any article or thing of a dangerous, flammable, or explosive character that might substantially increase the danger of fire on the Premises, or that might be considered hazardous by a responsible insurance company, unless the prior written consent of Landlord is obtained and proof of adequate insurance protection is provided by Tenant to Landlord.

ARTICLE 24. Mechanics Liens. Neither Tenant nor anyone claiming through the Tenant shall have the right to file mechanics liens or any other kind of lien on the Premises and the filing of this Lease constitutes notice that such liens are invalid. Further, Tenant agrees to (1) give actual advance notice to any contractors, subcontractors or suppliers of goods, labor or services that such liens will not be valid and (2) take whatever additional steps are necessary in order to keep the Premises free of all liens resulting from construction done by or for the Tenant.

ARTICLE 25. Special Provisions. The \$1,000.00 security deposit previously paid by Tenant shall transfer to this Lease.

ARTICLE 26. Governing Law. This Lease shall be construed in accordance with the Laws of the State of Wisconsin. All parties agree that the State of Wisconsin shall have jurisdiction for the resolving of any disputes, legal actions in law or equity, and contract interpretation. The parties further agree that the Circuit Court of Door County, Wisconsin or the Eastern District of Wisconsin - Green Bay Division as the exclusive venue. In the event it becomes necessary to take legal action to enforce this venue provision, the prevailing party shall be entitled to attorney's fees and costs.

ARTICLE 27. Entire Agreement/Amendment. This Lease contains the entire agreement of the parties and there are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Lease. This Lease may be modified or amended in writing, if the writing is signed by the party obligated under the amendment

ARTICLE 28. Severability. If any portion of this Lease shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Lease is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written construed and enforced as so limited.

ARTICLE 29. Waiver. The failure of either party to enforce any provision of this Lease shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Lease.

ARTICLE 30. Covenant Binding Assigns. Each and every provision of this Lease shall bind the parties hereto, their heirs, personal representatives, successors and assigns.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement on the date first above written. Each such counterpart is deemed to be an original.

LANDLORD:  
City of Sturgeon Bay

By: \_\_\_\_\_  
David J Ward, Mayor

By: \_\_\_\_\_  
Stephanie Reinhardt, Clerk

TENANT:  
Genesis Behavioral Services, Inc.

By: \_\_\_\_\_  
Patricia Faulhaber,  
Executive Director

## 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 Single-Family Residential (R-1) and Single-Family Residential (R-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

A tract of land located in the Northwest one-quarter of the Northwest one-quarter of Section 5, Township 27 North, Range 26 East, also being a part of Lot 1, Subdivision 8, City of Sturgeon Bay, Door County, Wisconsin, recorded in Document No. 854123 and generally described as follows.

Commencing at the intersection of the easterly right-of-way line of North 6<sup>th</sup> Avenue and the northerly line of said Lot 1 of Subdivision 8, said point being 208 feet easterly of the Northwest corner of said Subdivision 8, thence easterly along said northerly line of Lot 1, Subdivision 8 482 feet more or less, thence southerly 1017.5 more or less to the northerly right-of-way line of Colorado Street, thence westerly along said northerly right-of-way line 304.76 feet, thence northerly 68.97 feet, thence westerly 60' feet, thence northerly 82 feet, thence westerly 141 feet to the intersection with said easterly right-of-way line of North 6<sup>th</sup> Avenue, thence along said easterly right-of-way line 866.30 feet to the point of commencement.

Tax Parcel No. 281-62-08000117

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 Single-Family Residential (R-2). If the PUD expires, the zoning classification of the property shall be the R-2 district.

B. Permitted Uses. The following are permitted uses, provided such uses are consistent with the approved final PUD plans:

1. Single-family and two-family dwellings with a total of not more than 39 units.
2. Clubhouse.
3. Approximately 6,000 sq. ft. storage building (garages).
4. All other permitted, conditional, and accessory uses shall conform to the R-2 district.



C. PUD Requirements: The design of the buildings, parking area, landscaping, lighting, signage and other development aspects shall be in substantial conformance with the approved PUD plans and conditions of approval. In addition, the following shall apply:

1. The opportunity for a street connection to the future extension of N. 6<sup>th</sup> Ave shall be maintained as a secondary exit. There shall be no trees, buildings, significant slopes or other obstructions between the 6<sup>th</sup> Avenue right-of-way and the end of the private driveway in the northwest portion of the site.
2. The entrance road leading from Colorado Street shall be directly across from N. 6<sup>th</sup> Place.
3. All exterior lighting fixtures shall be designed with full cutoff fixtures to reflect light away from adjacent parcels and public streets, and away from the night sky.

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

Approved:

---

David J. Ward, Ph. D.  
Mayor

Attest:

---

Stephanie Reinhardt  
City Clerk

## RECOMMENDATION

### TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the transfer of \$50,000 from excess Cable TV Fund revenues to General Fund Operating and Capital Fund Computer budgets.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 25, 2023

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.



## EXECUTIVE SUMMARY

**TITLE:** Computer Migration: Service and security Upgrades and Hardware and Software Costs

**BACKGROUND:** Effective January 1, 2023 the City began contracting with Heartland Business Systems for technology services. From 2008 to December 31, 2022 the City contracted for these services with the County of Door. That agreement served the City well in many aspects, but the migration has unveiled several things, some issues not foreseen, and opportunity to upgrade the City's technology in terms operational efficiencies, data security, higher functioning equipment, and more robust software applications.

Often the City's approach to technology investments is reactive, the 2023 operating budget includes \$200,000 (up from \$140,000 in 2022) and the capital budget includes \$25,000 (up from \$8,500 in 2022) for technology programming, support, and equipment. Throughout our transition to Heartland, we have tried to identify opportunities to improve efficiency and reliability.

While the City is in the transition period, the City has learned that the Wyse Client devices are prone to problems with remote meetings and are not conducive to a cloud environment. The City incurred additional expenses for firewalls, software, and licensing. Most notably, though, the City's financial management software system (MSI) is costly to maintain on the County server, therefore a move to the MSI cloud is necessary, where support and updates can be completed without incurring an hourly charge from HBS. Unfortunately, \$9,300 of the 2023 capital allocation intended to purchase new equipment has already been expended to replace the City's UPS (Uninterruptable power supply) backup which unexpectedly failed, leaving less for the capitalized hardware, software and licenses.

The City's Cable TV fund has been used to offset computer network costs in the past. As per the 2023 budget and the 200% fund balance requirement in the Cable TV fund, \$50,000 can be transferred from this fund for technology and the fund balance requirement would still be 138% over the threshold.

Between the rising cost of technology and the unpredicted and unknown hardware, software and licensing needs it is possible staff will come forward with additional funding requests for this project even if this initial transfer is approved. Additionally, know that it is possible the City may need to do a formal budget amendment before year-end to satisfy the State of WI budgetary rules. However, at current, a \$50,000 transfer on a 17 million dollar budget (GF & Capital combined) should be feasible without a formal transfer because the need for an amendment is co-dependent on the outcome of the other line items in the respective budget categories.

**FISCAL IMPACT:** \$50,000

**OPTIONS:** 1) Transfer \$50,000 from excess Cable TV Fund revenues to the General

Fund Operating and Capital Fund Computer Budgets.

2) Deny the request for a transfer and lessen the scope of the technology services project.

RECOMMENDATION:

Recommend to the Common Council to transfer \$50,000 from excess Cable TV Fund revenues to the General Fund Operating and Capital Fund Computer Budgets.

PREPARED BY:

  
Valerie J. Clarizio  
Finance Director/City Treasurer

4/21/23  
Date

PREPARED BY:

  
Joshua J. Van Lieshout  
City Administrator

4/21/23  
Date

## RECOMMENDATION

### TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the acquisition of the stormwater easement from Tall Pines Estates based upon the following terms:

1. There would be no special assessment or other charges applied to the Tall Pines Estates property for the new street bordering their parcel or for sanitary sewer/water extensions.
2. The City will fill the drainage ditch/swale along the north edge of the Tall Pines Estates property and restore it.
3. The City/Sturgeon Bay Utilities will restore the lawn/landscaping within the existing utility easement after the sanitary sewer and water mains are extended through Tall Pines Estates.
4. Street tree species to be planted along the Alabama Place bordering Tall Pines Estates shall be Autumn Blaze Maples or other species approved by Tall Pines Estates.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 25, 2023

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

## EXECUTIVE SUMMARY

Title: Acquisition of Stormwater Easement from Tall Pines Estates

Background: The City acquired the necessary street right-of-way to extend Alabama Place to N 12<sup>th</sup> Place. Stantec was hired to develop the street plans. One issue that needs to be resolved is handling the existing water runoff from Alabama Place and the new extension. A portion of the property purchased from Dan Krueger is proposed to be used for stormwater management, but additional storage and coordination is needed to route water through the region.

The preferred solution is to use the existing storm pond on the Tall Pines Estates apartment complex. This pond borders the proposed street. The City Engineer and Community Development Director met with Tall Pines Estates (Sarah & Brian Bonovich) and have worked out a tentative deal to acquire an easement to use their pond.

Stormwater Easement Agreement: The proposed easement is shown on the attached drawing. The Bonovichs' will grant the easement at no cost. In exchange for the easement, the City would agree to the following:

1. There would be no special assessment or other charges applied to the Tall Pines Estates property for the new street bordering their parcel or for sanitary sewer/water extensions. The parcel already is served by utilities and does not need access to the new street.
2. The City will fill the drainage ditch/swale along the north edge of the Tall Pines Estate property and restore it. This ditch directs water coming off the end of Alabama Place into the Tall Pines Estates storm pond. It won't be required after Alabama Place is extended.
3. The City/Sturgeon Bay Utilities will restore the lawn/landscaping within the existing utility easement after the sanitary sewer and water mains are extended through Tall Pines Estates.
4. Street trees species to be planted along the Alabama Place bordering Tall Pines Estates shall be Autumn Blaze Maples or other species approved by Tall Pines Estates.

Fiscal Impact: Other than the costs to draft and record the easement document, there is no cost to the City for acquiring the land. However, the ability to assess Tall Pines Estates for a portion of the street construction cost will be lost. There also will be slight costs to fill in the existing ditch. Keep in mind that Tax Increment District #6 is expected to cover the construction costs for Alabama Place extension, including the stormwater management costs. The expense will be repaid from the increment generated by new development in the district (Ace Hardware, apartments next to Cherry Point Mall, Cobblestone Hotel, etc.)

Recommendation: The easement is needed and the package worked out between Tall Pines Estates and City staff is good for both sides. The recommendation is to approve the acquisition of the stormwater easement based upon the terms described above.

Prepared by: Martin Olejniczak  
Martin Olejniczak, Community Devel. Director

4-20-2023  
Date

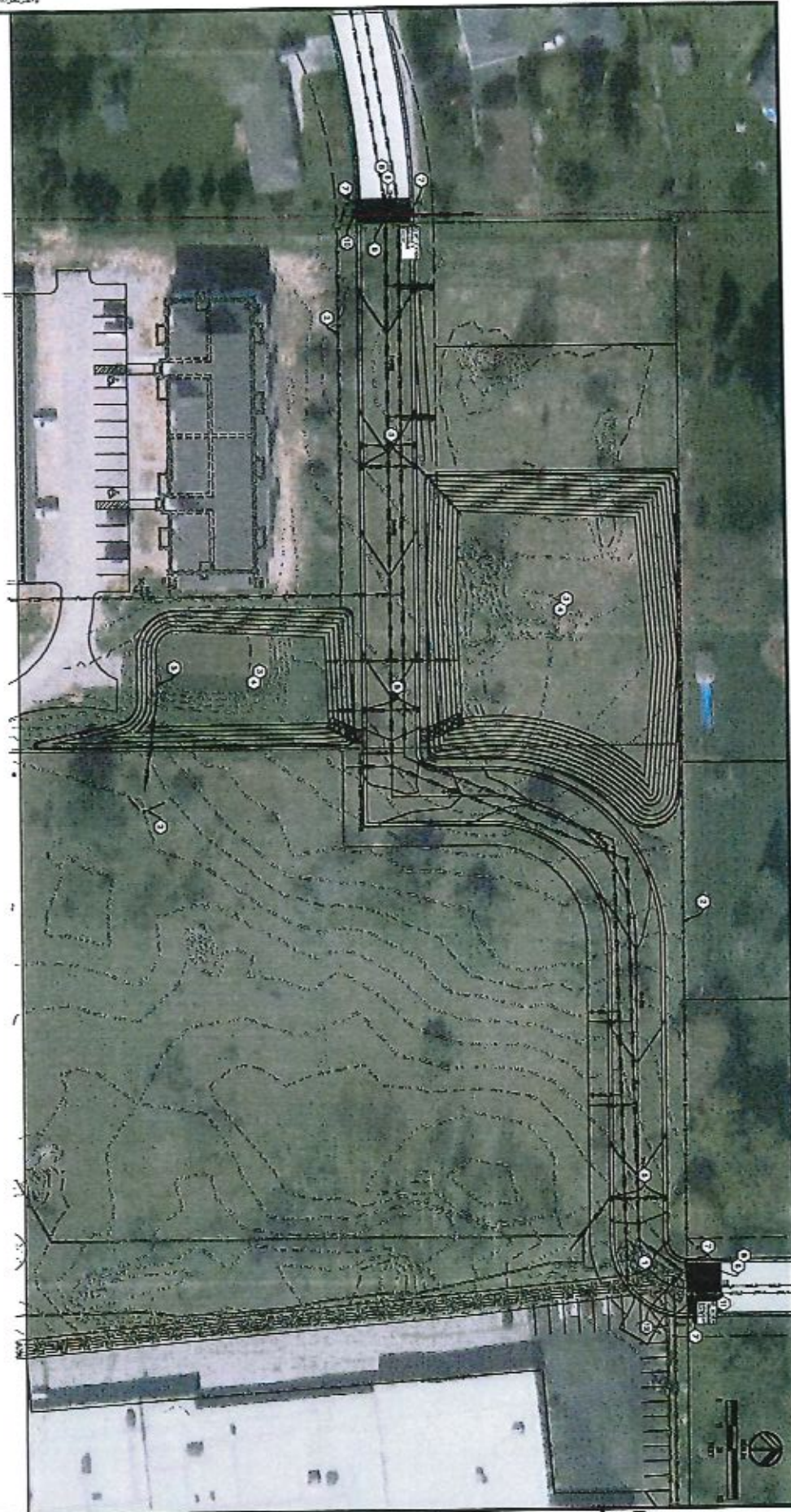
Reviewed by: Chad Shefehik  
Chad Shefehik, City Engineer

4.20.23  
Date



# **SHEET KEY NOTES**

1. SEE EROSION CONTROL NOTES SHEET 1002.
2. STORM TRACKING PAV. SEE MINOR STANDARD 1037 TRACKOUT CONTROL PRACTICES.
3. ALL EXISTING SEE MINOR STANDARD 1008 "SILT FENCE". SEE CHERRY POINT "CON. HAZARD PLAN SET FOR PLANTER SILT FENCE LOCATIONS".
4. EROSION CONTROL MAT ALL POND AREAS. SEE MINOR STANDARD 1112 "CHANNEL EROSION MAT" AND 1002 "NON-CHANNEL EROSION MAT".
5. SITE 1 WATCH AREA ON HYDROLOGIC ALL POND AND DISTURBED AREAS. SEE MINOR STANDARD 1108 "WATCHING FOR CONSTRUCTION SITES AND 1009 "SEEDING".
6. INLET PROTECTION. SEE MINOR STANDARD 1000 "INLET PROTECTION".
7. SAW CUT ASPHALT.
8. REMOVE CURB TO REVEAL "CHIT".
9. REMOVE ASPHALT PAVEMENT.
10. LEFT STATION: REMOVE INTERMEDIATE AND PREPARE FOR PLACEMENT OF NEW STRUCTURE WITHIN EXISTING FOOTPRINT.
11. ELECTRICAL PANEL: REMOVE AND PREPARE FOR PLACEMENT OF NEW STRUCTURE WITHIN EXISTING FOOTPRINT.
12. SANITARY MANHOLE: REMOVE AND PREPARE FOR PLACEMENT OF NEW STRUCTURE WITHIN EXISTING FOOTPRINT.
13. SANITARY MANHOLE: REMOVE AND PREPARE FOR PLACEMENT OF NEW STRUCTURE WITHIN EXISTING FOOTPRINT.
14. COORDINATE WITH UTILITY PROVIDERS TO UNDERGROUND UTILITIES. VERIFY ALL LOCATIONS PRIOR TO ANY CONSTRUCTION ACTIVITIES.



## **REMOVALS AND EROSION CONTROL PLAN**

ALABAMA PLACE to N 12TH PLACE - STREET CONNECTION  
 FOR CITY OF STURGEON BAY, WI  
 421 MICHIGAN ST, STURGEON BAY, WI 54235

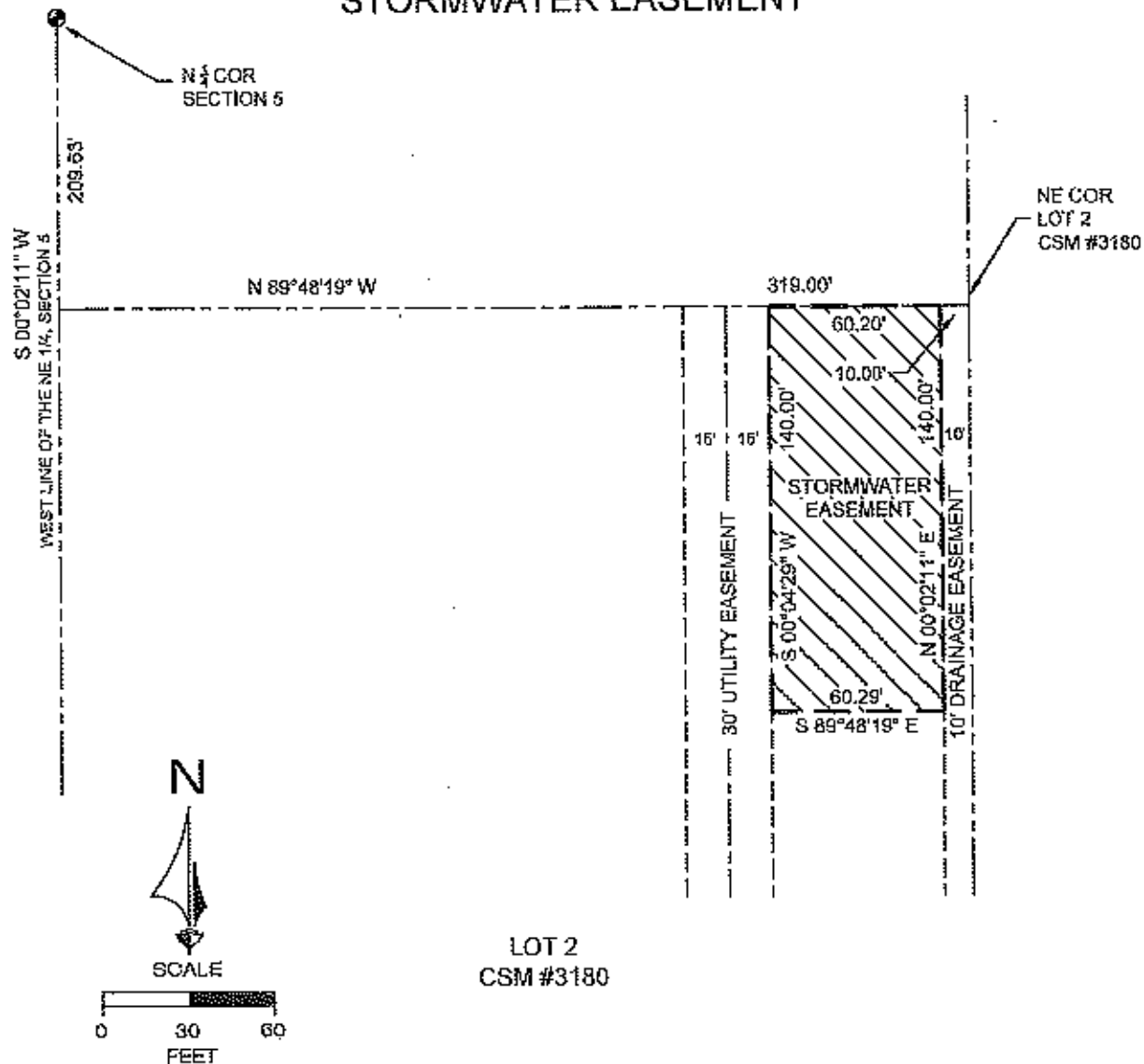
**Stantec**  
 21216 W. Avenue  
 Sturgeon Bay, WI 54235  
 www.stantec.com

C100

# EXHIBIT

## SITE PLAN

### STORMWATER EASEMENT



#### Description: Stormwater Easement

A tract of land located in the NW 1/4 of the NE 1/4 of Section 5, Township 27 North, Range 26 East, City of Sturgeon Bay, Wisconsin, within Lot 2 of Certified Survey No. 3180, recorded as Document No. 812318, in Volume 19, of Certified Survey Maps, Page 247 and described as follows.

Commencing at the Northeast corner of said Lot 2 of CSM #3180, thence N 89°48'19" W along the northerly line of said Lot 2 10.00 feet to the point of beginning, thence continue N 89°48'19" W along said northerly line of Lot 2 60.20 feet to the intersection with the easterly line of a 30 foot wide utility easement, thence S 00°04'29" W along said easterly line 140.00 feet, thence S 89°48'19" E 60.29 feet to the intersection with the westerly line of a 10 foot wide drainage easement, thence N 00°02'11" E along said westerly line 140.00 feet to the point of beginning, containing 8,434 square feet (0.19 acres) of land.

JAN, 2023

## RECOMMENDATION

### TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the NERR prospectus as presented.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 9, 2023

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_ day of \_\_\_\_\_, 2023.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Ad Hoc NERR Advisory Committee, hereby recommend to accept the prospectus "Sturgeon Bay NERR: A Proposal to Locate the Bay of Green Bay NERR Education and Visitor Center in Sturgeon Bay, Wisconsin" and forward to Common Council for approval.

Respectfully submitted,  
AD HOC NERR ADVISORY COMMITTEE  
By: Mark Holey, Co-Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 10, 2023

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.






Joshua J. Van Lieshout  
City Administrator

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

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

**Memorandum**

To: Finance Committee

From: Josh Van Lieshout, Administrator 

Re: National Estuarine Research Reserve (NERR) Site Selection

Date: May 4, 2023

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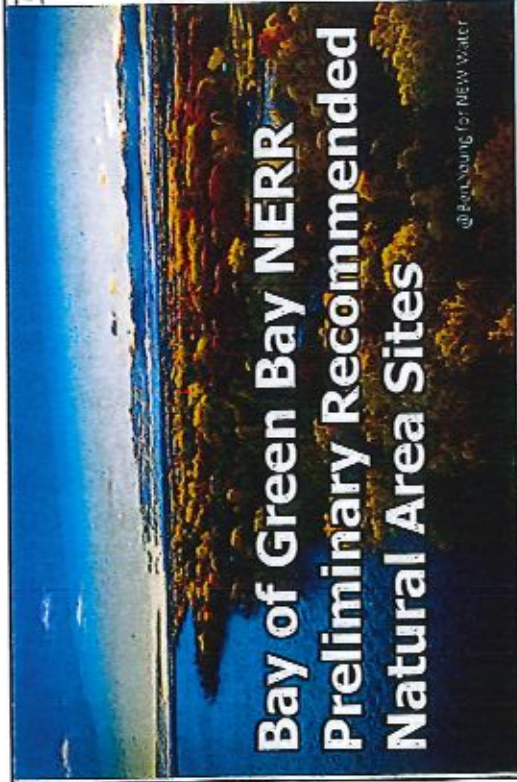
**Item:** National Estuarine Research Reserve Prospectus

**Discussion:** The Green Bay NERR will consist of large geographically described areas that are composed of existing public lands that are studied and monitored by researchers and scientists affiliated with the NERR. Part of every NERR is a central space where public outreach, laboratory analysis, and operational aspects are headquartered. In December of 2022 UWGB has forwarded the locations for study the Governor's Office and NOAA for approval. These sites, located around the bay of Green Bay include two sites in Sturgeon Bay, casually described as Cross Roads and DNR/Door County Land Trust property located south of the ship canal. Map attached.

In January 2022 the Finance Committee made a recommendation to the Common Council to approve a number of sites for consideration of the NERR visitor center. Once the site selection has been submitted to the Governor's Office and NOAA, and those sites include locations in Sturgeon Bay, the City's NERR Committee began the development of a prospectus to tell the story about why Sturgeon Bay is worthy of hosting the NERR visitor center.

The NERR Committee is asking the Finance Committee to review and approve the prospectus and recommend the same to the Common Council.

**Recommendation:** Approve the NERR prospectus as presented.



# Bay of Green Bay NERR Preliminary Recommended Natural Area Sites

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BUREAU OF LAND MANAGEMENT



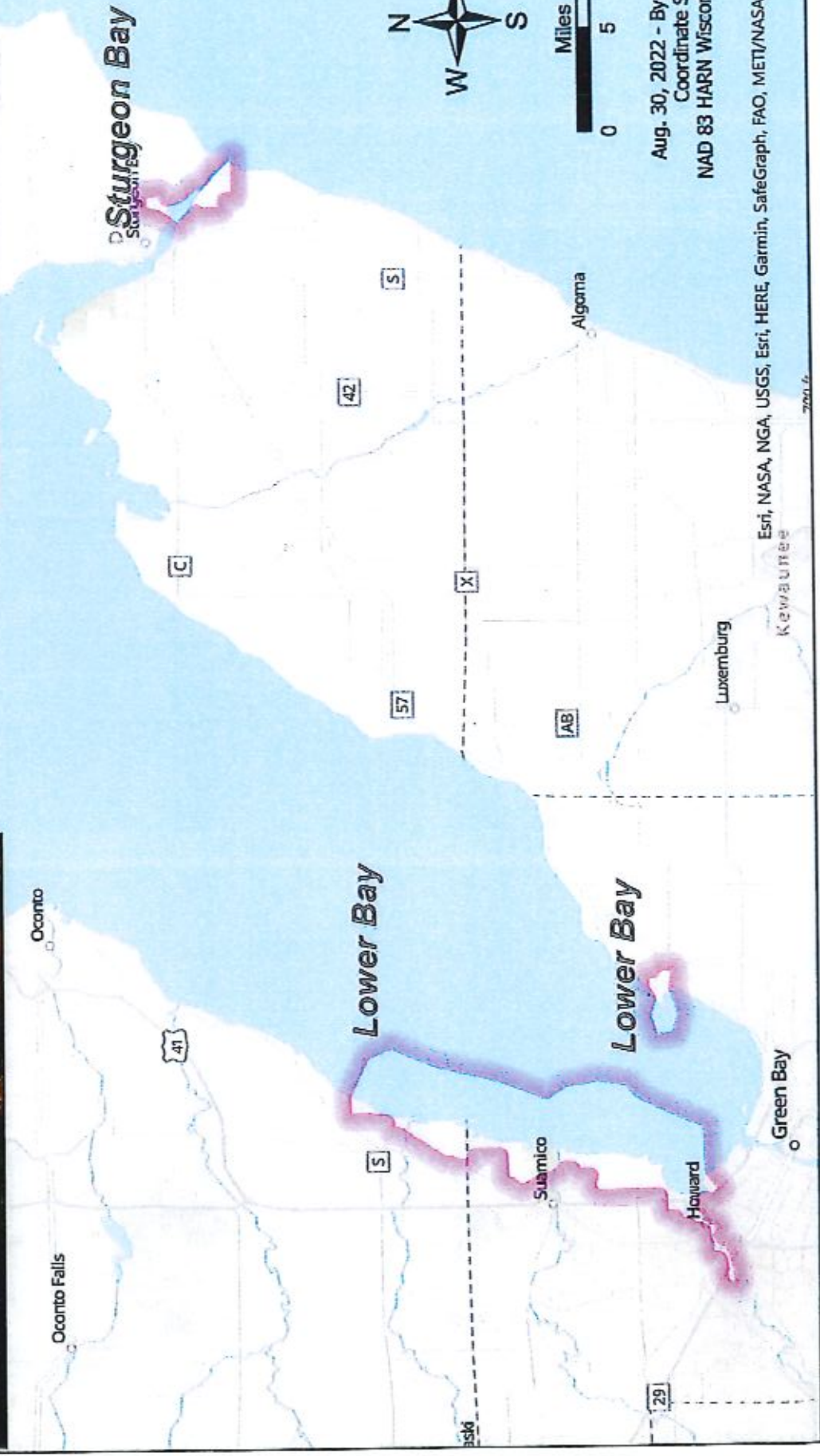
## B Peshtigo River

Marquette

64

This map shows the **preliminary recommended natural area sites** to be included in the proposed Bay of Green Bay National Estuarine Research Reserve. Note: only publicly accessible lands within these areas are eligible to be included in the Bay of Green Bay NERR. Official land and water boundaries have not yet been set but will include a refinement of what is featured on these maps. The selection of a site for the NERR visitor/education center will occur at a later date.

For more information on the proposed NERR, see [uwgb.edu/nerr](http://uwgb.edu/nerr).



Aug. 30, 2022 - By: Mike Koutnik  
Coordinate System:  
NAD 83 HARN Wisconsin TM (Meters)

Esri, NASA, NGA, USGS, Esri, HERE, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS

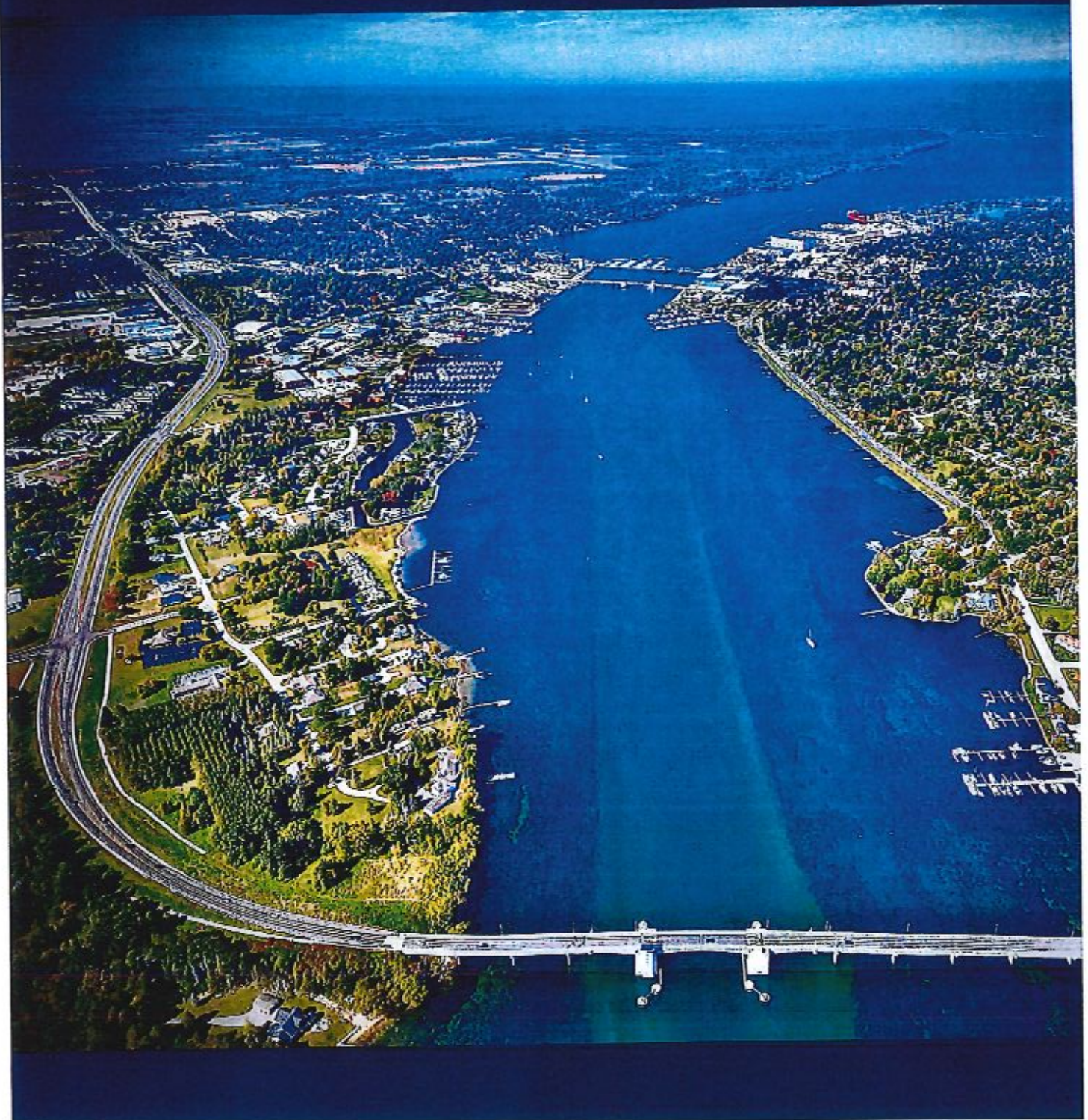






# STURGEON BAY NERR

A Proposal to Locate the  
Bay of Green Bay NERR  
Education and Visitor Center  
in Sturgeon Bay, Wisconsin





**Bay of Green Bay National Estuarine Research Reserve  
Education and Visitor Center  
Sturgeon Bay, Door County**

Regional Impact + Tourism + Education + Workforce Development + Quality of Life  
Through Research and Monitoring + Training + Education + Stewardship

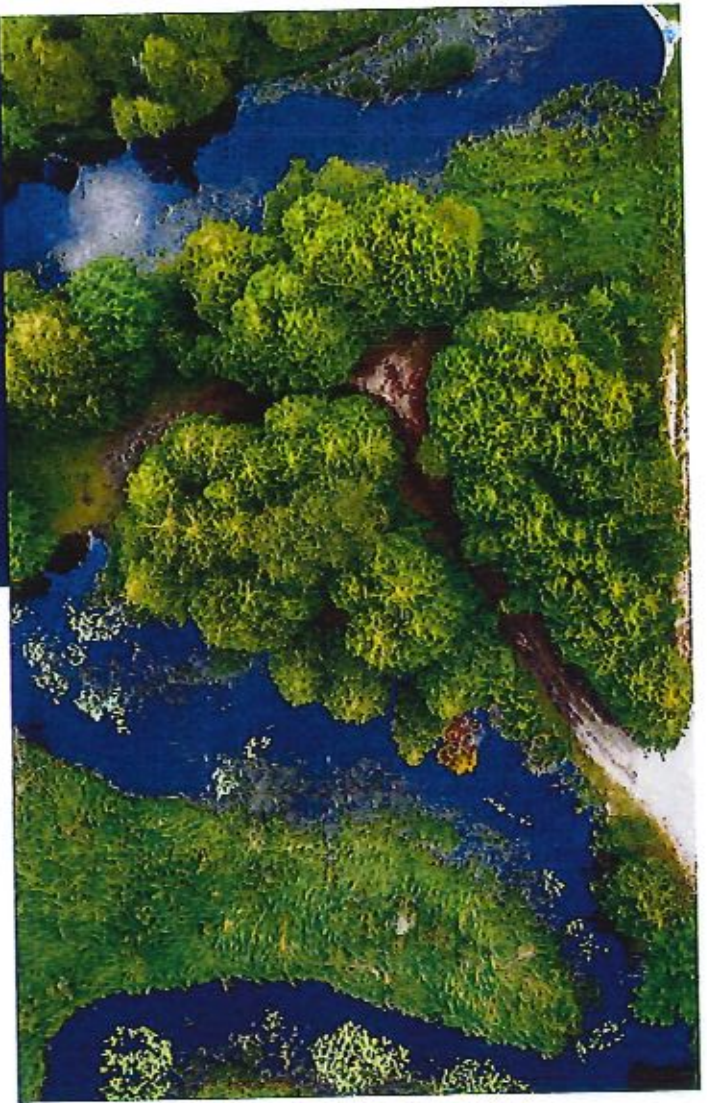
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**Front Cover:** The heart of Sturgeon Bay with the Bay of Green Bay in the background.

# EXECUTIVE SUMMARY

The City of Sturgeon Bay and Door County are uniquely suited to aid the Bay of Green Bay National Estuarine Research Reserve (NERR) Education and Visitor Center to achieve its goals, including outreach and marketing, community support, stewardship, education and research. By choosing Sturgeon Bay for its location, the NERR Education and Visitor Center will be able to seamlessly plug into Door County's strong support base, infrastructure and ecology. With 300 miles of coastal shoreline, the Door County community has prioritized understanding how the coastal waters of Lake Michigan and the Green Bay estuary impact the peninsula's unique ecology. Governmental, non-governmental and research organizations, supported by the regional prosperity and generosity of our community, have a long history of protecting and stewarding the peninsula's natural resources and will immediately embrace the NERR Education and Visitor Center and the NERR goals. This prospectus describes the benefits of locating the Bay of Green Bay Education and Visitor Center in Sturgeon Bay, Wisconsin, the heart of Door County.



This proposal is submitted by the Mayor and the Ad Hoc NERR Advisory Committee.

## CONTACT INFORMATION

**City of Sturgeon Bay**  
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**Ad Hoc NERR Advisory Committee Co-Chairs**  
Mark Holey  
markeholey@gmail.com, 920-973-3946  
Caitlin Oleson  
caitlinoleson@gmail.com, 920-857-8605



# A NATIONALLY RECOGNIZED VISITOR DESTINATION

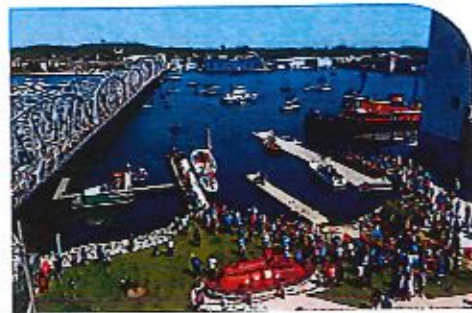
Annual Visitors

2.5  
million

Attracting visitors will be critical to the success of the Bay of Green Bay NERR Education and Visitor Center. As a nationally recognized tourist destination, Sturgeon Bay and Door County attract, on average, 2.5 million visitors annually. With the Bay of Green Bay NERR Education and Visitor Center located in Sturgeon Bay, NERR programs and initiatives will be able to plug into the thoughtful, strategic and powerful marketing provided by Destination Door County and Destination Sturgeon Bay, the marketing organizations charged with drawing visitors and guests to the Door Peninsula.



Sturgeon Bay, the only city in Door County, is home to the eastern terminus of the Ice Age National Scenic Trail (one of 11 in the US), the Ahnapee State Trail and the Door County Coastal and National Scenic Byway, as well as 14 city parks. In addition, Potawatomi State Park, Crossroads at Big Creek, a 200-acre nature preserve and estuary, and the Door County Land Trust's 455-acre Ship Canal Nature Preserve are located nearby. All of these lands positively impact the environmental protection of our region's precious resources and are attractions for visitors who want to connect with the natural world. The city has strategically maintained public access to the waterfront including dockage capability to receive cruise ships and to support potential future tour boats to other Bay of Green Bay NERR natural areas.





For our visitors, Door County is their getaway, their connection to nature, and their opportunity to re-center. The values of many of our visitors align with NERR's values; there will be an enthusiasm to visit the NERR Education and Visitor Center in Sturgeon Bay.

Sturgeon Bay is also home to the Door County Maritime Museum and Lighthouse Preservation Society, which work to preserve Great Lakes maritime history, primarily focusing on Door County, Wisconsin, and providing interpretive and educational opportunities for current and future generations. The recently opened 10-story Jim Kress Maritime Lighthouse Tower located along Sturgeon Bay's working waterfront showcases the area's rich maritime roots and allows visitors to see the bay like never before.

Though Door County has 19 municipalities, each with its own personality, many visitors understand Door County as a single location to visit annually. Door County is their getaway, their connection to nature, and their opportunity to re-center. The values of many of our visitors align with NERR's values and so there will be an enthusiasm to visit the NERR Education and Visitor Center in Sturgeon Bay.



The travel sector is an integral part of the Door County economy. Visitors generate significant economic benefits to households, businesses and government and represent a critical driver of the county's future. By monitoring the visitor economy, policymakers can inform decisions regarding the funding and prioritization of the sector's development. They also carefully monitor its successes and future needs. In 2021, Door County visitors spent over \$423 million and generated \$42.7 million in local and state taxes.





# DESTINATION DOOR COUNTY

Visitors to Door County come from all walks of life, both nationally and internationally. Door County is known for its diverse vacation opportunities. Now Destination Door County (DDC) is taking a strategic approach to the next generation of visitors. Focusing on a more targeted message, DDC has already launched sustainability initiatives that include Care for Door County, a partnership with the Leave No Trace Center for Outdoor Ethics, and "voluntourism" opportunities.

## CARE FOR

DOOR COUNTY



### Care For Door County

This is the sum total of Door County's cultural, quality-of-life and eco-focused initiatives and the actions we take to protect and care for the place we love. It includes a call to action to care for Door County by leaving natural areas undisturbed, using trails, and respecting the beauty and waterways of Door County. This initiative draws attention to our expectation that Door County will remain a beautiful and well-cared-for place for generations to come. It will attract visitors and residents who live for new and unexpected experiences that broaden horizons and afford a deeper connection with the communities and environment around them.

"Care for Door County," [www.doorcounty.com/care-for-door-county](http://www.doorcounty.com/care-for-door-county), 2022.

## LEAVE NO TRACE



### Leave No Trace Center for Outdoor Ethics

Launched in 2019, the DDC partnership with Leave No Trace Center for Outdoor Ethics strives to ensure a sustainable future for Door County's outdoor spaces. Initiatives include the creation and promotion of 7 LNT principles for Door County, including hiking on trails to leave land undisturbed, packing out trash, and cliff and fire safety. The initiative also promotes access to research, training programs and educational programs as well as working with land managers to earn Gold Standard Site certification.

## GREEN DESTINATIONS



### Green Destination Certification

DDC has begun a multi-year certification process to audit and make improvements to the County's sustainability performance efforts to become a certified Green Destination. Once the certification is complete, DDC will join roughly 200 destinations throughout the world that have committed to sustainability. Adopting green values will help Door County enhance its quality, attractiveness and competitiveness, as well as attract respectful visitors who are searching for destinations supporting sustainable practices.



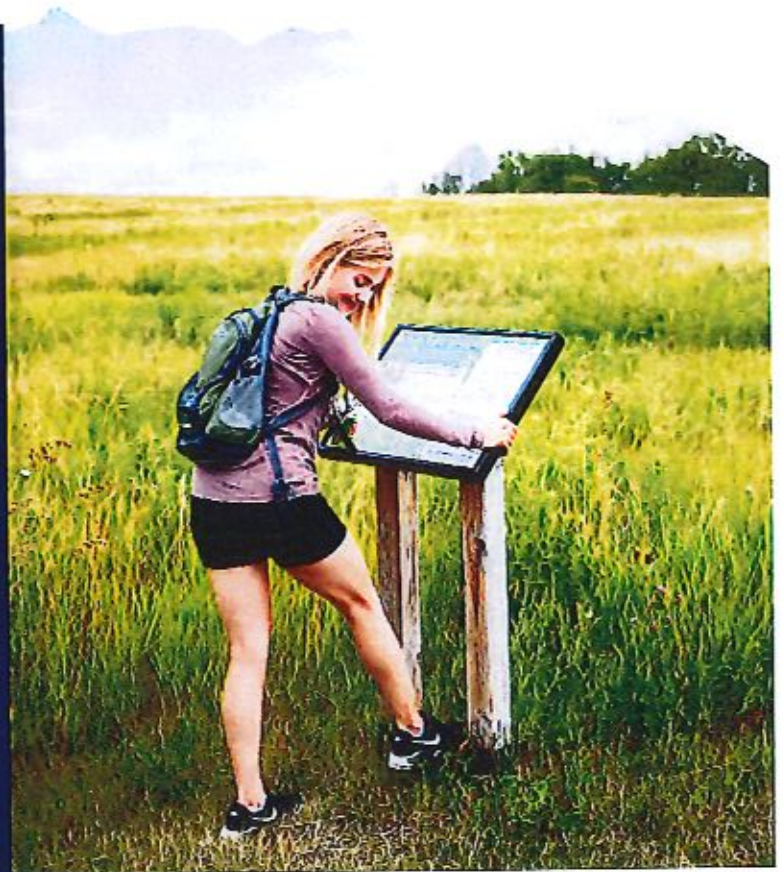
## Voluntourism



With over 350 nonprofit organizations and service groups throughout Door County, guests have numerous opportunities to go beyond the beach and interact with the communities they are visiting. "Voluntourism" is an increasingly popular travel style for young professionals and recent retirees. Door County has benefited by drawing experts in almost every area of environmental preservation and research. Door County offers high quality of life for both residents and our millions of visitors. A NERR Education and Visitor Center in Sturgeon Bay will benefit from DDC's platform for voluntourism to provide a meaningful, hands-on way for visitors and residents to engage with NERR's educational programs and research.

These ecotourism initiatives are already drawing a more purposeful type of visitor and guest, one that aligns with NERR's values. When tourism focuses on the educational and sustainable protection of the county's natural resources in this way, the positive impact goes well beyond the economy.

Door County's robust and purposeful tourism will not only support the success of an Education and Visitor Center in Sturgeon Bay, it will also shine a light on the entire NERR System, providing a gateway for visitors to learn about NERR preserves around the Great Lakes and beyond. The urgent mission of the NERR to protect and study estuaries and coasts would reach a broad and powerful audience.



The Door County Coastal Byway is the only state and federally designated scenic byway skirting the waters of Green Bay. It provides visitors throughout the US with unforgettable coastal experiences.





# A CARING & GENEROUS COMMUNITY

Door County is a caring and philanthropic community. Door County Community Foundation (DCCF) President and CEO Bret Bicoy has called it "the most generous county in Wisconsin." Door County residents give a larger percentage of their discretionary income (4.1 percent) than residents of other counties in Wisconsin — a full percentage point higher than other northeastern Wisconsin counties.<sup>2</sup> But data doesn't give the full picture. Door County's robust seasonal population is also committed to generous support of the region's initiatives. For example, when DCCF started to fundraise for its emergency response fund at the beginning of the COVID-19 shutdown, nearly 70 percent of the checks received were from donors outside the county.<sup>3</sup>



**"The most generous  
county in Wisconsin"**  
Bret Bicoy/CEO Door County Community Foundation

Bicoy wrote to Mayor Ward, "You can be confident that our commitment to protecting our water is unwavering and our enthusiasm for bringing a NERR facility to Door County is overflowing." Upon hearing of the possibility that the NERR Education and Visitor Center might be located in Sturgeon Bay, Bicoy and a major donor scheduled a trip to the Rookery Bay National Estuarine Research Reserve in Naples, Florida, to better understand how the philanthropic arm of Door County could best serve a potential partnership with the NERR Education and Visitor Center. Though the trip couldn't occur due to COVID lockdowns, the enthusiastic support for bringing the Education and Visitor Center to Door County is unwavering. DCCF has quietly raised nearly \$500,000 in pledges from private individuals and foundations to support the building of a new facility with a NERR Startup Fund. Should the NERR Site Coordination Committee select Sturgeon Bay as its home, we have every reason to expect this number to grow quickly and substantially.

When Mayor Ward describes Sturgeon Bay as ready to "plug in and play," it is this kind of support that he is referring to. As soon as the decision is made, the NERR will be able to count on the proactive support of a community foundation that has already raised half a million dollars for its new building and is equipped to continue fundraising. Not only is Sturgeon Bay aligned with NERR's stewardship, conservation, education and research goals, the philanthropic community is proactively anticipating the arrival of the NERR Education and Visitor Center.

<sup>2</sup> Bicoy, Bret. "Wisconsin's Most Generous County." Peninsula Pulse, 2012.

<sup>3</sup> Bicoy, Bret. "We Must Hold Together as One County." Peninsula Pulse, 2020.



Support for the NERR Education and Visitor Center is not limited to generous individuals and foundations. Our local businesses are also committed to supporting the Center coming to Sturgeon Bay.

Chris and Ann Renard of Renard's Cheese Store and Rosewood Dairy, a preeminent attraction for visitors and the go-to source of cheese for locals, speak to how agricultural businesses in Door County share NERR's research and education goals. "Both of our companies strive to support and promote Wisconsin agriculture," said the Renards. "We understand that research and education is vital in order to continue our legacy, similar to the mission of NERR. We relish the opportunity to educate locals and visitors about our natural resources."

The Rotary Club of Sturgeon Bay represents the flourishing and longstanding spirit of community engagement and volunteerism in Door County. According to Club President Sean Linnan, "Our club, through the years, has been very active in promoting the environmental and economic benefits of a healthy ecosystem." Their work has included financial support, volunteer hours and leadership for organizations and initiatives such as Crossroads at Big Creek and Healthy Water Door County.

The NERR Education and Visitor Center in Sturgeon Bay will be able to count on this kind of active and engaged support from community members. As donors learn about NERR's work through the Education and Visitor Center, we expect NERR to gain more recognition and financial support for its research from Door County donors, resulting in a regional impact to the entire Bay of Green Bay reserve.



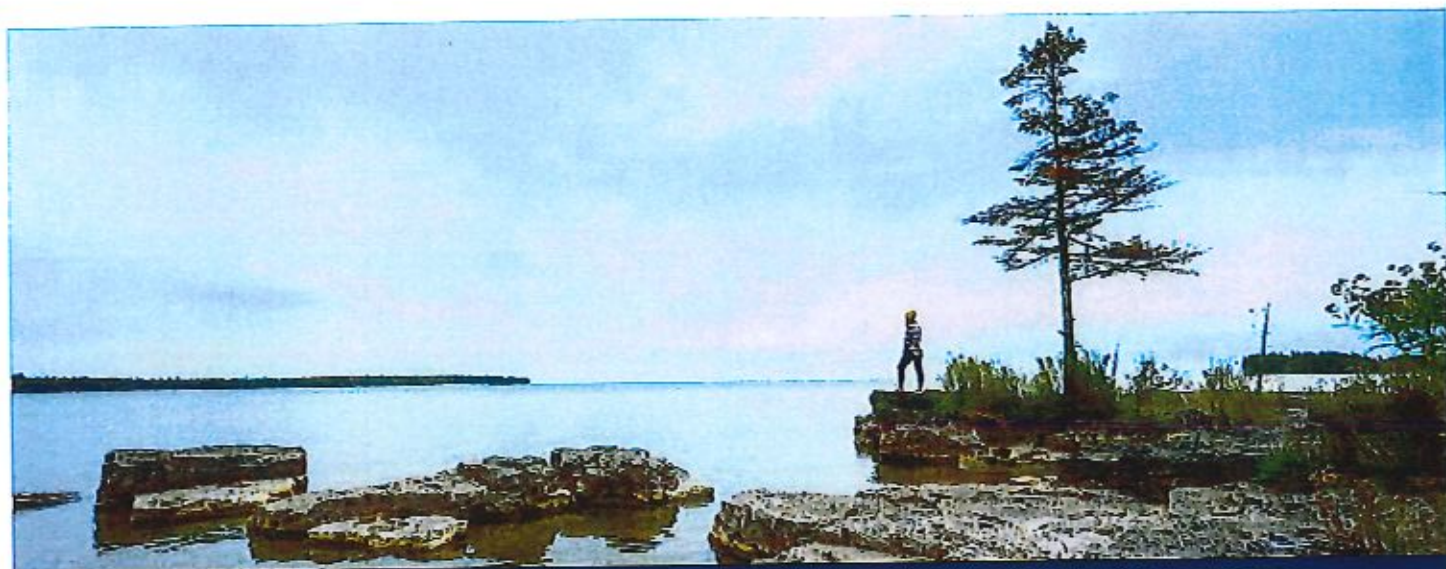


# A ROBUST EDUCATIONAL SETTING

DOOR COUNTY CALLS ALL VISITORS, RESIDENTS, LEARNERS AND SCIENTISTS TO A DEEPER APPRECIATION FOR AND UNDERSTANDING OF THE NATURAL ENVIRONMENT THROUGH EDUCATION THAT IS PARTICIPATORY AND ACTIVE.

Door County is a classroom of ecology—for the school-aged children who need only to walk outdoors or down the street, for the visiting researchers who collaborate and share their findings, for the college-aged students learning land restoration, for seniors doing citizen science, for community members picking up a shovel and planting a tree, and for the hundreds of thousands of visitors who connect with nature at the preserves Door County protects and shares. Door County calls all visitors, residents, learners and scientists to a deeper appreciation for and understanding of the natural environment through education that is participatory and active. The Bay of Green Bay NERR Education and Visitor Center located in Sturgeon Bay will immediately be a resource for this broad spectrum of learners eager to understand more about the Bay of Green Bay estuary.

"A Guide to Significant Wildlife Habitat and Natural Areas of Door County, Wisconsin," a collaborative community project published in 2003, states: "Among the factors contributing to Door County's unique and rare environments is its location as a major peninsula of the Lake Michigan coast and the effects of the dolostone bedrock on surface drainage and water chemistry. These and other factors, combined with relatively low levels of development, help to support habitats for numerous species of rare plants and animals, some of which are found nowhere else in the state. As notable as the county is as a site for rare species, it is also recognized for its diversity of more common and widespread species." The Sturgeon Bay Ship Canal Preserve offers a study in ancient shoreline formation. A short drive away, Toft Point is a library of advanced botany. The parks and preserves are a living archive of biodiversity.





Door County's five school districts benefit from significant, regular, repeat and hands-on interaction with Door County's natural areas and with the entities named above, through Earth Day activities, archaeological digs, forest programs, lessons in composting, data collection for long-term research projects, and other programs.



The established and committed educational networks of learners, teachers and researchers in Door County will help the Center achieve its educational goals.

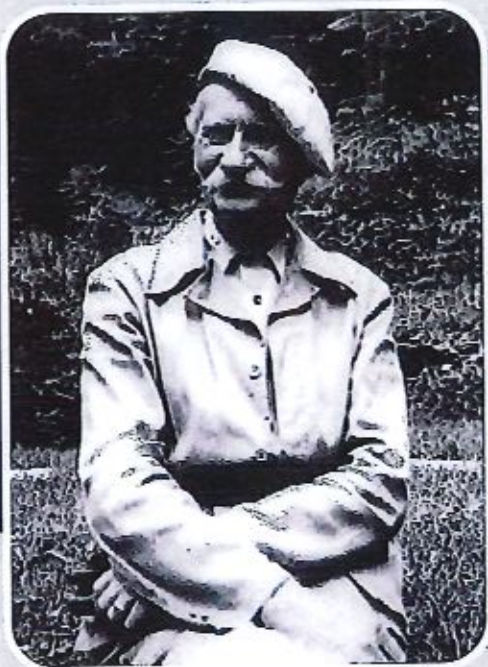
Education is also a primary component of the Door County Climate Change Coalition, Door County Maritime Museum and Lighthouse Preservation Society, Door Bird Sanctuary, Door County Master Naturalists and many other organizations and initiatives. One noteworthy initiative is the 2019 Celebrate Water Summit, a year-long series of educational activities organized by Healthy Water Door County, a fund of the Door County Community Foundation.

As illustrated by the previous examples, the whole of Door County is committed to education around ecological protection, preservation, restoration and understanding of the natural world. The Bay of Green Bay NERR Education and Visitor Center located in Sturgeon Bay will contribute deeply to the educational opportunities our residents, students, and visitors seek. The established and committed educational networks of learners, teachers and researchers in Door County will help the Center achieve its educational goals. In turn, the Center will provide unique insight, access to research, and understanding about estuaries and coastal wetlands in Green Bay and beyond.





Because of a deep desire to protect our unique ecology, many organizations in the county have founded keystone educational programs. For nearly a century, the Ridges Sanctuary has been educating Door County, the state and the region on the uniqueness of the Door Peninsula and its microclimates. It does this through land preservation, through small group instruction offered in its popular 20-year-old Festival of Nature, and through a robust partnership and forest education program with Gibraltar Schools.



The Clearing Folk School was founded in 1935 by Jens Jensen, considered by many to be one of America's most important landscape architects. It has taught care for the natural environment in the folk school tradition, which has no grades, degrees, or credits, but huge dividends and loyalty.

*Everyone is entitled to a home where the sun,  
the stars, open fields, giant trees, and  
smiling flowers are free to teach an  
undisturbed lesson of life."  
-Jens Jensen*

Since 1992, Crossroads at Big Creek Learning Center and Nature Preserve in Sturgeon Bay has been inspiring environmental stewardship in learners of all ages. Located just off the highway and within walking distance of most area schools and residents, Crossroads' 200 acres and distinct ecosystems are an accessible gem. In 2022, Crossroads initiated the Land Restoration School, an immersive residential academic program that teaches the fundamentals of land restoration, training the next generation of land healers.







"In 2018, Gathering Ground was founded on Washington Island to teach sustainable food practices through ecological use of land. With its 40-acre teaching and demonstration farm implementing agroforestry techniques, Gathering Ground's educational programs attract island residents, visitors and college-age students from around the country to learn about sustainable agriculture. Participants explore Door County's many small farms committed to ecological restoration and protection.



The Door County Environmental Council has for decades been an active force in education, providing access to ecological maps of Door County created by Dr. James Zimmerman, securing federal listings of endangered species, and serving as a general resource for the many groups actively engaged in ecological care of Door County.





# A STRONG STEWARDSHIP ETHIC



The Door Peninsula defines the Bay of Green Bay. With 300 miles of shoreline and the geological presence of the Niagara Escarpment running its length, the Door Peninsula provides a full spectrum of coastal management issues to address. Because of the beautiful and fragile coastal ecologies of the Great Lakes, the City of Sturgeon Bay and Door County have a long history of environmental protection and stewardship. Federal, state, county, and town governments and non-governmental organizations have made significant investments, individually and in partnership, to protect and steward the coastal resources of the Door Peninsula.

This strong stewardship ethic makes Sturgeon Bay an ideal location for the NERR Education and Visitor Center. If the Center chooses to be located in Sturgeon Bay, it will be able to immediately connect with the network of stewardship-focused organizations that have a long and rich history in Door County. These organizations value collaboration and partnership building, understanding that conservation and environmental education anywhere is a win for the environment everywhere.

The Wisconsin Coastal Management Program (WCMP), the first Coastal Zone Management Act program established in the Great Lakes, has provided technical assistance and financial catalysts to balance environmental sustainability and public use since 1978. Through leadership by the Soil and Water Department of Door County with state support from WCMP, Door County was **one of the first counties to pioneer beach contamination source tracking and restoration**. This enabled the county to ascend from the Natural Resources Defense Council's Beach Bum list to its Beach Buddies list<sup>4</sup>. We understand the value of working together in partnerships across levels of government, nonprofit and research organizations.

<sup>4</sup> Langdon, J.M. ed. "Great Lakes Chronicle: Essays on Coastal Wisconsin." WI Coastal Management Program, WI Dep of Admin. 208. pp 172-174

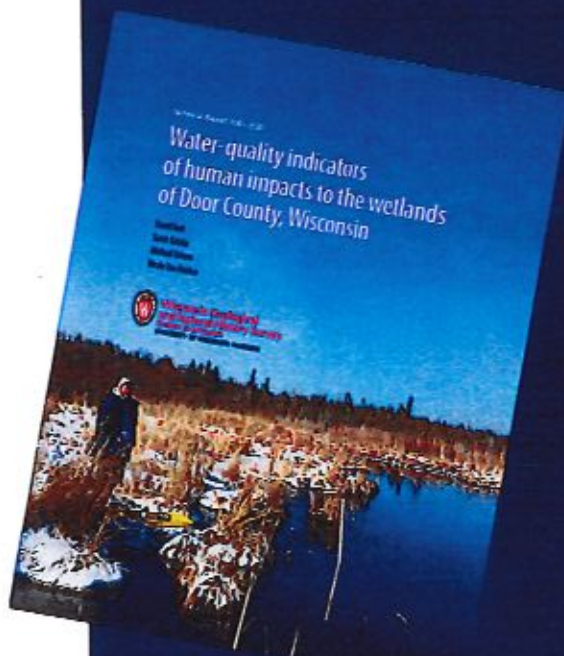






The Door Peninsula supports an abundance of significant, irreplaceable natural landscapes, microclimates and rare plants and animals, some found nowhere else in Wisconsin. As a national leader recognized for its stewardship and management programs, the Wisconsin Department of Natural Resource (WDNR) was the first in the nation to establish a program of protecting scientifically important natural areas, supported by the work of notable ecologists such as Aldo Leopold and Norman Fassett. The Door Peninsula is home to the pioneering protection and stewardship efforts of WDNR, with the establishment of 29 State Natural Areas, more than any other coastal county in Wisconsin, and five state parks.

The Door County government has likewise established itself as a state leader, working intimately with local municipalities to foster stewardship programs to protect the environment. Door County was one of the first to establish a priority watershed based on groundwater and to engage geologists to study groundwater issues connected to the county's karst topography. Through partnerships, Door County has produced reports like "Water-Quality indicators of human impacts to the wetlands of Door County, Wisconsin" and created the Door County Invasive Species Team (DCIST) to implement educational and control efforts for invasive species.







Stewardship of Door County's coastal resources has been a time-honored tradition of residents and visitors through nonprofit organizations such as the following:

- The Ridges Sanctuary, the state's first land trust, was established in 1937. With the mission of inspiring the stewardship of natural areas through education, outreach and research, the Ridges protects over 1,600 acres.
- The Nature Conservancy supports a field office in Sturgeon Bay and has been conserving Door County lands and waters since 1962.
- Since 1969, the Door County Environmental Council has been fostering the preservation of Door County's natural resources through advocacy, education, and action.
- The Door County Land Trust has developed into one of the state's leading land trusts since its inception in 1986 and continues "to protect the county's exceptional lands and waters forever."
- Since 1992, Crossroads at Big Creek Learning Center and Nature Preserve has inspired environmental stewardship in learners of all ages through education, research, and outdoor experiences. In 2022, it opened a Land Restoration School.
- The Clearing Folk School, founded in 1935 by Jens Jensen, continues his legacy with classes that involve direct experience with nature, creative expression, thoughtful study and contemplation."
- The Climate Change Coalition Door County, established in 2012, is a non-partisan organization that, through education, outreach and civil dialogue, aims to increase public understanding of climate change and its many detrimental impacts at home and around the world.

With decades of experience building support for environmental protection and education, Door County's network of stewardship-focused organizations will be powerful partners of the Bay of Green Bay NERR, helping it to achieve its goals of engaging the local community and educating visitors. Not only will the NERR benefit from our history of stewardship, the NERR Education and Visitor Center will support and add immense value to these partnerships. As Laurel Hauser, Director of Crossroads at Big Creek reports, "We are extremely excited about the possibility of a NERR Center in our area and the scientists and researchers it will attract. We also appreciate that having a NERR here will have a positive impact on our natural environment."

The potential for partnership with Door County organizations will go beyond the NERR Education and Visitor Center in Sturgeon Bay to positively impact the entire Bay of Green Bay reserve.



# A COMMUNITY OF SCIENCE & SUPPORT

A NERR Education and Visitor Center located in Sturgeon Bay will connect with a community that welcomes, supports, and values research. The City of Sturgeon Bay and residents of Door County at large understand how critically important research is to achieve the level of protection and stewardship required to keep the ecology of Door County and Green Bay healthy and sustainable into the future.



Within the University of Wisconsin system, a broad array of programs and campuses partner to explore the environment and provide the scientific information required by decision-makers to manage ecosystem health. The Cofrin Center for Biodiversity, Wisconsin Sea Grant office, and the environmental science and policy programs of the University of Wisconsin-Green Bay campuses have long been a primary source of research support. Research partnerships with other University of Wisconsin schools include:

- UW-Madison staff from the Wisconsin Sea Grant office, the Limnology Lab and the Wisconsin Geological and Natural History Survey programs have worked on a myriad of groundwater and aquatic resources projects on the Door Peninsula.
- The School of Freshwater Sciences at UW-Milwaukee has led studies on nutrient loading and dead zones in the lower bay.
- The Environmental Research and Innovation Center at UW-Oshkosh has been instrumental in researching and monitoring the health of Door County beaches and contamination of drinking-water wells, as well as monitoring marine debris and microplastics and experimenting with removal technologies.
- The Wisconsin Cooperative Fishery Research Unit at UW-Stevens Point, a partnership between the United States Geological Survey, the Wisconsin Department of Natural Resources, and UW-Stevens Point, has a long history of conducting research to determine the effectiveness of management regulations to sustain the valuable sport and commercial fisheries of Green Bay and Lake Michigan.
- The UW-Peninsular Agricultural Research Station has operated near Sturgeon Bay since the early 1920s to initiate fruit research and outreach efforts to support local and state fruit industries. The station serves as a National Weather Service reporting station receiving data from eight automated monitoring stations throughout Door and Kewaunee counties. Station research staff also coordinate projects with UW-Madison Departments, including Horticulture, Entomology, Agronomy, and Plant Pathology within the College of Agricultural and Life Sciences.





Dr. Karen Murchie, Director of Freshwater Research at the Shedd Aquarium, chose to base her sucker migration studies in Sturgeon Bay not only because of the richness of tributaries and volume of fish in the area, but also because of the "enthusiastic community of support for the studies."



The scope of research partners has expanded to include partnerships with organizations farther afield, such as:

- The Freshwater Research program of the Daniel P. Haerther Center for Conservation and Research at the John G Shedd Aquarium has been studying the migratory behavior of white and longnose suckers in Lake Michigan and Lake Superior, including Sturgeon Bay.
- The Chicago Botanic Garden has partnered with the Door County Land Trust at its Ship Canal Preserve to research, manage, and restore populations of the rare and threatened Pitcher's thistle to the dunes of the Great Lakes. These shorelines are one of the upper Midwest's most extensive linear ecosystems and an important landmark for founding the concept of succession and the science of ecology.



- The Ridges has partnered with the North American Orchid Conservation Center at the Smithsonian Environmental Research Center to research and understand the specific environmental conditions and germination techniques required by each species of rare orchid that occurs within the Ridges Sanctuary.

There is a culture of citizen science and land preservation in Door County. An engaged community is especially valuable to the success of research efforts in Sturgeon Bay and throughout the NERR system.





The commercial fishing industry on the Door Peninsula provides sustainable fish products to local, national and global markets and is very supportive of research efforts to ensure a sustainable harvest. Since the 1970s, Door County commercial fishers have contributed their experience, labor, and vessels in support of research to maintain the quality of the Lake Michigan and Green Bay environments and their own livelihood. Further, Sturgeon Bay has served as the port of call for UW-Milwaukee's research vessel Neeskay, which researches environmental stressors in Green Bay that have disrupted Great Lakes ecosystems. This research has focused on the reoccurring hypoxia during the summer stratified period in the lower bay. Sturgeon Bay serves as the home base for the research vessel Coregonus at the Sturgeon Bay field office and service center of the Wisconsin Department of Natural Resources and has regularly served as a port of call for research vessels from the US Environmental Protection Agency, NOAA Great Lakes Environmental Research Laboratory, the Great Lakes Science Center of the US Geological Survey, and the US Fish and Wildlife Service of the Department of the Interior.



With the Education and Visitor Center in Sturgeon Bay, Door County will heartily welcome and support the research and mission of NERR. The potential for partnership is abundant, extending to the entire Green Bay reserve.



# A THRIVING, COLLABORATIVE ARTS COMMUNITY



Door County is home to a productive and thriving arts community that makes Sturgeon Bay uniquely suited to achieving the level of reach the NERR desires for its education and interpretative programs. With the support of the arts, the NERR Education and Visitor Center will be able to celebrate holistic connections of the waters to our communities and ecosystems with a large, receptive audience.



From visual arts to creative writing, theater and music, every art form is represented by thriving nonprofits. All of these organizations are committed to and contribute to the wellbeing of Sturgeon Bay's natural beauty, economic development, education and tourist industry and provide a unique and successful interplay between the arts and science, allowing research to be communicated to new and broader audiences.



Because of the excellent crossover between the arts, the natural world and science, Wisconsin Sea Grant chose to commission an original mural celebrating its 50-year history on the facade of Sturgeon Bay City Hall. The mural highlights the history of its research in the Great Lakes. The City of Sturgeon Bay welcomes and actively supports this kind of civic engagement.



In its call to artists, Wisconsin Sea Grant described Sturgeon Bay's many assets: "Two downtown bridges connect a public walking path along much of the waterfront. Even when not on the water, there are multiple viewing points to look at the beauty of the bay and watch sailboats, kayaks, recreational fishers and power boats. Sturgeon Bay is a successful combination of recreational and commercial waterfront with a vibrant downtown. It is the county seat of Door County, Wisconsin."





With the addition of a NERR Education and Visitor Center, the artistic expression and interpretation connecting science to a larger audience is exciting and near limitless. We look forward to the art that will come out of partnerships with our local arts community to support the research and reach across the Green Bay estuary and beyond.



Many of these organizations directly impact and partner with our stewardship organizations. For example, Write On, Door County, a nonprofit dedicated to engaging writers of all ages, has a deep, abiding commitment to stewardship. With 59 acres of land with walking trails and ongoing ecological restoration, Write On collaborates with stewardship-focused organizations to produce workshops such as "Translating Nature: An Ecopoetic and Print-Making Workshop," a program presented with partnering organization Gathering Ground, a nonprofit dedicated to sustainable agriculture education. Another prime example of collaboration between the artistic and environmental communities is the original play, "Me and Debris: A Play in Poetry," commissioned by Wisconsin Sea Grant to celebrate its 50-year history.

Arts-related organizations, venues and festivals:

Peninsula Players Theatre \* Northern Sky Theater \* Third Avenue Playworks \* Rogue Theater \* Trueblood Performing Arts Center \* Door Community Auditorium \* Peninsula School of Art \* Write On, Door County \* Miller Art Museum \* Hardy Gallery \* Edgewood Orchard Gallery \* Popelka Trenchard Gallery \* Birch Creek Music Performance Center \* Steel Bridge Music Festival \* Midsummer Music Series \* Washington Island Music Festival \* Peg Egan Performing Arts Center \* Peninsula Music Festival \* Door Shakespeare \* and many more.





# OUR FINANCIAL PLEDGE & SUPPORT FOR THE EDUCATION AND VISITOR CENTER



Sturgeon Bay has pre-approved four city-owned waterfront properties, any one of which would act as an in-kind contribution for the development of the Bay of Green Bay Education and Visitor Center. These sites compliment the many community attributes found in Sturgeon Bay and would provide exceptional visibility and accessibility for the facility.

Locating the Visitor Center on Sturgeon Bay's scenic and historic West Waterfront (1) would create a campus environment with the Door County Maritime Museum, the Door County Granary, and the City's new waterfront promenade. Situated between the historic Michigan Street Steel Bridge and the Oregon Street Bridge, this site provides a primary destination for the County's

2.5 million annual visitors, maximum visibility, views of tugboats and a working waterfront, and easy walkability to restaurants, lodging, shops and other downtown amenities. It is also within walking distance of the Wisconsin Department of Natural Resources Field Station, the Sawyer Park Boat Launch facility, and the US Coast Guard Cutter Mobile Bay and is situated along the Ice Age National Scenic Trail.

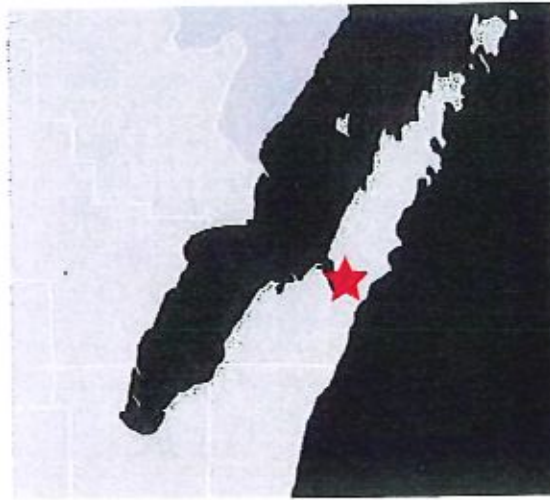
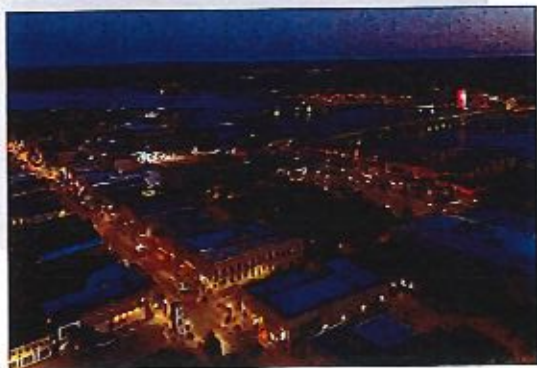
The remaining three city-owned properties pre-approved by the Sturgeon Bay Common Council for the Bay of Green Bay Education and Visitor Center are Sunset Park (2), water frontage near the Sturgeon Bay Yacht Club (3), and the Sawyer Park boat launch area (4). All of the City sites have water frontage, and three of them have access to deep water dockage for research vessels.

Owners of two privately-owned parcels have also expressed interest in serving as potential sites for the Educational and Visitor Center. These are located at 253 N 1st Ave (5) and at a parcel adjacent to Sturgeon Bay's Graham Park, on the corner of Oregon Street and S 1st Avenue (6). In addition to the valuable in-kind land contribution, a NERR Startup Fund at the Door County Community Foundation has received nearly \$500,000 in pledges to support the construction of a NERR Center in Sturgeon Bay. Once selected, that fund is expected to grow.





# CONCLUSION



Sturgeon Bay is strategically located near the center of the Bay of Green Bay estuary. Sturgeon Bay's working waterfronts attract many kinds of visitors, from shipbuilders and NOAA researchers to tourists and plein air painters. The city offers walkable amenities for all visitors whether they arrive by boat or car or foot, including over 30 restaurants and cafes, art galleries, farmers markets, historical societies, entertainment venues and shopping. The city's walkability and bikeability will add to the accessibility of the Education and Visitor Center and allow it to become a centerpiece of the city's many attractions.

A Sturgeon Bay, Door County, location offers the largest extent of Green Bay shoreline to address a myriad of coastal management issues. Sturgeon Bay is often the first stop for the 2.5 million annual visitors to Door County. A Center located here will seamlessly be connected with the marketing efforts of Destination Sturgeon Bay and Destination Door County to enhance public awareness and understanding of estuaries and coasts.

We believe that Sturgeon Bay, Door County, is the ideal setting for a NERR Visitor and Education Center. The elements for a successful Center are all here. Community support for this project is very high. Sturgeon Bay offers an exceptional quality of life with many amenities not found in similarly-sized communities.

We would be pleased and honored to share our home with the Bay of Green Bay National Estuarine Research Reserve Education and Visitor Center. We look forward to discussing this proposal further.



# HIGHLIGHTS FROM LETTERS OF SUPPORT



"As a peninsula situated on the Niagara Escarpment, our thin soil layer, combined with the vertical and horizontal fracturing common in our bedrock, makes protecting our water a priority for us all. While it is too early to articulate a specific role that the Community Foundation will play, I share this so you can be confident that our commitment to protecting our water is unwavering and our enthusiasm for bringing a NERR facility to Door County is overflowing."

- Bret Bicoy, CEO Door County Community Foundation



"This project will build upon the economic stability and diversification of the economy in Sturgeon Bay and it is a significant environmental and economic activity for Door County."

- Ken Pabich, Door County Administrator



"The proposed Sturgeon Bay site provides critical habitat for birds, fish, and other marine and coastal species of plants and animals in the region and will add valuable scientific contributions to the national NERRS program. The proposed Sturgeon Bay, WI NERR site has received the enthusiastic support of state, local and private organizations and community leaders who recognize the benefits locally and nationally of additional research and knowledge regarding our estuarine environment."

- Julie Gilbert, President CEO, Destination Door County



"The Wisconsin Department of Natural Resources field office located in Sturgeon Bay would allow WDNR fish and marine biologists to work hand in hand with the team of the NERR, thus increasing the amount of research that can be provided."

- Gary Nault, Owner, Gary's Guide Service





"We look forward to working with the UWGB NERR team in developing local partnerships and advancing the educational opportunities that will come as this project moves forward on the working waterfront of Sturgeon Bay."

- Kevin Osgood, Executive Director, Door County Maritime Museum



"One of NOAA NERR's guiding principles for both system and individual reserves is to 'engage and inform local citizens, teachers, students, and communities in science-based stewardship.' This principle meshes well with Shedd's long-term citizen science sucker migration phenology program that has six long-term monitoring sites in Door County. Opportunities to link animal migrations through various habitats that all require stewardship would be a valuable collaboration."

- Karen Murchie, Ph.D., Director of Freshwater Research, Daniel P. Haerther Center for Conservation and Research, John G. Shedd Aquarium



"Having a 'living laboratory' to showcase research, provide outreach, and educational opportunities would broaden the perspective as to what Door County has to offer."

- Hans Lux, Chairman, Town of Washington



"There is great potential for collaboration with the Bay of Green Bay NERR and opportunities to forge new partnerships for continued stewardship of the estuary. The NERR designation will increase awareness of the value of the Green Bay watershed to the nation and foster a sense of pride for this natural resource treasure among the citizens of Wisconsin."

- Emily Wood, Executive Director, Door County Land Trust

# ADDENDUM

We received Letters of Support from a diverse set of organizations, businesses, and interest groups. Our entire community is anticipating the opportunity to receive the Bay of Green Bay Education and Visitor Center in Sturgeon Bay.

The following organizations submitted letters:

- Climate Change Coalition of Door County
- County of Door
- Crossroads at Big Creek Learning Center and Nature Preserve
- Destination Door County
- Destination Sturgeon Bay
- Door County Community Foundation
- Door County Economic Development Corporation
- Door County Environmental Council
- Door County Land Trust
- Door County Maritime Museum and Lighthouse Preservation Society
- Door County Medical Center
- Gary's Guide Service
- Karen and David Studebaker
- Kewaunee School District
- Renards Artisan Cheese
- Rotary Club of Sturgeon Bay
- Shedd Aquarium
- Smithsonian Environmental Research Center
- Sturgeon Bay School District
- Sturgeon Bay Sport Fishing Association of Door County
- The Ridges Sanctuary
- Town of Egg Harbor
- Town of Sevastopol
- Town of Washington

To access these Letters of Support, visit  
[www.sturgeonbaywi.org/nerr/index.php](http://www.sturgeonbaywi.org/nerr/index.php)



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**Back Cover:** A view from Lake Michigan at the mouth of the Sturgeon Bay Ship Canal looking toward the City of Sturgeon Bay

## Citizen Science in Door County

"For many years my husband and I have monitored one of Door County's spring-fed creeks, both as amateur naturalists with scientific backgrounds, and as citizen scientists with the DNR."

"Here in Door County, there is a culture of citizen science and land preservation, that has been inspiring to us. It has been rewarding to work with professional naturalists and volunteers, as we all study and gather data from the county's forests, streams and wetlands. We count birds, bats, frogs, butterflies, orchids, fungi; most anything that grows or moves."

"Certainly, the location of the National Estuarine Research Reserve in Sturgeon Bay would enhance this already scientific and eco-sensitive community."

Lucy F. Klug, citizen scientist





