

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**August 28, 2018**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 p.m. by Alderperson Ward in the Council Chambers, City Hall. Roll call: Alderpersons Ward, Allmann and Wiederanders were present. Also present: City Administrator VanLieshout, Community Development Director Olejniczak, Fire Chief Dietman, Sturgeon Bay Utilities General Manager Jim Stawicki, Sturgeon Bay Visitor Center Executive Director Pam Seiler, Door County Economic Development Executive Director Jim Schuessler and Receptionist Metzger.

A motion was made by Alderperson Allmann, seconded by Alderperson Wiederanders to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public Comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Request from Sturgeon Bay Visitor Center for 2019 Funding.
5. Consideration of: Request from Door County Economic Development Corporation for 2019 Funding re: Administration of City Programs.
6. Review bills.
7. Adjourn.

Carried.

The following spoke during public comment on agenda items: Chris Kellems, 120 Alabama St.; Jim Stawicki 427 N 18<sup>th</sup> Ave.

Consideration of: Request from Sturgeon Bay Visitor Center for 2019 Funding:

Sturgeon Bay Visitor Center Executive Director Pam Seiler presented a power point presentation highlighting the various programs, festivals and events offered to promote the community such as Harvest Festival, Fine Art Fair, Fourth of July Fireworks, and Christmas by the Bay. She stated they continue to promote and market the City thru various social media outlets, and website. Ms. Seiler continued, focusing on budgeted expenses and revenues, highlighted current projects such as the Wayfinding, fund raising efforts for the Potawatomi park observation tower and partnership with Door County Economic Development and the City in the Downtown Catalyzation effort to develop retail expansion of empty store fronts. Ms. Seiler stated that per contract SBVC will continue, to receive funding at 25% of room tax collected by the City of Sturgeon Bay from the previous year.

Request from Door County Economic Development Corporation for 2019 Funding re: Administration of City Programs.

Door County Economic Development Corporation Executive Director, Jim Schuessler, presented a power point presentation highlighting various economic programs that are implemented for the City. He stated the Attainable Housing Committee has helped the City recruit, expand and work with 5 housing developments. The findings and recommendations of a comprehensive County-wide housing study are due by 9/15/18. He mentioned the Entrepreneurial Services/Business Development Center offers business counseling with DCEDC professionals and a small business development counselor who comes on a monthly basis. So far in 2018, there have been 15 graduates from the entrepreneurial training program. The Incubator program which allows business a place to incubate their businesses and then graduate out after 3-5 years, is currently leasing to 20 tenants, 3 new in 2017. In addition, DCEDC is collaborating with the City and Sturgeon Bay Visitor Center in efforts to grow the retail district. Mr. Schuessler stated that the Wisconsin Department of Administration is recalling the Community

Development Block Grant Revolving Loan Fund program. DCEDC is working with the County and City regarding potential solutions, such as how to ÷de federalize÷ the revolving loan funds so that they are available for new and existing businesses without federal restrictions. He briefly touched on several other initiatives including, Business Retention Committee, the Workforce Development Task Force and implemented programs consisting of Grow Door County, the young professionals network, NextGen, High School Home Construction program, which recently broke ground on its 10<sup>th</sup> home, and Inspire career planning which networks with every student in all five school districts. DCEDC is requesting funding for 2019 for the administer programs of City programs.

Review bills

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

Moved by Alderperson Allmann, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting adjourned at 5:15 pm.

Respectfully submitted,

Tricia Metzger