

CITY OF STURGEON BAY
FINANCE/PURCHASING & BUILDING COMMITTEE
TUESDAY, AUGUST 25, 2020
Council Chambers, City Hall - 421 Michigan Street
4:00pm

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 Destination Sturgeon Bay for 2021 Funding.
5. Consideration of: Surplus Property.
6. Consideration of: Bayview Park Shoreline.
7. Review bills.
8. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Notice is hereby given that a majority of the City Committees may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of a Committee, does attend, this may constitute a meeting of the aforementioned Committee and is noticed as such, although no formal action will be taken at this meeting.

Posted:
Date: 08/21/20
Time: 11:45a.m
By: TM

Finance/Purchasing & Building Committee Members:
Helen Bacon, Chair
Seth Wiederanders, Vice Chair
Dan Williams



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DESTINATION
STURGEON BAY
DOOR COUNTY

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

August 20, 2020

City of Sturgeon Bay
Finance/Purchasing & Building
421 Michigan Street
Sturgeon Bay, WI 54235

To Chair Bacon, Vice-Chair Wiederanders, and Council President Williams,

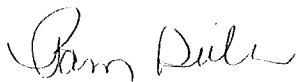
Thank you for the opportunity to present to your committee regarding the work of Destination Sturgeon Bay. I have attached a packet of information that I will review with you at the upcoming Finance meeting on Tuesday, August 25.

There are several items of note:

1. As of this writing, our Federal Tax Return Form 990 for 2019 has not yet been filed as we have been granted an extension through our accountant, Inge Bacon, CPA. Our unaudited 12-31-19 financial statements are included for your review.
2. I will be reviewing the DSB/City of Sturgeon Bay agreement that outlines our scope of services as well as those provided to DSB by the City of Sturgeon Bay, Parks Department, Fire Department, and Police Department. This agreement went into effect January, 2018 with a three (3) year term expiring 12-31-20 and automatic annual renewal thereafter.

It's been a trying year, but we are incredibly proud of our service to our members and our community throughout. I look forward to sharing with you everything that we've accomplished.

With gratitude,

A handwritten signature in cursive script that reads "Pam Seiler".

Pam Seiler
Executive Director
(920) 493-7432

Enclosures: 12-31-19 Financial Statements, DSB/City of SB Agreement

Destination Sturgeon Bay
36 S. 3rd Avenue • Sturgeon Bay, WI 54235 • (920) 743-6246
vacation@sturgeonbay.net • sturgeonbay.net

Destination Sturgeon Bay

BALANCE SHEET

As of December 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Checking Account	66,071.87
1030 General	59,847.60
1040 Gift Certificate Account (R)	200,000.00
1080 SB Wayfinding (R)	325,919.47
Total 1000 Checking Account	
1055 Savings Account	0.00
1060 Money Market Room Tax	224,029.46
1070 Money Market General	224,029.46
Total 1055 Savings Account	\$549,948.93
Total Bank Accounts	
Accounts Receivable	22,386.07
1120 Accounts Receivable	\$22,386.07
Total Accounts Receivable	\$165,190.70
Other Current Assets	\$737,525.70
Total Current Assets	\$261,373.40
Fixed Assets	\$998,899.10
TOTAL ASSETS	
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	6,548.74
2210 Accounts Payable	\$6,548.74
Total Accounts Payable	\$1,659.88
Credit Cards	\$380,353.53
Other Current Liabilities	\$388,562.15
Total Current Liabilities	\$388,562.15
Total Liabilities	
Equity	0.00
3000 Opening Bal Equity	360,896.15
3210 Unrestricted Fund Balance	249,440.80
Net Income	\$610,336.95
Total Equity	\$998,899.10
TOTAL LIABILITIES AND EQUITY	

Note

A/C 1080 Wayfinding is a separate checking account designated for all wayfinding disbursements. An account has been set up with Peninsula Title so that there is clear third party tracking.

Destination Sturgeon Bay

PROFIT AND LOSS

January - December 2019

	TOTAL
Income	
4000 REVENUE	
4110 City of Stg Bay Agreemt	48,059.37
4113 Tourism funds-Tn Sturgeon Bay	2,135.61
4114 Tourism Funds-Sevastopol	23,400.80
4115 Tourism Funds-City Sturgeon Bay	46,435.24
4120 Membership Dues	68,342.24
4130 Guidebook Advertising	63,619.52
4200 Special Events	188,667.60
4275 Website Advertising	19,575.00
4300 Convenience Fees	1,487.74
4320 Gift Certificates - 5%	2,267.11
4350 In-Kind	1,350.00
4360 Merchandise	235.75
4370 Grant and Foundation	5,300.00
4378 Wayfinding Program	15,500.00
4380 Donations	1,659.10
4383 City Scaping	1,166.85
4400 Marketing/Adv-Coffee Table Mark	124.90
4415 HBTB Donations	2,750.00
Total 4000 REVENUE	492,076.83
4397 Image Advertising-Other	1,000.00
4410 Event Projects	501.00
4420 Workshop Training	75.00
Services	200,000.00
Total Income	\$693,652.83
GROSS PROFIT	\$693,652.83
Expenses	
6000 EXPENSE	
6100 Personnel	172,491.57
6200 Visitor Center	107,045.92
6600 Special Events	116,629.30
6800 Marketing/Advertising	15,981.74
7000 Guidebook	51,656.41
Total 6000 EXPENSE	463,804.94
QuickBooks Payments Fees	1,021.20
Total Expenses	\$464,826.14
NET OPERATING INCOME	\$228,826.69
Other Income	\$20,614.11
NET OTHER INCOME	\$20,614.11
NET INCOME	\$249,440.80

Note

Services are noted for wayfinding budgeted monies and will be adjusted on 2019 tax returns.
A/C 4378 Wayfinding shows partial monies expended by DSB for design costs that will also be moved off of the P&L.
Unaudited and unadjusted net income for 2019 \$33,940.80.

**AGREEMENT BETWEEN THE CITY OF STURGEON BAY &
STURGEON BAY VISITOR & CONVENTION BUREAU, INC.**

THIS AGREEMENT is made and entered into by and between the CITY OF STURGEON BAY, a public body corporate and politic, duly created under the laws of the State of Wisconsin (the "City") and the Sturgeon Bay Visitor & Convention Bureau, Inc., a Wisconsin non-profit, 501(c)3 non-stock corporation (the "SBVC").

RECITALS

WHEREAS, pursuant to the provisions of Section 62 of the Wisconsin Statutes the City Council and the City of Sturgeon Bay has the authority and power to act for the government of the City and for its peace and good order as well as its health, safety, welfare and convenience; and

WHEREAS, the SBVC, among other things, provides its members and the City of Sturgeon Bay with promotional services and events; and

WHEREAS, the City is willing to provide a financial contribution to the SBVC to assist in facilitating commerce, tourism promotion and tourism development, recreation and promoting and support of capital investment in the community as well as creating a quality of life and positive experiences for those who live in the City of Sturgeon Bay. Under and pursuant to the terms, conditions, limitations and provisions of this Agreement through the promotion of SBVC members and the amenities of the City of Sturgeon Bay;

NOW, THEREFORE, the Parties hereto, by their respective authorized agents and representatives do hereby agree in and to the following:

ARTICLE I: TERM AND RENEWAL

Section 1.1 – Term: The term of this Agreement shall be for a period of three (3) years commencing as of the effective date of signature hereof and ending December 31, 2020.

Section 1.2 – Renewal: This Agreement shall automatically renew for terms of one (1) year after the initial three year term.

Section 1.3 – Termination: Either part may terminate this agreement at any time during the initial or successive term or terms with at least 60 days advance notice to the other party.

ARTICLE II: PROMOTIONAL SERVICES

DEFINITIONS:

Event: An event is defined as: A gathering of people around a common rallying point to participate in an experience of narrowly defined scope. Recreational events (examples could include: races, endurance competitions, fishing tournaments, etc.), educational events (examples could include: glassblowing, ice carving, or metalworking classes), entertainment events (examples could include: concerts, movies, stand up comedy, magic, etc.) are all different types of events.

Section 2.1 – General Statement of Services: The SBVC shall in a professional and businesslike manner promote the artistic, maritime and cultural heritage through producing and managing events in such manner as the SBVC shall determine subject to the terms, conditions, limitations and

provisions of this Agreement.

Section 2.2 – Promotion and Management of Event Production: The SBVC shall carry out promotion and management of events during the term of this Agreement. Such events may be held on property controlled or owned by the City and at such locations as shall be approved by the City Park and Recreation Department.

For the term of contract, the SBVC agrees to continue to sponsor annual events, including, but not limited to the following:

- Fire & Ice Winter Weekend (February)
- St. Patrick's Day Parade (March)
- Sturgeon Bay Fine Art Fair (May)
- Sturgeon Bay Celebrates 4th of July Event (July)
- Sail Thru the Avenues Sidewalk Sale (July)
- Maritime on Madison (August)
- Harvest Festival and Street Art Auction (September)
- Christmas by the Bay (November)

The SBVC may add or eliminate events as they deem necessary.

Section 2.3—Promotion Through City Streets: The SBVC will provide streetscaping services to include planting seasonal plants in flowerpots purchased by SBVC light pole banners for both holiday and year-round display and replacement lighting for holiday lights (holiday tree lighting, light pole holiday lighting) as currently located within the Main Street boundaries. City of Sturgeon Bay will maintain seasonal flowerpots and hang/take down banners and Sturgeon Bay Utilities will provide all services power related to events and lighting.

Section 2.4—Promotion Through Coast Guard Committee: The SBVC will maintain a seat and presence on the Coast Guard Committee continuing to promote and encourage Sturgeon Bay's designation as a Coast Guard City.

Section 2.5 – Promotion Through SBVC Services: The SBVC shall operate a SBVC in a facility located within the City of Sturgeon Bay that is accessible to residents and visitors alike. Services rendered through the SBVC shall include but not be limited to: marketing services including production of publications, (operation of website (www.SturgeonBay.net), distribution, administrative, and other activities related to the operation and provision of services related to tourism development. SBVC will continue to assist in "Movies in the Park," "Harmony by the Bay" Summer Concert Series and the City-wide Garage Sale along with any additional City sponsored events as requested.

Section 2.6 – Membership: The SBVC shall include and market the amenities of the City of Sturgeon Bay in such annual marketing materials as the Sturgeon Bay Activity Guide and website (www.SturgeonBay.net), amenities identified as the City Parks, Library and other facilities owned or controlled by the City of Sturgeon Bay. SBVC shall consider the City of Sturgeon Bay and its subsidiaries as members of the SBVC in good standing.

Section 2.7 – Alternative Funding: It is the SBVC's intention to continue to expand membership, research and apply for grants, and to look for sponsorships that will support existing or new tourism promotion and tourism development.

Section 2.8 – Change of Obligations: The SBVC reserves the right to add or eliminate any of the items under this Article II with notice to the City, including promotions and events.

ARTICLE III: USE OF PUBLIC FACILITIES

Section 3.1 – Use of Public Facilities: For purposes of the provisions of Section 2.2 of this Agreement, the City shall, upon prior notice, make available facilities and improvements for SBVC use. The SBVC shall, annually, by January 15, provide a list of dates for promotional events to be held in/on City facilities by the SBVC. Reservations shall be made in advance with priority given to events hosted by the SBVC.

Section 3.2 – City Parks, Stages, and other City Facilities: The use and availability of space and facilities in the City of Sturgeon Bay by the SBVC for events sponsored in whole, or in part, by the SBVC shall be subject to the following site specific restrictions and limitations:

- (a) **Performances and Displays:** Public performance events shall occur in accordance with the City's Ordinances.

Section 3.3 – Fees: For events sponsored in whole or in part by the SBVC under this Agreement, the City shall provide access to, and use of, City Facilities without fee.

ARTICLE IV: INSURANCE AND INDEMNIFICATION

Section 4.1 – Insurance: The SBVC agrees, both generally and specifically with respect to the services to be provided hereunder, that it will procure and maintain insurance against such risks in such amounts as are customarily insured for such services. Such insurance shall be obtained by purchasing and maintaining in place during and for such time as it has an obligation to the City under this Agreement a policy or policies of insurance issued by licensed and reputable insurance companies authorized and qualified to underwrite such risks. The SBVC shall further require all contractors, co-sponsors of events or others with whom it may partner in connection with the promotional services to be provided hereunder, to have, carry and maintain general liability and workers compensation insurance coverage consistent with the nature and extent of such third party's interest and involvement in any project or event arising under this Agreement. The SBVC shall name the City of Sturgeon Bay as additionally insured. In turn, the City will procure and maintain its own insurance, against such risks in such amounts as are customarily insured for such services. The SBVC currently maintains liability insurance for \$2,000,000 and Workers Compensation in the amounts shown in Attachment 1.

ARTICLE V: Annual Contribution

Section 5.1 – Annual Contribution:

- Direct Contribution: Twenty five (25%) percent of the thirty (30%) percent of the prior completed year's room tax remitted to the City.
- Other remuneration including: continued event support for traffic control, signage, solid waste removal from event grounds (when necessary), City Utilities on event grounds (where available) and use of the City facilities. The City will print maps and flyers/posters for City events including Annual Rummage sale, Harmony by the Bay Concert Series and Movies in the Park.
- The City will provide watering services for streetscaping planters as well as provide placement and storage of said planters.
- The City will provide services through Sturgeon Bay Utilities to light holiday trees and light pole banner decorations in addition to City utilities on event grounds as noted above.
- The City will store and install light pole banners seasonally as indicated by the SBVC through the Parks and Recreation Department.

- The City will provide snow block building labor for annual Fire & Ice weekend, weather permitting. SBVC will provide replacement materials for forms as required.

Section 5.2 –Supplementary funding for additional promotional services

From time to time, events requiring additional funding (i.e., host fees) may be brought to the SBVC for consideration. Therefore, SBVC may request additional financial contributions toward expenses associated with an approved event, noting that requests may or may not be approved by the City.

Section 5.3 - Payment: The SBVC shall receive payment from the City quarterly upon receipt of invoice from SBVC.

Section 5.4 – Annual Reporting: The SBVC shall report to the City on an annual basis (submitted annually in August) the success of the events sponsored in the previous year by the SBVC under this agreement. This report may include: event revenues, expenses, approximate traffic counts, volunteer hours and weather related event information. The SBVC will also present annually to the Finance Committee and Full Council review of SBVC 990 tax return and supporting financial statements. .

ARTICLE VI: MISCELLANEOUS PROVISIONS

Section 6.1 – Amendments: This Agreement supersedes all prior agreements. No modification, alteration or amendment to this Agreement shall be binding upon either party hereto until such modification, alteration or amendment is reduced to writing and signed by both parties hereto.

Section 6.2 – Governing Law and Venue: This Agreement and the rights of the Parties hereunder shall be interpreted and enforced in accordance with the laws of the State of Wisconsin.

Section 6.3 – Compliance with Laws and Orders: In providing the promotional services to be provided under this Agreement the SBVC shall attempt to comply with all local, state and federal laws, ordinances and regulations including, but not limited to local traffic laws and regulations, and federal copyright laws.

Section 6.4 – Notices: Notice to either party shall be given to the following:

IF TO CITY: CITY OF STURGEON BAY
421 MICHIGAN AVENUE
STURGEON BAY, WI 54235

IF TO SBVC: STURGEON BAY VISITOR CENTER
36 S. THIRD AVENUE
STURGEON BAY, WI 54235

Section 6.5 – No Third-Party Beneficiaries: This Agreement does not create any third-party benefits to any person or entity other than the Parties hereto and is solely for the consideration herein expressed.

Section 6.6 – Headings: The headings, titles or captions contained in this Agreement have been inserted only as a matter of convenience and for reference, and such captions in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision hereof.

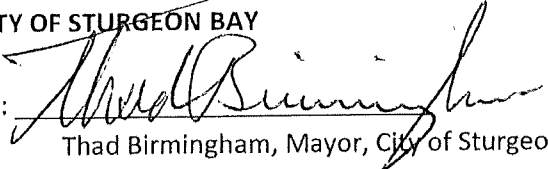
Section 6.7 – Independent SBVC: Notwithstanding any other representation, oral or written,

between the Parties hereto, including any and all agents or representatives thereof, the SBVC is at all times hereunder acting as a free and independent Visitor Center and not as an agent of the City.

Section 6.9 – Entire Agreement: This Agreement contains the entire agreement between the Parties with respect to the transactions contemplated by this Agreement and matters related thereto, and does hereby supersede and render null and void and of no further force or effect any and all prior agreements, drafts of agreements and understanding between the Parties.

IN WITNESS WHEREOF, the Parties hereto have by their duly authorized officers and representatives set their hands and affixed their seals on the date set forth by their name.

CITY OF STURGEON BAY

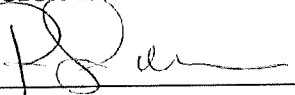
BY: 
Thad Birmingham, Mayor, City of Sturgeon Bay

1/31/2018 Date

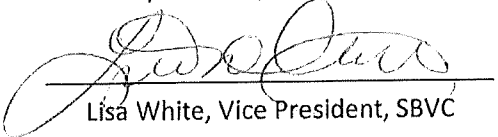
ATTEST: 
Stephanie Reinhardt, Clerk/Treasurer

1/31/2018 Date

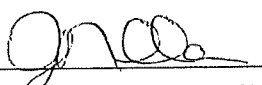
STURGEON BAY VISITOR CENTER

BY: 
Randy Morrow, President, SBVC

JAN 30 2018 Date


Lisa White, Vice President, SBVC

JAN 23 2018 Date


Jeff Miller, Treasurer, SBVC

JAN 23 2018 Date

EXECUTIVE SUMMARY

TITLE: Surplus property

BACKGROUND: As per the City's purchasing policy, when a department head determines that items are no longer useful the items should be submitted to the City Administrator who shall determine whether the items can be used by other departments, and if not, the list shall be submitted to the Finance/Purchasing and Building Committee for consideration of declaring the items as surplus. Once the items are declared surplus, it is the City Administrator's responsibility to determine the best method to achieve liquidation at the highest value on behalf of the City.

Please find attached a list of property that department heads have deemed as surplus.

FISCAL IMPACT: \$0

- OPTIONS:
- 1) Declare the Savin copier on the attached list as surplus, which will allow the City Administrator to determine the best means of liquidation.
 - 2) Do not declare the Savin copier on the attached list as surplus and continue to store it.

RECOMMENDATION:
Declare the Savin copier on the attached list as surplus.

PREPARED BY: Valerie J. Clarizo 8/20/20
 Valerie J. Clarizo Date
 Finance Director/City Treasurer

REVIEWED BY: [Signature] 8/20/20
 Tim Dietman Date
 Fire Department

APPROVED BY: [Signature] 8/20/20
 Joshua Van Lieshout Date
 City Administrator

Surplus List

Department	City Tag #	Make	Model #	Serial #	Year Acquired	General Condition	Original Cost	Location of item
Fire Department	550	Savin	C4540	412880-413050-412846-412209	2007	Poor	\$10,845.00	Fire Dept

8/20/2020

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Executive Summary

Date: 20 August 2020

Title: Bay View Park Shoreline Protection

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

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

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

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

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

Highway Landscapers
Kaukauna, WI
\$162,825

Roen Salvage
Sturgeon Bay, WI
\$165,900

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

Express Excavating
New Franken, WI
\$262,500

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

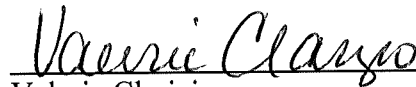
Prepared By:



Mike Barker
Municipal Services Director

Date: 20 AUG 2020

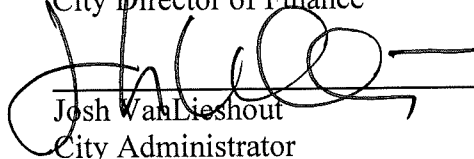
Reviewed By:



Valerie Clarizio
City Director of Finance

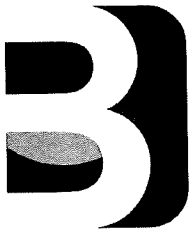
Date: 8/20/20

Reviewed By:



Josh Van Lieshout
City Administrator

Date: 8/20/20



BAUDHUIN
**SURVEYING &
ENGINEERING**

August 20, 2020

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

*Re: Shoreline Protection Bids
Bay View Park*

Dear Committee Members:

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

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

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

Please contact me if you have any questions.

Respectfully submitted,

BAUDHUIN SURVEYING & ENGINEERING

Steven J. Parent, P.E.

Cc: Mike Barker
Val Clarizio
Chad Shefchik

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

Item	Description	Quantity	Unit of Measure	Payne & Dolan Inc.		Triple P. Inc. dba Pebers		Deaths Door Marine		Lily Band Sand & Gravel		Highway Landscapers Inc.		Roen Salvage Company		Advance Construction Inc.		Express Excavating Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Lump sum, mobilization	1	LS	\$4,500.00	\$4,500.00	\$36,000.00	\$36,000.00	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00	\$10,500.00	\$10,500.00	\$9,875.00	\$9,875.00	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00
2.	Lump sum, clearing & grubbing	1	LS	4,500.00	4,500.00	4,800.00	4,800.00	3,000.00	3,000.00	3,000.00	3,000.00	12,500.00	12,500.00	8,000.00	8,000.00	8,000.00	8,000.00	10,000.00	10,000.00
3.	1,750 tons, armor stone rip rap	1,750	TONS	50.00	87,500.00	50.45	88,287.50	74.50	130,375.00	75.00	131,250.00	65.00	113,750.00	75.00	131,250.00	110.00	192,500.00	90.00	157,500.00
4.	100 tons, light rip rap	100	TONS	45.00	4,500.00	50.00	5,000.00	65.00	6,500.00	50.00	5,000.00	81.00	8,100.00	65.00	6,500.00	90.00	9,000.00	110.00	11,000.00
5.	35 tons, 6-12" clear stone	35	TONS	95.00	3,255.00	180.00	6,300.00	65.00	2,275.00	50.00	1,750.00	65.00	2,275.00	80.00	2,800.00	90.00	3,150.00	120.00	4,200.00
6.	Lump sum, restoration	1	LS	8,600.00	8,600.00	13,145.00	13,145.00	9,000.00	9,000.00	11,500.00	11,500.00	15,000.00	15,000.00	8,000.00	8,000.00	14,000.00	14,000.00	34,800.00	34,800.00
Proposal Total - Items 1 - 6					\$112,755.00	\$153,532.50	\$157,150.00	\$162,500.00	\$162,500.00	\$162,500.00	\$162,500.00	\$162,500.00	\$162,500.00	\$162,500.00	\$162,500.00	\$162,500.00	\$246,650.00	\$262,500.00	\$262,500.00

DATE: 08/21/1920
TIME: 11:01:30
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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 1

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19880	STURGEON BAY UTILITIES	COVID GRANT REIMBURSE	01-000-000-23169	8,868.60
R0001001	RENARDS CHEESE	8.15.20 FOOD SHARE/RENARDS	01-000-000-21595	91.00
TOTAL LIABILITIES				8,959.60
CAPITAL PROJECTS				
01761	ASSOCIATED TRUST COMPANY	PAY AGENT GO REFND BOND 7.5.12	01-000-913-70002	125.73
TOTAL CAPITAL PROJECTS				125.73
TOTAL GENERAL FUND				9,085.33
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	GENERAL LEGAL MATTERS	01-110-000-55010	42.00
16555		06/20 LITIGATION MATTRS/HORNER	01-110-000-55010	45.00
16555		06/20 NUISANCE PROPERTY/HORNER	01-110-000-55010	45.00
TOTAL				132.00
TOTAL LAW/LEGAL				132.00
CITY CLERK-TREASURER				
9535	IIMC	MEMBERSHIP RENEW/REINHARDT	01-115-000-56000	170.00
DC PRINT	DC PRINTING	50 PURCHASE ORDER BOOKS	01-115-000-51600	495.00
TOTAL				665.00
TOTAL CITY CLERK-TREASURER				665.00
ADMINISTRATION				
09562	ICMA MEMBERSHIP RENEWALS	RENEWAL/VANLIESHOUT	01-120-000-56000	909.84
TOTAL				909.84
TOTAL ADMINISTRATION				909.84
COMPUTER				
04696	DOOR COUNTY TREASURER	07/20 IS INTERNET	01-125-000-55550	100.00
04696		07/20 3RD QTR SOFTWARE	01-125-000-55550	6,877.34
04696		07/20 TECH SUPPORT	01-125-000-55550	2,500.00
04696		07/20 2G INTERNET	01-125-000-55550	375.00
04696		07/20 2ND QTR FIBER LOCATES	01-125-000-55550	414.17
TOTAL				10,266.51
TOTAL COMPUTER				10,266.51

INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
MUNICIPAL SERVICES ADMIN.				
06600	FRV INC	PRINTER INK/LRG FORMAT PRINTER	01-145-000-51300	156.49
TOTAL				156.49
TOTAL MUNICIPAL SERVICES ADMIN.				156.49
PUBLIC WORKS ADMINISTRATION				
17700	QUILL CORPORATION	CREDIT RETURN	01-150-000-51950	-52.44
17700		ASSORTED OFFICE SUPPLIES	01-150-000-51950	199.83
TOTAL				147.39
TOTAL PUBLIC WORKS ADMINISTRATION				147.39
ELECTIONS DEPARTMENT				
04575	DOOR COUNTY HARDWARE	CORNER BRACES	01-155-000-54999	157.50
04975	ECONO FOODS	DONUTS/ELECTION WORKERS	01-155-000-54999	30.60
TOTAL				188.10
TOTAL ELECTIONS DEPARTMENT				188.10
CITY HALL				
03159	SPECTRUM	07/20 FIRE CABLE SVC	01-160-000-58999	139.77
11995	LAFORCE HDWE MFG CORP	KEYWAY	01-160-000-55300	52.42
11995		KEYWAY CYLINDER	01-160-000-55300	26.00
23730	WPS	421 MICHIGAN STREET	01-160-000-56600	474.51
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	UNCLOG WATER SOFTNER DRAIN	01-160-000-58999	220.00
VIKING	VIKING ELECTRIC SUPPLY, INC	LED LIGHT	01-160-000-54999	23.94
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	49.50
TOTAL				986.14
TOTAL CITY HALL				986.14
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	07/20 CITY HALL PHONE SVC	01-199-000-58200	161.99
04696		07/20 FIRE PHONE SVC	01-199-000-58200	35.15
04696		07/20 DPW PHONE SVC	01-199-000-58200	45.59
04696		07/20 POLICE PHONE SVC	01-199-000-58200	66.48
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC HRING NOTICE-HESPRICH	01-199-000-57450	34.44
08167		JRB MTG NOTICE	01-199-000-57450	19.01
08167		BID AVERTISE	01-199-000-57450	106.27
TOTAL				468.93
TOTAL GENERAL EXPENDITURES				468.93

INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
POLICE DEPARTMENT				
02005	BAY ELECTRONICS, INC.	CSO SQUAD COMPUTER MAINT	01-200-000-55500	89.25
		TOTAL		89.25
		TOTAL POLICE DEPARTMENT		89.25
PATROL BOAT				
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT FUEL	01-205-000-51650	120.42
		TOTAL PATROL BOAT		120.42
		TOTAL PATROL BOAT		120.42
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	RADIO MAINTENANCE	01-215-000-57550	105.00
03133	CELLCOM WISCONSIN RSA 10	08/20 CRADLEPOINT CAMERA SYSTM	01-215-000-58999	112.62
04696	DOOR COUNTY TREASURER	07/20 FUEL BILL	01-215-000-51650	3,263.63
19915	SUNSHINE HOUSE	DOCUMENT SHREDDING	01-215-000-58999	90.00
22800	WALMART COMMUNITY	HEADPHONES/BRANDT	01-215-000-54999	4.88
ALBERTSO	JASON ALBERTSON	FUEL REIMBURSE/ALBERTSON	01-215-000-51650	25.00
DIVER	DIVERSIONS SCUBA, LLC	DIVE EQUIPMENT	01-215-000-54999	158.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 20 REPAIR	01-215-000-58600	1,790.03
		TOTAL		5,549.16
		TOTAL POLICE DEPARTMENT/PATROL		5,549.16
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	07/20 CONTRACT FEE	01-225-000-57950	105.00
		TOTAL		105.00
		TOTAL POLICE DEPT. / INVESTIGATIONS		105.00
FIRE DEPARTMENT				
04696	DOOR COUNTY TREASURER	07/20 FUEL CHARGES	01-250-000-51650	1,741.36
VANS	VANS FIRE & SAFETY, INC	WATER EXTINGUISHER 2.5 GAL	01-250-000-51350	203.80
		TOTAL		1,945.16
		TOTAL FIRE DEPARTMENT		1,945.16
SOLID WASTE MGMT/SPRING/FALL				
ADVANCED	ADVANCED DISPOSAL	4 TVS,3 MICROWAVES,6 FREON	01-311-000-58400	870.65
		TOTAL		870.65

INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

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

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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
MUNICIPAL DOCKS				
SABEL	SABEL MECHANICAL,LLC	FISH CLEANING GRINDR MAINT	01-550-000-58999	1,246.88
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	REMOVE CLOG FISH CLEAN PIPE	01-550-000-58999	220.00
TOTAL				1,466.88
TOTAL MUNICIPAL DOCKS				1,466.88
WATERFRONT PARKS & WALKWAYS				
19860	STURGEON BAY SAND & GRAVEL	BEACH STONE WATERFRONT	01-570-000-51750	54.99
TOTAL				54.99
TOTAL WATERFRONT PARKS & WALKWAYS				54.99
EMPLOYEE BENEFITS				
EBC CORP	EMPLOYEE BENEFITS CORPORATION	08/20 FSA/HRA/COBRA	01-600-000-50510	242.50
TOTAL				242.50
TOTAL EMPLOYEE BENEFITS				242.50
TOTAL GENERAL FUND				42,029.38
CAPITAL FUND				
GENERAL EXPENDITURES				
FERGUSON	FERGUSON WATERWORKS #1476	MANHOLE ADJUST RINGS	10-199-000-51525	1,750.58
TOTAL				1,750.58
TOTAL GENERAL EXPENDITURES				1,750.58
WATERFRONT PARKS & WALKWAYS				
08167	GANNETT WISCONSIN NEWSPAPERS	RFP PUBLICATION SUNSET PARK	10-570-000-59075	45.18
TOTAL				45.18
TOTAL WATERFRONT PARKS & WALKWAYS				45.18
TOTAL CAPITAL FUND				1,795.76
CABLE TV				
CABLE TV / GENERAL				
MANN	MANN COMMUNICATIONS, LLC	09.01.20 CONTRACT	21-000-000-55015	5,205.84
TOTAL CABLE TV / GENERAL				5,205.84
TOTAL CABLE TV / GENERAL				5,205.84
TOTAL CABLE TV				5,205.84

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

TID #2 DISTRICT				
TID DISTRICT #2				
T2 SERIES 2006A				
01761	ASSOCIATED TRUST COMPANY	PAY AGENT GO REFND BOND 7.5.12	25-320-933-70002	349.27
TOTAL T2 SERIES 2006A				349.27
TOTAL TID DISTRICT #2				349.27
TOTAL TID #2 DISTRICT				349.27
TID #3 DISTRICT				
TID #3 DISTRICT				
02435	BISSEN ASPHALT LLC	ASPHALT APRON-708 N 7TH AVE	27-330-000-59095	930.00
TOTAL				930.00
TOTAL TID #3 DISTRICT				930.00
TOTAL TID #3 DISTRICT				930.00
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
PSI	PSI, INC	GEOTECHNICAL SERVICES	28-340-000-55001	2,675.00
TOTAL TID #4 DISTRICT				2,675.00
TOTAL TID #4 DISTRICT				2,675.00
TOTAL TID #4 DISTRICT				2,675.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04696	DOOR COUNTY TREASURER	07/20 960.30 G DSL FUEL	60-000-000-51650	2,441.08
ADVANCED	ADVANCED DISPOSAL	271.13 TON GARBAGE	60-000-000-58300	17,341.43
ADVANCED		82.28 TON RECYCLE	60-000-000-58350	1,214.46
ASTRO	ASTRO HYDRAULICS, INC	REBUILD OF HYDRO CYLINDER	60-000-000-53000	1,440.00
BRIDGEPO	BRIDGEPORT MANUFACTURING, INC	GARBAGE TRUCK PARTS	60-000-000-53000	283.39
BRIDGEPO		GARBAGE TRUCK PARTS	60-000-000-53000	2,422.07
BRIDGEPO		GARBAGE TRUCK PARTS	60-000-000-53000	2,425.80
BRIDGEPO		GARBAGE TRUCK PARTS	60-000-000-53000	385.24
TOTAL SOLID WASTE ENTERPRISE FUND				27,953.47
TOTAL SOLID WASTE ENTERPRISE FUND				27,953.47
TOTAL SOLID WASTE ENTERPRISE				27,953.47
TOTAL ALL FUNDS				80,938.72

MANUAL CHECKS

AT&T MOBILITY 08/12/20 Check # 87433 07/20 Cellphone Statement Charges 01-215-000-58250	\$1,398.59
SUN LIFE INSURANCE 08/20/20 Check # 87434 08/20 Short/Long Term Disability 01-000-000-21545	\$1,855.25
DELTA DENTAL 08/12/20 Check # 87435 08/20 Dental Insurance Various Departmental Accounts	\$6,040.60
US BANK EQUIPMENT BANK 08/18/20 Check # 87438 Contract Charges 01-200-000-55650	\$247.02
SECURIAN FINANCIAL GROUP, INC. 08/21/20 Check # 87517 09/20 Life Insurance 01-000-000-21545	\$2,319.39
STURGEON BAY SCHOOL DISTRICT 08/21/20 Check # 87518 07/20 Mobile Home Tax Payment 01-000-000-41300	\$3,685.47
SUN LIFE FINANCIAL 08/21/20 Check # 87519 09/20 Short/Long Term Disability 01-000-000-41300	\$1,855.25
SUPERIOR VISION INSURANCE 08/21/20 Check # 87520 09/20 Vision Insurance 01-000-000-21540	\$834.29
TOTAL MANUAL CHECKS	\$ 18,235.86

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INVOICES DUE ON/BEFORE 09/01/2020

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	42,029.38	60,265.24
CAPITAL FUND	1,795.76	
CABLE TV	5,205.84	
TID #2 DISTRICT	349.27	
TID #3 DISTRICT	930.00	
TID #4 DISTRICT	2,675.00	
SOLID WASTE ENTERPRISE	27,953.47	
TOTAL --- ALL FUNDS	80,938.72	99,174.58