

**CITY OF STURGEON BAY**  
**FINANCE/PURCHASING & BUILDING COMMITTEE**  
***TUESDAY, SEPTEMBER 8, 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 Door County Economic Development for 2021 Funding.
5. Consideration of: RFP for City Attorney
6. Review bills.
7. 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: 09/04/20

Time: 1:20pm

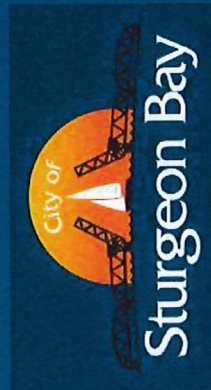
By: TM

Finance/Purchasing & Building Committee Members:

Helen Bacon, Chair

Seth Wiederanders, Vice Chair

Dan Williams



# Finance Committee

September 8th, 2020

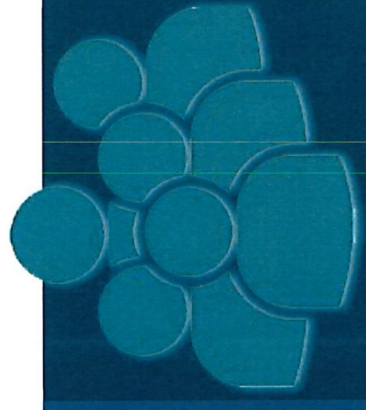




The Door County Economic Development Corporation is a public/private partnership dedicated to improving the economic vitality of the county and its residents.

***"Maximum impact with available resources"***

- Steve Jenkins, Executive Director







# Why we do what we do:

A diverse economy provides **family-supporting jobs**, employment for **youth**, a **healthy economic ecosystem** for people to live, and a **positive environment** for **business creation** and **retention**.



# Your DCEDC Team

Janet Proctor



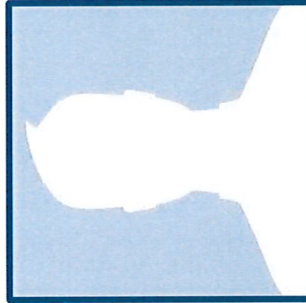
Operations  
Administrator

Kelsey Fox



Director of  
Communications &  
Workforce Development

To be filled in Sept.



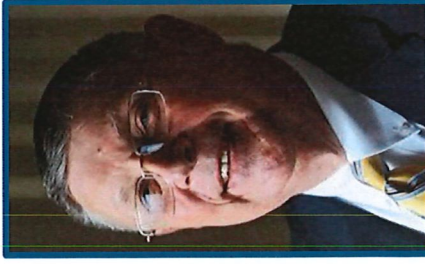
Director of Business  
Development

Jeff Bremmer



Physical Plant

Steve Jenkins



Executive Director

Relationships & Collaboration make it *happen!*





## Our Investors

**Economic Champion:**  
\$65,000

**Economic Driver:**  
\$30,000

**Economic Partner:**  
\$10,000 - \$29,999

**Diamond:** \$5,000 - \$9,999



**FINCANTIERI**  
BAY SHIPBUILDING



Town of Liberty  
Grove



**Platinum:** \$2,500 - \$4,999

Bank of Luxembourg  
Therma-Tron-X, Inc.

Nsight/Cellcom  
WPS

**Gold:** \$1,000 - \$2,499

Renard's Cheese Store  
Pro Products, Inc.  
DC Broadband, LLC  
Alberts Plastering, Inc.

WireTech Fabricators  
Cadence, Inc.  
Be's Coffee & Vending Service  
N.E.W. Industries, Inc.

Wulf Bros.  
Associated Bank  
NWTC  
Village of Egg Harbor

**Silver:** \$500 - \$999

Van's Lumber & Builders  
Keller Inc. - Katy Mangin  
Just In Time Corp.

Roen Salvage Company  
Pinkert Law Firm  
KerberRose, SC

AT&T WI  
Door County Cooperative

**Bronze:** \$250 - \$499

Washington Island Ferry Line, Inc.  
Tadych's Econo Foods  
MWS  
Kellsrom-Ray Agency Inc

Eagle Mechanical  
Stoneman-Schoff Insurance  
Heyman Construction Co., Inc.  
Door County Eye Associates

Pensinsula Vision Care LLC  
Scaturro's Baking Co & Cafe  
ERA/Starr Realty/Door Landscape & Nursery  
Welcome Home Realty

**Copper:** \$249 and Under

Schmitz Insurance, LLC  
JR Vacation Rentals & Cleaning  
Young Automotive, Inc.

Going Garbage & Recycling  
Chapman Technical  
The Cookery

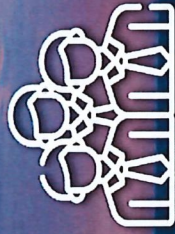
Key Industrial Plastics, Inc.  
North Star Analytics

# Special Thanks to our Investors!





# Focus Areas:



WORKFORCE  
DEVELOPMENT



ENTREPRENEURIAL  
DEVELOPMENT



ATTAINABLE HOUSING,  
INTERNET & CHILDCARE

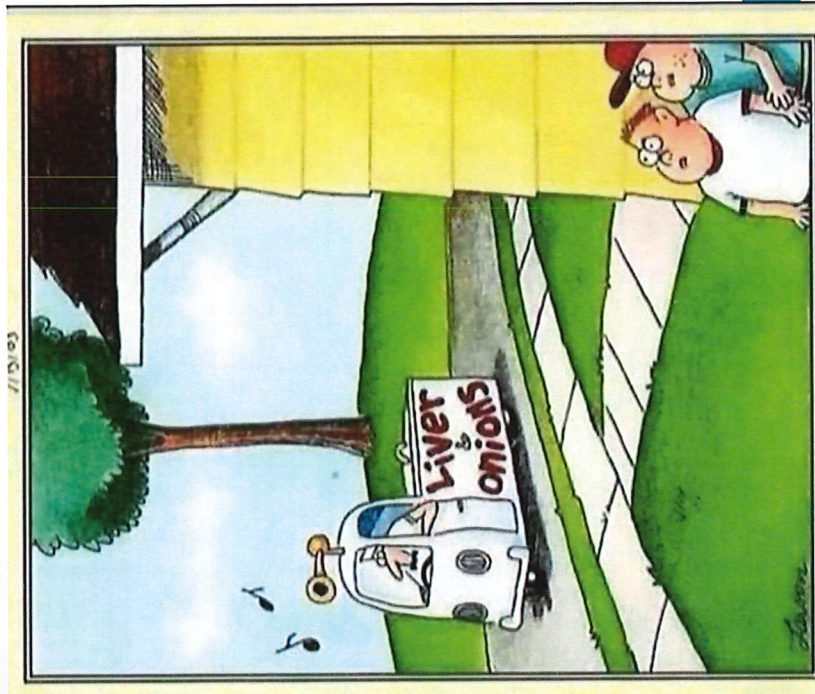
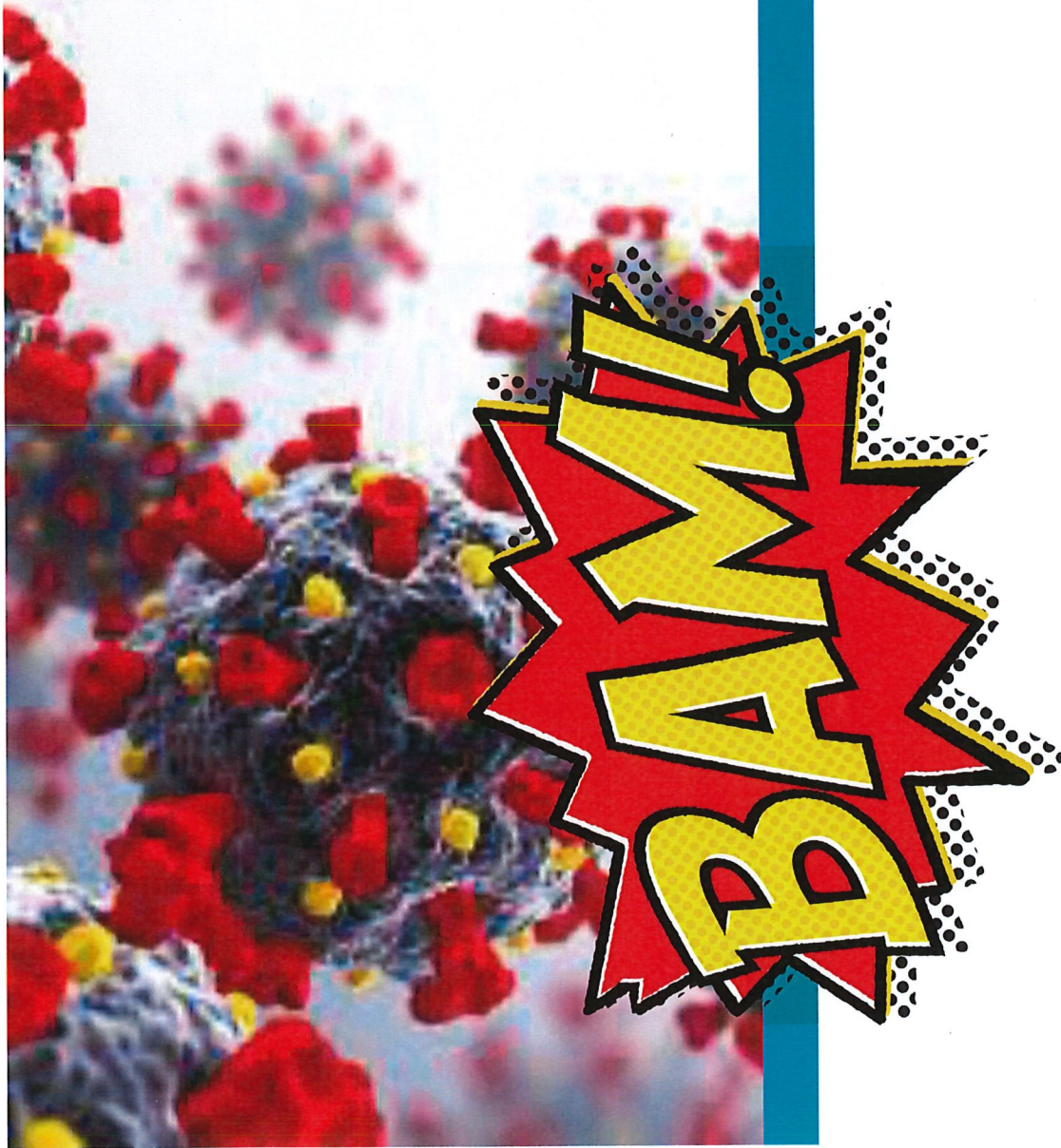


SITE SELECTION  
ASSISTANCE



NON-TRADITIONAL  
FINANCING





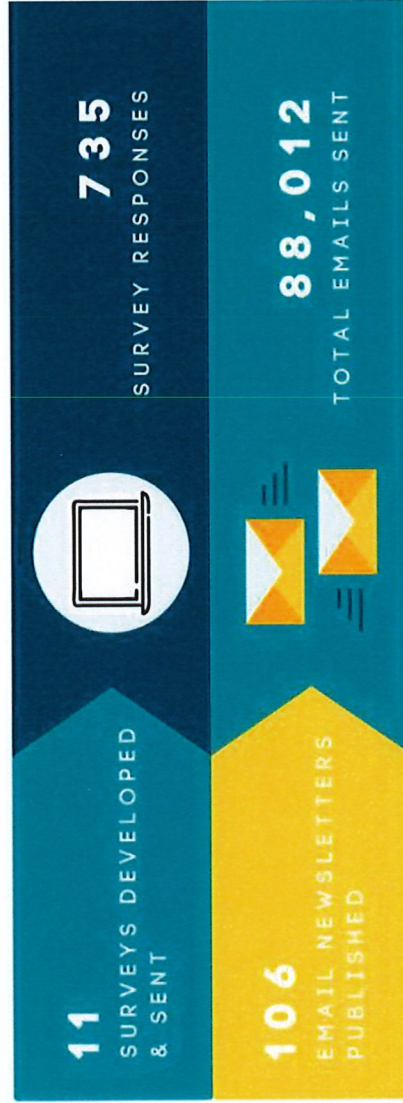
If 2020 were  
a food truck.



## TOTAL COMMUNICATIONS

MARCH 10 - JULY 31, 2020

Of the 230+ businesses  
assisted: **44% were from  
Sturgeon Bay**



# 89,051

TOTAL COMMUNICATIONS





**Even during the height of the COVID-19 Lockdown, DCEDC was working five new projects:**

These included two major expansion projects (total \$2.8 million) & three new projects totally a potential of \$3 million in new investment.



***\$2.8 Million in new  
expansion projects***



***Potential of \$3 Million  
in new investment***

A microscopic image showing numerous red, spherical virus particles with yellow spikes, likely representing the SARS-CoV-2 virus, against a light blue background.

# MOVING BEYOND COVID-19

*"The Different Normal"*



# 2021-2022 Focus Areas:



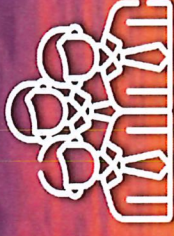
EXISTING BUSINESS  
INITIATIVE  
(LARGE & SMALL)



ENTREPRENEURIAL  
DEVELOPMENT



AFFORDABLE & ATTAINABLE  
HOUSING



TALENT  
DEVELOPMENT



ECONOMIC  
DEVELOPMENT  
INFRASTRUCTURE



REVOLVING LOAN  
FUNDS (RLF)



MARITIME SECTOR  
GROWTH



COMMUNICATIONS,  
COLLABORATION,  
CONNECTIONS

# Now. More Than Ever!

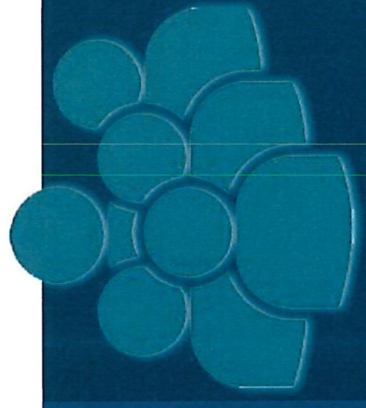






**Our 2021 request:**  
**\$30,000 (\$ 3.29 PC)**

***"Maximum impact with available resources"***  
- Steve Jenkins, Executive Director



# Questions?

**Janet Proctor**, Operations Administrator  
**Kelsey Fox**, Director of Communications & Workforce Development  
**Jeff Bremmer**, Physical Plant  
**Steve Jenkins**, Executive Director



920-743-3113



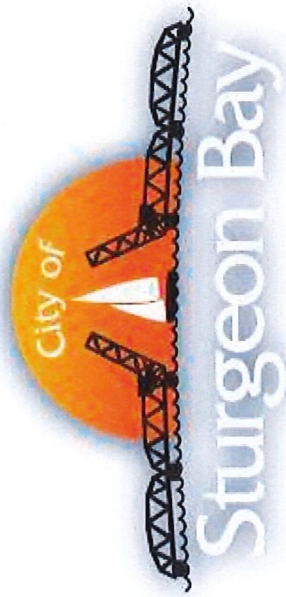
Name@DoorCountyBusiness.com



DoorCountyBusiness.com







THANK YOU





**Josh Van Lieshout**  
City Administrator

421 Michigan Street ▪ Sturgeon Bay, WI 54235  
Phone: 920-746-2900 ▪ Fax: 920-746-2905  
jvanlieshout@sturgeonbaywi.org ▪ www.sturgeonbaywi.org

Memorandum

To: Finance Committee  
From: Josh Van Lieshout  
Re: Soliciting proposals for City Attorney  
Date: September 4, 2020

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Alder Reeths has requested the Finance Committee consider issuing a request for proposals for the services of City Attorney, as I understand her concerns, they center on the cost of general legal services. This request has been placed on the agenda of the Finance Committee, in 2018 this effort was run through the Personnel Committee. In advising Alder Reeths after Tuesday's Council meeting, I had forgotten that the matter came in front of the Personnel Committee in 2018. Ultimately appointments to the office of City Attorney is up to the Common Council.

In the fall of 2018, the City of Sturgeon Bay issued a similar solicitation (attached). Ultimately two firms responded to the RFP, the City selected the firm of Davis & Kuelthau. In advance of the decision to issue a request for proposals, a brief cost analysis was performed against the cost of hiring an attorney on staff. At that time it was determined to be economically advantageous to continue with attorney-client type of relationship.

The City currently maintains relationships with a number of different attorneys and law firms for different purposes. For general counsel and to serve as City Attorney, the Common Council appointed Jim Kalny and the Davis and Kuelthau firm. Attorney Kalny aids with contract review, ordinance drafts and revisions, general legal opinions. Labor matters regarding labor contract negotiation, discipline and similar issues are handled through Buelow Vetter. Debt issuance, and tax compliance is handled principally with Rebecca Speckhard at Quarles, and finally, prosecutorial and local civil code enforcement services are conducted locally by Jon Pinkert, Pinkert Law Firm.

The process of selecting and retaining legal counsel is time intensive and deserves careful consideration, as there are a number of factors to consider that go beyond rates. To aid the discussion, I have included the prior analysis, request for proposals and interview questions.

Options

Proceed, refer to the Personnel Committee, or take no action on the request. Should the Committee choose to proceed, it might serve the discussion better if the previous analysis included a review of where those general legal expenses are occurring, as I suspect most are related to TID 4 and SBHSF. As the sublease with SBHSF comes to conclusion, I expect our legal fees will also diminish.



To: Mayor Birmingham and the Common Council

From: Josh Van Lieshout, City Administrator

Date: August 30, 2018

Re: Evaluation of contracted and staff attorney costs

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There are many aspects to consider when evaluating the creation of a new staff position, especially that of City Attorney. Like any research project, we start with the relevant municipal code to determine if there are matters of local law to consider. Below are excerpts from the City of Sturgeon Bay Municipal Code that speak to the appointment of the City Attorney.

1.05 - City attorney.

- (1) *Appointment.* The city attorney shall be appointed by the city council, shall take office May 1 and shall thereafter hold office for an indefinite term, subject to § 17.12(1)(c) and (d), Wis. Stats., relating to the removal and suspension of city officers.
- (2) *Duties.* The person so appointed to the office of city attorney shall have the following duties:
  - (a) Conduct all the law business in which the city is interested.
  - (b) When requested by city officers, give written legal opinions, which shall be filed with the clerk-treasurer.
  - (c) Draft all city ordinances, bonds and other legal instruments as may be required by city officers.
  - (d) Examine the tax and assessment rolls and other tax proceedings and advise the proper city officers in regard thereto.
  - (e) When authorized by ordinance or resolution, defend actions brought against any officer or employee of the city or of any board or commission thereof growing out of acts done in the course of his/her employment or out of any alleged breach of his/her duty as such officer or employee, excepting actions brought to determine the right of such officer or employee to hold or retain his/her office or position and excepting also actions brought by the city against any officer or employee thereof.
  - (f) Render legal assistance to the common council, fire and police commission, mayor, city administrator, clerk-treasurer, director of municipal services/city engineer, assessor, chief of police, chief of fire department and alderpersons of the city.
  - (g) Perform such other acts as may be required by statute.

(Code 1992, § 1.05)

**State Law reference**— City attorney generally, § 62.09(12), Wis. Stats.

31.08 - Charter Ordinance No. 8, an ordinance amending the Charter of the City of Sturgeon Bay relating to the selection and tenure of the city attorney.

The Common Council of the City of Sturgeon Bay do ordain as follows:

*Section 1.* The City of Sturgeon Bay, Wisconsin, hereby elects pursuant to §§ 62.09(3)(b)6, 62.09(5)(b) and 66.01, Wis. Stats., that the method of filling the office of city attorney, the tenure and the duties thereof shall be as hereinafter provided.

*Section 2.* The city attorney shall hereafter be appointed by the common council, shall take office on May 1 of 1954 and shall thereafter hold office for an indefinite term subject to § 17.12(1)(c) and (d), Wis. Stats., relating to the removal and suspension of city officers.

*Section 3.* The person so appointed to the office of city attorney shall have the following duties: conduct all the law business in which the city is interested; keep a docket of all actions in courts of record to which the city is a party, in which shall be entered in brief all steps taken and which shall be open to inspection at all reasonable hours; shall, when requested by city officers, give written legal opinions which shall be filed with the clerk; shall draft all city ordinances, bonds and other legal instruments as may be required by city officers; shall examine the tax and assessment rolls and other tax proceedings and advise the proper city officers in regard thereto; shall, when authorized by ordinance or resolution, defend actions brought against any officer or employee of the city or of any board or commission thereof, growing out of acts done in the course of his/her employment, or out of any alleged breach of his/her duty as such officer or employee, excepting actions brought to determine the right of such officer or employee to hold or retain his/her office or position, and excepting also actions brought by such city against any officer or employee thereof; shall render legal assistance to the Sturgeon Bay Utilities Commission, the school board, board of health, board of police and fire commissioners, the mayor, clerk-treasurer, engineer, assessor, chief of police, chief of fire department and aldermen and supervisors of said city; shall do and perform such other acts as may be required by statute.

*Section 4.* This ordinance shall be deemed to be an amendment to the Charter of the City of Sturgeon Bay and §§ 62.09(3)(b)6 and 62.09(5)(a) and (b), Wis. Stats., being a part of the General Charter Law of the City of Sturgeon Bay, Wisconsin, shall not apply.

*Section 5.* This is a Charter Ordinance and shall take effect 60 days after its passage and publication unless within such 60-day period a referendum petition as provided by § 66.01, Wis. Stats., shall be filed, in which event this ordinance shall not take effect until it shall have been submitted to a referendum vote of the electors and approved by a majority of the electors voting thereon.

Adopted December 15, 1953.

There are provisions for the position of city attorney in the state statutes as well. Chapter 62.09 Wis. Stats. Establishes the position of City Attorney as an officer of the City.

#### **62.09 Officers.**

##### **(12) Attorney.**

(a) The attorney shall conduct all the law business in which the city is interested.

(c) The attorney shall when requested by city officers give written legal opinions, which shall be filed with the clerk.

(d) The attorney shall draft ordinances, bonds and other instruments as may be required by city officers.



(e) The attorney shall examine the tax and assessment rolls and other tax proceedings, and advise the proper city officers in regard thereto.

(f) The attorney may appoint an assistant, who shall have power to perform the attorney's duties and for whose acts the attorney shall be responsible to the city. Such assistant shall receive no compensation from the city, unless previously provided by ordinance.

(g) The council may employ and compensate special counsel to assist in or take charge of any matter in which the city is interested.

In Wisconsin it is very common for communities to hire an attorney in private practice to serve and execute the duties of City Attorney. Like other professions, legal services are highly specialized and this certainly true in the public sector. It is not uncommon for a community to have a city attorney on staff but still rely on experts in certain matters when needed.

It can reasonably be assumed that the City would make use of specialized attorneys for matters like tax, debt issuance, environmental, prosecution, and in some cases land use. It would also be reasonable to expect a municipal attorney to have sufficient knowledge and experience in contracts, real estate, and basic labor law. For this reason, I combined our annual general and specialized labor legal expenses, but excluded specialized fees for environmental and tax and debt issuance services from this analysis. Defense costs, because they are largely paid for by the City's insurer, are excluded as well.

In examining the cost to hire a staff municipal attorney, it is best to use a range for a salary, as like any profession, qualified attorneys will have varying degrees of expertise and experience that would likely be factored into the negotiated salary.

In establishing a range for salary, I relied on Door County's recently completed wage and salary study which defined a low and high end for both an assistant corporation counsel and corporation counsel. The range used below is the expected mid-point average of both positions.

	Low	High	Ave.
Salary Range	85,104	106,518	95,811
Health & Dental	24,510	24,510	24,510
Retirement & FICA	12,085	15,125.56	13,605
Total Personnel	121,699	146,154	133,926

Health and dental costs assume a family plan for each. Retirement and FICA is based on standard required contribution rates.

Hard costs such as salary and fringe benefits are certainly major items to consider, but there are other costs as well that would have to be born by the City entirely, rather than split amongst other customers, those expenses include training to maintain licensure, professional memberships (national, state and local bar fees), research and technology needs. These costs are represented in the table below.

Other Professional Expenses	
Prof. Assoc. Membership	1,500
Prof. Dev. & Travel	4,500
Computer / Software	3,000
Total	9,000

It could be expected that the cost of a staff municipal attorney be approximately \$143,000.

Like engineers attorneys are licensed by states, not all attorneys are eligible to practice law in all states or courts, consider federal court, or enforcement actions that may need to be taken out of state, such as docketing, filing liens, etc. Additional expenses for these types of infrequent but sometimes necessary.

In reviewing the regular general fund expenses for general legal services and labor law, the City of Sturgeon Bay between 2014 and 2017 spent on average \$46,178.

General Fund Legal Expenses					
	2014	2015	2016	2017	Average
General	49,541	42,831	34,656	37,019	41,012
Labor	2,182	4,176	8,890	5,416	5,166
Total	51,723	47,007	43,546	42,435	46,178

Consideration of rates and how those may impact the decision of the Common Council. The Pinkert Firm was charging the City a rate of \$145/hr. Reviewing our current legal rates, the City can expect to pay a rate between \$200 and \$270 per hour for experienced municipal counsel. Using the rate of \$145/hour, the City used an estimated average 283 hours of general legal services. Using 283 hours of legal service at \$200 per hour reveals an estimated cost of \$56,600, at the upper end of the range, we can expect a cost of \$76,500.



**CITY OF STURGEON BAY  
REQUEST FOR  
PROPOSALS FOR LEGAL  
SERVICES**

**I. STATEMENT OF PURPOSE**

The City of Sturgeon Bay invites attorneys qualified to practice law in the state of Wisconsin to submit a proposal to provide general legal services for the City.

This RFP and the interview process will be operated by the City of Sturgeon Bay Personnel Committee, subject to approval by the Common Council.

**II. GENERAL INFORMATION**

The City of Sturgeon Bay is located in Door County and is in need of legal services as a result of the Common Council choosing to seek requests for proposals. The City of Sturgeon Bay has an estimated population of 9,310 and is served by a Mayor and seven Council members. The City of Sturgeon Bay has a complement of professional staff, working in the areas clerk, human resources, finance, engineering, community development, municipal services and administrator.

**III. SERVICES TO BE PROVIDED**

- A. Provide general legal counsel for the City(s), the Mayor and Common Council(s) and other department heads and officials of the City. When requested by authorized personnel, the attorney shall give written legal opinions, which are to be filed with the City Clerk.
- B. Function as legal advisor to all Departments of the City government and represent the City in legal matters as requested.
- C. Draft ordinances, resolutions, contracts, and other documents as may be required by the City.
- D. Represent the City and advise the Board of Review during meetings.
- E. Apprise City officials as needed about changing laws and other legal matters that may be of interest and/or concern to the City.
- F. Render oral advice to the City Council and City Staff.
- G. Assist as necessary in the processing of insurance claims and coordinate with the various insurance carriers and defense counsel as required.
- I. Attend meetings of the City bodies as requested.
- J. Provide storage of existing files.

Legal services will be primarily limited to general inquiries and support.

#### IV. PROPOSAL REQUIREMENTS

Submittals should include responses to each of the following items. Include other information as appropriate to address the services the City can expect from the attorney.

- A. Profile and history of yourself and your firm including attorneys in the firm and a list of the principals. Indicate the attorney(s) who will be responsible for work performed for the City.
- B. A listing of all current and past municipal government clients including the name and telephone number of the client contact.
- C. Current fee schedule. Indicate whether the fee schedule varies for different types of legal work or by attorney. Be sure to include travel fees as well.

#### V. EVALUATION CRITERIA

Submittals will be evaluated based on the following criteria:

- A. Qualifications and experience of the attorney and/or firm in working with municipal government.
- B. Experience and availability of staff assigned to serve the City.
- C. Scope and cost of services.
- D. References.

#### VI. TERMS AND CONDITIONS

- A. The City reserves the right to accept or reject any or all proposals. The City reserves the right to award a contract to the next most qualified attorney/firm if the successful attorney/firm does not execute a contract within forty-five (45) days after award of the proposal.
- B. The City reserves the right to request clarification of the information submitted and to request additional information of one or more applicants.
- C. The attorney's/firm's proposal must be received at the address below by 4:30 p.m. on December 1, 2018:

City of Sturgeon Bay  
Attn: Josh Van Lieshout, Administrator  
421 Michigan Street  
Sturgeon Bay, Wisconsin 54235

- D. All questions regarding this request for proposals should be addressed to Josh Van Lieshout, City Administrator, at (920) 746-6905 or [jvanlieshout@sturgeonbaywi.org](mailto:jvanlieshout@sturgeonbaywi.org)



### **TENTATIVE SELECTION SCHEDULE**

The following tentative schedule will be followed for selection of an attorney:

- A. November 1, 2018-RFP advertised and mailed to attorneys
- B. December 1, 2108 -Proposals due
- C. December 3-7, 2018 -Selection of firms for interviews and scheduling
- D. December 10-14, 2018 -Interviews with selected attorneys/firms by Personnel Committee
- E. January 2, 2018 –Common Council reviews recommendation for appointment.
- F. January 3, 2019 -Term of appointment commences

City of Sturgeon Bay

Interview questions for City Attorney

January 7, 2018

1. Tell us about yourself and your firm, and why you are interested in serving as City Attorney?
2. You have served a wide variety of communities, what do you believe are the most important issues facing a City Attorney?
3. Responsive, thorough, and concise legal advice is an important aspect of a good city attorney. The ability to communicate and respond to issues via phone, email and in person in a timely manner is expected. How do you plan on being responsive and thorough in meeting the legal needs of the City of Sturgeon Bay?
4. When giving advice, how do you balance the need for accuracy with speed?
5. How do you keep your municipal clients apprised of changes in the law that may impact their municipality?
6. Who handles your correspondence? Do you type your own letters? Agreements, etc.?



7. Attorney's must regularly attend seminars for the purposes of meeting Continuing Legal Education requirements. Tell us about some seminars that you have recently attended.
8. From time to time a city attorney will find themselves at odds with a council member or staff member with regard to legal advice that is being rendered. Tell us how you have navigated or negotiated your way through this situation?
9. During your career, has an elective body ever chosen to proceed on a matter that is in conflict with oral or written advice you have given? How did you respond?
10. The Common Council is about to decide a significant matter that has drawn the attention of the media and public. The Mayor has asked you to be in attendance at their next Council meeting, however a conflict on your schedule develops. How did you respond? What did you do?
11. A Council member calls you asking for advice on a City matter, you give them an oral answer over the telephone. At the next meeting the Mayor calls you and tells you that you were quoted by this Council member and is surprised that the quotation is in conflict with other advice that has been rendered. How do you respond to the Mayor? How do you respond to the Council member?

12. The Mayor, City Administrator, and Community Development director ask you to review a draft development agreement. The Council President is in love with it, the agreement and ideas behind it are absolutely horrible. What do you do?
  
13. The City of Sturgeon Bay is fortunate to be served with a very experienced and knowledgeable management team. In serving as City Attorney, how might you use their expertise? How do you see yourself interacting with other professional staff?
  
14. This RFP did not request labor relations or human resources services. However from time to time simple issues arise, would you be willing to render general oral advice on such matters?
  
15. The City of Sturgeon Bay has four tax increment finance districts. Please share your experience in working on tax increment district issues.
  - a. Developing a TID Plan?
  - b. Creating development agreements?
  - c. Working on City-Developer loans?
  - d. Real estate transactions?
  
16. A significant amount of City regulation involves property (nuisances, subdivision rules, zoning, boards of appeals, etc.) Tell me about your experience working in these areas.



17. As budgets remain static and public demands for services continue to grow, municipalities are relying more and more on intergovernmental agreements to fulfill community needs. Tell us about intergovernmental agreements you have worked on, success and failures.

a. What in your opinion has made some succeed and others fail?

b. What role should the City Attorney have in negotiating these agreements?

18. Tell me about your experience drafting ordinances that may be enforced by a police or fire department. What experience do you have that will help address the concerns of law enforcement and an elective body?

19. The City of Sturgeon Bay does not often find itself prosecuting zoning or other land use violations. How have you worked with professional staff who are unaccustomed to assembling a case? Professional staff who have never testified?

20. Municipal codes are sometimes ambiguous; tell me about a time you had to referee an ambiguity in a code? Do you have a default perspective (ie. Interpret in favor a land owner, favor the city etc.)?

21. While this RFP does not include prosecution services, tell me about your experience working on civil prosecution, working with prosecutors?

22. How often do you participate in a trial? Have you practiced before the Door County Circuit Court?
23. You have worked in the public sector for many years and in many communities and have developed broad network of connections. How might you use those connections to help the City of Sturgeon Bay?
24. Davis Kuelthau is a large firm with many clients and many resources and a significantly higher hourly rate than the other firm being interviewed. Why should the City of Sturgeon Bay hire D/K? What things can D/K do to control cost and provide adequate service?
25. Vande Castle Law is a small firm, with six attorneys. In reviewing your client list, you serve a number of towns, special boards and commissions as well as special counsel to larger municipalities. Does your firm have the resources to serve a community of this size?
26. What questions do you have for us? What question should be have asked that we haven't?



DATE: 09/04/1920  
TIME: 12:07:39  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
REVENUE				
19730	STURGEON BAY VISITOR CENTER-	CLASS B WINE LIC REIMBURSE	01-000-000-44290	150.00
19730		BANNER PERMIT REIMBURSE/SBVC	01-000-000-44135	300.00
19880	STURGEON BAY UTILITIES	TAX SETTLEMENT	01-000-000-24340	19,293.11
R0001655	KORY LALLEMONT	REIMB EXCSS FUNDS LAUNCH RPRS	01-000-000-13120	137.23
R0001656	FINCANTIERI BAY SHIPBUILDING	SIGN DEPOSIT REFUND/BAYSHIP	01-000-000-23168	50.00
R0001657	BRIAN HESPRICH	SIGN DEPOSIT REFUND/B HESPRICH	01-000-000-23168	50.00
R0001658	DAVID HAYES	SIGN DEPOSIT REFUND/D HAYES	01-000-000-23168	50.00
TOTAL REVENUE				20,030.34
2017 CAPITAL PROJECTS & EQUIP				
01764	ASSOCIATED WEALTH MANAGEMENT	2017 CAPITAL	01-000-901-70000	110,000.00
01764		2017 CAPITAL	01-000-901-70001	14,008.13
TOTAL 2017 CAPITAL PROJECTS & EQUIP				124,008.13
2018 CAPITAL PROJ & EQ				
01764	ASSOCIATED WEALTH MANAGEMENT	2018 CAPITAL PROJECTS/EQUIP	01-000-904-70000	220,000.00
01764		2018 CAPITAL PROJECTS/EQUIP	01-000-904-70001	22,640.63
TOTAL 2018 CAPITAL PROJ & EQ				242,640.63
2019 CAPITAL EQUIP & PROJ				
01764	ASSOCIATED WEALTH MANAGEMENT	2019 CAPITAL PROJECTS	01-000-906-70001	23,450.00
TOTAL 2019 CAPITAL EQUIP & PROJ				23,450.00
CAPITAL PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 2 CAPITAL PROJECTS	01-000-913-70000	90,000.00
01764		TID 2 CAPITAL PROJECTS	01-000-913-70001	1,942.50
TOTAL CAPITAL PROJECTS				91,942.50
CITY HALL / FIRE & POLICE STN				
01764	ASSOCIATED WEALTH MANAGEMENT	GO REFND BOND GF BUILDING	01-000-920-70000	165,000.00
01764		GO REFND BOND-GF BUILDING	01-000-920-70001	15,356.25
TOTAL CITY HALL / FIRE & POLICE STN				180,356.25
EGG HARBOR RD IMP/DES				
01764	ASSOCIATED WEALTH MANAGEMENT	EGG HARBOR RD	01-000-976-70000	115,000.00
01764		EGG HARBOR RD	01-000-976-70001	8,403.75
TOTAL EGG HARBOR RD IMP/DES				123,403.75
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	09/20 ATHLETIC LIGHT PROJECT	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				807,196.99
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	09/20 3 ALDER CELLPHONES	01-105-000-58999	116.30

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TOTAL				116.30
TOTAL CITY COUNCIL				116.30
LAW/LEGAL				
03950	DAVIS KUELTHAU	07/20 CONTRACT/DEV AGREEMENTS	01-110-000-55010	644.00
03950		07/20 GENERAL MATTERS/SARTER	01-110-000-55010	78.00
03950		07/20 GENERAL LEGAL MATTERS	01-110-000-55010	2,961.49
03950		08/20 GENERAL LEGAL MATTERS	01-110-000-55010	1,430.00
16555	PINKERT LAW FIRM, LLP	05/20 TRAFFIC MATTERS	01-110-000-55010	1,170.00
16555		07/20 NUISANCE PORPERTY HORNER	01-110-000-55010	495.00
TOTAL				6,778.49
TOTAL LAW/LEGAL				6,778.49
CITY CLERK-TREASURER				
17700	QUILL CORPORATION	BLACK TONER	01-115-000-51950	91.99
17700		POST ITS	01-115-000-51950	6.99
APT	ASSOC. OF PUBLIC TREASURERS	MEMBERSHIP RENEWAL	01-115-000-56000	159.00
USBANK	US BANK	OFFICE SUPPLIES	01-115-000-51950	10.95
TOTAL				268.93
COVID-19				
USBANK	US BANK	FACE MASKS	01-115-401-54999	93.00
TOTAL COVID-19				93.00
TOTAL CITY CLERK-TREASURER				361.93
ADMINISTRATION				
USBANK	US BANK	MEAL EXPNSE	01-120-000-55600	61.80
TOTAL				61.80
TOTAL ADMINISTRATION				61.80
COMPUTER				
03101	CDW GOVERNMENT, INC.	2 15 FT CAT 5 CABLES	01-125-000-54999	4.88
03101		3 15 FT CAT 5 CABLES	01-125-000-54999	7.32
TOTAL				12.20
COVID-19				
USBANK	US BANK	ZOOM	01-125-401-55550	63.99
TOTAL COVID-19				63.99

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
COVID-19				
COVID-19				
TOTAL COMPUTER				76.19
CITY ASSESSOR				
ASSO APP	ASSOCIATES APPRAISAL	09/20 CONTRACT	01-130-000-55010	5,111.11
ASSO APP		REVAL PROGRAM	01-130-000-55010	28,272.00
ASSO APP		POSTAGE-REVAL PROGRAM	01-130-000-55010	112.50
TOTAL				33,495.61
TOTAL CITY ASSESSOR				33,495.61
BUILDING/ZONING CODE ENFORCEMT				
DCI	DOOR COUNTY INSPECTIONS, LLC	08/20 PERMITS	01-140-000-55010	6,187.47
TOTAL				6,187.47
TOTAL BUILDING/ZONING CODE ENFORCEMT				6,187.47
PUBLIC WORKS ADMINISTRATION				
17700	QUILL CORPORATION	ASSORTED OFFICE SUPPLIES	01-150-000-51950	293.93
TOTAL				293.93
TOTAL PUBLIC WORKS ADMINISTRATION				293.93
ELECTIONS DEPARTMENT				
08280	HILL BUILDING MAINTENANCE INC	ELECTION POLL CLEANING	01-155-000-54999	975.00
USBANK	US BANK	POSTAGE	01-155-000-54999	220.00
TOTAL				1,195.00
TOTAL ELECTIONS DEPARTMENT				1,195.00
CITY HALL				
04574	DOOR COUNTY GLASS & MIRROR	PLEXIGLASS SHEETS	01-160-000-54999	100.05
19959	SUPERIOR CHEMICAL CORP	ODOR PELLETS	01-160-000-51850	206.72
19959		SHIPPING	01-160-000-51850	23.51
USBANK	US BANK	06/20 FIRE CABLE SVC	01-160-000-58999	279.54
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHTS 6 @ 23.05	01-160-000-54999	138.30
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	60.66
WARNER		CLEANING SUPPLIES	01-160-000-51850	63.74
TOTAL				872.52
TOTAL CITY HALL				872.52



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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
POLICE DEPARTMENT				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ASSORTED OFFICE SUPPLIES	01-200-000-51950	63.17
BUBRICKS		DESK CALENDAR	01-200-000-51950	7.03
STANARD	STANARD & ASSOCIATES, INC	30 ENTRY LEVEL SELECTION TESTS	01-200-000-51600	457.50
USBANK	US BANK	PDF HANDBOOK	01-200-000-51600	15.00
TOTAL				542.70
TOTAL POLICE DEPARTMENT				542.70
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	PORTABLE RADIO REPAIR	01-215-000-57550	96.50
04575	DOOR COUNTY HARDWARE	FIRE EXTINGUISHER	01-215-000-54999	49.99
ADVANTAG	ADVANTAGE POLICE SUPPLY, INC	SURVIVAL ARMOR/JOSE	01-215-000-52900	615.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 40 MAINTENANCE	01-215-000-58600	441.81
JIM FORD		SQUAD 30 MAINTENANCE	01-215-000-58600	137.02
JIM FORD		CSO SQUAD MAINTENANCE	01-215-000-58600	238.05
JIM FORD		SQUAD 10 MAINTENANCE	01-215-000-58600	21.00
JIM FORD		SQUAD 30 MAINTNENACE	01-215-000-58600	26.00
USBANK	US BANK	ASSORTED SUPPLIES	01-215-000-55600	18.24
USBANK		ASSORTED SUPPLIES	01-215-000-55600	17.76
USBANK		PVC UNDERWATER HANDLE/DIVE	01-215-000-54999	175.00
USBANK		UNIFORM SHOES	01-215-000-52900	298.55
USBANK		UNIFORM SHOES	01-215-000-52900	125.02
USBANK		UNIFORM SHOES	01-215-000-52900	106.38
USBANK		POLCE/FIRE COMMISSION HANDBOOK	01-215-000-54999	200.00
USBANK		PARKING PERMIT STICKERS	01-215-000-54999	37.96
USBANK		LODGING SRO TRAING/JENNRJOHN	01-215-000-55600	482.50
USBANK		FUEL SRO TRAING/JENNRJOHN	01-215-000-51650	33.98
USBANK		FUEL SRO TRAING/JENNRJOHN	01-215-000-51650	21.33
USBANK		4 BLACK 18" ALLOY WHEELS	01-215-000-58600	88.61
USBANK		FUEL	01-215-000-51650	26.30
USBANK		3 CELLPHONE CASES	01-215-000-58250	47.43
USBANK		CHIEF'S BADGE	01-215-000-54999	159.95
USBANK		EVOC TRAINING/BRANDT	01-215-000-55600	65.00
USBANK		REGISTRATION BASIC SRO/JNNRJHN	01-215-000-55600	520.00
TOTAL				4,049.38
TOTAL POLICE DEPARTMENT/PATROL				4,049.38
FIRE DEPARTMENT				
23730	WPS	656 S OXFORD AVE/WS FIRE	01-250-000-56600	33.49
USBANK	US BANK	06/20 DATA	01-250-000-58250	478.50
USBANK		UNIFORM SHOES	01-250-000-52900	6.30
USBANK		UNIFORM SHOES	01-250-000-52900	47.40
USBANK		UNIFORM SHOES	01-250-000-52900	71.10
USBANK		REHAB-SQWINCHER	01-250-000-52350	235.00
USBANK		SCREEN PROTECTOR	01-250-000-54999	41.24
USBANK		MASKS	01-250-000-54999	30.58
USBANK		SPRAYER & FOAM PEST BLOCK	01-250-000-54999	42.26
USBANK		PEPPERMINT OIL & BEE DETERENT	01-250-000-54999	63.28
USBANK		CONSTRUCTION CUT OFF WHEELS	01-250-000-54999	39.04

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
USBANK		UNIFORM SHOES	01-250-000-52900	298.55
		TOTAL		1,386.74
COVID-19				
USBANK	US BANK	N95 MASKS	01-250-401-52350	225.00
		TOTAL COVID-19		225.00
		TOTAL FIRE DEPARTMENT		1,611.74
STREET SWEEPING				
MACQUEEN	MACQUEEN EQUIPMENT, LLC	SWEEPER OPERATOR TRAINING	01-330-000-55600	865.50
		TOTAL		865.50
		TOTAL STREET SWEEPING		865.50
ROADWAYS/STREETS				
02435	BISSEN ASPHALT LLC	QUARRY WASH	01-400-000-52500	229.22
02435		QUARRY WASH	01-400-000-52500	207.20
02435		QUARRY WASH	01-400-000-52500	234.21
04696	DOOR COUNTY TREASURER	HOT MIX	01-400-000-52200	563.13
		TOTAL		1,233.76
		TOTAL ROADWAYS/STREETS		1,233.76
STREET SIGNS AND MARKINGS				
04276	DIAMOND VOGEL PAINT CENTER	3 PAILS BLUE PAINT	01-420-000-52100	340.95
04276		20 PAILS YELLOW PAINT	01-420-000-52100	1,605.00
04696	DOOR COUNTY TREASURER	SIGNS	01-420-000-52600	327.82
04696		SIGNS	01-420-000-52600	466.10
19275	SHERWIN WILLIAMS	50 STRAINERS	01-420-000-52100	87.60
		TOTAL		2,827.47
		TOTAL STREET SIGNS AND MARKINGS		2,827.47
CURB/GUTTER/SIDEWALK				
10750	PREMIER CONCRETE INC	4 YRD CONCRETE @ 119.00	01-440-000-51200	476.00
		TOTAL		476.00
		TOTAL CURB/GUTTER/SIDEWALK		476.00
STREET MACHINERY				

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
AMERWELD	AMERICAN WELDING & GAS, INC	GAS BOTTLE RENTAL	01-450-000-53000	68.77
ASTRO	ASTRO HYDRAULICS, INC	HYDRO CYLINDER TEST/REPAIRS	01-450-000-53000	1,285.80
QUALITY	QUALITY TRUCK CARE CENTER INC	FILTER	01-450-000-53000	30.73
TOTAL				1,385.30
TOTAL STREET MACHINERY				1,385.30
CITY GARAGE				
04545	DOOR COUNTY COOPERATIVE/NAPA	SHOP TOOLS	01-460-000-52700	465.80
06012	FASTENAL COMPANY	LENSES	01-460-000-54999	3.50
06012		GRINDING DISCS	01-460-000-54999	97.46
06012		COVER LENSE	01-460-000-54999	12.78
TOTAL				579.54
TOTAL CITY GARAGE				579.54
HIGHWAYS - GENERAL				
USBANK	US BANK	GLOVES	01-499-000-56800	411.23
TOTAL				411.23
TOTAL HIGHWAYS - GENERAL				411.23
PARKS AND PLAYGROUNDS				
12100	LAMPERT YARDS INC	FASCIA	01-510-000-54999	211.96
12100		SOFFITT	01-510-000-54999	318.72
23730	WPS	335 S 14TH AVE MEM FLD	01-510-000-56600	27.62
25900	ZOERBS PAINT	PAINT	01-510-000-52100	18.80
DOGWASTE	DOG WASTE DEPOT	4 CASES DOG WASTE BAGS	01-510-000-54999	579.30
GERBER	GERBER LEISURE PRODUCTS, INC	PARK BENCH	01-510-000-54999	995.00
GERBER		FREIGHT	01-510-000-54999	184.00
USBANK	US BANK	CREDIT	01-510-000-54999	-4.21
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-510-000-51850	176.04
TOTAL				2,507.23
TOTAL PARKS AND PLAYGROUNDS				2,507.23
MUNICIPAL DOCKS				
23730	WPS	36 S NEENAH RESTROOM	01-550-000-56600	22.75
USBANK	US BANK	MINI AMPLIFIER SPEAKERS	01-550-000-54999	37.58
TOTAL				60.33
TOTAL MUNICIPAL DOCKS				60.33



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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
WATERFRONT PARKS & WALKWAYS				
08225	HERLACHE SMALL ENGINE	TRIMMER	01-570-000-54999	279.99
TOTAL				279.99
TOTAL WATERFRONT PARKS & WALKWAYS				279.99
EMPLOYEE BENEFITS				
ERC	ERC INC	QUARTERLY EAP SERVICES	01-600-000-56553	712.50
TOTAL				712.50
TOTAL EMPLOYEE BENEFITS				712.50
COMMUNITY & ECONOMIC DEVLPMT				
USBANK	US BANK	FUEL	01-900-000-55600	6.99
USBANK		WORKFORCE HSING WEBINAR/CRS	01-900-000-55600	145.00
TOTAL				151.99
TOTAL COMMUNITY & ECONOMIC DEVLPMT				151.99
TOTAL GENERAL FUND				874,330.89
CAPITAL FUND				
PATROL				
REVENUE				
11880	L&S TRUCK CENTER	TRADE IN 2003 CHEVERLOT	10-000-000-48100	-5,000.00
TOTAL REVENUE				-5,000.00
TOTAL PATROL				-5,000.00
ROADWAYS/STREETS				
ROADWAYS/STREETS				
11880	L&S TRUCK CENTER	2020 FORD F-350 W/DUMP	10-400-000-59060	45,275.50
11880		TITLE/REGISTRATION FEES	10-400-000-59060	169.50
TOTAL ROADWAYS/STREETS				45,445.00
TOTAL ROADWAYS/STREETS				45,445.00
CURB/GUTTER/SIDEWALK				
EXPENSE				
R0001654	GREG GRAAN	DRIVEWAY APRON/GRAAN	10-440-000-59102	861.63
TOTAL EXPENSE				861.63
TOTAL CURB/GUTTER/SIDEWALK				861.63

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
BALLFIELDS				
BALLFIELDS				
USBANK	US BANK	40 PLASTIC BOARDS	10-520-000-59015	1,708.80
USBANK		10 BOARDS	10-520-000-59015	242.55
USBANK		PALLET	10-520-000-59015	28.00
TOTAL BALLFIELDS				1,979.35
TOTAL BALLFIELDS				1,979.35
WATERFRONT PARKS & WALKWAYS				
PIER	PIER & WATERWAY SOLUTIONS,LLC	SAWYER DOCK IMPROVEMENTS	10-570-000-59075	4,617.76
TOTAL				4,617.76
TOTAL WATERFRONT PARKS & WALKWAYS				4,617.76
TOTAL CAPITAL FUND				47,903.74
TID #2 DISTRICT				
TID DISTRICT #2				
TID #2 A AREA BONDS - CITY				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 2 ORG DEBT SVC	25-320-930-70001	145.97
01764		TID 2 CAPITAL PROJ ORG DEBT	25-320-930-70001	155.25
TOTAL TID #2 A AREA BONDS - CITY				301.22
TID #2 A AREA BONDS - DVL				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 2 AMENDED DEBT SVC	25-320-931-70001	1,848.99
01764		TID 2 CAPITAL PROJ ORG DEBT	25-320-931-70001	1,966.69
01764		2005 REFND BOND AMEND T2 DEV	25-320-931-70000	285,000.00
01764		2005 REFND BOND AMEND T2 DEV	25-320-931-70001	7,481.25
TOTAL TID #2 A AREA BONDS - DVL				296,296.93
T2 ROAD PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 2 ORG DEBT SVC	25-320-932-70001	3,235.72
01764		TID 2 CAPITAL PROJ ORG DEBT	25-320-932-70001	3,441.38
01764		2006 RFND BND ORG DEBT	25-320-932-70000	285,000.00
01764		2006 RFND BND ORG DEBT	25-320-932-70001	7,631.25
TOTAL T2 ROAD PROJECTS				299,308.35
T2 SERIES 2006A				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 2 ORG DEBT SVC	25-320-933-70001	19,098.07
01764		TID 2 CAPITAL PROJ ORG DEBT	25-320-933-70001	20,311.68
01764		RESTRUCTURING T2 10.1.14	25-320-933-70001	15,787.50
01764		DEBT RESTRUCTURE 10.1.15	25-320-933-70001	14,087.50
01764		GO REFND BOND 9.7.16	25-320-933-70000	480,000.00
01764		GO REFND BOND 9.7.16	25-320-933-70001	68,500.00
TOTAL T2 SERIES 2006A				617,784.75
TOTAL TID DISTRICT #2				1,213,691.25
TOTAL TID #2 DISTRICT				1,213,691.25

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
TID #3 DISTRICT				
TID #3 DISTRICT				
\$1.685 NOTES				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 3	27-330-937-70000	60,000.00
01764		TID 3	27-330-937-70001	23,906.25
TOTAL \$1.685 NOTES				83,906.25
TOTAL TID #3 DISTRICT				83,906.25
TOTAL TID #3 DISTRICT				83,906.25
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	07/20 WTRFRNT DEV MATTERS	28-340-000-55001	364.00
03950		07/20 GRANARY MATTERS	28-340-000-55001	3,618.00
03950		08/20 WTRFRONT AUTH MATTERS	28-340-000-55001	260.00
03950		08/20 GRANARY MATTERS	28-340-000-55001	2,444.00
CEDARCO	CEDAR CORPORATION	FESTIVAL WTRFRNT PROJECT	28-340-000-58999	32,876.53
TOTAL TID #4 DISTRICT				39,562.53
T4 \$3.12 NOTES				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 4 TAXABLE GO REFND BOND	28-340-987-70000	8,339.83
TOTAL T4 \$3.12 NOTES				8,339.83
T4 BONDS				
01764	ASSOCIATED WEALTH MANAGEMENT	TID 4 GO REFND BOND	28-340-988-70001	21,921.11
TOTAL T4 BONDS				21,921.11
TOTAL TID #4 DISTRICT				69,823.47
TOTAL TID #4 DISTRICT				69,823.47
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	10 GALS OIL	60-000-000-52050	307.28
04603	HALRON LUBRICANTS INC	USED FILTER PICKUP	60-000-000-52050	70.00
04603		500 G USED WASTE OIL PICKUP	60-000-000-52050	75.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	ANTI FREEZE	60-000-000-53000	65.94
TOTAL SOLID WASTE ENTERPRISE FUND				518.22
TOTAL SOLID WASTE ENTERPRISE FUND				518.22
TOTAL SOLID WASTE ENTERPRISE				518.22
TOTAL ALL FUNDS				2,290,173.82



**MANUAL CHECKS**

DELTA DENTAL	\$ 6,040.60
09/01/20	
Check # 87527	
09/20 Dental Insurance	
Various Departmental Accounts	
EFT GROUP INSURANCE	\$148,154.22
09/01/20	
Check # 87527	
09/20 Health Insurance	
Various Departmental Accounts	
<b>TOTAL MANUAL CHECKS</b>	<b>\$ 154,194.82</b>

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SUMMARY OF FUNDS:

GENERAL FUND	874,330.89	1,028,525.71
CAPITAL FUND	47,903.74	
TID #2 DISTRICT	1,213,691.25	
TID #3 DISTRICT	83,906.25	
TID #4 DISTRICT	69,823.47	
SOLID WASTE ENTERPRISE	518.22	
	<hr/>	
TOTAL --- ALL FUNDS	2,290,173.82	2,444,368.64