

FINANCE/PURCHASING & BUILDING COMMITTEE
December 13, 2022

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Also present: Mayor Ward, City Administrator VanLieshout, City Treasurer/Finance Director Clarizio, Fire Chief Dietman, Police Chief Henry, Assistant Police Chief Brinkman, 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 moving items 4 and 5 after item 9:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Increase of Tree Planting Deposit.
5. Consideration of: Increase of Marine Slip Fee.
6. Consideration of: Replacement/Bids of Sturgeon Bay Fire Dept. Brush/First Responder Truck.
7. Consideration of: 2023 Police Squad Car Purchase.
8. Consideration of: Development Agreement with Shirley Weese Young for development project at 330 Jefferson Street.
9. Consideration of: Development Agreement with Fleet Farm for development project on recently annexed property along south side of Highway 42/57 across from Grant Avenue.
10. Convene in closed session in accordance with the following exemptions:
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)
 - a. Consideration of: Development Agreement with Shirley Weese Young for development project at 330 Jefferson Street.
 - b. Consideration of: Development Agreement with Fleet Farm for development project on recently annexed property along south side of Highway 42/57 across from Grant Avenue.

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 Committee may adjourn in closed session.

11. Review bills.
 12. Adjourn.
- Carried.

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

Consideration of: Replacement/Bids of Sturgeon Bay Fire Dept. Brush/First Responder Truck.

Fire Chief Dietman presented the following two bids received for the purchase of a Brush/First Responder Truck. The 2023 capital budget allocated \$ 280,000 for the purchase. Custom Fab & Body submitted the lowest per specification in the amount of \$217,443. Chief Dietman stated this is a 2023 purchase but would like to have a contract signed prior January 2023 as the build time is about 1 year from the time of order to receipt of the truck. In addition to the bid, a \$15,000 reserve is required to cover any potential material

increases. Chief commented that there is 2009 F350 vehicle to declare as surplus however the department is reviewing a future 2024 vehicle purchase for the inspector's vehicle. The department may keep the F350 and replace the inspector's vehicle or label the vehicle as surplus and decide to keep it at a later date.

Custom Fab & Body		Fire Services	
Chassis, 2023 Ram	\$57,768.00	Chassis, 2023 Ram	\$58,960.29
Apparatus Body	\$159,675.00	Apparatus Body	\$258,363.71
Total	\$217,443.00	Total	\$317,324.00

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to accept the bid from Custom Fab & Body in the amount of \$217,443.00.

Consideration of: 2023 Police Squad Car Purchase:

Assistant Police Chief Brinkman stated \$100,000 was approved in the 2023 capital budget for the purchase and outfitting of two Ford Utility vehicles. Bid requests were sent to Jim Olson Ford Lincoln, Dorsch Ford and Ewald Automotive Group. We were informed by Jim Olson that they would not be submitting a bid because they could not fulfil the order and possibly the same with other vendors as Ford oversold nationwide by 30,000 vehicles. Dorsch Ford did submit a bid but without discounts or concessions. Ford no longer offers government pricing so their bid was based on retail pricing and that was \$14,000 higher than the accepted bid from Jim Olson for 2022. Upon speaking with Ewald Automotive Group, they stated Chevrolet sold out of their 2023 Tahoe but could offer Special Services Vehicles with police packages but they would not hold the vehicles without a signed quote. The quote in the amount of \$48,598 per vehicle does not include the required outfitting. City Administrator Van Lieshout stated the budget gap to cover the outfitting could be made up from the Fire Departments brush truck line since the bid came in lower than expected. A funds transfer of \$25,000 would be needed from Fire Department Unit 8 replacement 10-250-000-59060 to the Police Department squad car 10-215-000-59036.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the purchase of two 2023 Chevy Tahoe Special Service vehicle squads from Ewald Automotive Group and approve the transfer of \$25,000 from capital budget line 10-250-000-59060 Fire Department Unit 8 replacement to 10-215-000-59036 Police Department Squad cars for the purchase and outfitting of the two vehicles. Carried.

Consideration of: Development Agreement with Shirley Weese Young for development project at 330 Jefferson Street.

Shirley Weese Young outlined the performing arts/music school and apartment development she is proposing to build. The two-story development will offer practice rooms, performance space, bar and kitchen space on the lower level, in addition to a landscaped outdoor patio, and public restrooms. The upper level houses 11 studio apartments of approximately 430-450 sq. ft. leasing for \$770 plus utilities. She stated the building aesthetic draws on the architecture present in the Historic District of 3rd Avenue. Ms. Weese Young has committed to contribute \$3,100,000 in private funds and financial loans but is asking the City for financial assistance to help offset the \$900,000 financing gap. Community Development Director Olejniczak stated Ms. Weese Young has been working with City Staff and DCEDC if the City agrees a Tax Increment District would be a suitable option to generate tax dollars and provide the financial assistance for the projects and improvements in the area. Ms. Weese Young is willing to guarantee a minimum assessed value of \$4,000,000 for the project.

Consideration of: Development Agreement with Fleet Farm for development project on recently annexed property along south side of Highway 42/57 across from Grant Avenue.

Jeff Peterson of CR Structures Group, Inc explained Fleet Farm is proposing a retail store, automotive center, and carwash on the Kerscher farmland. A few challenges have arisen regarding the entrance access. We have been working with the DOT and city staff on the entrance. The DOT requires that the entrance to the Fleet Farm development be a public road entrance. He stated they have designed the public roadway to include an extension off to the west which would help anything that may develop in the future. This public road would mutually benefit the City and Fleet Farm. Fleet Farm is asking the City for financial assistance for the roadway proposal in addition to a potential stoplight that the DOT may require.

Community Development Director Olejniczak provided the history behind the wanting the road at Grant Avenue and potential stoplight. He mentioned the comprehensive plan was amended to reflect the development, the property was recently annexed and zoning is in process. The concern right now is the access to the highway. Lining up access with Grant Ave matches the City's official map, which has Grant Ave extending across the highway into the Kerscher property and going along the highway tying into the next public road to the southwest which is Rosie's Lane, allowing all the development along the highway to eventually connect to that road thereby eliminating access to the highway as the sole alternative. He restated Fleet Farm's willingness to design their project to meet the official map but they looking at the associated costs and if the City is willing to assist financially.

City Administrator Van Lieshout added that the City has an interest in seeing that the roadway/entrance is public which could avoid any future situation of condemnation. The Kerschers are in the process of selling this property, but they own the next 60 acres some that are parceled off along the highway. There is a network of unimproved or partially improved streets in back. If the Kerschers decided to sell, or subdivide it is possible the City may receive other requests for annexation. He stated the unsewered development that butts up against the City's corporate limits is bad for the City as Nasewaupée is unzoned without hard on-site waste water treatment systems that are performance related. This leaves very little stopping unchecked development outside the corporate City limits. He commented there are very good reasons to look favorably on the roadway it is the strongest interest the City has.

Consideration of: Increase of Tree Planting Deposit.

City Treasurer/Finance Director Clarizio stated if a new home is constructed the owner pays a tree deposit of \$200 if the City plants the tree. Municipal Services Director Barker is requesting the fee increase to \$225 to cover the cost of the tree.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to forward a resolution to the Common Council to approve the Tree Planting Deposit increase to \$225. Carried.

Consideration of: Increase of Marine Slip Fee.:

City Treasurer/Finance Director Clarizio explained Stone Harbor notified the City of an increase to the amenities fee by \$50. The amenities fee is included in current \$2,700 marina slip. The City is requesting to increase the marina slip fee to \$2,750 to cover the increase of the amenities.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to forward a resolution to the Common Council to approve the Marina Slip fee increase to \$2,750. Carried.

After Alderperson Bacon announced the statutory basis, it was moved by Alderperson Williams, seconded by Alderperson Wiederanders to convene in closed session. Roll call: Alderpersons Bacon, Wiederanders and Williams voted aye. Carried. The meeting moved into closed session at 4:49 pm. The meeting reconvened at 5:23pm.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to direct Staff to proceed with negotiations with Shirley Weese Young based on discussions held in closed session. Carried.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to direct Staff to further negotiation with Fleet Farm towards a detailed development agreement based on discussions held in closed session. 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 Wiederanders, seconded by Alderperson Williams to adjourn. Carried. The meeting 5:29pm.

Respectfully submitted,
Tricia Metzger