

**CITY OF STURGEON BAY**  
**FINANCE/PURCHASING & BUILDING COMMITTEE**  
***TUESDAY JANUARY 31, 2023***  
**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: Award of Bid for updating the City of Sturgeon Bay's Aquatic Plant Management Plan.
5. Consideration of: Development Agreement and Incentives for Cobblestone Hotel Project.
6. Consideration of: Memorandum of Understanding-Howard Immel Inc.-Industrial Flex Building.
7. Consideration of: Purchase of Property from Steve and Lori Ehlers (part of parcel # 281-62-15000116)
8. 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: Purchase of Property from Steve and Lori Ehlers  
(part of parcel # 281-62-15000116)

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.

9. Review bills.
10. 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: 1/27/23  
Time: 1:40pm  
By: TM

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

## Executive Summary

**Date:** January 12, 2023

**Title:** Award of Bid for updating the City of Sturgeon Bay's Aquatic Plant Management Plan

**Background:** On January 12<sup>th</sup> 2022 the Municipal Services Department opened a proposal for updating the City's Aquatic Plant Management Plan. In accordance with the City of Sturgeon Bay Purchasing & Property Accountability Policy, specifications were prepared and competitive sealed bidding was used to obtain pricing. One proposal was received:

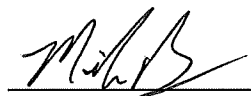
Onterra, LLC  
815 Prosper St.  
De Pere, WI  
Price: \$33,790

The 2022 capital budget line 10-560-000-59999 included \$40,000 for updating the plan

**Fiscal Impacts:** \$33,790 for the entire project as outlined in RFP.

**Recommendation:** Staff recommends hiring Onterra, LLC for updating the City of Sturgeon Bay's Aquatic Plant Management Plan at a price not to exceed \$33,790.

**Prepared By:**



Mike Barker  
Municipal Services Director

**Date:** 13 Jan 2023

**Reviewed By:**



Valerie Clarizio  
Finance Director

**Date:** 1/13/23

**Reviewed By:**



Josh VanLieshout  
City Administrator

**Date:** 1/26/23

## STAFF REPORT

**Title:** Development Agreement and Incentives for Cobblestone Hotel Project

**Background:** Cobblestone Hotels is a regional brand that has investigated the City of Sturgeon Bay for a new hotel site. The mayor and staff met with Anna Jakubek, VP of Development for Cobblestone Hotels, about potential sites. In addition, the City hired a consultant to complete a hotel market feasibility analysis for a 62-room Cobblestone Hotel. Seven sites were examined. The analysis concluded that “development of the proposed Cobblestone Hotel & Suites is market justified and would be well suited for the Sturgeon Bay market.” The analysis also recommended the site at the corner of Egg Harbor Road/N. 12<sup>th</sup> Avenue as the most suitable site of those considered.

The mayor and staff met with the owner of the proposed property, 1023 Egg Harbor Rd, LLC represented by Scott Virlee and Steve Estes. They are very interested in partnering with Cobblestone Hotels to do the project. Financing from their lender is available for 70% of the total projected costs of \$9,426,000. Financial assistance from the City is requested to help close the financing gap. Initially, Cobblestone requested assistance of \$1.8 Million (\$1M in upfront cash grant and \$800,000 paid out in installments as a “PAYGO” TIF. After review of proformas prepared by the City’s financial consultant R. W. Baird, the mayor and staff prepared a smaller financial incentive package. Ultimately, Cobblestone accepted an offer of \$1.2 Million in total TIF incentives. \$600,000 of the incentive would be paid after the hotel is constructed and occupied, while the remaining \$600,000 would be paid out in annual installments of \$50,000 over 12 years. To qualify for the financial incentives, Cobblestone will guarantee an assessed value of at least \$6 Million. The draft agreement was prepared based upon those primary parameters. This tentative agreement is subject to Council approval.

The subject site is located within the newly created Tax Increment District #6. The project plan envisioned that additional infill development would be created within TID #6 and that financial incentives would be required for the desired development. The site is a very visible location and would help solidify the redevelopment of the former “Pamida/Sav a Buck” properties that have been underutilized since Palmer Johnson Yachts vacated the buildings several years ago. The property owner has been investing in reuse of the buildings, including the Virlee Gun Works and heated storage rental facilities. Plans are progressing on an entertainment center to be renovated in the front portion of the former Pamida building. Notably, the plans now include a banquet facility that is expected to interface well with the hotel. A liquor license was previously granted to the property by the City for that project.

The Cobblestone Hotel project and the entertainment center/banquet hall will be separate projects with separate ownership and financing arrangements. There is a chance that Virlee/Estes will seek some sort of assistance for completing the banquet facility such as a loan from the County/City RLF or TIF assistance. That remains to be seen and the preference is to treat the projects separately rather than combine them under one development agreement.

**Fiscal Impact:** All of the requested financial incentive would come from TID #6. With the \$6 Million guaranteed property value assessment, the project will generate far more in revenue than needed to pay the \$1.2 total incentive. The City could then use the excess increment to cover other

project plan expenses in the district, such as land acquisition and construction needed for the proposed stormwater detention pond.

**Recommendation:** Approve the development agreement subject to City Attorney review.

Prepared by: Martin Olejniczak 1/25/2023  
Martin Olejniczak, Community Development Director Date

Reviewed by: Val Clarizio 1/25/23  
Val Clarizio, Finance Director Date

Reviewed by: Josh Van Lieshout 1/26/23  
Josh Van Lieshout, City Administrator Date



**DEVELOPMENT AGREEMENT  
(Cobblestone Hotel)**

This Development Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2023, between the CITY OF STURGEON BAY, WISCONSIN, a Wisconsin municipal corporation (the "City") and Cobblestone Hotels Development, LLC, a Wisconsin limited liability company ("Developer").

**RECITALS**

A. Developer is obtaining fee title to a \_\_\_\_-acre parcel abutting Egg Harbor Road and N. 12<sup>th</sup> Avenue, more particularly described in Section A.1 below (the "Property").

B. The City desires to foster redevelopment and improve the economic vitality of the Egg Harbor Road corridor and created Tax Increment District #6 to assist that endeavor.

C. Developer proposes to develop a Cobblestone Hotel on the Property as described in Section A.2 below (the "Project").

D. The City has determined it would be beneficial to the health, welfare and prosperity of its residents to provide financial assistance for the Project, in the form of reimbursement of certain of Developer's expenses relating to the Project and payments or credits from Tax Increments generated by the increased value of the Property in accordance with this Agreement.

E. The City has determined the development and fulfillment, generally, of the terms and conditions of this Agreement are in the vital and best interests of the City and its residents and serve public purposes in accordance with State and local law, because the Project will improve underutilized land, provide jobs, expand the City's tax base, and increase property tax revenues in Sturgeon Bay.

F. The City has determined that, but for the City's provision of financial assistance to Developer, the Project would not occur.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

**A. The Property and Project.**

1. Legal Description of Project Site. The Property is legally described as follows:

- Need legal description –

Portions of Tax Parcels No. 2816215000104A and 2816215000111A

2. Project Described. A four-story hotel with a building footprint of approximately 9,200 square feet with approximately 62 guest rooms. The hotel will include an outdoor patio, on-site parking spaces, and other amenities.

**B. Developer's General Obligations.**

1. Site Assembly. Developer shall take all necessary steps to create and obtain ownership of the Property on or before **December 31, 2023**. In the event Developer fails to obtain fee ownership of the Property, this agreement shall automatically terminate and City nor Developer shall have any further liability or responsibility hereunder.

2. Financing. Prior to issuance of a building permit for the Project, Developer shall deliver to the City proof, satisfactory in the City's sole determination, that Developer has secured financing to construct the Project (exclusive of the financial assistance provided by the City) subject only to typical commercial financing conditions. Before commencing construction of the Project, Developer shall provide proof satisfactory to the City in its sole discretion that all conditions of such financing have been satisfied.

3. Approval of Plans. Prior to the commencement of construction, Developer shall take all necessary steps to obtain plan approval for the Project, including building architecture and site layout through a certificate of appropriateness from the Sturgeon Bay Aesthetic Design and Site Plan Review Board. Approval of the Project plans shall follow pertinent City ordinances and procedures. The Plans shall demonstrate that the Project, when completed, will comply with federal, state and municipal code requirements. At any time during the construction of the Project, Developer may submit to the City proposed revisions in the approved Plans in order to enhance the achievement of the objectives of this Agreement and to improve and refine the previously approved Plans.

4. Building Permits/Approvals. Developer is responsible to obtain, directly or through its agents, a building permit from the City and other permits or approvals required to construct the Project. Nothing in this Agreement shall be deemed prior authorization of City to issue permits or grant approvals.

5. Completion of Project. Construction of the improvements to the Property shall be commenced promptly after issuance of all required permits and shall proceed as provided in the approved construction schedule. Developer agrees that construction shall be substantially completed, subject to Force Majeure Events, by **December 31, 2024**.

6. General Construction Requirements. Developer shall abide by all of the following in the construction of the Project:

a. Compliance with Plans. Developer shall construct the Project in strict compliance with the Plans as approved by the City and any conditions imposed as part of the permitting and approval process of the State, the City or any other agency entitled to give approval.

b. Utilities. Developer shall have determined that major utilities including water, sanitary sewer, CATV, phone service, are adequately sized and available to service the Project.

c. Construction Contracts. The Developer shall have entered into a general contract for construction of the Project and such other contracts with third parties as deemed required by the Developer, all of which shall be in form acceptable to the City.

d. Quality of Work. All work to be performed by Developer in and on the Property and the construction and maintenance of the Project shall be performed in a good and workmanlike manner and consistent with the prevailing industry standards for high quality construction in the area of the City. Developer shall perform all work in compliance with all applicable laws, regulations, ordinances, and permits, and Developer shall at its sole cost and expense obtain and maintain all necessary permits and licenses for such work. Every contractor hired by the Developer shall be licensed and qualified to perform that part of the work assigned to it. Before any such contractor is allowed to perform any such work, the contractor shall comply with the insurance requirements set forth in Section E, below.

e. Compliance with Laws. All work upon the Project site and the Project shall comply with all applicable laws, codes and regulations of authorities having jurisdiction over the Project.

f. Access. Developer shall allow representatives of the City reasonable access to the Property at all reasonable times for the purposes of reviewing compliance with this Agreement, including, but not limited to inspecting all work being performed in connection with this Agreement.

g. Reports, Information and Inspections. During the period of construction, Developer shall provide the City with updates when requested by the City concerning the progress of the Project and any issues having a material effect on the Project. The City may come upon the Property to inspect the Project during normal hours of construction and, upon reasonable advance notice to Developer, which may be verbal notice, at any other time the City deems appropriate for the purpose of inspecting the Project and investigating its status and any matters that may affect the Project. The City may also discuss the status of construction with Developer's general contractor and any subcontractor or material supplier for the Project.

h. Debris. Until the Project is finished, without the requirement of notice from the City, Developer shall keep the Project Site and adjoining streets clean and free of construction debris. If the City does give Developer notice of the need to clean up any debris identified by the City, Developer shall complete such clean up within 24 hours of receipt of the City's notice. Any debris not so removed or cleaned up with the 24-hour period may be removed or cleaned by the City at Developer's expense.

7. Changes to Project. Without City's prior written consent, Developer will not materially change the scope, budget or uses of the Project.

8. Minimum Assessed Value Guaranteed. The Project shall generate a minimum assessed value of at least \$6,000,000 as of January 1, 2025. For any property tax year during the life of the TID on or after that date, if the Project has a lower assessed value lower than \$6,000,000,

Developer shall pay to the City on or before January 31 of each year the amount of property tax owed on the difference between \$6,000,000 and the actual assessed value.

9. Restrictions on Transfer. Developer agrees to the following:

a. General Restrictions on Transfer. Any transfer of ownership of the property, or portion thereof, by Developer shall be subject to the City's written consent, which the City may withhold in its absolute discretion.

b. No Transfer to Tax Exempt Entity. Developer shall not sell or otherwise convey any portion of the Property to a non-profit or tax-exempt organization.

c. Exceptions to Transfer Restrictions. Restriction B.9.a above does not preclude the creation of a mortgage, encumbrance or voluntary lien upon the Property for the purpose of financing or refinancing the construction of a building consistent with the terms of this Agreement.

10. Cooperation. Developer will fully cooperate with the City in the performance of its obligations under this Agreement.

**C. City's General Obligations.**

The City commits to the following:

1. Financial Incentive. The City shall provide a cash grant from tax increment district #6 in a total amount of \$1,200,000 to the Developer for the Project. This incentive shall be paid as follows:

a. A payment of \$600,000 shall be provided to the developer within 30 days after an occupancy permit has been issued for the hotel.

b. Twelve annual payments of \$50,000 each shall be provided to the Developer. The payments shall commence with the assessment year following the completion of the Project. The payment shall be made within 30 days of the annual payment of property taxes by the Developer and the payment required under Section B.8 above, if applicable.

2. Utilities. The City shall ensure that municipal water and sanitary sewer service is available to Property along Egg Harbor Road and ensure there is capacity to serve the proposed Project.

3. Permits and Licenses. The City will cooperate in good faith with respect to all permits necessary for completion of the Project.

4. Cooperation. The City will reasonably cooperate with Developer in the performance of its obligations under this Agreement.

**D. Insurance.**

1. Coverage Types and Amounts. Developer shall deliver to the City certificates of insurance, copies of endorsements, and other evidence of insurance Developer is required to purchase and maintain, or cause to be purchased or obtained, in the types and amounts of coverage as listed below:

a. Workers Compensation and Related Coverage. Workers compensation coverage as required for state and federal workers, but, in no event less than the following limits: Bodily Injury by Accident - \$100,000 per accident; Bodily Injury by Disease - \$100,000 per employee; and \$500,000 policy limit.

b. Comprehensive General Liability Insurance. Commercial general liability insurance written on a commercial general liability form, protecting Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages for personal injury, including accidental death, as well as claims for property damages arising from operations under this Agreement, whether such operations are by Developer itself, any contractor, subcontractor, or anyone directly or indirectly employed by any of them in such manner as to impose liability on the City. Such coverage shall include an endorsement for completed operations. The amounts of such insurance shall be subject to the following limits: General Aggregate Limit - \$2,000,000; Personal and Advertising Injury Limit (per person/organization) - \$2,000,000; Bodily Injury and Property Damage - \$2,000,000 per occurrence; Fire Legal Liability Damage Limit - \$100,000 per occurrence; Medical Expense Limit - \$10,000 per person.

c. Comprehensive Automobile Liability and Property Damage. Comprehensive Automobile Liability and Property Damage coverage protecting Developer and any subcontractor during the performance of work covered by this Agreement from claims or damages associated with operations of owned, hired, and non-owned motor vehicles. The amounts of such insurance shall be subject to the following limits: Bodily Injury - \$250,000 per person; \$1,000,000 per occurrence; and Property Damage - \$250,000 per occurrence.

d. Umbrella Coverage. Umbrella coverage protecting Developer, its general contractor and any subcontractor during the performance of work covered by this Agreement with limits of \$3,000,000 for bodily injury, personal injury, and property damage on a combined basis with the stated underlying limits of Paragraphs a to c above.

e. Builder's Risk Insurance. Builder's Risk insurance for all portions of the Property upon which construction is occurring with coverage equal to the total amount of the construction contracts for any and all such construction activities. Nothing in this Agreement is intended to relieve Developer of its obligation to perform under this Agreement and, in the event of loss, Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.



f. Fire and Casualty Insurance. Upon the construction of any improvements on the Property that are intended to remain in Developer's possession or is in Developer's possession prior to conveyance to third parties as contemplated by this Agreement, Developer shall obtain and keep in full force adequate fire and casualty insurance with coverage in an amount equal to and adequate to rebuild improvements to their original condition. In the event of loss, Developer shall use the proceeds of such insurance to promptly reconstruct the damaged or lost improvements.

2. General Requirements. All policies of insurance shall be written by insurance companies authorized to do business in the state of Wisconsin, shall name the City as an additional insured and shall not be cancellable except on a minimum of 30 days' notice to the City. Before commencement of construction, the Developer shall file with the City certificates of insurance and copies of the required policies and all endorsements thereto, setting forth that all required coverage is in full force and effect.

**E. Representations and Warranties and Covenants of Developer.**

Developer represents and warrants to the City and covenants with the City as follows:

1. Accuracy of Documents. All copies of documents, contracts and agreements Developer has furnished to the City are true and correct in all material respects.

2. Taxes. Developer has paid, and will pay when due, all federal, state and local taxes, and will promptly prepare and file returns for accrued taxes prior to any taxes becoming delinquent.

3. Payment of Contractors and Material Suppliers. Developer will timely and fully pay for all work performed and materials furnished for the Project.

4. Liens. Developer shall not cause or allow any lien to attach to the Property, except (i) those allowed in Section B.9.c above, and in any case, in the aggregate not securing debt exceeding the maximum principal amount of \$6,000,000, and (ii) the lien of real estate taxes and assessments for taxes not yet due and payable. If any lien, including, without limitation, any construction lien, is filed against the Property, Developer will notify the City and cause such lien to be discharged through (x) payment, (y) as provided by statute or bonded over in an amount satisfactory to the City within 60 days of the filing of such lien, irrespective of the merits of the lien claim and shall provide proof of such discharge or bonding to the City within in such 60 days.

5. Statements and Information True. No statement of fact by Developer contained in this Agreement and no statement of fact or other information furnished or to be furnished by Developer to the City pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading at the time when made.

6. Organization. Developer is a for-profit limited liability company, duly formed and validly existing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business. Developer is duly licensed or qualified to do business and in good standing in the State of

Wisconsin and all other jurisdictions in which failure to do so would have a material adverse effect on its business or financial condition.

7. Authority. The execution, delivery and performance of this Agreement have been duly authorized by all necessary action of Developer and constitute the valid and binding obligations of Developer enforceable in accordance with their terms, subject only to applicable bankruptcy, insolvency, reorganization, moratorium, general principles of equity, and other similar laws of general application affecting the enforceability of creditors' rights generally. The person who executes this document has been duly authorized by all necessary company action to execute and deliver this Agreement and to bind Developer to its terms

8. No Violations. The execution, delivery, and performance of Developer's obligations pursuant to this Agreement will not violate or conflict with Developer's organizational documents or any instrument or agreement by which Developer is bound, nor will the execution, delivery, or performance of Developer's obligations pursuant to this Agreement violate or conflict with any law, order, rule or regulation of any court or of any federal, state or municipal regulatory body or administrative agency or other governmental body having jurisdiction over Developer or any portion of the Property.

9. No Litigation. There is no litigation or proceeding pending or threatened against or affecting Developer or the Project that would adversely affect the Project or Developer or the enforceability of this Agreement, the ability of Developer to complete the Project or the ability of Developer to perform its obligations under this Agreement.

10. No Default. No default, or event that, with the giving of notice or lapse of time or both would be a default, exists under this Agreement, and Developer is not in default (beyond any applicable period of grace) of any of its obligations under any other agreement or instrument entered into in connection with the Project or otherwise. Developer shall promptly report any material default of Developer or any contractor in its obligations under any construction contract affecting the Project.

At all times during the term of this Agreement, the representations and warranties contained herein shall be true and Developer shall comply with all covenants contained herein.

**F. Representations and Warranties and Covenants of City.** The City hereby warrants and represents to the Developer that:

1. Authority. Subject to the approval of City Common Council, the execution, delivery, and performance of this Agreement and the consummation of the transactions contemplated hereby are hereby duly authorized and approved by the City, and no other or further acts or proceedings of the City or its officials are necessary to authorize and approve the execution, delivery, and, subject to annual appropriation by the City Common Council, performance of this Agreement, and the matters contemplated hereby.

2. Enforceability. This Agreement, the exhibits, documents, and instruments associated herewith and made a part hereof, have, if applicable, been duly executed and delivered by the City and constitute the legal, valid, and binding agreement and obligation of the City,

enforceable against the City in accordance with their respective terms, except as the enforceability thereof may be limited by applicable law and as is otherwise subject to annual appropriation by the City Common Council.

**G. Further Compliance with Laws.**

1. Public Protection & Safety: The City and Developer shall each take all steps necessary to avoid damage, bodily injury or death arising out of the improvements whether from maintaining an "attractive nuisance" or otherwise.

2. Compliance with Environmental Laws. Developer shall ensure the Property shall remain free of Hazardous Materials, except to the extent Hazardous Materials are temporarily necessary to be on the Property for purposes of construction of the improvements, and then only as are being stored and handled in strict compliance with all Environmental Laws. Developer shall provide the City with copies of all environmental reports pertaining to the Property no later than ten days after receiving the same. As used herein, the term "Hazardous Materials" means (i) hazardous wastes, hazardous substances, hazardous constituents, toxic substances or related materials, whether solids, liquids or gases, including but not limited to substances defined as "hazardous wastes," "hazardous substances," "toxic substances," "pollutants," "contaminants," "radioactive materials," or other similar designations in, or otherwise subject to regulation under, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. 9601 et seq.; the Toxic Substance Control Act, 15 U.S.C. 2601 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. 1802; the Resource Conservation and Recovery Act, 42 U.S.C. 9601. et seq.; the Clean Water Act, 33 U.S.C. 1251; the Safe Drinking Water Act, 42 U.S.C. 300f et seq.; the Clean Air Act, 42 U.S.C. 7401 et seq.; and in any permits, licenses, approvals, plans, rules, regulations or ordinances adopted, or other criteria and guidelines promulgated pursuant to the preceding laws or other similar federal, state or local laws, regulations, rules or ordinances now or hereafter in effect relating to environmental matters (collectively, "Environmental Laws"); and (ii) any other substances, constituents or wastes subject to any applicable federal, state or local law, regulation or ordinance, including any Environmental Law, now or hereafter in effect, including but not limited to (A) petroleum, (B) refined petroleum products, (C) waste oil, (D) waste aviation or motor vehicle fuel and (E) asbestos containing materials.

3. Nondiscrimination. In the performance of improvements under this Agreement, the Developer shall not discriminate against any employee or applicant for employment nor shall the Property or any portion thereof be sold to, leased or used by any party in any manner to permit discrimination or restriction on the basis of race, religion, marital status, age, color, sex, sexual orientation, physical condition, disability, national origin or ancestry. The construction of the improvements shall comply with all effective laws, ordinances and regulations relating to discrimination on any of the foregoing grounds. Any additional costs that may be incurred by the Developer to comply with this provision shall be borne by Developer.

**H. Indemnification.**



1. General Indemnification. In addition to, and not to the exclusion or prejudice of, any provisions of this Agreement, Developer shall indemnify and save harmless the City, its council members, officers, employees, agents, attorneys and insurers, and the respective successors and assigns of all of them (each an "Indemnified Party") and shall defend the same, from and against any and all liabilities, claims, losses, damages, interest, actions, suits, judgments, costs, and expenses, including reasonable attorneys' fees, and the like to whomsoever owed and by whomsoever and whenever brought or obtained, which may in any manner, directly or indirectly, result from, relate to, or arise in the course of, any act or failure to act by Developer in connection with its development of the Project (each, an "Indemnified Claim"), including without limitation:

- a. Any breach by Developer of the terms of this Agreement;
- b. any negligent acts of Developer, any professional and any contractor that provides services, labor or material for the Project;
- c. any non-compliance with laws, ordinances, rules or regulations applicable to Developer's obligations under this Agreement;
- d. the design, development, or construction of the Project; or
- e. any governmental, regulatory or other proceedings to the extent any such proceedings result from Developer's failure to comply with its obligations under this Agreement or otherwise.

2. No Limitation on Indemnity. In any and all claims against one or more of the Indemnified Parties by any employee of the Developer, any contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Developer or any contractor under Workers' Compensation Acts, disability benefit acts or other employee benefit acts.

3. Indemnification Procedures. Developer shall promptly assume full and complete responsibility for the investigation, defense, compromise and settlement of any claim, suit or action arising out of or relating to the indemnified matters following written notice thereof from an Indemnified Party, which notice shall be given by the Indemnified Party within 10 days of the Indemnified Party gaining actual knowledge of such claim, suit or action. Failure to provide such timely notice shall not eliminate Developer's indemnification obligations unless, and only to the extent to which, such failure has substantially prejudiced Developer. The Indemnified Claim shall be defended by legal counsel reasonably acceptable to the Indemnified Party. If the Indemnified Party original approves of such defense counsel, but later disapproves, Developer shall retain counsel that is reasonably acceptable to the Indemnified Party. Notwithstanding the foregoing, in its sole discretion and at its expense, an Indemnified Party may participate in or defend or prosecute, through its own counsel(s), any claim suit or action for which it is entitled to indemnification by Developer; provided, however, that if the Indemnified Party is advised in

writing by its legal counsel that there is a conflict between the positions of Developer and the Indemnified Party in conducting the defense of such action or that there are legal defenses available to the Indemnified Party different from or in addition to those available to Developer, then at Developer's expense, counsel for the Indemnified Party, shall be entitled to conduct the defense only to the extent necessary to protect the interests of the Indemnified Party. Developer shall not enter into any compromise or settlement without the prior written consent of the Indemnified Party and, if the Indemnified Party is not the City, the City, which consents shall not be unreasonably withheld. The absence of a complete and general release of all claims against the Indemnified Party shall be reasonable grounds for the Indemnified Party to refuse to provide written consent to a compromise or settlement. To the extent Indemnified Claims have been made against them, the Indemnified Parties shall reasonably cooperate in the defense or prosecution of any claim hereunder, including the retention of and access to records and, as to current employees and personnel only, making employees and other personnel available on a mutually convenient basis to provide such information as the Indemnified Party may have regarding the matter in issue and an explanation of any material provided or made available. No failure of an Indemnified Party to cooperate as set forth above shall affect Developer's obligation to defend any other Indemnified Party. If Developer does not assume the defense of such claim, suit or action, Developer shall reimburse the Indemnified Party for the reasonable fees and expenses of counsel(s) retained by the Indemnified Party and shall be bound by the results obtained by the Indemnified Party; provided, however, that no such claim, suit or action shall be settled without Developer's prior written consent, which consent shall not be unreasonably withheld. The absence of a complete and general release of all claims against Developer shall be reasonable grounds for Developer to refuse to provide written consent to a compromise or settlement.

#### **H. Default.**

1. Events of Default. The occurrence of any one or more of the following events shall constitute a default ("Default") hereunder:

a. Failure to Pay. Developer fails to pay any amounts due from it under this Agreement on or before the date when due and such failure shall continue for 10 days following notice thereof from City to Developer;

b. Other Failures under this Agreement. Developer fails to timely perform or observe any of its covenants or obligations (other than payment obligations) under this Agreement, and such failure continues for 30 days following notice thereof from City to Developer (or such longer period of time as is necessary to cure the default as long as (i) Developer has commenced the cure of the default within the 30-day period, (ii) Developer is diligently pursuing the cure of the default, and (iii) the default is cured not later than 60 days following the notice thereof from the City);

c. Insurance and Dangerous Conditions. Subsection 1.b above notwithstanding, if the default is a failure to keep required insurance in force or results or threatens to result in imminent harm to persons or property, as determined by the City in its sole discretion, the cure period will be two business days, during which time Developer shall cease all operations

upon the Property except, in the case of imminent harm, those operations dedicated to curing such condition;

d. Untrue Representations and Warranties. Any representation or warranty made by Developer in this Agreement, or any document or financial statement delivered by Developer pursuant to this Agreement, was false in any material respect as of the time when made or given;

e. Abandonment and Delay. Active and visible construction work of any portion or phase of the Project is not occurring for more than 30 consecutive days or a total of 90 days during the entire Project or if any portion of the Project is damaged by fire or other casualty and is not repaired, rebuilt or replaced as required in this Agreement;

f. Insolvency. Developer: (i) becomes insolvent or does not pay, or is unable to pay, or admits in writing its inability to pay, its debts as they mature; or (ii) makes a general assignment for the benefit of creditors or to an agent authorized to liquidate any substantial amount of its assets; or (iii) becomes the subject of an "order for relief" within the meaning of the United States Bankruptcy Code, or files a petition in bankruptcy, for reorganization or to effect a plan or other arrangement with creditors; or (iv) has a petition or application filed against it in bankruptcy or any similar proceeding, or has such a proceeding commenced against it, and such petition, application or proceeding remains undismissed for a period of 90 days or Developer files an answer to such a petition or application, admitting the material allegations thereof; or (v) applies to a court for the appointment of a receiver or custodian for any of its assets or properties, or has a receiver or custodian appointed for any of its assets or properties, with or without consent, and such receiver is not discharged within 90 days after appointment; or (vi) adopts a plan of complete liquidation of its assets;

g. Change in Control. The majority ownership of Developer is conveyed voluntarily or involuntarily to someone other than Cobblestone Hotels Development, LLC. **is this paragraph needed for this LLC? How does this interface with the assignment provision under section I.2?**

h. Cessation of Existence. Developer dissolved or ceased to exist;

i. Fraud and Other Illicit Behavior. Developer or any person having an ownership interest of greater than 25% of Developer is convicted of, pleads no contest to, or enters into any other agreement other than a dismissal with no conditions as to any allegation of: (1) fraud; or (2) indecent or illicit behavior that in the determination of the City would threaten the reputation of Developer or Developer's ability to complete the Property according to the requirements of this Agreement or as anticipated; or

j. Default Under Loan Documents. A default occurs on any indebtedness of or loan to Developer or any agreement providing security for such indebtedness.

## 2. Remedies.

a. Available Remedies. Upon the occurrence of any Default, without further notice, demand or action of any kind by the City, the City may pursue any or all of the rights and remedies available to the City at law and/or in equity and/or under this Agreement against Developer, including without limitation,

(i) Termination. Terminate this Agreement by written notice to Developer;

(ii) Offset and Recoupment. Offset or recoup against any amounts that may then or thereafter come due from the City to Developer, whether under this Agreement or otherwise, an amount of damages reasonably estimated by the City resulting from Developer's breach;

(iii) Specific Performance. Sue for specific performance;

(iv) Sue for Damages. Sue for all damages caused by the Default; and/or

(v) Assess. Assess the Project for the total costs of the improvements thereto.

In addition, the City shall have the right to suspend performance of any of its obligations or covenants under this Agreement, including, without limitation, the obligation to make payments to Developer.

b. Remedies Cumulative. All City remedies are cumulative. i.e., no election by the City of one remedy available to the City will preclude the City from exercising any or all other remedies listed above or at law or in equity.

c. No Waiver. No failure or delay on the part the City in exercising any right or remedy shall operate as a waiver thereof nor shall any single or partial exercise of any right preclude other or further exercise thereof or the exercise of any other right or remedy. Notwithstanding any of the foregoing authorizations, the City shall have no duty or obligation whatsoever with respect to any of the matters so authorized.

d. City's Right to Cure Default. In case of failure by Developer to pay any fees, assessments, charges or taxes arising with respect to the Project or to comply with the terms and conditions of this Agreement, the City may pay such fees, assessments, charges or taxes or take such action as it deems, in its sole discretion, to be necessary to remedy the failure of Developer, and, in that event, the cost thereof shall be payable by Developer to the City upon demand.

e. Interest. Any amount of money owed by one party to the other that is not paid when and as due shall accrue interest from the date due until the date paid at the rate of 12% per annum.



f. Attorney Fees. In any legal proceeding to interpret or enforce the terms of this Agreement, the prevailing party shall be entitled to collect the costs and expenses, including, but not limited to attorneys' fees and costs, incurred, whether the same were incurred before, during or in the enforcement of judgment or award resulting from, such legal proceeding. In any such action, the parties shall request that the presiding official make a specific finding as to which of the parties is the prevailing party.

g. Limitation of Damages. Under no circumstances will the City or its elected officials, officers, employees, agents, attorneys, insurers of any of the successors and assigns thereof be liable to Developer or any member, officer, employee, agent, attorney, insurer, surety or any successor or assign of any of the same for any indirect, incidental, consequential, exemplary or punitive damages. The City reserves all rights to the immunity and damage limitations set forth in the Wisconsin Statutes, including in §893.80 thereof.

## **I. Miscellaneous.**

1. Termination of Agreement. Unless otherwise specifically provided, this Agreement shall terminate upon the occurrence of the earlier of: (a) the parties signing an agreement to termination; (b) full payment of the Tax Increment Financing; (c) termination of the TID; and (d) termination under Section B.1.

2. Assignment. Except as set forth in Section I.3 below, Developer may not assign this Agreement or any of its rights under it without prior written consent of the City, which the City may withhold in its absolute discretion. Any permitted assignment shall be bound by all of the provisions of this Agreement. Nothing shall prevent Developer from establishing an operating entity for the purpose of constructing improvements to or operating the facility, provided Developer first provides the City with evidence satisfactory to the City in its sole discretion, of the ability, including financial ability, of such entity to timely and fully perform all of Developer's obligations and covenants under this Agreement. Any such entity shall construct the improvements and operate the facility in accordance with all provisions of this Agreement. **This paragraph is from previous City drafted agreement**

Developer may assign this Agreement, only in writing and only in its entirety, to a special purpose entity formed to own, develop and operate the Project or purchaser of the Project without the prior written consent of City, provided that Developer or Assignee, within 30 days of the Assignment, provides City with a copy of such Assignment document, including the name, address and contact person of the entity agreeing to accept said the Assignment. **This paragraph is what the developer provided (from De Pere development agreement for Cobblestone)**

3. Collateral Assignment. Developer may assign its rights and obligations under this Agreement to a lender or lenders, solely for purposes of providing collateral security for a loan issued to Developer for the purposes of the construction and development of the Project. Any such assignment shall be contingent upon, or become effective only following, an event of default Developer under the terms of the loan. So long as Developer has notified the City of the identity and contact information for its lender, the City will use reasonable efforts to notify Developer's

lender of any Event of Default by Developer hereunder. Any such assignment shall be of the right to receive payments on the City Contribution only, and no such assignment shall relieve Developer of any of its obligations to the City hereunder.

4. Governing Law. This Agreement has been entered into and will be governed by the laws of the State of Wisconsin, without regard to conflict of laws principles.

5. Exclusive Venue. The exclusive venue for any legal proceeding involving the interpretation or enforcement of this Agreement shall be the circuit court for Door County, Wisconsin, the parties acknowledging that the exclusive venue is the most convenient and appropriate venue or all possible venues.

6. Modifications. No modifications to this Agreement shall be made except in writing signed by the parties.

7. Authority to Execute Agreement. Each of the individuals signing this Agreement represents and warrants to the other party that such individual has been duly authorized to execute this Agreement on behalf of the party they purport to represent.

8. Waiver. No waiver, amendment, or variation in the terms of this Agreement shall be valid unless in writing and signed by the City and Developer, and then only to the extent specifically set forth in writing.

9. Survival. All agreements, representations, warranties, covenants, liabilities and obligations made or imposed in this Agreement or in any document delivered pursuant to this Agreement shall survive the execution and delivery of this Agreement. Any provision in this Agreement that has not been fully performed prior to transfer of possession shall not be deemed to have terminated, but, unless expressly waived in writing, shall survive such transfer of possession and be in force and effect until performed.

10. Notices. All communications or notices required or permitted by this Agreement shall be in writing and shall be deemed to have been given (i) upon delivery to an officer of the person entitled to such notice, if hand delivered, or (ii) two business days following deposit in the United States mail, postage prepaid, or one day following deposit with a nationally recognized overnight commercial carrier that will certify as to the date and time of delivery, air bill prepaid, or (iii) upon transmission by e-mail, provided (a) the sender does not receive a transmission failure message and (b) if the email is sent after 5:00 p.m. Central Time, it shall be deemed received on the next business day, i.e., a day on which the City is open for business. Each such communication or notice shall be addressed as follows, unless and until any of such parties notifies the other of a change of address:

If to Developer: Cobblestone Hotels Development, LLC  
Attention:

Email:

If to the City: City of Sturgeon Bay

421 Michigan Street  
Sturgeon Bay, WI 54235  
Attn: Mayor  
Email: sbmayor@sturgeonbaywi.org

With a copy to: City of Sturgeon Bay Community Development Dept  
421 Michigan Street  
Sturgeon Bay, WI 54235  
Attn: Marty Olejniczak  
Email: molejniczak@sturgeonbaywi.org

With a copy to: Amundsen/Davis  
318 S. Washington St, Suite 300  
Green Bay, WI 54301  
Attention: James M. Kalny  
Email: jkalny@amundsendavislaw.com

11. Entire Agreement. This Agreement and the documents executed pursuant to this Agreement contain the entire understanding of the parties with respect to the subject matter hereof.

12. Severability. Any provision of this Agreement that is determined to be unenforceable shall be ineffective to the extent of such determination without invalidating the remaining provisions of this Agreement.

13. No Joint Venture. Nothing in this Agreement or any other documents executed pursuant to this Agreement, shall be construed as creating a partnership or joint venture between the City and Developer or between the City and any other person, or cause the City to be responsible in any way for the debts or obligations of Developer or any other person. Developer shall not make any assertion inconsistent with this paragraph.

14. Time of the Essence. Time is of the essence of each and every obligation or agreement contained in this Agreement.

15. Force Majeure. The time for performance of any term, covenant, or condition of this Agreement shall be extended by any period of unavoidable delays. In this Agreement, "unavoidable delays" means delays beyond the reasonable control of the party obligated to perform the applicable term, covenant, or condition under this Agreement and shall include, without limiting the generality of the foregoing, delays attributable to adverse environmental conditions (such as contaminated soil or groundwater), adverse weather conditions, acts of God, the actions of any other party in this Agreement, strikes, labor disputes, epidemic, pandemic, government restrictions, court injunctions, riot, civil commotion, acts of public enemy and casualty or delay in obtaining any necessary permit from any governmental agency (each, a "Force Majeure Event"). The foregoing notwithstanding, extension of time under this Section 15 shall not continue for a period of 90 days in the aggregate for all Force Majeure Events without the written consent of the other party, which in the case of the consent of the City, may be withheld in the City's sole discretion.

16. Headings. The headings in this Agreement are for reference only and are not intended to modify any of the terms and conditions of this Agreement.

17. No Construction Against Drafter. This Agreement is the product of negotiation between the parties hereto and no term, covenant or provision herein or the failure to include a term, covenant or provision shall be construed against any party hereto solely on the basis that one party or the other drafted this Agreement or any term, covenant or condition contained herein.

18. No Personal Interest of Public Employee. No official or employee of the City shall have any personal interest in this Agreement, nor shall any such person voluntarily acquire any ownership interest, direct or indirect, in the Project or this Agreement. No official or employee of the City shall be personally liable to the Developer or any successor in interest, in the event of any default or breach by the City, or for any amount that becomes due to the Developer or Developer's successors under this Agreement.

19. Counterparts and Signatures. This Agreement may be signed in counterparts. Except as may be required for purposes of recording, photocopied, electronic and facsimile signatures shall have the same effect as original signatures.

[Signature pages follow]



WHEREFORE, the parties have signed this Development Agreement as of the date first written above.

**CITY OF STURGEON BAY, WISCONSIN**

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

Attest: \_\_\_\_\_  
Stephanie L. Reinhardt, City Clerk

STATE OF WISCONSIN    )  
                                  )ss.  
DOOR COUNTY            )

Personally appeared before me this \_\_\_\_ day of \_\_\_\_\_, 2023, the above-named David J. Ward the Mayor of the City of Sturgeon Bay, Wisconsin, to me known to be the mayor of that city and the person who executed the foregoing agreement on behalf of the City and by its authority.

Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires: \_\_\_\_\_

STATE OF WISCONSIN    )  
                                  )ss.  
DOOR COUNTY            )

Personally appeared before me this \_\_\_\_ day of \_\_\_\_\_, 2023, the above-named Stephanie L. Reinhardt, the Clerk of the City of Sturgeon Bay, Wisconsin, to me known to be the clerk of that city and the person who executed the foregoing agreement on behalf of the City and by its authority.

Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires: \_\_\_\_\_

Second signature page to Development Agreement  
Cobblestone Hotel – City of Sturgeon Bay/\_\_\_\_\_, LLC

**COBBLESTONE HOTELS DEVELOPMENT, LLC**

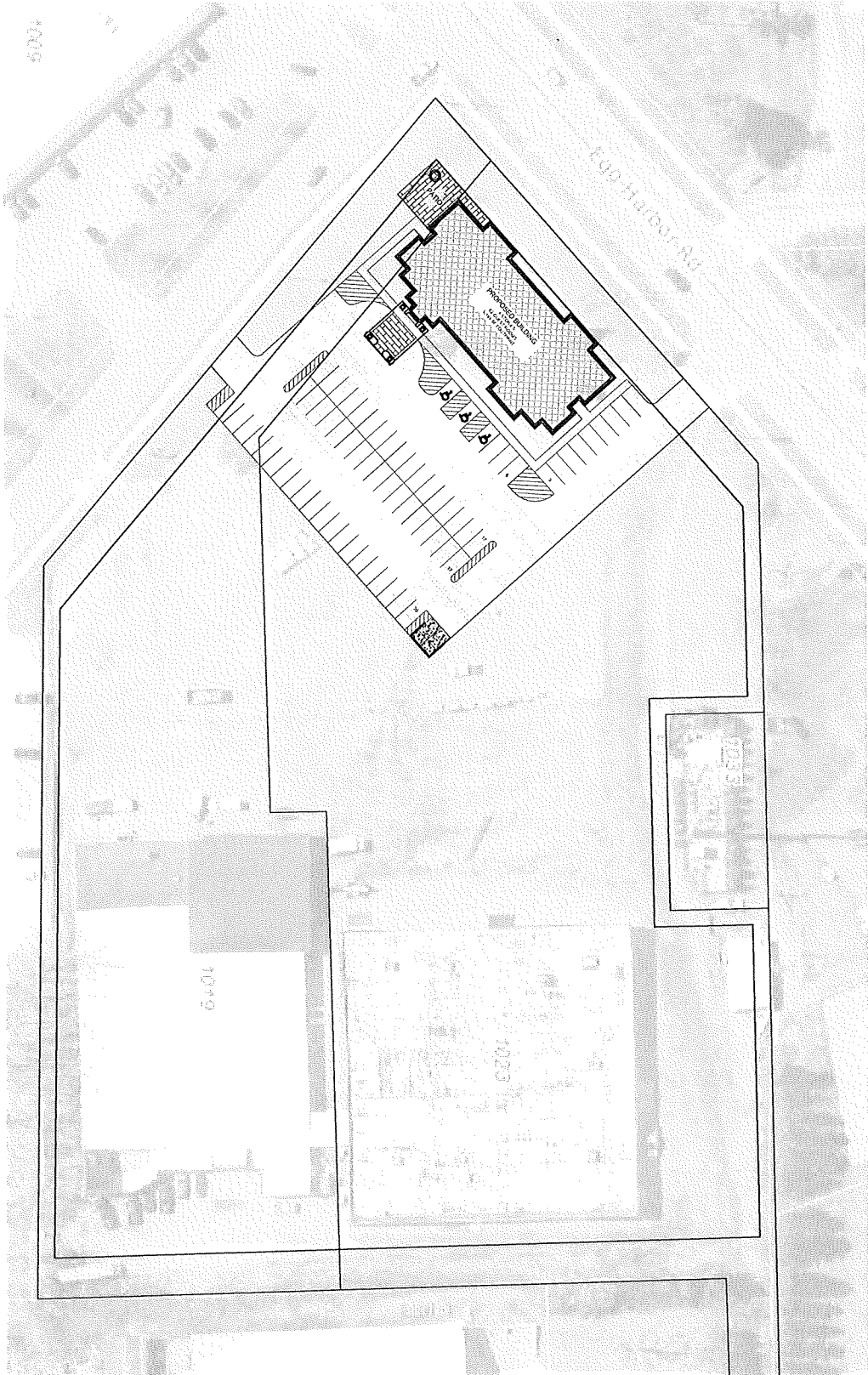
By: \_\_\_\_\_

STATE OF WISCONSIN     )  
  )ss.  
\_\_\_\_\_ COUNTY     )

Personally appeared before me this \_\_\_\_ day of \_\_\_\_\_, 2023, the above-named \_\_\_\_\_, the Managing Member of Cobblestone Hotels Development, LLC, a Wisconsin limited liability company, to me known to be the Managing Member of that limited liability company and the person who executed the foregoing agreement on behalf of that limited liability company by its authority.

Name: \_\_\_\_\_  
Notary Public, State of \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

This instrument was drafted by:  
Attorney James M. Kalny  
Amundesen Davis Law  
318 S. Washington Street, Suite 300  
Green Bay, WI 54301



SCALE: 1"=40'-0"  
 NORTH  
 0 20 40  
 FEET  
 CIVIL SITE PLAN

<b>SHEET NUMBER</b> <b>C1.1</b>	<b>JOB NUMBER</b> 2251300	<b>PRELIMINARY DATES</b> JUNE 27, 2023 <b>NOT FOR CONSTRUCTION</b>
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NEW HOTEL FOR:  
**COBBLESTONE HOTEL AND SUITES**  
 EGG HARBOR ROAD • STURGEON BAY, WISCONSIN

**EXCEL**  
 ADVANTAGES • FLEXIBILITY • SUPPORT  
 Always a Better Plan  
 From the design-build team  
 www.excelinc.com

**BrMark Builders, LLC**

## Cobblestone Hotel & Suites Development Budget Sturgeon Bay, WI

7/14/2022

Building Specifications: 62 unit, 4-story Main Street Style Hotel & Suites with standard and extended stay rooms, breakfast, fitness room, meeting room, pool and elevator. (No Restaurant)

	62	Rooms
<b><u>Land &amp; Site Prep</u></b>	<b>\$1,450,000</b>	
Raw Land	\$600,000	
Permit & Community (plan review/permit/inspect/tap fees etc)	\$250,000	
Site Utility & Excav. (sewer/water/electric & fill/drainage/etc)	\$600,000	
	\$23,387	Per Room
<b><u>Building Construction</u></b>	<b>\$6,317,000</b>	
	\$101,887	Per Room
<b><u>Fixtures, Furnishings, and Equipment</u></b>	<b>\$977,000</b>	
	\$15,758	Per Room
<b><u>Indirect Costs</u></b>		
Appraisal	\$7,000	
Architectural / Engineering	\$100,000	
Surveys	\$15,000	
Cobblestone Franchise Fee	\$40,000	
Pre-Opening Expenses	\$40,000	
Working Capital	\$170,000	
Legal and Accounting Fees	\$15,000	
Construction Period Interest / Loan Fees / Closing	\$75,000	
Insurance & Taxes During Construction	\$20,000	
Project Contingency	\$200,000	
<b>Total</b>	<b>\$682,000</b>	
	\$11,000	Per Room
<b><u>Total Projected Costs</u></b>	<b>\$9,426,000</b>	
	\$152,032	Per Room

\* Pricing noted above valid for 30 days

November 10, 2022

Steve Estes and Scott Virlee  
Cobblestone Hotel Project – Sturgeon Bay, WI

Dear Steve and Scott,

Community First Credit Union ("CFCU") is pleased to propose the following financing terms to you, or an entity to be named ("Borrower") under the terms and conditions hereinafter stated. This is for discussion purposes only and is subject to formal Business Loan Committee approval.

**Term Loan – Real Estate – Conventional Option:**

Borrower: LLC to be named  
Amount: \$6,598,000 (70% of total projected costs of \$9,426,000)  
Rate: Fixed at 5.75%  
Term: 5 years  
Payments: 24 months of interest only payments followed by 36 Monthly P&I payments in the approx. amount of \$46,324 based on a 20 year amortization.  
Collateral: 1<sup>st</sup> REM on the hotel property to be constructed on Egg Harbor Road & N. 12<sup>th</sup> Ave., Sturgeon Bay WI  
1<sup>st</sup> Lien on All Business Assets  
Loan Fees: \$16,500 payable at closing plus third party costs  
Purpose: Construct a new Cobblestone Hotel in Sturgeon Bay, WI See following Sources & Uses table for estimated project breakdown.

Source		Use	
CFCU Loan	\$6,598,000	Land, Site Prep, and Building Construction	\$7,767,000
Cash from Buyer	\$2,854,000	Furniture Fixtures & Equipment	\$ 977,000
		Indirect Costs	\$ 682,000
		CFCU Loan Fee	\$ 16,500
		Misc. Loan Closing Costs (est)	\$ 9,500
Total	\$9,452,000		\$9,452,000

Personal Guarantees: Unlimited personal guaranty would be required from any individual involved in the ownership of the entity.

Deposit Accounts: Deposit Accounts for the borrowing entities are required for membership qualification

Appraisal: A real estate appraisal of the property to be constructed in Sturgeon Bay, WI will be required.

Environmental: A Phase 1 report showing no recognized environmental conditions would be required.

We appreciate the opportunity to provide this financing term sheet to you and look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Wilcox', with a stylized, flowing script.

Matthew Wilcox  
Vice President  
Business Services  
Community First Credit Union

**CITY OF STURGEON BAY, WISCONSIN**

**Market Feasibility Study for a  
Proposed 62-Room Cobblestone Hotel & Suites  
Sturgeon Bay, Wisconsin**

**August 2022**

\*Cover sheet only. Entire report has been emailed  
to the elected officials.

6

6

## EXECUTIVE SUMMARY

Title: Memorandum of Understanding – Howard Immel Inc – Industrial Flex Building

Background: City staff, along with Michelle Lawrie, executive director of DCEDC, have been meeting with Howard Immel Inc. (represented by Carol Karls) about a potential multi-tenant industrial building. The building is estimated to contain about 50,000 square feet and have space for about 5 tenants. It would be designed to be flexible such that different tenants could use it based upon their individual needs.

The City recently acquired the Zak property and now has vacant acreage in the industrial park. Staff was begun drafting subdivision plans for the land and the industrial flex building would fit well on the property. There are existing businesses in Sturgeon Bay who may need additional space as well as fledgling businesses needing space to rent.

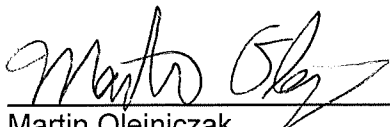
Immel is willing to design and construct the building, but desire assurances from the City. They want the City to provide the parcel needed for the project and will require some level of financial incentives to construct it. Therefore, a memorandum of understanding was drafted to show the City's commitment to working with Immel. The MOU doesn't bind the City to any level of financial incentives or commit to a specific development agreement. It does, however, show intent that incentives will be required and the City is willing to consider that.

The overall development of the Zak property, and the industrial flex building in particular, would be a good candidate for a tax increment district. Industrial development is one of the allowable types of TID's. Much of the current industrial park was successfully developed using tax increment financing (TID #1). Similar to TID #1, a new TID will help cover the costs of infrastructure to expand industrial development into the Zak property and cover any needed financial incentives such as low-cost lots.

Fiscal Impact: There is no fiscal impact to enter into the MOU. Immel will continue working on the design for the building. Eventually, if both sides still agree the project has merit, a formal development agreement would be executed.

Recommendation: Approve the memorandum of understanding between Howard Immel Inc and the City of Sturgeon Bay.

Prepared by:



Martin Olejniczak  
Community Development Director

1-25-2023  
Date

Reviewed by:



Josh Van Lieshout  
City Administrator

1/25/23  
Date



**MEMORANDUM OF UNDERSTANDING  
BETWEEN**

**HOWARD IMMEL INC.  
AND  
CITY OF STURGEON BAY**

This Memorandum of Understanding (MOU) is made and entered into by and between Howard Immel Inc., a general contractor, hereinafter referred to as "Immel", and the City of Sturgeon Bay, a municipality in the state of Wisconsin, hereinafter referred to as "the City".

**1. Purpose and Mutual Interest**

The City is interested in facilitating the construction of a flex industrial building in which existing businesses can expand, and new businesses to the area can locate to the City. The market for flex industrial space in Door County is very limited. The city owns the parcel identified in Appendix A in the Sturgeon Bay Industrial Park. The City would like to pursue opportunities to enter into a future development agreement with Immel to construct a facility that meets market demands to house businesses in the Sturgeon Bay Industrial Park.

Immel is interested in constructing a facility to meet the City's needs for a flex industrial building on the parcel identified in Appendix A in the Sturgeon Bay Industrial Park. Immel has successfully constructed similar buildings in the Sturgeon Bay Industrial Park to meet the City's needs for business development. Immel has shown interest in the identified parcel by working on a preliminary basis regarding concepts for a potential facility, as well as identifying potential tenants for the proposed building.

**2. Obligations**

**Immel shall:**

- A. Pursue plans to construct a flex industrial facility of at least 40,000 square feet, to meet the City's needs for flex space on the parcel identified in Appendix A in the Sturgeon Bay Industrial Park, including the following commitments:
  - a. Develop building plans for the facility on the identified parcel to be reviewed by City staff.
  - b. Work with the Door County Economic Development Corporation (DCEDC) and City staff to identify potential anchor tenant(s) for the facility within the timeframe of this agreement.
- B. Provide the City with an estimate of the assessed value of the specified facility.
- C. Communicate regularly with the City and DCEDC with regard to progress in pursuing anchor tenant(s), specifying type and potential use of facility.

**The City shall:**

- A. Refrain from entering into any agreements with other parties conflicting with plans for Immel to construct the specified facility on the parcel identified in Appendix A during the timeframe of this agreement.
- B. Perform a land survey and create a separate parcel of appropriately 10 acres within the parcel identified in Appendix A via certified survey map (CSM).
- C. Pursue a development agreement with Immel for the construction of the specified facility, including city-based financial incentives based on estimated assessed value and community benefit of specified facility.
- D. Communicate regularly with Immel with regard to progress in pursuing anchor tenant(s), specifying type of tenant and potential use of facility.

**3. Terms of Agreement**

- A. This agreement shall be in effect beginning the 8<sup>th</sup> day of February, 2023 and will terminate the 31<sup>st</sup> day of December, 2023. It may be renewed by mutual written agreement.
- B. Any endeavor involving reimbursement or contribution of funds between the parties to this instrument will be handled in accordance with applicable laws, regulations, and procedures.
- C. This instrument in no way restricts the cooperators from participating in similar activities with other public or private agencies, organizations, and individuals on parcels other than that described in Appendix A.
- D. This instrument is executed as of the last date shown below and will be subject to periodic review, renewal, or expiration. During any negotiation or review and/or renewal effort, this agreement will continue to be in effect unless terminated by either party under paragraph D.
- E. Immel and the City agree to hold each other harmless and indemnify each other from and against all loss, claim, liability, demand, expense (including actual attorneys' fees) or tax or assessment of any nature or kind that may be asserted either party by any person, firm, corporation, governmental agency that may arise at any time in connection with this MOU.

**4. Contacts**

The principal contacts for this instrument are:

\_\_\_\_\_  
Josh Van Lieshout  
City Administrator  
City of Sturgeon Bay, Wisconsin

\_\_\_\_\_  
Carol Karls  
Director of Preconstruction and Client Services  
Howard Immel Inc.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Site location:





# SAWYER BUSINESS CENTER

STURGEON BAY, WI



New Flex Industrial Buliding for  
Manufacturing, Logistics, & Warehouse

---

**IMMEL**  
CONSTRUCTION





## Conveniently located in the **STURGEON BAY INDUSTRIAL PARK**

This 50,000 square foot facility is housed on the southwest side of the City of Sturgeon Bay, adjacent to four-lane divided highway, STH 42/57.

The Industrial Park is home to over 50 businesses and 1,500 jobs. Major industry neighbors include Hatco Corporation, Pro Products, NEW industries, Hi Tec Fabrication, Therma-Tron-X, Cadence, Wulf Brothers, C&S Manufacturing, Marine Travelift, and WireTech.

**IMMEL**  
CONSTRUCTION



# Sawyer Business Center

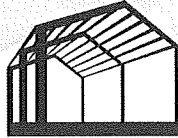
## AVAILABLE FALL 2023

Lease Rate \$\_\_\_\_/SF NNN

Located in the newly created Tax Increment Financing District



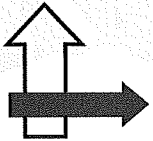
**MODERN  
DESIGN**



**50,000 SQFT**  
Expandable to  
100,000 sqft



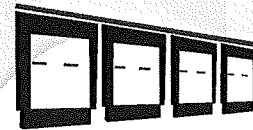
Divisible to  
**5,000 SF**



**50X40 FOOT**  
Column Spacing



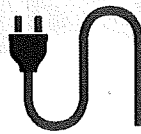
Interior  
**BUILD-TO-SUIT**



**FOUR  
EXPANDABLE**  
Recessed Loading  
Docks



**6 DRIVE-IN**  
overhead doors



1600 amps  
277/480 volts  
**3-PHASE POWER**

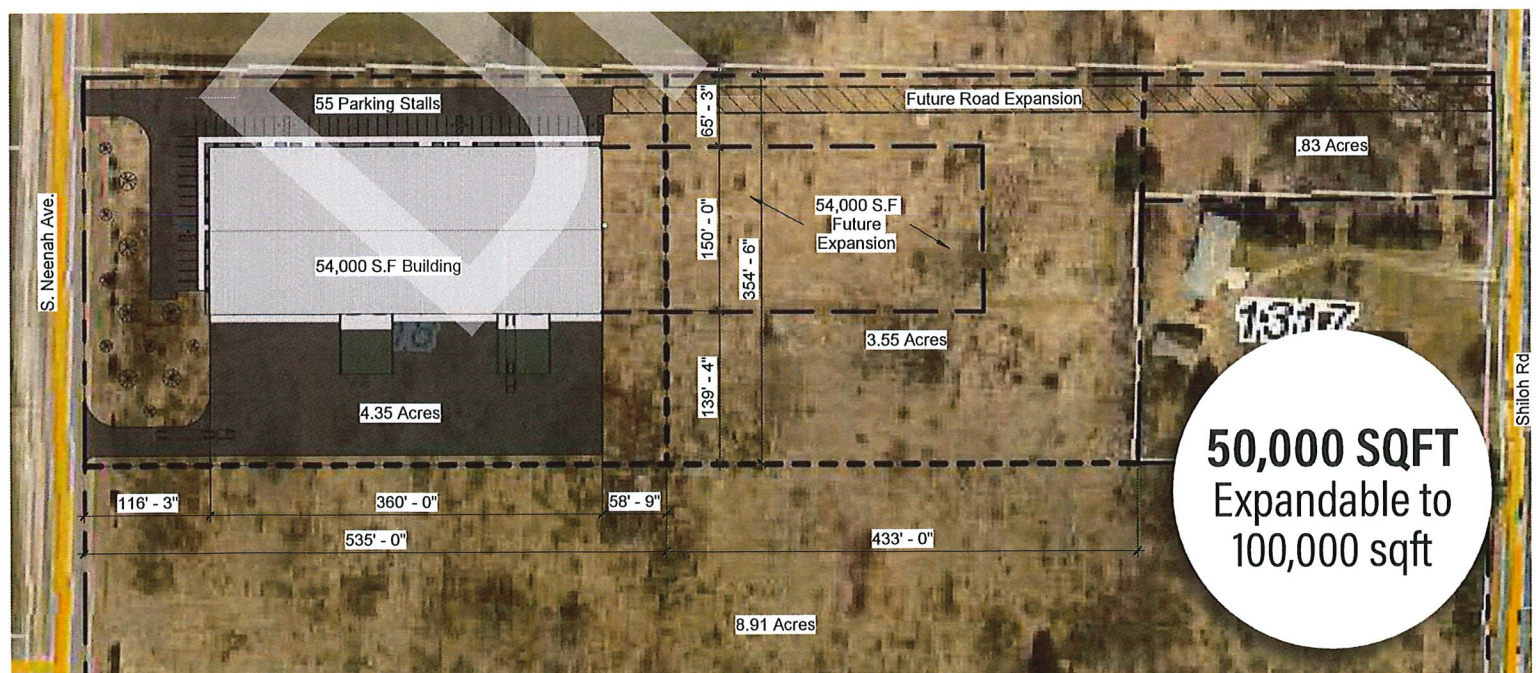


High bay  
**LED FIXTURES**  
and ESFR  
Sprinklers



# Sawyer Business Center FLOOR PLAN

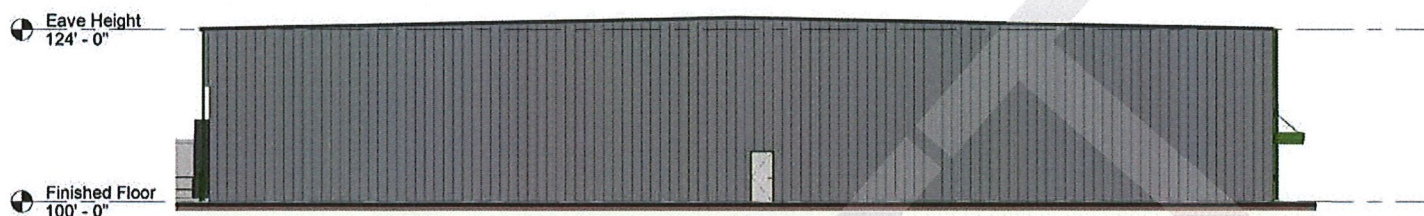
**IMMEL**  
CONSTRUCTION





# Sawyer Business Center

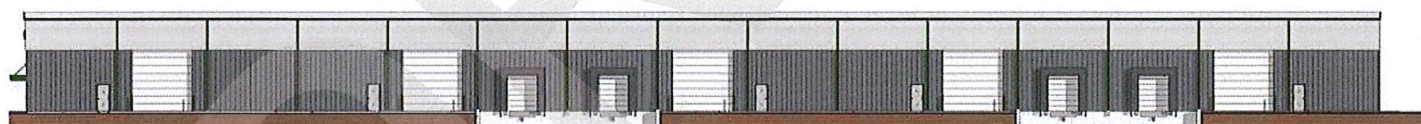
## ELEVATIONS



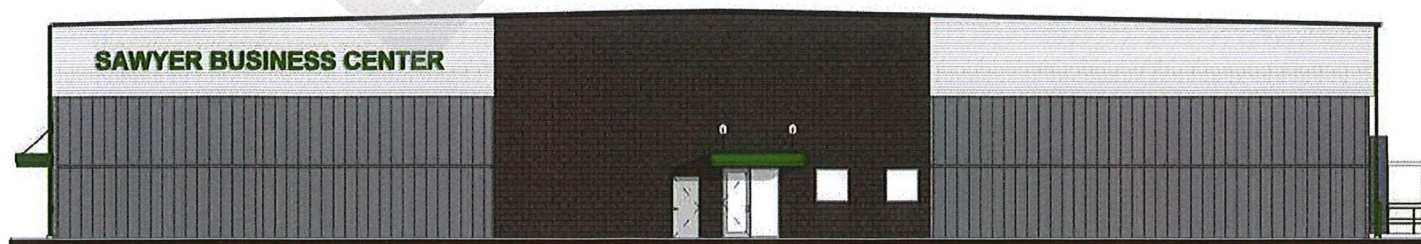
**EAST ELEVATION**



**NORTH ELEVATION**



**SOUTH ELEVATION**



**WEST ELEVATION**





## PICTURE THIS BEING YOUR ORGANIZATION'S NEXT HOME?

Contact us today.



**Carol Karls**

*Preconstruction & Development Services*

*carolka@immelmanconstruction.com*

*(920) 406-0159*

1820 Radisson Street

Green Bay, WI 54302

(920) 468-8208

[www.immelconstruction.com](http://www.immelconstruction.com)

DATE: 01/27/1923  
TIME: 12:28:58  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
04696	DOOR COUNTY TREASURER	ST WI DNR PILT 70.114	01-000-000-24310	625.77
04696		ST WI DNR MEL ANDRSN WTHDRW TX	01-000-000-24310	1,092.28
14875	NWTC GREEN BAY	ST WI DNR PILT 70.114	01-000-000-24640	133.69
19865	STURGEON BAY SCHOOL DISTRICT	ST WI DNR PILT 70.114	01-000-000-24610	1,854.47
19880	STURGEON BAY UTILITIES	2021.2022 DELINQ SBU CHARGE	01-000-000-24340	162.14
19880		2021.2022 EXTRA INTEREST	01-000-000-24340	17.83
MONTY	MONTY THORSON	COMMICAL LAUNCH PASS OVERPAY	01-000-000-24214	0.26
MONTY		COMMICAL LAUNCH PASS OVERPAY	01-000-000-24215	0.03
MONTY		COMMICAL LAUNCH PASS OVERPAY	01-000-000-46230	5.21
TOTAL LIABILITIES				3,891.68
CITY HALL / FIRE & POLICE STN				
01761	ASSOCIATED TRUST COMPANY	GO REFUND BOND 12.30.13	01-000-920-70002	152.00
TOTAL CITY HALL / FIRE & POLICE STN				152.00
TOTAL GENERAL FUND				4,043.68
LAW/LEGAL				
03950	DAVIS KUELTHAU	11/22 T BECK PROPERTIES	01-110-000-55010	1,092.00
16555	PINKERT LAW FIRM, LLP	12/22 TRAFFIC MATTERS	01-110-000-55010	3,037.50
16555		12/22 ROSE KOLSKI PROP	01-110-000-55010	450.00
AMUNDSEN	AMUNDSEN DAVIS, LLC	11/22 RIGHT OF WAY-RUENGER	01-110-000-55010	2,158.00
AMUNDSEN		11/22 T&T MARINE SALVAGE AGREE	01-110-000-55010	910.00
TOTAL				7,647.50
TOTAL LAW/LEGAL				7,647.50
CITY CLERK-TREASURER				
TOURISM	DOOR COUNTY TOURISM ZONE COMM	ANNL REIMBUSE FROM MUNICIPAL	01-115-000-58999	47,946.00
USBANK	US BANK	GFOA RENEWAL	01-115-000-56000	170.00
USBANK		SHRM REG/REINHARDT	01-115-000-55600	25.00
USBANK		SHRM MEMBER RENEW/REINHARDT	01-115-000-56000	65.00
WCMA	WCMA	2023 WINTER CONF REG-CLARIZIO	01-115-000-55600	235.00
TOTAL				48,441.00
TOTAL CITY CLERK-TREASURER				48,441.00
ADMINISTRATION				
USBANK	US BANK	COUNCIL HOLIDAY PARTY SUPPLIES	01-120-000-56650	26.31
USBANK		SIGN POST/MURAL ARTIST SIGN	01-120-000-54999	98.54
USBANK		LEDS/GLOVES	01-120-000-58999	45.34
TOTAL				170.19
TOTAL ADMINISTRATION				170.19

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
COMPUTER				
HEARTBUS	HEARTLAND BUSINESS SYSTEMS,LLC	TECH SUPPORT CREDIT	01-125-000-55550	-205.00
HEARTBUS		TECH SUPPORT	01-125-000-55550	205.00
HEARTBUS		PALO ALTO NETWORKS	01-125-000-55550	4,439.76
HEARTBUS		ADV URL FILTER SUBSCRIPT 3YR	01-125-000-55550	3,658.00
HEARTBUS		ADV THREAT PREVNT SUBSCRIPT 3YR	01-125-000-55550	3,650.62
HEARTBUS		WILDFIRE SUBSCRIPT 3YR	01-125-000-55550	2,433.76
HEARTBUS		PALO ALTO NETWORK SERVICE 3YR	01-125-000-55550	2,933.34
HEARTBUS		SHIPPING	01-125-000-55550	35.50
USBANK	US BANK	ZOOM	01-125-000-55550	63.99
TOTAL				17,214.97
TOTAL COMPUTER				17,214.97
CITY ASSESSOR				
01740	ASSESSMENT TECHNOLOGIES	2023 ANNL MARKETDRIVE LICENSE	01-130-000-51100	2,063.06
ASSO APP	ASSOCIATED APPRAISALS	02/23 CONTRACT	01-130-000-55010	4,916.67
TOTAL				6,979.73
TOTAL CITY ASSESSOR				6,979.73
BUILDING/ZONING CODE ENFORCEMT				
USBANK	US BANK	STATE SEALS	01-140-000-52750	769.43
TOTAL				769.43
TOTAL BUILDING/ZONING CODE ENFORCEMT				769.43
MUNICIPAL SERVICES ADMIN.				
17700	QUILL CORPORATION	PRINTHEADS	01-145-000-51300	90.99
USBANK	US BANK	WIS SOC OF LAND SURVEY SPETZ	01-145-000-56000	180.00
USBANK		12/22 CHAD CELL SVC	01-145-000-58250	38.54
TOTAL				309.53
TOTAL MUNICIPAL SERVICES ADMIN.				309.53
PUBLIC WORKS ADMINISTRATION				
USBANK	US BANK	12/22 STEVE CELL SVC	01-150-000-58250	38.54
USBANK		12/22 MIKE CELL SVC	01-150-000-58250	38.54
TOTAL				77.08
TOTAL PUBLIC WORKS ADMINISTRATION				77.08
CITY HALL				

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
04575	DOOR COUNTY HARDWARE	PAINT	01-160-000-51850	54.99
04575		VACUUM BRKR REPAIR KIT	01-160-000-51850	15.98
04575		TIDE DETERGENT	01-160-000-51850	19.99
04575		FASTENERS/BOWL CLEANER	01-160-000-51850	6.06
04575		ASSORTED BRUSHES	01-160-000-51850	20.76
19880	STURGEON BAY UTILITIES	421 MICHIGAN STREET	01-160-000-56150	2,356.76
19880		421 MICHIGAN STREET	01-160-000-58650	197.69
23730	WPS	01/23 421 MICHIGAN STREET	01-160-000-56600	4,309.10
KONE	KONE INC.	ANNL ELEVATOR MAINTENANCE	01-160-000-58999	1,915.20
VIKING	VIKING ELECTRIC SUPPLY, INC	LED LIGHT	01-160-000-55300	79.11
VIKING		FLOURESCENT BULBS	01-160-000-55300	173.40
WARNER	WARNER-WEXEL LLC	PAPER PRODUCTS	01-160-000-51850	106.96
TOTAL				9,256.00
TOTAL CITY HALL				9,256.00
GENERAL EXPENDITURES				
JASONMAN	JASON MANN	NERR PHOTOS	01-199-000-57000	200.00
MEUW	MUNICIPAL ELECTRIC UTILITIES	ANNL ACCESS FEE MSDS ONLINE	01-199-000-55605	900.00
US BANK	US BANK EQUIPMENT FINANCE	01/23 FIRE COPIER	01-199-000-55650	102.25
US BANK		01/23 FIRE COPIER OVERAGES	01-199-000-55650	20.45
US BANK		01/23 ADMIN COPIER	01-199-000-55650	118.50
TOTAL				1,341.20
TOTAL GENERAL EXPENDITURES				1,341.20
POLICE DEPARTMENT				
13395	MID-STATES ORGANIZED CRIME	2023 MEMBERSHIP FEE	01-200-000-56000	150.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ASSORTED OFFICE SUPPLIES	01-200-000-51950	104.88
BUBRICKS		BOXES	01-200-000-51950	54.07
US BANK	US BANK EQUIPMENT FINANCE	01/23 POLICE COPIER	01-200-000-55650	213.59
USBANK	US BANK	DONATED 1960 POLICE JACKET CLN	01-200-000-56800	26.00
USBANK		MEAL EXPENSE/HENRY	01-200-000-55600	7.48
USBANK		TRAINING MEAL EXPENSE/HENRY	01-200-000-55600	12.75
USBANK		LODGING/HENRY	01-200-000-55600	105.00
USBANK		WI CHIEF RENEWAL/HENRY	01-200-000-56000	150.00
USBANK		FORENSICS SUPPLIES	01-200-000-55500	158.25
USBANK		WI CHIEF DUES/BRINKMAN	01-200-000-55600	100.00
USBANK		FBINAA DUES/BRINKMAN	01-200-000-56000	115.00
USBANK		3CE RECERTIFICATION/FORENSICS	01-200-000-55500	50.00
TOTAL				1,247.02
TOTAL POLICE DEPARTMENT				1,247.02
POLICE DEPARTMENT/PATROL				
02329	JOE BILODEAU	UNIFORM BOOT REIMBURSE/BLODEAU	01-215-000-52900	88.61
02960	C & W AUTO	TOW SQUAD(22-015216)	01-215-000-54999	75.00

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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GENERAL FUND				
03133	CELLCOM WISCONSIN RSA 10	12/22 CRADELPPOINT PORT SEC CAM	01-215-000-58999	53.67
04696	DOOR COUNTY TREASURER	12/22 FUEL	01-215-000-51650	3,759.46
19880	STURGEON BAY UTILITIES	SUNSET PRK BT LAUNCH	01-215-000-56150	13.39
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	18.01
19880		724 SHORECREST RD CAMERA	01-215-000-56150	14.79
23640	WISCONSIN DEPT OF JUSTICE	3 TIME ACCESS	01-215-000-58999	180.00
23640		22 OFFICER SUPPORT	01-215-000-58999	280.50
DEERCREE	DEER CREEK TECHNOLOGIES	DOC MGMNT/JAN-DEC 23	01-215-000-58999	410.00
DEIBELE	LUKE DEIBELE	UNIFORM BOOT REIMBUSE/DEIBELE	01-215-000-52900	100.00
GRAYSHFT	GRAYSHIFT LLC	TRAINING/MIELKE	01-215-000-55600	795.00
HAACK	TREVOR HAACK	UNIFORM BOOT REIMBURSE/HAACK	01-215-000-52900	100.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	INV VEHICLE-BLADE ASSEMBLY	01-215-000-58600	13.40
JIM FORD		SQUAD 20 MAINTENANCE	01-215-000-58600	630.08
JIM FORD		SQUAD 40 MAINTENANCE	01-215-000-58600	59.36
JIM FORD		INV VEHICLE MAINTENANCE	01-215-000-58600	754.55
JIM FORD		MAINTENANCE EXPLORER	01-215-000-58600	491.68
JIM FORD		SQUAD 50 MAINTENANCE	01-215-000-58600	336.68
JIM FORD		SQUAD 60 MAINTENANCE	01-215-000-58600	164.36
JIM FORD		SQUAD 50 MAINTENANCE	01-215-000-58600	52.40
JIM FORD		MAINTENANCE-ESCAPE	01-215-000-58600	538.56
JIM FORD		MAINTENANCE-EXPLORER	01-215-000-58600	65.61
JIM FORD		CSO VEHICLE MAINTENANCE	01-215-000-58600	495.63
JIM FORD		MAINTENANCE CSO VEHICLE	01-215-000-58600	602.36
JIM FORD		MAINTENANCE EXPLORER	01-215-000-56800	1,925.25
JIM FORD		SQUAD 50 MAINTENANCE	01-215-000-58600	518.28
JIM FORD		SQUAD 80 MAINTENANCE	01-215-000-58600	105.00
JIM FORD		SQUAD 60 MAINTENANCE	01-215-000-58600	26.95
JIM FORD		SQUAD 30 MAINTENANCE	01-215-000-58600	69.86
JIM FORD		MAINTENANCE ESCAPE	01-215-000-58600	192.00
JIM FORD		SQUAD 40 MAINTENANCE	01-215-000-58600	69.86
NELSON	NELSON TACTICAL	PANTS/BELT ALBERTSON	01-215-000-52900	253.00
NELSON		TACTICAL VEST/JAGIELSKI	01-215-000-52900	1,044.30
NELSON		NAME LETTER/ENGBOSE-DEIBELE	01-215-000-52900	40.00
NELSON		SHIRT/CRABB	01-215-000-52900	169.20
PSYCH	PSYCHEMEDICS CORPORATION	BACKGROUND SCREEN/CSO CUTURIA	01-215-000-57100	51.50
USBANK	US BANK	FUEL	01-215-000-51650	20.52
USBANK		DARE INSTRUCTION SUPPLIES	01-215-000-54999	939.16
USBANK		LODGING/JENNERJOHN CSO CONF	01-215-000-55600	179.99
USBANK		LODGING/DEIBELE @LPO TRNING	01-215-000-55600	561.43
USBANK		FUEL	01-215-000-51650	44.39
USBANK		CONF REG/JENNERJOHN	01-215-000-55600	200.00
WIEGANDM	MICHELLE SNOVER	UNIFORM BOOT REIMBURSE/SNOVER	01-215-000-52900	100.00
TOTAL				16,603.79
TOTAL POLICE DEPARTMENT/PATROL				16,603.79
POLICE DEPT. / INVESTIGATIONS				
04696	DOOR COUNTY TREASURER	GRAYKEY ONLINE ESSENTIAL	01-225-000-58999	5,497.50
04696		SMS MAGNET AXIOM	01-225-000-58999	2,020.00
04696		UFED/CELLEBRITE	01-225-000-58999	2,440.00
HOTSY	HOTSY CLEANING SYSTEMS, INC	PRESSURE WASHING SERVICE	01-225-000-57950	885.11
KIESLERS	KIESLER'S POLICE SUPPLY, INC.	HANDGUN MOUNTS	01-225-000-57950	365.00
TOTAL				11,207.61

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
			TOTAL POLICE DEPT. / INVESTIGATIONS	11,207.61
FIRE DEPARTMENT				
FIRE DEPARTMENT				
02005	BAY ELECTRONICS, INC.	RADIO ANTENNA U726	01-250-000-57550	182.65
04696	DOOR COUNTY TREASURER	12/22 FUEL CHARGES	01-250-000-51650	1,558.61
19275	SHERWIN WILLIAMS	PAINT-WS FIRE	01-250-000-54999	88.48
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN STREET	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		CITY GARAGE	01-250-000-56675	49.73
19880		GARLAND PARK	01-250-000-56675	6.22
19880		SUNSET CONSN CNTR	01-250-000-56675	49.73
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	6.22
19880		WEST SIDE FIRE STATION	01-250-000-56675	49.73
19880		WEST SIDE FIRE STATION	01-250-000-56150	178.37
19880		WEST SIDE FIRE STATION	01-250-000-58650	73.82
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		NEENAH AVE RESTROOM	01-250-000-56675	31.08
19880		WEST SIDE BALLFLD LTS	01-250-000-56675	4.00
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		FIRE TRAINING SITE	01-250-000-56150	13.39
19880		FIRE TRAINING SITE	01-250-000-56675	6.22
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		92 E MAPLE STREET DOCK	01-250-000-56675	6.22
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY PKG RAMP	01-250-000-56675	6.22
19880		KENTUCKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM PARK	01-250-000-56675	15.54
19880		55 VACANT LOTS QTRLY BILL	01-250-000-56675	1,026.30
19880		1 VACANT LOT QTRLY BILL	01-250-000-56675	18.66
GFLNVIR	GFL ENVIRONMENTAL, INC	GARBAGE	01-250-000-54999	31.90
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	FILTERS/TRANSFLD	01-250-000-53000	167.38
O'REILLY		CREDIT	01-250-000-53000	-32.37
O'REILLY		DEF	01-250-000-53000	41.97
O'REILLY		SEAL SLEEVE	01-250-000-53000	31.83
O'REILLY		TRANSFLD	01-250-000-53000	77.94
O'REILLY		TRANSFLD/BRKLEEN	01-250-000-53000	51.95
PORT	WEST MARINE PRODUCTS INC	U726 ELECTRICAL PARTS	01-250-000-53000	51.15
USBANK	US BANK	CH10 FUEL	01-250-000-51650	60.87
USBANK		RECORD MGMNT MONTH ACCESS	01-250-000-56000	140.16
USBANK		CALL ALERTING APP	01-250-000-56000	588.00
USBANK		FIT TEST SOLUTION	01-250-000-54999	135.19
USBANK		2023 ANNL RECORD BOOK	01-250-000-51950	34.33
USBANK		FUEL CARD HOLDERS	01-250-000-51950	143.34
USBANK		SHARPENERS	01-250-000-51950	26.20
USBANK		RETIREMENT PLAQUE/PLOOR	01-250-000-52250	108.15
USBANK		TOILET & PARTS/WS FIRE	01-250-000-51350	237.18
USBANK		CALIBRATION GAS	01-250-000-54999	1,464.62



INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
FIRE DEPARTMENT				
FIRE DEPARTMENT				
USBANK		OFFICE SUPPLIES	01-250-000-51950	176.97
USBANK		CPR AED TRAINING MATERIALS	01-250-000-56000	218.71
USBANK		CPR CERTIFICATION CARDS	01-250-000-56000	246.00
WARNER	WARNER-WEXEL LLC	CLEANING SUPPLIES	01-250-000-54999	613.07
TOTAL FIRE DEPARTMENT				8,464.59
TOTAL FIRE DEPARTMENT				8,464.59
SNOW REMOVAL				
SNOW REMOVAL				
06012	FASTENAL COMPANY	ZIRC FITTINGS	01-410-000-51400	60.00
13655	MONROE TRUCK EQUIPMENT, INC	CONTROL KNOB CABLES	01-410-000-51400	405.42
19240	SERVICE MOTOR CO	BEARING CUP	01-410-000-51400	9.98
19240		BEARING	01-410-000-51400	43.42
19240		CREDIT	01-410-000-51400	-9.98
USBANK	US BANK	LYNCH PINS	01-410-000-51400	21.90
TOTAL SNOW REMOVAL				530.74
TOTAL SNOW REMOVAL				530.74
STREET SIGNS AND MARKINGS				
04696	DOOR COUNTY TREASURER	SIGNS	01-420-000-52600	92.93
12110	LANGE ENTERPRISES INC	POSTS	01-420-000-52550	1,342.20
12110		POSTS	01-420-000-52550	317.28
12110		HARDWARE	01-420-000-52550	19.00
12110		BRACKETS	01-420-000-52550	89.52
12110		BRACKETS	01-420-000-52550	153.90
12110		SHIPPING	01-420-000-52550	101.74
12110		DETOUR SIGNS	01-420-000-52600	838.80
12110		SHIPPING	01-420-000-52600	36.38
TOTAL				2,991.75
TOTAL STREET SIGNS AND MARKINGS				2,991.75
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	OIL	01-450-000-52150	24.18
04575	DOOR COUNTY HARDWARE	SLEDGE	01-450-000-52700	33.99
04575		DRILL BIT/SILICONE/THREADLOC	01-450-000-52700	59.54
04575		SPRAY PAINT	01-450-000-52150	10.99
04575		SPRAY PAINTS	01-450-000-52150	48.93
04575		WIRE LOCK PINS/FASTENERS	01-450-000-51400	26.70
04575		FASTENERS/LINCH PINS	01-450-000-52700	29.97
04575		YELLOW SAFETY SPRAY PAINT	01-450-000-52700	20.97
04575		BOIL DRAIN/SQUEEGEE/SLCK/NPPL	01-450-000-52700	34.76
04575		FUNNEL	01-450-000-51400	3.59
04575		NOZZLE/GARDEN HOSE	01-450-000-52700	48.98
04696	DOOR COUNTY TREASURER	12/22 FUEL 393.11 G	01-450-000-51650	1,072.40
04696		12/22 DSL FUEL 2405.27 G	01-450-000-51650	9,435.87

DATE: 01/27/1923  
TIME: 12:28:59  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
08225	HERLACHE SMALL ENGINE	POLE SAW	01-450-000-52700	495.95
08225		CHAINS	01-450-000-52700	39.90
13049	MAY'S SPORT CENTER	GUIDE BAR & CHAIN	01-450-000-52150	44.94
19240	SERVICE MOTOR CO	FILTERS	01-450-000-53000	278.25
19959	SUPERIOR CHEMICAL CORP	BREAK AWAY LUBRICANT	01-450-000-52150	156.52
19959		SHIPPING	01-450-000-52150	30.23
20725	T R COCHART TIRE CENTER	4 TIRES/MOUNTING/DISPOSALS	01-450-000-52850	705.88
20725		8 DISMOUNT/MOUNTS	01-450-000-52850	240.00
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	MUFFLER CLAMPS	01-450-000-53000	12.58
ADVAUTO		AIR/ FILTERS/DEGREASER	01-450-000-53000	144.04
ADVAUTO		AIR	01-450-000-53000	77.70
ADVAUTO		VEHICLE CLEANING SUPPLIES	01-450-000-53000	57.26
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	FUEL FILTER	01-450-000-53000	12.86
O'REILLY		FUEL FILTER	01-450-000-53000	12.86
O'REILLY		CREDIT	01-450-000-53000	-25.72
O'REILLY		WIPER BLADE	01-450-000-53000	54.92
O'REILLY		SUPPLIES	01-450-000-53000	59.98
O'REILLY		LED MINI BULB	01-450-000-52150	16.14
O'REILLY		SUPPLIES	01-450-000-52150	7.49
O'REILLY		BRAKE CLEANER	01-450-000-53000	41.88
QUALITY	QUALITY TRUCK CARE CENTER INC	FLOW TRK REPAIRS/PARTS	01-450-000-53000	4,336.56
QUALITY		FLOW TRK REPAIRS/LABOR	01-450-000-53000	3,984.00
QUALITY		FLOW TRK REPAIRS/SHOP SUPPLIES	01-450-000-53000	478.08
QUALITY		FLOW TRK REPAIRS/MISC	01-450-000-53000	75.00
WURTH	WURTH USA, INC	GLOVES	01-450-000-54999	189.90
WURTH		SPRAY LUBE	01-450-000-54999	31.60
WURTH		CREDIT	01-450-000-54999	-22.99
TOTAL				22,386.68
TOTAL STREET MACHINERY				22,386.68
CITY GARAGE				
04575	DOOR COUNTY HARDWARE	SPOUT/COVER	01-460-000-51850	21.98
04575		THERMOMETER WIRED IN/OUT	01-460-000-55300	15.99
18950	SAFETY-KLEEN SYSTEMS, INC	PARTS WASHER SERVICE	01-460-000-58999	179.00
18950		FUEL SURCHARGE	01-460-000-58999	21.74
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	13.39
19880		CITY GARAGE	01-460-000-56150	804.44
19880		CITY GARAGE	01-460-000-58650	98.27
AMERWELD	AMERICAN WELDING & GAS, INC	GAS BOTTLE RENTAL	01-460-000-58999	187.93
AUGUST	AUGUST WINTER & SONS, INC.	THERMOSTAT REPLCE LABOR	01-460-000-55300	790.00
AUGUST		THERMOSTAT REPLCE MATERIALS	01-460-000-55300	374.21
AUGUST		THERMOSTAT REPLCE FUEL SURCHRG	01-460-000-55300	10.00
AUGUST		THERMOSTAT REPLCE MILEAGE	01-460-000-55300	84.48
AUGUST		HEATING SYSTEM FAN REPLACEMNT	01-460-000-56250	316.00
USBANK	US BANK	SPRAY TIP	01-460-000-54999	23.98
USBANK		MOUSE BAIT	01-460-000-54999	87.98
USBANK		BATTERIES	01-460-000-52700	69.75
TOTAL				3,099.14
TOTAL CITY GARAGE				3,099.14



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CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE	01-499-000-58000	17.48
19880		1536 EGG HARBOR TRFFC LITE	01-499-000-58000	27.69
19880		N 14TH-EGG HRBR RD TRFFC LITE	01-499-000-58000	35.32
19880		2 TRFC WRN LGTS/SPEED SIGN	01-499-000-58000	8.25
19880		MADISON AVE WS TRFFC LIGHTS	01-499-000-58000	132.35
19880		342 ORNAMENTAL ST LIGHTS	01-499-000-58000	5,022.83
19880		595 OVERHEAD ST LIGHTS	01-499-000-58000	6,603.12
19880		S LANSING & WALNUT DR SIGN	01-499-000-58000	9.21
19880		1ST AVE EAST SIDE DOCK	01-499-000-58000	45.88
19880		OLD HWY RD SIGN	01-499-000-58000	18.23
TOTAL				11,920.36
TOTAL HIGHWAYS - GENERAL				11,920.36
PARK & RECREATION ADMIN				
SWANK	SWANK MOTION PICTURES, INC	MOVIES IN THE PARK 2023	01-500-000-52250	4,200.00
USBANK	US BANK	CIRD CITY APPLICATION	01-500-000-52250	175.00
USBANK		WPRA MEMBERSHIP-BARKER	01-500-000-56000	150.00
USBANK		12/22 PARKS CELL SVC	01-500-000-58250	38.54
USBANK		12/22 WATER WEEDS CELL SVC	01-500-000-58250	38.54
TOTAL				4,602.08
TOTAL PARK & RECREATION ADMIN				4,602.08
PARKS AND PLAYGROUNDS				
04575	DOOR COUNTY HARDWARE	MARK PAINT	01-510-000-52100	9.99
04575		BUNGEE CORD/TARP	01-510-000-52550	58.96
04575		U POST	01-510-000-52550	38.36
04575		CABLE TIE	01-510-000-52550	19.98
04575		PAINT BRUSHES/TRAY LINERS	01-510-000-52100	15.75
04696	DOOR COUNTY TREASURER	12/22 FUEL 184.08G	01-510-000-51650	502.17
04696		12/22 DSL FUEL 31.92G	01-510-000-51650	125.22
08225	HERLACHE SMALL ENGINE	BAR OIL/TOOL FUEL	01-510-000-51400	29.98
19880	STURGEON BAY UTILITIES	MICHIGAN ST CHARGE STATION	01-510-000-56150	61.35
19880		MARTIN PARK	01-510-000-56150	13.39
19880		MARTIN PARK RESTROOM	01-510-000-58650	8.00
19880		MEM FLD WARMING HOUSE	01-510-000-56150	66.40
19880		MEM FLD WARMING HOUSE	01-510-000-58650	144.66
19880		GARLAND PARK	01-510-000-56150	13.39
19880		GARLAND PARK	01-510-000-58650	8.00
19880		SUNSET CONSN CNTR	01-510-000-56150	196.45
19880		SUNSET CONSN CNTR	01-510-000-58650	52.16
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	14.68
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	11.40
19880		OTUMBA PARK	01-510-000-56150	6.22
19880		OTUMBA PARK	01-510-000-56150	14.57
19880		OTUMBA PARK	01-510-000-58650	8.00
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	123.31
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	17.76
19880		MADISON AVE CHARGING STATION	01-510-000-56150	31.88

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
19880		JAYCEES BALLFLD STAND	01-510-000-56150	13.39
19880		3RD AVE POWER PANEL	01-510-000-56150	21.99
19880		421 MICHIGAN ST LIGHT	01-510-000-56150	30.31
19880		MEM FLD PKG LOT	01-510-000-56150	15.97
19880		WEST SIDE BALLFLD LTS	01-510-000-58650	45.08
19880		MEM FLD COMPLEX	01-510-000-56150	188.39
19880		GIRLS LITTLE LEAGUE	01-510-000-58650	51.40
19880		OTUMBA PRK WALKWAY	01-510-000-56150	18.23
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
19880		1ST AVE CHARGING STATION	01-510-000-56150	15.01
19880		SIGN SHED	01-510-000-56150	40.93
19880		SIGN SHED	01-510-000-58650	17.76
19880		CHERRY BLOSSOM PARK	01-510-000-56150	13.39
19880		CHERRY BLOSSOM PARK	01-510-000-58650	24.28
PREVEA	PREVEA HEALTH OCCUPTNL HEALTH	SEASON EMPLOY DRUG SCREEN	01-510-000-57100	153.20
USBANK	US BANK	DEWALT BATTERIES	01-510-000-52700	209.85
USBANK		RAKES/LOPPERS	01-510-000-51750	251.10
USBANK		LOPPERS	01-510-000-51750	42.99
USBANK		ELECTRIC CHAIN SAW	01-510-000-51750	249.00
USBANK		GLOVES	01-510-000-54999	135.99
USBANK		TOOLS	01-510-000-52700	302.79
USBANK		BATTERIES	01-510-000-52700	42.89
USBANK		BATTERIES	01-510-000-52700	125.98
WARNER	WARNER-WEXEL LLC	PAPER PRODUCTS	01-510-000-51850	537.74
TOTAL				4,166.69
TOTAL PARKS AND PLAYGROUNDS				4,166.69
ICE RINKS				
04575	DOOR COUNTY HARDWARE	ISOCKET SWITCH/SHOP VAC	01-530-000-54999	34.98
TOTAL				34.98
TOTAL ICE RINKS				34.98
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH AVE PKG LOT LTS	01-550-000-56150	171.95
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	23.49
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	8.00
19880		NEENAH AVE RESTROOM	01-550-000-56150	150.56
19880		NEENAH AVE RESTROOM	01-550-000-58650	18.00
DIAMOND	DIAMOND BUSINESS GRAPHICS	COMMERCIAL LAUNCH PSS STICKERS	01-550-000-51600	77.06
TOTAL				449.06
TOTAL MUNICIPAL DOCKS				449.06
WATER WEED MANAGEMENT				
01675	AQUARIUS SYSTEMS	WATER WEED CONVEYOR PARTS	01-560-000-51400	4,547.85

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
01675		FLANGE	01-560-000-51400	83.84
01675		STARTER	01-560-000-51400	882.00
TOTAL				5,513.69
TOTAL WATER WEED MANAGEMENT				5,513.69
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY	01-570-000-56150	64.14
19880		DC MUSEUM PKG LOT	01-570-000-56150	119.15
19880		JUNIPER ST WALKWAY	01-570-000-56150	39.10
19880		JUNIPER ST PKING LOT	01-570-000-56150	29.56
19880		PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		KENTUCKY ST WTRFRNT	01-570-000-56150	151.01
19880		92 E MAPLE STREET DOCK	01-570-000-58650	8.00
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	513.16
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	51.40
19880		KENTUCKY ST CITY PKG RAMP	01-570-000-56150	261.46
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	27.00
TOTAL				1,275.38
TOTAL WATERFRONT PARKS & WALKWAYS				1,275.38
COMMUNITY & ECONOMIC DEVLPMT				
02223	BAYLAKE REGIONAL PLANNING COM	2023 MEMBERSHIP LEVY	01-900-000-56000	6,624.00
USBANK	US BANK	AMER PLAN 2023 MEMBER DUES	01-900-000-56000	599.00
TOTAL				7,223.00
TOTAL COMMUNITY & ECONOMIC DEVLPMT				7,223.00
TOTAL GENERAL FUND				197,966.87
CAPITAL FUND				
CITY HALL				
CITY HALL EXPENSE				
AMER O D	AMERICAN OVERHEAD DOOR	DPW OVERHEAD DOOR REPAIR	10-160-000-59999	3,702.56
LUEBKE	SECURTIY LUEBKE ROOFING INC	DPW ROOF REPAIRS	10-160-000-59999	3,000.00
PROFESS	PROFESSIONAL SUPPLY	CARPET EXTRACTOR W/HEATER	10-160-000-59040	2,950.00
TOTAL CITY HALL EXPENSE				9,652.56
TOTAL CITY HALL				9,652.56
GENERAL EXPENDITURES				
FERGUSON	FERGUSON WATERWORKS #1476	SBU PORTION/SWR PIPE/MANHLE	10-199-000-51525	952.88
TOTAL				952.88

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CITY OF STURGEON BAY  
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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
TOTAL GENERAL EXPENDITURES				952.88
PATROL				
PATROL				
AMBITEC	AMBITEC, INC	ACTIVE SHOOTR SWAT BLLISTC SHLD	10-215-000-59050	3,999.99
AXON	AXON ENTERPRISES, INC.	BODY CAMERAS	10-215-000-59050	19,254.00
VIRLEE	VIRLEE GUNWORKS	22 PISTOL SIGHTS	10-215-000-59999	2,420.00
TOTAL PATROL				25,673.99
TOTAL PATROL				25,673.99
FIRE DEPARTMENT				
EXPENSE				
DREAM	DREAMSEATS LLC	MATTRESS REPLACEMENT	10-250-000-59030	2,378.10
GENERAL	GENERAL COMMUNICATIONS, INC.	F350 LIGHT UPGRADES	10-250-000-59060	125.00
USBANK	US BANK	HITCH-NEW BRUSH TRCK	10-250-000-59060	516.90
USBANK		PART PAY-BRUSH TRUCK EQUIP	10-250-000-59060	1,369.96
USBANK		PARTL PAYMNT TOPPER/ROLLOUT	10-250-000-59060	2,000.00
USBANK		MED GLOVE HOLDER	10-250-000-59060	48.79
WITMER	WITMER PUBLIC SAFETY GROUP INC	GEAR BAGS	10-250-000-59050	251.89
TOTAL EXPENSE				6,690.64
TOTAL FIRE DEPARTMENT				6,690.64
STORM SEWERS				
EXPENSE				
FERGUSON	FERGUSON WATERWORKS #1476	CITY PORTION/SWR PIPE/MANHLE	10-300-000-59115	1,114.22
TOTAL EXPENSE				1,114.22
TOTAL STORM SEWERS				1,114.22
ROADWAYS/STREETS				
ROADWAYS/STREETS				
R0000421	WI DEPT OF TRANSPORTATION	HWY 42/57 INTERSECTIONS	10-400-000-59095	4,597.51
TOTAL ROADWAYS/STREETS				4,597.51
TOTAL ROADWAYS/STREETS				4,597.51
TOTAL CAPITAL FUND				48,681.80
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
MANN	MANN COMMUNICATIONS, LLC	02.07.23 CONTRACT	21-000-000-55015	5,442.42
TOTAL CABLE TV / GENERAL				5,442.42

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CITY OF STURGEON BAY  
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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
CABLE TV				
BROADCAST PROD. - SCHOOL CH 07				
BROADCAST PROD. - SCHOOL CH 07				
USBANK	US BANK	AUDIO/VISUAL EQUIPMENT	21-000-007-59070	988.57
TOTAL BROADCAST PROD. - SCHOOL CH 07				988.57
TOTAL CABLE TV / GENERAL				6,430.99
TOTAL CABLE TV				6,430.99
TID #2 DISTRICT				
TID DISTRICT #2				
TID #2 A AREA BONDS - CITY				
01761	ASSOCIATED TRUST COMPANY	GO REFUND BOND 12.30.13	25-320-930-70002	52.25
TOTAL TID #2 A AREA BONDS - CITY				52.25
TID #2 A AREA BONDS - DVL				
01761	ASSOCIATED TRUST COMPANY	GO REFUND BOND 12.30.13	25-320-931-70002	142.50
TOTAL TID #2 A AREA BONDS - DVL				142.50
T2 ROAD PROJECTS				
01761	ASSOCIATED TRUST COMPANY	GO REFUND BOND 12.30.13	25-320-932-70002	128.25
TOTAL T2 ROAD PROJECTS				128.25
TOTAL TID DISTRICT #2				323.00
TOTAL TID #2 DISTRICT				323.00
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
AMUNDSEN	AMUNDSEN DAVIS, LLC	11/22 PLAZA DEVELOPMENT	28-340-000-55001	312.00
TOTAL TID #4 DISTRICT				312.00
TOTAL TID #4 DISTRICT				312.00
TOTAL TID #4 DISTRICT				312.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04575	DOOR COUNTY HARDWARE	SPRAY/CONTACT ADHESIVES	60-000-000-53000	33.98
04696	DOOR COUNTY TREASURER	12/22 DSL FUEL 727.11 G	60-000-000-51650	2,852.46
20725	T R COCHART TIRE CENTER	4 RECAPS	60-000-000-52850	896.00
20725		4 TIRE CHARGES/ROTATE	60-000-000-52850	140.00
20725		4 RECAPS	60-000-000-52850	896.00
ADVAUTO	GENERAL PARTS DISTRIBTION LLC	OIL/HYD FITTING	60-000-000-52050	185.65
ADVAUTO		HYD FITTING	60-000-000-53000	17.24
FLEETPRI	FLEETPRIDE	BRAKE DRUMS	60-000-000-53000	917.88
FLEETPRI		BRAKE SHOE KITS	60-000-000-53000	550.76
JX ENT	JX ENTERPRISES, INC.	CREDIT	60-000-000-53000	-199.48

INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
JX ENT		FILTERS	60-000-000-53000	145.98
JX ENT		HYDRAULIC OIL	60-000-000-53000	759.80
JX ENT		BRAKE KIT	60-000-000-53000	366.38
JX ENT		BRAKE KIT	60-000-000-53000	366.38
JX ENT		AIR DRYERS	60-000-000-53000	291.98
JX ENT		SPRING BRAKE	60-000-000-53000	261.99
JX ENT		BRAKE PEDAL/VALVE PARTS	60-000-000-53000	538.04
SNAP-ON	SNAP-ON INDUSTRIAL	35 TON SERVICE JACK	60-000-000-56250	2,254.55
USBANK	US BANK	GLOVES	60-000-000-54999	217.00
USBANK		COVERALLS	60-000-000-54999	115.88
USBANK		GLOVES/COVERALLS	60-000-000-54999	296.59
TOTAL SOLID WASTE ENTERPRISE FUND				11,905.06
TOTAL SOLID WASTE ENTERPRISE FUND				11,905.06
TOTAL SOLID WASTE ENTERPRISE				11,905.06
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET	64-000-000-58999	2.00
19880		MARTIN PARK RESTROOM	64-000-000-58999	2.00
19880		421 MICHIGAN STREET	64-000-000-58999	10.00
19880		MEM FLD WARMING HOUSE	64-000-000-58999	6.00
19880		CITY GARAGE	64-000-000-58999	6.00
19880		GARLAND PARK	64-000-000-58999	2.00
19880		SUNSET CONSN CNTR	64-000-000-58999	6.00
19880		FRANK GRASSE MEM SHELTER	64-000-000-58999	2.00
19880		OTUMBA PARK	64-000-000-58999	2.00
19880		WEST SIDE WARMING HOUSE	64-000-000-58999	2.00
19880		WEST SIDE FIRE STATION	64-000-000-58999	6.00
19880		38 S NEENAH AVE PAVILLION	64-000-000-58999	2.00
19880		NEENAH AVE RESTROOM	64-000-000-58999	4.00
19880		WEST SIDE BALLFLD LTS	64-000-000-58999	4.00
19880		GIRLS LITTLE LEAGUE	64-000-000-58999	6.00
19880		COMPOST SITE	64-000-000-56150	13.81
19880		FIRE TRAINING SITE	64-000-000-58999	2.00
19880		QUINCY ST BALLFLD	64-000-000-58999	6.00
19880		PENNSYLVANIA ST DOCK	64-000-000-58999	2.00
19880		92 E MAPLE STREET DOCK	64-000-000-58999	2.00
19880		1ST AVE MARINA/RESTROOM	64-000-000-58999	6.00
19880		KENTUCKY ST CITY PKG RAMP	64-000-000-58999	2.00
19880		KENTUCKY ST CITY MARINA	64-000-000-58999	6.00
19880		SIGN SHED	64-000-000-58999	2.00
19880		CHERRY BLOSSOM PARK	64-000-000-58999	2.00
19880		55 VACANT LOTS QTRLY BILL	64-000-000-58999	330.00
19880		1 VACANT LOT QTRLY BILL	64-000-000-58999	6.00
USBANK	US BANK	THERMOMETER	64-000-000-54999	330.49
TOTAL COMPOST SITE ENTERPRISE FUND				772.30
TOTAL COMPOST SITE ENTERPRISE FUND				772.30
TOTAL COMPOST SITE ENTERPRISE FUND				772.30
TOTAL ALL FUNDS				266,392.02

**MANUAL CHECKS**

SUPERIOR VISION INSURANCE 01/13/2023 Check # 91324 01/23 Vision Insurance 01-000-000-21540	\$909.49
SPECTRUM 01/19/23 Check # 91393 12/22 Cable Statement Charges 01-160-000-58999	\$146.94
PITNEY BOWES 01/19/23 Check # 91394 Postage addition 01-199-000-57250	\$5,604.00
EMPLOYEE BENEFITS CORP. 01/19/23 Check # 91395 FSA/COBRA/HRA/FSA 01-600-000-50510	\$151.50
PITNEY BOWES 01/19/23 Check # 91396 01/23 Quarterly Meter Rental 01-199-000-57250	\$117.00
SUN LIFE 01/19/23 Check # 91397 02/23 Short- & Long-Term Disability 01-1000-000-21545	\$2,156.51
SUPERIOR VISION INSURANCE 01/19/23 Check # 91398 02/23 Vision Insurance 01-000-000-21540	\$922.91
SOUTHERN DOOR SCHOOL DISTRICT 01/24/23 Check # 91399 12/22 Mobile Home Tax Payment 01-000-000-41300	\$197.54

STURGEON BAY SCHOOL DISTRICT  
01/24/23  
Check # 91400  
12/22 Mobile Home Tax Payment  
01-000-000-41300

\$4,107.61

**TOTAL MANUAL CHECKS**

**\$14,313.50**



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CITY OF STURGEON BAY  
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INVOICES DUE ON/BEFORE 02/07/2023

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
SUMMARY OF FUNDS:				
GENERAL FUND		197,966.87	212,280.37	
CAPITAL FUND		48,681.80		
CABLE TV		6,430.99		
TID #2 DISTRICT		323.00		
TID #4 DISTRICT		312.00		
SOLID WASTE ENTERPRISE		11,905.06		
COMPOST SITE ENTERPRISE FUND		772.30		
		-----		
TOTAL --- ALL FUNDS		266,392.02	280,695.52	