



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, MARCH 17, 2020  
7:00 P.M.  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Public Comment.
6. Presentation from Medical Personnel regarding COVID-19 Update.
7. Update re: COVID-19 and impact on City of Sturgeon Bay.
8. Consideration of the following bills: General Fund – \$325,172.13, Capital Fund - \$26,259.50, Cable TV - \$47.00, TID #2 - \$163,691.25 TID #3 - \$23,906.25, TID #4 - \$3,369,253.88 and Solid Waste Enterprise Fund - \$5,709.37 for a grand total of \$3,914,039.38. [roll call]
9. **CONSENT AGENDA**
  - \* All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
    - \* a. Approval of 3/3/20 regular Common Council minutes.
    - \* b. Approval of the following minutes:
      1. Aesthetic Design & Site Plan Review Board – 2/24/2020
      2. Zoning Board of Appeals – 2/25/2020
      3. Finance/Purchasing & Building Committee – 2/25/2020
      4. Joint Parks & Recreation Committee/Board – 2/26/2020
      5. Harbor Commission – 3/4/2020
      6. Community Protection & Services Committee – 3/5/2020
    - \* c. Place the following report on file:
      1. Inspection Department Report – February 2020
      2. Bank Reconciliation – December 2019
      3. Financial Report – December 2019
      4. Bank Reconciliation – February 2020
      5. Financial Report – February 2020
    - \* d. Consideration of: Approval of Beverage Operator Licenses.
    - \* e. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine license.

- \* f. Harbor Commission recommendation re: Remove Sunset Park Docking Facility (Item #4) from the current Harbor Improvement Plan.
  - \* g. Finance/Purchasing & Building Committee recommendation re: Accept the bid from Bayland Building, Inc. for the re-siding of the Municipal Services garage at a cost not to exceed \$54,497.
  - \* h. Finance/Purchasing & Building Committee recommendation re: Purchase a 2020 Dodge Ram 4x4 from Ewald Chrysler Dodge, Oconomowoc at a cost not to exceed \$26,088.
10. Mayoral appointments.
  11. City Plan Commission recommendation re: Approve the Planned Unit Development for Jeff Jahnke (Cherryland Properties) to develop a mixed-use building, located at 145 S. Neenah Avenue, parcel #281-46-65011901, subject to conditions.
  12. First reading of ordinance re: Rezoning property from Single-Family Residential (R-2) to Planned Unit Development (PUD) subject to site plan and requirements – Parcel #281-46-65011901.
  13. Community Protection & Services Committee recommendation re: Approve the Design Guidelines and Criteria for the Sturgeon Bay Aesthetic Design & Site Plan Review Code as attached.
  14. Personnel Committee recommendation re: Approval of Associated Appraisals Addendum for Assessing Technician Services.
  15. Personnel Committee recommendation re: Approval of re-establishment of Community Development Secretary to full time.
  16. Remove from table: Consideration of: Waiver of Conflict /Stafford Rosenbaum-Attorney Kent.
  17. Consideration of: Waiver of Conflict/Stafford Rosenbaum-Attorney Kent.
  18. Review of standing of Waterfront Redevelopment Authority. (Avenson)
  19. Items to be Included on Future Agendas (New Business).
  20. Committee Chairperson Reports:
    - a. Personnel Committee
    - b. Parking & Traffic Committee
    - c. Community Protection & Services Committee
    - d. Utility Commission
  21. City Administrator report.
  22. Mayor's report.
  23. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 3.13.2020

Time: 1:45 pm

By: 

DATE 8.  
TIME  
ID:

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

8.

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19610	RICHARD STUEWER	02/20 INS REIMBURSE/STUENER	01-000-000-21530	324.66
R0001593	JOHN BORKOVETZ	SIGN DEPOSIT RFND/ BORKOVETZ	01-000-000-23168	50.00
TOTAL LIABILITIES				374.66
2017 CAPITAL PROJECTS & EQUIP				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 CAPITAL 2017	01-000-901-70001	14,008.13
TOTAL 2017 CAPITAL PROJECTS & EQUIP				14,008.13
2018 CAPITAL PROJ & EQ				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 2018 CAPITAL PROJ/EQUIP	01-000-904-70001	22,640.63
TOTAL 2018 CAPITAL PROJ & EQ				22,640.63
2019 CAPITAL EQUIP & PROJ				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 2019 CAPITAL PROJECTS	01-000-906-70001	28,530.83
TOTAL 2019 CAPITAL EQUIP & PROJ				28,530.83
CAPITAL PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 T2 CAP PROJECTS	01-000-913-70001	1,942.50
TOTAL CAPITAL PROJECTS				1,942.50
CITY HALL / FIRE & POLICE STN				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 REFND BOND-GF BUILDING	01-000-920-70001	15,356.25
TOTAL CITY HALL / FIRE & POLICE STN				15,356.25
EGG HARBOR RD IMP/DES				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 EGG HRBR RD	01-000-976-70001	8,403.75
TOTAL EGG HARBOR RD IMP/DES				8,403.75
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	03/20 ATHLETIC FLD LIGHTING	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				92,622.14
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	02/20 3 ALDER PHONES	01-105-000-58999	115.37
TOTAL				115.37
TOTAL CITY COUNCIL				115.37
CITY CLERK-TREASURER				
03330	VALERIE CLARIZIO	GFOA CONF AIRFARE REIMB/CLARIZ	01-115-000-55600	561.40
04696	DOOR COUNTY TREASURER	2019 1ST INSTALL TAX COLLECTN	01-115-000-58100	3,619.20

DATE: 03/10/1920  
 TIME: 14:02:48  
 ID: AP443ST0.W0W

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
TOTAL				4,180.60
TOTAL CITY CLERK-TREASURER				4,180.60
ADMINISTRATION				
INSIGHT	INSIGHT PUBLICATIONS, LLC	INDEVELOPMENT 1/2 PAGE ADVERT	01-120-000-56650	395.00
PULSE	PENINSULA PULSE	4 RUNS ADMIN ASSIST ADVERT	01-120-000-56650	233.68
TOTAL				628.68
TOTAL ADMINISTRATION				628.68
COMPUTER				
04696	DOOR COUNTY TREASURER	02/20 IS INTERNET USAGE	01-125-000-55550	100.00
04696		02/20 TECH SUPPORT	01-125-000-55550	2,500.00
04696		02/20 2G INTERNET	01-125-000-55550	375.00
04696		SSD'S CITY FIRE LAPTOPS	01-125-000-55500	73.50
TOTAL				3,048.50
TOTAL COMPUTER				3,048.50
CITY ASSESSOR				
17700	QUILL CORPORATION	1 MAGENTA TONER	01-130-000-51950	176.79
17700		1 YELLOW TONER	01-130-000-51950	176.79
ASSO APP	ASSOCIATES APPRAISAL	03.17.20 CONTRACT	01-130-000-55010	1,333.33
TOTAL				1,686.91
TOTAL CITY ASSESSOR				1,686.91
BUILDING/ZONING CODE ENFORCEMENT				
DCI	DOOR COUNTY INSPECTIONS, LLC	02/20 PERMITS	01-140-000-55010	4,017.25
TOTAL				4,017.25
TOTAL BUILDING/ZONING CODE ENFORCEMENT				4,017.25
MUNICIPAL SERVICES ADMIN.				
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SPARK PLUB & COIL/SPETZ	01-145-000-56250	42.73
TOTAL				42.73
TOTAL MUNICIPAL SERVICES ADMIN.				42.73



DATE: 03/10/1920  
 TIME: 14:02:48  
 ID: AP443ST0.WOW

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
ELECTIONS DEPARTMENT				
DOMINION	DOMINION VOTING SYSTEMS, INC	PAPER ROLLS/INK CATRIDGE	01-155-000-54999	144.44
TOTAL				144.44
TOTAL ELECTIONS DEPARTMENT				144.44
CITY HALL				
03159	SPECTRUM	02/20 FIRE CABLE SVC	01-160-000-58999	143.59
04575	DOOR COUNTY HARDWARE	BATTERIES	01-160-000-52700	11.99
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	133.25
19880		421 MICHIGAN ST	01-160-000-56150	2,218.07
19880		421 MICHIGAN ST	01-160-000-58650	159.42
VIKING	VIKING ELECTRIC SUPPLY, INC	2 FLOOD LIGHTS @ 11.37	01-160-000-55300	22.74
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS/CITY HALL	01-160-000-51850	24.73
TOTAL				2,713.79
TOTAL CITY HALL				2,713.79
INSURANCE				
MCCLONE	MCCLONE AGENCY, INC	04/20 WORK COMP	01-165-000-58750	9,491.00
MCCLONE		04/20 GENERAL LIAB	01-165-000-56400	3,253.00
MCCLONE		04/20 POLICE LIAB	01-165-000-57150	1,350.00
MCCLONE		04/20 PUBLIC OFFICIAL LIAB	01-165-000-57400	1,235.00
MCCLONE		04/20 AUTO LIAB	01-165-000-55200	2,030.00
MCCLONE		04/20 AUTO PHY DAMAGE	01-165-000-55200	2,266.00
TOTAL				19,625.00
TOTAL INSURANCE				19,625.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	02/20 CITY HALL PHONE SVC	01-199-000-58200	116.30
04696		02/20 FIRE PHONE SVC	01-199-000-58200	44.70
04696		02/20 MUN SVC PHONE SVC	01-199-000-58200	39.39
04696		02/20 POLICE PHONE SVC	01-199-000-58200	63.48
13875	MUNICIPAL CODE CORP	ONLINE HOSTING MUNICIPAL CODE	01-199-000-51100	950.00
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	COPIER SERVICING/FIRE	01-199-000-55650	76.00
STAPLES		COPIER SERVICING/ADMIN	01-199-000-55650	152.00
TOTAL				1,441.87
TOTAL GENERAL EXPENDITURES				1,441.87
POLICE DEPARTMENT				
04150	DEJARDIN CLEANERS LLC	UNIFORM MAINTENCE/BRINKMAN	01-200-000-56800	8.00
15890	PACK AND SHIP PLUS	CASE #20-001602 EVIDNCE TO LAB	01-200-000-57250	12.55
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	HEAVY DUTY STAPLER	01-200-000-51950	82.48

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
DC PRINT	DC PRINTING	SEIZED PROPERTY RECEIPTS	01-200-000-51600	229.00
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 1 OF 48	01-200-000-55650	205.50
TOTAL				537.53
TOTAL POLICE DEPARTMENT				537.53
POLICE DEPARTMENT/PATROL				
06650	GALLS, AN ARAMARK COMPANY	BOOTS/JENNERJOHN	01-215-000-52900	122.00
19368	STAGE COACH CAR WASH LLC	133 CAR WASH TOKENS @ 6.00EA	01-215-000-58550	798.00
19880	STURGEON BAY UTILITIES	SUNSET PRK BT LAUNCH	01-215-000-56150	11.58
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	11.20
19880		724 SHORECREST RD CAMERA	01-215-000-56150	8.72
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 40 MAINTENANCE	01-215-000-58600	929.79
JIM FORD		SQUAD 20 MAINTENANCE	01-215-000-58600	26.00
JIM FORD		SQUAD 50 MAINTENANCE	01-215-000-58600	26.00
JIM FORD		SQUAD 10 MAINTENANCE	01-215-000-58600	26.00
JIM FORD		SQUAD 30 MAINTENANCE	01-215-000-58600	68.89
JIM FORD		INVEST VEHICLE MAINTENANCE	01-215-000-58600	99.70
TASSOUL	MARKUS TASSOUL	UNIFORM BOOT REIMB/TASSOUL	01-215-000-52900	98.06
TOTAL				2,225.94
TOTAL POLICE DEPARTMENT/PATROL				2,225.94
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	02/20 CONTRACT FEE	01-225-000-57950	106.30
SAFRAN	IDEMIA IDENTITY & SECURITY LLC	2020 MAINTENENCE AGREEMENT	01-225-000-58999	1,599.00
TOTAL				1,705.30
TOTAL POLICE DEPT. / INVESTIGATIONS				1,705.30
FIRE DEPARTMENT				
02005	BAY ELECTRONICS, INC.	FIRSTNET LMR LABOR/RADIO SETUP	01-250-000-56250	2,274.00
02206	BAY MARINE	FILTERS/OIL/MARINE 1	01-250-000-53000	295.40
02206		FUEL FILTER/MARINE 1	01-250-000-53000	25.84
02960	C & W AUTO	TRNING CARS/EXTRICATION	01-250-000-55600	220.00
04575	DOOR COUNTY HARDWARE	GROMMET	01-250-000-54999	2.79
04575		FASTENERS	01-250-000-54999	2.15
04575		AUTO FUSE	01-250-000-54999	9.18
04575		CARTON TAPE/FREIGHT	01-250-000-54999	31.71
04575		SUPPLIES	01-250-000-54999	21.17
04575		FASTENERS/BRACKETS/COVERS	01-250-000-54999	31.44
04575		FASTENERS/TUBING	01-250-000-54999	16.08
04575		EYE BOLT/FASTENERS	01-250-000-54999	3.49
04575		ROPE	01-250-000-54999	17.70
15890	PACK AND SHIP PLUS	SHIPPING TEST EQUIP	01-250-000-56250	99.94
19880	STURGEON BAY UTILITIES	92 E MAPLE ST	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22

DATE: 03/10/1920  
 TIME: 14:02:48  
 ID: AP443ST0.WOW

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		SALT SHED	01-250-000-56675	6.22
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		FRANKE GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		OTUMBA PRK	01-250-000-56675	6.22
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	117.85
19880		WEST SIDE FIRE STATION	01-250-000-58650	83.80
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		38 S NEENAH AVE RESTROOM	01-250-000-56675	31.08
19880		JAYCEE BALLFLD STAND	01-250-000-56675	15.54
19880		WEST SIDE BALLFLD LITES	01-250-000-56675	31.08
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		N 14TH AVE WARNING SIREN	01-250-000-56150	8.24
19880		FIRE DEPT TRAINING SITE	01-250-000-56675	6.22
19880		FIRE DEPT TRAINING SITE	01-250-000-56150	8.34
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		212 W LOCUST CT	01-250-000-56675	6.22
19880		MADISON AVE SPRINKLING	01-250-000-56675	15.54
19880		PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		GREEN BAY RD SIREN	01-250-000-56150	15.74
19880		1ST AVE EAST SIDE DOCK	01-250-000-56675	6.22
19880		COVE RD/CANAL RD	01-250-000-56150	13.85
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY PKG RAMP	01-250-000-56675	6.22
19880		48 KENTUCKY ST DOCK	01-250-000-56675	15.54
19880		48 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		CLAY BANKS RD SIREN	01-250-000-56150	15.10
19880		656 OXFORD AVE-WS FIRE	01-250-000-56600	189.96
23730	WPS	DOCK STATION CH11	01-250-000-53000	244.00
GENERAL	GENERAL COMMUNICATIONS, INC.	CIRCUIT BREAKER	01-250-000-53000	32.99
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	FUSE HOLDER	01-250-000-53000	7.98
O'REILLY		DEF	01-250-000-53000	10.99
O'REILLY		VACUUM TUBE	01-250-000-53000	9.38
O'REILLY		OIL/E4 &E6	01-250-000-53000	193.32
QUALITY	QUALITY TRUCK CARE CENTER INC			
TOTAL				4,671.31
TOTAL FIRE DEPARTMENT				4,671.31
COMPOST/SOLID WASTE SITE				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	8.24
TOTAL				8.24
TOTAL COMPOST/SOLID WASTE SITE				8.24

DATE: 03/10/1920  
TIME: 14:02:48  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

SE: 6

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
SNOW REMOVAL				
	SNOW REMOVAL		01-410-000-51400	19.99
04575	DOOR COUNTY HARDWARE	MAILBOX	01-410-000-51400	17.54
06012	FASTENAL COMPANY	BOLTS	01-410-000-51400	4.82
06012		LYNCH PINS	01-410-000-51400	13.65
06012		WIRE TIES	01-410-000-51400	333.84
13655	MONROE TRUCK EQUIPMENT, INC	CYLINDER	01-410-000-52400	6,180.72
13825	MORTON SALT	180,380 LBS SALT	01-410-000-52400	7,715.11
13825		225,160 LBS SALT	01-410-000-51400	87.60
ASTRO	ASTRO HYDRAULICS, INC	HYDRAULIC VALVE REPAIR	01-410-000-51400	51.49
JBTRUCK	JB TRUCK SERVICE, LLC	BLADE GUIDE KIT		
TOTAL SNOW REMOVAL				14,424.76
TOTAL SNOW REMOVAL				14,424.76
STREET MACHINERY				
			01-450-000-57550	420.00
02005	BAY ELECTRONICS, INC.	STATIC TRUCK RADIOS	01-450-000-57550	27.70
02005		NOISE SUPPRESSOR	01-450-000-52150	19.65
04545	DOOR COUNTY COOPERATIVE/NAPA	WAX	01-450-000-52150	12.49
04545		SEALED BEAM HEADLIGHTS	01-450-000-52150	5.99
04575	DOOR COUNTY HARDWARE	DUCT TAPE	01-450-000-52700	34.99
04575		WET/DRY VAC 2.5 GAL	01-450-000-52150	24.00
04575		SPRAY PAINT	01-450-000-52700	32.97
04575		SOCKETS/MAP PRO GAS	01-450-000-52150	53.96
04575		TORCH HEAD/SPRAY PAINT	01-450-000-52150	11.98
04575		SPRAYPAINT	01-450-000-52150	35.99
04575		GARDEN HOSE	01-450-000-52150	30.36
04575		CASTER PLATE	01-450-000-52150	4.68
04575		FASTENERS	01-450-000-51400	0.13
04575		FASTENERS	01-450-000-52150	25.99
04575		WIPING CLOTHS	01-450-000-52700	29.90
04575		CHAIN SAW CHAINS	01-450-000-52850	44.95
08225	HERLACHE SMALL ENGINE	FLAT/STEM	01-450-000-52850	20.00
20725	T R COCHART TIRE CENTER	FLAT/TUBE	01-450-000-52150	38.98
20725		SMALL TOOLS	01-450-000-53000	193.04
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	FENDER	01-450-000-53000	183.30
QUALITY	QUALITY TRUCK CARE CENTER INC	SEAT		
QUALITY				
TOTAL				1,251.05
TOTAL STREET MACHINERY				1,251.05
CITY GARAGE				
			01-460-000-57100	90.00
01766	AURORA MEDICAL GROUP	DOT ANNL CONSORTIUM FEE	01-460-000-52350	106.89
06012	FASTENAL COMPANY	SAFETY VESTS 2X/3X	01-460-000-52350	106.89
06012		SAFETY VEST S/M	01-460-000-56150	101.12
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	744.61
19880		CITY GARAGE	01-460-000-58650	123.98
19880		CITY GARAGE	01-460-000-56600	1,508.43
23730	WPS	835 N 14TH AVE-CITY GARAGE	01-460-000-58999	152.73
AMERWELD	AMERICAN WELDING & GAS, INC	WELDING GAS TANK RENTAL	01-460-000-54999	12.07
APPLIED	APPLIED INDUSTRIALTECH INC	S/S CLEANER	01-460-000-54999	51.38
APPLIED		2 BUTT CONNECTORS @ 25.69		

DATE: 03/10/1920  
 TIME: 14:02:48  
 ID: AP443ST0.WOW

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
APPLIED		SHIPPING	01-460-000-54999	20.00
PIKE	PIKE SYSTEMS, INC	TOP CLEAN CONCENTRATE	01-460-000-54999	136.76
PIKE		SHIPPING	01-460-000-54999	9.84
TOTAL				3,164.70
TOTAL CITY GARAGE				3,164.70
HIGHWAYS - GENERAL				
19310	GALETON GLOVES INC	JACKET XL	01-499-000-56800	73.96
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE SIGN	01-499-000-58000	9.01
19880		1536 EGG HRBR RD TRFF LITE	01-499-000-58000	20.15
19880		1025 N 14TH/EGG HRBR TRFF LITE	01-499-000-58000	28.35
19880		2 TRFFC WARNING LITES	01-499-000-58000	5.50
19880		MADISON AVE TRFC LITES	01-499-000-58000	113.78
19880		342 ORNAMENTAL ST LIGHTS	01-499-000-58000	4,620.37
19880		587 OVERHEAD ST LIGHTS	01-499-000-58000	6,856.84
19880		S LANSING/W WALNUT SIGN	01-499-000-58000	7.42
19880		1ST AVE EAST SIDE DOCK	01-499-000-58000	33.59
19880		OLD HWY RD SIGN	01-499-000-58000	8.24
LONDO	RYAN LONDO	SAFETY BOOT REIMBURSE/LONDO	01-499-000-56800	189.90
LONDO		SAFETY CLOTHING REIMBURSE/LOND	01-499-000-56800	60.10
ROBILLAR	STEVE ROBILLARD	SAFETY GLOVE REIMBURSE/ROBILLA	01-499-000-56800	63.29
TOTAL				12,090.50
TOTAL HIGHWAYS - GENERAL				12,090.50
PARK & RECREATION ADMIN				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	PENS	01-500-000-51950	23.01
CASE COM	CASE COMMUNICATIONS	7 SEASONAL WORKER ADS	01-500-000-57450	59.70
TOTAL				82.71
TOTAL PARK & RECREATION ADMIN				82.71
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMUNES INC	DOG PARK PORT A POTTI RENTAL	01-510-000-58999	86.00
04545	DOOR COUNTY COOPERATIVE/NAPA	DOOR LATCH SET	01-510-000-53000	52.69
04545		MIRROR	01-510-000-53000	22.12
04575	DOOR COUNTY HARDWARE	ROLLER COVERS	01-510-000-52100	16.36
04575		SUPPLIES	01-510-000-56250	22.99
04575		FASTENERS	01-510-000-53000	3.38
04575		FLEX TAPE	01-510-000-52100	25.98
04575		PAINT/FILLER	01-510-000-52100	40.97
04575		CONNECTOR/COVERS/BOX	01-510-000-51350	35.56
04575		PRUNING SEAL	01-510-000-58450	7.59
04575		ASSORTED SUPPLIES	01-510-000-54999	16.92
04575		SLIPJNT/ELBOW	01-510-000-54999	20.98
04575		RING WAX EXTNDR/CAULK	01-510-000-54999	43.35

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORTDATE: 03/10/1920  
TIME: 14:02:48  
ID: AP443ST0.WOW

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575		ASSORTED SUPPLIES	01-510-000-54999	43.93
04575		ASSORTED SUPPLIES	01-510-000-54999	91.47
04575		FITTING BRUSH	01-510-000-54999	3.99
12100	LAMPERT YARDS INC	LUMBER	01-510-000-51800	264.10
19880	STURGEON BAY UTILITIES	MARTIN PARK	01-510-000-56150	10.82
19880		MARTIN PARK RESTROOM	01-510-000-58650	8.00
19880		MEM FLD WARMING HOUSE	01-510-000-56150	68.74
19880		MEM FLD WARMING HOUSE	01-510-000-58650	51.40
19880		GARLAND PARK	01-510-000-56150	8.24
19880		GARLAND PARK	01-510-000-58650	8.00
19880		SUNSET CONSN CNTR	01-510-000-56150	194.72
19880		SUNSET CONSN CNTR	01-510-000-58650	51.40
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	118.78
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	11.40
19880		OTUMBA PRK	01-510-000-56150	13.67
19880		OTUMBA PRK	01-510-000-58650	8.00
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	15.45
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	8.00
19880		JAYCEE BALLFLD STAND	01-510-000-56150	8.24
19880		JAYCEE BALLFLD STAND	01-510-000-58650	11.40
19880		421 MICHIGAN ST FLAG LIGHT	01-510-000-56150	26.15
19880		MEM FLD PKG LOT	01-510-000-56150	8.24
19880		WEST SIDE BALLFLD LITES	01-510-000-58650	18.00
19880		MEM FLD COMPLEX	01-510-000-56150	248.41
19880		GIRLS LITTLE LEAQUE	01-510-000-58650	27.00
19880		OTUMBA PRK WALKWAY	01-510-000-56150	12.81
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
19880		N 3RD AVE FLORIDA/SUNSET PRK	01-510-000-56150	13.57
19880		SIGN SHED	01-510-000-56150	13.19
19880		SIGN SHED	01-510-000-58650	8.00
19880		CHERRY BLOSSOM PARK	01-510-000-56150	8.24
19880		CHERRY BLOSSOM PARK	01-510-000-58650	11.40
19880		335 S 14TH AVE-MEM FLD	01-510-000-56600	155.22
23730	WPS			
TOTAL				1,971.87
TOTAL PARKS AND PLAYGROUNDS				1,971.87
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	221.47
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	8.24
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	8.00
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	46.30
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	18.39
19880		36 S NEENAH AVE-RESTROOM	01-550-000-56600	15.65
23730	WPS			
TOTAL				318.05
TOTAL MUNICIPAL DOCKS				318.05
WATER WEED MANAGEMENT				
20725	T R COCHART TIRE CENTER	6 TIRES/DISPOSAL	01-560-000-51400	1,410.00

DATE: 03/10/1920  
 TIME: 14:02:48  
 ID: AP443ST0.WOW

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	FRONT END ALIGNMENT	01-560-000-51400	89.20
TOTAL				1,499.20
TOTAL WATER WEED MANAGEMENT				1,499.20
WATERFRONT PARKS & WALKWAYS				
08280	HILL BUILDING MAINTENANCE INC	CITY PRKNG GARAGE WINDOW CLEAN	01-570-000-58999	200.00
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY	01-570-000-56150	20.15
19880		DC MUSEUM PKG LOT	01-570-000-56150	134.26
19880		W JUNIPER ST WALWAY LTS	01-570-000-56150	70.22
19880		JUNIPER ST PARKING LOT	01-570-000-56150	52.86
19880		PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST WTRFRONT	01-570-000-56150	121.86
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	379.14
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	52.91
19880		KENTUCKY ST CITY PKG RAMP	01-570-000-56150	236.91
19880		48 KENTUCKY ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST CITY MARINA	01-570-000-58650	27.00
TOTAL				1,318.11
TOTAL WATERFRONT PARKS & WALKWAYS				1,318.11
COMMUNITY & ECONOMIC DEVLPMT				
17700	QUILL CORPORATION	1 BLACK TONER	01-900-000-51950	141.94
17700		1 CYAN TONER	01-900-000-51950	176.79
TOTAL				318.73
TOTAL COMMUNITY & ECONOMIC DEVLPMT				318.73
TOTAL GENERAL FUND				175,855.28
CAPITAL FUND				
COMPUTER				
02975	CAMERA CORNER	PROACTIVE 3 YR SOFTWARE MAINT	10-125-000-59000	900.00
TOTAL				900.00
TOTAL COMPUTER				900.00
FIRE DEPARTMENT				
EXPENSE				
02005	BAY ELECTRONICS, INC.	RADIOS CH11	10-250-000-59035	4,888.00
TOTAL EXPENSE				4,888.00
TOTAL FIRE DEPARTMENT				4,888.00

DATE: 03/10/1920  
TIME: 14:02:48  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT  
INVOICES DUE ON/BEFORE 03/17/2020

PAGE: 10

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
STORM SEWERS				
EXPENSE				
03650	CONCRETE INDUSTRIES, INC	PROJECT 2002A CONCRETE RISER	10-300-000-59115	292.50
TOTAL EXPENSE				292.50
TOTAL STORM SEWERS				292.50
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
06580	FOTH AND VAN DYKE	LABOR-PROJ MANAGEMENT	10-510-000-59025	639.00
06580		LABOR-GRANT ADMIN	10-510-000-59025	562.50
06580		LABOR-QAPP	10-510-000-59025	906.90
06580		SHORELINE EVALUATION	10-510-000-59025	2,463.00
TOTAL PARKS AND PLAYGROUNDS				4,571.40
TOTAL PARKS AND PLAYGROUNDS				4,571.40
WATERFRONT PARKS & WALKWAYS				
DEATH'S	DEATH'S DOOR MARINE INC.	LABOR 4 @ 80.00	10-570-000-59075	320.00
DEATH'S		WELDER 2 @ 92.00	10-570-000-59075	184.00
DEATH'S		MATERIALS	10-570-000-59075	135.00
TOTAL				639.00
TOTAL WATERFRONT PARKS & WALKWAYS				639.00
COMMUNITY & ECONOMIC DEVLPMT				
VANDEW	VANDEWALLE & ASSOCIATES, INC	SERVICES THRU 2.18.2020	10-900-000-59999	14,968.60
TOTAL				14,968.60
TOTAL COMMUNITY & ECONOMIC DEVLPMT				14,968.60
TOTAL CAPITAL FUND				26,259.50
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM	02/20 CB MUSIC SVC	21-000-000-58999	24.56
15890	PACK AND SHIP PLUS	SHIPPING RETURN B & H	21-000-000-59070	22.44
TOTAL CABLE TV / GENERAL				47.00
TOTAL CABLE TV / GENERAL				47.00
TOTAL CABLE TV				47.00
TID #2 DISTRICT				
TID DISTRICT #2				



CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORTDATE: 03/10/1920  
TIME: 14:02:48  
ID: AP443ST0.WON

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>TID #2 DISTRICT</b>				
<b>TID #2 A AREA BONDS - CITY</b>				
TID #2 A AREA BONDS - CITY				145.97
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 T2 ORG DEBT SVC	25-320-930-70001	3,235.72
01764		04/20 T2 ORG DEBT SVC	25-320-930-70001	1,848.99
01764		04/20 T2 ORG AMEND DEBT SVC	25-320-930-70001	155.25
01764		04/20 T2 CAP PRJCT ORG DEBT	25-320-930-70001	
TOTAL TID #2 A AREA BONDS - CITY				5,385.93
<b>TID #2 A AREA BONDS - DVL</b>				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 T2 CAP PRJCT AMEND DEBT	25-320-931-70001	1,966.69
01764		04/20 2005 RFND BND T2 DEV	25-320-931-70001	7,481.25
TOTAL TID #2 A AREA BONDS - DVL				9,447.94
<b>T2 ROAD PROJECTS</b>				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 T2 CAP PRJCT ORG DEBT	25-320-932-70001	3,441.38
01764		04/20 T2 2006 REF BOND ORG DBT	25-320-932-70001	7,631.25
TOTAL T2 ROAD PROJECTS				11,072.63
<b>T2 SERIES 2006A</b>				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 T2 ORG DEBT SVC	25-320-933-70001	19,098.67
01764		04/20 T2 CAP PRJCT ORG DEBT	25-320-933-70001	20,311.68
01764		04/20 T2 10.1.14 LEASE REV BON	25-320-933-70001	15,787.50
01764		04/20 DEBT RESTRUCT 10.1.15	25-320-933-70001	14,087.50
01764		04/20 GO RFND BOND 9.7.16	25-320-933-70001	68,500.00
TOTAL T2 SERIES 2006A				137,784.75
TOTAL TID DISTRICT #2				163,691.25
TOTAL TID #2 DISTRICT				163,691.25
<b>TID #3 DISTRICT</b>				
<b>TID #3 DISTRICT</b>				
\$1.685 NOTES				23,906.25
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 T3	27-330-937-70001	
TOTAL \$1.685 NOTES				23,906.25
TOTAL TID #3 DISTRICT				23,906.25
TOTAL TID #3 DISTRICT				23,906.25
<b>TID #4 DISTRICT</b>				
<b>TID #4 DISTRICT</b>				
TID #4 DISTRICT				21,103.88
CEDARCO	CEDAR CORPORATION	PRELIM DSGN PHSE FEST WTRFRNT	28-340-000-58999	
TOTAL TID #4 DISTRICT				21,103.88
<b>T4 \$3.12 NOTES</b>				
01764	ASSOCIATED WEALTH MANAGEMENT	04/20 TID 4	28-340-987-70000	3,315,000.00
01764		04/20 TID 4	28-340-987-70001	33,150.00
TOTAL T4 \$3.12 NOTES				3,348,150.00

DATE: 03/10/1920  
 TIME: 14:02:48  
 ID: AP443ST0.WOW

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
TID #4 DISTRICT				
T4 \$3.12 NOTES				
T4 \$3.12 NOTES				
TOTAL TID #4 DISTRICT				3,369,253.88
TOTAL TID #4 DISTRICT				3,369,253.88
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	HEAD LIGHT	60-000-000-53000	24.98
04603	HALRON LUBRICANTS INC	150 G USED OIL PICK UP FEE	60-000-000-52050	22.50
06594	FOX VALLEY TRUCK & BODY INC.	REPAIRS DUE TO FIRE/#39	60-000-000-56250	4,569.76
BRIDGEPO	BRIDGEPORT MANUFACTURING, INC	12 ROLLER BUMPER @ 13.38	60-000-000-53000	160.56
BRIDGEPO		12 ROLLER PINS @ 25.20	60-000-000-53000	302.40
BRIDGEPO		6 SPRINGS @ 23.65	60-000-000-53000	141.90
BRIDGEPO		SHIPPING	60-000-000-53000	41.86
JX ENT	JX ENTERPRISES, INC.	AIR FILTER 2 @ 35.99	60-000-000-53000	71.98
JX ENT		FUEL LINE	60-000-000-53000	138.56
JX ENT		LABOR	60-000-000-53000	239.49
JX ENT		CREDIT	60-000-000-53000	-4.62
TOTAL SOLID WASTE ENTERPRISE FUND				5,709.37
TOTAL SOLID WASTE ENTERPRISE FUND				5,709.37
TOTAL SOLID WASTE ENTERPRISE				5,709.37
TOTAL ALL FUNDS				3,764,722.53

**MANUAL CHECKS**

DELTA DENTAL \$5,963.21

03/03/20

Check # 86613

03/20 Dental Insurance

Various Departmental Accounts

EFT GROUP INSURANCE \$143,353.64

03/03/20

Check # 86613

03/20 Health Insurance

Various Departmental Accounts

**TOTAL MANUAL CHECKS \$ 149,316.85**

DATE: 03/10/1920  
TIME: 14:02:48  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/17/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
----------	------	------------------	-----------	------------

SUMMARY OF FUNDS:

GENERAL FUND	<del>175,855.28</del>	325,172.13
CAPITAL FUND	26,259.50	
CABLE TV	47.00	
TID #2 DISTRICT	163,691.25	
TID #3 DISTRICT	23,906.25	
TID #4 DISTRICT	3,369,253.88	
SOLID WASTE ENTERPRISE	5,709.37	
TOTAL --- ALL FUNDS	<del>3,764,722.53</del>	3,914,1039.38

Helen Bacon March 10, 2020  
Steph Wurmumms 3/10/2020  
Jan Wilk 3/10/2020

COMMON COUNCIL  
March 3, 2020

A regular meeting of the Common Council was called to order at 7:00 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Avenson, Nault, Wiederanders and Reeths were present.

Nault/Bacon to adopt agenda. Carried.

Don Freix, 8305 Quarterline Road, Fish Creek; Chris Kellems, 120 Alabama Street; Scott Moore, 947 Pennsylvania Street; and Laurel Hauser, 746 Kentucky Street spoke during public comment.

Fire Chief Dietman presented the 2019 Annual Fire Department Report.

Bacon/Wiederanders to approve following bills: General Fund - \$4,332,178.63, Capital Fund - \$17,713.26, Cable TV - \$5,205.84, TID #2 - \$56,705.85, and Solid Waste Enterprise Fund - \$22,041.74 for a grand total of \$4,433,845.32. Roll call: All voted aye. Carried.

Williams/Nault to approve consent agenda:

- a. Approval of 2/18/20 regular Common Council minutes.
- b. Approval of the following minutes:
  1. Aesthetic Design & Site Plan Review Board – 2/10/20
  2. Finance/Purchasing & Building Committee – 2/11/20
  3. City Plan Commission – 2/19/20
- c. Place the following report on file:
  1. Fire Department Report – January 2020
  2. Police Department Report – January 2020
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Finance/Purchasing & Building Committee recommendation re: Purchase a 2020 Ford F-350 SD 4x2 one ton truck from L&S Truck Center in the amount of \$45,623 less the trade in of a 2003 Chevrolet 3500 valued at \$5,000 for a total cost of \$40,623.
- f. Finance/Purchasing and Building Committee recommendation re: Purchase a 2020 International HV507 patrol truck with plow from Packer City International in the amount of \$184,000 less the \$12,000 trade in of a 2000 Sterling LT8500 with plow for the total cost not to exceed \$172,000.

Carried.

There were no mayoral appointments.

Brad Viegut, Robert W. Baird, presented the resolution awarding the sale of approximately \$1,235,000 taxable general obligation refunding bonds. Bacon/Williams to adopt. Carried.

Mr. Viegut continued by presenting the resolution awarding the sale of approximately \$2,180,000 general obligation refunding bonds. Wiederanders/Bacon to adopt. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the Joint City-County revolving loan fund Intergovernmental Agreement as drafted.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Introduced by Bacon. Bacon/Reeths to adopt. Carried.

Reeths/Nault to adopt the following appointments to the Sturgeon Bay-Door County Revolving Loan Fund Committee:

CITY APPOINTMENT (by Mayor)

Dan Williams (Ald. District 3)

COUNTY APPOINTMENT

Laura Vlies Wotachek (Supervisor District 9)

DCEDC APPOINTMENTS

Mike Gilson (Nicolet Bank – retired)

Inge Bacon (Inge Alverson Bacon CPA)

Darren Voigt (Bank of Luxemburg)

Alternates:

Danny Hanson (Nicolet Bank)

Dennis Starr (ERA Starr Realty)

Carried.

Hayes/Williams to adopt resolution re: Termination of City of Sturgeon Bay Economic Development Revolving Loan Program. Carried.

City Engineer Shefchik presented the State/Municipal Agreements for proposed intersection improvements along Highway 42/57. The following intersection improvements were discussed: S. Ashland Ave, S. Neenah Ave, Clay Banks Road. Hayes/Wiederanders to approve the State/Municipal Financial and Maintenance Agreements as presented that include all of the potential improvements. Carried.

A waiver of conflict from Stafford Rosenbaum, Attorney Kent was presented. Discussion took place regarding what this actually meant and what was being requested. Avenson/Hayes to table. Carried.

The following items were requested for future agendas: (Reeths) CC – Flood Risk Management in the City; (Hayes) CPS – Adoption of Charter for Green Tier Community Ad Hoc Committee; (Avenson) CC – Dissolving the Waterfront Redevelopment Authority.

City Plan Commission Chair Ward, Finance/Purchasing & Building Committee Chair Bacon and Park & Recreation Committee Chair Hayes presented reports for their respective committees/commissions.

City Administrator VanLieshout gave his report.

There was no Mayoral report.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk/HR Director

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD  
Monday, February 24, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:05 p.m. by Chairperson Mark Lake in the Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members Dennis Statz, Mark Struck, Dave Augustson, and Mark Lake were present. Jon Burk, Cindy Weber, and Cheryl Frank were absent. Also present were Planner / Zoning Administrator Christopher Sullivan-Robinson.

**Adoption of Agenda:** Moved by Mr. Statz, seconded by Mr. Augustson to adopt the following agenda:

1. Roll Call.
2. Adoption of Agenda.
3. Consideration of: 50' x 100' Storage Building for County of Door located at 1205 S. Duluth Avenue.
4. Consideration of: 2-Story Addition for Door County Maritime Museum located at 120 N. Madison Ave.
5. Consideration of: Design Guidelines and Review Criteria.
6. Adjourn.

All Ayes. Carried.

**Approval of Minutes from February 10, 2020:** Moved by Mr. Augustson, seconded by Mr. Struck to approve the minutes from February 10, 2020. All ayes. Carried.

**Consideration of: 50' x 100' Storage Building for County of Door located at 1205 S. Duluth Avenue:** Mr. Sullivan-Robinson stated that the project is located toward the back of the property and would include a new 50' x 100' building on a concrete pad. The building will be accessed off of the existing parking facilities with a gravel access driveway. The applicant included color samples, and two light fixture options. Stormwater management has been reviewed by the City Engineers and there doesn't appear to be any issues. There are no issues from zoning.

The Project Manager Chris Duescher, and the Facility / Park Director Wayne Spritka explained the materials contained within the packet.

Moved by Mr. Statz, seconded by Mr. Struck to approve a certificate of appropriateness for the proposed project as presented. All Ayes. Carried.

**Consideration of: 2-Story Addition for Door County Maritime Museum located at 120 N. Madison Ave:** Mr. Sullivan-Robinson stated that the applicant wanted to incorporate a small 2-story addition to allow for an upgraded HVAC system. The project was reviewed by the Plan Commission and approved for the minor modification.

The DCMM Executive Director Kevin Osgood stated that there was a need for the addition. All exterior features will match the materials of the existing building and observation tower.

**Consideration of: Design Guidelines and Review Criteria:** Mark Lake allowed the public to comment on this item.

Chris Kellem, 120 Alabama Street, stated that the guidelines on their own do not work. Guidelines encourage certain standards but do not require the user to meet standards. This leaves a lot of room for interpretation. The City should implement a form-based zoning code, because it incorporates design standards. The City should also develop a checklist and make things easier for all parties involved.

Mr. Lake stated that this was a carryover item from the last meeting. The members reviewed the added language recommended by City staff as follows:

6a: (added) Exterior light fixtures for signage, building entrances, accents, parking lots, and landscaping are strongly encouraged to have downward directed. Automatic dimmers and timers are encouraged for all exterior lighting to limit energy consumption.

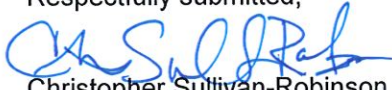
7e: (created) Lighted building signage is strongly encouraged to be halo-lit or back-lighted with no visible light source.

7f: (created) Dimmers and timers are strongly encouraged to limit energy consumption during non-operation hours.

Moved by Mr. Augustson, seconded by Mr. Struck to recommend to Community Protection & Services Committee the revision of the Design Guidelines and Review Criteria using the added language provided by City staff.

**Adjourn:** Moved by Mr. Augustson, seconded by Mr. Statz to adjourn. All Ayes. Carried. The meeting adjourned at 6:39 p.m.

Respectfully submitted,



Christopher Sullivan-Robinson  
Planner / Zoning Administrator



ZONING BOARD OF APPEALS  
Tuesday, February 25, 2020

The City of Sturgeon Bay Zoning Board of Appeals meeting was called to order at 12:00 p.m. by Chairperson William Murrock in the Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members James Goodwin, William Murrock, Alternate Nancy Schopf, and Alternate Morgan Rusnak were present. Excused: Members Wayne Spritka, Bill Chaudoir, and Dave Augustson. Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Ms. Schopf, seconded by Mr. Goodwin to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from July 9, 2019.
4. Public hearing: Petition from Jeff Kanzelberger to construct an addition and deck that would encroach into the street yard 18 feet, as well as into the required setback from navigable waters by 6 feet, located at 340 Joliet Avenue.
5. Consideration of: Petition from Jeff Kanzelberger to construct an addition and deck that would encroach into the street yard 18 feet, as well as into the required setback from navigable waters by 6 feet, located at 340 Joliet Avenue.
6. Adjourn.

Carried.

**Approval of minutes from Tuesday, July 9, 2019:** Moved by Mr. Goodwin, seconded by Ms. Rusnak to approve the minutes from July 9, 2019. All ayes. Carried.

**Public hearing: Petition from Jeff Kanzelberger to construct an addition and deck that would encroach into the street yard 18 feet, as well as into the required setback from navigable waters by 6 feet, located at 340 Joliet Avenue:** Mr. Sullivan-Robinson stated that Mr. Kanzelberger is requesting variances for a street setback and also from navigable waters for a proposed addition to his home. In 2004, the previous owner was denied a variance for a street setback from Joliet Avenue. City staff has been working with the owner on this project and the proposal is the second design. Staff has no preference whether or not to approve the request. Sturgeon Bay Utilities has no issues.

Mr. Olejniczak stated that most principal buildings in the area were already non-conforming. Eighteen feet is a large encroachment toward Hickory Street. The hardship is to the property owner, not the property itself.

Chairperson Murrock opened the public hearing at 12:10 p.m.

Mr. Kanzelberger stated that due to his wife's surgery after a falling injury, her doctor advised her not to use multiple stairs. Their daughter also had her leg crushed by a horse and currently wears a brace on her leg, which makes it difficult to climb stairs. She lives in Hortonville, but is with them all the time. Their intent is to live in the house forever. They would like to utilize the house on one level. There are two bedrooms upstairs and a small office downstairs. There is an elevator, but is extremely unreliable.

John Borkovetz, builder for the project, stated that originally they were going to use the retaining wall as the foundation for the addition. In the revised plan, the addition would not extend to the retaining wall. Plaster repairs have been done on the upper cantilever deck. There is evidence of weight pulling down with the caulking pulling away from the brick. An addition would allow for structural repairs. Structural steel column support is needed on the outside of the house. Pilings will probably be added. He added that after speaking with the City Engineer there were no issues that he was concerned with. Nine feet of the existing front porch will be used for the 18-foot addition. The existing retaining wall is six inches from the setback.

Bernie Ellenbecker, 406 N. Joliet Avenue, stated he was not opposed. That area of Hickory Street is rarely used by vehicles.

Alisa Landman, 330 N. Joliet Avenue, gave reasons for denying the project. With a previous variance being denied, it sets a precedence. Their home is larger than others in the area. Property taxes may increase. Snow removal may be an issue. They could convert the space they already have.

Larry Desotelle, 333 N. Joliet Avenue, stated he is in support of the request. He also has to make decisions on how he will live in his house as well.

Chairperson Murrock asked if there was any rebuttal testimony.

Mr. Borkovetz added that the decks are not encroaching the setbacks. Brick is pulling away from the garage. Supports need to get in the ground. Eventually, a ramp may have to be installed. He handed out a letter written to the Kanzelbergers from Ms. Landman regarding a restrictive covenant on her property limiting use of the shoreline.

Ms. Landman stated that she thought the denial of the previous variance request was a sufficient reason to deny this request.

Mr. Olejniczak stated that originally the property contained a small, non-conforming cottage-like home owned by Dick Smith. The owner had three options to rebuild. The first option was to use the same setbacks as the cottage, but it was limited to 50% larger than the previous home. The second option was to tear the cottage down and rebuild within the setbacks. The third option was to apply for a variance, which he applied for and was denied. He then used the second option.

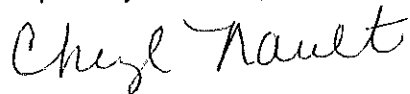
Chairperson Murrock closed the public hearing at 12:55 p.m.

**Consideration of: Petition from Jeff Kanzelberger to construct an addition and deck that would encroach into the street yard 18 feet, as well as into the required setback from navigable waters by 6 feet, located at 340 Joliet Avenue:** Board members discussed the variance request. Moved by Ms. Schopf, seconded by Mr. Murrock to approve the variance request. It will not impact the neighborhood or street, there will be no obstruction of public view, it will improve their living situation, and is a well-engineered project.

Roll call vote: All ayes. Carried.

**Adjourn:** Moved by Ms. Schopf, seconded by Ms. Rusnak to adjourn. Carried. Meeting adjourned at 12:58 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**February 25, 2020**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Also present: Mayor Ward, Alderperson Nault, City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, Municipal Services Director Barker, Community Development Director Olejniczak, and Receptionist Metzger.

A motion was made by Alderperson Wiederanders, seconded by Alderperson Williams to adopt the following agenda: moving item 8 to 7.

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 a 2020 Crew Cab ½ Ton Pick-up Truck.
5. Consideration of: Update Regarding Easement for American Transmission Company Electric Transmission Replacement Project.
6. Consideration of: Intergovernmental Agreement Sturgeon Bay-Door County Economic Loan Program.
7. 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: Dock Wall for Sarter Marine Towing Company
- b. Consideration of: Developer Incentives for Redevelopment of Property Located at 58 N. 3<sup>rd</sup> Ave.

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.

8. Review bills.
9. Adjourn.

The following spoke during public comment on agenda items and other issues related to finance & purchasing: Scott Moore, 947 Pennsylvania Street.

Consideration of: Award of Bid for a 2020 Crew Cab ½ Ton Pick-up Truck.

Municipal Services Director Barker stated four bids were received for the purchase of 2020 crew cab ½ ton pick-up truck. The lowest bid from Ewald Chrysler Dodge, Oconomowoc is in the amount of \$26,088 which is under the \$45,000 allocated in the 2020 budget for this purchase.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to purchase a 2020 Dodge Ram 4x4 from Ewald Chrysler Dodge, Oconomowoc at a cost not to exceed \$26,088. Carried.

Consideration of: Update Regarding Easement for American Transmission Company Electric Transmission Replacement Project.

Community Development Director Olejniczak informed the Committee that American Transmission Company(ATC) will begin a project in August 2020 to replace their electric transmission lines through the west side of the city and under the bay to the electric substation on 1<sup>st</sup> Ave. The project will eliminate overhead lines by the Oregon Street Bridge. Mr. Olejniczak noted the project has a few concerns regarding the easement. ATC proposed a 20 foot wide easement for the underground portion, the City has requested a 10 foot easement. The grading and vegetation restriction, ATC proposed that no grading or trees could occur in the easement area, however this restriction would have interfered with the development of a parkland and promenade. ATC has agreed to only restrict the non-HDD portion. Finally, compensation for the easement. The easement will be impacting developable land therefore the City should receive compensation for the easement. ATC has hired an appraiser to quantify a fair compensation price.

Consideration of: Intergovernmental Agreement Sturgeon Bay-Door County Economic Loan Program.

City Administrator Van Lieshout explained the City and County worked on an agreement to partner and create a joint revolving loan fund program. The manual and resolution have been approved by both the City and County to operate jointly. He stated that to formally implement the program and detail various aspects of the program an intergovernmental agreement is needed. The agreement does note the City would have access to the County's 1.4 million in CDBG funds.

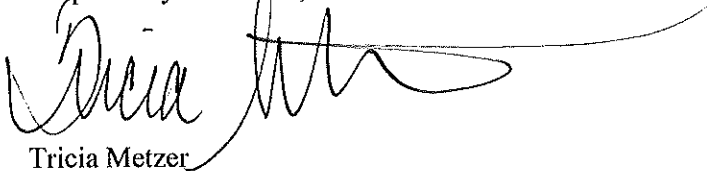
Moved by Alderperson Wiederanders, seconded by Alderperson Williams to recommend to Common Council approve the Joint City-County revolving loan fund intergovernmental agreement as drafted. Carried.

Review bills

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

After Alderperson Bacon announced the statutory basis, it was moved by Alderperson Williams, seconded by Alderperson Wiederanders to convene in closed session. Roll call: Alderpersons Bacon, Wiederanders and Williams voted aye. Carried. The meeting moved into closed session at 4:34 pm. The meeting adjourned at 5:45pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tricia Metzger', with a long horizontal flourish extending to the right.

Tricia Metzger

CITY OF STURGEON BAY  
JOINT PARK AND RECREATION COMMITTEE/BOARD MEETING  
Wednesday, February 26, 2020  
Council Chambers, City Hall, 421 Michigan Street  
5:30 p.m.

A meeting of the Joint Park and Recreation Committee / Board was called to order at 5:30 p.m. by Chairperson Hayes in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members present were Ald. Hayes, Ald. Bacon, Ald. Nault, Marilyn Kleist, George Husby and Jay Renstrom. Chris Larson was excused. Randy Morrow was absent. Also present Municipal Services Director Mike Barker, Josh VanLieshout and Municipal Services Secretary Lynnae Kolden.

**Adoption of the Agenda:** Moved by Ald. Bacon to adopt the updated agenda, seconded by Mrs. Kleist.

1. Roll call
2. Adoption of agenda
3. Public comment on agenda and non-agenda items
4. Approval of minutes from January 22, 2019 **2020**
5. Presentation: Friends of Sturgeon Bay Athletics on conceptual improvements to athletic facilities
6. Discussion of: Mission Statement
7. Discussion of: Outdoor Rec Plan pages 1-8
8. Discussion of: Renewal of appointments
9. Discussion of: Otumba Park updates
10. Directors Report
11. Future Agenda Items
12. Adjourn

All in Favor. Carried.

**Public Comment:** None

**Approval of Minutes from January 22, 2020:** Moved by Ald. Nault, seconded by Mr. Renstrom. All in favor. Carried.

**Presentation:** Friends of Sturgeon Bay Athletics on conceptual improvements to athletic facilities. Dan Lenius, spoke on the group's behalf in regards to improvements for the athletic facilities, which would include a rubberized track field with updated stands and soccer field. They are in the early planning stages and wanted to make the City aware of updates that are needed to the facilities. The group will also be presenting to the schools in April.

**Discussion of:** Mission Statement took place it was stated that the word outdoor was needed. The updated mission statement would be: Enhancing the quality of life for our citizens and visitors through outdoor leisure and recreational opportunities in Sturgeon Bay.

**Discussion of:** Outdoor Rec Plan pages 1-8, discussion took place on updating the wording of the Outdoor Rec Plan in the introduction sections A, B & C. In Section D to update heading to Recreational and Leisure Activities In our Parks. In the following paragraphs, the new subheadings would be Preschool Children Activities, Elementary School Age Activities, Organized and Athletic Field Activities, Leisure Activities for all Ages and Specialized Recreational Activities. Discussion also included that we may need to add Water Activities.

**Discussion of:** Renewal of appointments, Ald. Hayes asked Mr. VanLieshout to reach out to the remaining appointment that hasn't renewed and verify continued interest.

**Discussion of:** Otumba Park updates - Mr. Barker stated that Otumba Park updates would be in with the Director's report.

**Directors Report:** Mike Barker, stated that quotes for the siding, grill & firepit at Otumba Park are coming in. He is also working on getting a few quotes for the engineering / design services for the walkway and beach areas to review. Our seasonal worker applications are coming in very slowly, he is looking into possibly raising the wage to be more competitive.

**Future Agenda Items:** Discussion of guidelines for Sawyer Park. Outdoor Rec Plan: Review and update Inventory pages on Parks #1 - #15.

**Next Meeting Date: Wednesday, March 25, 2020 @ 5:30 PM - City Hall**

Motion to adjourn by Ald. Bacon, seconded by Ald. Nault. All in favor. Carried.  
Meeting adjourned at 7:44 pm

Respectfully submitted,



Lynnae Kolden  
Municipal Services Secretary

**Harbor Commission Meeting  
March 4, 2020**

A meeting of the Harbor Commission was called to order by Chairperson Nault at 4:00 p.m. in Council Chambers, City Hall, 421 Michigan Street. Members Gary Nault, Nancy Schopf, Steve Propsom and Randy Morrow were present. Robert Spude and Paul Mickelson were absent. Also present were Municipal Services Director Mike Barker, and Community Development Director Marty Olejniczak.

Moved by Nancy Schopf, second by Randy Morrow to adopt the following agenda:

1. Roll Call
2. Adoption of Agenda
3. Public Comment
4. Consideration of: Harbor Improvement Plan
5. Adjourn

Carried.

**The following people spoke during public comment:**

Scott Moore, 947 Pennsylvania St., and Chris Kellems, 120 Alabama St.

4:09 p.m. Josh VanLieshout entered.

**Consideration of: Harbor Improvement Plan.** Mr. Olejniczak explained the Harbor Improvement Plan is basically a statement of intentions that needs to be sent to the WI DOT to be able to apply for and receive any grant funding for projects that benefit commercial transportation. He stated the plan basically needed to be reviewed by the Harbor Commission and to make changes accordingly or approve as is. He also explained that item #4 of the current Harbor Improvement Plan was not probable if it was not going to have a commercial use in the future. Discussion took place regarding each item of the Harbor Improvement Plan.

The Harbor Commission decided to keep items #1, 2, 3 of the Harbor Improvement Plan, with a slight change in wording to item #3.

Moved by Nancy Schopf, seconded by Steve Propsom, to recommend to Council to remove item # 4 (Sunset Park Docking Facility) from the Harbor Improvement Plan. All in Favor. Carried.

Moved by Mr. Morrow, second by Mr. Nault to adjourn. All in favor. Meeting adjourned at 5:00 p.m.

Respectfully Submitted,



Colleen DeGrave  
Municipal Services Assistant

## COMMUNITY PROTECTION & SERVICES COMMITTEE

March 5, 2020

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Williams in the Council Chambers, City Hall. **Roll Call:** Members Mr. Williams and Mr. Wiederanders were present. Ms. Reeths was excused. Also present from City Departments were Ms. Clarizio, Mr. Barker, Mr. Wiegand, Mr. Sullivan-Robinson, Chief Dietman, Captain Brinkman, Mr. Stawicki, Alderpersons: Nault and Hayes.

*Moved by Ald. Wiederanderrs, seconded by Ald. Williams to adopt the following agenda:*

1. Roll Call
2. Adoption of Agenda
3. Public Comment on Agenda and Non-Agenda Items
4. Consideration of: Roll Out of Compost Site Information
5. **Discussion of: Snow Plowing**
6. Consideration of: Placing a Street Light at 127 W Maple Street
7. Consideration of: Vaping Ordinance Changes
8. **Discussion Consideration of: Review Guidelines Regarding External Lighting of Signs**
9. **Discussion of: Issues Relating to the City Noise Ordinance**
10. Consideration of: Charter for Green Tier Community Ad Hoc Committee
11. Adjourn

### Public Comment

*Bob Bordeaux: 416 Quincy Street*

*Randy Osborne: 510 N. 5<sup>th</sup> Avenue*

*Ald. Gary Nault: 711 Hickory Street*

*Scott Moore: 947 Pennsylvania Street*

*Mary Mohr: 723 W. Oak Street*

*Mary Morrow: 526 Kentucky Street*

### Compost Site

The Compost Site is set to open March 15, 2020; no gate will be in place. Fees will not be collected at this time until a proper assessment and plan is reviewed for additional security options (i.e. cameras).

Hours of operation and fee prices have been discussed in prior meetings. The \$2.00 added fee will help cover the cost of staffing the site; however, there is a concern with lack of hiring prospects could, in turn, close the site altogether if there is no one to staff it. This is a necessity as in the past there has been problems with people dumping materials at the site when it is not attended.

City staff has several items that need to be worked out before any changes are made. Staff is aware of what people's concerns are. What and who gets charged needs more discussion. The roll-out of the information will be done professionally with someone experienced in social media and other informational formats (i.e. letter stuffed into the utility bill). Another issue with the site includes City residents who come to use the site but are not on the solid waste billing; what would be the charge to them? *No decision at this time. This item will be brought back to this committee once more information is gathered.*

### Snow Plowing

After a snow event where DPW was short-staffed and unable to keep up with plowing as usual, it was decided to look at the policy which constitutes how things are done. Mr. Barker explained how



the policy is outdated; he would like to go through it with his staff to see what changes can be made for future events. *This item will be brought back to this committee once more information is gathered.*

#### **Street Light at 127 W Maple Street**

Current policy to request street light placement is to contact the district Alderperson, who brings the request to CPS committee where it is then passed onto staff who investigates and reviews request; staff then brings the request back to the CPS committee with a recommendation to either approve or deny the request and forward onto Council for final action.

In this instance, the committee chairperson and staff have looked into the request and believe there is no need for a street light. The customer has the option to pay to have a light placed if they would like.

*Moved by Ald. Wiederanders, seconded by Ald. Williams, to refer this back to staff for analysis. This item will be brought back next meeting. Carried. All ayes.*

#### **Vaping Ordinance**

The ordinance is currently under review by the City Attorney. *This item will be brought back to this committee once complete, and moved on for consideration.*

#### **Guidelines for External Lighting**

This was previously referred to the Aesthetic Design and Site Plan Review Board. Three changes were made and brought to this committee. It was discussed that the guidelines are specific enough, and will suffice; no ordinance needs to be created.

*Moved by Ald. Wiederanders, seconded by Ald. Williams, hereby recommend the Common Council approve the Design Guidelines and Review Criteria, with changes, as shown in Attachment 1. Carried. All ayes.*

#### **Noise Ordinance**

No discussion.

#### **Charter for Green Tier Ad Hoc Committee**

Ald. Hayes introduced the Sustainability and Resiliency Committee Charter packet draft. The mission of the committee is to improve the quality of life and economic vitality for Sturgeon Bay citizens, business and guests. Adopting and implementing sustainable and resilient environmental and economic management practices and policies will allow for this improvement. Discussion regarding committee membership, who it will report to and how it will work with other City departments. Some changes were discussed and will be corrected. *This item will be referred to staff and the City Attorney for input, and brought back to this committee for consideration.*

*Moved by Ald. Wiederanders, seconded by Ald. Williams, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 5:40 p.m.*

Respectfully submitted,



Sarah Spude-Olson  
Police Department Office Manager

CITY OF STURGEON BAY  
INSPECTION DEPARTMENT

February 28, 2020

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF FEBRUARY 2020

February-20	YEAR TO DATE		February-20	YEAR TO DATE
0	0	ONE FAMILY DWELLINGS	-----	-----
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
0	2	MANUFACTURED HOME	-----	113,000
0	0	C.B.R.F.	-----	-----
0	0	RESIDENTIAL ADDITIONS	-----	-----
1	5	RESIDENTIAL ALTERATIONS	23,000	60,195
0	0	RESIDENTIAL GARAGES/CARPORTS	-----	-----
0	0	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-----	-----
0	1	RESIDENTIAL STORAGE BUILDINGS	-----	3,600
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NEW COMMERCIAL BUILDINGS	-----	-----
1	1	NON-RESIDENTIAL ADDITIONS	4,040,000	4,040,000
4	11	NON-RESIDENTIAL ALTERATIONS	38,695	269,790
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
6	20	<b>TOTAL ESTIMATED COST OF CONSTRUCTION</b>	<b>\$4,101,695</b>	<b>\$4,486,585</b>
February-20	YEAR TO DATE	TOTAL PERMITS ISSUED	February-20	YEAR TO DATE
6	20	BUILDING PERMITS	2,881	4,003
7	23	ELECTRICAL PERMITS	509	1,429
5	17	PLUMBING PERMITS	360	1,279
4	10	HEATING PERMITS	305	870
45	71	SIGN PERMITS	1,350	2,150
0	0	MISCELLANEOUS PERMITS	-----	-----
0	0	SUMP PUMP PERMITS	-----	-----
0	0	ELECTRICIAN LICENSES	-----	-----
0	0	EARLY STARTS	-----	-----
1	1	EROSION CONTROL	75	75
0	0	STATE PLAN APPROVALS	-----	-----
0	0	PARK & PLAYGROUND PAYMENTS	-----	-----
0	2	WISCONSIN PERMIT SEALS	-----	70
0	1	ZONING BOARD OF APPEALS APPLICATIONS	-----	300
0	0	ZONING CHANGES/P.U.D. APPLICATIONS	-----	-----
1	1	PLAN COMMISSION - CONDITIONAL USES	300	300
0	1	CERTIFIED SURVEY MAP REVIEWS	-----	30
0	0	SUBDIVISION PLATTING REVIEW	-----	-----
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	CHANGE OF USE	-----	-----
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
2	4	COMMERCIAL OCCUPANCY FEES	150	250
0	0	PIER PERMIT	-----	-----
0	0	DEMOLITION	-----	-----
2	4	PLAN REVIEW FEE	390	1,040
		ADMIN FEE	218	412
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			<b>\$6,538.00</b>	<b>\$12,208.00</b>

Cheryl Nault  
Building Inspection Dept.



Visit our website at: [www.sturgeonbaywi.org](http://www.sturgeonbaywi.org)

## MEMO

To: Mayor and Common Council  
From: *VJC* Valerie J. Clarizio, Finance Director/Treasurer  
Subject: 2019 Year-end and 2020 Year-to-date Financial Reports  
Date: March 11, 2019

The City received the 'draft' 2019 financial audit numbers from WIPFLi LLP on March 2, 2020. As a result, please find the attached December 2019 bank reconciliation and financial report, as well as, the most current bank reconciliation and financial report for the year 2020, dated February 29, 2020. Since the February reports are cumulative, I did not include the January financial reports. However, if you would like copies of the financial reports for January please contact me and I will forward them to you.

# DECEMBER 2019 BANK RECONCILIATION

## CHECKING ACCOUNTS

## INVESTMENT ACCOUNTS

GENERAL FUND	WDF	SNAP
NICOLET	NICOLET	NICOLET
PRIOR G/L BALANCE	22,018.13	8,883.46
REVENUE	5,167.32	0.00
DISBURSEMENTS	0.00	0.00
AMOUNT IN TRANSIT	0.00	0.00
ADJUSTMENTS	0.00	0.00
ENDING BALANCE	27,185.45	8,883.46

GENERAL/CAPITAL FUND
INVESTMENTS
1,491,628.14
8,412.45
2,676.39
0.00
0.00
1,497,364.20

BANK BALANCE	5,194,839.20	27,185.45	8,883.46
LESS OUTS. CHECKS	38,010.13	0.00	0.00
	5,156,829.07	27,185.45	8,883.46

1,497,364.20
0.00
1,497,364.20

## SAVINGS ACCOUNTS

GENERAL FUND	GENERAL FUND	WDF	CAPITAL - BUILDING DEBT	CAPITAL PROJECTS	TIF #3 DEBT	TIF #3 CONSTRUCTION
STATE - #2	NICOLET BANK - IMBI	STATE - #4	STATE - #9	STATE - #13	STATE - #08	STATE - #14
PRIOR G/L BALANCE	20,131.18	479,641.00	6,283.21	732,638.95	886,539.89	24,386.32
REVENUE	0.18	664.91	8.71	927.96	6,233.49	33.76
DISBURSEMENTS	0.00	0.00	0.00	245,089.89	475.00	0.00
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	20,131.36	480,305.91	6,291.92	488,477.02	892,298.38	24,386.32

BANK BALANCE	6,243,810.93	20,131.36	480,305.91	6,291.92	488,477.02	892,298.38	24,386.32
--------------	--------------	-----------	------------	----------	------------	------------	-----------

GENERAL FUND	GENERAL FUND	WDF	CAPITAL - BUILDING DEBT	CAPITAL PROJECTS	TIF #3 DEBT	TIF #3 CONSTRUCTION
STATE - #1	STATE - #3	STATE - #10	CONST. - STATE - #06	TIF #2 AMENDED AREA	TIF #4 DEBT SVC	TIF #4 CONSTRUCTION
PRIOR G/L BALANCE	15,974.71	2,228,478.77	56,780.30	78.69	195,808.39	46,842.66
REVENUE	22.15	3,085.12	0.00	0.00	271.44	60.24
DISBURSEMENTS	0.00	0.00	0.00	0.00	5,000.00	5,340.08
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	15,996.86	2,228,563.89	56,838.99	0.00	196,079.83	41,902.90

BANK BALANCE	351,692.12	15,996.86	2,228,563.89	56,838.99	196,079.83	41,902.90	984,306.54
--------------	------------	-----------	--------------	-----------	------------	-----------	------------

3/9/2020

DATE 19/2020  
TIME 14:41  
ID 30000.WOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 1  
F-YR: 19

FOR FUND: GENERAL FUND  
FOR 12 PERIODS ENDING DECEMBER 31, 2019

9c3.

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES	1,051,880.85	1,073,782.14	2.0	12,622,567.00	12,622,567.00	10,865,017.86	(13.9)
GENERAL FUND							
TOTAL REVENUES	1,051,880.85	1,073,782.14	2.0	12,622,567.00	12,622,567.00	10,865,017.86	(13.9)
EXPENSES							
GENERAL FUND	97,775.99	2,315.39	97.6	1,173,310.00	1,173,310.00	1,233,078.90	(5.0)
MAYOR	1,073.77	915.02	14.7	12,885.00	12,885.00	11,107.22	13.7
CITY COUNCIL	5,325.85	5,217.97	2.0	63,910.00	63,910.00	62,538.55	2.1
LAW/LEGAL	5,500.01	11,389.50	(107.0)	66,000.00	66,000.00	88,722.07	(34.4)
CITY CLERK-TREASURER	33,787.56	33,944.94	(0.4)	405,450.00	405,450.00	405,800.77	0.0
ADMINISTRATION	14,417.14	(9,057.48)	162.8	173,005.00	173,005.00	141,550.68	18.1
COMPUTER	9,031.26	7,200.73	20.2	108,375.00	108,375.00	97,542.01	9.9
CITY ASSESSOR	15,326.29	10,943.53	28.5	183,915.00	183,915.00	100,932.18	45.1
BOARD OF REVIEW	126.69	0.00	100.0	1,520.00	1,520.00	0.00	100.0
BUILDING/ZONING CODE ENFORCEM	7,225.01	17,298.95	(139.4)	86,700.00	86,700.00	141,855.18	(63.6)
MUNICIPAL SERVICES ADMIN.	19,175.48	19,803.41	(3.2)	230,105.00	230,105.00	219,247.36	4.7
PUBLIC WORKS ADMINISTRATION	19,015.07	17,710.80	6.8	228,180.00	228,180.00	218,585.76	4.2
ELECTIONS DEPARTMENT	1,197.53	0.00	100.0	14,370.00	14,370.00	9,152.74	36.3
CITY HALL	11,970.88	15,188.54	(26.8)	143,650.00	143,650.00	138,242.66	3.7
INSURANCE	30,696.27	(6,564.67)	121.3	368,355.00	368,355.00	215,126.60	41.5
GENERAL EXPENDITURES	127,102.95	39,008.33	69.3	1,525,235.00	1,525,235.00	116,387.38	92.3
POLICE DEPARTMENT	36,223.83	44,055.38	(21.6)	434,685.00	434,685.00	425,794.16	2.0
PATROL BOAT	1,105.02	0.00	100.0	13,260.00	13,260.00	7,869.38	40.6
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
POLICE DEPARTMENT/PATROL	171,391.76	262,640.49	(53.2)	2,056,700.00	2,056,700.00	1,973,900.96	4.0
POLICE DEPT. / INVESTIGATIONS	22,925.46	38,085.71	(66.1)	275,105.00	275,105.00	316,414.55	(15.0)
FIRE DEPARTMENT	152,361.39	227,360.21	(49.2)	1,828,335.00	1,828,335.00	1,836,243.07	(0.4)
STORM SEWERS	2,697.94	3,038.33	(12.6)	32,375.00	32,375.00	35,098.37	(8.4)
SOLID WASTE MGMT/SPRING/FALL	4,345.86	5,741.60	(32.1)	52,150.00	52,150.00	35,741.80	31.4
COMPOST/SOLID WASTE SITE	4,179.60	605.33	85.5	50,155.00	50,155.00	33,782.97	32.6
STREET SWEEPING	3,363.34	452.82	86.5	40,360.00	40,360.00	39,565.68	1.9
WEED ABATEMENT	792.10	0.00	100.0	9,505.00	9,505.00	210.49	97.7
ROADWAYS/STREETS	16,601.29	13,429.28	19.1	199,215.00	199,215.00	173,729.89	12.7
SNOW REMOVAL	18,809.19	49,997.29	(165.8)	225,710.00	225,710.00	241,236.42	(6.8)
STREET SIGNS AND MARKINGS	4,590.02	2,363.43	48.5	55,080.00	55,080.00	45,797.62	16.8
CURB/GUTTER/SIDEWALK	1,329.19	192.82	85.4	15,950.00	15,950.00	24,720.23	(54.9)
STREET MACHINERY	14,242.56	28,710.47	(101.5)	170,910.00	170,910.00	167,016.22	2.2
CITY GARAGE	5,385.48	6,754.42	(25.4)	64,625.00	64,625.00	45,795.99	29.1
CELEBRATION & ENTERTAINMENT	4,723.77	285.34	93.9	56,685.00	56,685.00	37,331.21	34.1
HIGHWAYS - GENERAL	40,593.81	67,584.35	(66.4)	487,125.00	487,125.00	437,001.66	10.2
PARK - CREATION ADMIN	8,909.20	6,397.11	28.1	106,910.00	106,910.00	92,462.26	13.5
PLAYGROUNDS	40,118.84	33,862.40	15.5	481,425.00	481,425.00	397,234.79	17.4
DS	2,337.13	6,294.57	(169.3)	28,045.00	28,045.00	15,094.00	46.1

9c3.

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
EXPENSES							
ICE RINKS	917.52	537.03	41.4	11,010.00	11,010.00	5,249.11	52.3
BEACHES	41.67	0.00	100.0	500.00	500.00	976.93	(95.3)
MUNICIPAL DOCKS	3,424.64	4,768.35	(39.2)	41,095.00	41,095.00	35,332.64	14.0
WATER WEED MANAGEMENT	7,097.97	4,344.80	38.7	85,175.00	85,175.00	65,044.19	23.6
WATERFRONT PARKS & WALKWAYS	6,646.70	2,465.95	62.8	79,760.00	79,760.00	65,932.25	17.3
EMPLOYEE BENEFITS	3,583.34	7,457.66	(108.1)	43,000.00	43,000.00	38,720.01	9.9
PUBLIC FACILITIES	6,727.09	0.00	100.0	80,725.00	80,725.00	75,053.74	7.0
BOARDS AND COMMISSIONS	63.76	0.00	100.0	765.00	765.00	353.36	53.5
COMMUNITY & ECONOMIC DEVLPMT	30,377.14	20,673.47	31.9	364,525.00	364,525.00	355,637.74	2.4
TOTAL EXPENSES	1,014,654.36	1,003,413.57	1.1	12,175,830.00	12,175,830.00	10,224,203.75	16.0
TOTAL FUND REVENUES	1,051,880.85	1,073,782.14	2.0	12,622,567.00	12,622,567.00	10,865,017.86	(13.9)
TOTAL FUND EXPENSES	1,014,654.36	1,003,413.57	1.1	12,175,830.00	12,175,830.00	10,224,203.75	16.0
SURPLUS (DEFICIT)	37,226.49	70,368.57	89.0	446,737.00	446,737.00	640,814.11	43.4

DATE: 03/09/2020  
TIME: 14:34:42  
ID: GL480000.WOW

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 3  
F-YR: 19

FOR FUND: CAPITAL FUND  
FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES	569,558.10	85,231.70	(85.0)	6,834,697.00	6,834,697.00	3,476,831.21	(49.1)
PATROL	569,558.10	85,231.70	(85.0)	6,834,697.00	6,834,697.00	3,476,831.21	(49.1)
TOTAL REVENUES	569,558.10	85,231.70	(85.0)	6,834,697.00	6,834,697.00	3,476,831.21	(49.1)
EXPENSES							
CITY CLERK-TREASURER	166.67	0.00	100.0	2,000.00	2,000.00	1,627.43	18.6
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.0
COMPUTER	2,850.01	0.00	100.0	34,200.00	34,200.00	10,788.94	68.4
CITY ASSESSOR	875.01	0.00	100.0	10,500.00	10,500.00	199.99	98.0
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ELECTIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
CITY HALL	5,416.67	26,051.78	(380.9)	65,000.00	65,000.00	57,975.40	10.8
GENERAL EXPENDITURES	791.67	13,286.11	(1578.2)	9,500.00	9,500.00	375,582.59	(3853.5)
POLICE DEPARTMENT	0.00	2,380.00	100.0	0.00	0.00	2,380.00	100.0
PATROL	10,136.68	8,888.08	12.3	121,640.00	121,640.00	101,882.10	16.2
POLICE DEPT. / INVESTIGATIONS	666.66	8,000.00	(1100.0)	8,000.00	8,000.00	8,000.00	0.0
FIRE DEPARTMENT	88,400.01	2,471.95	97.2	1,060,800.00	1,060,800.00	1,236,605.00	(16.5)
STORM SEWERS	10,833.34	20,367.38	(88.0)	130,000.00	130,000.00	21,124.13	83.7
SOLID WASTE MGMT/REFUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SOLID WASTE MGMT/SPRING/FALL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ROADWAYS/STREETS	103,770.35	301,786.73	(190.8)	1,245,244.00	1,245,244.00	1,086,103.32	12.7
SNOW REMOVAL	22,166.66	0.00	100.0	266,000.00	266,000.00	341,500.00	(28.3)
CURB/CUTTER/SIDEWALK	16,250.00	105,835.85	(551.2)	195,000.00	195,000.00	269,171.75	(38.0)
CITY GARAGE	0.00	3,956.29	100.0	0.00	0.00	3,956.29	100.0
PARKS AND PLAYGROUNDS	289,041.67	45,065.96	84.4	3,468,500.00	3,468,500.00	130,129.02	96.2
BALLFIELDS	416.67	0.00	100.0	5,000.00	5,000.00	0.00	100.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
BEACHES	291.67	0.00	100.0	3,500.00	3,500.00	0.00	100.0
MUNICIPAL DOCKS	3,708.34	12,879.77	(247.3)	44,500.00	44,500.00	14,232.77	68.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	4,967.75	40,468.81	(714.6)	59,613.00	59,613.00	55,953.20	6.1
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	3,833.34	0.00	100.0	46,000.00	46,000.00	35,775.42	22.2
COMMUNITY & ECONOMIC DEVELPMT	4,208.34	11,872.22	(182.1)	50,500.00	50,500.00	28,567.15	43.4
TOTAL EXPENSES	568,791.51	603,310.93	(6.0)	6,825,497.00	6,825,497.00	3,781,554.50	44.5
TOTAL FUND REVENUES	569,558.10	85,231.70	(85.0)	6,834,697.00	6,834,697.00	3,476,831.21	(49.1)
TOTAL FUND EXPENSES	568,791.51	603,310.93	(6.0)	6,825,497.00	6,825,497.00	3,781,554.50	44.5
SURPLUS (DEFICIT)	766.59	(518,079.23)	(7682.3)	9,200.00	9,200.00	(304,723.29)	(3412.2)

DATE: 03/09/2020  
 TIME: 14:34:42  
 ID: GL480000.MOW

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
CABLE TV / GENERAL	11,753.34	0.00	100.0	141,040.00	141,040.00	151,517.63	7.4
TOTAL REVENUES	11,753.34	0.00	100.0	141,040.00	141,040.00	151,517.63	7.4
EXPENSES							
CABLE TV / GENERAL	8,962.57	19,959.13	(122.6)	107,550.00	107,550.00	109,031.11	(1.3)
TOTAL EXPENSES	8,962.57	19,959.13	(122.6)	107,550.00	107,550.00	109,031.11	(1.3)
TOTAL FUND REVENUES	11,753.34	0.00	100.0	141,040.00	141,040.00	151,517.63	7.4
TOTAL FUND EXPENSES	8,962.57	19,959.13	(122.6)	107,550.00	107,550.00	109,031.11	(1.3)
SURPLUS (DEFICIT)	2,790.77	(19,959.13)	(815.1)	33,490.00	33,490.00	42,486.52	26.8



CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
EXPENSES							
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.00	0.0

DATE: 03/09/2020  
 TIME: 14:34:42  
 ID: GL480000.WOW

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 6  
 F-YR: 19

FOR FUND: TID #2 DISTRICT  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	VARI- ANCE	FISCAL		FISCAL		VARI- ANCE
				YEAR-TO-DATE BUDGET	ANNUAL BUDGET	YEAR-TO-DATE ACTUAL	ANNUAL ACTUAL	
REVENUES								
TID DISTRICT #2	171,992.76	3,457.40	(97.9)	2,063,913.00	2,063,913.00	2,747,072.47	2,747,072.47	33.1
TOTAL REVENUES	171,992.76	3,457.40	(97.9)	2,063,913.00	2,063,913.00	2,747,072.47	2,747,072.47	33.1
EXPENSES								
TID DISTRICT #2	125,376.38	1,957.82	98.4	1,504,516.00	1,504,516.00	1,439,045.47	1,439,045.47	4.3
TOTAL EXPENSES	125,376.38	1,957.82	98.4	1,504,516.00	1,504,516.00	1,439,045.47	1,439,045.47	4.3
TOTAL FUND REVENUES	171,992.76	3,457.40	(97.9)	2,063,913.00	2,063,913.00	2,747,072.47	2,747,072.47	33.1
TOTAL FUND EXPENSES	125,376.38	1,957.82	98.4	1,504,516.00	1,504,516.00	1,439,045.47	1,439,045.47	4.3
SURPLUS (DEFICIT)	46,616.38	1,499.58	(96.7)	559,397.00	559,397.00	1,308,027.00	1,308,027.00	133.8

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #1 DISTRICT	67,746.26	486.87	(99.2)	812,955.00	812,955.00	856,133.16	5.3
TOTAL REVENUES	67,746.26	486.87	(99.2)	812,955.00	812,955.00	856,133.16	5.3
EXPENSES							
TID #1 DISTRICT	64,882.92	0.00	100.0	778,595.00	778,595.00	1,577,809.63	(102.6)
TOTAL EXPENSES	64,882.92	0.00	100.0	778,595.00	778,595.00	1,577,809.63	(102.6)
TOTAL FUND REVENUES	67,746.26	486.87	(99.2)	812,955.00	812,955.00	856,133.16	5.3
TOTAL FUND EXPENSES	64,882.92	0.00	100.0	778,595.00	778,595.00	1,577,809.63	(102.6)
SURPLUS (DEFICIT)	2,863.34	486.87	(82.9)	34,360.00	34,360.00	(721,676.47)	(2200.3)

DATE: 03/09/2020  
TIME: 14:34:43  
ID: GL480000.MOW

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 8  
F-YR: 19

FOR FUND: TID #3 DISTRICT  
FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
TID #3 DISTRICT	5,100.93	1,267.25	(75.1)	61,211.00	61,211.00	284,121.38	364.1
TOTAL REVENUES	5,100.93	1,267.25	(75.1)	61,211.00	61,211.00	284,121.38	364.1
EXPENSES							
TID #3 DISTRICT	11,265.77	1,737.55	84.5	135,189.00	135,189.00	112,706.05	16.6
TOTAL EXPENSES	11,265.77	1,737.55	84.5	135,189.00	135,189.00	112,706.05	16.6
TOTAL FUND REVENUES	5,100.93	1,267.25	(75.1)	61,211.00	61,211.00	284,121.38	364.1
TOTAL FUND EXPENSES	11,265.77	1,737.55	84.5	135,189.00	135,189.00	112,706.05	16.6
SURPLUS (DEFICIT)	(6,164.84)	(470.30)	(92.3)	(73,978.00)	(73,978.00)	171,415.33	(331.7)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #4 DISTRICT	7,893.85	1,428.11	(81.9)	94,726.00	94,726.00	133,474.78	40.9
TOTAL REVENUES	7,893.85	1,428.11	(81.9)	94,726.00	94,726.00	133,474.78	40.9
EXPENSES							
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TID #4 DISTRICT	226,330.12	33,320.56	85.2	2,715,961.00	2,715,961.00	304,871.46	88.7
TOTAL EXPENSES	226,330.12	33,320.56	85.2	2,715,961.00	2,715,961.00	304,871.46	88.7
TOTAL FUND REVENUES	7,893.85	1,428.11	(81.9)	94,726.00	94,726.00	133,474.78	40.9
TOTAL FUND EXPENSES	226,330.12	33,320.56	85.2	2,715,961.00	2,715,961.00	304,871.46	88.7
SURPLUS (DEFICIT)	(218,436.27)	(31,892.45)	(85.3)	(2,621,235.00)	(2,621,235.00)	(171,396.68)	(93.4)

DATE: 03/09/2020  
 TIME: 14:34:43  
 ID: GL480000.WOW

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 10  
 F-YR: 19

FOR FUND: REVOLVING LOAN FUND (STATE)  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
REVOLVING LOAN FUND (STATE)	382.09	15,454.09	3944.6	4,585.00	4,585.00	28,123.97	513.3
TOTAL REVENUES	382.09	15,454.09	3944.6	4,585.00	4,585.00	28,123.97	513.3
EXPENSES							
REVOLVING LOAN FUND (STATE)	941.67	11,874.39	(1160.9)	11,300.00	11,300.00	261,879.39	(2217.5)
TOTAL EXPENSES	941.67	11,874.39	(1160.9)	11,300.00	11,300.00	261,879.39	(2217.5)
TOTAL FUND REVENUES	382.09	15,454.09	3944.6	4,585.00	4,585.00	28,123.97	513.3
TOTAL FUND EXPENSES	941.67	11,874.39	(1160.9)	11,300.00	11,300.00	261,879.39	(2217.5)
SURPLUS (DEFICIT)	(559.58)	3,579.70	(739.7)	(6,715.00)	(6,715.00)	(233,755.42)	3381.0

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
SOLID WASTE ENTERPRISE FUND	41,460.85	42,576.67	2.6	497,530.00	497,530.00	547,656.54	10.0
TOTAL REVENUES	41,460.85	42,576.67	2.6	497,530.00	497,530.00	547,656.54	10.0
EXPENSES							
SOLID WASTE ENTERPRISE FUND	41,874.67	162,506.00	(288.0)	502,495.00	502,495.00	499,983.01	0.4
TOTAL EXPENSES	41,874.67	162,506.00	(288.0)	502,495.00	502,495.00	499,983.01	0.4
TOTAL FUND REVENUES	41,460.85	42,576.67	2.6	497,530.00	497,530.00	547,656.54	10.0
TOTAL FUND EXPENSES	41,874.67	162,506.00	(288.0)	502,495.00	502,495.00	499,983.01	0.4
SURPLUS (DEFICIT)	(413.82)	(119,929.33)	8881.0	(4,965.00)	(4,965.00)	47,673.53	(1060.1)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND  
 FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
EXPENSES							
COMPOST SITE ENTERPRISE FUND	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.00	0.0



DATE: 03/09/2020  
TIME: 14:34:43  
ID: GL480000.WOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 13  
F-YR: 19

MUNICIPAL REPORT TOTALS  
FOR 12 PERIODS ENDING DECEMBER 31, 2019

DEPARTMENT DESCRIPTION	DECEMBER BUDGET	DECEMBER ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
TOTAL MUNICIPAL REVENUES	1,927,769.03	1,223,684.23	(36.5)	23,133,224.00	23,133,224.00	19,089,949.00	(17.4)
TOTAL MUNICIPAL EXPENSES	2,063,079.97	1,838,079.95	10.9	24,756,933.00	24,756,933.00	18,311,084.37	26.0
SURPLUS (DEFICIT)	(135,310.94)	(614,395.72)	354.0	(1,623,709.00)	(1,623,709.00)	778,864.63	(147.9)

## FEBRUARY 2020 BANK RECONCILIATION

## CHECKING ACCOUNTS

## INVESTMENT ACCOUNTS

GENERAL FUND		WDF		SNAP		GENERAL/CAPITAL FUND	
NICOLET		NICOLET		NICOLET		INVESTMENTS	
PRIOR G/L BALANCE	8,025,257.78	28,028.19		8,883.46		1,496,784.94	
REVENUE	2,897,272.45	2,283.97		0.00		2,059.94	
DISBURSEMENTS	5,819,992.81	0.00		0.00		1,718.09	
AMOUNT IN TRANSIT	2,873.69	0.00		0.00		0.00	
ADJUSTMENTS	28,498.72	0.00		0.00		0.00	
ENDING BALANCE	5,128,162.45	30,312.16		8,883.46		1,496,126.79	

BANK BALANCE	5,323,784.52	30,312.16	8,883.46	1,496,126.79
LESS OUTS, CHECKS	195,622.07	0.00	0.00	0.00
	5,128,162.45	30,312.16	8,883.46	1,496,126.79

## SAVINGS ACCOUNTS

GENERAL FUND		GENERAL FUND		WDF		CAPITAL - BUILDING DEBT		CAPITAL PROJECTS		TIF #3 DEBT		TIF #3 CONSTRUCTION	
STATE - #2		NICOLET BANK - MMBI		STATE - #4		STATE - #9		STATE - #13		STATE - #08		STATE - #14	
PRIOR G/L BALANCE	4,936,275.48	20,131.53		480,962.02		6,300.51		489,144.29		910,398.28		24,419.63	
REVENUE	54,384.97	0.15		611.45		8.09		627.73		17,005.08		30.72	
DISBURSEMENTS	763,625.28	0.00		11,874.39		0.00		0.00		0.00		1,262.55	
AMOUNT IN TRANSIT	0.00	0.00		0.00		0.00		0.00		0.00		0.00	
ADJUSTMENTS	0.00	0.00		0.00		0.00		0.00		0.00		0.00	
ENDING BALANCE	4,227,035.17	20,131.68		469,699.08		6,308.60		489,772.02		927,403.36		23,187.80	

BANK BALANCE	4,227,035.17	20,131.68	469,699.08	6,308.60	489,772.02	927,403.36	23,187.80
--------------	--------------	-----------	------------	----------	------------	------------	-----------

TIF #1 DEBT		TIF #2		TIF #2 DEBT 98A&B		TIF #2 AMENDED AREA		TIF #2 AMENDED AREA		TIF #4 DEBT SVC		TIF #4 CONSTRUCTION	
STATE - #11		STATE - #3		STATE - #10		CONST. - STATE - #06		STATE - #7		STATE - #12		STATE - #01	
PRIOR G/L BALANCE	637,643.66	16,018.71		2,620,495.67		56,916.63		273,860.94		87,545.70		985,651.13	
REVENUE	268,630.09	20.35		368,193.76		72.83		73,069.72		42,877.98		1,249.02	
DISBURSEMENTS	0.00	427.91		0.00		0.00		0.00		0.00		32,652.56	
AMOUNT IN TRANSIT	0.00	0.00		0.00		0.00		0.00		0.00		0.00	
ADJUSTMENTS	0.00	0.00		0.00		0.00		0.00		0.00		0.00	
ENDING BALANCE	906,273.75	15,611.15		2,988,689.43		56,961.55		346,930.66		130,423.68		954,247.59	

3/9/2020

9c5.

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	
REVENUES	12,387,430.00	2,190,812.50	(82.3)	12,387,430.00	12,387,430.00	5,275,395.45
GENERAL FUND	12,387,430.00	2,190,812.50	(82.3)	12,387,430.00	12,387,430.00	5,275,395.45
TOTAL REVENUES	12,387,430.00	2,190,812.50	(82.3)	12,387,430.00	12,387,430.00	5,275,395.45
EXPENSES	1,453,455.00	1,517.39	99.8	1,453,455.00	1,453,455.00	509,869.88
GENERAL FUND	1,453,455.00	1,517.39	99.8	1,453,455.00	1,453,455.00	509,869.88
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00	1,830.04
CITY COUNCIL	62,160.00	4,636.67	92.5	62,160.00	62,160.00	12,344.36
LAW/LEGAL	86,000.00	1,125.00	98.6	86,000.00	86,000.00	0.00
CITY CLERK-TREASURER	473,290.00	33,531.16	92.9	473,290.00	473,290.00	66,745.92
ADMINISTRATION	188,675.00	11,167.58	94.0	188,675.00	188,675.00	21,868.66
COMPUTER	111,750.00	11,999.77	89.2	111,750.00	111,750.00	14,657.77
CITY ASSESSOR	107,480.00	19,889.97	81.4	107,480.00	107,480.00	97,720.20
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00	0.00
BUILDING/ZONING CODE ENFORCEM	101,565.00	3,980.81	96.0	101,565.00	101,565.00	3,980.81
MUNICIPAL SERVICES ADMIN.	242,170.00	18,261.94	92.4	242,170.00	242,170.00	34,828.19
PUBLIC WORKS ADMINISTRATION	243,230.00	17,342.72	92.8	243,230.00	243,230.00	34,181.61
ELECTIONS DEPARTMENT	27,505.00	2,497.39	90.9	27,505.00	27,505.00	2,497.39
CITY HALL	153,670.00	5,599.12	96.3	153,670.00	153,670.00	12,809.81
INSURANCE	261,705.00	60,447.00	76.9	261,705.00	261,705.00	84,940.88
GENERAL EXPENDITURES	840,050.00	8,494.01	98.9	840,050.00	840,050.00	8,180.51
POLICE DEPARTMENT	508,815.00	33,805.67	93.3	508,815.00	508,815.00	66,603.56
PATROL BOAT	15,315.00	0.00	100.0	15,315.00	15,315.00	673.21
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00
POLICE DEPARTMENT/PATROL	2,198,620.00	153,977.31	92.9	2,198,620.00	2,198,620.00	294,801.12
POLICE DEPT. / INVESTIGATIONS	311,405.00	21,437.28	93.1	311,405.00	311,405.00	47,847.43
FIRE DEPARTMENT	2,097,945.00	199,111.32	90.5	2,097,945.00	2,097,945.00	350,625.29
STORM SEWERS	33,600.00	521.93	98.4	33,600.00	33,600.00	823.96
SOLID WASTE MGMT/SPRING/FALL	53,820.00	0.00	100.0	53,820.00	53,820.00	0.00
COMPOST/SOLID WASTE SITE	52,110.00	337.77	99.3	52,110.00	52,110.00	3,658.52
STREET SWEEPING	36,350.00	0.00	100.0	36,350.00	36,350.00	0.00
WEED ABATEMENT	4,005.00	0.00	100.0	4,005.00	4,005.00	0.00
ROADWAYS/STREETS	191,515.00	10,658.97	94.4	191,515.00	191,515.00	26,697.77
SNOW REMOVAL	223,500.00	49,484.03	77.8	223,500.00	223,500.00	72,681.24
STREET SIGNS AND MARKINGS	64,850.00	2,368.49	96.3	64,850.00	64,850.00	5,187.35
CURB/GUTTER/SIDEWALK	19,950.00	0.00	100.0	19,950.00	19,950.00	0.00
STREET MACHINERY	199,640.00	16,511.20	91.7	199,640.00	199,640.00	22,211.70
CITY GARAGE	58,935.00	3,160.65	94.6	58,935.00	58,935.00	4,438.74
CELEBRATION & ENTERTAINMENT	55,780.00	11,804.17	78.8	55,780.00	55,780.00	11,804.17
HIGHWAYS - GENERAL	506,805.00	19,351.02	96.1	506,805.00	506,805.00	55,374.42
PARK & RECREATION ADMIN	108,375.00	5,882.35	94.5	108,375.00	108,375.00	15,430.69
PARKS AND PLAYGROUNDS	509,615.00	20,157.21	96.0	509,615.00	509,615.00	45,792.49
BALLFIELDS	28,715.00	131.95	99.5	28,715.00	28,715.00	131.95

9c5.

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
EXPENSES							
ICE RINKS	12,130.00	3.77	99.9	12,130.00	12,130.00	66.84	99.4
BEACHES	3,825.00	0.00	100.0	3,825.00	3,825.00	0.00	100.0
MUNICIPAL DOCKS	47,270.00	520.93	98.8	47,270.00	47,270.00	2,398.34	94.9
WATER WEED MANAGEMENT	87,240.00	78.66	99.9	87,240.00	87,240.00	78.66	99.9
WATERFRONT PARKS & WALKWAYS	71,380.00	39.03	99.9	71,380.00	71,380.00	1,478.54	97.9
EMPLOYEE BENEFITS	43,450.00	3,583.80	91.7	43,450.00	43,450.00	7,127.31	83.5
PUBLIC FACILITIES	83,375.00	24,973.32	70.0	83,375.00	83,375.00	24,973.32	70.0
BOARDS AND COMMISSIONS	970.00	0.00	100.0	970.00	970.00	0.00	100.0
COMMUNITY & ECONOMIC DEVELOPMENT	391,015.00	34,438.47	91.1	391,015.00	391,015.00	61,175.01	84.3
TOTAL EXPENSES	12,387,430.00	813,744.85	93.4	12,387,430.00	12,387,430.00	2,028,537.66	83.6
TOTAL FUND REVENUES	12,387,430.00	2,190,812.50	(82.3)	12,387,430.00	12,387,430.00	5,275,395.45	(57.4)
TOTAL FUND EXPENSES	12,387,430.00	813,744.85	93.4	12,387,430.00	12,387,430.00	2,028,537.66	83.6
SURPLUS (DEFICIT)	0.00	1,377,067.65	100.0	0.00	0.00	3,246,857.79	100.0

DATE: 03/11/2020  
TIME: 09:19:50  
ID: GL480000.MOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 3  
F-YR: 20

FOR FUND: CAPITAL FUND  
FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY		% VARI-ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VARI-ANCE
	BUDGET	ACTUAL		BUDGET	ACTUAL		ACTUAL	ACTUAL	
REVENUES	5,335,615.00	283,697.35	(94.6)	5,335,615.00	5,335,615.00	5,335,615.00	538,762.58	538,762.58	(89.9)
PATROL	5,335,615.00	283,697.35	(94.6)	5,335,615.00	5,335,615.00	5,335,615.00	538,762.58	538,762.58	(89.9)
TOTAL REVENUES	5,335,615.00	283,697.35	(94.6)	5,335,615.00	5,335,615.00	5,335,615.00	538,762.58	538,762.58	(89.9)
EXPENSES									
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
COMPUTER	26,300.00	0.00	100.0	26,300.00	0.00	26,300.00	0.00	0.00	100.0
CITY ASSESSOR	10,000.00	0.00	100.0	10,000.00	0.00	10,000.00	0.00	0.00	100.0
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
ELECTIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
CITY HALL	715,000.00	7,700.00	98.9	715,000.00	0.00	715,000.00	0.00	0.00	100.0
GENERAL EXPENDITURES	15,000.00	0.00	100.0	15,000.00	0.00	15,000.00	0.00	0.00	100.0
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
PATROL BOAT	1,033.33	0.00	100.0	2,066.66	0.00	12,400.00	0.00	0.00	100.0
PATROL	133,640.00	0.00	100.0	133,640.00	0.00	133,640.00	0.00	0.00	100.0
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
FIRE DEPARTMENT	102,775.00	4,741.59	95.3	102,775.00	102,775.00	102,775.00	76,261.97	102,775.00	25.7
STORM SEWERS	135,000.00	0.00	100.0	135,000.00	0.00	135,000.00	0.00	0.00	100.0
SOLID WASTE MGMT/REFUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
ROADWAYS/STREETS	2,173,000.00	182,412.00	91.6	2,173,000.00	0.00	2,173,000.00	182,412.00	0.00	91.6
SNOW REMOVAL	145,000.00	144,274.00	0.5	145,000.00	0.00	145,000.00	144,274.00	0.00	0.5
CURB/GUTTER/SIDEWALK	200,000.00	0.00	100.0	200,000.00	0.00	200,000.00	0.00	0.00	100.0
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
PARKS AND PLAYGROUNDS	1,161,000.00	0.00	100.0	1,161,000.00	0.00	1,161,000.00	0.00	0.00	100.0
BALDIELDS	310,500.00	0.00	100.0	310,500.00	0.00	310,500.00	0.00	0.00	100.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
BEACHES	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
MUNICIPAL DOCKS	18,000.00	0.00	100.0	18,000.00	0.00	18,000.00	0.00	0.00	100.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	105,000.00	0.00	100.0	105,000.00	0.00	105,000.00	0.00	0.00	100.0
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	31,500.00	0.00	100.0	31,500.00	0.00	31,500.00	0.00	0.00	100.0
COMMUNITY & ECONOMIC DEVLPMT	26,000.00	5,000.10	80.7	26,000.00	26,000.00	26,000.00	5,000.10	26,000.00	80.7
TOTAL EXPENSES	5,308,748.33	344,127.69	93.5	5,309,781.66	5,320,115.00	5,320,115.00	407,948.07	5,320,115.00	92.3
TOTAL FUND REVENUES	5,335,615.00	283,697.35	(94.6)	5,335,615.00	5,335,615.00	5,335,615.00	538,762.58	538,762.58	(89.9)
TOTAL FUND EXPENSES	5,308,748.33	344,127.69	93.5	5,309,781.66	5,320,115.00	5,320,115.00	407,948.07	5,320,115.00	92.3
SURPLUS (DEFICIT)	26,866.67	(60,430.34)	(324.9)	25,833.34	15,500.00	15,500.00	130,814.51	130,814.51	743.9

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
REVENUES							
CABLE TV / GENERAL	153,000.00	38,930.71	(74.5)	153,000.00	153,000.00	38,930.71	(74.5)
TOTAL REVENUES	153,000.00	38,930.71	(74.5)	153,000.00	153,000.00	38,930.71	(74.5)
EXPENSES							
CABLE TV / GENERAL	109,725.00	5,377.74	95.0	109,725.00	109,725.00	10,479.37	90.4
TOTAL EXPENSES	109,725.00	5,377.74	95.0	109,725.00	109,725.00	10,479.37	90.4
TOTAL FUND REVENUES	153,000.00	38,930.71	(74.5)	153,000.00	153,000.00	38,930.71	(74.5)
TOTAL FUND EXPENSES	109,725.00	5,377.74	95.0	109,725.00	109,725.00	10,479.37	90.4
SURPLUS (DEFICIT)	43,275.00	33,552.97	(22.4)	43,275.00	43,275.00	28,451.34	(34.2)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
EXPENSES							
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0		0.00	0.00	0.0

DATE: 03/11/2020  
 TIME: 09:19:50  
 ID: GL480000.WOM

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 6  
 F-YR: 20

FOR FUND: TID #2 DISTRICT  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID DISTRICT #2	2,246,450.09	441,356.66	(80.3)	2,246,450.09	2,246,450.09	928,698.28	(58.6)
TOTAL REVENUES	2,246,450.09	441,356.66	(80.3)	2,246,450.09	2,246,450.09	928,698.28	(58.6)
EXPENSES							
TID DISTRICT #2	1,508,190.30	323.00	99.9	1,508,190.30	1,508,190.30	323.00	99.9
TOTAL EXPENSES	1,508,190.30	323.00	99.9	1,508,190.30	1,508,190.30	323.00	99.9
TOTAL FUND REVENUES	2,246,450.09	441,356.66	(80.3)	2,246,450.09	2,246,450.09	928,698.28	(58.6)
TOTAL FUND EXPENSES	1,508,190.30	323.00	99.9	1,508,190.30	1,508,190.30	323.00	99.9
SURPLUS (DEFICIT)	738,259.79	441,033.66	(40.2)	738,259.79	738,259.79	928,375.28	25.7



DATE: 03/11/2020  
TIME: 09:19:50  
ID: GL480000.MOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 7  
F-YR: 20

FOR FUND: TID #1 DISTRICT  
FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY		%	FISCAL		ANNUAL	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET		YEAR-TO-DATE	ACTUAL	
REVENUES									
TID #1 DISTRICT	880,103.28	268,630.09	(69.4)	880,103.28	880,103.28	554,581.63	(36.9)		
TOTAL REVENUES	880,103.28	268,630.09	(69.4)	880,103.28	880,103.28	554,581.63	(36.9)		
EXPENSES									
TID #1 DISTRICT	816,778.28	0.00	100.0	816,778.28	816,778.28	0.00	100.0		
TOTAL EXPENSES	816,778.28	0.00	100.0	816,778.28	816,778.28	0.00	100.0		
TOTAL FUND REVENUES	880,103.28	268,630.09	(69.4)	880,103.28	880,103.28	554,581.63	(36.9)		
TOTAL FUND EXPENSES	816,778.28	0.00	100.0	816,778.28	816,778.28	0.00	100.0		
SURPLUS (DEFICIT)	63,325.00	268,630.09	324.2	63,325.00	63,325.00	554,581.63	775.7		

DATE: 03/11/2020  
TIME: 09:19:50  
ID: GL480000.WOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 8  
F-YR: 20

FOR FUND: TID #3 DISTRICT  
FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
REVENUES							
TID #3 DISTRICT	70,299.22	17,035.80	(75.7)	70,299.22	70,299.22	35,169.01	(49.9)
TOTAL REVENUES	70,299.22	17,035.80	(75.7)	70,299.22	70,299.22	35,169.01	(49.9)
EXPENSES							
TID #3 DISTRICT	130,172.87	0.00	100.0	130,172.87	130,172.87	0.00	100.0
TOTAL EXPENSES	130,172.87	0.00	100.0	130,172.87	130,172.87	0.00	100.0
TOTAL FUND REVENUES	70,299.22	17,035.80	(75.7)	70,299.22	70,299.22	35,169.01	(49.9)
TOTAL FUND EXPENSES	130,172.87	0.00	100.0	130,172.87	130,172.87	0.00	100.0
SURPLUS (DEFICIT)	(59,873.65)	17,035.80	(128.4)	(59,873.65)	(59,873.65)	35,169.01	(158.7)

DATE: 03/11/2020  
 TIME: 09:19:50  
 ID: GL480000.WOM

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 9  
 F-YR: 20

FOR FUND: TID #4 DISTRICT  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #4 DISTRICT	3,812,507.04	44,127.00	(98.8)	3,812,507.04	3,812,507.04	91,114.39	(97.6)
TOTAL REVENUES	3,812,507.04	44,127.00	(98.8)	3,812,507.04	3,812,507.04	91,114.39	(97.6)
EXPENSES							
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TID #4 DISTRICT	6,035,578.23	101,771.68	98.3	6,035,578.23	6,035,578.23	101,771.68	98.3
TOTAL EXPENSES	6,035,578.23	101,771.68	98.3	6,035,578.23	6,035,578.23	101,771.68	98.3
TOTAL FUND REVENUES	3,812,507.04	44,127.00	(98.8)	3,812,507.04	3,812,507.04	91,114.39	(97.6)
TOTAL FUND EXPENSES	6,035,578.23	101,771.68	98.3	6,035,578.23	6,035,578.23	101,771.68	98.3
SURPLUS (DEFICIT)	(2,223,071.19)	(57,644.68)	(97.4)	(2,223,071.19)	(2,223,071.19)	(10,657.29)	(99.5)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY		%		FISCAL		FISCAL	
	BUDGET	ACTUAL	VARI- ANCE		YEAR-TO-DATE BUDGET	ANNUAL BUDGET	YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES								
REVOLVING LOAN FUND (STATE)	14,785.00	2,895.42	(80.4)		14,785.00	14,785.00	4,394.27	(70.2)
TOTAL REVENUES	14,785.00	2,895.42	(80.4)		14,785.00	14,785.00	4,394.27	(70.2)
EXPENSES								
REVOLVING LOAN FUND (STATE)	11,300.00	0.00	100.0		11,300.00	11,300.00	0.00	100.0
TOTAL EXPENSES	11,300.00	0.00	100.0		11,300.00	11,300.00	0.00	100.0
TOTAL FUND REVENUES	14,785.00	2,895.42	(80.4)		14,785.00	14,785.00	4,394.27	(70.2)
TOTAL FUND EXPENSES	11,300.00	0.00	100.0		11,300.00	11,300.00	0.00	100.0
SURPLUS (DEFICIT)	3,485.00	2,895.42	(16.9)		3,485.00	3,485.00	4,394.27	26.0

DATE: 03/11/2020  
 TIME: 09:19:50  
 ID: GL480000.WOW

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 11  
 F-YR: 20

FOR FUND: SOLID WASTE ENTERPRISE  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
REVENUES							
SOLID WASTE ENTERPRISE FUND	541,705.00	44,102.84	(91.8)	541,705.00	541,705.00	85,963.70	(84.1)
TOTAL REVENUES	541,705.00	44,102.84	(91.8)	541,705.00	541,705.00	85,963.70	(84.1)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	500,560.00	16,306.69	96.7	500,560.00	500,560.00	31,445.15	93.7
TOTAL EXPENSES	500,560.00	16,306.69	96.7	500,560.00	500,560.00	31,445.15	93.7
TOTAL FUND REVENUES	541,705.00	44,102.84	(91.8)	541,705.00	541,705.00	85,963.70	(84.1)
TOTAL FUND EXPENSES	500,560.00	16,306.69	96.7	500,560.00	500,560.00	31,445.15	93.7
SURPLUS (DEFICIT)	41,145.00	27,796.15	(32.4)	41,145.00	41,145.00	54,518.55	32.5

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND  
 FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	0.00	292.03	100.0	0.00	0.00	910.38	100.0
TOTAL REVENUES	0.00	292.03	100.0	0.00	0.00	910.38	100.0
EXPENSES							
COMPOST SITE ENTERPRISE FUND	0.00	1,928.99	100.0	0.00	0.00	3,590.56	100.0
TOTAL EXPENSES	0.00	1,928.99	100.0	0.00	0.00	3,590.56	100.0
TOTAL FUND REVENUES	0.00	292.03	100.0	0.00	0.00	910.38	100.0
TOTAL FUND EXPENSES	0.00	1,928.99	100.0	0.00	0.00	3,590.56	100.0
SURPLUS (DEFICIT)	0.00	(1,636.96)	100.0	0.00	0.00	(2,680.18)	100.0

DATE: 03/11/2020  
TIME: 09:19:50  
ID: GL480000.WOM

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 13  
F-YR: 20

MUNICIPAL REPORT TOTALS  
FOR 2 PERIODS ENDING FEBRUARY 29, 2020

DEPARTMENT DESCRIPTION	FEBRUARY BUDGET	FEBRUARY ACTUAL	%	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
TOTAL MUNICIPAL REVENUES	25,441,894.63	3,331,880.40	(86.9)	25,441,894.63	25,441,894.63	(70.3)
TOTAL MUNICIPAL EXPENSES	26,808,483.01	1,283,580.64	95.2	26,809,516.34	26,819,849.68	90.3
SURPLUS (DEFICIT)	(1,366,588.38)	2,048,299.76	(249.8)	(1,367,621.71)	(1,377,955.05)	(460.6)

**BEVERAGE OPERATOR LICENSE:**

1. Bowen, Dawn M.
2. Gossen, Troy A.
3. Tanck, Christopher D.
4. Viste, Charlene L.



**TEMPORARY CLASS B BEER AND CLASS B WINE LICENSE**

Rotary Club of Sturgeon Bay Breakfast

141 South 12<sup>th</sup> Avenue

Sturgeon Bay, WI 54235

Date: March 21, 2020

Agent: Mark Lake

Event/Location: Rotary Trivia Night – 31 South Third Avenue

**R E C O M M E N D A T I O N****TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Harbor Commission, hereby recommend removing item #4 (Sunset Park Docking Facility) from the current Harbor Improvement Plan.

Respectfully submitted,

Harbor Commission  
By: Gary Nault, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 4, 2020

\* \* \* \* \*

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson

\_\_\_\_\_ that the said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## STURGEON BAY HARBOR IMPROVEMENT PLAN

March 2, 2020

### OBJECTIVE:

To establish a plan to fully utilize the Sturgeon Bay harbor access for the best commercial and public return.

### HOW TO ACHIEVE:

1. Develop a list of improvements for both City-owned and private water frontage.
2. Work with governmental agencies for long range planning and grants to improve harbor coordination and use.
3. Prioritize improvement items based on immediate need, financial return and long range plans.

### HARBOR IMPROVEMENT OUTLINE

The following are potential projects to improve the access and functioning of the Sturgeon Bay Harbor. These projects are more fully described in the attached statement of intentions:

I. SAWYER DOCK IMPROVEMENTS: This project involves the portion of the Sawyer Dock located north of the Oregon Street Bridge on the west side of the harbor. The proposed project involves replacement and upgrades to the electrical, water supply, and sanitary services. It also involves additional bollards and other mooring improvements. Finally, it includes repaving the work area alongside the dock wall to a depth of approximately 40 feet and paving a new access driveway. These improvements will modernize this circa 1965 mooring facility and benefit the tugboat fleet that currently moors in that location as well as potential other commercial vessels in the future.

II. DOCK WALL ALONG HARBOR BUSINESS CENTER FRONTAGE: This project involves the creation of a new steel wall along the approximately 210 feet of water frontage at the Harbor Business Center located at 253 N 1st Ave. It involves new steel sheet piling and dredging along with land access and utility improvements. This new dock wall could be used by a variety of commercial vessels, including allowing the adjoining Fincantieri Bay Shipbuilding to moor longer freighters, thereby increasing the

capacity of the winter fleet layover.

III. EAST SIDE DOCK IMPROVEMENTS: The east side dock is located at the foot of Pennsylvania Street. The proposed project involves upgrades to the electrical service in order to improve the mooring of vessels including tugboats, USCG vessels, tall ships, barges, and other commercial vessels. The objective is to increase options for mooring various commercial vessels in the downtown area, particularly a portion of the tugboat fleet.

IV. SUNSET PARK DOCKING FACILITY: This potential project involves the creation of a mooring area at the south edge of Sunset Park. The project includes extending a 400-foot double wall sheet pile bulkhead from the peninsula of the land located between the beach and the boat launch basin and an additional sheet pile wall along the existing shore. It also includes dredging to a -18 LWD and shore improvements such as access, parking, and utilities. This facility could be used for a variety of vessels and uses.

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

**Railroads & Harbors Section**

**P. O. Box 7914**

**Madison, Wisconsin 53707-7914**

Sturgeon Bay  
Harbor Name

City of Sturgeon Bay  
Name of Applicant

Improvements Proposed in Calendar Year 2020

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**SAWYER DOCK IMPROVEMENTS:** This project involves the portion of the Sawyer Dock located north of the Oregon Street Bridge on the west side of the harbor. The proposed project involves replacement and upgrades to the electrical, water supply, and sanitary services. It also involves additional bollards and other mooring improvements. Finally, it includes repaving the work area alongside the dock wall to a depth of approximately 40 feet and paving a new access driveway. These improvements will modernize this circa 1965 mooring facility and benefit the tugboat fleet that currently moors in that location as well as potential other commercial vessels in the future.

**PART II Project Resources**

**PART III Rank & Probability**

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) Wis DOT	\$280,000
(b) City of Sturgeon Bay	\$70,000
(c)	

(a) Of the projects listed for the year noted above, this project (a) is of 1<sup>st</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one)

High  
Medium  
Low

\$350,000  
TOTAL

Prepared By: Mike Barker, Harbor Master

Date: March 2, 2020

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

**Railroads & Harbors Section**

**P. O. Box 7914**

**Madison, Wisconsin 53707-7914**

Sturgeon Bay

Harbor Name

City of Sturgeon Bay and/or Harbor Business Center

Name of Applicant

Improvements Proposed in Calendar Year 2021

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**DOCK WALL ALONG HARBOR BUSINESS CENTER FRONTAGE:** This project involves the creation of a new steel wall along the approximately 210 feet of water frontage at the Harbor Business Center located at 253 N 1st Ave. It involves new steel sheet piling and dredging along with land access and utility improvements. This new dock wall could be used by a variety of commercial vessels, including allowing the adjoining Fincantieri Bay Shipbuilding to moor longer freighters, thereby increasing the capacity of the winter fleet layover.

**PART II Project Resources**

**PART III Rank & Probability**

**Expected Funding Sources (All types)**

**Amount**

(a) Wis DOT

\$880,000

(b) Property and/or Lessee

\$220,000

(c)

(a) Of the projects listed for the year noted above, this project (a) is of 1<sup>st</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one)

High

Medium

Low

\$1,100,000

**TOTAL**

Prepared By: Mike Barker, Harbor Master

Date: March 2, 2020

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

**Railroads & Harbors Section**

**P. O. Box 7914**

**Madison, Wisconsin 53707-7914**

Sturgeon Bay  
Harbor Name

City of Sturgeon Bay  
Name of Applicant

Improvements Proposed in Calendar Year 2022

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**EAST SIDE DOCK IMPROVEMENTS:** The east side dock is located at the foot of Pennsylvania Street. The proposed project involves upgrades to the electrical service in order to improve the mooring of vessels including tugboats, USCG vessels, tall ships, barges, and other commercial vessels. The objective is to increase options for mooring various commercial vessels in the downtown area, particularly a portion of the tugboat fleet.

**PART II Project Resources**

**PART III Rank & Probability**

Expected Funding Sources (All types)      Amount  
(a) Wis DOT      \$48,000

(b) City of Sturgeon Bay      \$12,000

(c)

(a) Of the projects listed for the year noted above, this project (a) is of 1<sup>st</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one)

High

Medium

Low

\$60,000  
TOTAL

Prepared By: Mike Barker, Harbor Master

Date: March 2, 2020

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

**Railroads & Harbors Section**

**P. O. Box 7914**

**Madison, Wisconsin 53707-7914**

Sturgeon Bay  
Harbor Name

City of Sturgeon Bay  
Name of Applicant

Improvements Proposed in Calendar Year 2022

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**SUNSET PARK DOCKING FACILITY:** This potential project involves the creation of a mooring area at the south edge of Sunset Park. The project includes extending a 400-foot double wall sheet pile bulkhead from the peninsula of the land located between the beach and the boat launch basin and an additional sheet pile wall along the existing shore. It also includes dredging to a -18 LWD and shore improvements such as access, parking, and utilities. This facility could be used for a variety of vessels and uses.

**PART II Project Resources**

**PART III Rank & Probability**

Expected Funding Sources (All types)      Amount  
(a) Wis DOT      \$4,400,000

(b) Property and/or Lessee      \$1,100,000

(c)

(a) Of the projects listed for the year noted above, this project (a) is of 2<sup>nd</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one)

High

Medium

Low

\$5,500,000

TOTAL

Prepared By: Mike Barker, Harbor Master

Date: March 2, 2020



Revised Copy as  
recommended to Council

## STURGEON BAY HARBOR IMPROVEMENT PLAN

March 9, 2020

### OBJECTIVE:

To establish a plan to fully utilize the Sturgeon Bay harbor access for the best commercial and public return.

### HOW TO ACHIEVE:

1. Develop a list of improvements for both City-owned and private water frontage.
2. Work with governmental agencies for long range planning and grants to improve harbor coordination and use.
3. Prioritize improvement items based on immediate need, financial return and long range plans.

### HARBOR IMPROVEMENT OUTLINE

The following are potential projects to improve the access and functioning of the Sturgeon Bay Harbor. These projects are more fully described in the attached statement of intentions:

I. SAWYER DOCK IMPROVEMENTS: SAWYER DOCK IMPROVEMENTS: This project involves the portion of the Sawyer Dock located north of the Oregon Street Bridge on the west side of the harbor. The proposed project involves replacement and upgrades to the electrical, water supply, and sanitary services. It also involves additional bollards and other mooring improvements. Finally, it includes repaving the work area alongside the dock wall to a depth of approximately 40 feet and paving a new access driveway. These improvements will modernize this circa 1965 mooring facility and benefit the tugboat fleet that currently moors in that location as well as potential other commercial vessels in the future.

II. DOCK WALL ALONG BAYVIEW BUSINESS PROPERTIES FRONTAGE: This project involves the creation of a new steel wall along the approximately 210 feet of water frontage owned by Bayview Business Properties LLC, located at 253 N 1st Ave. It involves new steel sheet piling and dredging along with land access and utility improvements. This new dock wall could be used by a variety of commercial vessels,

including allowing the adjoining Fincantieri Bay Shipbuilding to moor longer freighters, thereby increasing the capacity of the winter fleet layover.

III. EAST SIDE DOCK IMPROVEMENTS: The east side dock is located at the foot of Pennsylvania Street. The proposed project involves upgrades to the electrical service, along with mooring improvements, in order to improve the docking of vessels including cruise ships, tugboats, USCG vessels, tall ships, barges, and other commercial vessels. The objective is to increase options for mooring various commercial vessels in the downtown area.

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

Railroads & Harbors Section

P. O. Box 7914

Madison, Wisconsin 53707-7914

Sturgeon Bay  
Harbor Name

City of Sturgeon Bay  
Name of Applicant

Improvements Proposed in Calendar Year 2022

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**EAST SIDE DOCK IMPROVEMENTS:** The east side dock is located at the foot of Pennsylvania Street. The proposed project involves upgrades to the electrical service, along with mooring improvements, in order to improve the docking of vessels including cruise ships, tugboats, USCG vessels, tall ships, barges, and other commercial vessels. The objective is to increase options for mooring various commercial vessels in the downtown area.

**PART II Project Resources**

**PART III Rank & Probability**

<u>Expected Funding Sources (All types)</u>	<u>Amount</u>
(a) Wis DOT	\$48,000
(b) City of Sturgeon Bay	\$12,000
(c)	

(a) Of the projects listed for the year noted above, this project (a) is of 1<sup>st</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one) High  
Medium  
Low

\$60,000  
TOTAL

Prepared By: Mike Barker, Harbor Master  
Date: March 9, 2020

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

Railroads & Harbors Section

P. O. Box 7914

Madison, Wisconsin 53707-7914

Sturgeon Bay

Harbor Name

City of Sturgeon Bay

Name of Applicant

Improvements Proposed in Calendar Year 2020

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**SAWYER DOCK IMPROVEMENTS:** SAWYER DOCK IMPROVEMENTS: This project involves the portion of the Sawyer Dock located north of the Oregon Street Bridge on the west side of the harbor. The proposed project involves replacement and upgrades to the electrical, water supply, and sanitary services. It also involves additional bollards and other mooring improvements. Finally, it includes repaving the work area alongside the dock wall to a depth of approximately 40 feet and paving a new access driveway. These improvements will modernize this circa 1965 mooring facility and benefit the tugboat fleet that currently moors in that location as well as potential other commercial vessels in the future.

**PART II Project Resources**

**PART III Rank & Probability**

**Expected Funding Sources (All types)**

**Amount**

(a) Wis DOT

\$280,000

(b) City of Sturgeon Bay

\$70,000

(c)

(a) Of the projects listed for the year noted above, this project (a) is of 1<sup>st</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one)

High  
Medium  
Low

\$350,000

TOTAL

Prepared By: Mike Barker, Harbor Master

Date: March 9, 2020

Prepared By: Mike Barker, Harbor Master

**THREE-YEAR HARBOR DEVELOPMENT  
STATEMENT OF INTENTIONS**

**Due: April 1**

**Send to: WisDOT**

Railroads & Harbors Section

P. O. Box 7914

Madison, Wisconsin 53707-7914

Sturgeon Bay  
Harbor Name

City of Sturgeon Bay and/or Bayview Business Properties LLC  
Name of Applicant

Improvements Proposed in Calendar Year 2021

Instructions: Complete one of these sheets for each project contemplated in each of the next three years. Include only those projects that benefit COMMERCIAL WATER TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

**PART I Project Description and Objective(s)**

**DOCK WALL ALONG BAYVIEW BUSINESS PROPERTIES FRONTAGE:** This project involves the creation of a new steel wall along the approximately 210 feet of water frontage owned by Bayview Business Properties LLC, located at 253 N 1st Ave. It involves new steel sheet piling and dredging along with land access and utility improvements. This new dock wall could be used by a variety of commercial vessels, including allowing the adjoining Fincantieri Bay Shipbuilding to moor longer freighters, thereby increasing the capacity of the winter fleet layover.

**PART II Project Resources**

**PART III Rank & Probability**

<u>Expected Funding Sources (All types)</u>	<u>Amount</u>
(a) Wis DOT	\$880,000
(b) Property and/or Lessee	\$220,000
(c)	

(a) Of the projects listed for the year noted above, this project (a) is of 1<sup>st</sup> priority to the applicant

(b) The estimated probability of this project being started in year noted above is:

(Circle one)

High  
Medium  
Low

\$1,100,000  
TOTAL

Prepared By: Mike Barker, Harbor Master

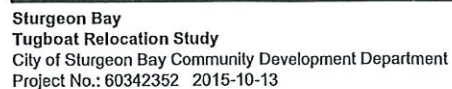
Date: March 9, 2020



# Enlarged Concept Plan

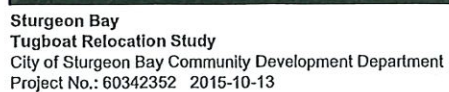






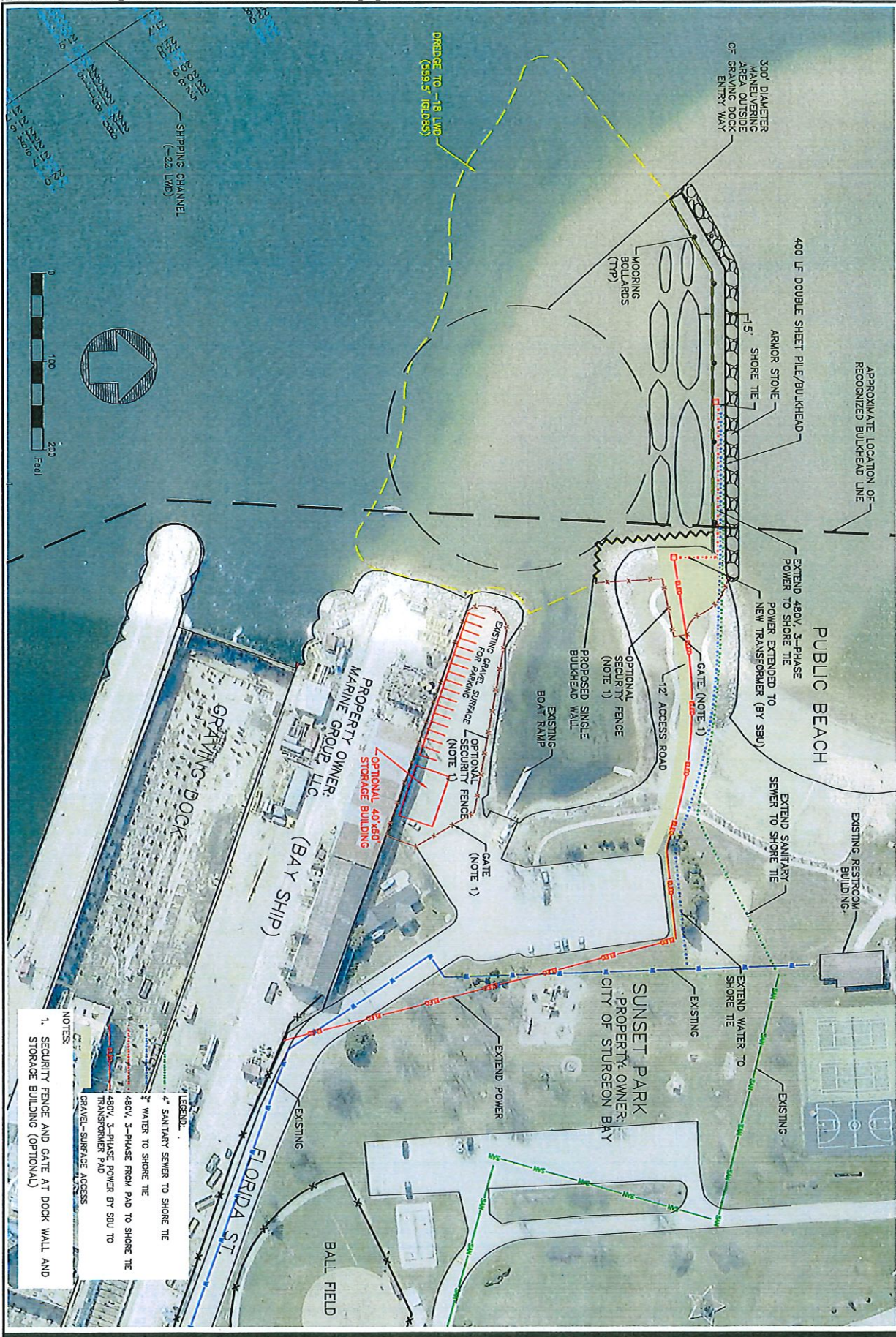
**AECOM**  
FIGURE 4





**AECOM**  
FIGURE 8





**RECOMMENDATION****TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Bayland Building, Inc for the residing of the municipal services garage at a cost not to exceed \$54,497.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 10, 2020

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_ seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## Executive Summary

**Date:** February 25, 2020

**Title:** Award of Proposal for Siding Replacement on Municipal Services Garage

**Background:** On January, 23 2020 the Municipal Services Department opened proposals for siding replacement on the municipal services garage. 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 bid was received:

Bayland Buildings Inc. Green Bay, WI  
Price \$54,497

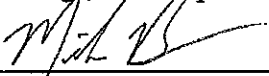
The 2020 capital budget, 10-160-000-59015, included \$50,000 for the siding replacement.

I recommend transferring \$4,497 from 10-400-000-59060 (Tandem Axle Plow Truck) to cover the purchase. There is \$16,000 remaining after the purchase of the plow truck.

**Fiscal Impacts:** \$54,497

**Recommendation:** Staff recommends proceeding with the residing of the municipal services garage with Bayland Buildings, Inc at a price not to exceed \$54,497.

**Prepared By:**

  
Mike Barker  
Municipal Services Director

**Date:** 25 Feb 2020

**Reviewed By:**

  
Valerie Clarizio  
Finance Director

**Date:** 3/2/20

**Reviewed By:**

Josh VanLieshout  
City Administrator

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



RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to purchase a 2020 Dodge Ram 4x4 from Ewald Chrysler Dodge, Oconomowoc at a cost not to exceed \$26,088.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: February 25, 2020

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_ seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## Executive Summary

**Date:** February 11, 2020

**Title:** Award of Bid for a 2020 Crew Cab ½ Ton Pickup Truck

**Background:** On February, 10 2020 the Municipal Services Department opened bids for a new 2020, ½ ton pickup truck. In accordance with the City of Sturgeon Bay Purchasing & Property Accountability Policy, specifications were prepared and competitive sealed bidding was used to obtain pricing. Four bids were received:

Ewald Chrysler Dodge, Oconomowoc, WI  
(1) New 2020 Dodge Ram 4X4  
1500 Classic Tradesman  
Purchase Price \$26,088

Ewald Chevrolet Oconomowoc, WI  
(1) New 2020 Chevrolet Silverado  
1500 4X4 (CK10743)  
Purchase Price \$30,381

Ewald's Hartford Ford, Hartford, WI  
(1) New 2020 Ford F-150, 4X4  
Purchase Price \$31,821

Jim Olson Ford, Sturgeon Bay, WI  
(1) New 2020 Ford F-150, 4X4  
Purchase Price \$32,082

The 2020 capital budget, 10-400-000-59060, included \$45,000 for a street department supervisor truck

I recommend purchasing (1) new 2020 Dodge Ram 4X4 from Ewald Chrysler Dodge, Oconomowoc, WI.

**Fiscal Impacts:** \$26,088

**Recommendation:** Staff recommends purchasing (1) new 2020 Dodge Ram 4X4 from Ewald Chrysler Dodge, Oconomowoc, WI at a price not to exceed \$26,088.

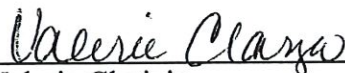
**Prepared By:**



Mike Barker  
Municipal Services Director

**Date:** 11 Feb 2020


**Reviewed By:**



Valerie Clarizio  
Finance Director

**Date:** 2/11/20

**Reviewed By:**

  
Josh VanLieshout  
City Administrator

**Date:** 2/11/20

## RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend approval of the Planned Unit Development (as shown in Attachment A) for Jeff Jahnke (Cherryland Properties) to develop a mixed-use building, located at 145 S. Neenah Avenue, parcel #281-46-65011901, subject to the following conditions:

1. The underlying zoning district shall be C-5 (Mixed Commercial - Residential).
2. Final approval of the stormwater management plan by the City Engineer.
3. Final approval of the Aesthetic Design and Site Plan Review Board.

Respectfully submitted,  
City Plan Commission  
By: David Ward, Chair

RESOLVED, that the foregoing recommendation be adopted.

Date: February 19, 2020

\*\*\*\*\*

Introduced by \_\_\_\_\_;

Moved by Alderperson \_\_\_\_\_, seconded by  
Alderperson \_\_\_\_\_ that said recommendation be  
adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ORDINANCE NO. \_\_\_\_\_

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO ORDAIN AS FOLLOWS:

SECTION 1: The following described property is hereby rezoned from Single-Family Residential (R-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

A tract of land consisting of the northerly 50.00 feet of lots 19 and 20 of Block 1 in the Sorenson's Addition, Section 7, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County Wisconsin.

The above described tract contains 4,750 square-feet.

SECTION 2: The following requirements and conditions are place upon the property described within the legal description:

- A. **Underlying Zoning:** The underlying zoning district shall be Mixed Residential / Commercial (C-5). The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise approved within the final PUD plan and ordinance. If the PUD lapses under Section 20.24(9) of the zoning code, the zoning classification of the property will remain C-5.
- B. **Permitted Uses:** All uses listed within the permitted and conditional use sections of the C-5 district. All uses described within the final approved PUD plans including two 3-bedroom residential dwellings and one professional office space.
- C. **PUD Requirements:** The requirements of the underlying C-5 district shall apply except as follows:
  - 1. **Building Setbacks:** The minimum required setback from the street right-of-way line shall be 15 feet. The minimum required setback from the north property line shall be five feet. The minimum required setback from the south property line shall be seven feet (four feet for the emergency exit window for the basement). The minimum required setback from the west property line shall be 12 feet.
  - 2. **Mixed Residential / Commercial:** The overall square-footage of the residential units shall be allowed to exceed the square-footage of the commercial space per the approved final PUD plans.
- D. **Conformance:** The development of the site herein shall conform to the approved PUD plans.

SECTION 3: The ordinance shall take effect on the day after its publication.

Approved:

Attest:

\_\_\_\_\_  
David Ward  
Mayor

\_\_\_\_\_  
Stephanie L. Reinhardt  
City Clerk

## **Executive Report Planned Unit Development - 145 S. Neenah Ave**

**Summary:** Jeff Jahnke is petitioning the City to rezone his property to Planned Unit Development (PUD). The subject property is located at 145 S. Neenah Avenue; parcel # 281-46-65011901. This property is zoned R-2 (Single-Family Residential Higher Density). If approved, the property would be redeveloped into a two-story building containing one professional office space and two 3-bedroom apartments with an attached garage.

**PUD Required:** The rezoning is necessary because the current zoning classification does not allow mixed-use developments. In addition, this project would require some deviations from the zoning chapter for setbacks, and for the residential space exceeding 50 percent of the overall usable floor area of the building. PUD's are special zoning districts in which the allowed use(s) and district requirements are unique to, and based upon, the specific development proposal. PUD's allow for flexibility of standard development requirements, but also require a greater degree of scrutiny by the City prior to approval.

**Existing Site Conditions:** This property is 4,750 square feet. Based on the current code, it is a substandard sized lot, but is grandfathered and is therefore buildable. The property is relatively flat with a declining elevation to the northeast. It contains a two-story single-family dwelling with a detached accessory building accessible from the alley. These buildings are in poor condition based on past inspections. Along the east property line are high-voltage American Transmission Company powerlines from which a building setback is required.

The subject property is bordered by R-2 on two sides and Central Business District (C-2) zoning on two sides. The property to the north contains Culligan Plumbing. To the east is Sawyer Park and Roen Salvage Company. To the south and west are two-family residences.

**Comprehensive Plan:** The Future Land-Use Plan and Map for Sturgeon Bay has the subject property designated for a transition commercial type use. Transitional Commercial is defined as the area intended to provide lower density and neighborhood commercial uses proximate to a residential area. It also can provide transitions between commercial and residential uses or provide areas where a mixing of commercial and residential uses is deemed appropriate.

The Housing Chapter describes goals, objectives and policies with regard to future growth and development decision-making as follows:

- Provide a range of housing choices that meet the needs of persons in all income levels and age groups and persons with special needs.
- Maintain or rehabilitate the existing housing stock.
- Promote the redevelopment of lands with existing infrastructure and public services and the maintenance and rehabilitation of existing residential, commercial, and industrial structures.
- Develop mixed-use projects along major corridors and downtown to provide housing choices.
- Protect the residential feeling of existing neighborhoods.
- Encourage new and infill development that is complementary to the scale and character of the surrounding residential uses including conversions from single-family to two-family along commercial corridors.



The Economic Development Chapter describes goals, objectives and policies with regard to the future growth and development decision-making as follows:

- Continue to improve and develop downtown Sturgeon Bay as the City's mixed-use and multipurpose center.
- Encourage high quality, mixed-use development along major commercial corridors as designated on the future land-use map.
- Identify areas where housing can be integrated into commercial districts and corridors.

**Door County Housing Study:** The 2019 Housing Study demonstrated a deficit and an increase in the need for renter-occupied housing units. This development will have a positive impact on the housing need and in meeting the City's Comprehensive Plan goals.

**Site Plan and Design Considerations:** The following is a summary of the major site and design issues:

**Proposed Uses:** The project consists of two 3-bedroom apartments with an intended use of long-term rentals and one professional office space.

**Building Design:** The exterior of the building will be sided with a yellow tinted lap siding with white trim board. The roofs have a combination of dimensional shingles and prefinished metal roof panels. The architecture of this building illustrates more of a commercial box-like shape with residential elements. The building conforms to the general design standards of the code. The project has been initially reviewed by the Aesthetic Design and Site Plan Review Board.

**Building Layout:** The building is two stories with a partial basement. All units have a common entrance off of Neenah Ave. The second floor will contain one 3-bedroom residential unit and the first floor will consist of one 3-bedroom residential unit and one office space. Both first floor units have additional accommodations including a bedroom, storage space, a mechanical room, and some undefined space located in the basement. There is one 2-car and one 1-car attached garage units accessible from the alley.

The project meets area and dimensional requirements of the zoning code, except that the building will encroach into all normal setbacks. Based upon the Mixed Commercial – Residential District (C-5) buildings are required to be 20 feet from the right-of-way line, 8 feet from the side yard lines, and 25 from the rear lot line. Staff is supportive of this deviation, since the proposed project is less impactful than the existing buildings.

Within the proposed district, residential uses in conjunction with a commercial use are not allowed to exceed 50 percent of the combined floor area of all principal buildings within the lot. Since the residential space exceeds 50 percent of the total floor area a deviation is necessary. Staff is also supportive of this deviation, because this remains a low impact development. In addition, since both 2-family dwellings and office uses are allowed in the mixed-use district, it makes sense to allow the two uses together. If the City is comfortable with the proposed plan then deviations can be made as part of the PUD ordinance.

**Driveway Access:** The development will continue to be accessed off of the alley between Pine Street and Oak Street. The existing driveway will be replaced with a new asphalt pad leading to the garages and one outside parking space.

**Parking:** A total of four parking spaces are being proposed, which meets the requirements of the residential portion of this development. There are no off-street parking spaces proposed for the commercial use. Under the C-5 zone, the developer has the option to make a payment in lieu of providing those three spaces. The price per stall is determined by the Parking & Traffic Committee.

**Traffic:** The City Engineer has reviewed this plan and has no issues.

**Pedestrian Access:** The property is connected to existing City sidewalks. An ADA compliant ramp will be added from the building extending to City sidewalks.

**Utilities:** The development will be served by existing municipal utilities on the site. Sturgeon Bay Utilities have reviewed the plan and have no issues.

**Stormwater Management:** The total proposed impervious surface is approximately 3,053 square feet, which is an increase over current conditions. This amount does not exceed the maximum allowance, but will require two swales to be located along the southwest corners of the property. The City Engineer has reviewed preliminary plans and has given the initial approval.

**Landscape Design:** The site plan illustrates the installation of one Northeastern Flowering Crab tree, four Spirea Gold Flame shrubs, 36 Privet hedges, four Weigela Red Prince shrubs, and eight Barberry Crimson shrubs. Most of the planting focus is in the front yard with the hedge extending along the west property line. The remaining green space will be planted with native grasses.

**Signage:** The landscape plan identifies one sign to be located toward the northeast property corner. The final sign design and location will need to be reviewed by the Community Development Department and the Aesthetic Design and Site Plan Review Board.

**Lighting:** The landscape plan illustrates the installation of lighting on the north and east sides of the building. All exterior lighting will need to be reviewed and approved by the Aesthetic Design and Site Plan Review Board.

**PUD Review Criteria:** In general, the planned unit development process directs the Plan Commission and Council to consider whether the proposed development is consistent with the spirit and intent of the zoning code, has been prepared with competent professional guidance, and produces benefits to the City compared with conventional developments. In addition, there are nine specific review criteria listed in the PUD section of the code. The development appears to comply with all specific regulations of the zoning code (except as noted above). Staff is satisfied that the project meets the basic criteria for Planned Unit Developments.

**PUD Process:** On February 19, 2020, the Plan Commission made a recommendation to the Common Council to approve a planned unit development for this project as presented. The Council shall review the recommendation and decide whether to approve or deny the proposal. If approved, two readings of the ordinance must occur prior to publishing the ordinance.

**Options:** The Common Council can recommend one of the following:

1. Approval of the PUD as presented. A first reading of the PUD ordinance will occur during this meeting with the second reading to occur on April 7, 2020.
2. Approval of the PUD with changes. A first reading of the PUD ordinance will occur during this meeting with the second reading to occur on April 7, 2020.
3. Send back to Plan Commission for other considerations.


4. Denial of the PUD with changes. The proposal would be dropped from consideration with the applicant to be notified of the decision in writing.

**Recommendation:** Staff recommends approval of the PUD plans as proposed with the following conditions:

1. The underlying zoning district shall be C-5 (Mixed Commercial / Residential).
2. Final approval of the stormwater management plan by the City Engineer.
3. Final approval of the Aesthetic Design and Site Plan Review Board.

Prepared by:  3-12-2020  
Christopher Sullivan-Robinson  
Planner / Zoning Administrator Date

Reviewed by:  3-11-2020  
Marty Olejniczak  
Community Development Director Date

Reviewed by:  3/12/20  
Josh Van Lieshout  
City Administrator Date

Reviewed by:  3-12-20  
Chad Shefchik  
City Engineer Date

# PROPOSED OFFICE / APARTMENTS JEFF JAHNKE 145 NEENAH AVENUE STURGEON BAY, WISCONSIN

## PROJECT INFORMATION

### CODE ANALYSIS

**USE AND OCCUPANCY**  
R-2 APARTMENTS / 24 BUSINESS HOURS SPANNED  
**TYPE OF CONSTRUCTION:**  
TYPE VB - WOOD FRAME NON-PROTECTED

**ALLOWABLE AREA PER FLOOR**  
12000 SF PER TABLE 502  
**PROJECT AREA** 2204 SF,  
FIRST FLOOR AREA

**SPECIAL OCCUPANCY REQUIREMENTS:**  
NO SPECIAL REQUIREMENTS FOR THIS PROJECT.  
ALL REQUIREMENTS OF THIS CHAPTER HAVE BEEN REVIEWED AND APPLIED TO THIS BUILDING.

**OCCUPANT LOAD:**  
6 PER UNIT - 18 TOTAL  
**FIRE PROTECTION SYSTEM:**  
THE BUILDING IS NON-SPRINKLERED

**SANITARY FACILITIES**  
TOILET FACILITIES PER TABLE 2002.1

**FIRE FIGHTING APPLIANCES**  
THE BUILDING IS LIMITED IN AREA THE FIRE LINE IS NOT IN THE AREA WITH A MIN. UNOBSTRUCTED HEIGHT OF 11'-0" THE BUILDING IS 24'-0" TALL

**CONTROL AREAS**  
NO HAZARDOUS MATERIALS WILL BE STORED WITHIN THIS BUILDING PER TABLES 507(1) AND 507(12)

**ZONING**  
R-2 SINGLE FAMILY RESIDENCE  
**EXISTING BUILDING SITE SURFACE AREAS**

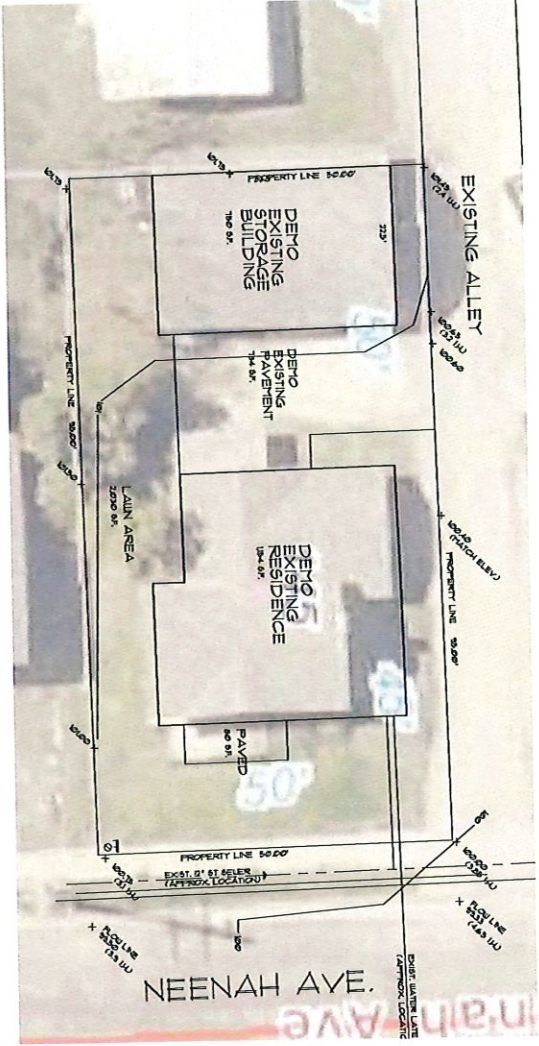
**PROPOSED BUILDING SITE SURFACE AREAS**

LOT AREA	4790.5 SF
BUILDING AREA	1744.5 SF
TOTAL BUILDING + PAVED	2719.5 SF
GREEN SPACE	2072.5 SF (43.1%)

**PROPOSED BUILDING SITE SURFACE AREAS**

LOT AREA	4790.5 SF
BUILDING AREA	2204.5 SF
TOTAL BUILDING + PAVED	2989.5 SF
GREEN SPACE	1744.5 SF (36.4%)

**PROJECT SUMMARY**  
PROPOSED BUILDING WILL MAINTAIN REMUSE/RECYCLING MATERIALS LIMITED IN AREA THE FIRE LINE IS NOT IN THE AREA WITH A MIN. UNOBSTRUCTED HEIGHT OF 11'-0" THE BUILDING IS 24'-0" TALL



EXISTING SITE PLAN  
SCALE: 1/8" = 1'-0"  
NORTH

### DRAWING INDEX

- C10 EXISTING SITE PLAN & PROJECT INFO
- C11 PROPOSED SITE PLAN & UTILITY PLAN
- L11 LANDSCAPE PLAN
- A10 BASEMENT FLOOR PLAN
- A11 FIRST FLOOR PLAN
- A12 SECOND FLOOR PLAN
- A21 BUILDING ELEVATIONS
- A21C COLORED BUILDING ELEVATIONS

REV. FOR SITE PLAN APPROVAL  
FOR SITE PLAN APPROVAL  
PRELIMINARY SITE PLAN SUBMITTAL

2/14/20  
12/20/19  
6/06/19

SCALE  
SHEET  
PROJECT NUMBER  
10011

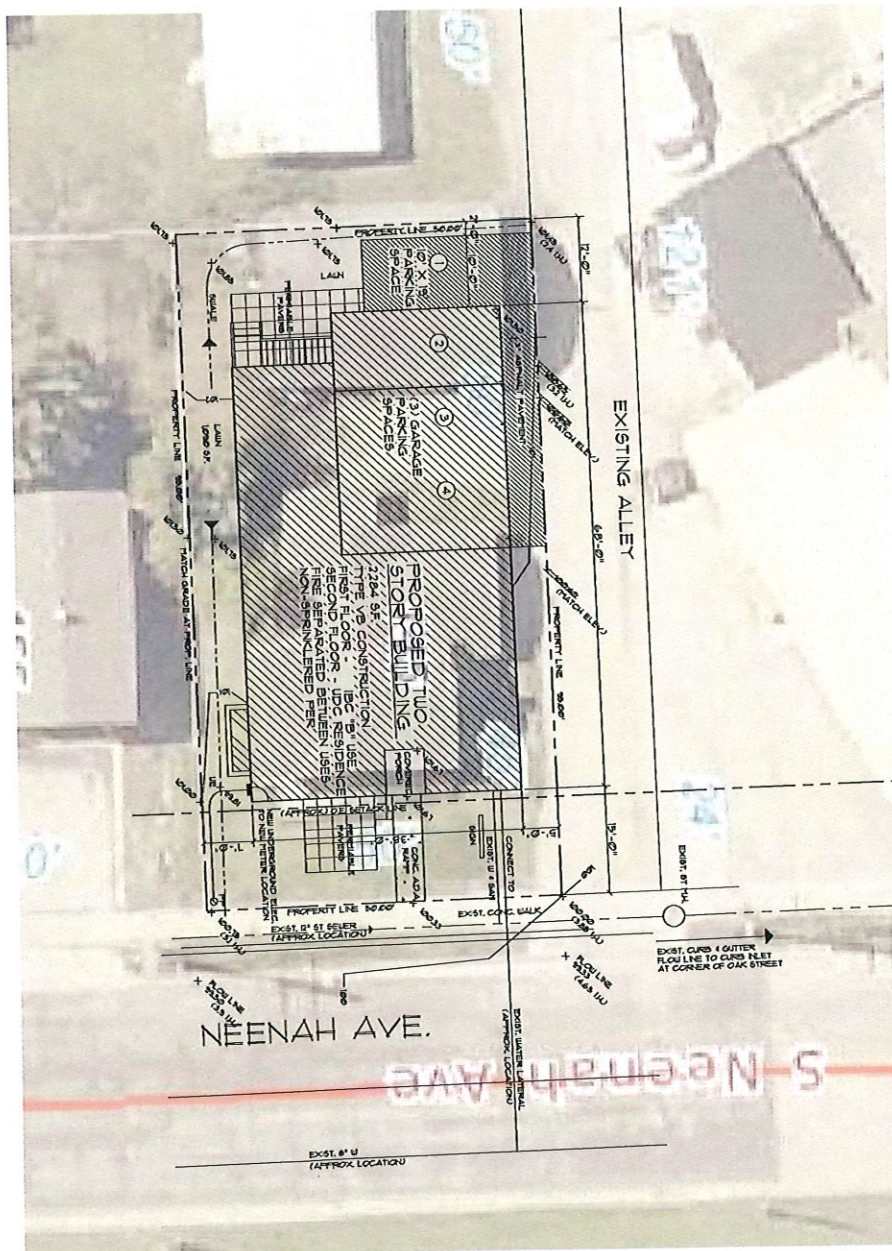
PROPOSED APARTMENT BUILDING FOR  
JEFF JAHNKE  
STURGEON BAY, WISCONSIN

Architect:  
**Daniel J. Meissner**  
AIA, LLC  
1230 E. Calumet Street Appleton, WI  
920.428.0382

Design Associate:  
**One Design & Development**  
305 E. KALB AVE.  
GREEN BAY, WISCONSIN  
920.428.0382

REV. NO.	DATE	DESCRIPTION
1	3/14/20	REV. PAVED AREA AND CALCS





PROPOSED SITE 4  
UTILITY PLAN  
SCALE: 1/8" = 1'-0"



DATE	SHEET
12/11	1
PROJECT NUMBER	14011

PROPOSED APARTMENT BUILDING FOR:  
**JEFF JAHNKE**  
STURGEON BAY, WISCONSIN

Architect:  
**Daniel J. Meissner**  
AIA, LLC  
1230 E. Calumet Street Appleton, WI  
920.428.0382

Design Associate:  
**One Design & Development**  
325 E. KALB AVE.  
GREEN BAY, WISCONSIN  
920.884.4550  
\*920.884.4550

REV. NO.	DATE	DESCRIPTION
1	12/11	REV. PAYMENT AREA AND SCALE

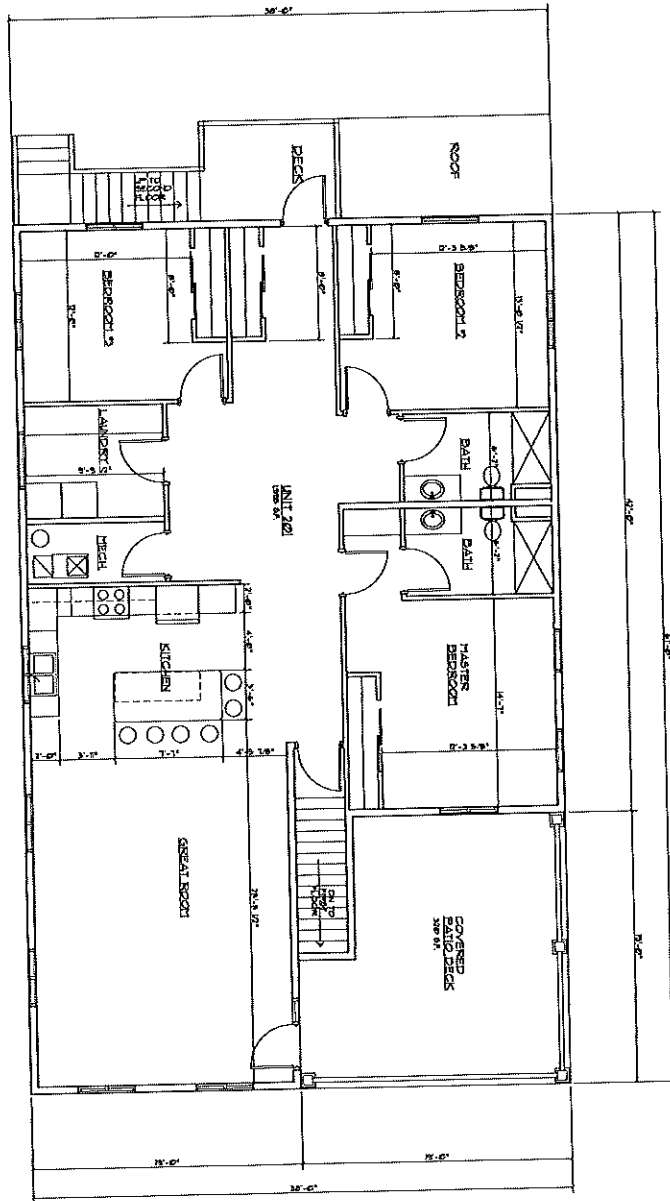












NORTH  
SECOND FLOOR PLAN  
1/4" = 1'-0"

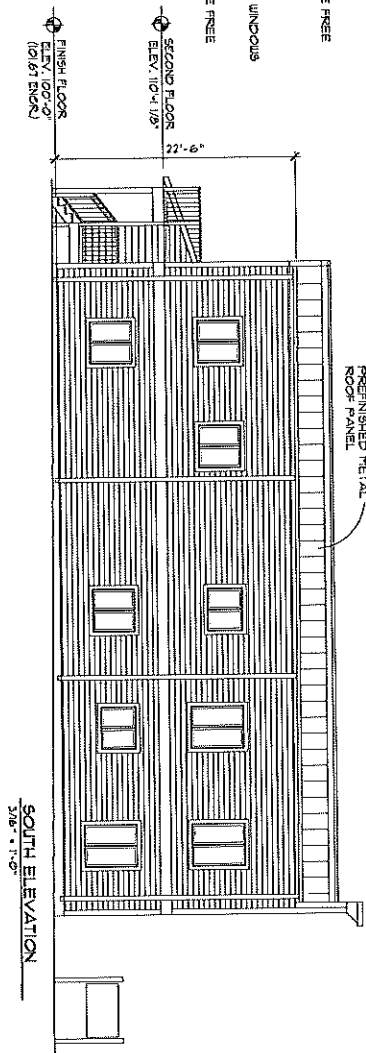
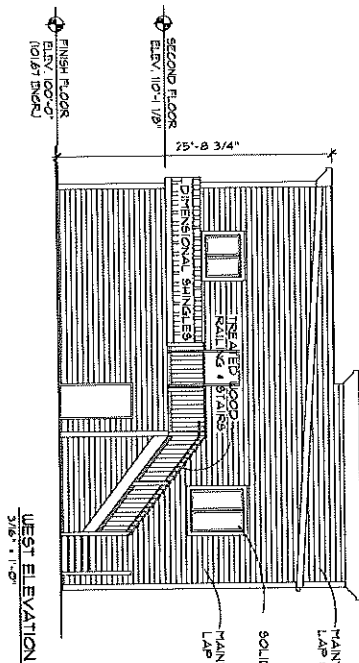
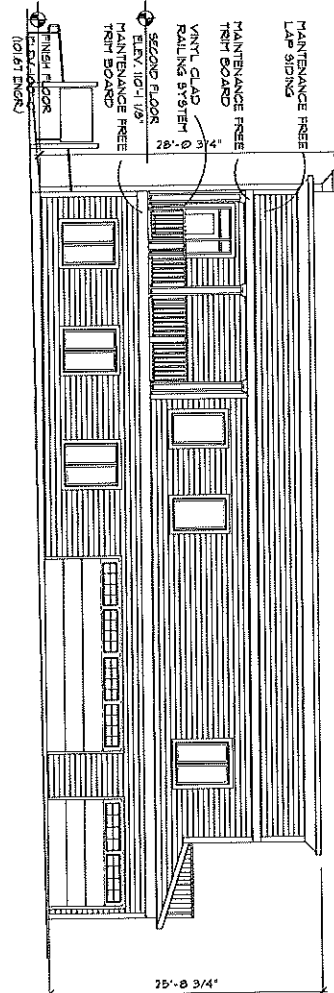
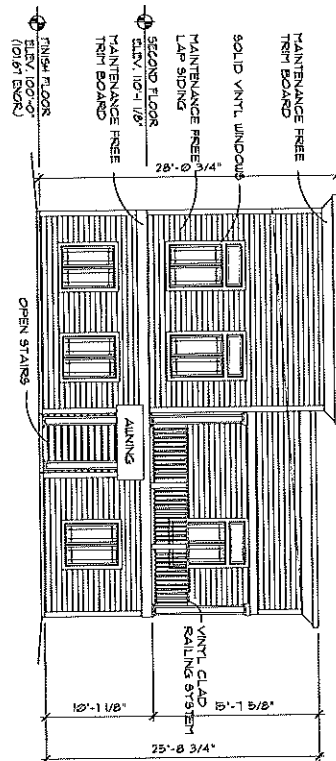
PROJECT NUMBER	DATE	LOCATION
A1.2	10/11	

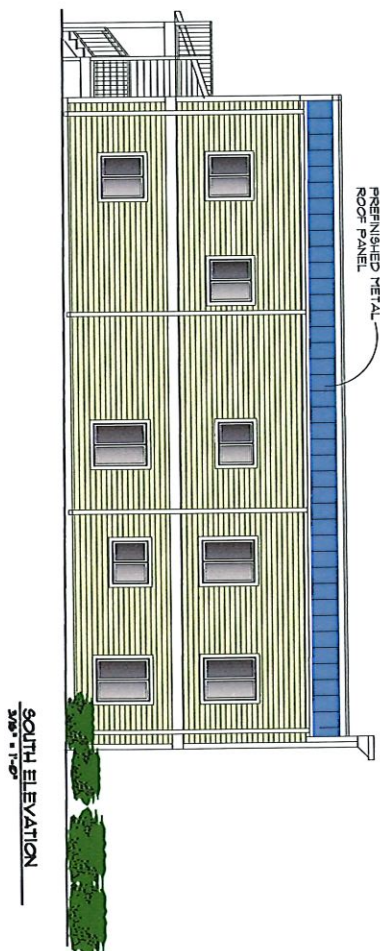
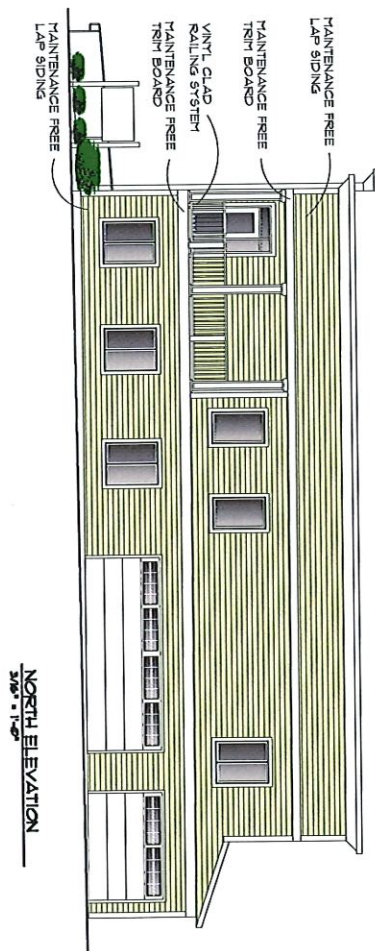
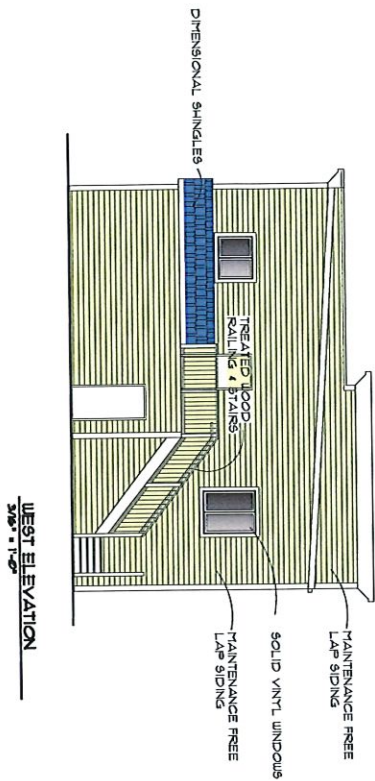
PROPOSED APARTMENT BUILDING FOR  
**JEFF JAHNKE**  
STURGEON BAY, WISCONSIN

Architect:  
**Daniel J. Meissner**  
AIA, LLC  
1230 E. Calumet Street Appleton, WI  
920.428.2382

Design Associate:  
**One Design & Development**  
351 E. KALWA AVE.  
WISCONSIN  
DESIGN ASSOCIATE  
(see company's website)

REV. NO.	DATE	DESCRIPTION





## ORDINANCE NO. \_\_\_\_\_

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO ORDAIN AS FOLLOWS:

SECTION 1: The following described property is hereby rezoned from Single-Family Residential (R-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

A tract of land consisting of the northerly 50.00 feet of lots 19 and 20 of Block 1 in the Sorenson's Addition, Section 7, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County Wisconsin.

The above described tract contains 4,750 square-feet.

SECTION 2: The following requirements and conditions are place upon the property described within the legal description:

- A. **Underlying Zoning:** The underlying zoning district shall be Mixed Residential / Commercial (C-5). The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise approved within the final PUD plan and ordinance. If the PUD lapses under Section 20.24(9) of the zoning code, the zoning classification of the property will remain C-5.
- B. **Permitted Uses:** All uses listed within the permitted and conditional use sections of the C-5 district. All uses described within the final approved PUD plans including two 3-bedroom residential dwellings and one professional office space.
- C. **PUD Requirements:** The requirements of the underlying C-5 district shall apply except as follows:
  - 1. **Building Setbacks:** The minimum required setback from the street right-of-way line shall be 15 feet. The minimum required setback from the north property line shall be five feet. The minimum required setback from the south property line shall be seven feet (four feet for the emergency exit window for the basement). The minimum required setback from the west property line shall be 12 feet.
  - 2. **Mixed Residential / Commercial:** The overall square-footage of the residential units shall be allowed to exceed the square-footage of the commercial space per the approved final PUD plans.
- D. **Conformance:** The development of the site herein shall conform to the approved PUD plans.

SECTION 3: The ordinance shall take effect on the day after its publication.

Approved:

Attest:

\_\_\_\_\_  
David Ward  
Mayor

\_\_\_\_\_  
Stephanie L. Reinhardt  
City Clerk

## RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the Design Guidelines and Criteria for the Sturgeon Bay Aesthetic Design and Site Plan Review Code as attached.

.

Respectfully submitted,  
COMMUNITY PROTECTION AND SERVICES COMMITTEE  
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 5, 2020

\* \* \* \* \*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_, seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## Executive Summary

**Date:** March 12, 2020

**Title:** Amendment to Aesthetic Design Guidelines and Review Criteria


**Background:** At the request of an alderperson, the Community Protection & Services (CP&S) Committee reviewed the City's Aesthetic Design Guidelines and Review Criteria to encourage more dark sky friendly lighting design. CP&S forwarded this issue to the Aesthetic Design and Site Plan Review Board for their consideration. Over a series of meetings the Board developed a recommendation, which was approved by the CP&S Committee.

The added language encourages:

1. Exterior lighting to be downward directed.
2. Signage to be halo-lit or back-lit.
3. All external lighting to have dimmers and timer controls.

**Recommendation:** Staff recommends approval of the CP&S recommendation as presented.

Prepared by:

  
Christopher Sullivan-Robinson  
Planner / Zoning Administrator

Date: 3.12.2020

Reviewed by:

  
Josh VanLieshout  
City Administrator

Date: 3/12/20

## **RECOMMENDATION**

### **TO THE COMMUNITY PROTECTION AND SERVICES COMMITTEE:**

We, the Aesthetic Design and Site Plan Review Board hereby recommend to revise the Aesthetic Design Guidelines and Review Criteria as shown in Attachment 1.

Respectfully submitted,

**AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD**

By: Mark Lake, Chair

RESOLVED, that the foregoing recommendation be forwarded to the Common Council to be adopted.

Date: February 24, 2020

**Design Guidelines and Review Criteria**  
**for the**  
**Sturgeon Bay Aesthetic Design & Site Plan Review Code**

When acting upon an application, the Sturgeon Bay Aesthetic Design and Site Plan Review Board shall rely upon generally accepted site planning and design principles, the stated purposes and intent of the Sturgeon Bay Aesthetic Design and Site Plan Review code, and the provisions of the Sturgeon Bay Comprehensive Plan or other applicable plans and ordinances. The Aesthetic Design and Site Plan Review Board shall also give important consideration during the review process to the following criteria for approval:

(1) Site layout.

- (a) The existing natural topographic and landscape features of a site should be incorporated into a development plan. Such plan shall include all prudent and necessary steps required to protect the natural environment of the site and surrounding areas during and after construction.
- (b) The site shall be designed to accomplish a desirable transition from the public streetscape, and between commercial, industrial, and residential land use areas.
- (c) Where grading is necessary for the construction of structures and paved areas, the grading should blend into adjacent property. Abrupt changes in grade are discouraged.
- (d) Where possible, buildings should be situated on the site to promote and protect public views to and along shorelines from public roads and other public lands.
- (e) In areas where sidewalks exist or are planned, buildings containing retail and other commercial uses should have entrances that provide convenient pedestrian access from the street.
- (f) Where a pattern of small-scale commercial development exists or is planned, narrower buildings or multiple storefronts within larger buildings are encouraged.
- (g) Where a pattern of relatively consistent building setbacks exist on a street, new buildings should be situated to closely match such setback pattern.
- (g) On corner parcels where the proposed building is located close to both street lines, the corner of the building shall be recessed from the street lines in order to create pedestrian areas; prominent building entrances; and more architecturally interesting buildings.



- (h) Stormwater drainage shall be designed so as not to alter the natural drainage systems or cause flooding or erosion on neighboring properties.

(2) Access, circulation and parking.

- (a) Vehicular driveways into the site shall be located in a manner to minimize traffic congestion and difficult turning movements and shall be coordinated with existing and proposed access points on adjoining or nearby properties. Individual developments having more than one access points per street are discouraged and shared access driveways with adjoining properties is encouraged.
- (b) The interior circulation of the site shall be designed to provide for the convenient and safe flow of pedestrians and non-pedestrian traffic through the site and to/from public streets or sidewalks.
- (c) Off-street parking areas for motor vehicles and bicycles that are shared with neighboring businesses and parcels through the use of common driveways or internal access driveways shall be encouraged, if feasible, instead of stand-alone single use parking areas.
- (d) Off-street parking located to the rear or side of buildings is preferred over parking between the building and the street, particularly if the amount of off-street parking supplied is greater than required under the zoning code. For stand-alone buildings under 15,000 square feet, it is preferable that not more than one tier (single row or double row) of parking be located between the building and the street it fronts.
- (e) For large developments over 40,000 square feet, the site design shall allow for present or future alternative transportation modes, such as bike routes or transit stops.
- (f) Permeable surfaces, bioswales, rain gardens, and other forms of stormwater runoff prevention for parking and on-site traffic areas are encouraged.

(3) Building design.

- (a) Buildings shall not be limited to a preferred type of architecture or building materials. However, architectural styles, which are generally not common to Sturgeon Bay or Northeastern Wisconsin, are discouraged.
- (b) Buildings should be sited and designed to be aesthetically pleasing as viewed from adjoining public streets. Excessively long, unbroken building facades shall be avoided. Building materials and design features shall be consistent with the general design theme and/or proposed use of the development.
- (c) The architectural character of historic structures shall be maintained or enhanced whenever remodeling, expansions, or other changes are proposed.

- (d) Buildings on in-fill sites shall be compatible with surrounding buildings in terms of scale, massing, height, entrances, and windows.
  - (e) Rhythm/re-occurring patterns in windows and storefronts are encouraged.
  - (f) Building components, such as windows, doors, eaves, and parapet, should be in proportionate scale in relationship to one another.
  - (g) The use of door and window canopies and awnings is encouraged.
  - (h) The use of special architectural features, including projecting windows, towers, turrets, arches and cupolas are encouraged, particularly on corner buildings.
  - (i) Rooftop mechanical equipment shall be screened with parapets or the roof form.
  - (j) Designs seeking Leadership in Energy and Environmental Design (LEED) certification are encouraged.
  - (k) Buildings containing retail commercial uses that are located within 15 feet of the street should have transparent windows on the ground floor along at least 50% of the length of the building facade facing the street.
  - (l) Garages should be designed to not dominate the site. Whenever possible, detached garages shall be located to the rear of the principal building or shall be screened or have overhead doors not facing the street. Attached garages that extend beyond the front façade of the building are discouraged. Garages with three or more parking stalls shall be designed to limit the visual impact of overhead doors through features such as offsets or side-loading.
  - (m) Blank walls viewable from the street are undesirable.
- (4) Materials and colors.
- (a) Opaque or reflective window tints and glazes are discouraged.
  - (b) The use of identical building materials on all sides of a building that are visible from public streets is encouraged.
  - (c) For developments with multiple buildings, a palette of options for exterior building colors for use throughout the site should be established. The range should be wide enough to allow for variety, yet narrow enough to unify all the buildings on a site.
  - (d) Metal siding is strongly discouraged except for industrial buildings or for facades not facing public areas such as streets or parking areas.

(5) Landscaping.

- (a) The appearance of paved areas should be enhanced through landscaping. Large parking areas shall comply with the interior landscaping requirements of the Sturgeon Bay Zoning Code. Required landscape islands shall be dispersed throughout the parking area to avoid large expanses of pavement.
- (b) Storage areas, dumpsters and other places that tend to be unsightly shall be screened by walls, fences, berms, vegetation, or combinations of these. The screening should be equally effective in winter and summer.
- (c) To reduce erosion and surface runoff, trees and other vegetative land cover shall be removed only where necessary for the construction of structures or paved areas.
- (d) Vegetative landscaping shall be used to soften the appearance of blank walls.
- (e) Fences and retaining walls shall be surfaced, painted, landscaped or otherwise treated to blend with their surroundings.
- (f) Utility lines should be placed underground where appropriate and economically feasible to reduce the visual impact on open and scenic areas. Utility pedestals should be screened.
- (g) The use of native and indigenous plant species is encouraged over exotic species. The use of invasive species, as defined by the Wisconsin Department of Natural Resources, is prohibited.

(6) Lighting.

- (a) Exterior light fixtures shall be shielded such that direct beams of light are not cast skyward or onto adjoining property. Exterior light fixtures for signage, building entrances, accents, parking lots, and landscaped areas are strongly encouraged to be downward directed. Auto dimmers and timers are encouraged for all exterior lighting to limit energy waste during non-operational hours.
- (b) Lighting of an intensity beyond which is reasonably required to conduct operations or maintain security is discouraged.
- (c) Lighting fixtures and devices promoting energy efficiency are encouraged.

(7) Signs.

- (a) The location, size, design, materials, and colors of signs should be compatible with the building style.
- (b) The location and design of freestanding signs shall be coordinated with the landscape treatment.

- (c) Neon signs, portable arrow signs, and light box signs are discouraged. Interior lit cabinet signs, when approved, should be designed with opaque materials such that only the message/logo is lit rather than the entire cabinet.
- (d) Signs that are raised on a pole or pylon should have landscaping such as shrubs or flower beds surrounding the base of the sign.
- (e) Lighted building signage is strongly encouraged to be halo-lit such that there is no visible light source. Auto dimmers and timers are strongly encouraged to limit energy waste during non-operational hours.

**R E C O M M E N D A T I O N****TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Personnel Committee, hereby recommend to approve the Addendum with Associated Appraisals for Assessing Services.

Respectfully submitted,

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 12, 2020

\* \* \* \* \*

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_ that the said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## EXECUTIVE SUMMARY

**Title:** Replacement of Assessing Technician/Addendum to Contract with Associated Appraisal

**Background:** Currently, the Sturgeon Bay Assessing Department duties are handled in part by contracting such services to Associated Appraisal and in part through an in house assessing technician. The assessing technician position is budgeted at 32 hours per week. This position also handles some non-assessing tasks including clerking the Aesthetic Design & Site Plan Review Board meetings, handling office coverage on Mondays for the Community Development Department and other tasks.

The long-time assessing technician recently resigned her position. When a vacancy occurs, particularly for a position that hasn't changed in a long time, the City typically examines various options for refilling the position. These include reassigning the tasks to other employees, contracting out the duties to the private sector, and combining positions.

In terms of contracting out the duties of the assessing technician, Associated Appraisal submitted a contract addendum for additional scope of services to handle all assessing related duties. The contract addendum calls for Associated Appraisal to pick up the services for the next 4 years. The cost is \$22,000 for year 2020 and \$26,000 for the other three years.


According to Associated Appraisal it is uncommon for municipalities that they contract with to have their own in house assessing staff. Typically, they perform all or nearly all duties.

If the City elects to contract out the assessing duties, there will be an impact on other community development department services. This includes office coverage as the Community Development Secretary currently works four days per week. In addition, the assessing technician handles the Design Review Board duties. Therefore, if the Assessing Technician position is eliminated, it is requested that the hours for the Community Development Secretary be increased.


Other options for staffing include maintaining the status quo or dispersing the duties of the assessing technician to other staff. The staff opinion is that other options do not provide the benefits of contracting the assessing duties. Recent history suggests finding a qualified part-time person will be difficult and trying to combine with other part-time positions has inherent coordination and management issues, and it might likewise be difficult to find someone with multiple skill sets to handle more than one job description. By using Associated Appraisal for all assessing services means there will always be multiple people who can be available to answer questions and provide back-up during vacations and illnesses.

**Fiscal Impact:** The annual cost for a 32-hour per week assessing technician is about \$52,500. The annual fiscal impact of contracting out the assessing duties and increasing the Community Development Secretary is approximately \$41,300. This is based upon Associated Appraisal's proposal of \$26,000 per year and estimated annual cost to increase the Community Development Secretary hours of \$15,300. So the total fiscal impact would be a savings of \$11,200.

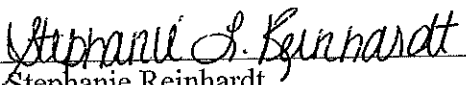
**Recommendation:** Approve the addendum for additional scope of services with Associated Appraisal and change the Community Development Secretary position to full time.

Prepared by:   
Martin Olejniczak  
Community Development Director


3/11/2020  
Date

Reviewed by:   
Valerie Clarizio  
Finance Director

3/11/20  
Date

Reviewed by:   
Stephanie Reinhardt  
City Clerk/HR Director

3/11/20  
Date

Reviewed by:   
Josh Van Lieshout  
City Administrator

3/11/20  
Date

**ADDENDUM A**  
**ADDITIONAL SCOPE OF SERVICES**

This Addendum A is now attached to and incorporated into the agreement for assessment services made by and between the **City of Sturgeon Bay, Door County, State of Wisconsin**, a municipal corporation (hereafter "Municipality") AND ASSOCIATED APPRAISAL CONSULTANTS, INC., with its principal office at W6237 Neubert Road, Appleton, WI 54913 (hereafter "Assessor").

In consideration of the promises and agreements hereinafter set forth, and in consideration of the execution of those promises, both parties agree to the following:

**PERSONAL PROPERTY AND OFFICE SUPPORT**

**I. SCOPE OF SERVICES**

Assessor shall assume the assessment related duties and responsibilities currently handled by the Municipality's Assessing Department Clerk. Such duties and responsibilities were answering of assessment related phone calls, responding to property record inquiries, processing building permits, sale transfer returns, monthly mobile home parking permits and personal property accounts. The Assessor shall provide this additional service during each of the 2020, 2021, 2022 and 2023 assessment years.

**II. CAMA SOFTWARE**


Municipality shall continue to provide the Assessor with computer assisted mass appraisal (CAMA) software and be responsible for any and all associated expenses relating to such software.

**III. COMPENSATION**

This additional scope of services agreement runs simultaneously with the 2020-2023 Agreement for Assessment Services. The Municipality shall pay the Assessor an additional Twenty-Two Thousand Dollars (\$22,000.00) for the 2020 assessment year and Twenty-Six Thousand Dollars (\$26,000.00) during each of the 2021, 2022 and 2023 assessment year(s).

- A. The additional compensation due to the Assessor shall be paid in monthly installments throughout the 2020, 2021, 2022 and 2023 assessment year(s).

**SIGNATURES**

  
\_\_\_\_\_  
Mark Brown  
President  
Associated Appraisal Consultants, Inc.

02/24/2020  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature  
City of Sturgeon Bay

\_\_\_\_\_  
Date



## RECOMMENDATION

### TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Personnel Committee, hereby recommend to approve the re-establishment of the Community Development Secretary to full time.

Respectfully submitted,

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 12, 2020

\* \* \* \* \*

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_ that the said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## EXECUTIVE SUMMARY

**Title:** Replacement of Assessing Technician/Addendum to Contract with Associated Appraisal

**Background:** Currently, the Sturgeon Bay Assessing Department duties are handled in part by contracting such services to Associated Appraisal and in part through an in house assessing technician. The assessing technician position is budgeted at 32 hours per week. This position also handles some non-assessing tasks including clerking the Aesthetic Design & Site Plan Review Board meetings, handling office coverage on Mondays for the Community Development Department and other tasks.

The long-time assessing technician recently resigned her position. When a vacancy occurs, particularly for a position that hasn't changed in a long time, the City typically examines various options for refilling the position. These include reassigning the tasks to other employees, contracting out the duties to the private sector, and combining positions.

In terms of contracting out the duties of the assessing technician, Associated Appraisal submitted a contract addendum for additional scope of services to handle all assessing related duties. The contract addendum calls for Associated Appraisal to pick up the services for the next 4 years. The cost is \$22,000 for year 2020 and \$26,000 for the other three years.


According to Associated Appraisal it is uncommon for municipalities that they contract with to have their own in house assessing staff. Typically, they perform all or nearly all duties.

If the City elects to contract out the assessing duties, there will be an impact on other community development department services. This includes office coverage as the Community Development Secretary currently works four days per week. In addition, the assessing technician handles the Design Review Board duties. Therefore, if the Assessing Technician position is eliminated, it is requested that the hours for the Community Development Secretary be increased.

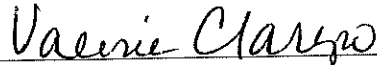
Other options for staffing include maintaining the status quo or dispersing the duties of the assessing technician to other staff. The staff opinion is that other options do not provide the benefits of contracting the assessing duties. Recent history suggests finding a qualified part-time person will be difficult and trying to combine with other part-time positions has inherent coordination and management issues, and it might likewise be difficult to find someone with multiple skill sets to handle more than one job description. By using Associated Appraisal for all assessing services means there will always be multiple people who can be available to answer questions and provide back-up during vacations and illnesses.

**Fiscal Impact:** The annual cost for a 32-hour per week assessing technician is about \$52,500. The annual fiscal impact of contracting out the assessing duties and increasing the Community Development Secretary is approximately \$41,300. This is based upon Associated Appraisal's proposal of \$26,000 per year and estimated annual cost to increase the Community Development Secretary hours of \$15,300. So the total fiscal impact would be a savings of \$11,200.

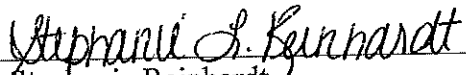
**Recommendation:** Approve the addendum for additional scope of services with Associated Appraisal and change the Community Development Secretary position to full time.

Prepared by:   
Martin Olejniczak  
Community Development Director

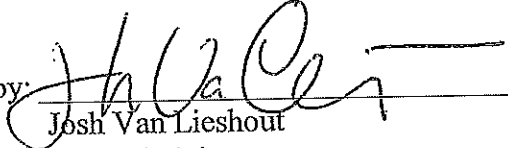
3/11/2020  
Date

Reviewed by:   
Valerie Clarizio  
Finance Director

3/11/20  
Date

Reviewed by:   
Stephanie Reinhardt  
City Clerk/HR Director

3/11/20  
Date

Reviewed by:   
Josh Van Lieshout  
City Administrator

3/11/20  
Date

Letter to Jim Kalny  
CC: Josh and Mayor  
CC: Kevin Osgood

RE: Door County Maritime Museum

Dear Mr. Kalny,

As I have indicated to you, I was retained to represent the Door County Maritime Museum with respect to potential issues associated with the location of the ordinary high water mark (OHWM) on their property. My initial understanding was that they owned land adjacent to the City and resolution of that issue would not directly involve the City. However, I have since discovered that the City owns a strip of land between Sturgeon Bay and the Maritime Museum property.

As you also know, I represented the City on the ordinary high water mark issues associated with the City's property on which the granary is located that is adjacent to the Maritime Museum. Although that matter is closed, and the City is now in the category of a former client, the issues associated with the Maritime Museum could be considered substantially related to the matter on which I represented the City. In particular, resolution of the OHWM for the Maritime Museum property may have implications for the OHWM on the City property that lies between the Maritime Museum and Sturgeon Bay.

Therefore, as a precautionary matter, I would request a waiver of any conflict in my continued representation of the Maritime Museum on resolving the OHWM issue on their property. Please let me know if this would be acceptable by signing the waiver consent, below. Thank you for your consideration.

## **RESOLUTION DECLARING INTENT TO DISCONTINUE THE USE OF THE WATERFRONT REDEVELOPMENT AUTHORITY**

A resolution declaring the intent of the Common Council to prospectively discontinue the use of the Waterfront Redevelopment Authority pursuant to Section 66.431 Wis. Stats. and reinstitute the City's right to operate under Section 66.1331, Wis. Stat. with regard to development of the Sturgeon Bay waterfront and other redevelopment within the City of Sturgeon Bay.

### **RECITALS**

WHEREAS, The Wisconsin legislature has provided several options to municipalities for carrying out redevelopment activities; and

WHEREAS, by resolution entitled RESOLUTION CREATING REDEVELOPMENT AUTHORITY dated November 7, 1990, the Common Council of the City of Sturgeon Bay elected to use the redevelopment method provided by Section 66.431 (since renumbered Section 66.1333) of the Wisconsin Statutes for the purpose of supervising the development of the Sturgeon Bay waterfront (the Resolution); and

WHEREAS, through the Resolution the Common Council created the Sturgeon Bay Waterfront Redevelopment Authority (WRA) to transact business and exercise all powers granted in Section 66.403 Wis. Stats., for the limited purpose of causing the redevelopment of certain waterfront areas in the City of Sturgeon Bay subject to certain limitations and conditions expressed in the Resolution; and

WHEREAS, the Sturgeon Bay Waterfront Redevelopment Authority has successfully served the City by administering the redevelopment of the waterfront area through many projects and agreements throughout the year; and

WHEREAS, many of those projects are still in existence and subject to agreements under which the WRA has ongoing responsibilities and liabilities; and

WHEREAS, the Common Council of the City of Sturgeon Bay recognizes the public service provided by the WRA and its members but has determined that prospectively, from this point forward, it wishes to directly exercise redevelopment authority as provided in Section 66.1331, Wis. Stats., while recognizing the WRA must continue to exist for the purposes of administering the projects and carry out its responsibilities under existing agreements in which it is a party to their completion.

NOW THEREFORE, the Common Council of the City of Sturgeon Bay, Door County Wisconsin, duly resolve as follows:

1. From the date of this Resolution forward, the Common Council determines to discontinue its use of Section 66.1333, Wis. Stats., and thereby removes the authority of the WRA to create new obligations to redevelop and the Sturgeon Bay waterfront or other areas within the City.

2. From the date of this Resolution forward, the Common Council of the City of Sturgeon Bay, Wisconsin shall undertake redevelopment under the authority provided in Section 66.1331, Wis. Stats., thereby directly controlling the redevelopment of the waterfront in all other areas within the City of Sturgeon Bay as provided in said statute.
3. Upon approval of this resolution by the Common Council of the City of Sturgeon Bay a copy of this Resolution shall be filed with the City Clerk to commemorate this policy determination by the Common Council to proceed as described in this resolution and commence all redevelopment activities in the City as provided in Section 66.1331, Wis. Stats.
4. Nothing in this Agreement is intended to dissolve the WRA, or effect the duties and obligations of the WRA with regard to existing projects and agreements. The intent of this resolution is to prospectively remove the authority of the WRA to participate in new projects and contracts under Section 66.1333 Wis. Stats. or any other authorizing ordinance or action after the date of this resolution recognizing the continuing responsibility of the WRA under the agreements and projects in which it is currently involved.

Introduced by Avenson moved by alder  
Avenson, seconded by alder Catanzoli, that said Resolution  
be adopted.

Passed by the Common Council of the City of Sturgeon Bay this 6th day of  
November, 2018, and submitted to the Mayor on the 6th day of  
November, 2018.

COMMON COUNCIL  
November 6, 2018

A regular meeting of the Common Council was called to order at 7:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Catarozoli, Hayes, Ward, Avenson, Allmann, Wiederanders and Hauser were present.

Catarozoli/Hauser to adopt the amended agenda combining item 18 with item 20. Carried.

The following people spoke during public comment: Scott Moore, 947 Pennsylvania St.

Allmann/Wiederanders to approve the following bills - General Fund - \$133,851.29, Capital Fund - \$773,783.95, Cable TV - \$5,221.63, TID #2 District - \$1,900.00, TID #4 District - \$385.00 and Solid Waste Enterprise-\$911.15 for a grand total of \$916,053.02. Roll call: All voted aye. Carried.

Ward/Avenson to approve consent agenda.

- a. Approval of 10/16/18 special and 10/16/18 regular Common Council minutes.
- b. Approval of following minutes:
  - (1) Finance/Purchasing & Building Committee- 10/9/18
  - (2) Parking & Traffic Committee-10/15/18
  - (3) City Plan Commission -10/17/18
  - (4) Ad Hoc West Waterfront Planning Committee-10/18/18
  - (5) Joint Park & Recreation Committee/Board-10/24/18
  - (6) Industrial Park Development Review Team-10/25/18
- c. Consideration of: Approval of beverage operator license.
- d. Parking & Traffic Committee recommendation re: Direct staff to seek legal counsel to create and ordinance to allow only trucks with a weight limit of no more than 9,000lbs. to travel through the downtown area.
- e. Parking & Traffic Committee recommendation re: Direct staff to place a 25mph speed limit sign between Maple St. and Oak St. on the west side of the street facing southbound traffic, and to place another 25 mph speed limit sign on Hudson St. between Spruce St. and Redwood St. on the east side of the street facing northbound traffic, with temporary flags.
- f. City Plan Commission recommendation re: Approve a zoning map amendment from Agricultural (A) to Single Family Residential (R-1) involving a 200' x 350' section of land at the southwest corner for Michael Anderson property(s) located at 1816,1824,1832, and 1842 Shiloh Rd.
- g. Park & Recreation Committee recommendation re: Write a letter of support for the Grand Traverse Islands National Park.

Carried.

There were no mayoral appointments

A public hearing regarding proposed zoning text amendments to Section 20.25 of the Municipal Code (Zoning Code) was opened at 7:14 p.m. The public hearing was declared closed at 7:15 p.m.

City Engineer Shefchik explained that this request from Sturgeon Bay Cold Storage is to align the driveway for easier semi-trailer access. The code currently limits the width to maximum of 35LF. The current driveway is 41LF the request is to widen by 10LF. Allmann/Ward to allow the driveway at 152 Jib Street to be widened 10LF to the east after receiving a driveway permit and copy of the paving contract that verifies the lot will be blacktopped within the 60 day requirement after the driveway is widened. Carried.

Hauser/Allmann to read in title only and adopt second reading of ordinance re: repeal and recreate Section 27.12(4)(b)(9) of the Municipal Code-Electronic variable message signs. Carried.

Catarozoli/Hauser to read in title only the first reading of ordinance re: rezone property from Agricultural (A) to Single Family Residential (R-1) for 1816,1824,1832,1842 Shiloh Rd. Carried.

Hauser/Catarozoli to read in title only the first reading of ordinance re: repeal and recreate Section 20.25 of the Municipal Code (Zoning Code). Carried.

Discussion took place regarding making the recommendation from the Ad Hoc West Waterfront Planning Committee broader to include design concepts.


#### Recommendation

We, the Ad Hoc West Waterfront Planning Committee, hereby recommend to move forward requesting proposals from 3-5 firms that are public relations, design firms, or other to provide a fixed price proposal **on design concepts and** to provide support on gathering public input on the redevelopment of the waterfront.

Ad Hoc West Waterfront Planning Committee

By: Laurel Hauser Co-Chairperson & David Schanock, Co-Chairperson

Introduced by Hauser. Ward/Hauser to adopt. Carried.

 Avenson/Catarozoli to adopt the resolution declaring intent to discontinue use of the Waterfront Redevelopment Authority. Discussion took place regarding the existing agreements and responsibilities of the WRA that cannot be unilaterally changed. It was also discussed that if another Council choose to "reopen" the WRA it must be recreated per state statues. Carried with Ward voting no.

Catarozoli/Avenson to remove from the table re: rescission of resolution requesting special legislation, as it pertains to the OHWM at 92 and 100 E. Maple Street. Carried.

Catarozoli/Avenson to adopt the rescission of resolution requesting special legislation, as it pertains to the OHWM on lot 92 and 100 East Maple Street and to direct Staff to immediately notify all political representatives including the Governor's office of such rescission. Carried with Ward voting no.

There were no items to be included in on future agendas.

City Administrator gave his report.

City Plan Commission member Hauser, Finance/Purchasing & Building Committee Chr. Ward, Park & Recreation Committee member Hayes presented reports for their respective committees/commissions.

The Mayor made his comments.

After the Mayor announced the statutory basis, Avenson/Catarozoli to convene in closed session in accordance with the following exemptions: Conferring with legal counsel for governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis. Stat. 19.85(1)(g) 1.) Consideration of: Litigation with Sawyer Hotel Development, LLC. & 2.) Consideration of: Settlement agreement with friends of Sturgeon Bay Public Waterfront, Shawn m. Fairchild, Carri Andersson, Linda Cockburn, Russ Cockburn, Kathleen Finnerty and Christy Weber vs City of Sturgeon Bay and Waterfront Redevelopment Authority of the City of Sturgeon Bay. All voted aye. Carried.

The meeting moved to closed session at 8:49pm after a 5 minute recess and adjourned in closed session at 10:06pm.



Respectfully submitted,

Tricia Metzger  
Receptionist

# Waterfront Redevelopment Authority Discussion

Sturgeon Bay Common Council

June 5, 2018

## I. REDEVELOPMENT AUTHORITIES

### A. Statutory Authorization and Purposes- Why do RDA's exist

1. The WRA was created pursuant to § 66.431 Wis. Stats which has since been amended and renumbered § 66.0333 Wis. Stats.
2. § 66.0333 Wis. Stats. is to be known as "Blight Elimination and Slum Clearance Act" based on the following findings and policies:
  - a. the existence of substandard, deteriorated, slum and blighted areas and blighted properties is a matter of statewide concern
  - b. It is the policy of this state to protect and promote the health, safety, morals and general welfare of the people of the state in which these areas and blighted properties exist by the elimination and prevention of these areas and blighted properties through the utilization of all means appropriate for that purpose, thereby encouraging well-planned, integrated, stable, safe and healthful neighborhoods, the provision of healthful homes, a decent living environment and adequate places for employment of the people of this state and its communities in these areas and blighted properties.
  - c. The purposes of this section are to provide for the elimination and prevention of substandard, deteriorated, slum and blighted areas and blighted properties through redevelopment and other activities by state-created agencies and the utilization of all other available public and private agencies and resources.
  - d. State agencies shall be available in all the cities in the state to be known as the redevelopment authorities of the particular cities and carry out and effectuate the provisions of this section when the local legislative bodies of the cities determine there is a need for them to carry out within their cities the powers and purposes of this section.
3. Note: RDAs including the WRA is a state agency created to address a matter of statewide concern

### B. What does a Redevelopment Authority do?

1. It is found and declared that a redevelopment authority, functioning within

a city in which there exists blighted areas, constitutes a more effective and efficient means for preventing and eliminating blighted areas in the city and preventing the recurrence of blighted areas. Therefore, there is created in every city with a blighted area a redevelopment authority, to be known as the "redevelopment authority of the city of ....". An authority is created for the purpose of carrying out blight elimination, slum clearance, and urban renewal programs and projects as set forth in this section, together with all powers necessary or incidental to effect adequate and comprehensive blight elimination, slum clearance and urban renewal programs and projects.

- a. "Blight elimination, slum clearance and urban renewal project," "redevelopment and urban renewal project," "redevelopment or urban renewal project," "redevelopment project," "urban renewal project," and "project" mean undertakings and activities in a project area for the elimination and for the prevention of the development or spread of slums and blight, and may involve clearance and redevelopment in a project area, or rehabilitation or conservation in a project area, or any combination or part of the undertakings and activities in accordance with a "redevelopment plan," "urban renewal plan," "redevelopment or urban renewal plan," "project area plan," or "redevelopment and urban renewal plan," either one of which means the redevelopment plan of the project area prepared and approved as provided in sub. (6). These undertakings and activities include all of the following:
  - i. Acquisition of all or a portion of a blighted area.
  - ii. Demolition and removal of buildings and improvements.
  - iii. Installation, construction, or reconstruction of streets, utilities, parks, playgrounds, and other improvements necessary for carrying out in the project area the objectives of this section in accordance with the redevelopment plan.
  - iv. Disposition of any property acquired in the project area, including sale, initial leasing or retention by the authority itself, at its fair value for uses in accordance with the redevelopment plan.
  - v. Carrying out plans for a program of voluntary or compulsory repair and rehabilitation of buildings or other improvements in accordance with the redevelopment plan.
  - vi. Acquisition of any other real property in the project area where necessary to eliminate unhealthful, insanitary or unsafe conditions, lessen density, eliminate obsolete or

other uses detrimental to the public welfare, or otherwise to remove or prevent the spread of blight or deterioration, or to provide land for needed public facilities.

- vii. Studying the feasibility of and initial design for an arts incubator, developing and operating an arts incubator, and applying for a grant or loan under s. 41.60 in connection with an arts incubator.
    - viii. Studying the feasibility of an initial design for a technology-based incubator and developing and operating a technology-based incubator.
  - b. To my knowledge you have 2 plans/projects
    - i. Redevelopment Plan Downtown Redevelopment Area, 1992
    - ii. Surgeon Bay Downtown Waterfront Subarea Development Plan 2002
- 2. An authority may transact business and exercise any of the powers granted to it in this section following the adoption by the local legislative body of a resolution declaring in substance that there exists within the city a need for blight elimination, slum clearance and urban renewal programs and projects.
- 3. Blighted areas are not just slums“Blighted area” means any of the following:
  - a. An area, including a slum area, in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime, and is detrimental to the public health, safety, morals or welfare.
  - b. An area which by reason of the presence of a substantial number of substandard, slum, deteriorated or deteriorating structures, predominance of defective or inadequate street layout, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair value of the land, defective or

unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, substantially impairs or arrests the sound growth of a city, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals, or welfare in its present condition and use.

- c. An area which is predominantly open and which because of obsolete platting, diversity of ownership, deterioration of structures or of site improvements, or otherwise, substantially impairs or arrests the sound growth of the community.
- 4. An authority is an independent, separate and distinct public body and a body corporate and politic, exercising public powers determined to be necessary by the state to protect and promote the health, safety and morals of its residents, and may take title to real and personal property in its own name. The authority may proceed with the acquisition of property by eminent domain under ch. 32, or any other law relating specifically to eminent domain procedures of redevelopment authorities.

#### C. Creation and Local Authorization

- 1. Upon the adoption of the resolution by the local legislative body by a two-thirds vote of its members present, a certified copy of the resolution shall be transmitted to the mayor or other head of the city government. Upon receiving the certified copy of the resolution, the mayor or other head of the city government shall, with the confirmation of four-fifths of the local legislative body, appoint 7 residents of the city as commissioners of the authority.
- 2. The filing of a certified copy of the resolution adopted under par. (a) with the city clerk is prima facie evidence of the authority's right to proceed, and the resolution is not subject to challenge because of any technicality. In any suit, action or proceeding commenced against the authority, a certified copy of the resolution is conclusive evidence that the authority is established and authorized to transact business and exercise its powers under this section.
- 3. Following the adoption of a resolution, under par. (a), a city is precluded from exercising the powers provided in s. 66.1331 (4), and the authority may proceed to carry on the blight elimination, slum clearance and urban renewal projects in the city, except that the city is not precluded from applying, accepting and contracting for federal grants, advances and loans under the housing and community development act of 1974 (P.L. 93-383).

- a. 66.1331 is the blighted area law

- b. 66.1331(4) is the City powers section of that law- so by adopting an RDA the City can no longer:
- i. Prepare redevelopment plans and undertake and carry out redevelopment projects within its corporate limits.
  - ii. Enter into any contracts determined by the local legislative body to be necessary to effectuate the purposes of blight elimination
  - iii. Acquire by purchase, eminent domain or otherwise, any real or personal property or any interest in that property, together with any improvements, necessary or incidental to a redevelopment project; hold, improve, clear or prepare for redevelopment any such property; sell, lease, subdivide, retain for its own use, mortgage, or otherwise encumber or dispose of any such property or any interest in that property; enter into contracts with redevelopers of property containing covenants, restrictions, and conditions regarding the use of the property in accordance with a redevelopment plan and other covenants, restrictions and conditions that it deems necessary to prevent a recurrence of blighted areas or to effectuate the purposes of this section; and make any covenants, restrictions, conditions or covenants running with the land and provide appropriate remedies for their breach.
  - iv. Borrow money and issue bonds, and apply for and accept advances, loans, grants, contributions, and any other form of financial assistance from the federal, state or county government, or other public body or from any sources, for the purpose of this section; and give security as may be required and enter into and carry out contracts in connection with the security.
  - v. Condemnation proceedings for the acquisition of real property necessary or incidental to a redevelopment project shall be conducted in accordance with ch. 32 or any other laws applicable to the city.
  - vi. Notwithstanding any other provision of law, the local legislative body may designate, by ordinance or resolution, any local housing authority existing under ss. 66.1201 to 66.1211, any local redevelopment authority existing under s. 66.1333, or both jointly, or any local community development authority existing under s. 66.1335, as the agent of the city to perform any act, except the

development of the general plan of the city, which may otherwise be performed by the planning commission under this section.

4. Note the law suggests the RDA can and the City can't carry out the redevelopment projects
5. Note an RDA cannot act as a housing authority

D. Who makes up an RDA and how

1. Upon the adoption of the resolution by the local legislative body by a two-thirds vote of its members present,
  - a. a certified copy of the resolution shall be transmitted to the mayor or other head of the city government.
  - b. Upon receiving the certified copy of the resolution, the mayor or other head of the city government shall, with the confirmation of four-fifths of the local legislative body, appoint 7 residents of the city as commissioners of the authority.
2. The commissioners who are first appointed shall be designated by the appointing power to serve for the following terms:
  - a. 2 for one year,
  - b. 2 for 2 years,
  - c. one for 3 years, one for 4 years, and
  - d. one for 5 years, from the date of their appointment.
  - e. After the first appointments, the term of office is 5 years. A commissioner holds office until a successor is appointed and qualified.
3. In making appointments of commissioners, the appointing power shall
  - a. give due consideration to the general interest of the appointee in a redevelopment, slum clearance or urban renewal program and shall, insofar as is possible, designate representatives from the general public, labor, industry, finance or business group, and civic organizations.
  - b. Appointees shall have sufficient ability and experience in related fields, especially in the fields of finance and management, to assure efficiency in the redevelopment program, its planning and

direction.

- c. One of the 7 commissioners shall be a member of the local legislative body.
  - d. No more than 2 of the commissioners may be officers of the city in which the authority is created.
- E. What condition or issue was the 1990 Common Council trying to address when they established the WRA?
- 1. The enabling resolutions provides in relevant part:
    - a. the Common Council of the City of Sturgeon Bay finds that the
    - b. waterfront areas of the City of Sturgeon Bay contiguous to the Bay of Sturgeon Bay, particularly in the downtown area, are substandard and poorly developed so as to constitute an economic and social liability within the City of Sturgeon Bay, particularly in the downtown area, that substantially impairs the sound economic growth and development of the City of Sturgeon Bay
    - c. the aforesaid condition is found by the Common Council of the City of Sturgeon Bay to be beyond remedy and control solely by regulatory process in the exercise of the City's police power and also cannot be dealt with effectively by the ordinary operations of private enterprise without the aids herein provided
    - d. the acquisition and disposition of various waterfront areas in the City of Sturgeon Bay for redevelopment to improve the economic and social viability of the City of Sturgeon Bay, and any assistance which may be given by the City of Sturgeon Bay or any other public bodies in connection therewith are found to be public uses and purposes for which public money may be expended and the power of eminent domain may be exercised,
    - e. necessity for proper waterfront development in the City of Sturgeon Bay is found to be in the public interest as a matter of municipal legislative determination,
    - f. It is found that a Redevelopment Authority created and operating in accordance with Section 66.431 of the Wisconsin Statutes is the most effective municipal organization for achieving the objectives set forth above.
  - 2. The City followed the appointment process of § 66.431 Wis. Stats. which is the same as still exists in § 66.1333.



3. It appears and is required by the resolution that the project area boundaries were submitted to the Council and approved as required by the statute.

## II. DISSOLVING AN RDA

### A. Same dignity rule- by action of the City.

#### 1. 1976 league opinion

- a. The scheme of the act is to provide for a state agency known as the "redevelopment authority" in each city, which becomes operative and authorized to transact business and exercise statutory powers only upon adoption of a resolution by a 2/3 vote of the members present of the governing body declaring that there exists within the city a need for blight elimination, slum clearance and urban renewal programs and projects.
- b. the legislature has indicated that redevelopment authorities are to be available when the local legislative body of a city determines the need therefore but has not mandate that the city establish such authorities
- c. While s. 66.431 does not contain a specific procedure or authorization for dissolution of a redevelopment authority or liquidation and disposal of its projects similar to what is found in the housing authority laws It does provide for a liberal construction to effectuate the purpose thereof and does declare that redevelopment authorities are "state agencies" available in all cities when the local legislative body determines the need for them to carry out the powers and purposes of this section.
- d. As the legislature has indicated that redevelopment authorities are to be available when the local legislative body of a city determines the need therefore but has not mandated that the city establish such authorities in the absence of such determination, it is my opinion that the common council retains the legislative authority to repeal the resolution by which it created a redevelopment authority under s. 66.431 (3). Such a repealing resolution would require a 2/3 vote of the members present at the meeting in which it is considered in keeping with the general rule that legislation may only be affected by enactments of like dignity.

#### 2. Legal risk- there is no law

#### 3. Practical issues- the opinion goes on:

- a. There are cases in other states which hold that a governing body may not rescind the power of an independent authority as to

approved projects," but may so act with respect to unapproved projects.

- b. The author suggested sale of projects to the highest bidder after public advertisement, payment and retirement of all outstanding obligations, distribution of excess proceeds in accordance with the federal law applicable at the time of liquidation or the disposal of the project and assumption and purchase by the city of any obligations in excess of the highest bid received. Once all projects of the authority are liquidated and all obligations have been satisfied and the council has adopted a resolution to abolish the authority, arguably the city would stand in exactly the same position as if it had never created the authority and could transfer or delegate functions to city departments similar to those exercised by the redevelopment authority to the extent authorized by the various statutes and authorities cited in this opinion.
- c. We have development agreements and 2 law suits that would have to be dealt with

B. Creation of a CDA

- 1. § 66.1335 Wis. Stats A city may, by a two-thirds vote of the members of the city council present at the meeting, adopt an ordinance or resolution creating a housing and community development authority which shall be known as the "Community Development Authority" of the city. It is a separate body politic for the purpose of carrying out blight elimination, slum clearance, urban renewal programs and projects and housing projects.
  - a. The ordinance or resolution shall also do all of the following:
    - i. Provide that any redevelopment authority created under s. 66.1333 operating in the city and any housing authority created under s. 66.1201 operating in the city, shall terminate its operation as provided in sub. (5).
    - ii. Declare in substance that a need for blight elimination, slum clearance, urban renewal and community development programs and projects and housing projects exists in the city.
  - b. Housing project includes all real and personal property, building and improvements, and community facilities acquired or constructed pursuant to a single plan either to demolish, clear, remove, alter or repair insanitary or unsafe housing or to provide safe and sanitary dwelling accommodations for persons of low income, or both. "Housing projects" includes the planning of

buildings and improvements, the acquisition of property, the demolition of existing structures, the construction, reconstruction, alteration and repair of the improvements and all other related work

c. Powers of a Housing Authority Within its area of operation

- i. to prepare, carry out, acquire, lease and operate housing projects approved by the council; to provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part of a housing project.
- ii. To take over by purchase, lease or otherwise any housing project undertaken by any government and located within the area of operation of the authority when approved by the council; to purchase, lease, obtain options upon, acquire by gift, grant, bequest, devise, or otherwise, any real or personal property or any interest in the real or personal property.
- iii. To act as agent for any government in connection with the acquisition, construction, operation or management of a housing project or any part of a housing project.
- iv. To arrange or contract for the furnishing of services, privileges, works, or facilities for, or in connection with, a housing project or the occupants of a housing project.
- v. To lease or rent any dwellings, houses, accommodations, lands, buildings, structures or facilities embraced in any housing project and, subject to the limitations contained in this section, to establish and revise the rents or charges for the housing project.
- vi. Within its area of operation to investigate into living, dwelling and housing conditions and into the means and methods of improving those conditions; and to engage in research and studies on the subject of housing.
- vii. To acquire by eminent domain any real property, including improvements and fixtures on the real property.
- viii. To own, hold, clear and improve property, to insure or provide for the insurance of the property or operations of the authority against any risks, to procure insurance or guarantees from the federal government of the payment of any debts or parts of debts secured by mortgages made or

held by the authority on any property included in any housing project.

- ix. To contract for the sale of, and to sell, any part or all of the interest in real estate acquired and to execute contracts of sale and conveyances as the authority considers desirable.
- x. In connection with any loan, to agree to limitations upon its right to dispose of any housing project or part of a housing project.
- xi. In connection with any loan by a government, to agree to limitations upon the exercise of any powers conferred upon the authority by ss. 66.1201 to 66.1211.
- xii. To invest any funds held in reserve or sinking funds, or any funds not required for immediate disbursement, in property or securities in which savings banks may legally invest funds subject to their control.
- xiii. To sue and be sued, to have a seal and to alter the same at pleasure, to have perpetual succession, to make and execute contracts and other instruments necessary or convenient to the exercise of the powers of the authority.
- xiv. To make and amend and repeal bylaws, rules and regulations not inconsistent with ss. 66.1201 to 66.1211, to carry into effect the powers and purposes of the authority.
- xv. To exercise all or any part or combination of powers granted in this section. No provisions of law with respect to the acquisition or disposition of property by other public bodies are applicable to an authority unless otherwise provided.
- xvi. To execute bonds, notes, debentures or other evidences of indebtedness which, when executed by a housing authority, are not a debt or charge against any city, county, state or any other governmental authority, other than against the authority itself and its available property, income or other assets in accordance with the terms of an evidence of indebtedness and of this section, and no individual liability exists for any official act done by any member of the authority. No authority may levy any tax or assessment.
- xvii. To provide by all means available under ss. 66.1201 to 66.1211 housing projects for veterans and their families regardless of their income. The projects are not subject to

the limitations of s. 66.1205.

- xviii. Notwithstanding the provisions of any law, to acquire sites; to prepare, carry out, acquire, lease, construct and operate housing projects to provide temporary dwelling accommodations for families regardless of income who are displaced under ss. 66.1201 to 66.1331; to further slum clearance, urban redevelopment and blight elimination; and to provide temporary dwelling accommodations for families displaced by reason of any street widening, expressway or other public works project causing the demolition of dwellings.
- xix. To participate in an employee retirement or pension system of the city which has declared the need for the authority and to expend funds of the authority for this purpose.
- xx. To join or cooperate with one or more authorities in the exercise, either jointly or otherwise, of any of their powers for the purpose of financing, including the issuance of bonds, notes or other obligations and giving security for these obligations, planning, undertaking, owning, constructing, operating or contracting with respect to a housing project located within the area of operation of any one or more of the authorities. For this purpose an authority may by resolution prescribe and authorize any other housing authority, joining or cooperating with it, to act on its behalf with respect to any powers, as its agent or otherwise, in the name of the authority joining or cooperating or in its own name.
- xxi. To establish a procedure for preserving records of the authority by the use of microfilm, another reproductive device, optical imaging, or electronic formatting if authorized under s. 19.21 (4) (c). The procedure shall assure that copies of records that are open to public inspection continue to be available to members of the public requesting them. A photographic reproduction of a record or copy of a record generated from optical disc or electronic storage is deemed the same as an original record for all purposes if it meets the applicable standards established in ss. 16.61 and 16.612.
- xxii. To exercise any powers of a redevelopment authority operating under s. 66.1333 if done in concert with a redevelopment authority under a contract under s. 66.0301.

- xxiii. To, within its area of operation, either by itself or with the department of veterans affairs, undertake and carry out studies and analyses of veterans housing needs and meeting those needs and make the study results available to the public, including the building, housing and supply industries.
- 2. Upon the adoption of an ordinance or resolution creating a community development authority, all housing and redevelopment authorities previously created in the city under ss. 66.1201 and 66.1333 terminate.
    - a. Any programs and projects which have been begun by the redevelopment authority shall, upon adoption of the ordinance or resolution, be transferred to and completed by the community development authority.
    - b. Any procedures, hearings, actions or approvals taken or initiated by the redevelopment authority under s. 66.1333 on pending projects are deemed to have been taken or initiated by the community development authority as if the community development authority had originally undertaken the procedures, hearings, actions or approvals.
    - c. Any form of indebtedness issued by the redevelopment authority shall, upon the adoption of the ordinance or resolution, be assumed by the community development authority.
    - d. Upon the adoption of the ordinance or resolution, all contracts entered into between the federal government and the redevelopment authority, or between these authorities and other parties shall be assumed and discharged by the community development authority. The redevelopment authority may execute any agreements contemplated by this subsection. Contracts for disposition of real property entered into by the redevelopment authority with respect to any project are deemed contracts of the community development authority without the requirement of amendments to the contracts. Contracts entered into between the federal government and the redevelopment authority bind the community development authority in the same manner as if originally entered into by the community development authority.
    - e. A community development authority may execute appropriate documents to reflect its assumption of the obligations set forth in this subsection.
  - 3. Creation of the CDA
    - a. Appointment of members. Upon receipt of a certified copy of the

ordinance or resolution, the mayor shall, with the confirmation of the council, appoint 7 resident persons having sufficient ability and experience in the fields of urban renewal, community development and housing, as commissioners of the community development (a)

- i. Two of the commissioners shall be members of the council and shall serve during their term of office as council members.
  - ii. The first appointments of the 5 noncouncil members shall be for the following terms: 2 for one year and one each for terms of 2, 3 and 4 years. Thereafter the terms of noncouncil members shall be 4 years and until their successors are appointed and qualified.
- b. The community development authority has all powers, duties and functions set out in ss. 66.1201 and 66.1333 for housing and redevelopment authorities. As to all housing projects initiated by the community development authority it shall proceed under s. 66.1201, and as to all projects relating to blight elimination, slum clearance, urban renewal and redevelopment programs it shall proceed under ss. 66.1105, 66.1301 to 66.1329, 66.1331, 66.1333 or 66.1337 as determined appropriate by the common council on a project by project basis.

### III. THINGS TO CONSIDER

- A. Attempting to dissolve the RDA by Council action is a risk as
1. it is unprecedented
  2. there are still some outstanding obligations that would have to be addressed
  3. It likely would pass some liability for the acts of the RDA squarely on the City.
- B. The safer way of dissolving the RDA is by creating a CDA – by doing so
1. you are giving placing more authority in the hands of independent authority
  2. you are creating a more powerful entity than the RDA already is
  3. You would still not have direct control of the RDA issues
  4. The appointment process would need to be completed