



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, OCTOBER 20, 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. Presentations by persons who submitted Letters of Interest in Filling District 2 Aldermanic Seat.
6. Consideration of: Filling District 2 Aldermanic Seat.
7. Public Comment on agenda items only.
8. Consideration of the following bills: General Fund – \$324,813.67, Capital Fund - \$70,598.87, Cable TV - \$40.01, TID #4 - \$5,746.50 and Solid Waste Enterprise Fund - \$2,059.47 for a grand total of \$403,258.52. [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 10/6/20 regular and 10/12/20 special Common Council minutes.

* b. Place the following minutes on file:

- (1) Committee of the Whole – 9/28/20
- (2) Aesthetic Design & Site Plan Review Board – 9/28/20
- (3) Finance/Purchasing & Building Committee – 9/29/20
- (4) Local Arts Board – 9/30/20
- (5) Committee of the Whole – 10/5/20
- (6) City Plan Commission – 10/6/20
- (7) Joint Common Council & City Plan Commission – 10/6/20

* c. Place the following reports on file:

- (1) Fire Department Report – August 2020
- (2) Inspection Department Report – September 2020
- (3) Police Department Report – September 2020
- (4) Bank Reconciliation – September 2020
- (5) Revenue & Expense Report – September 2020

- * d. **Consideration of: Approval of Class A Beer & Class A Wine licenses.**
 - * e. **Personnel Committee recommendation re: Create separate Mason & Carpenter positions and hire a Mason position. Also, to increase the wage for those performing carpentry and mason work by \$1.25 per hour rather than year round.**
 - * f. **Personnel Committee recommendation re: Adopt the City of Sturgeon Bay COVID-19 Policy and Administrative Guidelines for Employees and Facilities.**
10. **Mayoral appointments.**
 11. **Consideration of: Appeal Decision of Aesthetic Design & Site Plan Review Board regarding Fincantieri Building Project.**
 12. **Second reading of ordinance re: Adoption of the City of Sturgeon Bay 2040 Comprehensive Plan.**
 13. **Resolution Approving Application for Urban Wildlife Damage Abatement and Control Grant.**
 14. **Resolution re: Authorizing Submittal of a Community Development Investment Grant Application for the Third Avenue Playhouse Renovation Project.**
 15. **City Plan Commission recommendation re: Approve an Amendment to Section 20.27 of the Municipal Code (Zoning Code) regarding area and dimensional requirements for buildings in the I-2/I-2A zoning districts.**
 16. **Personnel Committee recommendation re: Authorize Step Placement in accordance with the Wage & Compensation Study.**
 17. **City Administrator report.**
 18. **Mayor's report**
 19. **Move to convene in closed session in accordance with the following exemptions:**
 - a. **Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Wis. Stats. 19.85 (1)(c)**

Consideration of: Compensation negotiations for Police Chief.
 - b. **Conferring with legal counsel for the 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. Stats. 19.85(1)(g)**

Consideration of: Demand letter sent to City by former employee Larry Jennerjohn.

Move to reconvene in open session to take formal action upon preceding subjects of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Council may adjourn in closed session.
 20. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: October 16, 2020

Time: 12:00pm

By: JM

NOTE: COUNCIL CHAMBERS WILL BE OPEN TO THE PUBLIC TO OBSERVE AND RENDER PUBLIC COMMENT ON AGENDA ITEMS ONLY. THE MEETING WILL BE LIVESTREAMED AT <https://sbtv.viebit.com/> AND CABLE ACCESS CHANNEL 988.

ie

From: Stephen Day <ohdedoodah@gmail.com>
Sent: Thursday, October 8, 2020 8:49 PM
To: Reinhardt, Stephanie
Subject: Statement to fill the 2nd District Seat for Sturgeon Bay

Hi Stephanie,

Below is my submitted statement to be considered for David Hayes's seat in the 2nd District.

I wasn't sure how to get this in to you by the 8th, so I figured I'd email you since the notice said you should get it.

A hard copy will be dropped off tomorrow for convenience.

Thanks,
 Stephen

Statement to fill the 2nd District Seat for Sturgeon Bay

I am writing to express my interest in the upcoming appointment for the 2nd district city council seat in Sturgeon Bay.

I have deep roots in Door County. Originally from St. Louis, my great grandmother founded a camp for girls in Peninsula State Park in 1916 which ran for 32 years, employing many people in the County, educating and empowering girls long before that was a thing. She herself was a woman whose husband had left her high and dry with two small children. She was taking a huge risk as few people would send their *daughters* away to summer camp for months at a time.

Since then my family spent as much time as possible in Door County, finally moving to Fish Creek full time. I attended Gibraltar High School prior to heading out East for college to work in theater in NYC.

Prior to leaving for college, I worked in many local businesses since I was 12. Including the White Gull Inn, C&C Club, Summertime, Omnibus, and eventually managing Digger's during his first two years of business. Needless to say, Digger's became an institution.

My mother eventually moved to Sturgeon Bay in the 1990s. That is when I got to know Sturgeon Bay a lot better. I started splitting my time between here and New York City where I was running a theater company.

I have grown to love this City. I am fascinated by the parallels between development challenges here vs. New York City, also a developing harbor city but with a very strong tourism industry.

While I have not held a political office before, I have a great variety of applicable skills and experience:

I am a member of a co-op board for a 65 unit building in Brooklyn, NY, built in 1926.
 -- I have been spearheading a long overdue renovation of the building's exterior.
 -- In order to pay for that, I managed a refinancing which yielded over \$3 million to finance critically needed improvements
 -- I spearheaded an effort to improve our energy usage, replacing the boiler and installing an energy management system

-- the work has required negotiation of contracts and scope, change orders, landmark commission approvals and negotiation with neighbors

My day job:

-- I'm a lead IT Business Analyst for TIAA

-- I have been the point person for the redesign of a dynamic retirement solution, leading to a key client's adoption. \$6 billion AUM with an inflow to TIAA of \$1 billion.

-- I am currently involved in efforts to expand that product to over 1,000 clients

Previous 'day' jobs:

-- Moody's: Lead business analyst supervising the redesign of a publishing platform (also used by the Washington Post)

-- 10 years' experience as a paralegal for two of the largest corporate law firms in New York City

-- 6 years as a research and research manager for Good Morning America, ABC News

-- Commercial theater: brought a Korean martial arts comedy from Seoul to NYC for a successful Off Broadway run

-- Architecture: stint at Kohn Pedersen Fox in NYC and supervision of the installation of a new Off Broadway theater space in Greenwich Village

From having lived in Fish Creek and Sturgeon Bay, I have been keenly aware of the need to balance growth and tourism for years. My perspective comes from our family history, having been a tourist, having been a resident and having worked here. I have followed, with great interest, the development plans on the west side. From my theater, planning and architectural background I have spent a lifetime studying how space gets used.

Politically, I have noted with interest, in the 2nd district, that political signs in yards practically alternate from one property to the next. This tells me that the future of Sturgeon Bay requires a balance of interests that will benefit all residents. As Tip O'Neill said, all politics are local politics. One must serve the interests of all constituents, not just those who voted for them.

Balance isn't as exciting as polarization. But in my mind, it is the only lasting path that can serve everyone.

I am also keenly interested in diversification of the economy of Sturgeon Bay. As the City evolves, we need to broaden economic opportunities for everyone.

I thank you for your consideration and I look forward to the opportunity to serve this district and the citizens of Sturgeon Bay,
Stephen L. Day

917-509-8491

ohdedoodah@gmail.com

Randy Morrow ● wrmorrow@gmail.com ● 608.359.1863

City of Sturgeon Bay, WI

David J Ward Ph.D, Mayor

Josh VanLieshout, City Administrator

Stephanie L. Reinhardt, City Clerk / Human Resources Director

RE: District 2 Alderperson

I am writing to you today to share with you my intent that you consider me when you fill the open seat in District 2.

Although I am not a native of Sturgeon Bay, I have found that over the past 15 years, Sturgeon Bay has truly become my home. I believe that Sturgeon Bay offers a person the opportunity to enjoy life from a variety of perspectives -rewarding career, natural beauty, and ultimately a place that one could only hope that they could retire in.

Here are few points that I believe make me a strong candidate to be considered:

- I am the CEO of Sunshine Resources of Door County, a business located in Sturgeon Bay employing more than 40 people as well as serving our community as a non-profit. We partner with many organizations throughout the area such as Door County Memorial, Hatco, TTX, C&S, YMCA, ADRC, Health & Human Services and many more. We are all about partnerships that make a difference. I was also the Chief Marketing Officer / VP of Door County Coffee.
- Nearly 10 years ago, I started the Wayfinding project for Sturgeon Bay – that is now coming to fruition. I did this without any nudging from our city, and spent more than 100 hours developing plans and tactics and ultimately presenting an initial plan to city council – which approved it.
- I began, lead and received council approval for a beach improvement plan
- I served more than 7 years on the Sturgeon Bay Visitor Center board and even served as their board president
- I served on the Door County Visitor Bureau and headed the member relations committee
- I have served, and continue to serve, multiple terms on the Park & Rec board
- I have served on the Harbor Commission
- I am a current member of Sturgeon Bay Rotary, and a past board member
- I served in the US Coast Guard Reserve in a search and rescue role and appreciate the fact that Sturgeon Bay is a Coast Guard city.

I believe in our city. I believe that we have a unique place in Door County and that we are rich in opportunities for anyone that considers Sturgeon Bay their home.

My wife Mary Morrow and I live at 526 Kentucky Street, with our pup Ghost. You can find us regularly out and about enjoying the sites and sounds of Sturgeon Bay.

Thank you,

Randy Morrow

526 Kentucky Street ● Sturgeon Bay, WI 54235

wrmorrow@gmail.com ● 608-359-1863

September 28, 2020

Caitlin Oleson

132 S 3rd Ave

Sturgeon Bay, WI

(920) 857-8605

caitlinoleson@gmail.com

To: Mayor Ward, City Council Members

CC: Josh VanLieshout, Stephanie Reinhardt

Dear Mayor Ward and City Council Members,

My name is Caitlin Oleson, and I'm reaching out to share my interest in serving as the replacement City Council Representative for District 2. My previous experience serving on community organizations, coupled with my desire to make my community a better place makes me an excellent candidate for this position.

A Gibraltar graduate, I moved back to Door County in 2013 after living abroad for three years. Like many other millennials, I oscillated between wanting to move to a bigger city for career opportunities and recognizing the unique opportunities that this community presented. I found myself gravitating towards opportunities to become involved in the community through initiatives like Discuss Door County, the Women's Fund, and serving on the board of Write On Door County, two years of which I served as secretary. As well, I also volunteered with Gibraltar's DECA club.

Most recently, I served as a member of the Ad-hoc West Waterfront Committee for the city of Sturgeon Bay. This committee, made up of a diverse group of stakeholders, was tasked with developing a plan for the west waterfront. We spent over six months enlisting consultants to help us engage the community through listening sessions and surveys. Our work included a contentious parcel of property and historic building; this work wasn't without its challenges. However, we were able to put our own interests aside to develop a plan to fit the needs of the community. I'm proud that our committee was able to work together to present a final plan to our city council.

Over the past seven years, I've had the privilege of working with many different individuals and stakeholders in the city and county on projects focused on making our community stronger. It's made me appreciate and value my friends, family, and neighbors that are working to make our city a better place. I believe serving as city council representative for District 2 would both build on my previous experience while giving me another opportunity to give back to my community.

Thank you for your consideration,

Caitlin Oleson

Caitlin Oleson

Sturgeon Bay, Wisconsin, United States

 caitlinoleson@gmail.com

 [linkedin.com/in/caitlinoleson](https://www.linkedin.com/in/caitlinoleson)

Experience

Operations & Programming Manager

The Climate Collaborative

Jan 2018 - Present (2 years 9 months +)

I have the fantastic opportunity to work with companies of all sizes in the natural products industry that care deeply about climate mitigation.

Responsibilities:

- Outreach and growth of our community
- Assist with production and logistics of programming; lead retailer working group
- Identify and build relationships with partner organizations and solutions providers
- Lead administrative support

Project Manager

University of Wisconsin-Green Bay

Jul 2016 - Jun 2017 (1 year)

Conducted a feasibility analysis for a research station along the Bay of Green Bay.

- * Responsible for organizing and coordinating meetings with Project Team on a weekly basis
- * Communicated with stakeholders about the project and perspective impact
- * Created presentation materials for outreach and reports for granting entity, Wisconsin Coastal Management Program

Program Coordinator of NexGen, Door County Young Professionals Network

Consultant

May 2015 - Feb 2016 (10 months)

Identified and engaged business stakeholders in the community to determine need for programming

- * Development and implemented programming
- * Developed price structure in conjunction with the steering committee
- * Researched and liaised with other young professional organizations in Wisconsin, learning best practices and collaborating on state wide activities

Bricolage Fellowship

The Brico Fund

Aug 2014 - Jan 2015 (6 months)

I spent 5 months working to increase voter and civic engagement in Door County.

- * Created YouTube channel with videos of our local political candidates answering questions that appeal to under 40 voters
- * Held women only informal information sessions to discuss the November 4th, 2014 election

* Post election, engaged with under the age of 40 business owners to create an economic development plan for an underserved demographic in the community

Education



The University of Edinburgh

MSc, Nationalism

2010 - 2011



Eugene Lang College, The New School for Liberal Arts

B.A., History

2006 - 2010



Gibraltar

2002 - 2006

October 6, 2020

City of Sturgeon Bay
Attn: Clerk Stephanie Reinhardt
421 Michigan St.
Sturgeon Bay, WI 54235

Re: District 2 Alderman – vacancy

Ms. Reinhardt, Mr. Mayor and City Council members --- I would like to express my interest in filling the position of Alderman – District 2 that was created by the resignation of Mr. David Hayes.

A very brief bio: I am originally from a small dot on the map northwest of Madison, Wisconsin – by the name of Martinsville. I graduated from Sauk-Prairie High School and then received an Engineering degree from UW – Madison. For several years I was a sales/consulting engineer helping to design bearings to be utilized in a variety of equipment, mostly items associated with the automotive industry such as transmissions, rear axles, alternators, ... etc. I have also lived in Woodland Hills, California – Torrington, Connecticut – South Bend, Indiana and Indianapolis, Indiana.

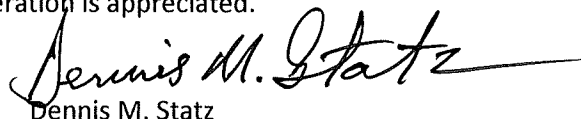
Bonnie and I moved to Sturgeon Bay in 1982 to start White Lace Inn. It's important to note that we had spent most of 1981 searching throughout Maine, Vermont, New Hampshire, Michigan and Wisconsin before we decided specifically that Sturgeon Bay was our first choice for this adventure. We had many reasons to be very enthusiastic then, and now, about the very bright future of Sturgeon Bay and the rest of Door County. By 1996 we had expanded White Lace Inn to 18 rooms and suites in four adjacent Victorian homes. In 1992 we purchased the former Stroh Pharmacy building in the Historic Downtown district. We renovated that building and eventually opened Dancing Bear in 1994. Bonnie contributes most of her passion to Dancing Bear and I am almost always found at White Lace Inn. We typically have 20 to 25 wonderful employees.

Both of us have been very involved in the community over the years. At times I have been on the boards for both Destination Sturgeon Bay and Destination Door County, as they are currently known. I was involved with TAP (Third Avenue Playhouse) from the inception in 1999 until about 2015.

Specifically, as relates to the City I currently serve on Aesthetic Design Review as chairman. I have been on the Preservation Commission for most of the years since the mid 1980s, many years as chairman. I have been on Plan Commission for about 12 years, two years as chairman. In particular I was Plan Commission chairman in 2010 which was the first time that a revised long term plan was required to take 'smart growth' into consideration. Smart Growth legislation was passed in 1999 under Governor Thompson and required to be implemented by 2010. It was also the year that we 'settled' the Wal Mart expansion issue which was a significant factor in the improvements and developments along Egg Harbor Road since then.

I tend to be a calm, deliberate voice. I love this community, county and Wisconsin. I look forward to serving as alderman for district 2. Your consideration is appreciated.

Sincerely,



Dennis M. Statz

525 Louisiana St

CITY OF STURGEON BAY
GENERAL PROCEDURES FOR PUBLIC COMMENT AT COMMON COUNCIL MEETINGS

Any citizen requesting to address the Council during the public comment portion of the meeting:

- Must fill out a "Request to Comment" form and turn it in to the City Clerk or Mayor PRIOR to the start of the meeting. Name and address must be filled in. Indicate the agenda item number that you are planning to provide public comment on. Public Comment will be restricted to Agenda Items only.
- Individuals will have a maximum of three (3) minutes to address the Council. A total of 30 minutes will be allotted to Public Comment per meeting, unless the Council body agrees to extend the time. The extensions will be 15 minute additional increments.
- Priority will be given to City residents.
- The speaker shall not engage in personal attacks against the Mayor, Council members, City staff or its representatives and remain courteous and respectful. The Council/Committee requests that all comments and interactions between those present be conducted in a constructive and respectful manner. Anyone acting in a disruptive or disrespectful manner will be asked to leave the meeting by the person presiding at the meeting.
- The Mayor/Chair may ask questions of the speaker for clarification purposes.
- The Mayor/Chair may allow, at his discretion, Council/Committee members or staff to respond to the speaker's comment. However, dialogue will not ensue.
- The Mayor/Chair may refer the matter to a committee or to the City Administrator for further follow up as needed.

IF EVERYONE ABIDES BY THESE GUIDELINES, OUR MEETINGS WILL MOVE ALONG SMOOTHLY AND BUSINESS WILL BE CONDUCTED IN AN EFFICIENT AND TIMELY MANNER. YOUR COOPERATION WILL BE APPRECIATED BY ALL PRESENT AT THE MEETING.

PLEASE NOTE THAT LETTERS WILL NOT BE READ INTO THE RECORD AS PUBLIC COMMENT. ONLY LETTERS RECEIVED FOR A PUBLIC HEARING WILL BE READ INTO THE RECORD.

NOTE: IF TOPICS THAT WILL GENERATE SIGNIFICANT POTENTIAL FOR PUBLIC COMMENT APPEAR ON THE COUNCIL AGENDA, A PUBLIC HEARING WILL TAKE PLACE PRIOR TO THE COUNCIL MEETING.

RESPECTFULLY,
MAYOR DAVID J. WARD

REVISED: 6/2/20

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
R0001001	RENARDS CHEESE	10.01.20 FOOD SHARE/RENARDS	01-000-000-21595	63.00
R0001074	RANDALL MANGES	10.2.20 FOOD SHARE/R MANGES	01-000-000-21595	93.00
R0001074		10.9.20 FOOD SHARE/MANGES	01-000-000-21595	100.00
R0001356	FALL 50	SHELTER RESERVATION RFND/RYAN	01-000-000-46310	286.00
R0001356		SHELTER RESERVATION RFND/RYAN	01-000-000-24214	14.30
R0001356		SHELTER RESERVATION RFND/RYAN	01-000-000-24215	1.43
R0001667	SHERYL RIPP	LARGE ITEM TAGE REFND/S RIPP	01-000-000-48120	25.00
R0001668	STEPHANIE SOUCEK	SHELTER RESEVATION FEE/SOUCEK	01-000-000-46300	55.00
R0001668		SHELTER RESEVATION FEE/SOUCEK	01-000-000-24214	2.75
R0001668		SHELTER RESEVATION FEE/SOUCEK	01-000-000-24215	0.28
TOTAL LIABILITIES				640.76
LEAF VAC				
CITIZENS	HUNTINGTON NATIONAL BANK	LEAF VAC	01-000-972-70000	2,682.00
CITIZENS		LEAF VAC	01-000-972-70001	193.10
TOTAL LEAF VAC				2,875.10
TANDEM AXLE				
CITIZENS	HUNTINGTON NATIONAL BANK	TANDEM AXEL	01-000-973-70000	16,421.35
CITIZENS		TANDEM AXEL	01-000-973-70001	1,182.34
TOTAL TANDEM AXLE				17,603.69
ANNUAL RESURFACING				
CITIZENS	HUNTINGTON NATIONAL BANK	ANNUAL RESURFACING	01-000-975-70000	1,900.00
CITIZENS		ANNUAL RESURFACING	01-000-975-70001	136.80
TOTAL ANNUAL RESURFACING				2,036.80
EGG HARBOR RD IMP/DES				
CITIZENS	HUNTINGTON NATIONAL BANK	EGG HRBR RD IMPROVEMENTS	01-000-976-70000	7,500.00
CITIZENS		EGG HRBR RD IMPROVEMENTS	01-000-976-70001	540.00
TOTAL EGG HARBOR RD IMP/DES				8,040.00
EGG HARBOR RD/N 8TH INT				
CITIZENS	HUNTINGTON NATIONAL BANK	EGG HRBR RD & 8TH AVE	01-000-977-70000	16,200.00
CITIZENS		EGG HRBR RD & 8TH AVE	01-000-977-70001	1,166.40
TOTAL EGG HARBOR RD/N 8TH INT				17,366.40
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	10/20 ATHLETIC FLD LIGHT PROJ	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				49,928.14
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	3 ALDERS CELLPHONES	01-105-000-58999	116.30
TOTAL				116.30

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL CITY COUNCIL				116.30
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	08/20 TRAFFIC MATTERS	01-110-000-55010	1,417.50
BUELOW	BUELOW, VETTER, BUIKEMA,	09/20 GENERAL LABOR MATTERS	01-110-000-57900	582.00
TOTAL				1,999.50
TOTAL LAW/LEGAL				1,999.50
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	FILING FEE	01-115-000-56350	0.50
13875	MUNICIPAL CODE CORP	ORD CODIFICATION	01-115-000-57050	1,266.99
21520	UW-GREEN BAY-GOV'T	WGFOA WINTER CONF REG/CLARIZIO	01-115-000-55600	110.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	BINDER CLIPS	01-115-000-51950	2.60
TOTAL				1,380.09
TOTAL CITY CLERK-TREASURER				1,380.09
ADMINISTRATION				
USBANK	US BANK	MEAL EXPNSE	01-120-000-55600	36.10
USBANK		MEALS ELECTION WORKERS	01-120-000-56650	83.86
USBANK		MEALS ELECTION WORKERS	01-120-000-56650	9.44
TOTAL				129.40
TOTAL ADMINISTRATION				129.40
COMPUTER				
03101	CDW GOVERNMENT, INC.	2 LENOVO COMPUTERS	01-125-000-55550	1,080.00
03101		2 MONITORS	01-125-000-55550	179.20
04696	DOOR COUNTY TREASURER	09/20 IS INTERNET USAGE	01-125-000-55550	100.00
04696		09/20 TECH SUPPORT	01-125-000-55550	2,500.00
04696		09/20 4G INTERNET	01-125-000-55550	375.00
WISCNET	WISCNET	ANNUAL MEMBERSHIP FEE	01-125-000-55550	1,500.00
WISCNET		NETWORK ACCESS SVC 07/20-6/21	01-125-000-55550	6,000.00
TOTAL				11,734.20
COVID-19				
03101	CDW GOVERNMENT, INC.	5 SURFACE PROS/KYBOARD COVERS	01-125-401-55550	5,549.80
USBANK	US BANK	ZOOM	01-125-401-55550	63.99
TOTAL COVID-19				5,613.79
TOTAL COMPUTER				17,347.99

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY ASSESSOR				
ASSO APP	ASSOCIATES APPRAISAL	REVAL PROGRAM	01-130-000-55010	4,650.00
ASSO APP		POSTAGE FOR REVAL PROG	01-130-000-55010	3,909.00
ASSO APP		10/20 CONTRACT SVC	01-130-000-55010	5,111.11
SAFEBUILD	SAFE BUILT	PLAN REVIEW FEE/905 S NEENAH	01-130-000-55010	340.00
TOTAL				14,010.11
TOTAL CITY ASSESSOR				14,010.11
BUILDING/ZONING CODE ENFORCEMENT				
DCI	DOOR COUNTY INSPECTIONS, LLC	09/20 PERMITS	01-140-000-55010	6,582.20
TOTAL				6,582.20
TOTAL BUILDING/ZONING CODE ENFORCEMENT				6,582.20
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	09/20 CHAD CELL SV	01-145-000-58250	25.37
20725	T R COCHART TIRE CENTER	FLAT REPAIR	01-145-000-56250	20.00
TRAFFIC	TRAFFIC SAFETY WAREHOUSE	SURVEYING SIGN BASE	01-145-000-52700	147.46
USBANK	US BANK	ARC GIS MAINT CONTRACT	01-145-000-55550	422.00
USBANK		ARC GIS MAINT CONTRACT-CREDIT	01-145-000-55550	-22.00
USBANK		CELLPHONE CHARGER	01-145-000-58250	26.32
USBANK		TWO WAY RADIO/HAND SANITIZER	01-145-000-52700	59.06
TOTAL				678.21
TOTAL MUNICIPAL SERVICES ADMIN.				678.21
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	09/20 STEVE CELL SVC	01-150-000-58250	32.11
03133		09/20 MIKE B CELL SVC	01-150-000-58250	36.06
03133		09/20 CELL SVC	01-150-000-58250	7.60
17700	QUILL CORPORATION	OFFICE SUPPLIES	01-150-000-51950	31.08
17700		OFFICE SUPPLIES	01-150-000-51950	31.08
17700		ASSORTED OFFICE SUPPLIES	01-150-000-51950	129.70
TOTAL				267.63
TOTAL PUBLIC WORKS ADMINISTRATION				267.63
ELECTIONS DEPARTMENT				
USBANK	US BANK	MEALS ELECTION WORKERS	01-155-000-54999	94.92
USBANK		POSTAGE/BALLOTS	01-155-000-54999	1,100.00
USBANK		DIGITAL BAR CODE SCANNER/BALLT	01-155-000-54999	69.63
USBANK		MAILING LABELS/BALLOTS	01-155-000-54999	44.28
TOTAL				1,308.83

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
				TOTAL ELECTIONS DEPARTMENT
				1,308.83
CITY HALL				
03159	SPECTRUM	09/20 FIRE CABLE SVC	01-160-000-58999	138.25
04574	DOOR COUNTY GLASS & MIRROR	PLEXI GLASS	01-160-000-54999	133.40
04575	DOOR COUNTY HARDWARE	CORNER BRACE/FASTENERS	01-160-000-55300	51.84
04575		BATTERY	01-160-000-51850	31.98
04575		SPRAY PAINT	01-160-000-55300	13.98
04575		SPRAY PRIMER	01-160-000-55300	11.98
04575		SAW BLADE/RESPIRATOR	01-160-000-52700	127.97
04575		SPRYPAINT/FASTENERS	01-160-000-55300	23.97
04575		FASTENERS/CHAIN/HOOK	01-160-000-55300	16.98
19880	STURGEON BAY UTILITIES	MICHIGAN ST CHARGING STATION	01-160-000-56150	29.92
19880		421 MICHIGAN STREET	01-160-000-56150	3,865.47
19880		421 MICHIGAN STREET	01-160-000-58650	185.18
USBANK	US BANK	EXIT SIGN BATTERIES 6 @ 12.99	01-160-000-54999	77.94
VIKING	VIKING ELECTRIC SUPPLY, INC	30 FLO BULBS @ 2.69	01-160-000-55300	80.70
VIKING		1 BULB	01-160-000-55300	20.93
				TOTAL
				4,810.49
				TOTAL CITY HALL
				4,810.49
INSURANCE				
MCCLONE	MCCLONE AGENCY, INC	11/20 GEN LIAB	01-165-000-56400	3,253.00
MCCLONE		11/20 POLICE LIAB	01-165-000-57150	1,350.00
MCCLONE		11/20 PUBLIC OFFICIAL LIAB	01-165-000-57400	1,235.00
MCCLONE		11/20 AUTO LIAB	01-165-000-55200	2,030.00
MCCLONE		11/20 AUTO PHYSICAL DAMAGE	01-165-000-55200	2,266.00
				TOTAL
				10,134.00
				TOTAL INSURANCE
				10,134.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	09/20 CITY HALL PHONE SVC	01-199-000-58200	215.33
04696		09/20 FIRE PHONE SVC	01-199-000-58200	29.03
04696		09/20 MUNIC SVC PHONE SVC	01-199-000-58200	36.27
04696		09/20 POLICE PHONE SVC	01-199-000-58200	85.03
08167	GANNETT WISCONSIN NEWSPAPERS	PH NOTICE-HAYES	01-199-000-57450	34.44
08167		PH NOTICE-BAYSHIP	01-199-000-57450	42.80
08167		PH NOTICE-BAYSHIP	01-199-000-57450	38.02
08167		ORD 1375-0820 PUBLICATION	01-199-000-57450	19.68
08167		RFP PUBLICATION	01-199-000-57450	53.54
15890	PACK AND SHIP PLUS	SHIPPING QUARLES	01-199-000-57250	45.69
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	COLOR COPY PAPER	01-199-000-55650	136.00
BUBRICKS		COLOR COPY PAPER	01-199-000-55650	55.75
				TOTAL
				791.58

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL GENERAL EXPENDITURES				791.58
POLICE DEPARTMENT				
04150	DEJARDIN CLEANERS LLC	LAUNDRY MAINTENANCE/BRINKMAN	01-200-000-56800	8.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ASSORTED OFFICE SUPPLIES	01-200-000-51950	36.36
BUBRICKS		PAPER/ENVELOPES	01-200-000-51950	34.02
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 8 OF 48	01-200-000-55650	205.50
USBANK	US BANK	MEALS/EQUIP PICK UP/PORTER	01-200-000-55600	11.61
USBANK		MEALS/EQUIP PICK UP/PORTER	01-200-000-55600	16.84
TOTAL				312.33
TOTAL POLICE DEPARTMENT				312.33
POLICE DEPARTMENT/PATROL				
02960	C & W AUTO	TOW SQUAD 20 TO JIM OLSON	01-215-000-58600	75.00
03133	CELLCOM WISCONSIN RSA 10	09/20 CRADLEPOINT CAMERA	01-215-000-58999	52.62
19880	STURGEON BAY UTILITIES	SUNSET PRK BT LAUNCH	01-215-000-56150	10.58
19880		110 NEENAH AVE CAMERA	01-215-000-56150	8.69
19880		SHORECREST CAMERA	01-215-000-56150	8.24
21450	THE UNIFORM SHOPPE	UNIFORM/NEW OFFICER-LOVAS	01-215-000-52900	436.70
HOUGAARD	CHAD HOUGAARD	CLOTHING ALLOWANCE /HOUGAARD	01-215-000-52900	135.63
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 50 MAINTENANCE	01-215-000-58600	51.34
JIM FORD		SQUAD 30 MAINTENANCE	01-215-000-58600	183.06
JIM FORD		SQUAD 10 MAINTENANCE	01-215-000-58600	39.42
JIM FORD		SQUAD 80 MAINTENANCE	01-215-000-58600	39.42
JIM FORD		CSO VEHICLE MAINTENANCE	01-215-000-58600	39.42
JIM FORD		FORD EXPLORER MAINTENANCE	01-215-000-58600	80.26
JIM FORD		FORD ESCAPE MAINTENANCE	01-215-000-58600	454.47
NELSON	NELSON TACTICAL	UNIFORM PANTS/ENGEBOSE	01-215-000-52900	67.49
NELSON		LIGHT HOLDER/RAILMOUNT-COYHIS	01-215-000-52900	125.98
PSYCH	PSYCHEMEDICS CORPORATION	EMPLOYEE SCREEN/3 OFFICERS	01-215-000-57100	130.50
SBPPA	STURGEON BAY PROFESSIONAL	WALMART GRANT DISBURSE	01-215-000-54999	600.00
STATEEMP	DEPT OF ADMINISTRATION	MATCO TOOL	01-215-000-54999	50.00
STATEEMP		TABLES/DESKS	01-215-000-54999	50.00
STATEEMP		VAULT/SHELVING	01-215-000-54999	250.00
STATEEMP		OFFICE CHAIRS	01-215-000-54999	296.25
USBANK	US BANK	FUEL/20-008786	01-215-000-51650	20.75
USBANK		FUEL/20-008786	01-215-000-51650	24.50
USBANK		MEAL/20-008786	01-215-000-51650	13.08
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	9.32
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	3.14
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	22.36
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	7.86
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	3.14
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	19.81
USBANK		LODGING EXPNSE DEIBLE/TRAINING	01-215-000-55600	450.00
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	7.86
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	2.19
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	11.33
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	8.36

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	5.38
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	3.34
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	5.55
USBANK		MEAL EXPNSE DEIBLE/TRAINING	01-215-000-55600	4.60
USBANK		FUEL	01-215-000-51650	20.00
USBANK		RETIREMENT BADGE/PORTER	01-215-000-54999	309.13
USBANK		UNIFORM KEY RING/MIELKE	01-215-000-52900	18.18
TOTAL				4,154.95
COVID-19				
19959	SUPERIOR CHEMICAL CORP	6 CASES MEGA WIPES	01-215-401-54999	432.17
BAYCOM	BAYCOM	4 CF-31 COMPUTERS	01-215-401-54999	13,808.00
BAYCOM		2 CF-31 COMPUTERS	01-215-401-54999	6,904.00
TOTAL COVID-19				21,144.17
TOTAL POLICE DEPARTMENT/PATROL				25,299.12
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	09/20 CONTRACT FEE	01-225-000-57950	105.00
STATEEMP	DEPT OF ADMINISTRATION	PORTABLE RADIOS/DIVE & MARINE	01-225-000-57950	53.70
STATEEMP		CF-3 LAPTOP COMPUTERS	01-225-000-57950	686.55
STATEEMP		TABLES	01-225-000-57950	89.55
STATEEMP		TRAINING MANIKINS	01-225-000-57950	53.70
USBANK	US BANK	2 AR-15 RIFLE HAND GUARDS	01-225-000-57950	114.88
USBANK		CREDIT	01-225-000-57950	-0.01
TOTAL				1,103.37
TOTAL POLICE DEPT. / INVESTIGATIONS				1,103.37
FIRE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	GROUT/DRAIN CLEANERS	01-250-000-54999	33.98
04575		SINK/TUB STOPPERS	01-250-000-54999	5.58
04575		CLOTH PLUMBER	01-250-000-54999	10.77
04575		MAGNETIC TAPE	01-250-000-54999	3.58
04575		COVER/TIE DOWN STRAP	01-250-000-54999	95.97
04575		FOAM ROLLER/BRUSH	01-250-000-54999	7.98
04575		FASTENERS	01-250-000-54999	5.67
04575		INSERT BIT SET	01-250-000-54999	13.99
06012	FASTENAL COMPANY	FASTENERS	01-250-000-54999	7.00
06650	GALLS, AN ARAMARK COMPANY	UNIFORM PANTS	01-250-000-52900	92.90
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN STREET	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	52.55
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

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		OTUMBA PARK	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	123.06
19880		WEST SIDE FIRE STATION	01-250-000-58650	83.18
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		WEST SIDE BLLFLD LITES	01-250-000-56675	31.08
19880		N 14TH AVE WARNING SIREN	01-250-000-56150	8.24
19880		TRAINING SITE	01-250-000-56150	9.01
19880		TRAINING SITE	01-250-000-56675	6.22
19880		LOCUST CT	01-250-000-56675	6.22
19880		MADISON AVE SPRINKLG	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	15.56
19880		EAST SIDE DOCK	01-250-000-56675	6.22
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	15.06
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY RAMP	01-250-000-56675	6.22
19880		KENTUCKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM	01-250-000-56675	15.54
19880		57 VACANT LOTS QRTLY BILL	01-250-000-56675	1,063.62
19880		CLAY BANKS RD SIREN	01-250-000-56150	16.51
EMERGENC	EMERGENCY	WARNING SIREN REPAIR/INSPECT	01-250-000-56250	864.32
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	PAINT & REPAIR/E6	01-250-000-53000	1,397.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	HOSE CLAMPS	01-250-000-53000	2.51
O'REILLY		SEAL	01-250-000-53000	38.72
O'REILLY		ASSORTED SUPPLIES	01-250-000-53000	33.11
O'REILLY		VALVE CAP	01-250-000-53000	0.87
O'REILLY		DEF	01-250-000-53000	23.98
USBANK	US BANK	TAILPIPE/E6	01-250-000-53000	514.70
USBANK		FIRE PREVENTION MATERIALS	01-250-000-52250	511.25
USBANK		07/20 DATA	01-250-000-58250	480.01
USBANK		CHIEF EDUCATION SEMINAR	01-250-000-55600	200.00
USBANK		CHIEF EDUCATION SEMINAR	01-250-000-55600	200.00
USBANK		UNIFORM BOOTS	01-250-000-52900	349.95
USBANK		UNIFORM RADIO STRAP	01-250-000-52900	146.50
USBANK		GLOVES/MEDICAL/TEST STRIPS	01-250-000-52350	763.28
USBANK		POWER SUPPLY REPLACEMENT	01-250-000-56250	260.00
USBANK		TRANSMISSION REPAIR/E8	01-250-000-53000	240.56
USBANK		MEALS/TRAVEL	01-250-000-55600	27.73
USBANK		BATTERY CHARGER	01-250-000-51350	59.00
USBANK		LUMBER/ SUPPLIES-TRENCH TRAIN	01-250-000-55600	340.02
USBANK		PHONE CHARGER & DOCK	01-250-000-53000	103.57
USBANK		IPASS REFILL/TOLLS	01-250-000-53000	30.00
USBANK		FUEL	01-250-000-51650	45.86
USBANK		FUEL	01-250-000-51650	50.31
WARNER	WARNER-WEXEL WHOLESALE &	DAWN SOAP	01-250-000-54999	96.29
TOTAL				9,074.34
COVID-19				
USBANK	US BANK	HAND WASH/SANITATION STATION	01-250-401-52350	91.09
USBANK		PPE MASKS	01-250-401-52350	647.76

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
COVID-19				
COVID-19				
TOTAL COVID-19				738.85
TOTAL FIRE DEPARTMENT				9,813.19
STORM SEWERS				
10750	PREMIER CONCRETE INC	5 YD CONCRETE @ 117	01-300-000-51150	643.50
10750		REBAR 6 @ 8	01-300-000-51150	48.00
10750		SEAL	01-300-000-51150	78.65
10750		1/2 YD CONCRETE	01-300-000-51150	58.50
19880	STURGEON BAY UTILITIES	JETTER USAGE-SEPT	01-300-000-57700	2.75
TOTAL				831.40
TOTAL STORM SEWERS				831.40
COMPOST/SOLID WASTE SITE				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	14.72
TOTAL				14.72
TOTAL COMPOST/SOLID WASTE SITE				14.72
STREET SWEEPING				
19070	SCHARTNER IMPLEMENT INC	CHAIN LINK	01-330-000-51400	2.90
19070		CHAIN LINK	01-330-000-51400	2.90
TOTAL				5.80
TOTAL STREET SWEEPING				5.80
CURB/GUTTER/SIDEWALK				
04575	DOOR COUNTY HARDWARE	STAR SCREWS	01-440-000-54999	31.99
10750	PREMIER CONCRETE INC	4.5 CY CONCRETE @ 117	01-440-000-51200	526.50
TOTAL				558.49
TOTAL CURB/GUTTER/SIDEWALK				558.49
STREET MACHINERY				
02005	BAY ELECTRONICS, INC.	MOUNT	01-450-000-57550	13.70
02005		MOUNT	01-450-000-57550	22.50
04545	DOOR COUNTY COOPERATIVE/NAPA	LED	01-450-000-53000	17.99
04575	DOOR COUNTY HARDWARE	LEAF RAKE	01-450-000-52700	9.99
04575		HOSE BARB TEE	01-450-000-53000	8.49
04575		3-WIRE PLUG	01-450-000-53000	7.98

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
ASTRO	ASTRO HYDRAULICS, INC	REBUILD/TEST HYDRAULIC CYLNR	01-450-000-53000	740.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	5 GAL HYDRO OIL	01-450-000-53000	49.99
O'REILLY		5 GAL TRACTR FL	01-450-000-53000	111.98
O'REILLY		COOLANT HOSE	01-450-000-53000	14.03
QUALITY	QUALITY TRUCK CARE CENTER INC	TURN SWITCH	01-450-000-53000	208.00
R0000655	TRANSMOTION, LLC	7.25FT HOSE	01-450-000-53000	163.34
R0000655		1 MALE 16-12 FITTING	01-450-000-53000	39.89
R0000655		1 FEMALE SWV FITTING	01-450-000-53000	31.62
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	COTTER PINS	01-450-000-52150	15.92
USBANK	US BANK	TRANSMISSN PROGRM ANNL SUBSCT	01-450-000-52700	284.85
TOTAL				1,740.27
TOTAL STREET MACHINERY				1,740.27
CITY GARAGE				
04575	DOOR COUNTY HARDWARE	BATTERY	01-460-000-55300	15.99
04575		GROUNDING PLUG	01-460-000-55300	9.98
06012	FASTENAL COMPANY	GLOVES	01-460-000-54999	180.77
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	712.61
19880		CITY GARAGE	01-460-000-58650	75.59
AMERWELD	AMERICAN WELDING & GAS, INC	MONTHLY TANK RENTAL	01-460-000-58999	157.45
TOTAL				1,160.63
TOTAL CITY GARAGE				1,160.63
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE SIGN	01-499-000-58000	9.02
19880		1536 EGG HARBR RD TRFFC LITE	01-499-000-58000	23.22
19880		N 14TH/EGG HARBR RD TRFFC LITE	01-499-000-58000	26.88
19880		TRAFFIC WARNING LITES	01-499-000-58000	5.50
19880		MADISON AVE WS TRFC LITES	01-499-000-58000	135.74
19880		243 ORNAMENTAL ST LIGHTS	01-499-000-58000	4,902.11
19880		595 OVERHEAD ST LIGHTS	01-499-000-58000	7,032.84
19880		S LANSING & W WALNUT SIGN	01-499-000-58000	8.51
19880		EAST SIDE DOCK	01-499-000-58000	31.34
19880		OLD HWY RD SIGN	01-499-000-58000	8.24
MIKEALLE	MIKE ALLEN	SAFTEY BOOT REIMB/M ALLEN	01-499-000-56800	187.50
USBANK	US BANK	SAFETY VESTS	01-499-000-56800	280.33
TOTAL				12,651.23
TOTAL HIGHWAYS - GENERAL				12,651.23
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	09/20 CELL SVC	01-500-000-58250	25.12
03133		09/20 MIKE B CELL SVC	01-500-000-58250	36.05
03133		09/20 CELL SVC	01-500-000-58250	7.60

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
23200	WDOR	09/20 FARM MARKET ADVERT	01-500-000-57450	96.00
CASE COM	CASE COMMUNICATIONS	FARM MARKET ADVERT	01-500-000-57450	199.00
TOTAL				363.77
TOTAL PARK & RECREATION ADMIN				363.77
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMODOES INC	PRT A POTTI RENTAL 2 @ 90EA	01-510-000-58999	180.00
04575	DOOR COUNTY HARDWARE	BARREL BOLT/WASP SPRAY	01-510-000-51850	15.17
04575		NOZZLE/SIGNS/LOPPER/CARPETFRSH	01-510-000-52550	50.14
04575		PUTTY KNIFE	01-510-000-58450	11.18
04575		PRUNERS	01-510-000-58450	35.99
04575		TWINE/PRUNE SEAL/TREE BANDING	01-510-000-58450	10.58
04575		SEALER	01-510-000-51800	5.99
04575		BUSHING	01-510-000-51350	1.79
04575		SCREWS/SILICONE/GREATSTUFF	01-510-000-51800	25.17
04575		MAGNETIC LINER/PENCIL SHARPENR	01-510-000-51850	21.58
13049	MAY'S SPORT CENTER	SAFETY GLASSES	01-510-000-52350	10.00
19880	STURGEON BAY UTILITIES	TRAVELING WATER METER	01-510-000-58650	283.81
19880		MARTIN PARK PAVILLION	01-510-000-56150	65.08
19880		MARTIN PARK RESTROOM	01-510-000-58650	57.07
19880		MEM FLD WARMING HOUSE	01-510-000-56150	57.93
19880		MEM FLD WARMING HOUSE	01-510-000-58650	499.42
19880		GARLAND PARK	01-510-000-56150	9.46
19880		GARLAND PARK	01-510-000-58650	20.78
19880		SUNSET CONSN CNTR	01-510-000-56150	15.83
19880		SUNSET CONSN CNTR	01-510-000-58650	52.16
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	100.41
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	46.20
19880		OTUMBA PARK	01-510-000-56150	54.58
19880		OTUMBA PARK	01-510-000-58650	30.61
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	50.17
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	22.30
19880		JAYCEES BALLFLD STAND	01-510-000-56150	8.24
19880		421 MICHIGAN FLAG LIGHT	01-510-000-56150	28.69
19880		MEM FLD PKG LOT	01-510-000-56150	8.24
19880		WEST SIDE BLLFLD LITES	01-510-000-58650	18.00
19880		MEM FLD COMPLEX	01-510-000-56150	45.50
19880		OTUMBA PK WLKWAY	01-510-000-56150	12.70
19880		N 3RD AVE FLORIDA/SUNSET PARK	01-510-000-56150	14.61
19880		SIGN SHED	01-510-000-56150	17.17
19880		SIGN SHED	01-510-000-58650	21.54
19880		CHERRY BLOSSOM	01-510-000-56150	28.78
19880		CHERRY BLOSSOM	01-510-000-58650	29.57
20250	TILLMAN LANDSCAPE & NURSRY INC	PLANTS/GRAHAM PARK	01-510-000-51750	532.00
20250		15 PLANTS	01-510-000-51750	86.25
20725	T R COCHART TIRE CENTER	FLAT	01-510-000-53000	20.00
DAWNS	DAWN'S LAWN CARE	3YRDS MULCH	01-510-000-51750	105.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	SPARK PLUGS	01-510-000-51350	4.18
WARNER	WARNER-WEXEL WHOLESALE &	6 CS LRG TRASH BAGS	01-510-000-51850	160.02
WARNER		6 CS TOWELS ROLLS	01-510-000-51850	182.34
WARNER		12 QT ODAR ELIMINATOR	01-510-000-51850	48.60
WARNER		2 CS FOLDED TOWELS	01-510-000-51850	75.56

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
WARNER		25 SPRAY BOTTLES	01-510-000-51850	29.75
		TOTAL		3,210.14
		TOTAL PARKS AND PLAYGROUNDS		3,210.14
BALLFIELDS				
BALLFIELDS				
04575	DOOR COUNTY HARDWARE	FLUSH LEVER	01-520-000-54999	5.99
		TOTAL BALLFIELDS		5.99
		TOTAL BALLFIELDS		5.99
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LITES	01-550-000-56150	222.43
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	48.55
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	35.15
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	217.66
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	350.95
20070	TAPCO	4TH QTR PARKFOLIO HOST FEE	01-550-000-58999	50.00
		TOTAL		924.74
		TOTAL MUNICIPAL DOCKS		924.74
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	STAPLER/STAPLES	01-570-000-52650	137.98
04575		LED	01-570-000-54999	25.98
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWY	01-570-000-56150	9.14
19880		DC MUSEUM PKG LOT	01-570-000-56150	119.68
19880		JUNIPER ST WALKWAY LTS	01-570-000-56150	70.96
19880		JUNIPER ST PARKING LOT	01-570-000-56150	45.44
19880		PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		KENTUCKY ST WTRFRNT	01-570-000-56150	184.11
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	505.95
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	87.69
19880		KENTUCKY ST CITY RAMP	01-570-000-56150	212.38
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	93.48
		TOTAL		1,504.19
		TOTAL WATERFRONT PARKS & WALKWAYS		1,504.19
EMPLOYEE BENEFITS				
ERC	ERC INC	QRTLY EAP SVC	01-600-000-56553	712.50
ERC		QUARTELY EAP SERVICES	01-600-000-56553	712.50
		TOTAL		1,425.00

DATE: 10/13/1920
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CITY OF STURGEON BAY
 DEPARTMENT SUMMARY REPORT

PAGE: 13

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
ANNUAL RESURFACING & BASE REP.				
ANNUAL RESURFACING & BASE REP.				
TOTAL ANNUAL RESURFACING & BASE REP.				6,190.00
TOTAL ROADWAYS/STREETS				10,316.52
WATERFRONT PARKS & WALKWAYS				
02130	BAUDHUIN INC	SVC OTUMBA PRK/SURVEY FLDWORK	10-570-000-59075	478.50
02130		SVC OTUMBA PRK/DESIGN & PRMTS	10-570-000-59075	1,441.50
TOTAL				1,920.00
TOTAL WATERFRONT PARKS & WALKWAYS				1,920.00
TOTAL CAPITAL FUND				70,598.87
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM	09/20 CB MUSIC SVC	21-000-000-58999	40.01
TOTAL CABLE TV / GENERAL				40.01
TOTAL CABLE TV / GENERAL				40.01
TOTAL CABLE TV				40.01
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
CEDARCO	CEDAR CORPORATION	FESTIVAL WTRFRNT PROJ SVC	28-340-000-58999	5,746.50
TOTAL TID #4 DISTRICT				5,746.50
TOTAL TID #4 DISTRICT				5,746.50
TOTAL TID #4 DISTRICT				5,746.50
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
20725	T R COCHART TIRE CENTER	10 WH RECAPS	60-000-000-52850	1,790.00
20725		2 CASINGS	60-000-000-52850	150.00
JX ENT	JX ENTERPRISES, INC.	RADIATOR HOSE	60-000-000-53000	119.47
TOTAL SOLID WASTE ENTERPRISE FUND				2,059.47
TOTAL SOLID WASTE ENTERPRISE FUND				2,059.47
TOTAL SOLID WASTE ENTERPRISE				2,059.47
TOTAL ALL FUNDS				249,063.70

MANUAL CHECKS

DELTA DENTAL	\$ 6,040.60
10/01/20	
Check # 87641	
10/20 Dental Insurance	
Various Departmental Accounts	
EFT GROUP INSURANCE	\$148,154.22
10/01/20	
Check # 87641	
10/20 Health Insurance	
Various Departmental Accounts	
TOTAL MANUAL CHECKS	\$ 154,194.82

INVOICES DUE ON/BEFORE 10/20/2020

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND

~~170,618.85~~

324,813.67

CAPITAL FUND

70,598.87

CABLE TV

40.01

TID #4 DISTRICT

5,746.50

SOLID WASTE ENTERPRISE

2,059.47

TOTAL --- ALL FUNDS

~~249,063.70~~

403,258.52

Heidi Beeson 10/13/2020
Jan W. [Signature] 10/13/2020

COMMON COUNCIL
October 6, 2020

A meeting of the Common Council was called to order at 6:50 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Williams, Gustafson, Nault, and Wiederanders were present. Ald. Bacon, Gustafson, Nault, Reeths and Mayor Ward appeared in person. Ald. Wiederanders and Reeths appeared virtually via Zoom. District 2 seat is vacant for this meeting.

Williams/Nault to adopt agenda. Carried.

No one spoke during public comment.

Bacon/Wiederanders to approve following bills: General Fund - \$223,857.32, Capital Fund - \$183,686.25, Cable TV - \$5,245.85 and Solid Waste Enterprise Fund - \$23,791.73 for a grand total of \$436,581.15. Roll call: All voted aye. Carried.

Gustafson/Bacon to approve consent agenda:

- a. Approval of 9/15/20 regular Common Council minutes.
- b. Place the following minutes on file:
 1. Police & Fire Commission – 8/26/20
 2. Personnel Committee – 9/2/20
 3. Cable Communication System Advisory Council – 9/2/20
 4. Community Protection & Services Committee – 9/2/20
 5. Finance/Purchasing & Building Committee – 9/8/20
 6. Police & Fire Commission – 9/10/20
 7. Aesthetic Design & Site Plan Review Board – 9/14/20
 8. City Plan Commission – 9/16/20
- c. Place the following reports on file:
 1. Bank Reconciliation – August 2020
 2. Revenue & Expense Report – August 2020
- d. Consideration of: Approval of Beverage Operator license.
- e. Consideration of: Approval of Street Closure Application from ATC.
- f. Personnel Committee recommendation re: Approve changes to Employee Handbook under Hours of Work.

Carried.

The Mayor presented the following appointments for confirmation:

Williams/Nault to approve:

PARKS & RECREATION COMMITTEE

Helen Bacon, Chr.

Carried.

Wiederanders/Gustafson to approve:

CITY PLAN COMMISSION

Helen Bacon, replace Hayes (Chr. Parks & Rec)

Carried.

Williams/Bacon to approve:

PERSONNEL COMMITTEE

J. Spencer Gustafson, Vice-Chr,

Carried.

Bacon/Nault to approve:

LIBRARY BOARD

J. Spencer Gustafson

Carried,

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the transfer of 3.19 acres, parcel #281-62-42000101 to Crossroads at Big Creek in the amount of \$1.00.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Introduced by Bacon. Bacon/Gustafson to adopt. Carried,

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the land donation from ENDF3DK, LLC for the parcel located at 1227 Egg Harbor Road.

FINANCE/PURCHASING & BUILDING COMMITTEE

Helen Bacon, Chr.

Bacon/Williams to adopt. Carried.

The City Administrator gave his report.

The Mayor gave his report.

The sublease related to the Sturgeon Bay Historical Society/Grain Elevator was presented. It was noted that if closed session was necessary, the Council would move to do so but the discussion would start in open session.

City Attorney Kalny reviewed and explained the sublease in its entirety to the Council. It was noted that the Development Agreement previously entered into by the City requires the City and Sturgeon Bay Historical Society enter into a sub lease agreement of the City's submerged lands lease with the Bureau of Commissioners of Public Lands. Discussion took place regarding normal building permitting requirements, provisions in the sublease that require monitoring for performance of SBHSF, enforcement of provisions sublease if SBHSF fails to perform or becomes non-compliant of either the development agreement or sub-lease. The rent payment to the City/TID 4 is net zero. Other points of discussion included project/property abandonment by SBHSF, parking for the granary facility, site review and stormwater management. Williams/Gustafson to approve the Sublease to Sturgeon Bay Historical Society as presented.

Further discussion took place regarding placement of the grainary and whether the SBHS has seen the sublease. It was noted that the SBHS attorney has reviewed the sublease and is ok with the document. Vote taken on the motion. Carried.

Bacon/Wiederanders to adjourn. Carried. The meeting adjourned at 7:48 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

SPECIAL COMMON COUNCIL
October 12, 2020

A meeting of the Common Council was called to order at 4:00 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Ald. Wiederanders appeared virtually via Zoom.

Bacon/Williams to adopt agenda. Carried.

City Administrator Josh VanLieshout presented the 2021 budget to the Common Council.

Nault/Gustafson to approve the 2021 budget as presented. Carried.

Wiederanders/Williams to set the budget public hearing date for November 2, 2020 at 4:00 p.m. Carried.

VanLieshout reviewed the TIF Funds, Cable TV Fund, Revolving Loan Fund, Compost Enterprise and Solid Waste Enterprise Funds.

Reeths/Nault to adjourn. Carried. The meeting adjourned at 4:33 p.m.

Respectfully submitted,



Laurie A. Spittlemeister
Deputy Clerk/Treasurer

Committee of the Whole
September 28, 2020

A meeting of the Committee of the Whole was called to order at 4:01 p.m. by Mayor Ward. Roll call: Ward, Bacon, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Hayes was excused. Ald. Bacon, Williams, Gustafson, Nault and Mayor Ward appeared in person. Ald. Wiederanders and Reeths appeared virtually via Zoom. Staff present: City Administrator VanLieshout, Finance Director/City Treasurer Clarizio, City Clerk/Human Resource Director Reinhardt, Community Development Director Olejniczak, Municipal Services Superintendent Barker, City Engineer Shefchik, Fire Chief Dietman, Assistant Fire Chief Montevideo, and Police Lieutenant/Investigator Henry. Also present: Sturgeon Bay Utilities General Manager Stawicki, members of the public and Deputy Clerk/Treasurer Spittlemeister.

Williams/Gustafson to adopt agenda.

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Soliciting Proposals for City Attorney.
5. Consideration of: 2021 Budget.
6. Adjourn.

Carried.

Consideration of: Soliciting Proposals for City Attorney:

Alderson Reeths explained the current City Attorney was appointed by Common Council in 2018. Many items have come up over the past couple years that would affect the City for years to come, such as TID #4 and Westside Waterfront Promenade. Ms. Reeths is concerned with the expenses the City has spent in attorney fees and would like to send out a RFP to see if there is a response from other firms. Reeths/Nault to refer to Personnel Committee to soliciting proposals for City Attorney. Consensus of the Committee to hold off sending out RFP and continue with current City Attorney until Development Agreement with Sturgeon Bay Historical Society is complete and the 2021 budget process is finished. Motion carried.

Consideration of: 2021 Budget:

City Administrator VanLieshout gave a power point presentation on the 2021 budget. Budget principles were reviewed. An overview of Revenue, Operating and Capital budgets for 2021 were discussed. Taxes are still the largest source of revenue for the City. For the 2021 Operating Budget, personnel expenditures comprise the bulk of the expenses. The main contributors for the 2021 capital improvement are annual resurfacing and base repair, curbing and sidewalk repair. Other larger improvements in the Capital Budget are vehicles, way finding signage, safety and service building improvements, technology improvements and Otumba Park and Beach improvements.

Staff members were able to address questions and concerns that were brought forward from Council members. Mayor Ward suggested reviewing the budget principles adopted in 2008 to see if they would need to be revised and suggestions to lower the proposed tax levy. Items suggested were insurance costs, increasing revenue and applying for additional grants.

Wiederanders/Williams to adjourn. Carried. Meeting adjourned at 5:21 p.m.

Respectfully submitted,



Laurie Spittlemeister
Deputy Clerk/Treasurer

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, September 28, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:00 p.m. by Chairperson Mark Lake in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Mark Struck, Dave Augustson, Mark Lake, and Jon Burk were present. Mr. Statz entered the meeting at 6:03 p.m. Excused: Members Cheryl Frank and Cindy Weber. Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Christopher Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from September 14, 2020.
4. Consideration of: Accessory buildings for Apple Storage, located at 1427 Green Bay Road.
5. Consideration of: 14' x 155' addition to the 422 Building for Fincantieri Bay Shipbuilding, located at 605 N. 3rd Avenue.
6. Adjourn.

All ayes. Carried.

Approval of minutes from September 14, 2020: Moved by Mr. Burk, seconded by Mr. Struck to approve the minutes from September 14, 2020. All ayes. Carried.

Consideration of: Accessory buildings for Apple Storage, located at 1427 Green Bay Road: Mr. Sullivan-Robinson stated that Apple Storage is requesting approval for the construction of four additional storage buildings to be located to the rear of their property adjacent to a mobile home park. The buildings will range from 40 – 50 feet wide and 150 feet long. They will match the first two buildings that were approved and built in 2018. There are no issues with zoning. The City Engineer has no issues with the stormwater management plan. They should maintain a buffer of arborvitae of some sort between uses to minimize noise, light, etc. The impervious surface will need to be paved.

Renee Borkovetz, representing Baudhuin, Inc., stated that she is a professional engineer that has been helping out on this project. The stormwater detention pond has been installed this summer on the south end of the parcel. The buildings will be located on the south end of the parcel behind the existing buildings and will not be visible from the road. The buildings will be similar to the existing buildings in that they will be unheated, slab on grade foundation, 2" x 6" wood frame construction covered with metal wall panels. The maximum roof height will be 15 feet 7 inches. They will have gray siding with dark gray trim and white doors and white roof. They will be served by underground electric, and will include security lighting, which will be at the ends and sides of the buildings underneath the eaves, and shielded to provide downcast lighting only. The drives and parking lot areas will be initially crushed aggregate with the intention within two years to be paved. Building 3 is planned to be constructed this fall. Buildings 3 and 4 will be at elevation 723 feet and building 5 will be at 722.2 feet. The plan for building 6 is to cut back the existing soil and regrade to flatten the surface to accommodate the building. Some of the vegetation has been cleared out, but there still is a handful of trees and underbrush. The berm of the pond is on the edge of the creek. Between the storage units and the mobile home park there is very little vegetation on the storage unit side, but the neighboring property does have an arborvitae/cedar fence line as well.

Mr. Olejniczak stated that the only property to protect the view of asphalt and buildings is the manufactured home park. By removing a lot of the vegetation, the view opened up. He thought it might be worth considering replacing some of the vegetation along the top of the berm.

Mr. Struck agreed there should be landscaping to buffer the neighboring property.

Ms. Borkovetz added that the mobile home park is fairly level and comparable with the storage building site.

A short discussion was held. Moved by Mr. Statz, seconded by Mr. Struck to grant a certificate of appropriateness as presented, subject to planting some type of evergreen along the southeast berm 8 – 10 feet on-center. All ayes. Carried.

Consideration of: 14' x 155' addition to the 422 Building for Fincantieri Bay Shipbuilding, located at 605 N. 3rd Avenue: Mr. Sullivan-Robinson stated that Fincantieri Bay Shipbuilding is proposing a 14' x 155' addition to their 422 building, with a height of 13 feet, which was the former Palmer Johnson paint facility. He found no zoning issues with the proposal. The same materials will be used, including the roof and siding. There will be a mega door added to the south end of the building, as well as a couple of overhead doors, one on the addition and one on the west side of the existing building. They will also be adding a couple of windows on the east side of the addition. There will be no effect on any view corridors. The addition will be much lower than the neighboring lots to the east. It will also eliminate the boxy look to the existing building. The City is unsure if the existing fence, located on the north end of the building, will be retained or relocated. There is also a retaining wall to the east end of the building, as well as an existing line of cedars and arborvitae on the east and north end of the building. There should be some type of buffering between the eastern properties and this building. Lighting needs to be kept downward, night-sky friendly.

Fincantieri Bay Shipbuilding representative Ryan Hoernke stated that there is an electrical box that will need to be moved on the northeast corner. There is no plan to adjust the retaining wall since there is enough space within the 14 feet to build. The trees along the building will have to be removed. The scope of discussions with the neighborhood has included the proposed area.

Mr. Olejniczak added that the existing building is ringed with utility easements. The proposed area for the addition is the only area not tied up with easements. There is really no other alternative.

Mr. Augustson suggested to continue bringing the look of the fake windows to the addition and line the proposed windows up with the big stripes. It would look like it was all done at the same time.

Discussion continued. Moved by Mr. Augustson, seconded by Mr. Struck to grant a certificate of appropriateness as presented, subject to incorporating the fake window design on the addition. Landscaping will be tied into Fincantieri's 3rd Avenue plan that will be presented to the City within 6 months. All ayes. Carried.

Adjourn: Moved by Mr. Statz, seconded by Mr. Struck to adjourn. All ayes. Carried. The meeting adjourned at 6:33 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
September 29, 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. Ald. Wiederanders appeared by zoom and Alders. Bacon and Williams appeared in person. Also present: City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, Community Development Director Olejniczak, and Receptionist Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda.

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Request from Crossroads at Big Creek to Acquire City Property (Michigan St/Hwy 42-57)
5. Consideration of: Offer to Donate Land-ENDF3DK, LLC-1227 Egg Harbor Road.
6. Consideration of: Redevelopment of Sunset School Property for Affordable Housing.
7. Discussion of: Lodging Tax Rate and Revenues.
8. Review bills.
9. Adjourn.

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

Consideration of: Request from Crossroads at Big Creek to Acquire City Property (Michigan St/Hwy 42-57).

City Administrator VanLieshout explained that the City owns a strip of property east of Hwy 42-57 that Crossroads would like to acquire to place signage directing visitors to Crossroads. The property does have easements for the recreational path, overhead power and transmission lines. Community Development Director Olejniczak stated that the City doesn't have reason to hold on to the property and the easements may not allow for signage. The City can still transfer the property to Crossroads as they may have others uses other than signage.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the transfer of 3.19 acres, parcel # 281-62-42000101 to Crossroads at Big Creek in the amount of \$1.00. Carried.

Consideration of: Offer to Donate Land-ENDF3DK, LLC-1227 Egg Harbor Road:

Community Development Director Olejniczak explained that the old Bank Mutual property located at 1227 Egg Harbor Road has been for sale for quite a while. There is a vacant lot behind Bank Mutual that was acquired by the County by tax foreclosure. Mr. Olejniczak stated the option of combining these two properties would enhance development opportunities. The city contacted the realtor of the Bank Mutual property, owned by ENDF3DK, LLC, they have offered to donate the property to the City. If the City acquired the vacant lot from the County for the amount of the back taxes owed, the combined property could be developed for commercial uses or apartments, in particular senior housing given the proximity to the ADRC community center and amenities along Egg Harbor Road.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to recommend to Common Council to accept the land donation from ENDF3DK, LLC for the parcel located at 1227 Egg Harbor Road. Carried.

Consideration of: Redevelopment of Sunset School Property for Affordable Housing:

Community Development Director Olejniczak explained that the Sturgeon Bay School district has closed Sunset School and is selling the property. The City has received numerous inquiries from developers for affordable housing projects. The school site is zoned multiple-family residential (R-4), apartments would be suitable for this property. Mr. Olejniczak stated a developer has interest in the property for a 40-50 unit affordable housing project. The developer would be submitting application for affordable housing tax credits from WHEDA for this project. The process is very competitive, WHEDA tax credit are awarded based on a complicated scoring system. The applicant receives extra points if the project is in response to an RFP, if tax increment financing is available or grant funds. Therefore the developer has requested that the City and Sturgeon Bay School District issue a RFP for the redevelopment of Sunset School with the understanding that this opens the opportunity for multiple developers to submit proposals. The prospective developer is not guaranteed that his proposal would be the best. In addition, the RFP issuance would offer the best proposal to score better if that developer is applying for WHEDA tax credits.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to direct Staff to move the project forward from the RFP point and report back as needed to the Committee and explore the viability of the City's financial participation through tax incremental financing or other mean to get the affordable housing constructed. Carried.

Discussion of: Lodging Tax Rate and Revenues:

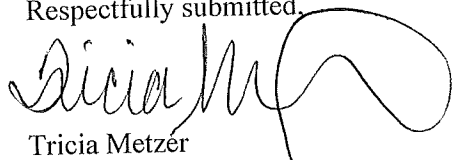
City Administrator VanLieshout advised the Committee that the Baileys Harbor Chairman and Vice Chair of the Tourism Commission suggested Door County municipalities consider raising the lodging tax rate from 5.5% to 8%. Years ago all the municipalities agreed to adopt the same ordinance, establishing the same lodging tax rate of 5.5% and delegated authority of the collection and distribution of lodging tax revenues to the Commission. The proposal by Baileys Harbor would require the majority of municipalities in the Commission agree to the increased tax rate, as they cannot offer different rates. Mr. VanLieshout explained that the proposal has several points. In addition to raising the lodging tax rate, it also raises the levy tax rate and has the Commission operating on a permit fee basis, instead of on a portion of tax collected basis. As an incentive to the lodging providers, the Bailey Harbor Chair has suggested Destination Door County waive their membership fees and make everyone a member. He stated that the membership fees are not a large part of their budget, however they are their own separate business entity. They are also the designated marketing agency for all of Door County. Finally, instead of the local municipality supporting their local marketing agencies, such as Destination Sturgeon Bay, of the 30% lodging tax revenues retained by local municipalities, the additional revenues expected by the lodging tax increase would generate approximately 1M that Destination Door County could distribute to local marketing agencies. Mr. VanLieshout stated the proposal has merit specifically the rate increase. This would allow the City more funding to address budget shortfalls. Items to consider are what the effect would be to the relationship with Destination Sturgeon Bay, will the lodging industry support the change of imposing the permit fee, and is this authorized by the State. Pam Seiler of Destination Sturgeon Bay spoke to the Committee of the potential impact these changes could have for them. The Committee discussed the merit to increase the rate to 8% but considered other aspects of the proposal with regard to the current economic environment, changing to a permit fee structure, the ability to maintain the appeal of the differences of Door County communities that draw visitors, and lastly that perhaps Baileys Harbor is trying to resolve its challenges that are not those of the other municipalities. Mr. VanLieshout stated he would like the input from the lodging industry as part of the continuing discussions.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Bacon to adjourn. Carried. The meeting
5:10pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tricia Metzger". The signature is written in black ink and is positioned to the right of the typed name.

Tricia Metzger

LOCAL ARTS BOARD
September 30, 2020

A meeting of the Local Arts Board was called to order by Chair Bacon at 12:01 pm in the Council Chambers. Roll call: Members Bacon, Hauser, Trenchard, Morkin and Lockwood were present. Morkin appeared via Zoom.

Hauser/Morkin to adopt the following agenda:

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Public comment on agenda items.
5. Review of Powers and Duties of Local Arts Board.
6. Recommendation to approve Graham Park Artistic Fountain Installation.
7. Discussion regarding Local Arts Board Objectives.
8. Adjourn.

Carried.

No one spoke during public comment.

City Administrator VanLieshout reviewed the powers and duties of the Local Arts Board. It was noted that the Local Arts Board makes recommendations to the Park & Recreation Committee. The ordinance was summarized and discussion took place regarding proposing potential changes to the ordinance. Pam Seiler, Destination Sturgeon Bay, summarized the history of the Graham Park Project. City Administrator VanLieshout noted that public spaces lend themselves to art pieces. An example could be to engage with galleries to bring pieces on loan to the public spaces (that are still owned by the gallery.) In such a case, the galleries expand their footprint and the public benefits by exposure to art.

Discussion took place regarding location of art, the expectation of the Local Arts Board, and the goal of the Local Arts Board.

Pam Seiler, Destination Sturgeon Bay, reviewed the fountain construction which is 18' at the highest point, that it will showcase industry and recreation and should be 90% complete by November 1. It is anticipated to be finished in Spring with a ribbon cutting in May to welcome people from the waterside. Discussion took place regarding the safety of the fountain, naming of the sculpture and showcasing of the artists name.

Hauser/Trenchard to recommend to the Parks & Recreation Committee to approve the Graham Park Artistic Fountain installation, including the appropriateness of the art piece and the location of the art work. Carried.

A discussion took place regarding the Local Arts Board objectives. The Board was tasked with thinking about other City's featured art work, think about other formats art can take, locations of art pieces, and the ability to highlight other areas of Sturgeon Bay history.

It was noted that the 4th Wednesday of each month at Noon would be a standing time for this Board to meet with the next meeting on October 28, 2020 and attempting to keep the meeting to one hour in limit.

Trenchard/Lockwood to adjourn. Carried. The meeting adjourned at 12:48 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

Committee of the Whole
October 5, 2020

A meeting of the Committee of the Whole was called to order at 4:01 p.m. by Mayor Ward. Roll call: Ward, Bacon, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Williams, Gustafson, Nault and Mayor Ward appeared in person. Ald. Wiederanders and Reeths appeared virtually via Zoom. Staff present: City Administrator VanLieshout, Finance Director/City Treasurer Clarizio, City Clerk/Human Resource Director Reinhardt, Municipal Services Superintendent Barker, City Engineer Shefchik, Fire Chief Dietman, Assistant Fire Chief Montevideo, Police Chief Henry, and Police Captain Brinkman. Also present: Sturgeon Bay Utilities General Manager Stawicki, members of the public and Deputy Clerk/Treasurer Spittlemeister.

Williams/Bacon to adopt agenda.

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: 2021 Budget.
5. Adjourn.

Carried.

Consideration of: 2021 Budget:

City Administrator VanLieshout introduced the recommendations for lowering the levy by increasing the following fees; Farm Market Fees, Marina Slip Fee, Commercial Slip Fee and Large Item Pick up & Brush collection. Mr. VanLieshout addressed some of the questions that were brought up at the last meeting.

Alderspersons made their comments. Consensus of the Committee of the Whole to be conservative and reduce raising the levy from 7% to 3% with the following. Raising revenue by increasing Farm Market fees, Marina Slip fee, Commercial Slip fee and Large Item Pick up & Brush collection fees, remove Storm Water Study from 2021 budget, apply additional transportation aids to directly offset the increase to the levy, defer Arbitrator recording system in the Police Department to a future year and apply fund balance.

Williams/Gustafson to adjourn. Carried. Meeting adjourned at 5:02 p.m.

Respectfully submitted,



Laurie Spittlemeister
Deputy Clerk/Treasurer

CITY PLAN COMMISSION

Tuesday, October 6, 2020

A meeting of the City Plan Commission was called to order at 5:00 p.m. by Chairperson David Ward in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Debbie Kiedrowski, David Ward, Dennis Statz, Mark Holey, and Kirsten Reeths were present. Ms. Reeths appeared virtually via Zoom. Excused: Member Jeff Norland. Also present were Alderpersons Helen Bacon, Dan Williams, Spencer Gustafson, and Gary Nault (entered the meeting at 5:40 p.m), City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Holey, seconded by Mr. Statz to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from September 16, 2020.
4. Public comment on non-agenda Plan Commission related items.
5. Presentation of: Request from Fincantieri Bay Shipbuilding to rezone various parcels along Third Avenue (parcel #'s 281-10-85340109B; 281-10-85371001R; 281-10-35371301R; 281-10-85371401; and 281-10-85360101C) from Central Business District (C-2) to Heavy Industrial (I-2).
6. Consideration of: Zoning Text Amendment regarding Height and Area Regulations in the Heavy Industrial (I-2) District.
7. Adjourn.

All ayes. Carried.

Approval of minutes from September 16, 2020: Moved by Ms. Kiedrowski, seconded by Ms. Reeths to approve the minutes from September 16, 2020. All ayes. Carried.

Public comment on non-agenda Plan Commission related items: No one spoke during public comment.

Presentation of: Request from Fincantieri Bay Shipbuilding to rezone various parcels along Third Avenue (parcel #'s 281-10-85340109B; 281-10-85371001R; 281-10-35371301R; 281-10-85371401; and 281-10-85360101C) from Central Business District (C-2) to Heavy Industrial (I-2): Mr. Olejniczak stated that this is a request for a zoning map amendment that would rezone the properties along the west side of N. 3rd Avenue, owned by Fincantieri, from C-2 to I-2. It would involve all or part of four different parcels. This was only the presentation and no action was needed. A public hearing will be held at the next Plan Commission meeting, followed with a recommendation to Council.

Todd Thayse, representing Fincantieri Bay Shipbuilding, stated that they have been in front of other committees and received various approvals. Their operation has grown and recently celebrated 50 years of Bay Shipbuilding. Over the past five years they have been adding on to their campus. They purchased the Wagener property (former Peninsula Plaza), the former train depot, and former Palmer Johnson properties. He said the rezoning will allow for flexibility, adaptability, and future needs by incorporating all their parcels into the I-2 zoning district.

Mr. Olejniczak spoke about the building expansions proposed by Fincantieri. One proposal is to expand the 422 Building toward the east behind the former Peninsula Plaza building. There is not a requirement that zoning district boundaries follow parcel lines. The I-2 designation is needed for the expansion of the 422 building because the addition crosses into C-2 zoned area.

Mr. Statz questioned the use of the train depot and what the plans were for that building. Mr. Thayse responded that they have no intentions of ever taking that building down. If they ever thought they would not need it, they would offer it to other groups for reuse. There will be a number of professional offices that will need to be developed to house the professionals that will be overseeing the government project.

Mr. Holey wondered why Fincantieri was asking for the change of zoning to I-2 and what that will allow them to do that they can't do now. Mr. Thayse repeated that the rezoning will allow for flexibility, adaptability, and future needs. There is no specific plan.

Ms. Kiedrowski mentioned that at a previous meeting the neighbors had visual concerns with their houses being located across the street from the shipyard. She hoped that some type of landscaping or beautification will be done. Mr. Thayse responded that it is Fincantieri's intention is to install some type of street walk, plaques, trees, landscaping, etc. That will happen whether it is I-2 designation or not.

Ms. Reeths asked if there was an alternative area planned for snow storage. Mr. Thayse responded the gravel pile will be moved into the shipyard in the fall. The parking lot may be used as a staging area for the construction of the 420 and 433 buildings. Then the parking lot would be blacktopped as far as the beautification process. They are looking at their entire snow storage/removal process.

Mayor Ward noted that the parcel is surrounded on three sides by I-2.

Mr. Olejniczak added that conditions can be placed on a rezoning, such as larger setbacks to help create a transition between two zones.

Mayor Ward stated that a small amount of money has been placed in the 2021 budget to work with Bay Shipbuilding in helping with the beautification of 3rd Avenue.

Mr. Sullivan-Robinson discussed the required building setbacks (yards) in the I-2 and C-2 districts. If the zoning classification does change to I-2, the former train depot and Peninsula Plaza buildings will become non-conforming structures.

In closing, Mr. Thayse stated that the shipyard already operates on their north end bordering the Little League fields and boat launch. Since their campus has grown, it would be easier if all their property was zoned I-2.

No action was needed. A public hearing will be held at the next Plan Commission meeting.

Consideration of: Zoning Text Amendment regarding Height and Area Regulations in the Heavy Industrial (I-2) District: Mr. Olejniczak stated that Mr. Thayse pointed out in his letter that Fincantieri applied for variances for two buildings that were approved. The variances will allow them to be able to construct a Navy frigate that was awarded to Fincantieri. The variance approval was appealed and will end up in court causing some delays. So they are requesting that the Plan Commission and Council considering amending the code.

Currently, the height limitation in the I-2 Heavy Industrial district is 45 feet. Fincantieri is seeking one building matching the current building height of 59 feet, with the other building is as high as 110 feet tall. The other variance approved was a setback variance from the south side of the yard, which was also appealed. Mr. Olejniczak that this potential amendment would affect all areas of the City that are zoned I-2. It would provide a building height exemption to any building that is located at least 300 feet from the boundary of a residential zoning district. The potential amendment also includes a side yard exemption that would allow existing buildings in the I-2 district to be expanded using their current side yard distance if less than the required 20 feet. He further stated that if the Plan Commission approves of the proposed text amendment, it can be recommended to Council. A public hearing would be held, followed by adoption of an ordinance, if approved by the Council.

Hans Christian, 330 N. 3rd Avenue, stated he is the one challenging the decision of the ZBA. He stated it would be illegal to change the code until after the Circuit Court decides the appeal. He is afraid the expansion of the building will destroy their businesses.

Mr. Statz asked if there was a maximum building height proposed. Mr. Olejniczak said that the amendment could be changed so that a building could be exempted up to a certain height.

Ms. Kiedrowski asked Mr. Thayse what would happen if the height requirement didn't pass. He responded that there is no alternative. The size they proposed is what they need for their operations. Otherwise, they would have to look outside of Sturgeon Bay for a site to manufacture the frigate.

Mr. Thayse added that there should not be an increase in noise since they will be moving outdoor shipbuilding operations inside.

Ms. Reeths wondered if this could be brought up by a case by case basis in the amendment. Mr. Olejniczak responded an alternative is to require a conditional use approval or a planned unit development rezoning. Conditional uses are approved by the Plan Commission. A planned unit development requires Council approval.

After reviewing the proposed zoning text amendment, it was moved by Mayor Ward, seconded by Mr. Statz to recommend to Council approval of the zoning text amendment regarding Height and Area Regulations in the Heavy Industrial Districts, with the addition of the maximum building height up to 120 feet.

Mayor Ward stated that staff looked into past variances in the City regarding height and setback. There have been many variances approved for shipbuilding buildings. The approved Maritime Tower is 118 feet tall. There are no building height requirements for historic buildings or agricultural buildings. He also read the purpose statement within the zoning code and indicated that the proposed amendment is in line with the purposes. Any type of construction inside of a city is going to produce conflict. Fincantieri employs over 300 families in the 54235 zip code. Having steady work is very important. Unlike a zoning variance, which has to be based on a hardship, the zoning code is based on a broader set of principles and includes the general welfare and prosperity of the community.

Mr. Holey agreed with adding the 120 feet maximum height so that it is not open-ended. He wondered what this amendment will actually solve. Mayor Ward responded it solves the problem of having to continually appeal the zoning code height requirement to the Zoning Board of Appeals.

Mr. Holey also asked what the reason is for the distance of 300 feet. Mr. Olejniczak responded 300 feet is the distance in which property owners are notified of a public hearing in the case of a conditional use or variance. That number could be changed if desired.

Ms. Kiedrowski stated that it is unfortunate that some areas profit while others are impacted. The fact of the matter is that Fincantieri provides good paying jobs and in order to prosper we need the economics of manufacturing jobs. She wouldn't like to see a rectangular block building. Buildings can be architecturally done.

Mr. Sullivan-Robertson added that all nonresidential buildings need design approval from the Aesthetic Design and Site Plan Review Board.

Ms. Reeths stated that Fincantieri is our number one employer. She likes the 120-foot maximum height and this needs to go forward.

A roll call vote on the motion was taken. All ayes. Carried.

Adjourn: Moved by Mr. Statz, seconded by Mr. Holey to adjourn. All ayes. Carried. Meeting adjourned at 6:03 p.m.

Respectfully Submitted,



Cheryl Nault
Community Development Secretary

**JOINT MEETING
COMMON COUNCIL AND CITY PLAN COMMISSION
Tuesday, October 6, 2020**

A joint meeting of the Common Council and City Plan Commission was called to order at 6:14 p.m. by Mayor/Chairperson David Ward in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Alderpersons Helen Bacon, Dan Williams, Spencer Gustafson, Gary Nault, Seth Wiederanders, and Kirsten Reeths were present. Mr. Wiederanders and Ms. Reeths appeared virtually via Zoom. Plan Commission members Debbie Kiedrowski, Mayor David Ward, Dennis Statz, Mark Holey, and Kirsten Reeths were present. Ms. Reeths appeared virtually via Zoom. Excused: Member Jeff Norland. Also present via Zoom were Vandewalle & Associates consultants Meredith Perks and Jeff Maloney. City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, and Community Development Secretary Cheryl Nault were also present.

Adoption of agenda: Moved by Mr. Nault, seconded by Mr. Williams to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public hearing regarding the City of Sturgeon Bay 2040 Comprehensive Plan.
4. Consideration of: Resolution of the City of Sturgeon Bay Plan Commission to recommend the City of Sturgeon Bay 2040 Comprehensive Plan. (Action by Plan Commission members only)
5. First reading of ordinance – Adoption of the City of Sturgeon Bay 2040 Comprehensive Plan. (Action by Common Council only)
6. Adjourn.

All ayes. Carried.

Public hearing regarding the City of Sturgeon Bay 2040 Comprehensive Plan: Mayor Ward opened the public hearing at 6:16 p.m.

Hans Christian, 330 N 3rd Avenue, said he was attending the hearing because he wanted to learn more about the Comprehensive Plan.

Ms. Nault read one letter of correspondence from melaniejane, 30 N. 1st Avenue.

Mr. Olejniczak added that there was a memo received from Vandewalle & Associates describing a few changes and updates, as well as an email from Plan Commissioner Mark Holey with some suggested edits. One of the items from Vandewalle that they would like to include in the appendix is the land use demand projection chart.

The public hearing was declared closed at 6:24 p.m.

Ms. Perks went through the process of creating the Comprehensive Plan including the various public participation aspects. She highlighted the key elements of the plan, including community vision statement/graphic. The Future Land Use Map is to guide land use decisions. With the targeted planning areas, additional planning could transform and represent change to the Sturgeon Bay downtown, West Waterfront, and Egg Harbor Road areas in the future.

Mayor Ward complimented Ms. Perk's summary. Per page 185 in the plan, several public workshops were held pre-pandemic. A lot of public input is the base for the plan.

Mr. Maloney stated that there are other communities that have put their project on hold because of the pandemic. Sturgeon Bay was fortunate to have completed most of the work and public input prior to the pandemic.

Mr. Nault added that one thing he would have liked to have seen in the plan is the great fishing opportunities Sturgeon Bay has to offer like no other. Recently, there were two major fishing tournaments held in Sturgeon Bay

that spent over \$5 million in our community. Our sport fishing and commercial fishing industries are a big part of our community.

Consideration of: Resolution of the City of Sturgeon Bay Plan Commission to recommend the City of Sturgeon Bay 2040 Comprehensive Plan. (Action by Plan Commission members only): The Plan Commission acted on the resolution. Moved by Ms. Reeths, seconded by Mr. Holey to recommend to Council the City of Sturgeon Bay 2040 Comprehensive Plan, including the final changes in the memo from Vandewalle & Associates, as well as suggested edits in Mr. Holey's email. Roll call vote. All ayes. Carried.

First reading of ordinance – Adoption of the City of Sturgeon Bay 2040 Comprehensive Plan. (Action by Common Council only): The Council acted on the first reading of the ordinance. Moved by Mr. Nault, seconded by Ms. Bacon to adopt the City of Sturgeon Bay 2040 Comprehensive Plan. Roll call vote. All ayes. Carried.


The second reading of the ordinance will take place at the next Council meeting.

Mr. Olejniczak thanked everyone at Vandewalle & Associates for the work they put into the plan.

Mayor Ward thanked staff as well.

Adjourn: Moved by Mr. Williams, seconded by Mr. Gustafson to adjourn. All ayes. Carried. Meeting adjourned at 6:41 p.m.

Respectfully Submitted,



Cheryl Nault
Community Development Secretary



Kalin Montevideo
Assistant Fire Chief

CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office
Email: kmontevideo@sturgeonbaywi.org

STURGEON BAY FIRE DEPARTMENT AUGUST 2020 FIRE REPORT

AUGUST INCIDENTS: 146
2020 TOTAL INCIDENTS: 954

INCIDENTS BY JURISTDICTION:

AVERAGE RESPONSE TIME:

CITY - East Side:	<u>84</u> Year to Date: <u>621</u>	EMERGENT: <u>3.51 Minutes</u>	NON-EMERGENT: <u>4.50 Minutes</u>
66 – Medical Incident	02 – Vehicle Accident	07 – Alarm/Detector Activation, No Fire	
01 – Carbon Monoxide Incident	01 – Animal Rescue	01 – Smoke Scare/Odor of Smoke	
02 – Gas/Flammable Liquid Spill	01 – Public Service	01 – Arcing/Shorted Electrical Equipment	
01 – Brush/Grass/Outside Fire	01 – Lightning Strike		

CITY - West Side:	<u>36</u> Year to Date: <u>223</u>	EMERGENT: <u>3.36 Minutes</u>	NON-EMERGENT: <u>4.37 Minutes</u>
31 – Medical Incident	01 – Vehicle Accident	02 – Alarm/Detector Activation, No Fire	
01 – Smoke Scare/Odor of Smoke	01 – Citizen Complaint		

Town of Sevastopol:	<u>12</u> Year to Date: <u>52</u>	EMERGENT: <u>9.17 Minutes</u>	NON-EMERGENT: <u>5.59 Minutes</u>
05 – Vehicle Accident	01 – Unauthorized Burning	04 – Alarm/Detector Activation, No Fire	
01 – Search for Person on Land	01 – Extrication Rescue		

Town of Sturgeon Bay:	<u>12</u> Year to Date: <u>43</u>	EMERGENT: <u>9.10 Minutes</u>	NON-EMERGENT: <u>13.55 Minutes</u>
10 – Medical Incident	01 – Vehicle Accident	01 – Road Freight/Transport Vehicle Fire	

MUTUAL AID/MABAS INCIDENTS

Gibraltar:	<u>0</u> Year to Date: <u>01</u>
Southern Door:	<u>01</u> Year to Date: <u>07</u>
01 – Medical Incident	
Egg Harbor:	<u>0</u> Year to Date: <u>01</u>
Brussels, Union, Gardner:	<u>0</u> Year to Date: <u>01</u>
Jacksonport:	<u>01</u> Year to Date: <u>02</u>
01 – Vehicle Accident	
Sister Bay:	<u>0</u> Year to Date: <u>02</u>
Washington Island:	<u>0</u> Year to Date: <u>01</u>

<u>INPECTION REPORT:</u>	<u>Regular Inspections</u>	<u>Re Inspections</u>	<u>Occupancy Inspections</u>	<u>Hours</u>
Inspections – City of Sturgeon Bay:	<u>97</u>	<u>33</u>	<u>01</u>	<u>102.73</u>
Inspections – Town of Sevastopol:	<u>17</u>	<u>02</u>	<u>0</u>	<u>11.02</u>
Inspections – Town of Sturgeon Bay:	<u>01</u>	<u>0</u>	<u>0</u>	<u>.67</u>
Inspections – Town of Jacksonport:	<u>13</u>	<u>01</u>	<u>0</u>	<u>10.75</u>

Sevastopol Burn Permit: Permits Issued for Month: 10 Year to Date Permits Issued: 81

SPECIAL REPORTS, TRAINING AND MAINTENANCE

MAINTENANCE:

Firefighters replaced the motor on a freezer; pressure washed Marine 1; repaired a light support on Marine 1; removed the charging unit for Engine 4 for repair; replaced a light on UTV; repaired the exhaust on Engine 6; cleaned and greased the ladder on Truck 2; repaired the window on Engine 6; changed the oil and filter on Chief 11 and Utility 15; replaced a broken bracket on an SCBA unit; replaced a lock going into the Police garage and replaced all batteries in the Heads Up Display (HUD) on SCBA units.

TRAINING:

358 hours of training was conducted in August. Firefighters trained with driving and truck pump operations, auto extrication tools and procedures; fire ground operations/live fire attack; self-rescue techniques; scene size up techniques; mayday procedures; confined space and eighteen firefighters began a 4-day Trench Rescue training held at the SB Training Facility.

Other:

Fire Chief and AC attended City and other Town meetings and installed one (1) car seat. We hired two new part-time firefighters at the beginning of September, Lucas Pierre and David Schneider.

COVID-19 Update:

Additional cleaning processes are ongoing including wiping down of surfaces in the station and apparatus at the beginning of each duty shift and following interactions during calls. Firefighters continue to change in and out of duty gear in their station at the beginning of their shift and following the completion of their shift; all on duty uniforms are laundered at the station and left here for their next shift. These processes are to ensure we are decontaminating our gear, clothing and apparatus as much as possible and not taking any contaminants to our homes. This process has become a Department policy and will be adhered to by all Department members as a long term safety measure.

We continue to respond to all incidents and calls for service.

CITY OF STURGEON BAY
INSPECTION DEPARTMENT
September 30, 2020

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

September-20	YEAR TO DATE		September-20	YEAR TO DATE
1	6	ONE FAMILY DWELLINGS	342,000	1,481,551
0	1	TWO FAMILY DWELLINGS	-- ----	267,900
0	0	MULTIPLE FAMILY DWELLINGS	-- ----	-- ----
0	4	MANUFACTURED HOME	-- ----	241,300
0	0	C.B.R.F.	-- ----	-- ----
1	3	RESIDENTIAL ADDITIONS	200,500	538,798
5	42	RESIDENTIAL ALTERATIONS	104,400	660,869
1	11	RESIDENTIAL GARAGES/CARPORTS	900	234,221
1	2	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	800	5,800
2	8	RESIDENTIAL STORAGE BUILDINGS	17,500	40,445
0	0	RESIDENTIAL SWIMMING POOLS	-- ----	-- ----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-- ----	-- ----
0	3	NEW COMMERCIAL BUILDINGS	-- ----	698,445
0	2	NON-RESIDENTIAL ADDITIONS	-- ----	5,025,000
3	36	NON-RESIDENTIAL ALTERATIONS	251,700	2,504,432
0	0	MUNICIPAL BUILDINGS	-- ----	-- ----
0	0	WAREHOUSES	-- ----	-- ----
0	0	FACTORY & SHOP	-- ----	-- ----
0	0	COMMUNICATION TOWER	-- ----	-- ----
0	0	SUBSTATION	-- ----	-- ----
0	0	AGRICULTURAL BUILDINGS	-- ----	-- ----
14	118	TOTAL ESTIMATED COST OF CONSTRUCTION	\$575,800	\$10,217,210

September-20	YEAR TO DATE	TOTAL PERMITS ISSUED	September-20	YEAR TO DATE
14	118	BUILDING PERMITS	2,152	23,346
17	116	ELECTRICAL PERMITS	1,433	12,212
13	69	PLUMBING PERMITS	1,395	7,400
5	43	HEATING PERMITS	1,687	7,586
1	91	SIGN PERMITS	30	2,880
1	10	MISCELLANEOUS PERMITS	25	250
0	0	SUMP PUMP PERMITS	-- ----	-- ----
0	1	REINSPECTION FEE	-- ----	40
0	1	EARLY STARTS	-- ----	100
2	12	EROSION CONTROL	175	1,275
0	0	STATE PLAN APPROVALS	-- ----	-- ----
1	8	PARK & PLAYGROUND PAYMENTS	300	2,400
2	11	WISCONSIN PERMIT SEALS	70	385
0	5	ZONING BOARD OF APPEALS APPLICATIONS	-- ----	1,500
0	0	ZONING CHANGES/P.U.D. APPLICATIONS	-- ----	-- ----
0	2	PLAN COMMISSION - CONDITIONAL USES	-- ----	600
0	3	CERTIFIED SURVEY MAP REVIEWS	-- ----	85
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	1	CHANGE OF USE	-- ----	277
0	0	RESIDENTIAL OCCUPANCY FEES	-- ----	-- ----
3	17	COMMERCIAL OCCUPANCY FEES	150	1,250
0	0	PIER PERMIT	-- ----	-- ----
0	1	DEMOLITION	-- ----	25
3	23	PLAN REVIEW FEE	520	7,070
		ADMIN FEE	361	2,889
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$8,298.00	\$71,570.00

Cheryl Nault
Building Inspection Dept.



STURGEON BAY POLICE DEPARTMENT



The mission of the Sturgeon Bay Police Department is to serve, protect, and work in partnership with the community to ensure a safe, nurturing environment.

To: The Honorable Mayor
 Members of the Common Council
 Members of the Police and Fire Commission
 City Administrator Josh VanLieshout
 Officers of the Sturgeon Bay Police Department
 Media

From: Captain Daniel J. Brinkman

Subject: Monthly Report for September, 2020

Date: October 12, 2020

The following is a summary of the Police Department's activities for the month of September that includes crimes investigated, traffic accidents investigated, training completed, and public education provided by department members.

Crimes Investigated

The Department, during the month, investigated a total of 65 crimes.

These crimes can be broken down and classified as follows.

Battery.....	04
Disorderly Conduct.....	10
Possess Controlled Substance.....	03
Fraud / Forgery.....	07
Domestic Abuse.....	09
Theft.....	17
Criminal Damage to Property.....	03
Bail Jumping.....	02
Custodial Interference.....	02
Death Investigation.....	01
Sexual Offense.....	01
Threats to Injure.....	05
Violate Court Order.....	01
TOTAL	65

The above crimes resulted in the loss of \$16,025 to the community, of which \$15,420 has been recovered.

Arrests

The Department completed a total of 103 arrests during the month. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

A. Felony Crime Arrest	
Bail Jumping.....	04
Substantial Battery.....	03
Possess Controlled Substance.....	02
Possess Drug Paraphernalia.....	01
Strangulation / Suffocation.....	01
Fraud.....	01
	TOTAL 12
B. Misdemeanor Crime Arrests	
Disorderly Conduct.....	14
Bail Jump.....	04
Possess Drug Paraphernalia.....	01
Battery.....	04
Trespass to Land.....	01
Criminal Damage to Property.....	02
	TOTAL 26
Wisconsin Probation & Parole Arrests / Warrant Arrests.....	06
	TOTAL 06
C. Ordinance Violation Arrests	
Disorderly Conduct.....	02
Retail Theft.....	03
Disorderly Conduct w/ Motor Vehicle.....	01
Meddle w/ Destruction of Property.....	01
Possess Marijuana.....	01
	TOTAL 08
D. Traffic Crime Arrests	
Operate Motor Vehicle while Revoked.....	05
Operate While Intoxicated 2 nd or More.....	06
No Valid Driver's License.....	01
No Ignition Interlock Device.....	01
	TOTAL 13
E. Traffic Violation Arrests	
Operate Motor Vehicle w/o Insurance.....	04
Operate Motor Vehicle while Intoxicated.....	03
Operate Motor Vehicle while Suspended/Revoked.....	06
Speeding.....	04
No Valid Driver's License.....	04
Miscellaneous Violations.....	17
	TOTAL 38

In addition to the preceding arrests, the Department conducted a total of 114 traffic stops during the month and logged 37 violations for various motor vehicle defects and local ordinances and issued 25 written warnings for those violations. A total of 04 parking ticket was issued for parking violations throughout the city.

Traffic Accidents

The Department during the month investigated a total of 18 vehicle accidents. These accidents are categorized into four types.

A.	Motor Vehicle Accidents Involving Fatalities	00
B.	Motor Vehicle Accidents Involving Injuries.....	02
C.	Motor Vehicle Accidents Involving Property Damage	21
	(greater than \$1,000.00)	
D.	Motor Vehicle Accidents Involving Property Damage	01
	(less than \$1,000.00)	TOTAL 24

Police Service Calls

Department members handled 501 service calls during the month. These calls consist of both citizen requests for police service as described below (406), crimes investigated (65), traffic accidents investigated (24), and Wisconsin Probation and Parole Assists (06).

A.	Traffic and Road Incidents.....	83
	This category consists of all assignments involving assists to stranded motorists, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing obstructions from roadways, and all parking problem complaints.	
B.	Noise Complaints	05
	These complaints involve private parties, licensed liquor establishments, and parties in public places.	
C.	Sick and Injured Persons.....	19
	Assistance rendered to the Ambulance Service and sick or injured persons.	
D.	Alarms.....	26
	Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms.	
E.	Complaints Involving Animals.....	13
	Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.	
F.	Civil Disputes.....	07
	Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	

G. Escorts..... 12
Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.

H. Citizen Assist71
This category is broad and involves such services as assistance in gas drive-off, emergency notifications, attempts to locate people, retrieval of personal property, and vehicle registration assistance.

I. Assistance Rendered to Other Agencies.....06
Includes assistance to other law enforcement and government agencies.

J. Suspicious Person / Vehicle / Circumstance31
Involves both citizen complaints and observations by officers on patrol who took investigative action in regard to the suspicious behavior of vehicles and people.

K. Self-Initiated Field Activity.....03
All initiated activity by the officer to include, but not limited to, routine security checks of area industries, businesses, city parks, residences, and compliance checks of local liquor establishments.

L. Juvenile Problems04
Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.

M. Miscellaneous Incidents 106
Includes arrest warrants served, recovered property calls, and all unfounded calls for police service. This category includes 9-1-1 calls investigated by Department members during the month.

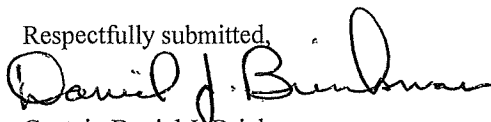
N. Welfare Checks20
Includes calls to check on the well-being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.

TOTAL 406

Department Training

The Joint SWAT Team and Dive Team completed their monthly training. One officer completed 32 hours of Basic Dive / Rescue training.

Respectfully submitted,


Captain Daniel J. Brinkman

SEPTEMBER 2020 BANK RECONCILIATION

CHECKING ACCOUNTS

INVESTMENT ACCOUNTS

GENERAL FUND	SNAP	GENERAL/CAPITAL FUND	
NICOLET	NICOLET	INVESTMENTS	
PRIOR G/L BALANCE	4,963,268.00	9,258.16	1,247,018.74
REVENUE	556,402.48	185.00	693.41
DISBURSEMENTS	3,520,810.68	0.00	1,089.12
AMOUNT IN TRANSIT	3,679.76	0.00	0.00
ADJUSTMENTS	46,776.38	0.00	0.00
ENDING BALANCE	2,041,956.42	9,443.16	1,246,623.03

BANK BALANCE	2,050,047.46	9,443.16	1,246,623.03
LESS OUTS: CHECKS	8,091.04	0.00	0.00
	2,041,956.42	9,443.16	1,246,623.03

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	3,146,440.94	20,132.71	10,247.72	6,320.57	118,402.90	920,350.89	17,124.64
REVENUE	1,372,853.77	0.17	1.05	0.65	2,531,349.66	90.61	1.72
DISBURSEMENTS	0.00	0.00	0.00	0.00	0.00	83,906.25	930.00
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	4,519,294.71	20,132.88	10,248.77	6,321.22	2,649,752.56	836,535.25	16,196.36
BANK BALANCE	4,519,294.71	20,132.88	10,248.77	6,321.22	2,649,752.56	836,535.25	16,196.36

TIF #1 DEBT	TIF #2	TIF #2 DEBT	TIF #2 AMENDED AREA	TIF #2 AMENDED AREA	TIF #4 DEBT SVC	TID #4 CONSTRUCTION	
STATE - #11	STATE - #3	STATE - #10	CONST. - STATE - #06	CAP. INT. - STATE - #7	STATE - #12	STATE - #01	
PRIOR G/L BALANCE	401,364.81	15,490.68	4,108,969.50	56,668.85	296,318.94	125,034.98	754,950.39
REVENUE	41.27	1.59	378.45	5.83	16.25	11.40	75.60
DISBURSEMENTS	0.00	0.00	917,743.59	0.00	296,296.93	30,260.94	42,237.53
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	401,406.08	15,492.27	3,191,604.36	56,674.68	38.26	94,785.44	712,788.46
BANK BALANCE	401,406.08	15,492.27	3,191,604.36	56,674.68	38.26	94,785.44	712,788.46

10/13/2020

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT
 FOR FUND: GENERAL FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER		VARI- ANCE	FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ACTUAL	
REVENUES	12,387,430.00	144,400.50	(98.8)	12,387,430.00	12,387,430.00	8,852,650.37
GENERAL FUND	12,387,430.00	144,400.50	(98.8)	12,387,430.00	12,387,430.00	8,852,650.37
TOTAL REVENUES						
EXPENSES	1,453,455.00	815,340.63	43.9	1,453,455.00	1,453,455.00	1,424,284.94
GENERAL FUND	1,453,455.00	815,340.63	43.9	1,453,455.00	1,453,455.00	1,424,284.94
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00	8,280.18
CITY COUNCIL	62,160.00	4,799.09	92.2	62,160.00	62,160.00	45,626.19
LAW/LEGAL	86,000.00	6,910.49	91.9	86,000.00	86,000.00	40,127.74
CITY CLERK-TREASURER	473,290.00	44,955.26	90.5	473,290.00	473,290.00	316,509.33
ADMINISTRATION	188,675.00	17,058.13	90.9	188,675.00	188,675.00	107,752.46
COMPUTER	111,750.00	10,342.70	90.7	111,750.00	111,750.00	69,312.94
CITY ASSESSOR	107,480.00	33,495.61	68.8	107,480.00	107,480.00	285,134.31
BOARD OF REVIEW	1,520.00	210.00	86.1	1,520.00	1,520.00	210.00
BUILDING/ZONING CODE ENFORCER	101,565.00	6,187.47	93.9	101,565.00	101,565.00	54,033.39
MUNICIPAL SERVICES ADMIN.	242,170.00	24,532.10	89.8	242,170.00	242,170.00	165,660.90
PUBLIC WORKS ADMINISTRATION	243,230.00	23,873.43	90.1	243,230.00	243,230.00	163,175.41
ELECTIONS DEPARTMENT	27,505.00	6,947.72	74.7	27,505.00	27,505.00	22,166.61
CITY HALL	153,670.00	7,556.43	95.0	153,670.00	153,670.00	83,768.18
INSURANCE	261,705.00	0.00	100.0	261,705.00	261,705.00	206,010.88
GENERAL EXPENDITURES	840,050.00	1,331.13	99.8	840,050.00	840,050.00	40,260.43
POLICE DEPARTMENT	508,815.00	45,952.22	90.9	508,815.00	508,815.00	318,326.90
PATROL BOAT	15,315.00	1,243.87	91.8	15,315.00	15,315.00	9,395.10
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00
POLICE DEPARTMENT/PATROL	2,198,620.00	224,170.04	89.8	2,198,620.00	2,198,620.00	1,436,453.26
POLICE DEPT. / INVESTIGATIONS	311,405.00	28,310.55	90.9	311,405.00	311,405.00	213,417.29
FIRE DEPARTMENT	2,097,945.00	220,280.42	89.5	2,097,945.00	2,097,945.00	1,503,819.48
STORM SEWERS	33,600.00	4,040.24	87.9	33,600.00	33,600.00	32,547.02
SOLID WASTE MGMT/SPRING/FALL	53,820.00	2,235.69	95.8	53,820.00	53,820.00	15,314.10
COMPOST/SOLID WASTE SITE	52,110.00	0.00	100.0	52,110.00	52,110.00	0.00
STREET SWEEPING	36,350.00	4,092.39	88.7	36,350.00	36,350.00	29,179.09
WEED ABATEMENT	4,005.00	1,040.40	74.0	4,005.00	4,005.00	1,328.64
ROADWAYS/STREETS	191,515.00	31,101.45	83.7	191,515.00	191,515.00	202,503.16
SNOW REMOVAL	223,500.00	1,293.15	99.4	223,500.00	223,500.00	113,932.74
STREET SIGNS AND MARKINGS	64,850.00	6,411.94	90.1	64,850.00	64,850.00	26,282.44
CURB/GUTTER/SIDEWALK	19,950.00	2,199.04	88.9	19,950.00	19,950.00	4,918.33
STREET MACHINERY	199,640.00	13,353.31	93.3	199,640.00	199,640.00	112,387.66
CITY GARAGE	58,935.00	928.67	98.4	58,935.00	58,935.00	29,467.01
CELEBRATION & ENTERTAINMENT	55,780.00	132.52	99.7	55,780.00	55,780.00	34,839.02
HIGHWAYS - GENERAL	506,805.00	59,577.29	88.2	506,805.00	506,805.00	338,787.19
PARK & RECREATION ADMIN	108,375.00	5,181.46	95.2	108,375.00	108,375.00	48,747.40
PARKS AND PLAYGROUNDS	509,615.00	52,748.30	89.6	509,615.00	509,615.00	347,536.10
BALLFIELDS	28,715.00	0.00	100.0	28,715.00	28,715.00	3,102.31

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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	FISCAL		%	FISCAL		%
	SEPT- BUDGET	TO-DATE BUDGET		SEPT- ACTUAL	TO-DATE ACTUAL	
EXPENSES						
ICE RINKS	12,130.00	12,130.00	100.0	12,130.00	12,130.00	99.4
BEACHES	3,825.00	3,825.00	99.1	3,825.00	3,825.00	59.4
MUNICIPAL DOCKS	47,270.00	47,270.00	90.6	47,270.00	47,270.00	43.1
WATER WEED MANAGEMENT	87,240.00	87,240.00	93.4	87,240.00	87,240.00	51.7
WATERFRONT PARKS & WALKWAYS	71,380.00	71,380.00	89.2	71,380.00	71,380.00	20.4
EMPLOYEE BENEFITS	43,450.00	43,450.00	100.8	43,450.00	43,450.00	61.9
PUBLIC FACILITIES	83,375.00	83,375.00	100.0	83,375.00	83,375.00	25.8
BOARDS AND COMMISSIONS	970.00	970.00	72.2	970.00	970.00	50.0
COMMUNITY & ECONOMIC DEVLPMNT	391,015.00	391,015.00	92.1	391,015.00	391,015.00	29.4
TOTAL EXPENSES	12,387,430.00	12,387,430.00	85.8	12,387,430.00	12,387,430.00	32.7
TOTAL FUND REVENUES	12,387,430.00	12,387,430.00	(98.8)	12,387,430.00	12,387,430.00	(28.5)
TOTAL FUND EXPENSES	12,387,430.00	1,757,325.82	85.8	1,757,325.82	12,387,430.00	32.7
SURPLUS (DEFICIT)	0.00	(1,612,925.32)	100.0	0.00	0.00	100.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	FISCAL YEAR-TO-DATE		%	FISCAL YEAR-TO-DATE		%	
	SEPTEMBER BUDGET	ACTUAL		SEPTEMBER ACTUAL	ACTUAL		
REVENUES	5,335,615.00	2,570,970.55	(51.8)	5,335,615.00	5,335,615.00	3,817,544.04	(28.4)
PATROL							
TOTAL REVENUES	5,335,615.00	2,570,970.55	(51.8)	5,335,615.00	5,335,615.00	3,817,544.04	(28.4)
EXPENSES							
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.0
COMPUTER	26,300.00	0.00	100.0	26,300.00	26,300.00	9,845.99	62.5
CITY ASSESSOR	10,000.00	0.00	100.0	10,000.00	10,000.00	0.00	100.0
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	719,497.00	77,178.79	89.2	719,497.00	719,497.00	162,077.72	77.4
GENERAL EXPENDITURES	15,000.00	29,798.83	(98.6)	15,000.00	15,000.00	423,026.42	(2720.1)
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL BOAT	1,033.34	0.00	100.0	9,299.98	12,400.00	12,306.51	0.7
PATROL	133,640.00	0.00	100.0	133,640.00	133,640.00	40,895.43	69.3
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
FIRE DEPARTMENT	102,775.00	0.00	100.0	102,775.00	102,775.00	84,316.83	17.9
STORM SEWERS	135,000.00	0.00	100.0	135,000.00	135,000.00	104,526.39	22.5
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	2,168,503.00	45,445.00	97.9	2,168,503.00	2,168,503.00	1,446,262.84	33.3
SNOW REMOVAL	145,000.00	0.00	100.0	145,000.00	145,000.00	144,274.00	0.5
CURB/GUTTER/SIDEWALK	200,000.00	861.63	99.5	200,000.00	200,000.00	283,734.42	(41.8)
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PARKS AND PLAYGROUNDS	1,161,000.00	0.00	100.0	1,161,000.00	1,161,000.00	32,881.23	97.1
BALLFIELDS	310,500.00	1,979.35	99.3	310,500.00	310,500.00	18,302.75	94.1
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
BEACHES	0.00	0.00	0.0	0.00	0.00	0.00	0.0
MUNICIPAL DOCKS	18,000.00	0.00	100.0	18,000.00	18,000.00	0.00	100.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	105,000.00	4,662.94	95.5	105,000.00	105,000.00	19,272.65	81.6
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	31,500.00	0.00	100.0	31,500.00	31,500.00	0.00	100.0
COMMUNITY & ECONOMIC DEVLPMNT	26,000.00	872.90	96.6	26,000.00	26,000.00	50,576.75	(94.5)
TOTAL EXPENSES	5,308,748.34	160,799.44	96.9	5,317,014.98	5,320,115.00	2,832,299.93	46.7
TOTAL FUND REVENUES	5,335,615.00	2,570,970.55	(51.8)	5,335,615.00	5,335,615.00	3,817,544.04	(28.4)
TOTAL FUND EXPENSES	5,308,748.34	160,799.44	96.9	5,317,014.98	5,320,115.00	2,832,299.93	46.7
SURPLUS (DEFICIT)	26,866.66	2,410,171.11	8870.8	18,600.02	15,500.00	985,244.11	6256.4

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	FISCAL		%	FISCAL		%
	SEPT- BUDGET	ACTUAL		SEPT- BUDGET	ACTUAL	
REVENUES						
CABLE TV / GENERAL	153,000.00	5,990.03	(96.0)	153,000.00	153,000.00	(16.4)
TOTAL REVENUES	153,000.00	5,990.03	(96.0)	153,000.00	153,000.00	(16.4)
EXPENSES						
CABLE TV / GENERAL	109,725.00	5,205.84	95.2	109,725.00	109,725.00	48.1
TOTAL EXPENSES	109,725.00	5,205.84	95.2	109,725.00	109,725.00	48.1
TOTAL FUND REVENUES	153,000.00	5,990.03	(96.0)	153,000.00	153,000.00	(16.4)
TOTAL FUND EXPENSES	109,725.00	5,205.84	95.2	109,725.00	109,725.00	48.1
SURPLUS (DEFICIT)	43,275.00	784.19	(98.1)	43,275.00	43,275.00	64.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER 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

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER 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	1,994,339.79	(11.2)	2,246,450.09	2,246,450.09	4,196,034.11	86.7
TOTAL REVENUES	2,246,450.09	1,994,339.79	(11.2)	2,246,450.09	2,246,450.09	4,196,034.11	86.7
EXPENSES							
TID DISTRICT #2	1,508,190.30	3,207,978.19	(112.7)	1,508,190.30	1,508,190.30	3,428,848.29	(127.3)
TOTAL EXPENSES	1,508,190.30	3,207,978.19	(112.7)	1,508,190.30	1,508,190.30	3,428,848.29	(127.3)
TOTAL FUND REVENUES	2,246,450.09	1,994,339.79	(11.2)	2,246,450.09	2,246,450.09	4,196,034.11	86.7
TOTAL FUND EXPENSES	1,508,190.30	3,207,978.19	(112.7)	1,508,190.30	1,508,190.30	3,428,848.29	(127.3)
SURPLUS (DEFICIT)	738,259.79	(1,213,638.40)	(264.3)	738,259.79	738,259.79	767,185.82	3.9

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPT-20		FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE
	BUDGET	ACTUAL			
REVENUES					
TID #1 DISTRICT	880,103.28	41.27	880,103.28	880,103.28	(99.9)
TOTAL REVENUES	880,103.28	41.27	880,103.28	880,103.28	(99.9)
EXPENSES					
TID #1 DISTRICT	816,778.28	0.00	816,778.28	816,778.28	100.0
TOTAL EXPENSES	816,778.28	0.00	816,778.28	816,778.28	100.0
TOTAL FUND REVENUES	880,103.28	41.27	880,103.28	880,103.28	(99.9)
TOTAL FUND EXPENSES	816,778.28	0.00	816,778.28	816,778.28	100.0
SURPLUS (DEFICIT)	63,325.00	41.27	63,325.00	63,325.00	(99.9)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTMBER		FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE	
	BUDGET	ACTUAL			ACTUAL	ACTUAL
REVENUES						
TID #3 DISTRICT	70,299.22	92.33	70,299.22	70,299.22	52,158.86	(25.8)
TOTAL REVENUES	70,299.22	92.33	70,299.22	70,299.22	52,158.86	(25.8)
EXPENSES						
TID #3 DISTRICT	130,172.87	84,836.25	130,172.87	130,172.87	114,849.40	11.7
TOTAL EXPENSES	130,172.87	84,836.25	130,172.87	130,172.87	114,849.40	11.7
TOTAL FUND REVENUES	70,299.22	92.33	70,299.22	70,299.22	52,158.86	(25.8)
TOTAL FUND EXPENSES	130,172.87	84,836.25	130,172.87	130,172.87	114,849.40	11.7
SURPLUS (DEFICIT)	(59,873.65)	(84,743.92)	(59,873.65)	(59,873.65)	(62,690.54)	4.7

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTMBER		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES						
TID #4 DISTRICT	3,812,507.04	87.00	(99.9)	3,812,507.04	3,812,507.04	(4.1)
TOTAL REVENUES	3,812,507.04	87.00	(99.9)	3,812,507.04	3,812,507.04	(4.1)
EXPENSES						
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.0
TID #4 DISTRICT	6,035,578.23	72,498.47	98.7	6,035,578.23	6,035,578.23	36.3
TOTAL EXPENSES	6,035,578.23	72,498.47	98.7	6,035,578.23	6,035,578.23	36.3
TOTAL FUND REVENUES	3,812,507.04	87.00	(99.9)	3,812,507.04	3,812,507.04	(4.1)
TOTAL FUND EXPENSES	6,035,578.23	72,498.47	98.7	6,035,578.23	6,035,578.23	36.3
SURPLUS (DEFICIT)	(2,223,071.19)	(72,411.47)	(96.7)	(2,223,071.19)	(2,223,071.19)	(91.6)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER	SEPTEMBER	%	FISCAL	%	ANNUAL	FISCAL	%
	BUDGET	ACTUAL		YEAR-TO-DATE		BUDGET	YEAR-TO-DATE	
REVENUES								
REVOLVING LOAN FUND (STATE)	14,785.00	1.05	(99.9)	14,785.00	14,785.00	6,923.80	(53.1)	
TOTAL REVENUES	14,785.00	1.05	(99.9)	14,785.00	14,785.00	6,923.80	(53.1)	
EXPENSES								
REVOLVING LOAN FUND (STATE)	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00	(4256.5)	
TOTAL EXPENSES	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00	(4256.5)	
TOTAL FUND REVENUES	14,785.00	1.05	(99.9)	14,785.00	14,785.00	6,923.80	(53.1)	
TOTAL FUND EXPENSES	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00	(4256.5)	
SURPLUS (DEFICIT)	3,485.00	1.05	(99.9)	3,485.00	3,485.00	(485,368.20)	(4027.3)	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VAR-ANCE %	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VAR-ANCE %
REVENUES							
SOLID WASTE ENTERPRISE FUND	541,705.00	43,793.13	(91.9)	541,705.00	541,705.00	428,272.86	(20.9)
TOTAL REVENUES	541,705.00	43,793.13	(91.9)	541,705.00	541,705.00	428,272.86	(20.9)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	500,560.00	49,258.19	90.1	500,560.00	500,560.00	306,685.01	38.7
TOTAL EXPENSES	500,560.00	49,258.19	90.1	500,560.00	500,560.00	306,685.01	38.7
TOTAL FUND REVENUES	541,705.00	43,793.13	(91.9)	541,705.00	541,705.00	428,272.86	(20.9)
TOTAL FUND EXPENSES	500,560.00	49,258.19	90.1	500,560.00	500,560.00	306,685.01	38.7
SURPLUS (DEFICIT)	41,145.00	(5,465.06)	(113.2)	41,145.00	41,145.00	121,587.85	195.5

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	0.00	247.76	100.0	0.00	0.00	11,624.60	100.0
TOTAL REVENUES	0.00	247.76	100.0	0.00	0.00	11,624.60	100.0
EXPENSES							
COMPOST SITE ENTERPRISE FUND	0.00	6,926.50	100.0	0.00	0.00	49,873.13	100.0
TOTAL EXPENSES	0.00	6,926.50	100.0	0.00	0.00	49,873.13	100.0
TOTAL FUND REVENUES	0.00	247.76	100.0	0.00	0.00	11,624.60	100.0
TOTAL FUND EXPENSES	0.00	6,926.50	100.0	0.00	0.00	49,873.13	100.0
SURPLUS (DEFICIT)	0.00	(6,678.74)	100.0	0.00	0.00	(38,248.53)	100.0

DATE: 10/13/2020
 TIME: 12:11:15
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CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2020

DEPARTMENT DESCRIPTION	SEPTEMBER	SEPTEMBER	%		FISCAL	ANNUAL	FISCAL	%	
	BUDGET	ACTUAL	VARI- ANCE		YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	VARI- ANCE	
TOTAL MUNICIPAL REVENUES	25,441,894.63	4,759,963.41	(81.2)		25,441,894.63	25,441,894.63	22,005,253.27	(13.5)	
TOTAL MUNICIPAL EXPENSES	26,808,483.02	5,344,828.70	80.0		26,816,749.66	26,819,849.68	20,266,832.50	24.4	
SURPLUS (DEFICIT)	(1,366,588.39)	(584,865.29)	(57.2)		(1,374,855.03)	(1,377,955.05)	1,738,420.77	(226.1)	

CLASS A BEER & CLASS A LIQUOR LICENSES

Minit Mart, LLC
165 Flanders Road
Westborough, MA 01581
Location: 1314 Green Bay Road, Sturgeon Bay, WI 54235
Date: October 21, 2020 – June 30, 2021

Minit Mart, LLC
165 Flanders Road
Westborough, MA 01581
Location: 1255 Green Bay Road, Sturgeon Bay, WI 54235
Date: October 21, 2020 – June 30, 2021

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 create separate Mason and Carpenter positions and hire a Mason position. Also to increase the wage for those performing carpentry and mason work by \$1.25 per hour rather than year round.

Respectfully submitted,

PERSONNEL COMMITTEE
By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: October 8, 2020

* * * * *

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

Passed by the Council on the _____ day of _____, 2020.

Executive Summary

Date: 21 September 2020

Title: Changes to Carpenter/Mason Pay

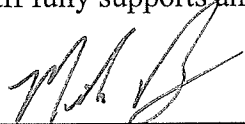
Background: In the past, Municipal Services has had an employee titled Carpenter/Mason. In the past several years the person who held this title only conducted masonry work, any time carpentry work was conducted it was another member of the crew. At present the Carpenter/Mason receives an additional \$1.00 per hour for the entire year. When the other crew member was involved in carpentry work he would charge his time to Carpenter/Mason pay classification. The main difference between the two is one receives the higher hourly wage for the entire year instead of only when he is conducting the work.

Proposed Change: I recommend hiring an employee with the title of Mason to replace our most recent retiree. I also recommend not paying them the wage of Mason for the entire year, only when he or she is performing that work. I also recommend increasing the wage for those performing carpentry and masonry work to \$1.25 per hour since this is not a year round wage. This will help "reward" those who have the talents we so heavily rely on. This will be much cheaper than hiring a mason or carpenter when one is needed.

Fiscal Impacts: There would be an estimated increase of \$500 per year.

Recommendation: Staff fully supports and recommends the changes.

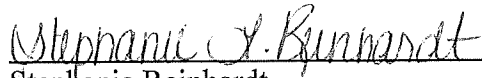
Prepared By:



Mike Barker
Municipal Services Director

Date: 21 SEP 2020


Reviewed By:



Stephanie Reinhardt
Human Resources Director

Date: 9/29/2020

Reviewed By:



Valerie Clarizio
Finance Director

Date: 9/29/20

Reviewed By:

Josh VanLieshout
City Administrator

Date: _____

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 adopt the City of Sturgeon Bay COVID-19 Policy and Administrative Guidelines for Employees and City Facilities.

Respectfully submitted,

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: October 8, 2020

* * * * *

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

Passed by the Council on the _____ day of _____, 2020.

CITY OF STURGEON BAY

COVID-19 POLICY AND ADMINISTRATIVE GUIDELINES FOR EMPLOYEES AND CITY FACILITIES

The safety of our workforce and community is our highest priority. The City is committed to providing employees a safe and healthy work environment. Together we share a responsibility to help prevent the spread of illnesses in our community. Employees have an obligation to practice the CDC and Wisconsin Department of Health Services recommendations to help keep the spread of the virus to a minimum.

This policy is intended to provide clarity about policies, practices and procedures regarding COVID-19. We anticipate that this document will continue to evolve as new information becomes available provided by the Centers for Disease Control and the Door County Health Department.

Prevention Measures Expected from All Employees Include the Following:

General Measures

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Employees and the public will use respiratory etiquette, including covering coughs and sneezes.
- Employees and the public will be provided with tissues and no-touch trash receptacles.
- Employees should avoid using each other's phone, tools, automobiles, desks, and computers. Shared equipment and furnishings should be disinfected daily. Use recommended personal protective equipment when performing disinfection activities, such as gloves. Disinfect phones, desks, and frequently touched items, such as doorknobs, pens and such. If you share an item, disinfect it after use.
- Avoid touching your eyes, nose and mouth.
- Space should be arranged to limit exposure of staff and visitors to one another. Safe social distances should be marked to create safe distance. Protective barriers are in place to protect staff and visitors.
- Meetings held in person; members will practice social distancing whenever possible.
- Additional safety measures can be implemented at the discretion of the Department Heads.
- Department Heads will be responsible for COVID-19 issues and the impact at the workplace. Departments will revisit with all employees as COVID-19 conditions and communications change.

Face Mask Policy

- If face masks are mandated, the City will follow the recommended protocol.

Employees with Symptoms, Exposures, and Exclusion from Work

- Employees will self-monitor for signs and symptoms of COVID 19.
- Employees will stay at home when they are sick. Symptoms of COVID-19 may include:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing

- Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- **When employees call in sick:** If the employee is experiencing COVID-19 symptoms, the department will inform the employee that return to work will be allowed when the employee has had a negative test OR had no fever for 24 hours without fever reducing medication and is no longer displaying other symptoms of COVID-19 AND at least 10 days have passed since symptoms first appeared.
 - **When employees have COVID-19 symptoms at work:** Employees in the workplace who exhibit symptoms should be separated from other employees and directed to go home and stay at home until one of the following have happened:
 - Symptomatic employees who have a negative test results for COVID-19 are able to return to work immediately.
 - If employee tests positive or does not take a test, they can return to work after they have been fever free for 24 hours without fever-reducing medicine and are no longer displaying other symptoms of COVID19 AND at least 10 days have passed since symptoms first appeared.
 - **When an employee has potential exposure:**
 - An employee with potential exposure to a symptomatic person under investigation (PUI) shall self-quarantine until Covid-19 results are available. If negative result is found an asymptomatic employee may return work, if positive see following bullet point.
 - An employee identified by a medical provider, a public health authority, or by City of Sturgeon Bay as a potential exposure to a confirmed case as defined by the CDC's most recent criteria: the employee will be quarantined and will be required to stay at home for 14 days and monitor for symptoms. If symptoms develop or the employee tests positive for COVID-19, the employee will remain in isolation until a determination is made by the public health authority, that the individual is no longer infectious. Direct contact means contact that is contact that is <6ft distance with a +COVID-19 case for a prolonged period of time (usually 15 minutes). Employees who are not symptomatic and were advised to quarantine due to exposure to COVID-19 are not allowed to return to work earlier than 14 days. If the employee is tested and a negative result is found, the employee may return to work.
 - **When an employee is diagnosed with COVID-19:** the employee must follow medical orders and will remain in isolation for 10 days since symptoms first appeared.

**Stay at home days and hours may change with the release of new CDC Guidelines*

Process for Managing COVID 19 Related Absence and Leave Time.

- The City of Sturgeon Bay will follow the United States Department of Labor, Families First Coronavirus Response Act (FFCRA). The FFCRA requires the employer to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to the COVID-19. Employees are eligible for two weeks (up to 80 hours) of paid sick leave. Paid sick leave amount is dependent on the qualifying reason for leave. Paid sick leave will

either be paid at employee's regular rate or at two-thirds the regular rate of pay.
Employees should contact the City Clerk for FFCRA paid leave rates and qualifications.

- After the one-time, two weeks (80 hours) FFCRA has been used, employees may request sick leave, vacation leave or un-paid leave.
- Employees should work with their supervisor for all COVID-19 related absences and leave time requests.

COVID-19 Employee Notification Procedures and Leave

(Stay at home days and hours may change with the release of new CDC Guidelines)

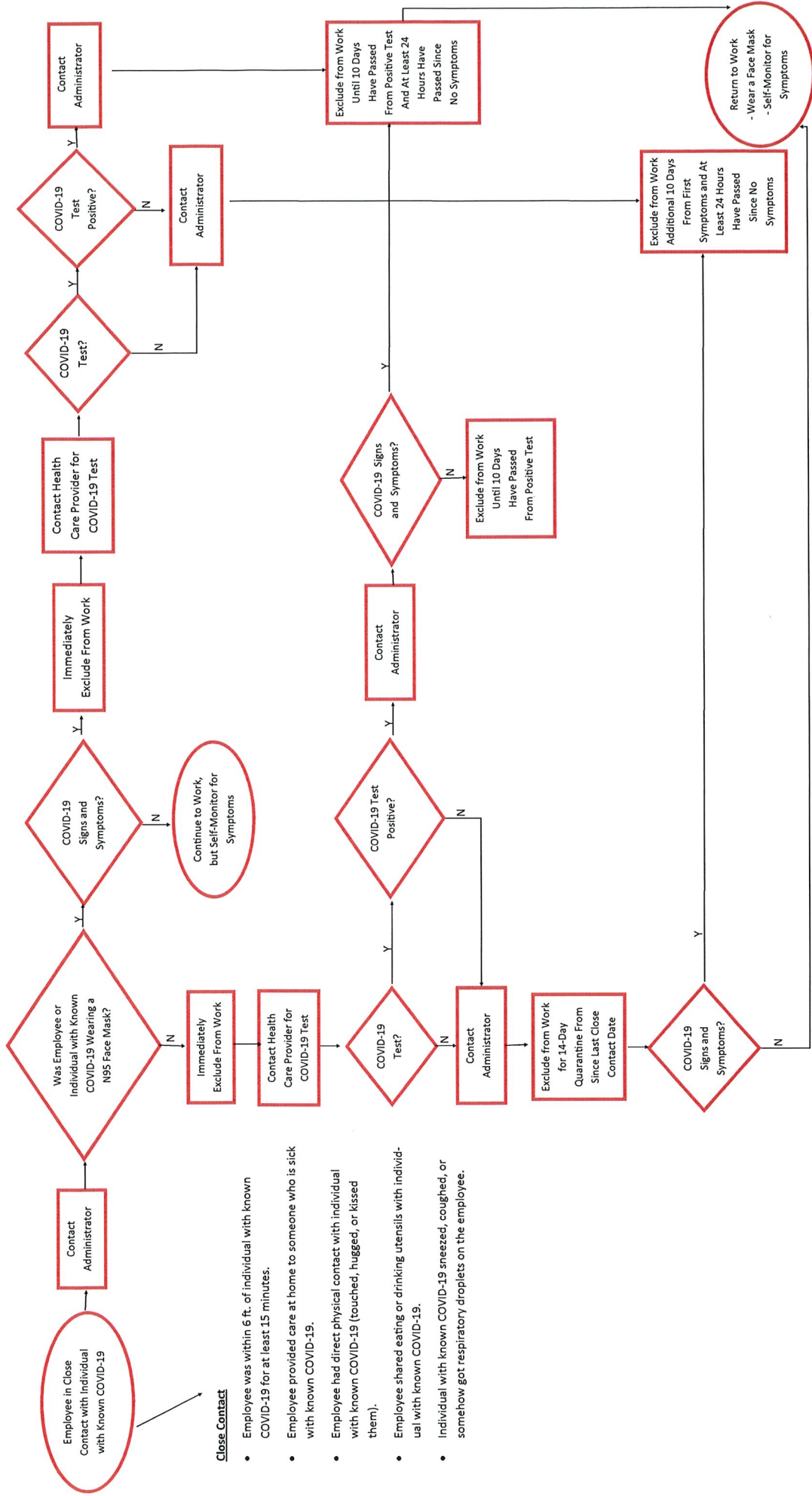
COVID-19 Scenarios	Employee's Responsibilities	Employee Leave Options
You have been advised to quarantine due to potential exposure to COVID-19	Notify your supervisor Stay home for 14 days, until you are symptom free for 24 hours or have a negative COVID test result.	Request FFCRA (80 hours) Request sick leave Request vacation leave Request un-paid leave
You have tested positive for COVID-19	Notify your supervisor Stay home for 10 days, until you are symptom free for 24 hours. Have a subsequent test with a negative result to return to work.	Request FFCRA (80 hours) Request sick leave Request vacation leave Request un-paid leave
You need to stay at home to care for a dependent or a family/household member who is has tested positive for COVID-19	Notify your supervisor Stay home for 14 days, until you are symptom free for 24 hours or have a negative COVID test result.	Request FFCRA (80 hours) Request sick leave Request vacation leave Request un-paid leave
You or a household member have a medical condition and the treating physician recommends social distancing.	Notify your supervisor Address your specific needs with supervisor to discuss leave options.	Request sick leave Request vacation leave Request un-paid leave
You do not want to come back to work because you are afraid that you may catch COVID-19 through the workplace.	Notify your supervisor Address your specific needs with supervisor to discuss leave options.	Request sick leave Request vacation leave Request un-paid leave
You have been exposed to COVID-19 in the course and scope of your employment duties, and feel you may have contracted the disease.	Notify your supervisor as soon as possible. Contact Door County Health Department or your health provider to report your exposure. Follow the stay at home direction of Health Department or health care provider.	Request FFCRA (80 hours) Request sick leave Request vacation leave Request un-paid leave

City Of Sturgeon Bay

ATTACHMENT 1

EMPLOYEE IN CLOSE CONTACT WITH INDIVIDUAL WITH KNOWN COVID-19

PROCESS MAP



Close Contact

- Employee was within 6 ft. of individual with known COVID-19 for at least 15 minutes.
- Employee provided care at home to someone who is sick with known COVID-19.
- Employee had direct physical contact with individual with known COVID-19 (touched, hugged, or kissed them).
- Employee shared eating or drinking utensils with individual with known COVID-19.
- Individual with known COVID-19 sneezed, coughed, or somehow got respiratory droplets on the employee.

Families First Compliance Policy

Effective April 1, 2020 to December 31, 2020

Introduction

The federal government has passed the “Families First Coronavirus Response Act” to assist employees during the current public health emergency. As a covered employer, we provide the temporary benefits required by the Act as summarized in this policy. This policy will expire upon the conclusion of the Coronavirus public health emergency or on December 31, 2020, whichever is earlier. This policy is subject to change, including but not limited to change in response to any new or revised guidance issued by the Secretary of Labor, other federal agencies, or changes in applicable law.

Eligibility

All full-time and part-time employees, except emergency responders. Staff who have been employed fewer than 30 days are not eligible for the temporary expansion of FMLA (section C). If you are eligible for leave under sections A and B, the total amount of leave available is capped at 12 weeks (reduced by any FMLA leave previously taken). Emergency Responders are eligible for emergency paid sick leave as described in paragraph “B” below.

Definitions:

Emergency Responder: Emergency responders include the following -

- All Police Department sworn officers
- All firefighters
- Employees who fall under the direction of the Municipal Services Director (except as excluded below)
- Employees who fall under the direction of the Community Development Director (except as excluded below)
- Employees of the Clerk’s Office (except as excluded below)
- Finance Department Employees (except as excluded below)

Emergency responders do not include administrative support staff serving Police, Fire, Community Development, and Municipal Services; the Deputy Clerk/Treasurer; Receptionist/Accounts Payable Clerk; and all engineering technicians.

A. Emergency Paid Sick Leave Benefit—Non Emergency Responders

1. Full-time employees will receive up to two weeks (80 hours) of paid sick leave benefits to be used for Coronavirus-related absences. Part-time employees will receive a pro-rated paid sick leave benefit based on the number of hours you work on average over a two-week period. The full benefit for which you are eligible is available for immediate use.

2. You are not required to exhaust other forms of paid leave before using this new Coronavirus paid leave. The Coronavirus paid leave is in addition to any paid leave you already have.
3. This benefit is available to you if you cannot work (in person or remotely) for any of the following reasons:
 - a. You are subject to a federal, state, or local Coronavirus quarantine or isolation order;
 - b. You are advised by a health care provider to self-quarantine for Coronavirus concerns;
 - c. You are experiencing symptoms of Coronavirus and seeking a medical diagnosis;
 - d. You are caring for an individual who is under a Coronavirus quarantine or isolation order or has been advised by a health care provider to self-quarantine;
 - e. You are caring for a child whose school or child care provider has been closed or is unavailable because of Coronavirus;
 - f. You are experiencing any other substantially similar condition specified by the Secretary of Health and Human Services.
4. The City may require you to provide a certification for the need for leave, including from a health care provider confirming the applicable circumstance under section 3 above.
5. We will pay you the following amounts:
 - a. If you require leave for reasons 3(a), (b), or (c) above, we will pay you your regular rate of pay, up to \$511 per day and \$5,110 in the aggregate.
 - b. If you require leave for reasons under 3(d), (e), or (f) above, you will receive two-thirds of your regular rate of pay, up to \$200 per day and \$2,000 in the aggregate.
 - c. If you do not have a set schedule of hours, paid sick leave is based on the average number of hours you were scheduled per day over the six-month period prior to use of the leave.
6. If an employee is not teleworking, then leave for reasons 3(a), (b), (c), (d), and (f) above must be taken in full-day increments until the earlier of: (i) the full amount of paid sick leave has been exhausted; or (ii) an employee no longer has a qualifying reason for taking paid sick leave. If an employee is teleworking, an employee may only take intermittent leave for reasons 3(a), (b), (c), (d), and (f) above with the City's agreement.

7. Similarly, an employee may only take leave identified in 3(e) intermittently with the City's agreement.
8. Your ability to use paid sick leave for purposes specified in the law will end upon termination of the qualifying event.
9. Paid leave provided under this law does not carry over year to year and unused leave is not paid out.

B. Emergency Paid Sick Leave Benefit--Emergency Responders

The City of Sturgeon Bay is extending the following Emergency Responder Paid Sick Leave benefit, which will apply to individuals who have been exempted from coverage under the Families First Coronavirus Response Act as an emergency responder. This benefit may be used when an employee is unable to work for one of the following reasons:

1. Employee is subject to a Federal, State, or local quarantine or isolation order related to Coronavirus
2. Employee has been advised by a health care provider to self-quarantine due to concerns related to Coronavirus.
3. Employee is experiencing Coronavirus symptoms and is seeking a medical diagnosis.

The Emergency Responder Paid Sick Leave provides 80 hours of limited paid sick leave benefit for full time emergency responders. Eligible employees will receive 100% of regular hourly rate, with a \$511 per day (\$5,110) aggregate cap.

C. Temporary Expansion of Family & Medical Leave

Federal Family and Medical Leave is temporarily expanded to include a qualifying need related to the Coronavirus public health emergency, as declared by federal, state, or local authorities. The conditions of this expansion are outlined below.

1. You are eligible for the leave if you have worked at least 30 calendar days.
2. A "qualifying need" is limited to circumstances where you cannot work (in person or remotely) because of your need to care for a child under age 18 due to a Coronavirus-related public health emergency school or child care closing/unavailability.
3. Pay for the temporary FMLA leave will be as follows:
 - a. The first 10 days of the leave are unpaid. You may elect to use the Emergency Paid Sick Leave Benefit (section A above) or any accrued paid leave during this time if available.
 - b. After the first 10 days, we will pay you two-thirds of your regular rate of pay, up to \$200 per day and \$10,000 aggregate.
4. Temporary FMLA leave may only be taken intermittently with the City's agreement.

5. The City may require you to provide a certification or documentation supporting the need for leave.
6. Generally, you will be reinstated to the same or equivalent position once your leave ends.
7. The total amount of FMLA leave available, including any temporary FMLA leave, remains at twelve (12) weeks per twelve (12) months period. Thus, the amount of temporary FMLA leave available to any employee will be reduced by any FMLA leave previously taken within that time period.

Conclusion

Please contact Stephanie Reinhardt, City Clerk if you have questions regarding this policy.

Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19

Attachment 3

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/community/critical-workers/implementing-safety-practices.html>

To ensure continuity of operations of essential functions, CDC advises that critical infrastructure workers may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.

A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID-19. The timeframe for having contact with an individual includes the period of time of 48 hours before the individual became symptomatic.

Critical Infrastructure workers who have had an exposure but remain asymptomatic should adhere to the following practices prior to and during their work shift:

- ▶ **Pre-Screen:** Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.
- ▶ **Regular Monitoring:** As long as the employee doesn't have a temperature or symptoms, they should self-monitor under the supervision of their employer's occupational health program.
- ▶ **Wear a Mask:** The employee should wear a face mask at all times while in the workplace for 14 days after last exposure. Employers can issue facemasks or can approve employees' supplied cloth face coverings in the event of shortages.
- ▶ **Social Distance:** The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- ▶ **Disinfect and Clean work spaces:** Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

If the employee becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Information on persons who had contact with the ill employee during the time the employee had symptoms and 2 days prior to symptoms should be compiled. Others at the facility with close contact within 6 feet of the employee during this time would be considered exposed.

Employers should implement the recommendations in the Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 to help prevent and slow the spread of COVID-19 in the workplace. Additional information about identifying critical infrastructure during COVID-19 can be found on the DHS CISA website or the CDC's specific First Responder Guidance page.

INTERIM GUIDANCE

This interim guidance pertains to critical infrastructure workers, including personnel in 16 different sectors of work including:

- ▶ Federal, state, & local law enforcement
- ▶ 911 call center employees
- ▶ Fusion Center employees
- ▶ Hazardous material responders from government and the private sector
- ▶ Janitorial staff and other custodial staff
- ▶ Workers – including contracted vendors – in food and agriculture, critical manufacturing, informational technology, transportation, energy and government facilities

ADDITIONAL CONSIDERATIONS

- ▶ Employees should not share headsets or other objects that are near mouth or nose.
- ▶ Employers should increase the frequency of cleaning commonly touched surfaces.
- ▶ Employees and employers should consider pilot testing the use of face masks to ensure they do not interfere with work assignments.
- ▶ Employers should work with facility maintenance staff to increase air exchanges in room.
- ▶ Employees should physically distance when they take breaks together. Stagger breaks and don't congregate in the break room, and don't share food or utensils.



MAYORAL APPOINTMENTS**10/20/2020****STURGEON BAY UTILITY COMMISSION**

Dina Boettcher

BIO:

Born and raised in a small farming community in central Michigan, I attended Ferris State University where I attained an Associate Degree in Technical Illustration and also a B.S. in Business with an Advertising major. Post college I moved to Grand Rapids, Michigan where I worked simultaneously for the Grand Rapids Press and Grand Rapids YMCA.

I met my future husband, Andy, at a Y conference not long after. We settled and started our family while living at a Y Camp in Wisconsin Rapids. Along with our two daughters, we also spent time in Oconto, WI and Syracuse, NY. During this period, I once again split my time between the publishing and non-profit worlds by working for both the United Way and a small daily paper.

The Boettcher family moved to Door County in 2002 where I took a position with Door County Magazine. In 2005, with the encouragement of friends and colleagues, I branched out on my own to form Boettcher Communications, a full service marketing agency located in Sturgeon Bay. After nurturing my business for nearly 9 years, I sold it at the end of 2013 to move on to new adventures. I joined the ERA Starr Realty team in early 2014 and am thoroughly enjoying my new vocation.

A firm believer in giving back to my community, I am a past board member of the Door County Humane Society, Door County Visitor Bureau, United Way of Door County, Sturgeon Bay Visitor Center, Door County Buy Local and founder of Door County Women in Business. I also spent 7 years as the Varsity Cheerleading Coach at Sturgeon Bay High School. Currently, I am building a mentoring program for young women in Door County and am active in the Door County Master Gardener program.

In my free time I enjoy decorating, gardening, walking, yoga and drinking wine on the porch with friends.

10-14-2020

TO: Marty Olejniczak

APPEAL DECISION OF AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD

Major concerns:

The 420-building water runoff, flooding, has not properly been addressed. First, I am not aware of any easement, per letter minutes, that I have granted to Bay ship or PJ yachts! This should be identified before anything happens. We have on several occasions, had issues with 253 parking lot flooding. Rainstorms are becoming heavier, with several inches falling upon a short time period. The current drainage does not accept the rain fall. We also have high water! Last November we experienced flooding due to storm, as well as several flooding events since then. I contacted Chad Shefchik, city engineer, to learn there is no contingency plan in place for my property. I was told I am on my own! Any and all drainage issues and concerns need to be clearly identified before approving anything. Who is responsible for my property flooding? The city, shipyard? Who will cover cost of damage? Mr. Glassen commented they also have flooding issues, in the minutes of report. Do not kick to DNR. I have not been contacted by the DNR. I have no ideal what DNR rules are. Does this board know? Does the city know? Has the city engineer had any input? Someone should know! I am requesting a DNR qualified person should provide feedback on this issue, in person to the committee, open to public, before anything is finalized. The city engineer and other qualified individuals should also be present for input.

I also request no roof pitch towards my property of any roof! We already have a flooding issue, and the increased building size would cause more damage. I have not heard anything in the minutes of any clear-cut solutions to remedy the rain, snow, high water flooding concerns. Again, lets see a detailed proposal and hear from someone qualified from the DNR and licensed qualified engineer.

As far as plantings, the set back of 5 feet already consists of pipes and wiring. Has this been identified? Is there even room available for plantings? Who will maintain? With the first debacle of PJ's, there has been no maintenance of area! Who is responsible for the cost of maintenance? Who will police this? Again, nothing is mentioned in design and site plan review! So, I recommend the board visit the property in person to witness firsthand the area in question.

Noises and vibrations during construction! What will be done to insure a peaceful work environment for my property? I have tenants that rely on peace and quiet to work. Will the city provide economic relief to BBP and BBP tenants? With Covid, it is stressful and financially challenging already! Has a decibel level been established? What is the current level?

The 420 building will be performing blasting and priming. Has anyone on this board heard the noise from blasting and priming at this location? I think the board needs a demonstration before they approve anything!

Masonry construction with heavy insulation and qualified sound proofing could provide the most qualified solution! It would appeal to our history and beautification with the Niagara escarpment.

With blasting and priming comes heavy industrial odors, smells, fumes, and dust/dirt. Our property and tenants have encountered multiple cases of overspray on building and cars over 30 years. On several occasions fumes enter the building air systems and tenants have had to leave. I still have not been reimbursed for last years overspray on my vehicles! I have had police and fire notified, EPA has come, of course they notified the shipyard ahead of time. Marty has been notified, Mr. Glassen has been notified literally, hundreds of times. I have hundreds of occurrences of complaints from our tenants on strong fumes and constant metallic dust and overspray on vehicles in our parking lot. It takes away time I should be spending in my business to deal with all these issues. It has been a complete hassle to deal with shipyard on these issues. The same issues involved PJ. I have video and pictures of several events in question. What assurance has this board approved to deal with these issues? I see nothing in the meeting minutes. Has the board reviewed Safety Data Sheets (SDS)? Do you know what this is? This effects downtown! Maybe the DNR can address this issue. Who will cover damages and costs moving forward regarding overspray, metallic dust/dirt on building and cars?

There is also the issue of storage. Has anyone on this board herd steel being moved? I have and it is loud and shakes and vibrates my building! Again, the board does not address this or my building structural issues regarding construction directly north of 253. Will pilings be driven?

What will happen after construction if noise and vibrations continue to upset our property tenants? Who is responsible? The city, or shipyard? I strongly recommend a demonstration! I have been involved and have worked with several corporate clients is heavy industry. There is NOISE!!! I want a reassurance and guarantee on the noise! It may mean the city hires an expert to determine my noise decibel level for quiet office space. No noise decibel levels are even mentioned. That is a requirement and study I am asking for. I believe the construction on Masonry materials with heavy insulation may provide a better solution, than any already shared. Masonry construction could at least add to our Niagara Escarpment history!

I have been at this location for over 30 years! I have witnessed firsthand the development and changes that have occurred in this area, many of which this board isn't even aware of, or input of my professional opinion in finance and economics, that feel on deaf ears. With the derelict approval of PJ yachts, I have witnessed many problems and concerns over that time period in that construction process. There is no-one more intimate with this section of town and the changes that have occurred than me. As far as I know, this is the last private beautiful waterfront property downtown! I also have an investment property, and tenants to protect. I think it warrants my direct input to this board before a final decision is approved.

Finally, there are many concerned businesses and individuals regarding the shipyard plans. They have real skin in the game! I believe there are many that have not voiced their opinions or even have a clue as to the ramifications if the shipyard moves forward. This board has a responsibility to these business and individuals, as well as this community, to ensure their well-being also, not just the shipyard.

Kind Regards,

Ross A. Schmelzer

EXECUTIVE SUMMARY

Title: Appeal of Aesthetic Design & Site Plan Review Board Decision

Background: Section 20.43 of the Sturgeon Bay Zoning Code is the Aesthetic Design and Site Plan Review Code. This section of the ordinance is intended to ensure the quality and compatibility of new development and improvements for most new nonresidential and multiple-family residential development projects. Such projects are reviewed by a 7-member board appointed by the Council, prior to the issuance of permits.

An appeal of a decision of the Aesthetic Design and Site Plan Review Board can be made to the Common Council. Per the code the Council shall balance the purposes of the design review section of the ordinance and interests of the public against the interest of the owner to use the subject property for its own purposes. The Council has the authority to affirm the Board's decision or it can reverse or modify the decision. The Council action is final, but could be further appealed to court.

Fincantieri Bay Shipbuilding Company (FBS) is proposing to enlarge an existing manufacturing building by about 68,000 square feet. This building is referred to as Building 420 and is located at the foot of Jefferson Street just past the current terminus of N. First Avenue. The Board approved the project, subject to extending the existing landscaping to the end of the building using arborvitae trees and lighting using night sky friendly fixtures. Ross Schmelzer has appealed that decision. His letter of appeal is included in the packet. Also included are the materials from the September 15th meeting of the Board and the adopted set of design guidelines.

Appeal Grounds: Mr. Schmelzer touches upon many issues in the appeal letter. Much of it deals with issues relating to impacts from the shipbuilding use rather than issues pertaining to the aesthetics of the building or site plan. The manufacturing of ships is a permitted use in the Heavy Industrial (I-2) zoning district. Therefore, the use of the new building and surrounding area is not an issue for the Council. Rather, it needs to focus on the design of the building and exterior issues such as landscaping, grading, lighting, etc.

Clearly, some of the issues and potential problems raised by Mr. Schmelzer can be alleviated through good building design and buffering. FBS indicated during its presentations to both the Design Review Board and Zoning Board of Appeals that the building project includes paving the south yard and removing the old blast/prime building. They said the proposed building will have noise attenuation insulation and modern air handling. They expressed, but could not guarantee, that the issues of dust, noise, odors, and paint overspray would be reduced by the new project. Construction operations, including steel storage, will now take place inside a building and the building itself acts as a buffer to the rest of the shipyard.

Here is a discussion of the concerns raised and requests for changes in the project's design:

1. Impacts to his property due to stormwater runoff with a request to not have the roof pitched toward his property. The roof water is designed to be collected and piped to the bay, therefore direction of the roof pitch should not matter. Mr. Schmelzer questions whether there is an easement for the storm pipe. Since that is a private storm sewer, that concern should be confirmed by the property owners. If indeed the sewer is not on the FBS parcel or within an easement, FBS will need to move the storm sewer or pipe the roof runoff along the wall of the building. During the Board's meeting, FBS indicated that they would have their engineer review the drainage plan again.

2. The ability to install and maintain the required plantings within the 5-foot side yard. The approval of the FBS buildings includes a condition that the trees along the lot line be extended but that they be changed to arborvitae trees. The change in vegetation was at the request of Mr. Schmelzer and was, at least in part, motivated to alleviate the problem of falling leaves. It is agreed that 5 feet is a very tight zone and the ability of FBS to fulfill its maintenance responsibility is a concern. The trees are intended to soften the appearance of this large, tall building. The Council could consider if there are other means to accomplish that.

3. Noise emanating from the building with a request that FBS use masonry construction with heavy insulation. The approved design is a steel building that matches the existing building. The new addition is actually a two-part building. The south half is for steel storage, while the north half contains the new blast/prime line. This arrangement is expected to provide sound attenuation. The Council needs to consider whether a change to masonry or other exterior material on the building is warranted.

Mr. Schmelzer also raises concerns about the impacts from the actual construction of the building, such as noise and vibrations. These also are not generally related to the building design.

Fiscal Impact: There is no fee for appealing the decision. There is likely no fiscal impact unless the decision of the Council impacts the property value of the proposed building or nearby properties.

Recommendation: Prior to affirming, modifying or overturning the decision of the ADSPRB, the Council should consider the purposes of the code and the specific design guidelines. The Council should keep its decision confined to the aesthetic aspects and elements to minimize exterior impacts.

Prepared by: 
Martin Olejniczak
Community Development Director

10-15-2020
Date

Reviewed by: _____
Josh Van Lieshout
City Administrator

Date

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 lights 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 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.

(REVISED – 03/03/20 – SECTION 6a & 7e)



MEMO

To: Aesthetic Design and Site Plan Review Board
From: Christopher Sullivan-Robinson
Date: September 9, 2020
Subject: Fincantieri 420 & 433 Buildings Review

Fincantieri Bay Shipbuilding seeks approval for the design of two construction projects located in the south yard of their manufacturing facility.

Building 420, located at the south property line, will be expanded toward the north and west by approximately 60,000 square feet. The addition will match the existing structures architectural elements such as colors, accents, and features along the south side of the building. The addition follows the line of the existing fence line. Fincantieri plans to keep the portion of the fence that extends to the water from the end of the new addition to act as a visual screen to the neighboring property. There is existing landscaping between the existing structure and the adjoining property that will be extended along that side of the building addition. The building design is compatible with the other former Palmer Johnson buildings that were acquired by Bay Shipbuilding.

In August, the building received variances to exceed the maximum height and to encroach the setback from the south property line. However, it was recently identified that the proposed building encroaches into the 25-foot setback from navigable waters. So, either the applicant needs to seek out a separate variance or modify the building to meet that setback. Per the approved variance, Fincantieri will need to meet the following conditions:

- a. Within 6 months, Fincantieri must submit a Third Avenue improvement plan and schedule for completing improvements that addresses the appearance of the shipyard to mitigate the new building project, including addressing landscaping along Third Avenue, paving of parking areas, the appearance and use of the buildings at 325 N. Third Ave (former Red Oak Winery), 341 N. Third Ave (former R.R. Depot), and the temporary steel buildings in that corridor. The plan and schedule need to meet staff approval.
- b. Fincantieri must comply with applicable Wisconsin DNR and City of Sturgeon Bay requirements for managing stormwater runoff.

Building 433, located adjacent to Berth Two, is a 210' x 410' new construction project which will be situated perpendicular to the water. This building is designed with similar colors, accents, and windows as building 420. This building is 110 feet tall with a peaked roof and parapets on the east and west sides of the building. Building 433 received a variance for exceeding the height allowance with the same conditions as Building 420 and with the additional condition that the location of the building shall be at least 75 feet from Berth Two

on the north side of the building and may be adjusted not more than three feet in all directions from the location depicted in the submitted site plan.

Other Considerations: Stormwater management code does not apply to this project based on review by the City Engineer. This site is completely impervious. However, the project will need to be approved by the DNR's stormwater regulations. This property is also located within the floodplain. So, a portion of the property will be filled to elevate the land out of the floodplain.

Based on the committee's aesthetic design guidelines the following items should be discussed:

1(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.* The addition to Building 420 will not materially impact views to the water. The current Building 420 and the fence already effectively block views from the nearby public right-of-way. Building 433 is located from than 300 feet away from the 3rd Avenue right-of-way and is partly behind the former railroad depot and Bay Ship's paint building. It replaces existing buildings that already block the view. The water edge (not counting the slip for Berths 2 and 3) is nearly 1,000 feet from 3rd Avenue.

2 (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.* The building has been positioned to allow for the flow of steel processing and ability to get delivery trucks and equipment into and out of the buildings without impacting the dock area. The shipyard is a secure site so only authorized personnel are allowed into the area.

3 (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.* These buildings are very large and despite the long distance from the adjoining public streets, breaking up the blank facades is warranted. The applicant is proposing to use decorative panels similar to the former PJ's buildings.

4(b) *The use of identical building materials on all sides of a building that are visible from public streets is encouraged.* The proposed buildings meet this criterion.

5(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.* Although not part of this submittal, Bay Shipbuilding indicates that it intends to pave and improve the existing parking area north of the former railroad depot. This improvement will be part of the Third Avenue improvement plan required by the Zoning Board of Appeals. Parking lot landscaping requirements will be needed at that time. No landscaping of the work space is planned, but the landscaping alongside the south side of the 420 building is proposed to be extended the length of the addition.

5(d) *Vegetative landscaping shall be used to soften the appearance of blank walls. No landscaping along the buildings is proposed except the south side of Building 420 facing the Harbor Business Center.*

6(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 lights to limit energy waste during non-operational hours. No additional outside lights are proposed other than wall packs on the buildings. A requirement to shield such lights should be considered.*

6(b) *Lighting of an intensity beyond which is reasonably required to conduct operations or maintain security is discouraged. Given the nature of the work, more lighting than typical commercial or industrial uses is needed. Bay Shipbuilding has indicated a willingness to improve and shield its lighting, particularly to avoid glare across the bay. Conditions on new lighting could be considered such as shielding.*

6(c) *Lighting fixtures and devices promoting energy efficiency are encouraged.*

CITY OF STURGEON BAY
AESTHETIC DESIGN & SITE PLAN REVIEW BOARD
APPLICATION FOR *CERTIFICATE OF APPROPRIATENESS*

Name: Fincantieri Bay Shipbuilding

Owner of Premises: Fincantieri Bay Shipbuilding

Address or Legal Description of Premises:

605 N. Third Avenue

Statement of Specific Item Requested for Approval:

Fincantieri Bay Shipbuilding is requesting Aesthetic Design and Site Plan approval necessary for the construction of an addition to Building B420 and a new Building B433, along with related site work. Fincantieri recently was awarded a Navy contract and there is a need to add production capabilities and capacity at the Sturgeon Bay Facility. Fincantieri plans to incorporate the current B420 Building into an expansion to develop a steel processing center to support their Navy contract production. The new Building B433 is necessary to provide the required capacity for vessel module production in order to meet the obligations of their Navy contracts. Variances for building height and setback on B420 and for building height on B433 were approved by the City of Sturgeon Bay on August 25, 2020.

9/4/2020

Date


Applicant

Date Received: _____

Staff Signature: _____

Date Approved/Denied: _____



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MEMORANDUM

TO: Christopher Sullivan-Robinson
City of Sturgeon Bay

FROM: Patrick Skalecki, P.E. (GRAEF) on behalf of Fincantieri Bay Shipbuilding

DATE: 9/4/2020

SUBJECT: Site Plan Review Application Narrative

Project

Fincantieri Bay Shipbuilding (FBS)
New Building B433 and Addition to B420
605 N. Third Ave., Sturgeon Bay, WI
Zoning: I-2 Heavy Industrial

The intent of the narrative below is to provide further detail and information regarding the noted items that may not be clear or entirely included within the submitted drawings.

Roadways and Parking

No parking will be added as part of these projects. No impacts to the adjacent interior access roadway is anticipated other than driveway adjustments. Interior vehicle access will be slightly modified for trucking delivery and movements.

Storm Water Management Approach

Fincantieri Bay Shipbuilding is planning to construct a new structure and an addition to an existing structure on the campus in Sturgeon Bay, WI. The site is located along within existing parcels owned by FBS, in the City of Sturgeon Bay, Door County. Construction work associated with this project will include: Building 433 and an addition to Building 420, and associated utility adjustment and trucking access drive. The storm sewer system will direct drainage to the existing storm sewer. Minor utility relocations will be done within the parcel.

Drainage for the site is under the jurisdiction of the City of Sturgeon Bay (municipal code and WDNR (Chapter NR151). Notice of Intent for stormwater discharge permit will be submitted to WDNR and the Certificate of Coverage provide to the City Engineering Department upon receipt. This site is classified as redevelopment by definition of the regulating agencies. Post-construction stormwater management requirements are as follows:

- The site is exempt from runoff peak discharge reduction being a redevelopment.
- Best management practices (BMPs) are designed to control total suspended solids (TSS) carried by runoff from the post-construction site by 40-percent for



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the redevelopment, based on an average annual rainfall, as compared to no runoff management controls.

- The site is exempt from infiltration requirements being a redevelopment and industrial use.

Site Lighting

Site lighting will consist of building lighting wall packs at door access points, ingress and egress points, and others required for emergency access.

Setbacks

Proposed Condition: Building B433 is located well interior to the site and all front, side and rear setback will be exceeded. For Building B420 addition, and side yard setback variance was granted to match the setback of the existing B420. A Combination Certified Survey Map is being prepared and will be submitted to the City to consolidate lots where B420 and B433 reside, eliminating the interior lot line adjacent to the current B420.

Upon recording of the Combination CSM, along with the side yard setback variance, all setback requirements for B420 with the addition will be met.

PJS:pjs

X:\ML\2020\20200306\Design\Permits\City Aesthetic Design and Site Plan Review Submittal\Site Plan Review Application Narrative Attachment 9-4-2020.docx

Enclosures

cc: Peter Glassen - FBS

GR&E
 275 West Wisconsin Avenue, Suite 300
 Milwaukee, WI 53203
 414.251.0207 fax

www.grand.com



Building Excellence

CLIENT:

FINCANTIERI
 BAY SHIPBUILDING

PROJECT TITLE
 ENGINEERING & ARCHITECTURAL
 BUILDING 420 & 433

655 NORTH 180 AVENUE
 STURGEON BAY, WI 54785

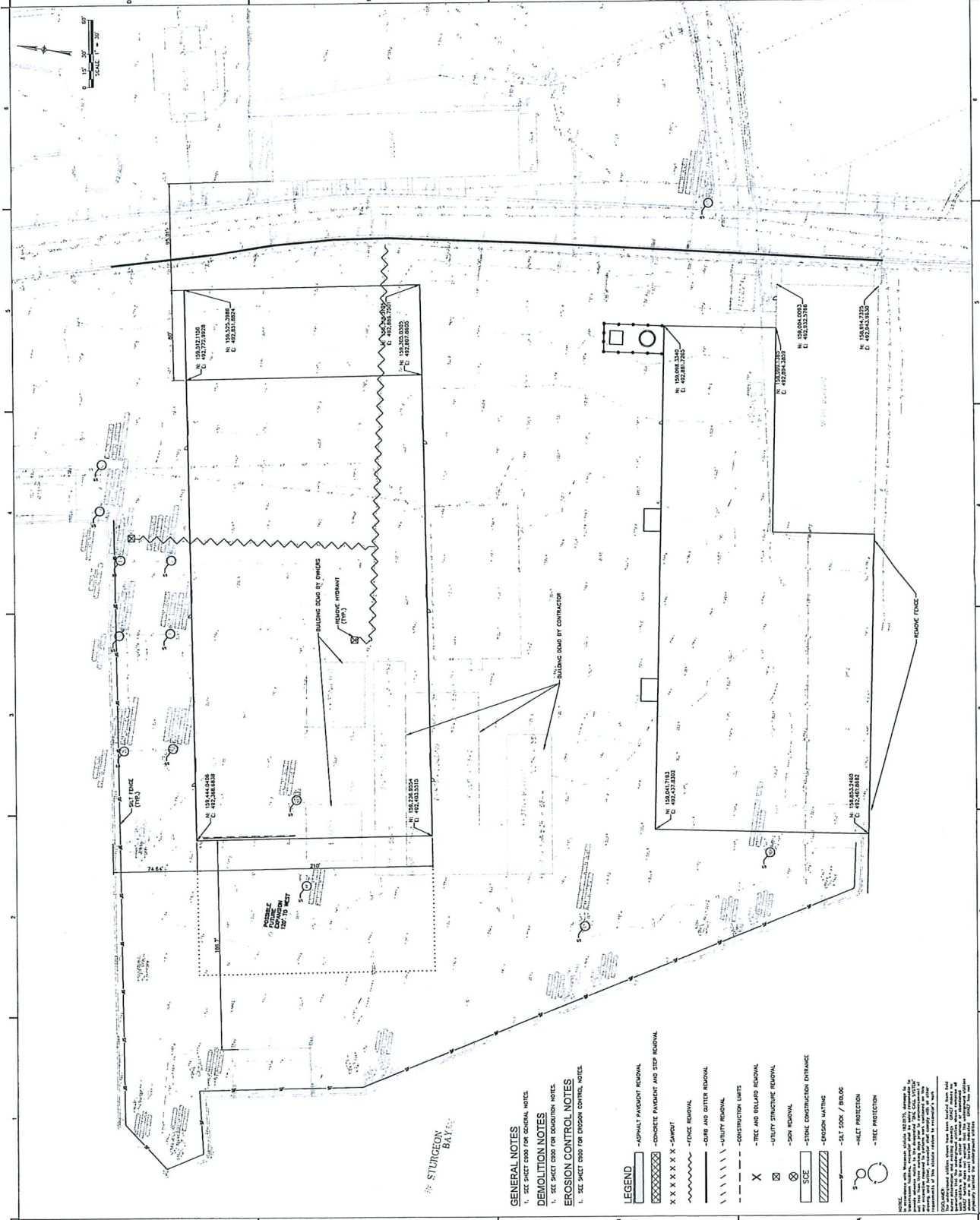
ISSUE	CITY REVIEW SET
A	2008.05.04

PROJECT INFORMATION
 PROJECT NUMBER: 2008036100
 DATE: 09/04/2008
 DRAWN BY: SRK
 CHECKED BY: JJJ
 APPROVED BY: PJS
 SCALE: AS NOTED

SHEET TITLE
 DEMOLITION AND EROSION
 CONTROL PLAN

SHEET NUMBER
C-201

PRELIMINARY DESIGN - NOT FOR CONSTRUCTION



GENERAL NOTES

- 1. SEE SHEET C200 FOR GENERAL NOTES.
- 1. SEE SHEET C201 FOR DEMOLITION NOTES.
- 1. SEE SHEET C202 FOR EROSION CONTROL NOTES.

LEGEND

- ASPHALT PAVEMENT REMOVAL
- CONCRETE PAVEMENT AND STEP REMOVAL
- X X X X X X - SMART
- FENCE REMOVAL
- CURB AND OTHER REMOVAL
- UTILITY REMOVAL
- CONSTRUCTION LIMITS
- REC AND RELIANT REMOVAL
- UTILITY STRUCTURE REMOVAL
- SOIL REMOVAL
- SITE
- STONE CONSTRUCTION ENTRANCE
- EROSION MATING
- SILT SOCK / BULOG
- SILT PROTECTION
- REC PROTECTION

NOTES:
 1. ALL DEMOLITION AND EROSION CONTROL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF STURGEON BAY ORDINANCES AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
 2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF STURGEON BAY AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES.
 3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL ADJACENT PROPERTIES AND UTILITIES.
 5. THE CONTRACTOR SHALL MAINTAIN RECORDS OF ALL DEMOLITION AND EROSION CONTROL WORK.

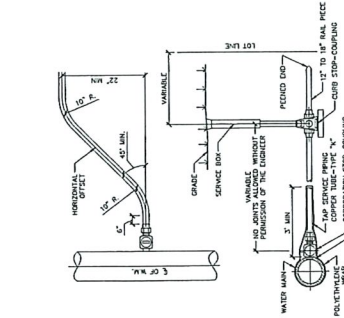
ISSUE	DATE	DESCRIPTION
1	08/04/20	CITY REVIEW SET

PRELIMINARY DESIGN - NOT FOR CONSTRUCTION

PROJECT INFORMATION:
 PROJECT NUMBER: 200-0300D
 DATE: 08/04/20
 DRAWN BY: SRK
 CHECKED BY: J.H.
 APPROVED BY: P.J.S.
 SCALE: AS NOTED

SHEET TITLE:
 CONSTRUCTION DETAILS

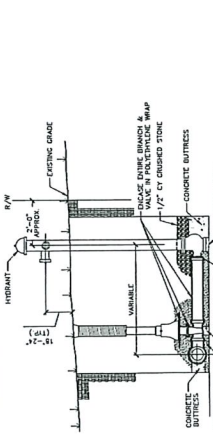
SHEET NUMBER:
C-903



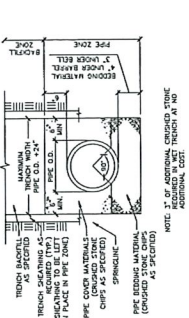
NOTE: ALL FITTINGS SHALL BE RESTRICTED WITH WEGA-1105

SECTION VIEW

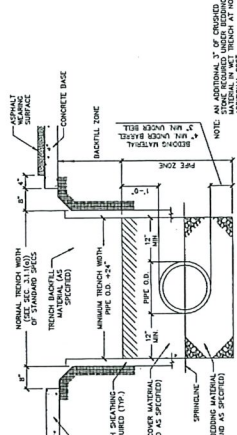
00 STANDARD HYDRANT SETTING N:1.5 SCALE



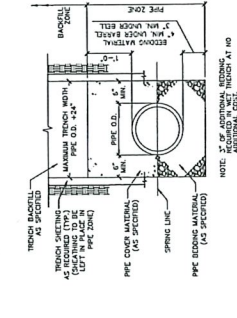
00 STANDARD GATE VALVE BOX SETTING DETAIL N:1.5 SCALE



00 CLASS 'C' BEDDING DETAIL FOR STORM SEWER N:1.5 SCALE



00 WATER MAIN TRENCH DETAIL N:1.5 SCALE

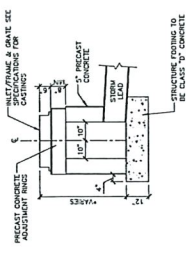
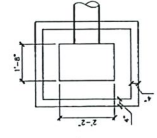


00 CLASS 'B' BEDDING DETAIL FOR SANITARY SEWER N:1.5 SCALE

SERVICE	COMP.	ODS	SERVICE
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2	1 1/2"	1 1/2"	3
3	1 1/2"	1 1/2"	4
4	1 1/2"	1 1/2"	5
5	1 1/2"	1 1/2"	6
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8	1 1/2"	1 1/2"	9
9	1 1/2"	1 1/2"	10
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97	1 1/2"	1 1/2"	98
98	1 1/2"	1 1/2"	99
99	1 1/2"	1 1/2"	100

* TOP 2" SERVICE PIPE COMP. TO BE CLASS 'B' CONCRETE TO ACCOMMODATE A TAP WITH A CLAMP.

00 SERVICE LATERAL N:1.5 SCALE



00 STANDARD INLET N:1.5 SCALE



1159 Springfield Drive,
Suite 201 | St. Louis, MO 63104-5547
314.522.8445
www.grand-ef.com



Building Excellence

CLIENT:
FINCANTIERI BAY SHIPPING

PROJECT TITLE:
ENGINEERING & ARCHITECTURAL
DESIGN FOR THE BAY AND EXPANSION
BUILDING 400

654 NORTH 520 AVENUE
STURSCON BAY, WI 53255

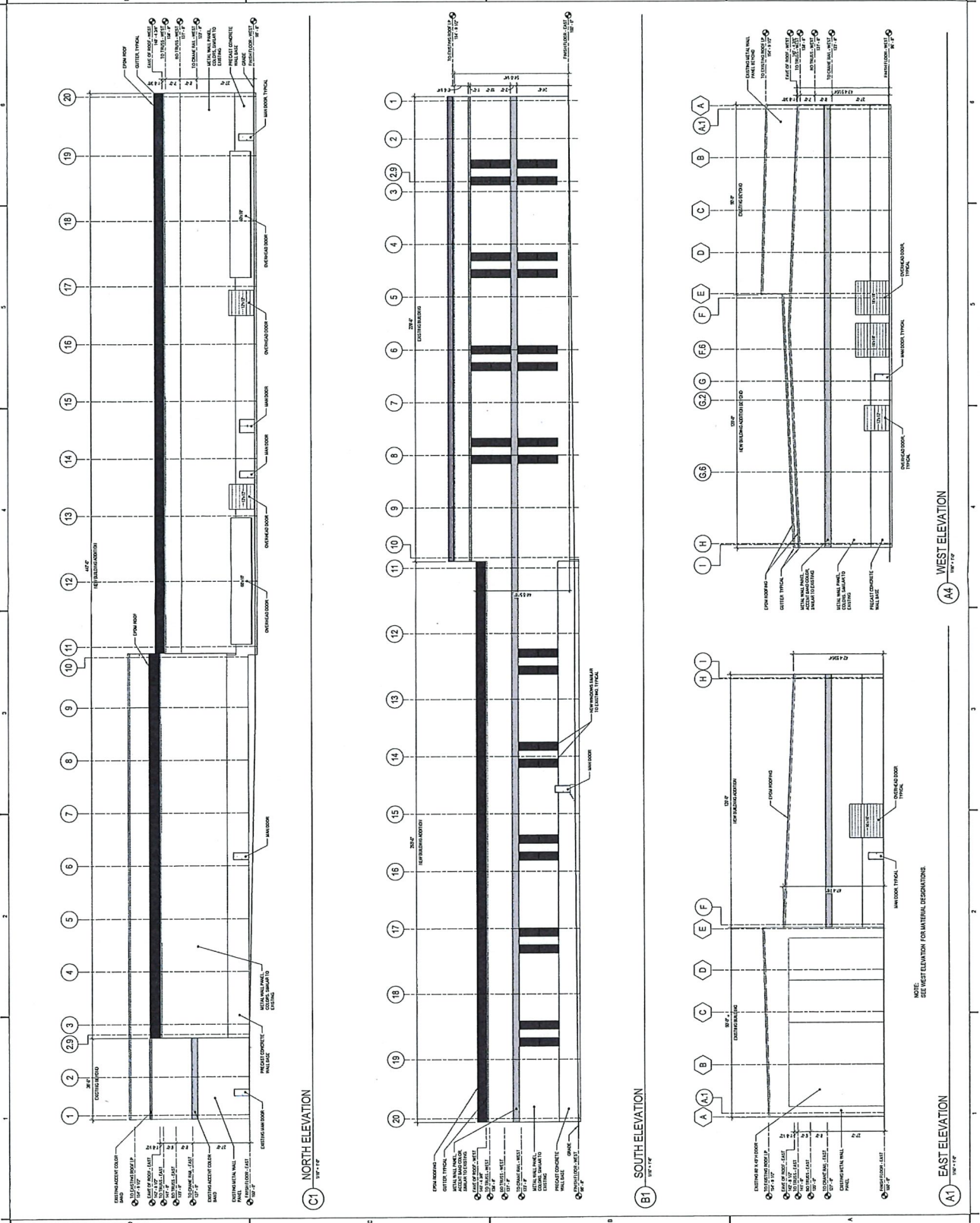
ISSUE:
2020-08-04 CITY REVIEW SET

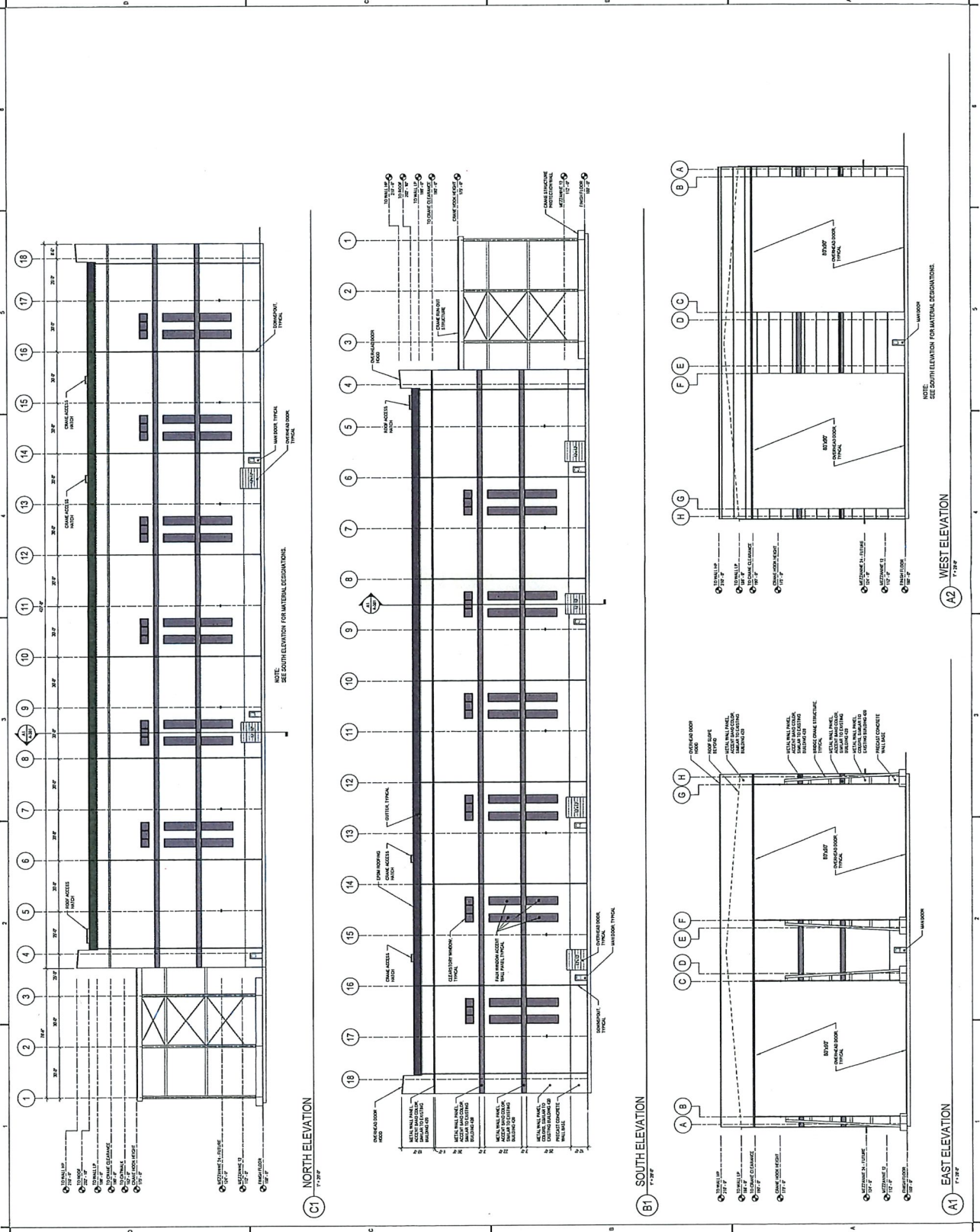
PROJECT INFORMATION:
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DATE: 08/04/2020
DRAWN BY: JDU
CHECKED BY:
APPROVED BY:
SCALE: AS NOTED

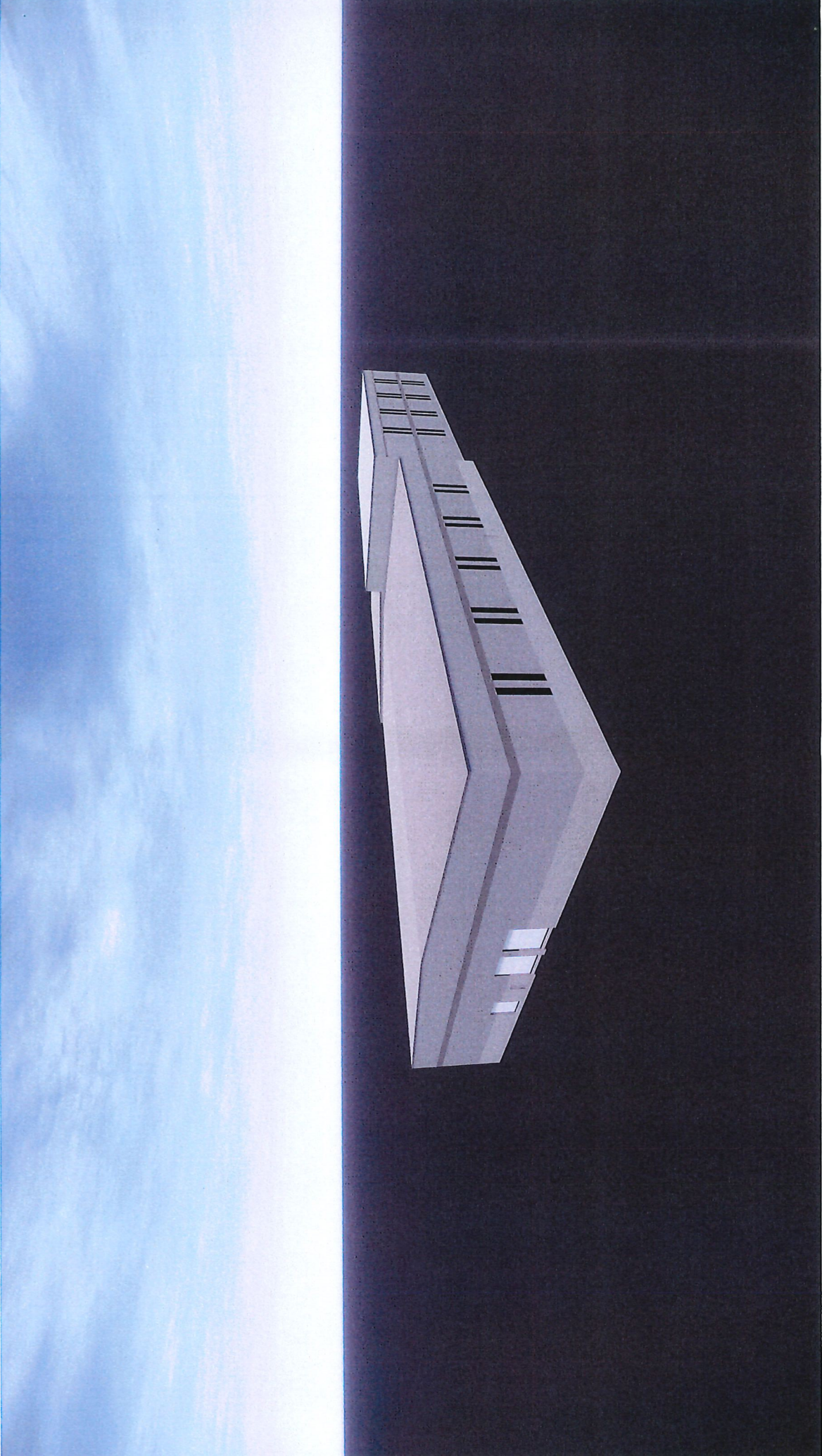
SHEET TITLE:
EXTERIOR ELEVATIONS

SHEET NUMBER

A-201











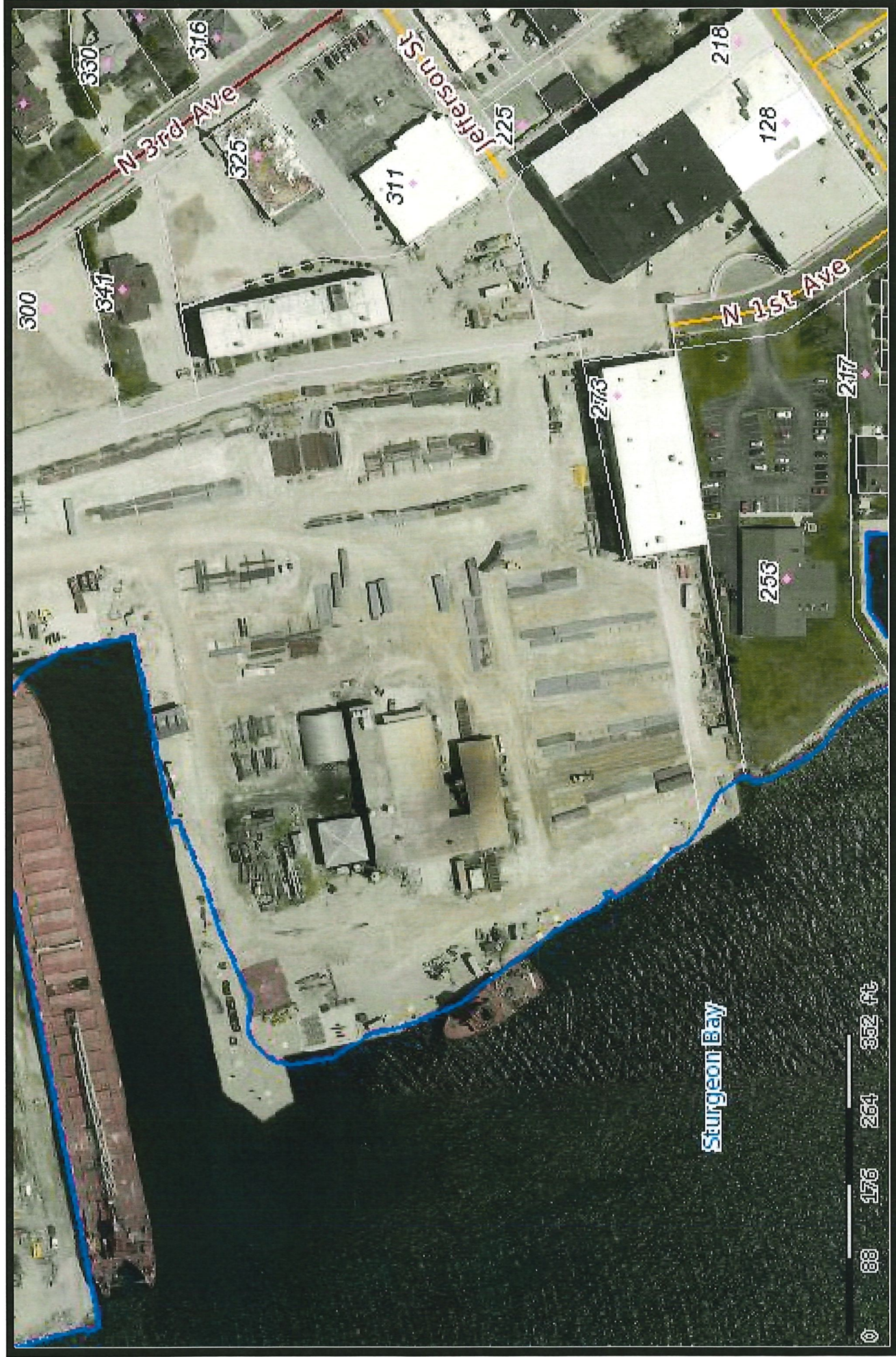
Map

Printed 09/10/2020 courtesy of Door County Land Information Office

... from the Web Map of ...
([//www.co.door.wi.gov](http://www.co.door.wi.gov))



Door County, Wisconsin
... for all seasons!



Door County can not and does not make any representation regarding the accuracy or completeness, nor the error-free nature, of information depicted on this map. This information is provided to users "as is". The user of this information assumes any and all risks associated with this information. Door County makes no warranty or representation, either express or implied, as to the accuracy, completeness, or fitness for a particular purpose of this information. The Web Map is only a compilation of information and is NOT to be considered a legally recorded map or a legal land survey to be relied upon.

CITY OF STURGEON BAY

AESTHETIC DESIGN & SITE PLAN REVIEW BOARD

CERTIFICATE OF APPROPRIATENESS

NAME: FINCANTIERI BAY SHIPBUILDING

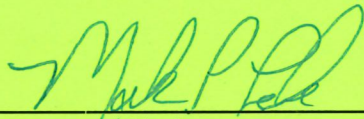
ADDRESS: 605 N. 3RD AVE

STATEMENT OF SPECIFIC ITEM APPROVED:


1. APPROVAL OF 420 BUILDING ADDITION WITH THE CONDITION OF EXTENDING EXISTING LANDSCAPING TO END OF BUILDING USING ARBORVITIS AND THE LIGHTING MUST BE NIGHT SKY FRIENDLY
2. APPROVAL OF 433 BUILDING AS PRESENTED

CERTIFICATE NO. A-18-20

DATE: 9/15/20


Chairperson

DATE: 9.15.20


Planner/Zoning Administrator

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, September 14, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:00 p.m. by Chairperson Mark Lake in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Dave Augustson, Cindy Weber, Mark Lake, Dennis Statz, Jon Burk, and Mark Struck were present. Excused: Member Cheryl Frank. Also present were City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Christopher Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

Adoption of Agenda: Moved by Mr. Burk, seconded by Mr. Struck to adopt the following agenda by moving item #4 to item #6:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from August 24, 2020.
4. Consideration of: South Yard construction plans for Fincantieri Bay Shipbuilding, located at 605 N. 3rd Avenue.
5. Consideration of: New construction for Peninsula Title, located at 512 S. Lansing Avenue.
6. Consideration of: Second floor addition for Marcus Trana, located at 43 S. 2nd Avenue.
7. Chairman approvals.
8. Adjourn.

All ayes. Carried.

Approval of minutes from August 24, 2020: Moved by Ms. Weber, seconded by Mr. Burk to approve the minutes from August 24, 2020, with removal of a repeated sentence on the bottom of page 1. All ayes. Carried.

Consideration of: New construction for Peninsula Title, located at 512 S. Lansing Avenue: Portside Builders representative Paul Shefchik presented plans for the new Peninsula Title building. The owners of the property are John and Julie May. There will be a 4 – 5 inch stone exterior, with brown wood LP Smartside siding. The siding has a stone-base paint that gives it its' hardness, along with a 30-year warranty against any fading or deterioration. There will be a pitched roof in the center, along with flatter roofs with a pitch on both ends, which is a standing seam metal roofing in a dark grayish color. As far as the site, it will be less impervious than its existing condition. The existing parking lot will be used, but some grades will be changed and some re-blacktopping will be done. Landscaped islands will be added in the parking area to add more green space. There is an approximate 15-foot tall pole light located in the parking lot that they would agree to facing the lights face downward, if necessary. In front of the doorways there is an overhang roof where recessed can lights could be added that would shine down onto the entranceways and sidewalks, if requested. An easement was given to Marchants, the property next door, for use of the parking area behind their building.

Mr. Struck wondered if it was necessary to have such a high pole light in the parking lot. Most of their business is conducted during the day.

Ms. Weber pointed out that the light covered the whole big parking area.

Mr. Shefchik stated that they were hoping not to install another light.

Mr. Sullivan-Robinson stated lighting requirements are listed in the aesthetic guidelines. They need to be night sky friendly, efficient LED, and full cut-offs.

Mr. Shefchik stated that the parking lot lighting could be switched out to LED if requested by the Board.

Mr. Burk mentioned that their business is only a daytime operation. He wondered why they should have to change the lighting.

Ms. Weber complimented the design of the building, as well as the landscaping.

Mr. Shefchik stated that there will be employee parking on the lower level in the southwest corner. There is a 12-foot grade difference from the high to the low. Water will drain into the existing culvert. The existing entrances into the property will remain and no new ones will be added.

Mr. Sullivan-Robinson stated there are no landscape requirements since they are not increasing the parking area.

Mr. Shefchik stated that plant beds will be installed around the whole building. A sign will be placed in a landscaped island on the north side of property. They will come back to the Board for signage approval.

A short discussion was held. Moved by Ms. Weber, seconded by Mr. Burk to issue a certificate of appropriateness as presented. All ayes. Carried.

Consideration of: Second floor addition for Marcus Trana, located at 43 S. 2nd Avenue: Marcus Trana, owner of the property at 43 S. 2nd Avenue, stated that this has been a project in the making for a long time. He will be adding a second floor and white double-hung windows to his existing garage. The roof will be reused. The purpose of the second floor is for a recording studio, art gallery, and storage. He will keep the first floor car garage for parking. The existing metal siding will be replaced with a green, vertical vinyl siding to closely match the color of the house. He hopes this will be adding another property to the Arts District. He also provided letters of recommendation from the neighbors.

The Board decided that the final color of the siding should be approved by the Chair.

Mr. Trana mentioned that a future project is to remove the lap siding on the house, which contains asbestos, and to expose the original siding.

Mr. Sullivan-Robinson stated that Mr. Trana is working with the building inspector on handicap accessibility.

Mr. Trana said he is not changing any landscaping. He intends to use the yard to play concerts for family and friends. There will be no changes to the back door. The existing garage doors will remain. Nothing will be done to the footprint of the building.

Mr. Statz encouraged Mr. Trana to match the siding on the garage with what the future house will look like once the existing siding is removed. Mr. Trana responded that it will be years from now before that will be done. It is a cost issue, but he will look into the lap vinyl siding for the garage.

The Board also agreed that any future lighting should be facing downward, and should be approved by Mr. Sullivan-Robinson and the Chair, as well as any revisions, including signage.

Mr. Trana added that in regard to noise, he will be insulating from the outside so the noise will be controlled.

The Board discussed the request. Moved by Mr. Struck, seconded by Mr. Statz to issue a certificate of appropriateness as presented, subject to using a horizontal lap siding, with a sample of siding color to be approved before work is done. Carried, with Mr. Struck, Mr. Augustson, Mr. Lake, Mr. Burk, and Mr. Statz voting aye. Ms. Weber voted no. She didn't care whether or not Mr. Trana used horizontal or vertical siding.

Mr. Lake stated that before the Board gets to the next item, there was request for public comment.

Hans Christian, 330 N. 3rd Avenue, stated that he has a recording studio 330 for personal and professional use. He said he is deeply concerned about Fincantieri with the recent approval of variances given by the

Zoning Board of Appeals and has decided to go to Circuit Court with it. There is an appeal period that is in effect right now until September 28th, so they have due process, 30 days, to exercise their rights. He brought up the aesthetic design guidelines, as he was concerned with building 433, since the 110-foot height would severely diminish public views. He suggested to move the building southward about 50 feet, so it would be lined up with the current building 422. The building could also be rotated 90 degrees to be made parallel with building 422. The problem with the current plans is the increased traffic for steel deliveries and other heavy machinery. He wondered if it could be required that the steel be delivered by barge. That would benefit the whole neighborhood. The building design is to be aesthetically pleasing. The Schmelzer building is located right next to the 59-foot high 420 building. Their property values will be severely affected. In regard to lighting, there have been numerous complaints, mostly from people across the water, about excessive lighting, but Fincantieri has not addressed the problem. Light pollution should be addressed.

Ms. Weber asked Mr. Christian what exactly he is appealing.

Mr. Christian responded that he is appealing the decision of the Zoning Board of Appeals granting of the two variances, height variance and setback variance.

Mr. Sullivan-Robinson explained that the ZBA approved the height and setbacks, with the condition that they provide a public improvement plan within 6 months for their parking areas and landscaping along 3rd Avenue, the appearance and use of the existing Red Oak Winery and train depot buildings, as well as other temporary steel buildings in that corridor.



Consideration of: South Yard construction plans for Fincantieri Bay Shipbuilding, located at 605 N. 3rd Avenue: Ryan Hoernke, representing Fincantieri Bay Shipbuilding, and lives at 908 Quincy Street, gave a description of their sister shipyard contract for the Navy's future frigates, which is primarily what has driven this project called the South Yard expansion and improvement. The 60,000 square-foot addition to the 420 building, which is the building at the former 1st Avenue and Jefferson Street, will expand and continue along the edge of the current building as approved by the ZBA. A 5-foot setback from the property line will continue west toward the water. Along the property line, behind the addition, they envision the fence to continue to the water line. The roof heights are lower than the existing building. The design will be the same, as well as colors, scheme, fake windows, and overall appearance. There is landscaping along the south property line and it is envisioned that landscaping will continue along the property line to the west. This building is currently used for modular steel construction, steel cutting, and some of the work for the existing contracts that their sister shipyard has. A portion of the building will be used for cold steel storage warehouse and the north side of the building will house the blast and prime equipment. This building overall will become the steel processing center for the program.

Mr. Hoernke then discussed the 433 building. This is a new building that will be located in the middle of the South Yard parallel to Berth Two. There is an existing building there used for some of the modular painting that will be removed, along with a quonset hut. It will be about 410 feet long, 210 feet wide, and approximately 110 feet high, with a peaked roof in the middle. It would have large megadoors on both the west water side and east landward side for units moving in and out of the building. There would be crane rails that extend past the entrance for maneuvering, flipping units, and loading onto transporters if needed. The general appearance will be the same, with a gray color scheme and black windows, with a membrane roof peaked in the middle. This building will be used for the three dimensional phase of construction of the military programs. There will be multiple workstations in each bay. The entire site from 311 to the south will be paved. Everything to the west of the former 1st Avenue will be paved. The variance that was approved stated that the buildings can be located within 3 feet of the location as presented, with a condition that within 6 months a beautification and improvement plan for 3rd Avenue is to be submitted.

Mr. Hoernke added that 422 building is 54 feet tall. The 311 building is approximately 84 feet tall and the gantry crane is 176 feet tall.

Mr. Olejniczak stated that he and Mr. Sullivan-Robinson met with Ross Schmelzer, the immediate property owner to the south. He had concerns regarding the 420 building.

Mr. Sullivan-Robinson explained Mr. Schmelzer's concerns. The first concern was drainage and flooding. Currently, the downspouts leading off of the existing building lead into a drainage easement between Bay Ship and Mr. Schmelzer's property. A lot of the roof water from the Bay Ship building contributes to a flooding issue in his parking area. The second concern is that there is an existing landscape line that goes between the south side of the building and his property. He wants to make sure that continues to the water, and what they use for vegetation does not shed leaves in the fall. Thirdly, the noise, dust, fumes, etc. needs to be considered. The exhaust needs to be filtered and noise regarding the construction of the building should be insulated and soundproofed. Lastly, his and his tenants view of the waterfront will be lost and wants the building aesthetically pleasing.

Mr. Olejniczak added that the primeline will be closer on a concrete surface and Mr. Schmelzer thought there might be some type of vibration that might occur that could impact his building during manufacturing.

Mr. Hoernke stated that the steel storage area will be the area to the right of the two truck doors in the back. Everything behind the existing building to the right is just for steel storage. To the left of the doors will be rollers that will feed to the east moving plates down the blast and prime and come out the east end of the addition short of where the existing building is. The blast and prime is the north side of the building. The north side of the existing building is the processing center. In terms of noise, one buffer is the wall. Then there is the steel storage area and another wall, then the blast and prime. The building has insulated panel walls.

Peter Glassen, representing Fincantieri Bay Shipbuilding, stated that the drainage currently goes into a pipe that flows out to the bay from the existing roof. Everything on the north side will be channeled out away from the Schmelzer property. This is the first they have heard of Mr. Schmelzer having drainage issues.

Mr. Olejniczak stated that Mr. Schmelzer indicated that some of the drainage is because of the wall being tall. If the rain is coming from the south, it is not rain on the roof draining into the gutters, it is rain hitting the building and coming down. Mr. Olejniczak thought that with the bay water being so high, the drain could be full. Graef may have some suggestions on how to move that water away from the existing pipe. The DNR will ask for some best management practices for the quality. They will also need an air quality permit from the DNR.

Mr. Olejniczak recommended that if the Board chooses to take action that it is done with two different motions, one for each building.

Ms. Weber didn't see a problem with building 433 if it is meeting all the DNR and regulatory requirements. It is such an internal building. Aesthetically, she didn't think it will affect much outside.

Mr. Lake didn't think that there was any difference between 54 feet and 110 feet tall regarding blocking the view.

Mr. Statz asked that Fincantieri do as much as they can for the noise.

Mr. Olejniczak stated the cold steel storage itself is a buffer. The noisy part of the building is a fair distance away from the Schmelzer property.

Mr. Olejniczak added that this is not recommended to Council for approval. Also, the decision of the Board can be appealed to the Council.

Mr. Hoernke added that there will be no extra signage added and from a safety standpoint lights will be added for the door entries, along with cut-off light fixtures downward facing along the building.

Mr. Glassen stated there will be dark-sky lights installed for vessels. They will replace the lights that shine across the bay with downlights. It is still a project they are working on.

Discussion continued. Moved by Ms. Weber, seconded by Mr. Burk to issue a certificate of appropriateness as presented for building 433. All ayes. Carried.

Mr. Sullivan-Robinson wanted the Board to keep in mind that the 420 building will likely be shortened in some way on the water side since it is encroaching a setback into the navigable water. It could be shortened by 15-20 feet.

Mr. Glassen added that every time it rains and the storm sewer backs up, they have the same problem as Mr. Schmelzer. That is a very low area.

Mr. Olejniczak stated that piping the water directly into the bay seems reasonable as long as there is some kind of insurance that will work and the water won't back up.

Ms. Weber agreed with Mr. Schmelzer's concerns, but the DNR and other regulatory bodies are doing their due diligence to make sure those issues are addressed.

After further discussion, it was moved by Ms. Weber, seconded by Mr. Burk to issue a certificate of appropriateness as presented for building 420. Ms. Weber, along with Mr. Burk's second, amended the motion to include subject to all lighting is to be downward facing and that the vegetation planted along the south side of the building be preferably evergreen arborvitae type plants, and any changes are to be approved by the Chair. All ayes. Carried.

Mr. Hoernke added that this project will be continuing employment and not necessarily additional jobs. There is estimated 100,000 production hours, with up to 400,000 production hours. They would like to have building 420 completed by the end of March, 2021 and building 433 completed by the end of July, 2021.

Adjourn: Moved by Mr. Struck, seconded by Mr. Augustson to adjourn. All ayes. Carried. The meeting adjourned at 7:51 p.m.

Respectfully submitted,


Cheryl Nault
Community Development Secretary

ORDINANCE NO. _____

WHEREAS, The City of Sturgeon Bay is authorized to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2), Wisconsin Statutes; and

WHEREAS, The City of Sturgeon Bay Plan Commission has prepared a Comprehensive Plan for the City in accordance with adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by section 66.1001(4)(a) of the Wisconsin Statutes; and

WHEREAS, The Plan Commission by a majority vote of the entire commission has adopted a resolution recommending to the Common Council the adoption of the document entitled "City of Sturgeon Bay 2040 Comprehensive Plan" containing all of the elements specified in section 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, The City of Sturgeon Bay has held a public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Common Council of the City of Sturgeon Bay, Wisconsin ordains as follows:

SECTION 1: By the enactment of this ordinance, the document entitled "City of Sturgeon Bay 2040 Comprehensive Plan" is formally adopted, pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

SECTION 2: This ordinance shall take effect on the day after its publication.

Approved:

David Ward
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk

Resolution No.

**Resolution Approving Application for
Urban Wildlife Damage Abatement and Control Grant**

WHEREAS, the City of Sturgeon Bay authorizes the grant application to the Wisconsin Department of Natural Resources for Urban Wildlife Damage Abatement and Control; and

WHEREAS, The City of Sturgeon Bay has every intent to carry out all proposed activities described within the application and appoints the Municipal Services Director the authorized representative for the project; and

WHEREAS, The City of Sturgeon Bay grants WI DNR employees access to inspect all planned operations proposed in said application; and

WHEREAS, The City of Sturgeon Bay will maintain all appropriate records to document all expenditures made during and for the Urban Wildlife Damage Abatement and Control program, and will submit to the WI DNR a final report describing all urban wildlife damage control program activities, achievements, and problems, comparing the activities and objectives proposed in The City of Sturgeon Bay's application; and

WHEREAS, The City of Sturgeon Bay commits to implement the approved project within two years of the date the grant was signed, otherwise the WI DNR may terminate the grant, and The City of Sturgeon Bay shall repay the WI DNR its grant money that was not spent or that was inappropriately spent plus interest at 5% annually accrued within three years of the date the grant agreement was executed; and

WHEREAS, The City of Sturgeon Bay does hereby appropriate a matching allocation for such projects and such appropriation shall continue as long as state matching aids are available, or until this resolution is modified by this Board.

NOW, THEREFORE, BE IT RESOLVED that The City of Sturgeon Bay proceed with the Urban Wildlife Damage Abatement and Control Grant to implement the project.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to the Wisconsin Department of Natural Resources.

Introduced this ____ day of _____, 2020

Passed and adopted this ____ day of _____, 2020

Moved by Alderperson _____, seconded by Alderperson _____ to adopt.

Passed by the Common Council this ____ day of _____, 2020

Vote: Ayes: Noes:

Executive Summary

Date: October 12, 2020

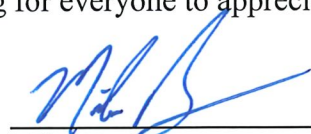
Title: Recommendation to conduct a goose harvest within the parks of the City of Sturgeon Bay in the summer of 2021.

Background: Resident goose populations continue to grow in our city parks and other areas throughout the city. We once again need to decrease their numbers to keep our parks enjoyable for visitors. In an average year, the Parks Department spends an estimated 40-50 personnel hours per month through the summer months removing goose excrement from piers, docks, and tennis courts. The "Goose Roundup" has been a success to date and offers relief for the summer months. The roundup has also benefited in reducing the amount of E.coli contamination at the city's beaches resulting in fewer beach closures. The roundup takes place in early July and is usually held in Sunset Park, Memorial Drive and Otumba Park if needed. Once the geese are rounded up the adults are taken to a USDA approved processing facility where they are processed and tested. The meat is then picked by a member of the Parks and Recreation staff and taken to a local food bank. The local food bank typically receives over 100 pounds of healthy protein for the community. The juvenile birds are taken to a wildlife refuge in central Wisconsin. The City did not execute the roundup during the summer of 2020. The water levels were so high that the majority of nesting habitat was underwater which reduced the number of geese in the City. The water level has recently decreased to a level which has uncovered a large area of nesting ground.

Fiscal Impacts: \$ 7500 Budgeted annually, the City has had success receiving grant funding through the WI DNR thus recouping 50% of what the city's expenditure.

Recommendation: The staff highly recommends approving another goose roundup to keep the goose population to a reasonable level. Even with the removal of geese from the city there are still several remaining for everyone to appreciate but not so many that they are a nuisance.

Prepared By:



Mike Barker
Municipal Services Director

Date: 12 OCT 2020

Reviewed By:



Stephanie L. Reinhardt
City Clerk/Human Resources Director

Date: 10/12/2020

Reviewed By:



Josh VanLieshout
City Administrator

Date: 10/15/20

RESOLUTION # _____

A RESOLUTION AUTHORIZING THE SUBMITTAL OF A COMMUNITY DEVELOPMENT INVESTMENT GRANT APPLICATION FOR THE THIRD AVENUE PLAYHOUSE RENOVATION PROJECT

WHEREAS, the City of Sturgeon Bay, WI proposes to submit an application to the Wisconsin Economic Development Corporation for funding through the Community Development Investment (CDI) Grant Program; and,

WHEREAS, the application will request funding for the Third Avenue Playhouse’s renovation project; and

WHEREAS, no funds are requested from the City and all matching funds required for the project will come from the Third Avenue Playhouse; and

WHEREAS, the renovation of the Third Avenue Playhouse will have a positive impact on the economy and character of the downtown region and entire City.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN: That the Mayor is authorized to submit a CDI grant application to the Wisconsin Economic Development Corporation on behalf of the Third Avenue Playhouse’s renovation project.

PASSED AND ADOPTED by the Common Council of Sturgeon Bay, Wisconsin on this 20th day of October, 2020.

David Ward, Mayor

ATTEST:

Stephanie Reinhardt

City Clerk

EXECUTIVE SUMMARY

Title: Resolution authorizing the submittal of CDI grant application for Third Avenue Playhouse renovation project

Background: Third Avenue Playhouse is moving forward with REIMAGINE TAP, which is a plan to renovate and improve their facility downtown. TAP is raising funds with a goal of \$3.5 million. They are more than halfway to that goal and intend to move forward with the construction work. To help obtain the remaining funds, TAP has requested that the City apply for a Community Development Investment (CDI) grant on their behalf. A resolution authorizing the submittal of the CDI grant application must be adopted for the City to submit the grant.

The Community Development Investment (CDI) Grant Program is run through the Wisconsin Economic Development Corporation (WEDC). The goal of the CDI Grant Program is to incentivize primarily downtown community development in the state of Wisconsin. It supports urban, small city and rural community redevelopment efforts by providing financial incentives for shovel-ready projects with emphasis on, but not limited to, downtown community-driven efforts. Funded activities should lead to measurable benefits in job opportunities, property values and/or leveraged investment by local and private partners. Grants of up to \$250,000 are available.

The applicant must be a municipality, but the funds are used to assist private and non-profit projects. The donated funds already raised by TAP, along with future donations to the project, will be the match required under the program. TAP has already raised more funds than required for the match for the maximum \$250,000 grant.

Fiscal Impact: There are no expenses other than limited staff time. Third Avenue Playhouse’s donated funds are the matching funds for the project. TAP has not requested any funds from the City and none are authorized by the resolution. The City would simply act as a pass-through agency for the grant funds. Most of the work on completing the application is all being handled by TAP, but there is some city staff assistance and some city oversight of the grant contract, if awarded. This grant project would essentially operate the same way as the current CDI grant that was awarded for the Maritime Museum’s expansion project. One difference is that TAP pays property tax. Therefore, this grant project should result in an increase in property tax revenue to the City due to an increase in the value of the building after construction.

Municipalities are only allowed to receive one CDI grant per state fiscal year. Therefore, if the application for TAP is awarded grant funds, Sturgeon Bay would be ineligible for another CDI grant until July, 2021.

Recommendation: TAP’s project will have benefits to the entire downtown and is in line with the new Comprehensive Plan. The recommendation is to approve the resolution authorizing the submission of the CDI grant application on behalf of Third Avenue Playhouse.

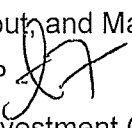
Prepared by: Martin Olejniczak
Martin Olejniczak
Community Development Director

10-15-2020
Date

Reviewed by: Josh Van Lieshout
Josh Van Lieshout
City Administrator

10/15/20
Date



DATE: July 24, 2020
TO: Mayor David Ward, Josh VanLieshout, and Marty Olejniczak
FROM: Amy Frank, Managing Director, TAP 
RE: WEDC Community Development Investment Grant program

Thank you for considering a partnership with Third Avenue Playhouse on the WEDC Community Development Investment Grant program. I am sharing with you our REIMAGINE TAP campaign folder, which contains detailed information about our capital campaign and building renovation plans.

We will completely renovate the entire building at 239 North 3rd Avenue. Our overall plan is to “peel away” the layers that were added by past projects and former uses of the space, to reveal the original “bones” of the building. From there, we will create a beautiful theatre with accompanying support spaces that make the best use of the building, while simultaneously honoring its history and integrity. The result will be a building that offers an inviting, safe, accessible, and enjoyable experience for all.

There are several key points I'd like to highlight:

- The facade of the building will be re-worked to look similar to its original design from the 1900's, which will blend nicely with downtown historic Sturgeon Bay.
- The 1950's marquee sign, which has become a beloved icon for local residents and visitors alike, will hopefully be restored and preserved.
- The lobby will expand into the former Advocate building next door. Featuring large windows all across the front, the lobby will also house a box office and proper restroom facilities.
- A public art gallery in the lobby will encourage more visitors to the building.
- The state-of-the-art theatre space will boast comfortable seating, proper HVAC, and wide aisles for accessibility and safety.
- The backstage support areas will safely meet the needs of all actors and crew members.
- Classroom space and rehearsal space will allow multiple activities to occur simultaneously in the building, allowing more people access to programs and the arts.
- Proper office space will accommodate the needs of the current staff, while allowing for future additions to our workforce.
- Every effort to practice eco-friendly and sustainable practices in all areas of demolition and renovation.

I'd be happy to share additional information and answer any questions you may have. I look forward to collaborating with the City of Sturgeon Bay on this grant proposal. Feel free to contact me anytime.



FOR RELEASE: July 10, 2020

Contact: Amy Frank
(920) 743-1760 office
(608) 445-9292 cell
amyf@thirdavenueplayhouse.com

THIRD AVENUE PLAYHOUSE ANNOUNCES CAPITAL CAMPAIGN AND RENOVATION PLANS

Third Avenue Playhouse is thrilled to announce **REIMAGINE TAP** - a bold effort to unleash the hidden potential of what a theatrical experience at TAP could be with a major investment in the theatre building itself. With a goal of \$3.5 million, the **REIMAGINE TAP** Campaign will finally raise the quality of the venue to the same high standard set by the performances themselves.

Thanks to a \$1 million lead gift and the support of numerous philanthropists, TAP has raised more than 50% of the campaign goal. And, with the theatre temporarily shut down due to the pandemic, renovation of the building - the former Donna Theater on Third Avenue - has already begun.

When completed, the renovated facility will feature:

- A beautiful, state-of-the-art theatre with seating for roughly 130 patrons that maintains the intimacy TAP patrons value so highly
- A spacious and comfortable lobby space with accessible restrooms and expanded concessions area
- An updated backstage area including proper dressing rooms
- A full scene shop and updated technical equipment

The REIMAGINE TAP Campaign will also allow TAP to break through the common wall that separates it from the old Advocate Building, allowing for expansion of the lobby, consolidation of the box office and administrative offices, and access to the costume shop and costume storage.

Referred to as "one of the crown jewels in Wisconsin theatre" by the Milwaukee Journal Sentinel, TAP's programming consists of both popular favorites and lesser-known works, including world premieres and restorations of long-forgotten theatrical endeavors. Works from established playwrights, along with those of exciting new writers, all find a home on TAP's stage.

More information, including plans and renderings, is available at www.ReimagineTAP.org

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Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

Section A - REDEVELOPMENT NARRATIVES

1. Project Description and Impact on the Community

- A. The REIMAGINE TAP project involves the complete renovation and rehabilitation of the property located at 239 North 3rd Avenue in Sturgeon Bay. Currently owned by Third Avenue Playhouse, this site anchors the north end of historic downtown Sturgeon Bay and is a cultural icon in the community.



The building was originally constructed by John Falk and I.L. Buchan in 1907. Built by the Spuda brothers of Nasewaupsee, it was completed the following year. The building was first utilized as a flour & feed store. In 1911, the first floor became a skating rink and the second level was a dance hall, known as Arcadia Hall. Although the first-level skating rink was replaced by a tire and auto repair concern by 1919, the dance hall continued to occupy the second level until at least 1928. The first level was later home to a furniture store and a grocery store.

In 1943, the building was purchased by Donna Borchert and eventually gutted and remodeled for use as a modern movie theater. As a result of a local contest, the new theater was named the Donna Theatre (after the owner) and officially opened on November 25, 1950.



During the five decades that followed, generations of Sturgeon Bay residents and visitors went to The Donna to watch the latest feature film. The flashing lights of the marquee welcomed thousands of guests, but when a new multiplex opened in Sturgeon Bay in 1999, The Donna closed.

In the late 1990s, a group of actors and artists from Door County's performing arts venues joined with local business leaders and imagined a new theatre for Door County.

Community Development Investment Application Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

In 2001, these visionaries acquired the shuttered Donna movie theatre and re-opened the building as Third Avenue Playhouse (TAP). From the very beginning, TAP was created to complement the existing performing arts community, not compete with it. The revitalized space hosted community theater productions, as well as performances and concerts by various touring groups.



In 2012, TAP converted the old storage room into an additional performing space - the Studio Theatre. In this new, intimate “black box” theatre, TAP produced professional theatrical productions unlike any other found in Door County - from thought-provoking plays to entertaining musicals, from dramatic operas to children’s productions, along with countless other special events. As a result of these changes, TAP earned a reputation as “one of the top ten professional theatres in Wisconsin” (Milwaukee Journal Sentinel).

The incredible performances on stage however, distract attention from the fact that, as a public facility, TAP is woefully lacking. The 100-year-old building does not comply with modern building codes. The experience for an audience member is less than desirable: the seating creaks and is uncomfortable; the bathrooms are undersized and not easily accessible; the lobby and concession spaces are small and cramped; and many areas have inadequate heating and cooling. For the professionals who work in the space, the conditions are dire as well: the stage lacks wing space and crossover areas; the dressing room is little more than a landing at the top of the stairs; and there is no dedicated scene shop, costume shop, or even basic office space.

A major renovation of the building will rehabilitate and repurpose the space, allowing TAP to use the entire building more efficiently. The addition of an elevator will provide easy access to the second and third floors, which has never existed before. TAP will be able to have multiple uses occurring simultaneously.

- B. In January 2019, Third Avenue Playhouse signed a Memo of Understanding with the Door County Community Foundation (Appendix ____). This agreement stipulates that the DCCF will provide leadership support, campaign counsel and guidance, and financial services to TAP’s capital campaign. Not only does this relationship provide a level of endorsement and validity to the capital campaign, but

Community Development Investment Application Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

it also provides TAP with access to the advice and counsel of the Community Foundation's professional development and marketing staff

- C. The eligible activity for the project is building renovation.
- D. This project allows for an already successful theatre to expand. The renovation of the building will allow multiple functions to occur simultaneously; a rehearsal can take place on the third floor, and an educational class can happen on the second floor, without disturbing the set-up on stage for a current show. This is something that was not possible with the former layout of the building, and allows more constituents to use the building. Along with the ability to increase functions and activities, comes the need to employ additional staff. TAP will retain its current 3.5 jobs (FTE) and anticipates adding 2-3 jobs (FTE) in the next two years.

According to the Bureau of Economic Analysis, the construction spending will support over 20 one-time jobs. The renovation will also increase the local property tax base. The project will undoubtedly increase the value beyond the current value and will add to the tax roll.

- E. Downtown communities thrive when anchored by an amenity that breathes life into the community; and there is no better cultural anchor than a robust theatre. In cities across the nation, there are countless examples of theatres serving as major economic engines. In 2015, Door County participated in the Americans for the Arts "Arts and Economic Prosperity" survey. This study found that local arts groups collectively generated \$24.7 million in spending that year. In other words, the arts in Door County translated into 632 full-time equivalent positions and generated over \$2.5 million in state and local tax revenue. The Americans for the Arts Study also found that for every ticket purchased, patrons spend an additional \$77 in the community on the night of the performance. Located at the north end of Third Avenue with ample free parking close by, TAP is perfectly situated to maximize this benefit for downtown Sturgeon Bay. A typical patron will park downtown, have dinner, and meander through



Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

various retail shops before attending the show. Afterward, audiences will venture back out into the community for a post-show dessert or drink.

The renovation of the building will position TAP as a major destination, attracting even more people to downtown Sturgeon Bay to experience dining, shopping and world-class professional theatre. As a result, this will have a direct impact on the economics of not only Sturgeon Bay but all of Door County.

- F. In addition to attracting visitors and tourists to the area, a thriving cultural organization makes a community more vibrant and attractive to permanent residents. “The single most important thing a city



can do is provide a community where interesting, smart people want to live with their families.” (Malcolm Gladwell, author of *The Tipping Point* and *Blink*.) The arts are essential to the development of a vibrant and diverse community in which the best employees want to live, work, shop, create, and contribute. In fact, 71 percent of the population agree “the arts have a social impact, improving the quality and livability of my community.” (*Americans for the Arts, 2010*)

TAP’s presence in the community and pending building renovation has already sparked an increase of cultural and artistic activity in the nearby spaces. The building adjacent to TAP was recently renovated and now offers an artist gallery and small music performance space, as well as housing on the second floor for visiting actors and artists. Additionally, the building directly across the street from TAP is undergoing a transformation to become a dance studio. Combined with the major renovation of TAP’s building, the north end of Third Avenue in downtown Sturgeon Bay is quickly becoming a cultural anchor for downtown.

Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

Section A - REDEVELOPMENT NARRATIVES

2. Financial Justification

- A. Third Avenue Playhouse is a 501(c)(3) charitable organization and relies on ticket sales, donations, and grants for operating support. Funds for completing the REIMAGINE TAP project will be raised through a capital campaign that is currently underway. The total goal of the campaign is \$3.5 million. This includes construction costs and professional services, as well as an Endowment Fund, and operating reserves.

In summer of 2019, Third Avenue Playhouse kicked off the quiet phase of the campaign. By June 2020, when the COVID-19 pandemic forced TAP to cancel the 2020 season of shows, nearly \$1 million had been raised. Because of the unexpected closure of the theatre, the board of directors made the decision to move forward with the reconstruction plans, even though the campaign goal had not been met.



- B. In July 2020, the capital campaign and renovation plans were made public. To date, TAP has raised \$2 million in donations and pledges from private donors, as well as private foundations. In order to complete construction during the pandemic, which will allow the theatre to open in 2021, TAP is seeking CDI grant assistance to close the financing gap and accelerate the final stages of the fundraising campaign.

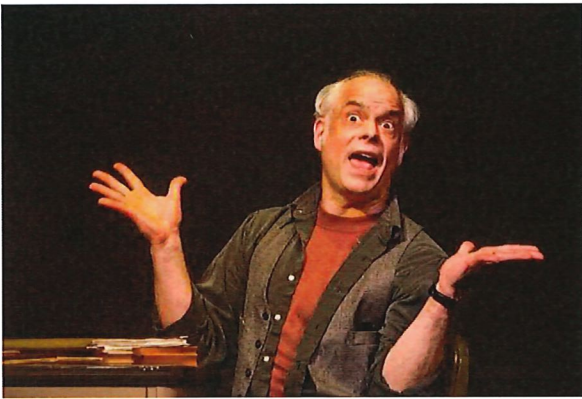
Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

Section A - REDEVELOPMENT NARRATIVES

3. Previous Planning Efforts

A. The City of Sturgeon Bay has just completed the 10-year update to its Comprehensive Plan. The renovation of the TAP building aligns perfectly with the new plan. The City's new vision statement (p.23) is: *A vibrant, sustainable community that values arts, recreation, natural and historic maritime assets and is supported by a full service, growing economy with a high quality of life.* Given this focus on the arts, there are several objectives within the cultural resources section of the plan that supports the TAP renovation project.



The idea of valuing and promoting the arts is intertwined throughout the Comprehensive Plan. For example, within the Cultural Resources chapter there is an objective that states: “Promote the arts in Sturgeon Bay to establish the City as a regional arts center and attract artists, residents, and tourists.” (Objective d on p. 41). Page 43 of the plan also contains specific recommended actions to achieve this objective, including:

- “Encourage the adaptive reuse of buildings for art-based activities ... particularly in Downtown Sturgeon Bay”;
- “Support artist showcase events, public art programs, and performance opportunities for artists to bring their creativity to the public”;
- “work with local partners ... to promote arts ... throughout Downtown Sturgeon Bay”; and
- “Coordinate with community organizations and build off existing assets ... to promote the arts, cultural facilities, entertainment, and events for residents and tourists.”

All of these recommended actions are consistent with the proposed TAP renovation project.

The idea of promoting the arts is also important to the economic development of the City. Within the Economic Development chapter there is an objective as follows: “Encourage the development and promotion of arts and culture in Sturgeon Bay.” (Objective h on p. 65)

Community Development Investment Application
Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

The TAP renovation project also fits into the future land use objectives and Target Area 2 - Downtown recommendations. It clearly matches the goals of the Comprehensive Plan and will be a catalyst for its implementation.

- B. This project supports smart growth practices and downtown redevelopment. It refurbishes and reoccupies a marquee building in the heart of downtown, thereby maintaining the health of the downtown area. The project takes advantage of existing utilities and requires no new transportation improvements. It does not contribute to sprawl.

Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

Section A - REDEVELOPMENT NARRATIVES

4. Readiness to Proceed

- A. The REIMAGINE TAP project is already underway. Because the COVID-19 pandemic forced the closure of the theatre, TAP wanted to take advantage of the rare, unexpected window of opportunity. To open the theatre after the pandemic only to shut down again for renovations, would increase the amount of revenue lost and not make sense. With the capital campaign already underway, TAP board of directors made the decision to seize the moment and proceed with the renovations while the theater was sitting empty and dark.

TAP hired an architect (Richard Toyne Architects, Sturgeon Bay, WI) and general contractor (Carlson Erickson Builders, Sister Bay, WI). An environmental assessment was completed by AAA Asbestos, and an asbestos abatement was completed by Airtite Environmental. Demolition of the interior of the building was completed in August 2020, and construction is anticipated to begin in early November, 2020 with a target completion date of April 1, 2021.



- B. There are no property transactions expected over the next five years. Third Avenue Playhouse, Inc. owns the building outright and does not have any intentions of selling. The organization has a long-term lease with the owner of the adjacent building. (Appendix ___).
- C. The REIMAGINE TAP Capital Campaign, which is managed by the Door County Community Foundation, has raised \$2 million from private donors and corporations to date. Anticipated renovation costs are \$2.2 million. With a Community Development Investment Grant from WEDC there will be sufficient funds to complete this project.

Community Development Investment Application
Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

Section C - REQUIRED SUPPORTING DOCUMENTATION

1. Resolution

RESOLUTION # _____

A RESOLUTION AUTHORIZING THE SUBMITTAL OF A COMMUNITY DEVELOPMENT INVESTMENT GRANT APPLICATION FOR THE THIRD AVENUE PLAYHOUSE RENOVATION PROJECT

WHEREAS, the City of Sturgeon Bay, WI proposes to submit an application to the Wisconsin Economic Development Corporation for funding through the Community Development Investment (CDI) Grant Program; and,

WHEREAS, the application will request funding for the Third Avenue Playhouse's renovation project; and
WHEREAS, no funds are requested from the City and all matching funds required for the project will come from the Third Avenue Playhouse; and

WHEREAS, the renovation of the Third Avenue Playhouse will have a positive impact on the economy and character of the downtown region and entire City.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN: That the Mayor is authorized to submit a CDI grant application to the Wisconsin Economic Development Corporation on behalf of the Third Avenue Playhouse's renovation project.
PASSED AND ADOPTED by the Common Council of Sturgeon Bay, Wisconsin on this 20th day of October, 2020.

David Ward, Mayor

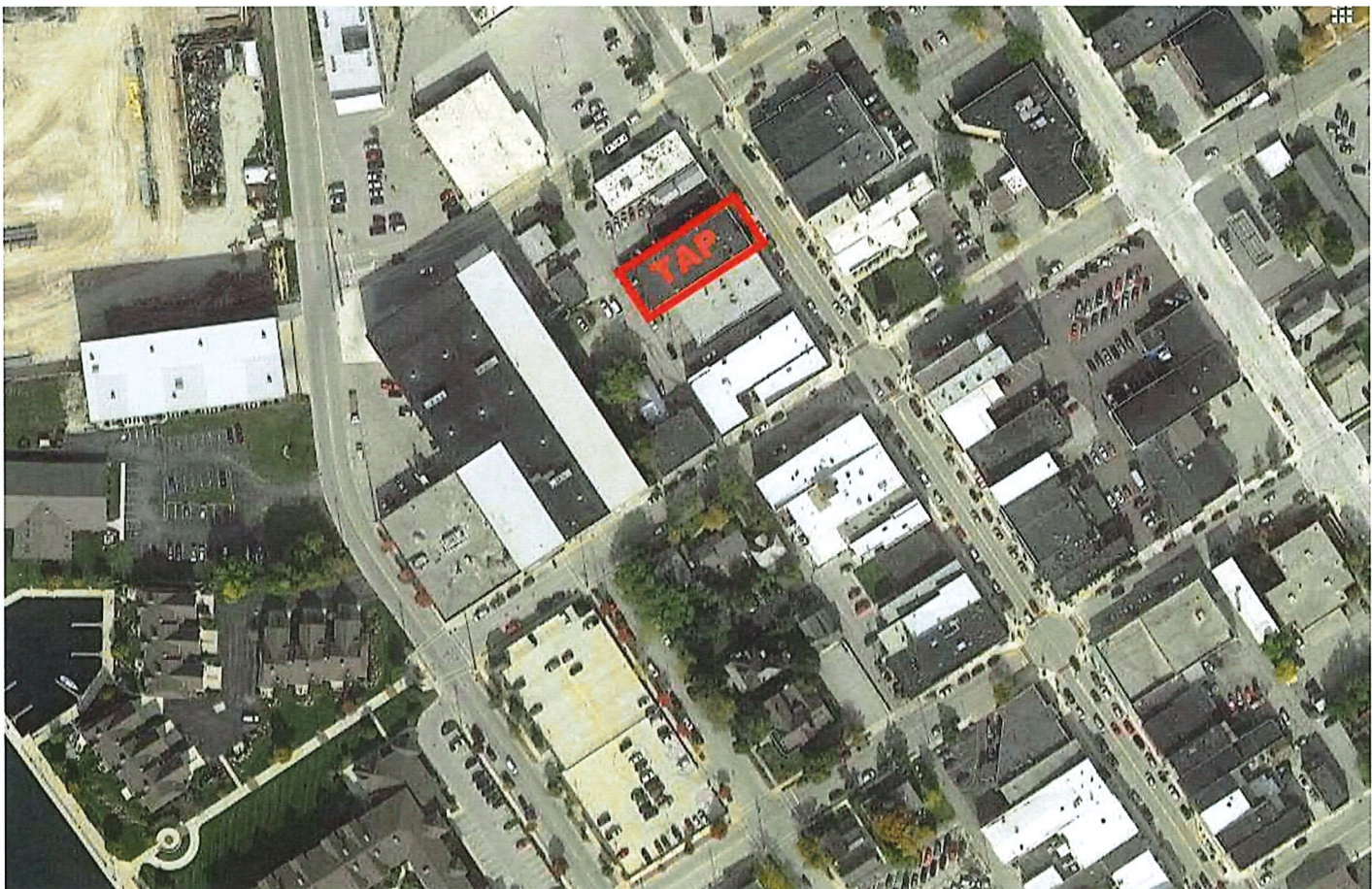
ATTEST:

Stephanie Reinhardt
City Clerk

Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

2. Map and photos



Community Development Investment Application
Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI



Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

3. Budget Narrative

The budget has been established based upon a construction budget proposal from Carlson Erickson Builders.

The non-eligible project costs include the demolition of the interior, which has already been completed and paid for. The other non-eligible costs are the professional fees of \$79,000. These fees include the cost of legal assistance, inspections, architect, asbestos testing and removal, and other non-construction costs.

The eligible project costs include building renovations. This includes a lobby with accessible restrooms, concessions area, new theatre space, scene shop, dressing rooms, proper egress, administrative areas, box office, and meeting space.

The mechanical upgrades include a completely new HVAC system, new plumbing, and all new LED lighting. The biggest update to the mechanicals includes the installation of an elevator, which is imperative to provide access to the second and third floors. This is a significant improvement as it will allow TAP to expand activities and events to two additional floors.



The facade of the building will be reconstructed with brick and architectural details that will resemble what the building looked like when it was built in 1908. Additionally, the marquee and canopy that were added to the building in 1949 will also be restored to their original design.

Furnishings, including new LED stage lighting, a video and sound system throughout the building, and inherently fire retardant stage curtains, will make the theatre safe and energy-efficient with state-of-the-art systems.

Combined with the funds already raised through the capital campaign, the Community Development Investment Grant from WEDC will provide sufficient funding to complete all components of the budget.

Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

7. Organization

Third Avenue Playhouse is a nonprofit, 501(c)(3) organization that is governed by a Board of Directors. Currently, eleven community leaders with varied backgrounds and expertise make-up the TAP Board. Board members include:

Dianne Beyer	Melaniejane	Shirley Weese Young
Steve Kane	Jeremy Popelka	Karl Wise
Alan Kopischke	Cinnamon Rossman	Michael Wright
Rick Lieberman	Tracy Vreeke	

Third Avenue Playhouse currently employs three people; a Managing Director, co-Artistic Director, and a Technical Director. The other co-Artistic Director is a volunteer.



Amy Frank, Managing Director, brings over 15 years of experience in arts administration and theatre management to her role as Managing Director at TAP. Most recently, as Sun Prairie Performing Arts Manager, she was responsible for all operations of two performing arts centers in the school district, overseeing nearly 350 events each year including: music concerts, drama productions, public events, community-sponsored rentals, and professional touring groups. She also founded the Sun Prairie Arts Alliance, a non-profit organization that supports the performing arts in the community. In addition Amy worked in arts marketing at The Wisconsin Union Theater, Fort Wayne Philharmonic, and Chanhassen Dinner Theatres. She holds a BA in Arts Management from St. Norbert College, and an MA in Arts Administration from St. Mary's University.

Robert Boles, Co-Artistic Director, began his acting and directing career as a founding member of the Arkansas Repertory Theatre. He has since worked in regional theatres in over 30 states from coast to coast. Bob appeared on Broadway in *Footloose* as well as on its national tour. Off-Broadway, he was in the original cast of *Zombies from The Beyond* (written by James Valcq), *To Feed Their Hopes* (NY and LA productions), and *Balancing Act* (written and directed by Dan Goggin). On television, Bob has appeared on episodes of Law and Order,



Community Development Investment Application

Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

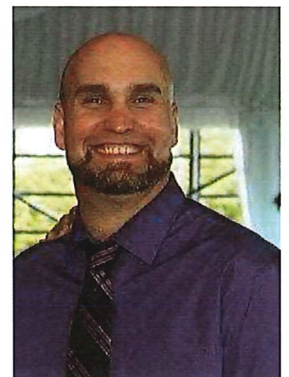
The Equalizer, and Law and Order: SVU. He has acted in commercials for Burger King, AT&T, and Isuzu Trucks among others. His film appearances include Ransom, The First Wives Club, and The Royal Tenenbaums. From 2005 to 2011, he was the creator and director of the theatre program at the University of New Haven in Connecticut. During that time period he also served as the New England regional chair for the national playwriting program of the Kennedy Center American College Theatre Festival. Bob is a member of Actors Equity, Dramatists Guild, Society of Directors and Choreographers, and the Screen Actors Guild. He holds degrees in theatre from the New School of Social Research (BFA), and Sarah Lawrence College (MFA). Since being named TAP's co-artistic director in 2011, Bob has directed over 20 productions for the Studio Theatre and seven StageKids shows featuring middle and high school students from throughout Door County.



James Valcq, Co-Artistic Director, is best known as the composer of the Off-Broadway musical *The Spitfire Grill* (Playwrights Horizons, 2001) which won the Richard Rodgers Production Award administered by the American Academy of Arts and Letters (Stephen Sondheim, chair) and received Best Musical nominations from the Outer Critics Circle and Drama League plus two Drama Desk nominations. Written with collaborator Fred Alley, *Spitfire* has been produced almost 700 times across the United States, Germany, South Korea, Japan, and Australia; as well as a highly-lauded London premiere in 2015. James is the composer/author of *Zombies from The Beyond* which opened Off-Broadway to critical acclaim in 1995. Broadway

credits as conductor and/or musician include *Chicago*, *Flower Drum Song*, *Cabaret*, and *The Scarlet Pimpernel*. Other conducting credits: Maurice Sendak's production of *Really Rosie*; *Candide*, *Lady in the Dark*, *South Pacific* (Skylight Opera Theatre); and *She Loves Me* (Indiana Rep). Television appearances include *The Today Show* (NBC) and *Musical Theatre: New Directions* (PBS). James holds an MFA from New York University Tisch School of the Arts and is a proud member of the American Federation of Musicians, and Actors Equity Association. James and his accomplishments at TAP were profiled in the December 2018 issue of American Theatre magazine.

Jon Ginnow, Technical Director, brings over 20 years of professional experience in technical theatre to Third Avenue Playhouse. Jon has worked all across the country and across the theatrical spectrum; from Albany NY to Tucson AZ to a Cruise Ship circling Cuba; and from stadiums to classic theatres to a converted grocery store under a parking



Community Development Investment Application
Renovation of TAP Building at 239 N Third Ave, Sturgeon Bay, WI

garage. Most recently as the Manager/Technical Director at the Muskego High School Performing Arts Center, Jon supervised the upgrading of lighting, sound, projection, and video systems, taking the MHS PAC from a good theatre for the 20th century toward a theatre for the 21st Century. During his six-year tenure at Muskego, Jon grew the stage crew co-curricular club from 12 to over 60 members, training students who not only learned technical theatre skills, but more importantly learned life skills and found a home in theatre. Jon is thrilled to become a member of the Actor's Equity Association as a Stage Manager. Jon is also a Journeyman in the International Alliance of Theatrical Stage Employees (I.A.T.S.E.) local 919 Vermont/New Hampshire. He holds a Bachelor of Arts (B.A.) in Theatrical Design and Technology from the University of Northern Colorado.

Third Avenue Playhouse has also created a **Leadership Team**, consisting of community leaders and influencers, to run the Capital Campaign. These individuals have been instrumental in raising the \$2 million to date, and will continue fundraising until we have reached our goal of \$3.5 million. The member include:

Bret Bicoy	Steve Kane	Jeremy Popelka
Natalite Gorchynsky	Alan Kopischke	Grace Rossman
Gwenn Graboyes	Tony Licata	Bill Welter
Joe Graboyes	Doug Mancheski	Pam Welter
John Hauser	melaniejane	
Karl Wise	Shirley Weese Young	

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend to approve an amendment to section 20.27 of the Municipal Code (Zoning Code) regarding area and dimensional requirements for buildings in the I-2/I-2A zoning districts as follows:

Create section 20.27(4)(c): The maximum building height of buildings located in the I-2/I-2A Heavy Industrial districts may be increased to 120 feet, provided the building is located at least 300 feet from the boundary of a residential zoning district, which shall include the R-1, R-2, R-3, R-4, and R-M districts and shall also include the PUD district if the underlying zoning classification is one of the aforementioned districts.

Create section 20.27(3)(f): Within the I-2/I-2A Heavy Industrial districts, the minimum side yard for any existing building with a side yard that is less than the minimum side yard required in subsection (2) shall be equal to the existing side yard. The intent is this provision is to allow existing buildings to be extended provided the addition is no closer to the side lot line than the existing building.

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

RESOLVED, that the foregoing recommendation be adopted

Date: October 6, 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
HEAVY INDUSTRIAL AREA AND DIMENSIONAL CODE TEXT AMENDMENT

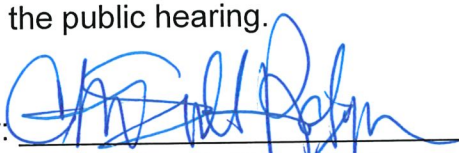
Background: Attached is a letter from Fincantieri Bay Shipbuilding requesting the City to amend section 20.27 of the Municipal Code (Zoning Code) so that it is consistent with the recently grant height and setback variances granted by the Zoning Board of Appeals. Those variances were related to building height and minimum side yard setbacks.

At the October 6, 2020 Plan Commission meeting, a recommendation was made to approve an amendment that would allow new buildings in the I-2/I-2A district to have an increase height up to 120 feet provided such new buildings are located at least 300 feet from a residentially zoned property. In addition, existing buildings that encroach the 20-foot side yard setback would allowed to expand using the existing side yard setback line.


Options: The Council can:

- Approve the Plan Commission's recommendation with/without changes. A public hearing would be held at a subsequent Council meeting. Following the hearing the amendment would need to be approved via two readings of the proposed ordinance amendment.
- Reject the Plan Commission's recommendation. The matter would then be dropped from consideration.
- Refer the matter back to the Plan Commission. If there are substantive changes desired or if there are issues that need more consideration, the Plan Commission could be directed to review this issue further.

Recommendation: Approve the Plan Commission recommendation so that the issue moves on to the public hearing.

Prepared by: 
Christopher Sullivan Robinson
Planner / Zoning Administrator

Date: 10.15.20

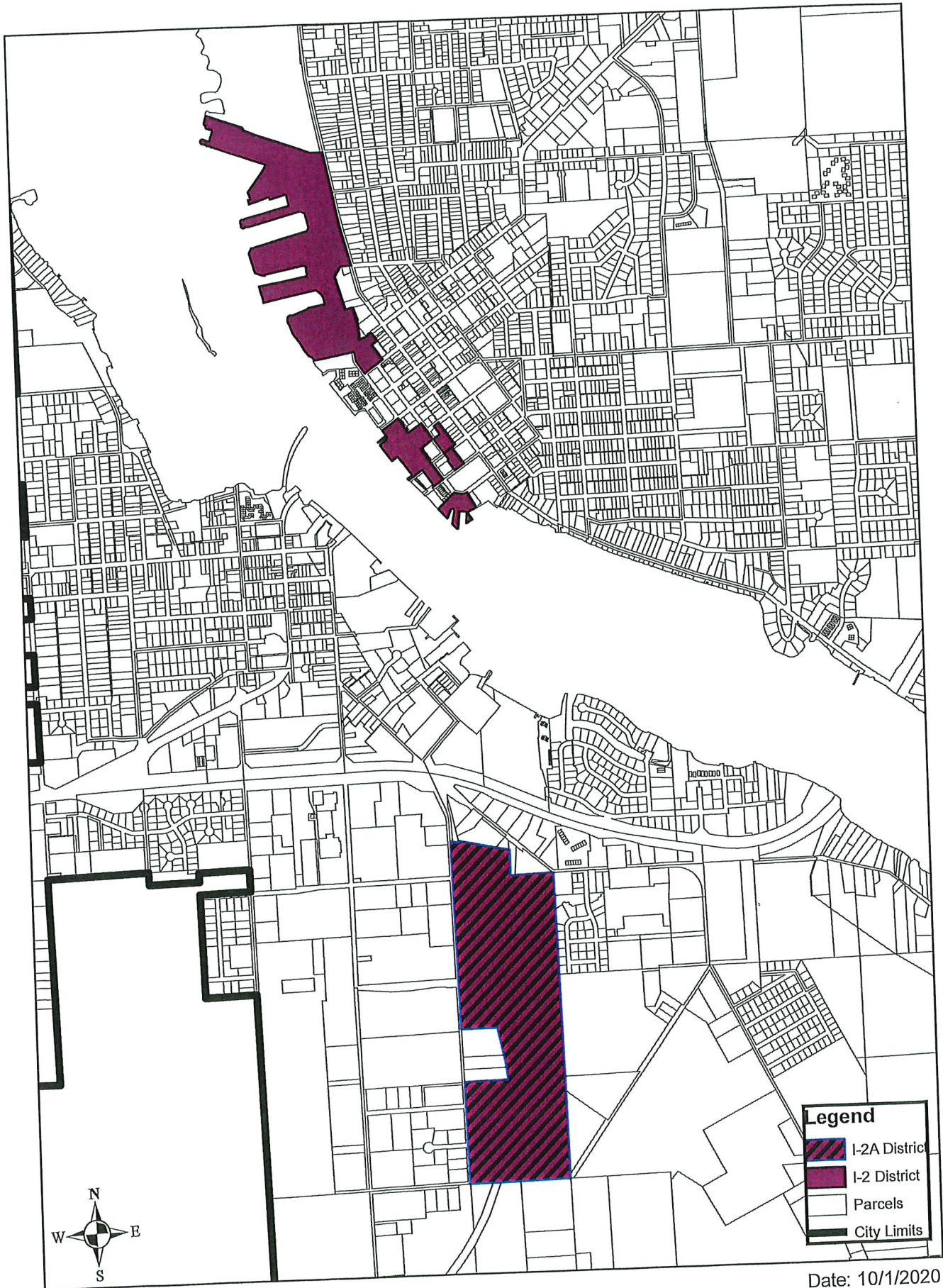
Prepared by: 
Marty Olejniczak
Community Development Director

Date: 10-15-2020

Reviewed by: 
Josh Van Lieshout
City Administrator

Date: 10/15/20

I-2 / I-2A Zoning Districts



Date: 10/1/2020

FINCANTIERI BAY SHIPBUILDING

October 1, 2020

Sturgeon Bay Common Council
421 Michigan Street
Sturgeon Bay, WI 54235

VIA EMAIL

RE: Request to Amend Current I-2 Zoning in Properties Owned by Fincantieri Bay Shipbuilding

Dear Mayor Ward and Common Council,

As you may be aware, Fincantieri Bay Shipbuilding (FBS) submitted a variance application to the Zoning Board of Appeals (ZBA) on July 29, 2020 requesting variances to both height and property line setbacks on both an existing building (B420) and a new building to be constructed (B433). The need for these variances were laid out in the application and reiterated at the August 25, 2020 ZBA meeting.

To summarize, Fincantieri Marinette Marine, a sister company of FBS, has been awarded a Navy contract to build multimission guided-missile frigates. FBS will be performing work for this program, resulting in the need to not only increase its workforce, but also its facilities. The terms of the Navy contract require more shipbuilding to be completed indoors, which will require upgrades and expansions to its buildings. As shipbuilding has evolved over the years, the need to modernize is evident in the past variance approvals granted by the ZBA to the very same B420 in question, whose current height and location have successfully undergone this same process in the past while under ownership of Palmer Johnson Yachts. The current ZBA understood this need and unanimously granted the request from FBS, as did the Aesthetic Design and Site Plan Review Board.

We understand that the Common Council can amend the current I-2 zoning code, which covers the properties in question. Such an amendment would avoid delays and still allow the intent of the ZBA to be upheld.

Therefore, we respectfully request that the Common Council take action to amend the height and setback restriction on the referenced property consistent with what has already been unanimously approved by the ZBA.

Sincerely,



Todd Thaysse
Vice President and General Manager

FINCANTIERI MARINE GROUP, LLC
Bay Shipbuilding
605 North Third Avenue, P.O. Box 830
Sturgeon Bay, Wisconsin 54235

P. 920-743-5224
F. 920-743-2371
www.fincantierimarinegroup.com

a FINCANTIERI company

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 took action in closed session, in order to discuss performance evaluations, and authorized step placement for the following positions in accordance with the Wage & Compensation Study effective 10/20/20:

- City Administrator –Step 13 (\$107,897)
- Finance Director – Step 18 (\$97,646)
- Fire Chief – Step 15 (\$96,331)
- Community Development Director – Step 23 (\$96,080)
- City Engineer – Step 15 (\$92,447)
- Clerk/Human Resources Director – Step 21 (\$87,116)
- Police Captain – Step 13 (\$82,630)
- Assistant Fire Chief – Step 16 (\$82,449)
- Municipal Services Director – Step 6 (\$81,928)
- Engineering Technician – Step 22 (\$73,542)
- Public Works Crew Supervisor – Step 19 (\$68,927)
- Planning & Zoning Administrator – Step 6 (\$54,386)
- Deputy Clerk/Treasurer – Step 10 (\$24.53 per hour)
- Police Assistant – Step 14 (\$21.06 per hour)
- Community Development Secretary – Step 12 (\$20.37 per hour)
- Office Accounting Assistant II – Step 4 (\$20.03 per hour)

Respectfully submitted,

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: October 8, 2020

* * * * *

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

Passed by the Council on the _____ day of _____, 2020.