



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, JULY 21, 2020
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Public Comment on agenda items only.
6. Consideration of the following bills: General Fund – \$234,822.51 Capital Fund - \$14,407.72, Cable TV - \$36.95, TID #4 - \$30,661.25, and Solid Waste Enterprise Fund - \$1,958.41 for a grand total of \$281,886.84. [roll call]
7. **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 7/7/20 regular and 7/7/20 closed session Common Council minutes.
 - * b. Place the following minutes on file:
 - (1) Joint Review Board – 6/24/20
 - (2) Parking & Traffic Committee – 6/29/20
 - (3) Finance/Purchasing & Building Committee – 6/30/20
 - (4) Cable Communication System Advisory Council – 7/2/20
 - (5) Industrial Park Development Review Team – 7/8/20
 - * c. Place the following reports on file:
 - (1) Police Department Report – June 2020
 - (2) Inspection Department Report – June 2020
 - (3) Bank Reconciliation – June 2020
 - (4) Revenue & Expense Report – June 2020
 - * d. Consideration of: Approval of Beverage Operator licenses.
 - * e. Consideration of: Temporary Class B Beer license.
 - * f. Consideration of: Approval of Street Closure Applications from Destination Sturgeon Bay.

- * g. **Parking & Traffic Committee recommendation re: Set the price per parking space at \$100, for a total of \$300, for Jeff Jahnke, Cherryland Properties, Inc. as payment in lieu of providing three parking spaces at 145 S. Neenah Avenue.**
 - * h. **Community Protection & Services Committee recommendation re: Approve the Personal Services Contract with Mann Communications, LLC for Cable TV services for the term commencing on January 1, 2021 as presented.**
8. **Consideration of: Approval of Street Closure Application from Fall 50.**
 9. **Community Protection & Services Committee recommendation re: Approve the resolution to conditionally suspend ordinance 10.175 of the Municipal Code – Drinking on Public Property Regulated – as presented, along with the map as drawn indicating the defined zone, to be reviewed after a four-week trial period.**
 10. **Finance/Purchasing & Building Committee recommendation re: Accept the bid from Payne & Dolan, Inc. in an amount not to exceed \$200,930 for the restoration of Sunset Park shoreline.**
 11. **Update re: Status of Comprehensive Plan.**
 12. **Mayoral appointments.**
 13. **City Administrator report.**
 14. **Mayor's report**
 15. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 7.17.2020

Time: 12:00pm

By: MM

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.

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

DATE: 07/14/1920
TIME: 13:48:17
ID: AP443ST0.W06

6.

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

6.

INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
REVENUE				
R0000274	THOMAS J TRADER	FARM MRKT VNDR RFND/TRADER	01-000-000-46400	17.52
R0000274		FARM MRKT VNDR RFND/TRADER	01-000-000-24214	0.88
R0000274		FARM MRKT VNDR RFND/TRADER	01-000-000-24215	0.09
R0001633	ANN THENELL	FARM MRKET VENDOR RFND/THENELL	01-000-000-46400	35.00
R0001633		FARM MRKET VENDOR RFND/THENELL	01-000-000-24214	1.75
R0001633		FARM MRKET VENDOR RFND/THENELL	01-000-000-24215	0.18
R0001634	VONG XIONG	FARM MRKT VNDR FEE RFND/XIONG	01-000-000-46400	35.00
R0001634		FARM MRKT VNDR FEE RFND/XIONG	01-000-000-24214	1.75
R0001634		FARM MRKT VNDR FEE RFND/XIONG	01-000-000-24215	0.18
R0001635	JACOB SCHLEIS	FARM MRKT VNDR FEE RFN/SCHLEIS	01-000-000-46400	35.00
R0001635		FARM MRKT VNDR FEE RFN/SCHLEIS	01-000-000-24214	1.75
R0001635		FARM MRKT VNDR FEE RFN/SCHLEIS	01-000-000-24215	0.18
R0001636	RON CUYLER	FARM MRKT VNDR FEE RFND/CUYLER	01-000-000-46400	175.00
R0001636		FARM MRKT VNDR FEE RFND/CUYLER	01-000-000-24214	8.75
R0001636		FARM MRKT VNDR FEE RFND/CUYLER	01-000-000-24215	0.88
R0001637	CHARLES TLACHAC	FARM MRKT VNDR RFND/TLACHAC	01-000-000-46400	17.52
R0001637		FARM MRKT VNDR RFND/TLACHAC	01-000-000-24214	0.88
R0001637		FARM MRKT VNDR RFND/TLACHAC	01-000-000-24215	0.09
R0001638	KARA VANDERLEEST	FARM MRKT VNDR RFND/VANDERLEES	01-000-000-46400	87.50
R0001638		FARM MRKT VNDR RFND/VANDERLEES	01-000-000-24214	4.38
R0001638		FARM MRKT VNDR RFND/VANDERLEES	01-000-000-24215	0.44
R0001641	VALERIE YANG	FARM MRKET VNDR RFND/V YANG	01-000-000-46400	35.00
R0001641		FARM MRKET VNDR RFND/V YANG	01-000-000-24214	1.75
R0001641		FARM MRKET VNDR RFND/V YANG	01-000-000-24215	0.18
R0001642	STURGEON BAY COMMUNITY CHURCH	SHELTR RES FEE RFND/ SB CHURCH	01-000-000-46300	83.00
R0001642		SHELTR RES FEE RFND/ SB CHURCH	01-000-000-24214	4.15
R0001642		SHELTR RES FEE RFND/ SB CHURCH	01-000-000-24215	0.42
R0001643	KAYE CARTER	SHELTER RESERVE RFND/CARTER	01-000-000-46300	55.00
R0001643		SHELTER RESERVE RFND/CARTER	01-000-000-46300	2.75
R0001643		SHELTER RESERVE RFND/CARTER	01-000-000-24215	0.28
R0001644	CHARLOTTE ANDERSON	SHELTER RESERVE RFND/ANDERSON	01-000-000-43600	55.00
R0001644		SHELTER RESERVE RFND/ANDERSON	01-000-000-24214	2.75
R0001644		SHELTER RESERVE RFND/ANDERSON	01-000-000-24215	0.28
R0001645	CARA HELM	LARGE ITEM FEE RFND/C HELM	01-000-000-48120	25.00
TOTAL REVENUE				690.28
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	07/20 ATHLETIC FLD LIGHT PROJ	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				2,055.67
LAW/LEGAL				
03950	DAVIS KUELTHAU	05/20 GENERAL LEGAL MATTERS	01-110-000-55010	1,820.00
TOTAL				1,820.00
TOTAL LAW/LEGAL				1,820.00
CITY CLERK-TREASURER				

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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	CREDIT RETURN 11X13 ENVELOPES	01-115-000-51950	-72.08
TOTAL				-72.08
TOTAL CITY CLERK-TREASURER				-72.08
COMPUTER				
04696	DOOR COUNTY TREASURER	06/20 2 G INTERNET	01-125-000-55550	375.00
04696		06/20 IS INTERNET USAGE	01-125-000-55550	100.00
04696		06/20 TECH SUPPORT	01-125-000-55550	2,500.00
TOTAL				2,975.00
TOTAL COMPUTER				2,975.00
BUILDING/ZONING CODE ENFORCEMT				
DCI	DOOR COUNTY INSPECTIONS, LLC	JUNE PERMITS	01-140-000-55010	3,487.15
SAFEBUILD	SAFE BUILT	PLAN REVIEW 58 N 3RD AVE	01-140-000-55010	340.00
SAFEBUILD		PLAN REVIEW 1437 EGG HRBR RD	01-140-000-55010	255.00
TOTAL				4,082.15
TOTAL BUILDING/ZONING CODE ENFORCEMT				4,082.15
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	06/20 CHAD CELL SVC	01-145-000-58250	24.90
TOTAL				24.90
TOTAL MUNICIPAL SERVICES ADMIN.				24.90
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	06/20 STEVE CELL SVC	01-150-000-58250	31.89
03133		06/20 MIKE CELL SVC	01-150-000-58250	35.95
03133		06/20 CELL SVC	01-150-000-58250	7.56
TOTAL				75.40
TOTAL PUBLIC WORKS ADMINISTRATION				75.40
CITY HALL				
03159	SPECTRUM	06/20 FIRE CABLE SVC	01-160-000-58999	138.04
03159		CREDIT	01-160-000-58999	-139.77
04575	DOOR COUNTY HARDWARE	BATTERY	01-160-000-51400	13.99
04575		BATTERY	01-160-000-51850	15.99
19880	STURGEON BAY UTILITIES	421 MICHIGAN STREET	01-160-000-56150	4,198.80

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		421 MICHIGAN STREET	01-160-000-58650	159.42
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	60.76
TOTAL				4,447.23
TOTAL CITY HALL				4,447.23
INSURANCE				
MCCLONE	MCCLONE AGENCY, INC	08/20 WORK COMP	01-165-000-58750	9,491.00
MCCLONE		08/20 GEN LIAB	01-165-000-56400	3,253.00
MCCLONE		08/20 POLICE LIAB	01-165-000-57150	1,350.00
MCCLONE		08/20 PUBLIC OFFL LIAB	01-165-000-57400	1,235.00
MCCLONE		08/20 AUTO LIAB	01-165-000-55200	2,030.00
MCCLONE		08/20 AUTO PHYS DAMAGE	01-165-000-55200	2,266.00
TOTAL				19,625.00
TOTAL INSURANCE				19,625.00
GENERAL EXPENDITURES				
02130	BAUDHUIN INC	PRELIM ENGINEER-HILLCRST PND	01-199-000-57000	112.00
04696	DOOR COUNTY TREASURER	06/20 CITY HALL PHONE SVC	01-199-000-58200	131.25
04696		06/20 FIRE PHONE SVC	01-199-000-58200	37.65
04696		06/20 MUN SVC PHONE SVC	01-199-000-58200	48.40
04696		06/20 POLICE PHONE SVC	01-199-000-58200	61.18
R0001645	CARA HELM	CONVIENCE FEE REND/C HELM	01-199-000-51520	0.75
TOTAL				391.23
TOTAL GENERAL EXPENDITURES				391.23
POLICE DEPARTMENT				
04150	DEJARDIN CLEANERS LLC	UNIFORM MAINT/BRINKMAN	01-200-000-56800	10.50
19959	SUPERIOR CHEMICAL CORP	SOAPY HANDS HAND WIPES	01-200-000-51950	55.35
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ASSORTED OFFICE SUPPLIES	01-200-000-51950	52.17
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 5 OF 48	01-200-000-55650	205.50
US BANK		COLOR COPY OVERAGE	01-200-000-55650	37.05
TOTAL				360.57
TOTAL POLICE DEPARTMENT				360.57
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT FUEL	01-205-000-51650	106.01
TOTAL PATROL BOAT				106.01
TOTAL PATROL BOAT				106.01

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	07/20 CRADLEPOINT CAMERA SYSTM	01-215-000-58999	62.62
06650	GALLS, AN ARAMARK COMPANY	BOOTS/CRABB	01-215-000-52900	108.45
06650		UNIFORM BOOTS/JOSE	01-215-000-52900	104.70
19880	STURGEON BAY UTILITIES	SUNSET PRK BOAT LAUNCH	01-215-000-56150	10.40
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	9.42
19880		SHORECREST CAMERA	01-215-000-56150	8.24
21450	THE UNIFORM SHOPPE	UNIFORM PANTS/SHIRT-JOSE	01-215-000-52900	78.95
DHWS	DH WIRELESS SOLUTIONS	RADIO ACCESSORIES	01-215-000-57550	508.83
TOTAL				891.61
TOTAL POLICE DEPARTMENT/PATROL				891.61
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	06/20 CONTRACT FEE	01-225-000-57950	105.00
TOTAL				105.00
TOTAL POLICE DEPT. / INVESTIGATIONS				105.00
FIRE DEPARTMENT				
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN STREET	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		SALT SHED	01-250-000-56675	6.22
19880		CITY GARAGE	01-250-000-56675	49.73
19880		GARLAND PARK	01-250-000-56675	6.22
19880		SUNSET CONSN CNTR	01-250-000-56675	49.73
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	6.22
19880		WEST SIDE FIRE STATION	01-250-000-56675	49.73
19880		WEST SIDE FIRE STATION	01-250-000-56150	107.56
19880		WEST SIDE FIRE STATION	01-250-000-58650	98.49
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		NEENAH AVE RESTROOM	01-250-000-56675	31.08
19880		JAYCEES BALLFD STAND	01-250-000-56675	15.54
19880		WEST SIDE BLFLD LGTS	01-250-000-56675	31.08
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		WARNING SIREN	01-250-000-56150	8.24
19880		FIRE TRAINING SITE	01-250-000-56675	6.22
19880		FIRE TRAINING SITE	01-250-000-56150	8.35
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		LOCUST CT	01-250-000-56675	6.22
19880		10 PENNSYLVANNIA ST DOCK	01-250-000-56675	15.54
19880		GREEN BAY RD SIREN	01-250-000-56150	15.78
19880		EAST SIDE DOCK	01-250-000-56675	6.22
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	14.83
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY PRK RAMP	01-250-000-56675	6.22
19880		KENTUCKY ST DOCK	01-250-000-56675	15.54

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
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		56 VACANT LOTS-QRTLY	01-250-000-56675	1,044.96
19880		CLAY BANKS RD SIREN	01-250-000-56150	16.23
TOTAL				2,094.81
TOTAL FIRE DEPARTMENT				2,094.81
COMPOST/SOLID WASTE SITE				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	10.30
TOTAL				10.30
TOTAL COMPOST/SOLID WASTE SITE				10.30
STREET SWEEPING				
04545	DOOR COUNTY COOPERATIVE/NAPA	SUPPLIES	01-330-000-51400	17.42
TOTAL				17.42
TOTAL STREET SWEEPING				17.42
ROADWAYS/STREETS				
04545	DOOR COUNTY COOPERATIVE/NAPA	GRASS SEED	01-400-000-54999	299.00
TOTAL				299.00
TOTAL ROADWAYS/STREETS				299.00
STREET SIGNS AND MARKINGS				
04696	DOOR COUNTY TREASURER	SIGNS	01-420-000-52600	32.03
TOTAL				32.03
TOTAL STREET SIGNS AND MARKINGS				32.03
STREET MACHINERY				
01720	ARING EQUIPMENT COMPANY INC	DIRECTION INDICATOR	01-450-000-53000	26.40
01720		PEDAL	01-450-000-53000	457.30
01720		FILTER	01-450-000-53000	92.04
02835	BROOKS TRACTOR, INC	JOHN DEERE LOADER REPAIRS	01-450-000-53000	865.20
04545	DOOR COUNTY COOPERATIVE/NAPA	HEAD LIGHT ASSEMBLY	01-450-000-53000	240.12
04545		LED LIGHT	01-450-000-53000	139.00
04545		HEAVY DUTY ANTIFREEZE	01-450-000-53000	21.76

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
11545	MAPLE STREET SIGN CO.	GRAPHICS /NEW TRUCK	01-450-000-53000	210.65
13655	MONROE TRUCK EQUIPMENT, INC	TRUCK LOAD COVER & HARDWARE	01-450-000-53000	325.89
13655		SHIPPING	01-450-000-53000	131.26
20725	T R COCHART TIRE CENTER	TIRE CHANGE/DISPOSAL	01-450-000-52850	37.00
20725		FLAT REPAIR	01-450-000-52850	20.00
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	FUEL	01-450-000-52150	15.04
ADVAUTO		MAGNETIC RETRIEVER	01-450-000-52700	10.11
JANDU	JANDU PETROLEUM	FUEL	01-450-000-51650	40.39
JANDU		FUEL	01-450-000-51650	24.98
JANDU		FUEL	01-450-000-51650	25.28
JANDU		FUEL	01-450-000-51650	51.98
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	ADAPTER	01-450-000-53000	19.99
QUALITY	QUALITY TRUCK CARE CENTER INC	FUEL INJETOR HARNESS SVC	01-450-000-53000	17.13
QUALITY		FUEL TANK SENDER	01-450-000-53000	27.15
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	LOCK PIN/MEM DR SIGN	01-450-000-52150	23.88
TOTAL				2,822.55
TOTAL STREET MACHINERY				2,822.55
CITY GARAGE				
06012	FASTENAL COMPANY	1/4" RATCHET	01-460-000-52700	142.75
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	811.61
19880		CITY GARAGE	01-460-000-58650	92.22
AMERWELD	AMERICAN WELDING & GAS, INC	GAS TANK RENTAL	01-460-000-58999	155.13
AMERWELD		MONTHLY TANK RENTAL	01-460-000-58999	157.45
TOTAL				1,367.40
TOTAL CITY GARAGE				1,367.40
CELEBRATION & ENTERTAINMENT				
COVID 19				
11545	MAPLE STREET SIGN CO.	COVID WARNING SIGNS/FARM MKRT	01-480-401-51550	412.35
TOTAL COVID 19				412.35
TOTAL CELEBRATION & ENTERTAINMENT				412.35
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 DULUTH AVE SIGN	01-499-000-58000	8.78
19880		EGG HARBOR RD TRFIC LITE	01-499-000-58000	22.93
19880		N 14TH & EGG HARBOR TRFF LITE	01-499-000-58000	26.82
19880		2 TRF WARNING LGTS	01-499-000-58000	5.50
19880		MADISON AVE WS TRFFC LIGHTS	01-499-000-58000	127.81
19880		342 ORNAMENTAL ST LIGHTS	01-499-000-58000	4,840.15
19880		587 OVERHEAD ST LIGHTS	01-499-000-58000	7,004.42
19880		S LANSING & W WALNUT SIGN	01-499-000-58000	8.30
19880		EAST SIDE DOCK	01-499-000-58000	24.12
19880		OLD HWY RD SIGN	01-499-000-58000	8.24

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL				12,077.07
TOTAL HIGHWAYS - GENERAL				12,077.07
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	06/20 MIKE CELL SVC	01-500-000-58250	35.94
03133		06/20 CELL SVC	01-500-000-58250	7.57
03133		06/20 CELL SVC	01-500-000-58250	24.90
CASE COM	CASE COMMUNICATIONS	20 FARM MARKET ADVERTS	01-500-000-57450	199.00
TOTAL				267.41
TOTAL PARK & RECREATION ADMIN				267.41
PARKS AND PLAYGROUNDS				
02480	BONNIE BROOKE GARDENS LLC	PLANTS	01-510-000-51750	36.25
03025	CAPTAIN COMMDES INC	PORT A POT RENTL/COMPST/DOG PK	01-510-000-58999	180.00
04575	DOOR COUNTY HARDWARE	TAP-DIE SET/HOSE CAP/FASTENERS	01-510-000-52700	54.18
04575		GLUE/CAULKGUN	01-510-000-52100	49.95
04575		LAWN WEEDER	01-510-000-51350	74.95
04575		KNEE PADS	01-510-000-52100	9.99
04575		PAINT	01-510-000-52100	32.99
04575		GARDEN SPRAYER	01-510-000-56250	15.99
04575		METAL HANDLE/STAIN	01-510-000-52100	39.53
04575		PROPANE FUEL/BLEACH	01-510-000-51350	20.76
06012	FASTENAL COMPANY	SHOVELS	01-510-000-52700	110.92
08225	HERLACHE SMALL ENGINE	GAS CAN	01-510-000-54999	23.99
12100	LAMPERT YARDS INC	LUMBER	01-510-000-52550	164.65
12100		LUMBER	01-510-000-52550	350.23
12100		CONCRETE	01-510-000-52550	37.52
19880	STURGEON BAY UTILITIES	MARTIN PARK PAVILLION	01-510-000-56150	60.97
19880		MARTIN PARK RESTROOM	01-510-000-58650	23.05
19880		MEM FLD WARMING HOUSE	01-510-000-56150	81.55
19880		MEM FLD WARMING HOUSE	01-510-000-58650	447.90
19880		GARLAND PARK	01-510-000-56150	9.22
19880		GARLAND PARK	01-510-000-58650	18.52
19880		SUNSET CONSN CNTR	01-510-000-56150	16.12
19880		SUNSET CONSN CNTR	01-510-000-58650	52.16
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	76.61
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	64.35
19880		OTUMBA PARK	01-510-000-56150	6.22
19880		OTUMBA PARK	01-510-000-56150	32.01
19880		OTUMBA PARK	01-510-000-58650	44.98
19880		WEST SIDE WARMING HOUSE	01-510-000-56500	190.50
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	26.08
19880		JAYCEES BALLFD STAND	01-510-000-56150	8.24
19880		JAYCEES BALLFD STAND	01-510-000-58650	11.40
19880		MICHIGAN ST FLAG LIGHT	01-510-000-56150	28.20
19880		MEM FLD PKG LOT	01-510-000-56150	8.24
19880		WEST SIDE BLFLD LGTS	01-510-000-58650	19.65
19880		MEM FLD COMPLEX	01-510-000-56150	276.02

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		GIRLS LITTLE LEAGUE	01-510-000-58650	27.00
19880		OTUMBA PK WLKWAY	01-510-000-56150	11.27
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
19880		FLORIDA ST/SUNSET PRK	01-510-000-56150	14.51
19880		SIGN SHED	01-510-000-56150	13.85
19880		SIGN SHED	01-510-000-58650	18.52
19880		CHERRY BLOSSOM	01-510-000-56150	29.96
19880		CHERRY BLOSSOM	01-510-000-58650	34.11
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	LABOR	01-510-000-53000	256.20
JIM FORD		PARTS	01-510-000-53000	200.00
JIM FORD		SHOP SUPPLIES	01-510-000-53000	12.81
WARNER	WARNER-WEXEL WHOLESALE &	TRASH BAGS	01-510-000-54999	57.95
WARNER		BLEACH	01-510-000-51850	16.79
WARNER		DISINFECTANT	01-510-000-51850	47.20
WARNER		HAND SOAP	01-510-000-51850	90.48
WARNER		NITRILE GLOVES	01-510-000-51850	179.00
TOTAL				3,740.54
TOTAL PARKS AND PLAYGROUNDS				3,740.54
BALLFIELDS				
BALLFIELDS				
04575	DOOR COUNTY HARDWARE	STAR SCREW	01-520-000-56500	9.99
04575		GROUND PLUG/PVC GROUND CONNECT	01-520-000-56500	13.97
04575		TUBE BRAID	01-520-000-56500	89.99
20900	TRUGREEN LIMITED PARTNERSHIP	INSECT CONTRL SPRAY/MEM FLD	01-520-000-56500	259.39
TOTAL BALLFIELDS				373.34
TOTAL BALLFIELDS				373.34
MUNICIPAL DOCKS				
04575	DOOR COUNTY HARDWARE	TENSION CLIP	01-550-000-51850	7.98
04575		CAUTION TAPE/MAGNETIC CLIP	01-550-000-52100	13.97
04575		DOWNSPOUT EXTND/ELBOW/SPNGE	01-550-000-51850	22.84
04575		ASSORTED SUPPLIES	01-550-000-51850	74.54
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	147.60
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	18.28
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	18.52
19880		NEENAH AVE RESTROOM	01-550-000-56150	217.58
19880		NEENAH AVE RESTROOM	01-550-000-58650	604.87
TOTAL				1,126.18
TOTAL MUNICIPAL DOCKS				1,126.18
WATER WEED MANAGEMENT				
03025	CAPTAIN COMMODOES INC	PORT A POT RENTAL/WTR WEEDS	01-560-000-58999	90.00
04545	DOOR COUNTY COOPERATIVE/NAPA	GEAR OIL	01-560-000-51400	9.29
04575	DOOR COUNTY HARDWARE	RIGHT ANGLE BIT EXTND/HARDWARE	01-560-000-51400	52.94

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	SHOP TOWELS & CANISTER	01-560-000-54999	87.38
LAKEPOND	WIS LAKE & POND RESOURCE, LLC	CHEMCL TREAT WTR WEED 29.35 AC	01-560-000-55010	12,753.78
LAKEPOND		MOBILIZATION	01-560-000-55010	650.00
PORT	WEST MARINE PRO	CUSHIONS	01-560-000-51400	31.98
TOTAL				13,675.37
TOTAL WATER WEED MANAGEMENT				13,675.37
WATERFRONT PARKS & WALKWAYS				
04545	DOOR COUNTY COOPERATIVE/NAPA	FERTILIZER	01-570-000-51750	28.26
04575	DOOR COUNTY HARDWARE	PUSH BROOM/STAKES/CUTTER	01-570-000-54999	50.55
04575		MORTAR SEALANT	01-570-000-54999	34.36
04575		ORGANIZER/CASE	01-570-000-54999	13.58
04575		BACKPACK SPRAYER	01-570-000-54999	99.99
08280	HILL BUILDING MAINTENANCE INC	PRK GARAGE WINDOW CLEANING	01-570-000-58999	200.00
19860	STURGEON BAY SAND & GRAVEL	BEACH STONE	01-570-000-51750	33.84
19860		BEACH STONE	01-570-000-51750	56.64
19860		BEACH STONE	01-570-000-51750	57.11
19860		BEACH STONE	01-570-000-51750	56.87
19860		BEACH STONE	01-570-000-51750	47.24
19860		BEACH STONE	01-570-000-51750	53.35
19860		BEACH STONE	01-570-000-51750	55.23
19880	STURGEON BAY UTILITIES	DC MUSEUM WLKWKY	01-570-000-56150	8.89
19880		DC MUSEUM PKG LOT	01-570-000-56150	84.13
19880		JUNIPER ST WALKWAY LITES	01-570-000-56150	47.62
19880		JUNIPER ST PRKING LOT	01-570-000-56150	31.01
19880		MADISON AVE SPRINKLER	01-570-000-58650	15.54
19880		10 PENNSYLVANNIA ST DOCK	01-570-000-58650	12.06
19880		48 KENTUCKY ST WTRFRNT	01-570-000-56150	158.72
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	539.92
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	77.10
19880		KENTUCKY ST CITY PRK RAMP	01-570-000-56150	146.26
19880		KENTUCKY ST DOCK	01-570-000-58650	11.40
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	59.34
TOTAL				1,979.01
TOTAL WATERFRONT PARKS & WALKWAYS				1,979.01
EMPLOYEE BENEFITS				
CORAGGIO	CORAGGIO, LLC	MHT COMP WELLNES PROGRAM	01-600-000-50550	2,250.00
TOTAL				2,250.00
TOTAL EMPLOYEE BENEFITS				2,250.00
TOTAL GENERAL FUND				79,432.47

CAPITAL FUND
CITY HALL

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
EXPENSE				
EXPENSE				
COMM	COMMUNICATIONS ENGINEERING CO	FIRE ALARM PULL STATION REPAIR	10-160-000-59999	408.92
TOTAL EXPENSE				408.92
TOTAL CITY HALL				408.92
GENERAL EXPENDITURES				
FERGUSON	FERGUSON WATERWORKS #1476	MILL & PAVE RINGS	10-199-000-51525	3,847.00
FERGUSON		MILL & PAVE CONCRETE TAPE	10-199-000-51525	432.00
TOTAL				4,279.00
TOTAL GENERAL EXPENDITURES				4,279.00
STORM SEWERS				
EXPENSE				
10750	PREMIER CONCRETE INC	PIPE FILL/MORTAR & CONCRETE	10-300-000-59115	1,412.60
10750		15 JERSEY BARRIERS	10-300-000-59115	750.00
TOTAL EXPENSE				2,162.60
TOTAL STORM SEWERS				2,162.60
WATERFRONT PARKS & WALKWAYS				
02130	BAUDHUIN INC	SUNSET PARK-FIELD WORK	10-570-000-59075	900.00
02130		SUNSET PARK-DESIGN & PERMITS	10-570-000-59075	1,800.00
02130		SUNSET PARK-CONSTRUCT BIDDING	10-570-000-59075	1,000.00
DAWNS	DAWN'S LAWN CARE	MULCH 6YDS @ 35.00	10-570-000-59075	210.00
TOTAL				3,910.00
TOTAL WATERFRONT PARKS & WALKWAYS				3,910.00
COMMUNITY & ECONOMIC DEVLPMT				
VANDEW	VANDEWALLE & ASSOCIATES, INC	COMP PLAN UPDATE SVC 6.19.20	10-900-000-59999	3,647.20
TOTAL				3,647.20
TOTAL COMMUNITY & ECONOMIC DEVLPMT				3,647.20
TOTAL CAPITAL FUND				14,407.72
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM	06/20 CB MUSIC SVC	21-000-000-58999	36.95
TOTAL CABLE TV / GENERAL				36.95

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
TOTAL CABLE TV / GENERAL				36.95
TOTAL CABLE TV				36.95
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	05/20 WTRFRNT DEV AUTH MATTERS	28-340-000-55001	2,002.00
03950		05/20 GRANARY MATTERS	28-340-000-55001	1,170.00
CEDARCO	CEDAR CORPORATION	FESTIVAL WTRFRNT PROJECT	28-340-000-58999	27,489.25
TOTAL TID #4 DISTRICT				30,661.25
TOTAL TID #4 DISTRICT				30,661.25
TOTAL TID #4 DISTRICT				30,661.25
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04603	HALRON LUBRICANTS INC	USED OIL PICKUP FEE 225 GAL	60-000-000-52050	33.75
20725	T R COCHART TIRE CENTER	TIRES CHANGES	60-000-000-52850	120.00
20725		RECAPS & DISPOSAL	60-000-000-52850	544.00
20725		RECAPS & DISPOSAL	60-000-000-52850	793.00
20725		TIRE CHANGES	60-000-000-52850	240.00
ADVAUTO	GENERAL PARTS DISTRIBTION LLC	AIR FILTER	60-000-000-53000	6.36
ADVAUTO		HEADLIGHT	60-000-000-53000	6.36
JX ENT	JX ENTERPRISES, INC.	SOLENOID VALVE	60-000-000-53000	124.99
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	ANTI FREEZE	60-000-000-52050	89.95
TOTAL SOLID WASTE ENTERPRISE FUND				1,958.41
TOTAL SOLID WASTE ENTERPRISE FUND				1,958.41
TOTAL SOLID WASTE ENTERPRISE				1,958.41
TOTAL ALL FUNDS				126,496.80

MANUAL CHECKS

DELTA DENTAL	\$6,040.60
07/01/20	
Check # 87204	
07/20 Dental Insurance	
Various Departmental Accounts	
 EFT GROUP INSURANCE	 \$148,154.22
07/01/20	
Check # 87204	
07/20 Health Insurance	
Various Departmental Accounts	
 AT&T MOBILITY	 \$1,195.22
07/08/20	
Check # 87292	
06/20 Cellphone Statement Charges	
01-215-000-58250	
 TOTAL MANUAL CHECKS	 \$ 155,390.04

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INVOICES DUE ON/BEFORE 07/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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SUMMARY OF FUNDS:

GENERAL FUND
CAPITAL FUND
CABLE TV
TID #4 DISTRICT
SOLID WASTE ENTERPRISE

79,432.47
14,407.72
36.95
30,661.25
1,958.41

234,822.51

TOTAL --- ALL FUNDS

126,496.80

281,886.84

Heba Bacon 7-14-2020
Jan Wilb 7/14/2020

COMMON COUNCIL
July 7, 2020

A meeting of the Common Council was called to order at 7:00 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Hayes, Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Ald. Wiederanders appeared virtually via Zoom.

Gustafson/Williams to adopt agenda moving Item 7g to regular agenda and move the closed session item to the end of the agenda. Carried.

The following people spoke during public comment: Arleigh Porter, Police Chief; Carley Sarkis, 36 South Third Ave; Scott Moore, 947 Pennsylvania St.

Bacon/Williams to approve following bills: General Fund - \$153,834.44, Capital Fund - \$286,017.75, Cable TV - \$6,746.50, TID #3 - \$5,956.90, and Solid Waste Enterprise Fund - \$22,788.05 for a grand total of \$475,343.64. Roll call: All voted aye. Carried.

Bacon/Hayes to approve consent agenda:

- a. Approval of 6/16/20 regular Common Council minutes.
- b. Place the following minutes on file:
 - (1) Finance/Purchasing & Building Committee – 6/9/20
 - (2) Historic Preservation Commission – 6/18/20
- c. Place the following reports on file:
 - (1) Bank Reconciliation – May 2020
 - (2) Revenue & Expense Report – May 2020
 - (3) Fire Department Report – May 2020
- d. Consideration of: Beverage Operator licenses.
- e. Consideration of: Approval of Class “B” Beer license and “Class C” Wine license.
- f. Consideration of: Approval of Temporary Class B Beer and Class B Wine license.
- g. ~~Finance/Purchasing & Building Committee recommendation re: Approve the sale of property to Sturgeon Bay Cold Storage, LLC., Lot 3 of Whitford's first addition located in the Industrial Park, in the amount of \$10,000, consistent with the proposed site plan and the City's Industrial Park sale policy. Moved to regular agenda.~~

Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the sale of property to Sturgeon Bay Cold Storage, LLC., Lot 3 of Whitford's first addition located in the Industrial Park, in the amount of \$10,000, consistent with the proposed site plan and the City's Industrial Park Policy.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Introduced by Williams. Williams/Nault to adopt. Carried.

There were no mayoral appointments.

A presentation and consideration of proceeding to the bidding phase of the West Waterfront Promenade Project was discussed. Thad Majkowski from Cedar Corp, reviewed the 95% review submittal, summarized the phasing and bidding process. Discussion took place regarding the bidder's interest, angular flow of the sidewalks, the Door County Maritime Museum addition and amendment to their PUD, gather the engineer's opinion on work being done in 2020 or all in 2021. Hayes/Reeths to approve proceeding with the bidding phase on the West Waterfront Promenade Project. Carried.

City Administrator VanLieshout summarized the street closure application from Destination Sturgeon Bay for Sturgeon Bay Under the Stars Night Market which would close Third Avenue from Jefferson to Michigan Street from 4 pm – 10 pm for the remaining Saturday's of July and August. Discussion took place regarding tents, lighting, and that Destination Sturgeon Bay will come back to the Council meeting on August 4 with a report on whether the street closure is successful. Gustafson/Bacon to approve. Carried.

City Engineer Shefchik addressed the Council regarding the State/Municipal Agreement – Multimodal Local Supplement (MLS) Program. It was noted that this was for Neenah Avenue project and that the grant application was submitted in December 2019 and in March 2020, the City was awarded a \$200,000 grant for the upcoming S. Neenah Avenue project from East Oak Street to Yew Street. Bacon/Nault to approve acceptance of the MLS Grant Program State/Municipal Agreement and authorize the Engineering Department to properly submit as needed to secure the grant funding. Carried.

Williams/Reeths to read in title only and adopt the second reading of ordinance re: Section 10.36 of the Municipal Code – Smoking Prohibited in Certain Areas; Use of Tobacco Products Prohibited. Carried.

Nault/Gustafson to ratify the resolution re: Major League Fishing Event from July 10 – 15, 2020. Carried.

Reeths/Hayes to ratify the resolution re: Amending the Families First Compliance Policy. Carried.

The City Administrator gave his report.

The Mayor gave his report.

After Mayor Ward announced the statutory basis, Williams/Gustafson to convene in closed session in accordance with the following exemption: Deliberating or negotiating the purchasing of public-properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e) Consideration of: Lease for Sarter Marine Towing Company. Roll call: Carried. The meeting moved to closed session at 7:54 pm and reconvened in open session at 8:04 pm.

Wiederanders/Hayes to approve the lease for Sarter Marine Towing Company. Carried.

Nault/Bacon to adjourn. Roll call: All voted aye. Carried. The meeting adjourned at 8:07 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

**CLOSED SESSION
COMMON COUNCIL
July 7, 2020**

A closed session of the Common Council was convened at 7:56 pm by Mayor Ward. Ald. Bacon, Hayes, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Also present: City Administrator VanLieshout, Community Development Director Olejniczak, City Finance Director Clarizio, and City Clerk Reinhardt.


Discussion took place regarding the lease for Sarter Marine Towing Company.

Williams/Gustafson to reconvene in open session. Carried. The Council reconvened in open session at 8:04 pm.

Respectfully submitted,

Stephanie L. Reinhardt
City Clerk/HR Director

Approved for publication:

By: 
Joshua J. Van Lieshout, City Administrator

Date: 7/15/20

JOINT REVIEW BOARD
Wednesday, June 24, 2020

A meeting of the Joint Review Board was called to order at 10:01 a.m. by City Administrator Josh Van Lieshout in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members present were City Representative Josh Van Lieshout, Sturgeon Bay Schools Representative Teri Hooker, Door County Representative Ken Pabich, NWTC Representative Gina Van Egeren, and Public Member Bill Chaudoir. Ms. Van Egeren and Mr. Chaudoir appeared virtually via Zoom. Also present were Alderperson Helen Bacon, Finance Director/City Treasurer Val Clarizio, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Pabich, seconded by Ms. Hooker to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Presentation of: TID Annual Reports and Performance and Status of each TID-2019 Reporting Year.
4. Adjourn.

Carried.

Presentation of: TID Annual Reports and Performance and Status of each TID-2019 Reporting Year: Ms. Clarizio went through the proformas and reports for each TID district. TID #1 is the Industrial Park. The purpose of TID #1 now is to be a donor district to TID #2. There is no debt left in TID #1.

Mr. Van Lieshout pointed out that the City continues to see some modest increment growth in TID #1.

Mr. Olejniczak added that TID #1 is expected to close in 2026 in conjunction with TID #2 closing, but it might be earlier if growth continues to occur.

Mr. Chaudoir questioned if TID #1 could help other TIF districts that are struggling. Mr. Olejniczak responded that he will look into that. TID #1 has already passed its normal life. There is a chance that it is locked out from any other changes.

Ms. Clarizio continued with TID #2. The tax increment for TID #2 in 2019 is \$1,284,000. It was amended in 2011 and given the distressed status, which allows it to stay open for up to an additional 10 years. According to the proforma, it is estimated that it will take about 5 additional years for TID #2 to recover its costs as it is expected to close in 2026.

Mr. Olejniczak stated there is no additional construction increment shown for the future in the proforma. If there happened to be more development the district could close much sooner.

Mr. Pabich requested that Ms. Clarizio go through the worksheet in order for the Board to understand the values. It is not clear where the total debt is and how it is getting paid off. He would like to see an additional column in the proforma that includes the total remaining debt. Ms. Clarizio will talk with Baird to have them add the extra column in the future.

Mr. Van Lieshout stated that in 2019 there was approximately \$16.6 million in outstanding debt for TID #2.

Next, Ms. Clarizio went over TID #3. There are no more improvements planned for TID #3. The tax increment for 2019 was \$45,198.00.

Ms. Clarizio stated that there were originally 17 lots created and only two remain to be built on, which according to Mr. Olejniczak have been sold.

Ms. Clarizio went through the last TID. TID #4 was created in 2013 and has a maximum life of 27 years. For the most part the current proforma was created based upon the West Waterfront Ad Hoc Committee recommendations. The proforma has a projected \$1,986,000 shortfall in the year of closure.

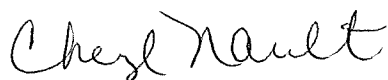
Mr. Van Lieshout stated that any shortfalls in principal and interest payments come out of the general debt levy. The City has been actively pursuing a number of developers. Getting developers to commit without assistance from the City is almost impossible.

Mr. Olejniczak explained that there is a chance of getting more grant revenue and donations that could help pay for things that otherwise the TIF district would have to pay for. The City also looked at expanding the district to pick up other property that could be developed.

No action was needed. It is required that the reports be presented to the Board and filed with the State.

Adjourn: Moved by Mr. Pabich, seconded by Ms. Hooker to adjourn. Carried. The meeting adjourned at 10:30 a.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

PARKING & TRAFFIC COMMITTEE**June 29, 2020**

A meeting of the Parking & Traffic Committee was called to order at 4:30 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths, Gary Nault and Spencer Gustafson were present. Also present: Municipal Services Director Mike Barker, Community Development Director Marty Olejniczak, Planning/Zoning Administrator Chris Sullivan-Robinson and Municipal Services Assistant Colleen DeGrave.

Moved by Ald. Nault, seconded by Ald. Gustafson to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from 5/26/2020.
4. Public comment.
5. Consideration of: Request for Payment in Lieu of Providing Parking – Cherryland Properties, Inc.
6. Adjourn.

All in favor. Carried.

Moved by Ald. Gustafson, seconded by Ald. Nault, to approve the minutes from 5/26/2020. Carried.

Public comment.

Jeff Jahnke, 145 S. Neenah Ave. spoke during public comment.

Consideration of: Request for Payment in Lieu of Providing Parking – Cherryland Properties, Inc.

Chris Sullivan-Robinson stated Mr. Jahnke is planning a redevelopment of the property at 145 S. Neenah Ave. into an office space and two apartments. Mr. Jahnke will provide four parking spaces for the two apartments; however, he is requesting to make a payment to the City in lieu of providing three parking spaces for the office space. Discussion took place on the use of the office, whether it is a part-time or fulltime use, whether it was a seasonal business and the cost of creating parking spaces in those locations. Mr. Jahnke stated he would need three spaces. Mr. Olejniczak explained a payment in lieu of parking has been around for twenty years, and the purpose is to help the City cover their cost. Mr. Jahnke gave a presentation explaining that the project would improve the neighborhood and increase the taxes base to the City. For this reason, and the reasons stated by staff, a reduced price is requested.

Moved by Ald. Gustafson, seconded by Ald. Nault to set the price per parking space at \$100, for a total of \$300.

Discussion took place.

Moved by Ald. Nault, seconded by Ald. Gustafson to set the price per parking space at \$100, for a total of \$300, on the condition that in the future, if the needs of the office space change, the request for payment in lieu of parking would be brought back to the Parking & Traffic Committee.

More discussion took place. Mr. Olejniczak said that it could come back to the Parking & Traffic Committee in the future. Ald. Nault withdrew his motion. Ald. Gustafson withdrew his second.

A vote was taken on the original motion. All in favor. Carried.

Meeting adjourned at 5:07 p.m.

Respectfully Submitted,



Colleen DeGrave
Municipal Services Assistant

FINANCE/PURCHASING & BUILDING COMMITTEE
June 30, 2020

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:01 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: Mayor Ward, Alderperson Gustafson, City Administrator Van Lieshout, Community Development Director Olejniczak, Intern Behme 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: Sale of Lot in Industrial Park to Sturgeon Bay Cold Storage, LLC
5. Convene in closed session in accordance with the following exemptions:

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)

- a. Consideration of: Letter of Intent to Purchase West Waterfront Property.
- b. Consideration of: Property Acquisition.

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

6. Review bills.
7. Adjourn.

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

Consideration of: Sale of Lot in Industrial Park to Sturgeon Bay Cold Storage, LLC.

Community Development Director Olejniczak explained that Sturgeon Bay Cold Storage, LLC is requesting to purchase 1.01 acres, Lot 3 of Whitford's First Addition, located in the Industrial Park in the amount of \$10,000 after investment credits. The purchase is in accordance with the Industrial Park Development Policies. Sturgeon Bay Cold Storage, LLC has expansion plans to construct a 12,000sq ft. addition anticipated to begin in early July with completion by September.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the sale of property to Sturgeon Bay Cold Storage, LLC, Lot 3 of Whitford's first addition located in the Industrial park, in the amount of \$10,000, consistent with the proposed site plan and the City's Industrial Park sale policy. Carried.

After Alderperson Bacon announced the statutory basis, it was moved by Alderperson Bacon, seconded by Alderperson Williams to convene in closed session. Roll call: Alderpersons Bacon, Wiederanders and Williams voted aye. Carried. The meeting moved into closed session at 4:08 pm. The meeting reconvened at 4:35pm.

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 Bacon, seconded by Alderperson Williams to adjourn. Carried. The meeting 4:40pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tricia Metzger", with a stylized flourish at the end.

Tricia Metzger

CABLE COMMUNICATION SYSTEM ADVISORY COUNCIL**July 2, 2020**

The Cable Communication System Advisory Council was called to order at 4:00 p.m. by Chairperson Williams in the Council Chambers, City Hall. Roll call: Ald. Williams, Ald. Gustafson, Mr. Loss, Mr. Tjernagel, Mr. Goodwin and Ms. Weber were present. Also present: Jason Mann of Mann Communications and Josh VanLieshout, City Administrator.

Moved by Mr. Loss, seconded by Ms. Weber to adopt the following agenda:

1. Roll call
2. Adoption of agenda
3. Consideration of: Mann Communication Contract
4. Adjourn.

Carried.

Mann Communication Contract

A revised contract was handed out at the meeting. The contract term is January 1, 2021 thru December 31, 2023; with the option to extend. Compensation of services were outlined, any services beyond the fixed fee would be adjusted to add a \$30/hour rate.

Moved by Mr. Loss, seconded by Ald. Gustafson to recommend to the Community Protection and Services Committee to approve the Personal Service Contract with Mann Communication, LLC for Cable TV services for the term commencing on January 1, 2021 and ending December 31, 2023 as presented. All ayes. Carried.

Moved by Ms. Weber seconded by Mr. Loss to adjourn. Carried. The meeting adjourned at 4:13 p.m.

Respectfully submitted,



Sarah Spude-Olson
Office Manager
Sturgeon Bay Police Department

Industrial Park Development Review Team
Wednesday, July 8, 2020

A meeting of the Industrial Park Development Review Team was called to order at 12:00 noon by Chairperson David Hayes in the Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members David Hayes, Sandy Hurley, and William Murrock were present. Also present were Alternate DCEDC Executive Director Steve Jenkins, A.C.E. Building Service representative Chris Herzog, Dan Schwarz, owner of Sturgeon Bay Cold Storage, Planner/Zoning Administrator Chris Sullivan-Robinson, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

Adoption of Agenda: Moved by Mr. Murrock, seconded by Ms. Hurley to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Addition for Dan's Fish, Inc., 152 Jib Street.
4. Consideration of: Industrial Park property maintenance.
4. Adjourn.

Carried.

Consideration of: Addition for Dan's Fish, Inc., 152 Jib Street: Mr. Schwarz mentioned that the property will be in the name of Sturgeon Bay Cold Storage and not Dan's Fish.

Mr. Sullivan-Robinson stated that the proposal is for a 12,000 square-foot addition that requires purchase of the adjacent City-owned property. There are no zoning issues with the addition. An additional landscape plan needs to be submitted, as well as a lighting plan. Ten percent of the lot is required to be landscaped. The stormwater management plan requires final approval of the City Engineer. The existing gravel also needs to be turned into asphalt.

Mr. Herzog presented the plans for the addition. The fire lane will be located completely around the facility. The construction type will be a pre-engineered Butler metal building, with prefinished metal wall panels, gable trim, gutter, and downspouts. The addition will be a single slope structure sloping downward to the south. The downspouts will be plumbed underground and roof stormwater will be directed to a proposed stormwater management area on the west side of the addition. There are two loading docks located at the SE corner of the building that are kept away from traffic. The building frame is structurally enhanced for snow load where the addition abuts the existing building. Windows will be incorporated on the west and north sides of the addition to bring natural light into the production area. An architectural metal accent panel will be installed in a horizontal direction perpendicular to the building wall panel to identify the office area.

Mr. Herzog added that he will submit the lighting, signage, and landscape plan in the future.

After further discussion, it was moved by Mr. Hayes, seconded by Mr. Murrock to approve the addition for Sturgeon Bay Cold Storage, subject to the landscape plan and exterior lighting plan be submitted before October, 2020. All ayes. Carried.

Consideration of: Industrial Park property maintenance: Ms. Hurley had suggested that it may be a good idea to address Industrial Park maintenance and housekeeping as an agenda item. There were several properties that she noted that should be addressed such as:

- The vacant property on the corner of Neenah Avenue and E. Yew Street has weeds and several sections of fallen down fencing. Mr. Olejniczak responded that he had spoken with the facility manager at Hatco, who had recently purchased the property. They will be cleaning up the property. They are not required to keep it up as a lawn, but Ms. Hurley would like to see the setback cleaned up.
- Door County Scrap had previously been instructed to paint their fence and clean up the weeds. Ms. Hurley stated that the fence has not yet been painted. Mr. Jenkins will follow up with a phone

call or letter.

- There are several businesses in which their project was approved with the condition of planting trees, but were never planted (i.e. TTX). Also, Viking Electric and Warner Wexel have no trees planted. A letter should be sent to those businesses asking that after reviewing their landscape plan, why no trees were planted.
- A few places have several excess items that have been stored outside on their properties that are not allowed (i.e. Dan's Fish).

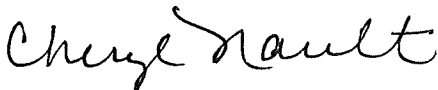
Mr. Sullivan-Robinson will find out the schedule for the paving and landscaping for TTX.

It was also mentioned that a list of items to be approved without committee approval should be put together, as well as a clarification or definition of what minor improvements are.

A copy of the Industrial Park code is to be sent to the members of the Committee.

Adjourn. Moved by Ms. Hurley, seconded Mr. Murrock to adjourn. Carried. Meeting adjourned at 12:49 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cheryl Nault".

Cheryl Nault
Community Development Secretary



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 June, 2020

Date: July 8, 2020

The following is a summary of the Police Department's activities for the month of June 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 48 crimes.

These crimes can be broken down and classified as follows.

Battery.....	01
Child Abuse / Neglect.....	04
Disorderly Conduct.....	10
Possess Controlled Substance.....	02
Fraud / Forgery.....	07
Domestic Abuse.....	05
Theft.....	03
Criminal Damage to Property.....	04
Threats to Injure.....	04
ICAC.....	02
Bail Jumping.....	02
Custodial Interference.....	01
Resist / Obstruct Officer.....	01
Violate Court Order.....	01
Sexual Assault of Child.....	01
TOTAL	48

The above crimes resulted in the loss of \$9 to the community, of which \$9 has been recovered.

Arrests

The Department completed a total of 88 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.....	02
Sexual Assault of Child.....	01
TOTAL	03

B. Misdemeanor Crime Arrests

Disorderly Conduct.....	08
Theft.....	01
Possess Controlled Substance	01
Battery.....	03
Obstruct Officer.....	01
Criminal Damage to Property.....	02
Bail Jumping.....	01
TOTAL	17

Wisconsin Probation & Parole Arrests / Warrant Arrests.....	06
TOTAL	06

C. Ordinance Violation Arrests

Disorderly Conduct	04
Disorderly Conduct w/ Vehicle	04
Animal Running at Large	01
Resist / Obstruct Officer	01
Retail Theft.....	01
Trespass to Land.....	01
Property Maintenance Violations	04
Boating Violations.....	03
TOTAL	19

D. Traffic Crime Arrests

Operate Motor Vehicle while Revoked	02
TOTAL	02

E. Traffic Violation Arrests

Operate Motor Vehicle w/o Insurance.....	01
Operate Motor Vehicle while Intoxicated.....	05
Operate Motor Vehicle while Suspended/Revoked.....	06
Speeding.....	12
No Valid Driver's License.....	02
Miscellaneous Violations.....	15
TOTAL	41

In addition to the preceding arrests, the Department conducted a total of 129 traffic stops during the month and logged 45 violations for various motor vehicle defects and local ordinances and issued 40 written warnings for those violations. A total of 05 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.....	04
C.	Motor Vehicle Accidents Involving Property Damage (greater than \$1,000.00)	14
D.	Motor Vehicle Accidents Involving Property Damage (less than \$1,000.00)	00
		TOTAL 18

Police Service Calls

Department members handled 507 service calls during the month. These calls consist of both citizen requests for police service as described below (435), crimes investigated (48), traffic accidents investigated (18), and Wisconsin Probation and Parole Assists (06).

A.	Traffic and Road Incidents.....	102
----	---------------------------------	-----

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.....	11
----	-----------------------	----

These complaints involve private parties, licensed liquor establishments, and parties in public places.

C.	Sick and Injured Persons.....	05
----	-------------------------------	----

Assistance rendered to the Ambulance Service and sick or injured persons.

D.	Alarms.....	27
----	-------------	----

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.....	36
----	-----------------------------------	----

Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.

F.	Civil Disputes.....	04
----	---------------------	----

Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.

G. Escorts.....	09
Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.	
H. Citizen Assist	59
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.....	12
Includes assistance to other law enforcement and government agencies.	
J. Suspicious Person / Vehicle / Circumstance	22
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.....	02
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 Problems	11
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	108
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 Checks	27
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 435

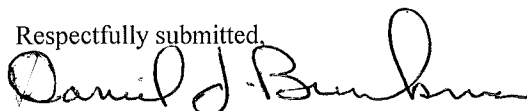
Department Training

One officer completed Emergency Vehicle Operations certification satisfying the state requirement.

Public Engagement

Captain Brinkman provided an education opportunity to the people at Turning Point discussing a wide range of law enforcement topics and issues.

Respectfully submitted,



Captain Daniel J. Brinkman

CITY OF STURGEON BAY
INSPECTION DEPARTMENT

June 30, 2020

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

June-20	YEAR TO DATE		June-20	YEAR TO DATE
0	1	ONE FAMILY DWELLINGS	-----	180,900
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	1	RESIDENTIAL ADDITIONS	63,298	63,298
7	25	RESIDENTIAL ALTERATIONS	37,000	373,495
1	6	RESIDENTIAL GARAGES/CARPORTS	16,500	151,500
0	0	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-----	-----
3	5	RESIDENTIAL STORAGE BUILDINGS	9,395	16,545
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	3	NEW COMMERCIAL BUILDINGS	-----	698,445
0	1	NON-RESIDENTIAL ADDITIONS	-----	4,040,000
4	26	NON-RESIDENTIAL ALTERATIONS	165,500	1,065,732
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
16	73	TOTAL ESTIMATED COST OF CONSTRUCTION	\$291,693	\$6,918,215
June-20	YEAR TO DATE	TOTAL PERMITS ISSUED	June-20	YEAR TO DATE
16	73	BUILDING PERMITS	1,399	12,164
9	69	ELECTRICAL PERMITS	686	7,149
6	41	PLUMBING PERMITS	469	3,909
2	29	HEATING PERMITS	225	4,680
8	87	SIGN PERMITS	300	2,740
3	7	MISCELLANEOUS PERMITS	75	175
0	0	SUMP PUMP PERMITS	-----	-----
0	1	REINSPECTION FEE	-----	40
0	1	EARLY STARTS	-----	100
1	6	EROSION CONTROL	75	650
0	0	STATE PLAN APPROVALS	-----	-----
0	3	PARK & PLAYGROUND PAYMENTS	-----	900
0	5	WISCONSIN PERMIT SEALS	-----	175
1	3	ZONING BOARD OF APPEALS APPLICATIONS	300	900
0	0	ZONING CHANGES/P.U.D. APPLICATIONS	-----	-----
0	1	PLAN COMMISSION - CONDITIONAL USES	-----	300
0	1	CERTIFIED SURVEY MAP REVIEWS	-----	30
0	0	SUBDIVISION PLATTING REVIEW	-----	-----
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	1	CHANGE OF USE	-----	277
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
0	10	COMMERCIAL OCCUPANCY FEES	-----	900
0	0	PIER PERMIT	-----	-----
0	0	DEMOLITION	-----	-----
3	14	PLAN REVIEW FEE	1,350	4,790
		ADMIN FEE	137	1,548
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$5,016.00	\$41,427.00

Cheryl Nault
Building Inspection Dept.

JUNE 2020 BANK RECONCILIATIONCHECKING ACCOUNTSINVESTMENT ACCOUNTS

GENERAL FUND		SNAP		GENERAL/CAPITAL FUND	
NICOLET		NICOLET		INVESTMENTS	
PRIOR G/L BALANCE	4,841,053.38		8,883.46		1,495,580.25
REVENUE	627,268.88		45.00		2,232.86
DISBURSEMENTS	1,292,839.86		0.00		1,841.91
AMOUNT IN TRANSIT	2,045.00		0.00		0.00
ADJUSTMENTS	115,342.90		0.00		0.00
ENDING BALANCE	4,288,780.30		8,928.46		1,495,971.20

BANK BALANCE	4,327,534.31	8,928.46	1,495,971.23
LESS OUTS, CHECKS	38,754.01	0.00	0.00
	4,288,780.30	8,928.46	1,495,971.23

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	3,532,613.01		20,132.19		10,244.13		6,318.36		118,361.41		905,938.72		23,073.62
REVENUE	2,258.04		0.18		1.21		0.74		13.94		106.66		2.72
DISBURSEMENTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00
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	3,534,871.05		20,132.37		10,245.34		6,319.10		118,375.35		906,045.38		23,076.34

BANK BALANCE	3,534,871.05	20,132.37	10,245.34	6,319.10	118,375.35	906,045.38	23,076.34
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TIF #1 DEBT		TIF #2		TIF #2 DEBT 98A&B		TIF #2 AMENDED AREA		TIF #2 AMENDED AREA		TIF #4 DEBT SVC		TIF #4 CONSTRUCTION	
STATE - #11		STATE - #3		STATE - #10		CONST. - STATE - #06		CAP. INT. - STATE - #7		STATE - #12		STATE - #01	
PRIOR G/L BALANCE	943,294.71		15,485.26		3,188,990.94		56,648.99		12,030.51		38,501.69		869,020.81
REVENUE	111.06		1.82		375.47		6.67		1.42		4.53		102.32
DISBURSEMENTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00
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	943,405.77		15,487.08		3,189,366.41		56,655.66		12,031.93		38,506.22		869,123.13

BANK BALANCE	943,405.77	15,487.08	3,189,366.41	56,655.66	12,031.93	38,506.22	869,123.13
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7/13/2020

07/13/2020
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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 1
F-YR: 20

FOR FUND: GENERAL FUND
FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE		% VARI-ANCE	FISCAL YEAR-TO-DATE		ANNUAL BUDGET	FISCAL YEAR-TO-DATE		% VARI-ANCE
	BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL	
REVENUES	12,387,430.00	111,765.62	(99.0)	12,387,430.00	12,387,430.00		6,120,677.69	(50.5)	
GENERAL FUND	12,387,430.00	111,765.62	(99.0)	12,387,430.00	12,387,430.00		6,120,677.69	(50.5)	
TOTAL REVENUES	12,387,430.00	111,765.62	(99.0)	12,387,430.00	12,387,430.00		6,120,677.69	(50.5)	
EXPENSES									
GENERAL FUND	1,453,455.00	1,365.39	99.9	1,453,455.00	1,453,455.00		606,213.53	58.2	
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00		5,535.12	57.0	
CITY COUNCIL	62,160.00	4,521.30	92.7	62,160.00	62,160.00		30,789.66	50.4	
LAW/LEGAL	86,000.00	7,882.50	90.8	86,000.00	86,000.00		28,072.00	67.3	
CITY CLERK-TREASURER	473,290.00	32,832.91	93.0	473,290.00	473,290.00		211,921.43	55.2	
ADMINISTRATION	188,675.00	11,000.35	94.1	188,675.00	188,675.00		70,785.74	62.4	
COMPUTER	111,750.00	4,729.37	95.7	111,750.00	111,750.00		50,895.96	54.4	
CITY ASSESSOR	107,480.00	26,205.83	75.6	107,480.00	107,480.00		173,895.08	(61.7)	
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00		0.00	100.0	
BUILDING/ZONING CODE ENFORCEM	101,565.00	9,304.62	90.8	101,565.00	101,565.00		34,644.97	65.8	
MUNICIPAL SERVICES ADMIN.	242,170.00	17,527.28	92.7	242,170.00	242,170.00		109,137.83	54.9	
PUBLIC WORKS ADMINISTRATION	243,230.00	17,301.07	92.8	243,230.00	243,230.00		108,294.32	55.4	
ELECTIONS DEPARTMENT	27,505.00	329.42	98.8	27,505.00	27,505.00		14,381.11	47.7	
CITY HALL	153,670.00	4,807.52	96.8	153,670.00	153,670.00		50,172.90	67.3	
INSURANCE	261,705.00	19,625.00	92.5	261,705.00	261,705.00		166,760.88	36.2	
GENERAL EXPENDITURES	840,050.00	806.49	99.9	840,050.00	840,050.00		36,832.19	95.6	
POLICE DEPARTMENT	508,815.00	35,641.50	92.9	508,815.00	508,815.00		212,156.95	58.3	
PATROL BOAT	15,315.00	760.57	95.0	15,315.00	15,315.00		6,180.56	59.6	
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00		0.00	0.0	
POLICE DEPARTMENT/PATROL	2,198,620.00	152,367.27	93.0	2,198,620.00	2,198,620.00		927,876.15	57.7	
POLICE DEPT. / INVESTIGATIONS	311,405.00	20,282.87	93.4	311,405.00	311,405.00		147,302.09	52.6	
FIRE DEPARTMENT	2,097,945.00	160,207.83	92.3	2,097,945.00	2,097,945.00		990,425.13	52.7	
STORM SEWERS	33,600.00	6,437.38	80.8	33,600.00	33,600.00		18,222.56	45.7	
SOLID WASTE MGMT/SPRING/FALL	53,820.00	1,364.42	97.4	53,820.00	53,820.00		10,946.82	79.6	
COMPOST/SOLID WASTE SITE	52,110.00	0.00	100.0	52,110.00	52,110.00		3,699.86	92.8	
STREET SWEEPING	36,350.00	4,518.78	87.5	36,350.00	36,350.00		15,625.66	57.0	
WEED ABATEMENT	4,005.00	286.43	92.8	4,005.00	4,005.00		286.43	92.8	
ROADWAYS/STREETS	191,515.00	39,895.39	79.1	191,515.00	191,515.00		136,058.84	28.9	
SNOW REMOVAL	223,500.00	1,467.41	99.3	223,500.00	223,500.00		104,598.81	53.1	
STREET SIGNS AND MARKINGS	64,850.00	(382.23)	100.5	64,850.00	64,850.00		15,299.45	76.4	
CURB/GUTTER/SIDEWALK	19,950.00	524.62	97.3	19,950.00	19,950.00		1,531.05	92.3	
STREET MACHINERY	199,640.00	11,602.27	94.1	199,640.00	199,640.00		77,265.64	61.2	
CITY GARAGE	58,935.00	1,833.87	96.8	58,935.00	58,935.00		23,184.07	58.4	
CELEBRATION & ENTERTAINMENT	55,780.00	897.69	98.3	55,780.00	55,780.00		19,152.82	60.6	
HIGHWAYS - GENERAL	506,805.00	22,104.81	95.6	506,805.00	506,805.00		199,290.07	66.8	
PARK & RECREATION ADMIN	108,375.00	1,421.36	98.6	108,375.00	108,375.00		35,903.86	62.8	
PARKS AND PLAYGROUNDS	509,615.00	44,200.36	91.3	509,615.00	509,615.00		189,126.02	94.1	
BALLFIELDS	28,715.00	761.78	97.3	28,715.00	28,715.00		1,694.03	94.1	

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CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
EXPENSES							
ICE RINKS	12,130.00	0.00	100.0	12,130.00	12,130.00	66.84	99.4
BEACHES	3,825.00	73.03	98.0	3,825.00	3,825.00	1,307.22	65.8
MUNICIPAL DOCKS	47,270.00	1,685.78	96.4	47,270.00	47,270.00	8,660.00	81.6
WATER WEED MANAGEMENT	87,240.00	2,005.94	97.7	87,240.00	87,240.00	6,282.54	92.7
WATERFRONT PARKS & WALKWAYS	71,380.00	8,513.74	88.0	71,380.00	71,380.00	30,312.74	57.5
EMPLOYEE BENEFITS	43,450.00	5,537.67	87.2	43,450.00	43,450.00	16,611.64	61.7
PUBLIC FACILITIES	83,375.00	0.00	100.0	83,375.00	83,375.00	49,172.25	41.0
BOARDS AND COMMISSIONS	970.00	0.00	100.0	970.00	970.00	53.85	94.4
COMMUNITY & ECONOMIC DEVLPMT	391,015.00	22,834.82	94.1	391,015.00	391,015.00	180,728.90	53.7
TOTAL EXPENSES	12,387,430.00	705,999.43	94.3	12,387,430.00	12,387,430.00	5,127,355.57	58.6
TOTAL FUND REVENUES	12,387,430.00	111,765.62	(99.0)	12,387,430.00	12,387,430.00	6,120,677.69	(50.5)
TOTAL FUND EXPENSES	12,387,430.00	705,999.43	94.3	12,387,430.00	12,387,430.00	5,127,355.57	58.6
SURPLUS (DEFICIT)	0.00	(594,233.81)	100.0	0.00	0.00	993,322.12	100.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES	5,335,615.00	4,046.68	(99.9)	5,335,615.00	5,335,615.00	590,088.94	(88.9)
PATROL	5,335,615.00	4,046.68	(99.9)	5,335,615.00	5,335,615.00	590,088.94	(88.9)
TOTAL REVENUES	5,335,615.00	4,046.68	(99.9)	5,335,615.00	5,335,615.00	590,088.94	(88.9)
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	400.00	98.4	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	514.05	99.9	719,497.00	719,497.00	2,704.97	99.6
GENERAL EXPENDITURES	15,000.00	21,070.44	(40.4)	15,000.00	15,000.00	25,960.09	(73.0)
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL BOAT	1,033.33	0.00	100.0	6,199.98	12,400.00	12,306.51	0.7
PATROL	133,640.00	310.00	99.7	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	98,581.50	26.9	135,000.00	135,000.00	98,874.00	26.7
SOLID WASTE MGMT/REFUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SOLID WASTE MGMT/SPRING/FALL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ROADWAYS/STREETS	2,168,503.00	5,214.43	99.7	2,168,503.00	2,168,503.00	188,634.38	91.3
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	135,954.40	32.0	200,000.00	200,000.00	135,954.40	32.0
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PARKS AND PLAYGROUNDS	1,161,000.00	3,723.55	99.6	1,161,000.00	1,161,000.00	29,311.41	97.4
BALLFIELDS	310,500.00	0.00	100.0	310,500.00	310,500.00	0.00	100.0
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	1,538.09	98.5	105,000.00	105,000.00	5,476.52	94.7
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 DEVLPMT	26,000.00	0.00	100.0	26,000.00	26,000.00	38,336.65	(47.4)
TOTAL EXPENSES	5,308,748.33	267,306.46	94.9	5,313,914.98	5,320,115.00	816,891.18	84.6
TOTAL FUND REVENUES	5,335,615.00	4,046.68	(99.9)	5,335,615.00	5,335,615.00	590,088.94	(88.9)
TOTAL FUND EXPENSES	5,308,748.33	267,306.46	94.9	5,313,914.98	5,320,115.00	816,891.18	84.6
SURPLUS (DEFICIT)	26,866.67	(263,259.78)	(1079.8)	21,700.02	15,500.00	(226,802.24)	(1563.2)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
CABLE TV / GENERAL	153,000.00	0.00	100.0	153,000.00	153,000.00	73,191.07	(52.1)
TOTAL REVENUES	153,000.00	0.00	100.0	153,000.00	153,000.00	73,191.07	(52.1)
EXPENSES							
CABLE TV / GENERAL	109,725.00	8,199.11	92.5	109,725.00	109,725.00	38,025.19	65.3
TOTAL EXPENSES	109,725.00	8,199.11	92.5	109,725.00	109,725.00	38,025.19	65.3
TOTAL FUND REVENUES	153,000.00	0.00	100.0	153,000.00	153,000.00	73,191.07	(52.1)
TOTAL FUND EXPENSES	109,725.00	8,199.11	92.5	109,725.00	109,725.00	38,025.19	65.3
SURPLUS (DEFICIT)	43,275.00	(8,199.11)	(118.9)	43,275.00	43,275.00	35,165.88	(18.7)

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE		%	FISCAL		ANNUAL	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET		YEAR-TO-DATE	ACTUAL	
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 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	⁸ VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	⁸ VARI- ANCE
REVENUES							
TID DISTRICT #2	2,246,450.09	385.38	(99.9)	2,246,450.09	2,246,450.09	997,787.43	(55.5)
TOTAL REVENUES	2,246,450.09	385.38	(99.9)	2,246,450.09	2,246,450.09	997,787.43	(55.5)
EXPENSES							
TID DISTRICT #2	1,508,190.30	0.00	100.0	1,508,190.30	1,508,190.30	220,870.10	85.3
TOTAL EXPENSES	1,508,190.30	0.00	100.0	1,508,190.30	1,508,190.30	220,870.10	85.3
TOTAL FUND REVENUES	2,246,450.09	385.38	(99.9)	2,246,450.09	2,246,450.09	997,787.43	(55.5)
TOTAL FUND EXPENSES	1,508,190.30	0.00	100.0	1,508,190.30	1,508,190.30	220,870.10	85.3
SURPLUS (DEFICIT)	738,259.79	385.38	(99.9)	738,259.79	738,259.79	776,917.33	5.2

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #1 DISTRICT	880,103.28	111.06	(99.9)	880,103.28	880,103.28	591,713.65	(32.7)
TOTAL REVENUES	880,103.28	111.06	(99.9)	880,103.28	880,103.28	591,713.65	(32.7)
EXPENSES							
TID #1 DISTRICT	816,778.28	0.00	100.0	816,778.28	816,778.28	0.00	100.0
TOTAL EXPENSES	816,778.28	0.00	100.0	816,778.28	816,778.28	0.00	100.0
TOTAL FUND REVENUES	880,103.28	111.06	(99.9)	880,103.28	880,103.28	591,713.65	(32.7)
TOTAL FUND EXPENSES	816,778.28	0.00	100.0	816,778.28	816,778.28	0.00	100.0
SURPLUS (DEFICIT)	63,325.00	111.06	(99.8)	63,325.00	63,325.00	591,713.65	834.4

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
TID #3 DISTRICT	70,299.22	109.38	(99.8)	70,299.22	70,299.22	37,755.82	(46.2)
TOTAL REVENUES	70,299.22	109.38	(99.8)	70,299.22	70,299.22	37,755.82	(46.2)
EXPENSES							
TID #3 DISTRICT	130,172.87	0.00	100.0	130,172.87	130,172.87	24,056.25	81.5
TOTAL EXPENSES	130,172.87	0.00	100.0	130,172.87	130,172.87	24,056.25	81.5
TOTAL FUND REVENUES	70,299.22	109.38	(99.8)	70,299.22	70,299.22	37,755.82	(46.2)
TOTAL FUND EXPENSES	130,172.87	0.00	100.0	130,172.87	130,172.87	24,056.25	81.5
SURPLUS (DEFICIT)	(59,873.65)	109.38	(100.1)	(59,873.65)	(59,873.65)	13,699.57	(122.8)

CITY OF STURGEON BAY
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE		% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET		ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL		% VARI- ANCE
	BUDGET	ACTUAL		BUDGET	BUDGET		ACTUAL	ACTUAL	
REVENUES									
TID #4 DISTRICT	3,812,507.04	50,706.85	(98.6)	3,812,507.04		3,812,507.04	3,615,454.82		(5.1)
TOTAL REVENUES	3,812,507.04	50,706.85	(98.6)	3,812,507.04		3,812,507.04	3,615,454.82		(5.1)
EXPENSES									
TID #4 DISTRICT	0.00	0.00	0.0	0.00		0.00	0.00		0.0
TID #4 DISTRICT	6,035,578.23	19,138.28	99.6	6,035,578.23		6,035,578.23	3,669,920.63		39.1
TOTAL EXPENSES	6,035,578.23	19,138.28	99.6	6,035,578.23		6,035,578.23	3,669,920.63		39.1
TOTAL FUND REVENUES	3,812,507.04	50,706.85	(98.6)	3,812,507.04		3,812,507.04	3,615,454.82		(5.1)
TOTAL FUND EXPENSES	6,035,578.23	19,138.28	99.6	6,035,578.23		6,035,578.23	3,669,920.63		39.1
SURPLUS (DEFICIT)	(2,223,071.19)	31,568.57	(101.4)	(2,223,071.19)		(2,223,071.19)	(54,465.81)		(97.5)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES						
REVOLVING LOAN FUND (STATE)	14,785.00	1.21	(99.9)	14,785.00	14,785.00	6,920.37 (53.1)
TOTAL REVENUES	14,785.00	1.21	(99.9)	14,785.00	14,785.00	6,920.37 (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	1.21	(99.9)	14,785.00	14,785.00	6,920.37 (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	1.21	(99.9)	3,485.00	3,485.00	(485,371.63) (4027.4)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
SOLID WASTE ENTERPRISE FUND	541,705.00	42,636.31	(92.1)	541,705.00	541,705.00	211,146.39	(61.0)
TOTAL REVENUES	541,705.00	42,636.31	(92.1)	541,705.00	541,705.00	211,146.39	(61.0)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	500,560.00	36,181.76	92.7	500,560.00	500,560.00	177,624.07	64.5
TOTAL EXPENSES	500,560.00	36,181.76	92.7	500,560.00	500,560.00	177,624.07	64.5
TOTAL FUND REVENUES	541,705.00	42,636.31	(92.1)	541,705.00	541,705.00	211,146.39	(61.0)
TOTAL FUND EXPENSES	500,560.00	36,181.76	92.7	500,560.00	500,560.00	177,624.07	64.5
SURPLUS (DEFICIT)	41,145.00	6,454.55	(84.3)	41,145.00	41,145.00	33,522.32	(18.5)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
COMPOST SITE ENTERPRISE FUND	0.00	3,273.03	100.0	0.00	0.00	9,652.67	100.0
TOTAL REVENUES	0.00	3,273.03	100.0	0.00	0.00	9,652.67	100.0
EXPENSES							
COMPOST SITE ENTERPRISE FUND	0.00	5,853.69	100.0	0.00	0.00	16,265.56	100.0
TOTAL EXPENSES	0.00	5,853.69	100.0	0.00	0.00	16,265.56	100.0
TOTAL FUND REVENUES	0.00	3,273.03	100.0	0.00	0.00	9,652.67	100.0
TOTAL FUND EXPENSES	0.00	5,853.69	100.0	0.00	0.00	16,265.56	100.0
SURPLUS (DEFICIT)	0.00	(2,580.66)	100.0	0.00	0.00	(6,612.89)	100.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS
 FOR 6 PERIODS ENDING JUNE 30, 2020

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
TOTAL MUNICIPAL REVENUES	25,441,894.63	213,035.52	(99.1)	25,441,894.63	25,441,894.63	(51.8)
TOTAL MUNICIPAL EXPENSES	26,808,483.01	1,042,678.73	96.1	26,813,649.66	26,819,849.68	60.5
SURPLUS (DEFICIT)	(1,366,588.38)	(829,643.21)	(39.2)	(1,371,755.03)	(1,377,955.05)	(221.2)

BEVERAGE OPERATOR LICENSE:

1. **Alberts, Julian J.**
2. **Gorsuch, Melissa M.**
3. **Hubbard, Hanna N.**



City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Phone 920-746-2900
Fax 920-746-2905

Visit our website at: www.sturgeonbaywi.org

July 13, 2020

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer license;

Door County Maritime Museum & Lighthouse Preservation
120 North Madison Avenue
Agent: Paige Funkhouser
Sturgeon Bay, WI 54235
Date: July 30 – 31, 2020
Location: DCMM Parking Lot

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.

Arleigh Porter, Police Chief
City of Sturgeon Bay

Tim Dietman, Fire Chief
City of Sturgeon Bay

John Teichtler, Sanitarian
City of Sturgeon Bay/County of Door

**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant: Carly Sarkis Destination Sturgeon Bay
 Name of Event: Sail Thru the Avenues Sidewalk Sale
 Contact Phone #: 920.743.6246 / 920.495.6246
 Date(s) of Event: July 30, 2020 Time: 9am-5pm
 Estimated # of Attendees: 1500+
 Specific Location: 3rd Avenue from Jefferson to Michigan

☒ Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form.

☒ Attach Certificate of Insurance with the City listed as ADDITIONAL INSURED. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage Limit - \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation - As required by the State of Wisconsin.

☒ Temporary Beer and/or Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (If applicable.)

☒ Hold Harmless Agreement has been signed of Officer(s) of Event/Organization.

☒ Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.

☒ If tents larger than 20 x 20 are used, must agree to contact the Fire Department for inspection, prior to event.

What arrangements are made for clean up? Contract w/ City of Sturgeon Bay

Other comments or explanation: _____

Signature of Responsible Party: Carly Sarkis

Address: 36 S. 3rd Ave, Sturgeon Bay, WI

Date Submitted: June 4, 2020

(Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)

Approval:	Fire Chief:	<u>[Signature]</u>	Date:	<u>6-12-20</u>
	Police Chief:	<u>Alegha R. Porter</u>	Date:	<u>06-12-20</u>
	Comm. Dev:	<u>[Signature]</u>	Date:	<u>06-12-20</u>
	Streets/Parks:	<u>[Signature]</u>	Date:	<u>6-15-20</u>
	City Clerk:	<u>[Signature]</u>	Date:	<u>7/6/2020</u>
	Finance Dir:	<u>[Signature]</u>	Date:	<u>6/22/20</u>
	City Engineer:	<u>[Signature]</u>	Date:	<u>6-19-20</u>
	City Admin:	<u>[Signature]</u>	Date:	<u>6/20/20</u>

Common Council Approval Date: _____

☐ Copy of Approved Street Closure Application sent to EMS Director.

CITY OF STURGEON BAY
STREET CLOSURE APPLICATION

Name of Applicant:

Carly Sarkis Destination Sturgeon Bay

Name of Event:

Fine Art Fair

Contact Phone #:

920.743.6246 / 920.495.6246

Date(s) of Event:

August 22-23

Time: 10am - 4pm

Estimated # of Attendees:

1500+

10am - 5pm

Specific Location:

See map attached!

☒

Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form.

☒

Attach Certificate of Insurance with the City listed as ADDITIONAL INSURED. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage Limit - \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation - As required by the State of Wisconsin.

☒

Temporary Beer and/or Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (If applicable.)

☒

Hold Harmless Agreement has been signed of Officer(s) of Event/Organization.

☒

Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.

☒

If tents larger than 20 x 20 are used, must agree to contact the Fire Department for inspection, prior to event.

What arrangements are made for clean up?

Contract w/ city

Other comments or explanation:

Signature of Responsible Party:

Carly Sarkis

Address:

306 S. Third Ave, Sturgeon Bay WI

Date Submitted:

June 4, 2020

(Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)

Approval:

Fire Chief:

[Signature]

Date:

6-12-20

Police Chief:

[Signature]

Date:

06-12-20

Comm. Dev:

[Signature]

Date:

06-12-20

Streets/Parks:

[Signature]

Date:

6-15-20

City Clerk:

[Signature]

Date:

7/6/2020

Finance Dir:

[Signature]

Date:

6/22/20

City Engineer:

[Signature]

Date:

6-19-20

City Admin:

[Signature]

Date:

6/26/20

Common Council Approval Date:

☐ Copy of Approved Street Closure Application sent to EMS Director.

CITY OF STURGEON BAY
STREET CLOSURE APPLICATION

Name of Applicant:

Carly Sarkis Destination Sturgeon Bay

Name of Event:

Harvest Festival

Contact Phone #:

920.743.6246 / 920.495.6246

Date(s) of Event:

Sept 19, 2020

Time: 9am - 6pm

Estimated # of Attendees:

2000+

Specific Location:

see map attached!



Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form.



Attach Certificate of Insurance with the City listed as ADDITIONAL INSURED. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage Limit - \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation -- As required by the State of Wisconsin.



Temporary Beer and/or Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (If applicable.)



Hold Harmless Agreement has been signed of Officer(s) of Event/Organization.



Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.

If tents larger than 20 x 20 are used, must agree to contact the Fire Department for inspection, prior to event.

What arrangements are made for clean up?

Contract w/ city

Other comments or explanation:

Signature of Responsible Party:

Carly Sarkis

Address:

36.5 3rd Ave. Sturgeon Bay WI

Date Submitted:

June 4, 2020

(Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)

Approval:

Fire Chief:

[Signature]

Date:

6-12-20

Police Chief:

[Signature]

Date:

06-12-20

Comm. Dev:

[Signature]

Date:

06-12-2020

Streets/Parks:

[Signature]

Date:

06-15-20

City Clerk:

[Signature]

Date:

7/6/2020

Finance Dir:

[Signature]

Date:

6/22/20

City Engineer:

[Signature]

Date:

6-19-20

City Admin:

[Signature]

Date:

6/26/20

Common Council Approval Date:

☐ Copy of Approved Street Closure Application sent to EMS Director.

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

We, the Parking & Traffic Committee, hereby recommend to set the price per parking space at \$100, for a total of \$300, for Jeff Jahnke, Cherryland Properties, Inc. as payment in lieu of providing three parking spaces at 145 S. Neenah Ave.
Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kirsten Reeths, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: June 29, 2020

* * * * *

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

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

Executive Summary

Request for Payment in Lieu of Providing Parking – Cherryland Properties, LLC

Background: Jeffrey Jahnke, owner of a property located on 145 S. Neenah Avenue, is planning to redevelop the property into a professional office and two apartment units. This property was recently rezoned to C-5 (Mixed Residential and Commercial). Off-street parking required for the development is a total of four spaces for the residential units and three spaces for the professional office. However, an alternative to providing the spaces is to make a one-time payment in lieu of to the City. The developer is unable to provide the three parking spaces for the office and has requested the payment in lieu of for those three spaces.

Considerations: Per the zoning code, the parking and traffic committee sets the required one-time fee for the parking spaces and a recommendation is made to Council. The fee has historically been determined case by case.


The City Engineer analyzed the cost of adding 3 parking stalls to a new parking lot build, which would include the added stalls and the drive lane. The extra cost to the job would calculate to approximately \$3150.00 for excavation, base, and asphalt. The cost per stall would be approximately \$1050.00. Maintenance costs were not included since the added cost is diminutive.

Factors that the Parking & Traffic Committee have considered in the past have been:

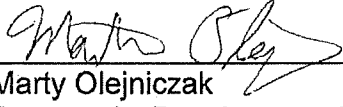
1. The amount or percentage of the parking spaces that the applicant is still providing vs. the number normally required if the fee option wasn't being used. In this case, the property owner is providing parking for the residential units and none for the professional office. Professional offices have limited client interaction and typically require very little parking. In addition, there is no need for overnight parking for the office.
2. Is there any public parking in the area that can accommodate the need? Neenah Avenue allows for on-street parking on the west side of the street. In addition, there is also on-street parking on Oak Street and Sawyer Park.
3. Is there any other circumstance that would dictate an increase or decrease of the fee per space? The property owner is redeveloping the property, which will increase the tax revenue collection from this property. This property is also bordered on two sides by the Downtown Business District. If it were zoned downtown Business District no parking would have been required for the commercial use.

Fiscal Impact: The payment set by the City will go into the parking lot fund, which is a segregated capital fund strictly for municipal parking lot creation and maintenance.


Recommendation: Set the price per space to \$525.00 or a total of \$1575.00. This is based on the regulations in the mixed-use district which grants a 50% reduction for uses in an existing building. Also, for the other reasons stated in this report.

Prepared by: 
Chris Sullivan-Robinson
Planner / Zoning Administrator

6-23-2020
Date

Reviewed by: 
Marty Olejniczak
Community Development Director

6-23-2020
Date

Reviewed by: 
Chad Shefchik
City Engineer

6-23-2020
Date

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council to approve the Personal Service Contract with Mann Communication, LLC for Cable TV services for the term commencing on January 1, 2021 as presented.

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

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 2, 2020

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

PERSONAL SERVICES CONTRACT

AGREEMENT effective this ____ day of _____, _____, by and between the City of Sturgeon Bay, a Wisconsin municipal corporation, c/o Stephanie Reinhardt, City Clerk, 421 Michigan Street, Sturgeon Bay, Door County, Wisconsin 54235, (hereafter referred to as "City"), and MANN COMMUNICATIONS, LLC, 633 South 17th PLACE, STURGEON BAY, DOOR COUNTY, WISCONSIN 54235, (hereafter referred to as "Contractor").

RECITALS

A. WHEREAS, the City is in need of procuring certain personal services for the consolidation and operation of four (4) public, educational, and government (PEG) channels; the promotion, administration, and operation of the PEG channels in accordance with the description of services to be performed as set forth below.

B. AND WHEREAS, the Contractor represents that he is ready, willing, and capable of providing said services to the City.

TERMS

NOW, THEREFORE, in consideration of the mutual covenants and promises of the parties as hereinafter set form, the parties agree as follows:

1. **Services to be Performed.** The operator shall, during the entire term of this agreement, and any extended term hereafter administer and operate Channel 986, Channel 987, Channel 989 and Channel 990 of the City of Sturgeon Bay cable system, or any of the consolidated public, educational, and governmental channels. The operation and administration of the operator shall include the following:

A. Community Events:

1. Prepare programming for broadcast based upon general guidance from the Community Protection and Services Committee.
2. Maintain a text crawl overlaying the video programming highlighting upcoming community events.

B. Local Public Interest:

1. Develop and implement video programming on a weekly schedule. Programming shall consist of a combination of video submitted from within the community, video produced by the operator, and video submitted from outside the community, but with content of local interest.

2. Develop and maintain non-video programming in the form of text and graphics consisting of public service announcements, program schedules and other information of local interest.
3. Monitor all submittals for compliance with city ordinances and policies concerning public access cable.
4. Provide video coverage for broadcast of at least 30 community events per year, to include parades, festivals, sports, political forums, visual and performing arts, and other programs of community interest.
5. Maintain an inventory of video equipment and make it available to the general public for the taping of local events for broadcast on Channel 989. Coordinate public awareness regarding availability of public access channel.

C. Government Meetings:

1. Video Record and broadcast, () governmental meetings, estimated to be four (4) per month, and two City Council preview shows per month. All video recorded city meetings will be broadcast live unless directed otherwise.
2. Develop and implement a broadcast schedule for all city meetings video recorded.
3. Develop and maintain non-video programming in the form of graphic slides informing the public of rebroadcast of programs and information.
4. Provide remote meeting (eg. Zoom) facilitation services for meetings with remote users for all governmental meetings when such services are requested by City Administrator.

D. Education:

1. Video record, broadcast a minimum of one (1) school district meeting per month and three (3) additional educational programs per month. All video recorded school district meetings will be broadcast live unless directed otherwise.
2. Develop and implement a broadcast schedule for all school district meetings video recorded.
3. Develop and maintain non-video programming in the form of graphic slides informing the public of rebroadcast of programs and general information related to the School District.

4. All school district meetings/events which are recorded live shall be broadcast within one (1) week of recording.
5. Provide remote meeting (eg. Zoom) facilitation services for meetings of the Sturgeon Bay School Board when such services are requested by the District Superintendent.

E. General:

1. Maintain, on a yearly basis, an operations manual for the Sturgeon Bay Community Access Cable System.
2. Attend regular scheduled meetings of Community Protection and Services Committee and the Cable Communications System Advisory Council and report as necessary.
3. Maintain, install, and update remote meeting (eg. Zoom) facilitation hardware and software.
4. Maintain Video Record archives of all programming.
5. Maintain records of all programming and other significant activity.
6. Maintain equipment in a serviceable condition, procure repairs as necessary and recommend for liquidation or disposal, items of equipment which is no longer needed. Maintain an up-to-date equipment inventory.
7. Coordinate public access activities including public awareness campaign, broadcast of tapes provided by the general public, maintaining and lending equipment, and recording significant community events as required.
8. Work with City and School District staff in preparation and presentation of annual operating expense and capital improvements budgets for Channels 986, 987, 989, and 990.
9. Maintain the City's plan for operation of PEG channels. Operate the PEG channels pursuant to said plan. Recommend revisions to said plan that will enhance the effectiveness and operation of the PEG channels.

2. **Contract Term.** The services provided in Section A shall be provided during the term commencing January 1, 2021 and ending at 11:59 p.m. on December 31, 2023 unless sooner terminated as provided herein. The City of Sturgeon Bay may, at its option, extend this Contract for additional terms of two years by providing notice thereof at least thirty (30) days prior to the expiration of this Agreement.

3. **Compensation.** The City shall compensate Contractor for the above-described services for the first year price of \$62,470, second year price of \$64,335 at the annual rate of and third year price of \$65,309. Should the City elect to extend the term of the contract, each year of the extension will increase the price by 1.5% over the prior year. During the term of this contract payments shall be made to Contractor in equal monthly payments beginning thirty (30) days after the commencement of this Agreement, for services rendered for the previous month. Contractor shall also receive a commission of fifteen (15%) percent of the sale price of any equipment sold by Contractor at City's request. The City reserves the right to sell surplus equipment independent of Contractor. Compensation for services performed above and beyond the provisions of this contract will be billed at the rate of \$30.00 per hour.

4. **Provision of Equipment, Materials, Goods, and Services.** The City shall provide the following described materials, goods, or services to Contractor:

- A. Use of all City PEG cable equipment and facilities. Contractor agrees to use such facilities and equipment carefully and prudently and will not be held responsible for damage to or loss of such equipment and facilities unless Contractor is found to be negligent, or unless such damage or loss is the result of an intentional act of Contractor. Contractor shall not be responsible for loss or damage under circumstances over which Contractor has no control.
- B. Regarding any materials, goods, or supplementary services that Contractor may deem necessary in order to provide services to the City under this contract, Contractor may voluntarily, at no cost to the City, provide such materials, goods, or supplementary services or Contractor may specifically request City, in writing, to provide or make available such materials, goods or supplementary services. Video recordings provided by the Contractor for PEG programming upon taping shall become the property of the City.
- C. The Contractor is not required to provide any materials, goods, or supplemental services. However, Contractor may provide the use of some of his own materials or goods in order to improve the Contractor's services to the City.
- D. Any media, programming, or related media produced in accordance with this contract shall remain the exclusive property of the City of Sturgeon Bay, and the Contractor shall in no way acquire any ownership, copyright, or rights of artistic expression therein.
- E. Any purchases of goods or equipment by Contractor on the City's behalf for the operation of the PEG channels shall follow the purchasing guidelines and policies of the City.

5. **Programming Use.** Contractor agrees not to use his position as PEG Coordinator or use any equipment owned by the City and furnished for use of PEG programming or use any programs written, developed or produced in connection with PEG programming for Contractor's

personal use or for sale or other profit by Contractor. Contractor agrees that all programming and production during the term of the Contract, whether produced by the Contractor or submitted by private parties, shall be the property of the City. Contractor shall have no rights to the use of said programs.

6. **Insurance**. Contractor shall maintain during the life of this Contract and any extension hereof general liability and property damage insurance as shall protect Contractor and any subcontractor/employee performing work covered by this Contract from any claims for damages for personal injury, including accidental death, as well as from claims for property damages, which may arise from performance of this Contract, whether such operation be by Contractor itself or by any subcontractor or by anyone directly or indirectly employed by either of them. Property damage and liability insurance shall name the City of Sturgeon Bay as an additional insured. The coverages and minimum policy limits of such insurance shall be as follows:

A. Bodily Injury

\$1,000,000	Each Occurrence
\$ 1,000,000	Annual Aggregate, Products & Completed Operations

B. Property Damage

\$500,000	Each Occurrence
\$1,000,000	Annual Aggregate

C. Property Damage Liability will provide Explosion, Collapse and Underground coverage where applicable.

D. Personal Injury with employment exclusion deleted

\$1,000,000	Annual Aggregate
-------------	------------------

E. Comprehensive Automobile Liability

F. Bodily Injury

\$500,000	Each Person
\$500,000	Each Accident

G. Property Damage

\$500,000	Each Occurrence
-----------	-----------------

H. Business Auto Insurance

\$500,000	Single Limit for Bodily Injury and/or Property Damage
-----------	---

7. **Worker's Compensation Insurance.** Contractor shall maintain during the term of this Contract and any extended term hereafter worker's compensation insurance for all its employees at the site of the project and, in case any work is sublet, shall require any subcontractor to provide worker's compensation insurance covering any employee which is working upon the project which is the subject of this Agreement.

8. **Independent Contractor.** The parties understand and acknowledge that the relationship herein between the City and Contractor is that of an Independent Contractor relationship and not that of an employer-employee relationship. The parties also understand that the Contractor will be responsible for all income tax and social security tax reporting; the City will furnish a Form 1099 showing the gross payments for the above-described personal services but will not withhold any amounts for income taxes or social security taxes for Contractor.

9. **Indemnification.** Contractor shall indemnify and hold harmless City, its agents, officers and employees, for any damages to person, property, or otherwise caused by the actions of Contractor.

10. **Termination.** This Personal Services Contract may be terminated by the City at any time upon prior thirty (30) days written notice delivered to the Contractor from the City, or to the City or sent by certified mail return receipt requested. Either party may terminate this Agreement immediately at any time upon breach by the other party of its obligations and responsibilities under this contract. Upon termination, Contractor shall be paid for all funds due to him through date of termination.

11. **Return of Property.** Upon termination of this agreement, for any reason, Contractor will return to the City all equipment, books, records, tapes and documents belonging to the City which he has in his possession or control or which he has placed with someone else in the condition such equipment or property was in when received by Contractor, usual wear and tear excepted.

12. **Default/Breach.** In event of breach of the contract by Contractor, Contractor will be responsible for the City's cost of enforcement (including costs of obtaining return of any property under paragraph 11. above), including court costs, disbursements and attorney's fees.

13. **Assignment.** Contractor may not assign his interest in this contract without the prior written consent of the City. He may hire or contract with other persons or entities for the performance of duties under this Agreement without violating this provision.

14. **Laws Applicable/Severance.** The undersigned parties understand and acknowledge that this Personal Services Contract represents the entire understanding between the parties for the providing of the above described personal services. This personal services contract shall be interpreted in accordance with the laws of the State of Wisconsin. In the event that any of the provisions herein are held to be legally unenforceable, the remaining provisions of this personal services agreement not inconsistent with such legal findings shall remain in full force and effect.

15. **Declaration of Novation.** This contract represents and constitutes a novation of any and all existing contracts and amendments, including but not limited to the present contract and that as a novation, this contract supersedes and replaces all such previously existing contracts.

17. This Agreement shall extend to the heirs, successors, personal representatives and assigns of the parties hereto.

CITY OF STURGEON BAY

By: _____
David J. Ward, Mayor

Attest: _____
Stephanie L. Reinhardt, City Clerk

STATE OF WISCONSIN)
)ss.
DOOR COUNTY)

Personally appeared before me this ____ day of _____, 2020, the above-named Thad G. Birmingham and Stephanie L. Reinhardt, the Mayor and City Clerk, respectively, of the City of Sturgeon Bay, Wisconsin, to me known to be the persons who executed the foregoing agreement on behalf of the City and by its authority.

Name: _____
Notary Public, State of Wisconsin
My Commission expires: _____

CONTRACTOR:

By: _____
Jason Mann, Co-Owner

By: _____
Morgan Mann, Co-Owner

STATE OF WISCONSIN)
)ss.
DOOR COUNTY)

Personally appeared before me this ____ day of _____, 2020, the above-named Jason Mann and Morgan Mann, respectively, to me known to be the persons who executed the foregoing agreement on behalf of the City and by its authority.

Name: _____
Notary Public, State of Wisconsin
My Commission expires: _____

**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant: Sean Ryan

Name of Event: Fall 50

Contact Phone #: (920) 606-2458

Date(s) of Event: Saturday, Oct. 24, 2020 Time: 1:00 pm - 7:00 pm

Estimated # of Attendees: 2,500

Specific Location: N. Madison Avenue and Michigan Street Bridge (both directions)
from Larch Street on the west shore to W. 1st Avenue on the east shore.

- ☐ Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form.
- ☐ Attach Certificate of Insurance with the City listed as ADDITIONAL INSURED. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage Limit - \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation - As required by the State of Wisconsin.
- ☐ Temporary Beer and/or Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (If applicable.)
- ☐ Hold Harmless Agreement has been signed of Officer(s) of Event/Organization.
- ☐ Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.
- ☐ If tents larger than 20 x 20 are used, must agree to contact the Fire Department for inspection, prior to event.

What arrangements are made for clean up? With police supervision, our staff will set up and take down barricades and any equipment set up on the bridge.

Other comments or explanation: Forced relocation due to flooding at Sunset Park.
We will not disrupt the ability of the lift span to open and close.

Signature of Responsible Party: *Sean P. Ryan*

Address: 1971 Prescott Place, De Pere, WI 54115

Date Submitted: June 12, 2020

(Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)

Approval:	Fire Chief:	<u><i>[Signature]</i></u>	Date:	<u>6-17-20</u>
	Police Chief:	<u><i>[Signature]</i></u>	Date:	<u>6-18-20</u>
	Comm. Dev:	<u><i>[Signature]</i></u>	Date:	<u>6-22-20</u>
	Streets/Parks:	<u><i>[Signature]</i></u>	Date:	<u>6/19/20</u>
	City Clerk:	<u><i>[Signature]</i></u>	Date:	<u>7/6/2020</u>
	Finance Dir:	<u><i>[Signature]</i></u>	Date:	<u>6/18/20</u>
	City Engineer:	<u><i>[Signature]</i></u>	Date:	<u>6-22-20</u>
	City Admin:	<u><i>[Signature]</i></u>	Date:	<u>6/26/20</u>

Common Council Approval Date: _____

- ☐ Copy of Approved Street Closure Application sent to EMS Director.

*Sean
trouble check the
location of the parking lot
tent. That space is
leased to Skipper Marine Dev.
(Skipper Bros -
MARK ELIZABETH - owner)
or
J. SCOTT BIRD - GM@
STURGEON BAY
- Jul*

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The undersigned certifies that he or she is a duly authorized agent of Fall 50 LLC, and is duly empowered and authorized to execute this hold harmless and indemnification agreement on behalf of the above referenced party.

The undersigned in consideration of being allowed to use City property to conduct the Fall 50 road race, which shall encroach in the public right-of-way adjacent to property located at Michigan Street Bridge, do hereby release, acquit, and forever discharge the City of Sturgeon Bay, its officers, agents, and employees (hereinafter known as City), from any and all actions, causes of action, claims, demands, costs, expenses and compensation related to property damages, personal injury or death arising out of any accident or occurrence while maintaining said encroachment in the public right-of-way. The undersigned further agrees to hold harmless and defend the City from any claims or actions arising from said road race as an encroachment in the public right-of-way.

The undersigned agrees that as a condition of the City approving the use as an encroachment in the public right-of-way, it will maintain usage, and continue to provide a minimum of six foot unobstructed area for public use and passage in said public right-of-way.

Dated this 12th day of June, 2020.

By: Sean P. Ryan
Sean P. Ryan

By: _____

**CITY OF STURGEON BAY
AGREEMENT FOR REIMBURSEMENT OF EXPENSES**

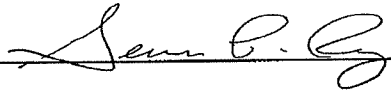
WHEREAS the City of Sturgeon Bay has created Section 3.035 of the Municipal Code authorizing the City Clerk - Treasurer to charge for reimbursement of legal, consulting, incidental, and special events expenses incurred on behalf of and/or for the benefit of third parties for services rendered by the City of Sturgeon Bay;

AND WHEREAS the undersigned has requested services and/or authorizations of the City of Sturgeon Bay which will result in the necessity to incur legal, consulting, incidental, or special event expenses on behalf of the undersigned or in consideration of the request submitted by the undersigned;

NOW, THEREFORE, IT IS AGREED that the undersigned will reimburse the City of Sturgeon Bay by providing payment to the City Clerk - Treasurer within fourteen (14) days of receiving an invoice, for all legal, consulting, incidental, and special event expenses incurred by the City of Sturgeon Bay for the benefit of the undersigned or for the consideration of the request submitted by the undersigned. These expenses are likely to include the following: Planning and engineering review, legal review and document preparation, recording, publication, special events, and miscellaneous expenses.

This Agreement must be signed prior to the initiation of any action by the City of Sturgeon Bay.

Dated: June 12, 2020



Dated: _____

Company Name (if applicable): Fall 50

Billing Address: 1971 Prescott Place

De Pere, WI 54115

Telephone: (920) 606-2458

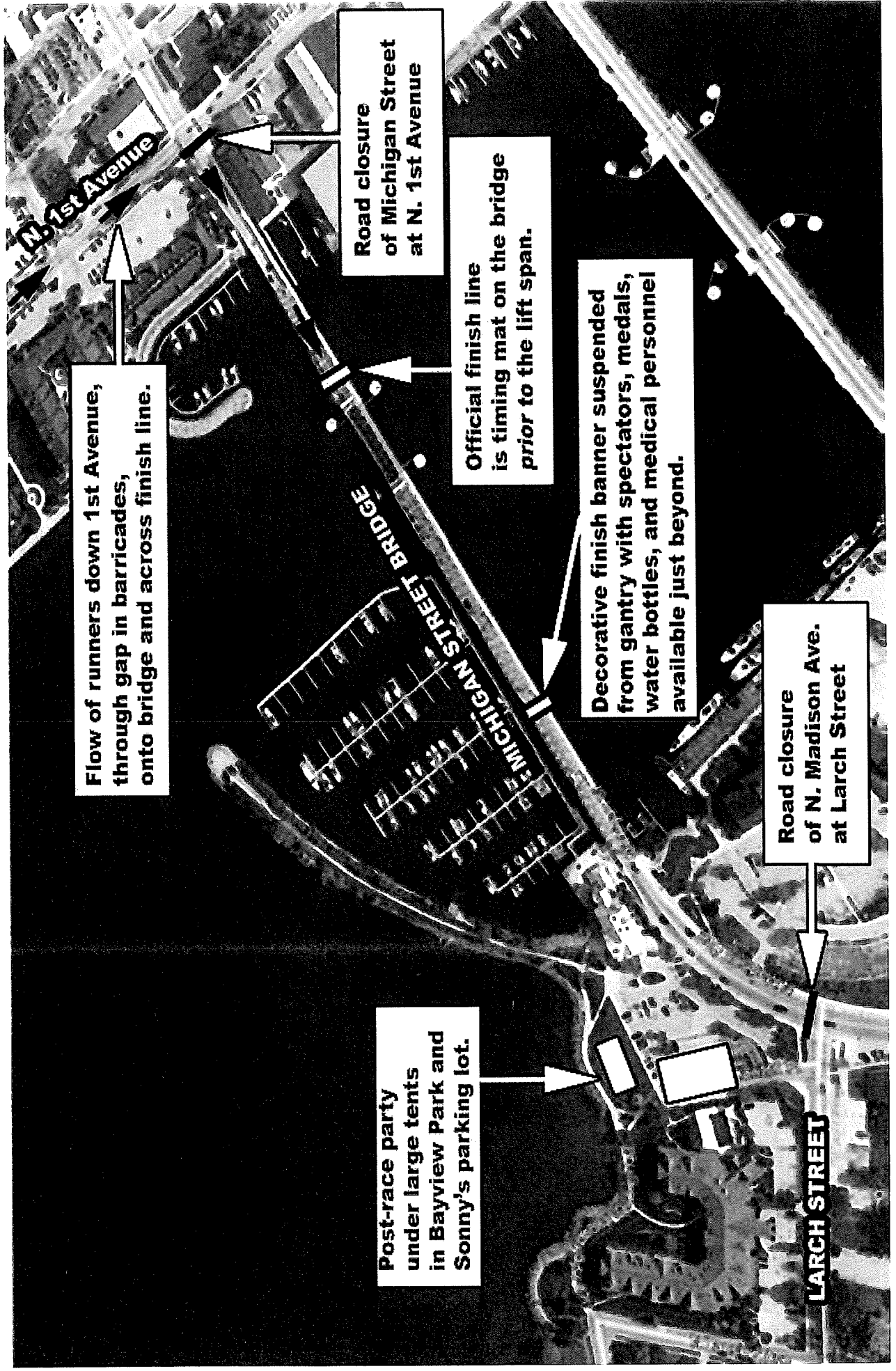
3.035 - Reimbursement of expenses.

- (1) *[Authorization to charge for reimbursement.]* The city clerk-treasurer is authorized to charge for reimbursement of expenses incurred on behalf of and for the benefit of third parties for services rendered by the city. These reimbursable expenses include, but are not limited to:
- (a) *Legal, consulting, and incidental expenses.* Any expenses associated with service demands related to legal, consulting, and incidental services. These expenses include but are not limited to:
1. Mortgages and related documentation prepared by the city attorney for property transactions.
 2. Drafting and recording of documents for street vacation not initiated by the city.
 3. Drafting of ordinances related to zoning.
 4. Costs associated with annexations.
 5. Recording fees for planned unit developments and related zoning and subdivision actions.
 6. Legal publication, hearing notices, and postage.
 7. Engineering, planning, financial, and related consultants' reviews, studies, and inspections.
 8. Any other fees associated with service demands by third parties not specifically related to general governmental services.
- (b) *Special events expenses.* Any expenses associated with service demands related to special events. These expenses include but are not limited to:
1. Labor, equipment, and materials used before, during and after special events.
 2. Garbage/refuse and recycling pickup and disposal.
 3. Legal services related to event.
 4. Drafting of documents related to event.
 5. Administrative costs associated with service demands related to special events.
 6. Any other fees associated with service demands related to special events.
- (2) *Fees/deposit.*
- (a) *Fees.* Fees can only be charged upon prior notice to the petitioner who must sign an agreement to reimburse prior to initiating action. Prior to initiating any action, the department where petition is initiated shall secure the signed reimbursement agreement from petitioner and forward it to city clerk-treasurer.
- (b) *Deposit.* If reimbursement costs are estimated to be over \$250.00, a deposit in the estimated amount may be required by the city prior to initiating action. Petitioner shall pay for all costs that exceed deposit amount, and petitioner shall be reimbursed if deposit amount exceeds costs.
- (3) *Failure to pay fees.* If the fee is not paid within 30 days of the date of the mailing of the invoice, an additional administrative collection charge of ten percent of the total fee shall be added to the amount due, plus interest shall accrue thereon at the rate of 1.5 percent per month or fraction

thereof until paid. To the extent permitted by law, if the petitioner is the owner of the real estate for which the services are incurred, any delinquent fees shall be extended upon the current or the next tax roll as a special charge against the real estate premises for current services.

(Ord. No. 1040-0500, § 1, 5-16-00; Ord. No. 1088-0303, § 1, 3-4-03)

PROPOSED ROAD CLOSURE OF N. MADISON AVE. AND MICHIGAN STREET BRIDGE FOR FALL 50 (OCTOBER 24, 2020 1 PM - 7 PM)



Reinhardt, Stephanie

From: Sean Ryan <director@fall50.com>
Sent: Friday, June 12, 2020 11:50 AM
To: Reinhardt, Stephanie
Cc: SBMayor; VanLieshout, Josh; Porter, Arleigh; Dietman, Tim
Subject: Street Closure Application for Fall 50
Attachments: Sturgeon Bay Street Closure Application - 2020 Fall 50.pdf

Stephanie,

Attached is a street closure application for the October 24, 2020 Fall 50. I have already spoken with the city administrator, mayor, police chief and fire chief about this request.

I will obtain the certificate of insurance to accompany the application and forward it to you within two weeks.

Sean Ryan
Cell (920) 606-2458

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the resolution to conditionally suspend ordinance 10.175 of the Municipal Code – Drinking on Public Property Regulated as presented, along with the map as drawn indicating the defined zone, to be reviewed again after a four-week trial period.

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

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 15, 2020

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

RESOLUTION

RESOLUTION TO CONDITIONALLY SUSPEND THE 10.175 OF THE MUNICIPAL CODE

WHEREAS, the Common Council of the City of Sturgeon Bay has the authority to make laws as provided under Chapter 62 of the Wisconsin Statutes; and

WHEREAS, on March 12, 2020, the State of Wisconsin declared a public health emergency as a means of controlling the spread of infection caused by COVID-19. On March 15, 2020, County of Door passed a resolution declaring a public emergency and on March 19, 2020. The City of Sturgeon Bay Common Council passed a resolution declaring an emergency as a demonstration to the public the seriousness of the COVID-19 outbreak; and

WHEREAS, as of July 14, 2020, the public health crisis continues and the County declaration of emergency for the purposes of controlling the spread of COVID-19 remains in place; and

WHEREAS, the public health crisis is of grave concern, and so is the economic well-being of the community as well as the intrinsic value of belonging to a community of people that allows social connections made in public spaces; and

WHEREAS, good hygiene is necessary to slow the spread of the COVID-19. Hygienic best practices include, frequent hand washing, covering sneezes and coughs, maintaining a social distance of 6 feet, and wearing a mask in confined areas; and

WHEREAS, residents, visitors and others continue to want to experience social interaction and entertainment by visiting the City's many wonderful eating and drinking establishments; and

WHEREAS, many dining and entertainment businesses have removed indoor seating, including tables, chairs, and stools, essentially reducing seating capacity, and potential for revenue necessary to sustain business and employment for restaurant service workers; and

WHEREAS, social distancing measures have caused there to be significantly long wait times for seated dining opportunities; leaving visitors and guests with less than an optimal experience; and

WHEREAS, many dining establishments have the ability to provide customers with refreshments, including beer and liquor while they wait for table, all dining establishments front public streets and ways, and some residents and visitors would like to explore the downtown area of Sturgeon Bay by foot while waiting for a table; and

WHEREAS, it has been suggested that to avoid congregating and the potential spread of COVID-19, and to encourage a positive dining experience, it would be beneficial to allow people to walk on city streets while waiting for a table and to allow the open consumption of alcohol; and

WHEREAS, many public events already allow for the public consumption of alcohol within a defined area such as Harvest Fest, Harmony by the Bay, Sturgeon Bay Under the Stars and at sidewalk cafés;

THEREFORE, BE IT RESOLVED, by the Common Council of the City of Sturgeon Bay; that the City of Sturgeon Bay temporarily suspends Chapter 10.175 of the City of Sturgeon Bay Municipal Code within the geographic area defined in the attached Exhibit A.

BE IT FURTHER RESOLVED, that the temporary suspension shall last between the hours of 9:00 a.m. and 10:00 p.m., Sunday through Saturday through December 31, 2020; that all alcohol taken for consumption from the premises where it was purchased shall be in non-resealable and non-breakable containers such as metal, paper or plastic.

ATTEST: _____

Stephanie Reinhardt, Clerk

EXHIBIT A

PUBLIC ALCOHOL CONSUMPTION AREA



Map date: July 15, 2020

 EXTERIOR BOUNDARIES OF PUBLIC ALCOHOL CONSUMPTION AREA

0 375 750 1,500 2,250 3,000 Feet

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

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Payne & Dolan, Inc in an amount not to exceed \$200,930 for the restoration of Sunset Park shoreline.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 14, 2020

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

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

Executive Summary

Date: 09 July 2020

Title: Sunset Park Shoreline Protection

Background: On July 8th, bids were opened for Sunset Park shoreline protection. Bid opening was conducted by Steve Parent from Baudhuin Inc. with Mike Barker and Chad Shefchik in attendance. Six bids were received.

Payne & Dolan Inc
Waukesha, WI
\$200,930

Rass Excavating & Material
Sturgeon Bay, WI
\$339,450

Lilly Bay Sand & Gravel LLC
Sturgeon Bay, WI
\$362,950


Highway Landscapers Inc.
Little Chute, WI
\$364,950

Vinton Construction Co.
Two Rivers, WI
\$393,792

Deaths Door Marine Inc.
Ellison Bay, WI
\$452,280

Recommendation: Baudhuin Engineering has reviewed all bids and requests accepting the bid from Payne & Dolan Inc. at a price not to exceed \$200,930. Staff agrees with the recommendation to accept the bid from Payne & Dolan Inc.

Prepared By:



Mike Barker
Municipal Services Director

Date: 09 July 2020

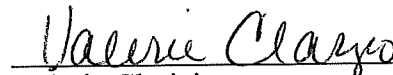
Reviewed By:



Chad Shefchik
City Engineer

Date: 7-10-2020

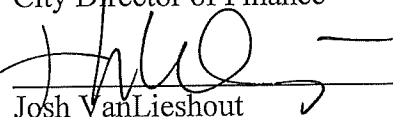
Reviewed By:



Valerie Clarizio
City Director of Finance

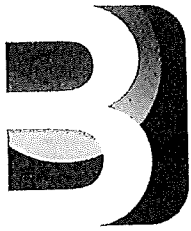
Date: 7/10/20

Reviewed By:



Josh VanLieshout
City Administrator

Date: 7/10/20



BAUDHUIN

SURVEYING & ENGINEERING

July 10, 2020

Sturgeon Bay Finance Committee
421 Michigan Street
Sturgeon Bay, WI 54235

Re: *Shoreline Protection Bids
Sunset Park*

Dear Committee Members:

Bids were received July 8, 2020 for the Shoreline Protection Project at Sunset Park. Six bids were received and ranged in price from \$200,930.00 to \$452,280.00 with Payne & Dolan, Inc. being the low bidder (see attached bid tabulation). Bids were reviewed and all are in order.

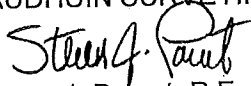
As they were somewhat lower than the rest of the bids received, I did speak with Payne & Dolan and they are comfortable with their bid. Because the size and quality of the stone to be used is important to the success of the project, I also visited their quarry to make sure that the material they are proposing meets the project specifications and I am satisfied that it does.

My recommendation, therefore, is that a contract be awarded to Payne & Dolan, Inc. in the amount of \$200,930.

Please contact me if you have any questions.

Respectfully submitted,

BAUDHUIN SURVEYING & ENGINEERING


Steven J. Parent, P.E.

Cc: Mike Barker
Val Clarizio

Sunset Park Shoreline Protection - Bid Tab
City of Sturgeon Bay
July 8, 2020

Item	Description	Quantity	Unit of Measure	Payne & Dolan Inc.		Rass Excavating & Mat.		Lily Bay Sand & Gravel LLC		Highway Landscapers Inc.		Vinton Construction Co.		Death's Door Marine Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Lump sum, mobilization	1	LS	\$6,000.00	\$6,000.00	\$10,250.00	\$10,250.00	\$11,000.00	\$11,000.00	\$83,000.00	\$83,000.00	\$15,000.00	\$15,000.00	\$19,000.00	\$19,000.00
2.	Lump sum, clearing & grubbing	1	LS	4,500.00	4,500.00	11,450.00	11,450.00	5,000.00	5,000.00	10,000.00	10,000.00	5,000.00	5,000.00	4,000.00	4,000.00
3.	220 lineal feet, dimension stone wall	220	LF	130.00	28,600.00	635.00	139,700.00	66,000.00	66,000.00	23,100.00	23,100.00	535.00	117,700.00	296.00	65,120.00
4.	1,310 lineal feet, armor stone rip rap	1,310	LF	83.00	108,730.00	105.00	137,550.00	195.00	255,450.00	135.00	176,850.00	139.00	182,090.00	246.00	322,260.00
5.	600 cubic yards, light rip rap	600	CY	55.00	33,000.00	50.00	30,000.00	35.00	21,000.00	65.00	39,000.00	81.67	49,002.00	59.00	35,400.00
6.	Lump sum, restoration	1	LS	19,500.00	19,500.00	10,500.00	10,500.00	4,500.00	4,500.00	33,000.00	33,000.00	25,000.00	25,000.00	6,500.00	6,500.00
Proposal Total - Items 1 - 6					\$200,930.00		\$339,450.00		\$362,950.00		\$364,950.00		\$393,792.00		\$452,280.00
					<u>\$200,930.00</u>		<u>\$339,450.00</u>		<u>\$362,950.00</u>		<u>\$364,950.00</u>		<u>\$393,792.00</u>		<u>\$452,280.00</u>