

**CITY OF STURGEON BAY**  
**FINANCE/PURCHASING & BUILDING COMMITTEE**  
***TUESDAY AUGUST 11, 2020***  
**Council Chambers, City Hall - 421 Michigan Street**  
**4:00pm**

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Request for permit fee reimbursement from Destination Sturgeon Bay.
5. Consideration of: Extension of Time Limit to construct Home - Door County Housing Partnership – Lot 8, block 11 of Sunset Hill #2 Subdivision.
6. Review bills.
7. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of the Common Council does attend, this may constitute a meeting of the Common Council and is noticed as such, although the Common Council will not take any formal action at this meeting.

Posted:  
Date: 08/7/20  
Time: 8:40 a.m.  
By: LS

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

④



DESTINATION  
STURGEON BAY  
DOOR COUNTY

④

Ensuring a first-class visitor experience, helping local businesses grow, and enhancing Sturgeon Bay's quality of life.

To the honorable City Council,

Destination Sturgeon Bay would like to request reimbursement of the following funds totaling \$570.

- Class B Wine License Door County Wine Festival \$10
- Class B Wine License Harvest Festival \$10
- Class B Beer License Sturgeon Bay Celebrates \$10
- Class B Beer License Harvest Festival \$10
- Class B Beer Licenses Harmony by the Bay Concert Series \$110
  
- Fire & Ice Banner Permit Jefferson Street \$30
- Fire & Ice Banner Permit West Side \$30
- Fine Art Fair Banner Permit Jefferson Street \$30
- Fine Art Fair Banner Permit West Side \$30
- Sturgeon Bay Celebrates Banner Permit Jefferson Street \$30
- Sturgeon Bay Celebrates Banner Permit West Side \$30
- Sidewalk Sales Banner Permit Jefferson Street \$30
- Sidewalk Sales Banner Permit West Side \$30
- Classic & Wooden Boat Fest Banner Permit Jefferson Street \$30
- Classic & Wooden Boat Fest Banner Permit West Side \$30
- Harvest Festival Banner Permit Jefferson Street \$30
- Harvest Festival Banner Permit West Side \$30
- Christmas by the Bay Banner Permit Jefferson Street \$30
- Christmas by the Bay Banner Permit West Side \$30

Kind Regards,

Carly Sarkis  
Marketing & Events Director  
Destination Sturgeon Bay  
920.743.6246  
[carly@sturgeonbay.net](mailto:carly@sturgeonbay.net)

Destination Sturgeon Bay  
36 S. 3<sup>rd</sup> Avenue • Sturgeon Bay, WI 54235 • (920) 743-6246  
[vacation@sturgeonbay.net](mailto:vacation@sturgeonbay.net) • [sturgeonbay.net](http://sturgeonbay.net)

## EXECUTIVE SUMMARY

**Title:** Extension of Time Limit to Construct Home – Door County Housing Partnership - Lot 8, Block 11 of Sunset Hill #2 Subdivision

**Background:** The Door County Housing Partnership (hereafter “DCHP”) purchased Lot 8 of Block 11 in Sunset Hill #2 subdivision from the City in 2019. The development agreement between the City and DCHP included a requirement for a minimum assessed value of \$135,000 on the lot by January 1, 2021. If this condition is not met, DCHP is required to pay to the City amount equal to the taxes that would be owed on the difference between the actual assessed value and \$135,000. The rationale for that clause is that the parcel is within tax increment district #3 and the property taxes within that district are covering the City’s costs for creating that development.

DCHP has requested that the deadline for the minimum assessed value be extended by one year to January 1, 2022. The organization is newly created and still getting its organizational capacity up to speed. That and the delays caused by the COVID-19 pandemic have made it extremely unlikely that the home would be finished by the end of the year.

DCHP is also requesting that the \$135,000 minimum assessed value be changed to simply reflect the value of the property as dictated by Fannie Mae. Apparently, if the new home is financed through Fannie Mae, there are guidelines for how a home under a housing trust is assessed.

The sale of the lots closed on May 23, 2018. Habitat met the construction requirement for the first two lots. The third lot (Lot 11, Block 11) is required to have a home constructed by May 23, 2021. But for this third lot Habitat is requesting an extension of the time limit. Their approved family for next year’s construction is located in Gibraltar so their plan is to build the house in that location. They would then complete a home on Lot 11 the following year.

Staff is not opposed to granting an extension of the minimum assessed value for one year. The City recently granted a similar request by Habitat for Humanity to delay home construction by one year on a different lot in Sunset Hill #2.

But the second portion of the request is troublesome. TID #3 still has about 10 years or so to go before closing. Depending upon the assessment, the financial impact to the district could be significant. More info is needed about what the anticipated assessed value actually will be before any decision can be made. DCHP will need to explain why Fannie Mae is involved and both the City and DCHP will need to consider aspects and alternatives to getting the desired assessed value on this lot.

**Fiscal Impact:** Delaying the start of the minimum assessed value by one year will mean that Tax Increment District #3 would lose out on the expected tax revenue of approximately \$3,200. The impact of eliminating the minimum assessed value for future years is unknown because it would be based upon whatever assessed value is set under the Fannie Mae guidelines.

**Recommendation:** Extend the deadline for Door County Housing Partnership to establish the minimum assessed value on Lot 8, Block 11 to January 1, 2022. Further, take no action on the request to state that the property will be assessed and taxed as dictated by Fannie Mae. DCHP can renew their request at a later date, if necessary, once the actual impact to the value and taxes is known.

Prepared by: Martin Olejniczak  
Martin Olejniczak  
Community Development Director

Date 8/6/20

Reviewed by: Val Clarizio  
Val Clarizio  
Finance Director

Date 8/6/20

Reviewed by: \_\_\_\_\_  
Josh Van Lieshout  
City Administrator

Date \_\_\_\_\_

Board of Directors

President – Jim Honig  
Vice president – Diana Wallace  
Secretary – Steve Kase  
Treasurer – Jerry Zaug  
Mariah Goode



PO Box 342 Baileys Harbor, WI 54202  
info@doorcountyhousingtrust.org  
www.doorcountyhousingtrust.org

July 20, 2020

Martin Olejniczak  
Community Development Director  
City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235

RE: Development of Lot 8 of Block 11, Sunset Hill Plat #2  
Parcel number 281-46-94110800

Dear Mr. Olejniczak:

As you are aware, pursuant to the Development Agreement between the City and Door County Housing Partnership, Inc. dated October 31, 2019, the Partnership assumed the responsibility for construction of a residential property on the city lot identified above. The Partnership further agreed to convey the property to private owners with a minimum assessed valuation for tax purposes of \$135,000, effective as of January 1, 2021.

While since October we have been making great progress on growing our organizational capacity, knowledge, and readiness, events such as the COVID-19 pandemic have had a substantial impact on the Partnership's plan for development of the property. We have found it necessary to modify our plans for construction of an appropriate residence due to both financial and operational priorities created, in part, by the economic impact of the disease on our community.

Hence, it appears highly unlikely we will be able to complete construction and sale of the residence under the current deadline. Also, we have learned in recent months that Fannie Mae has established guidelines as to how housing trust homes are to be assessed and therefore taxed. As a result, we are hereby respectfully requesting that the city modify our agreement to: 1) extend the construction and occupancy completion date by at least one year, and, 2) rather than indicate an assessed valuation target figure, to simply state that the property will be assessed and taxed as dictated by Fannie Mae.

We would welcome the opportunity to meet with you and appropriate city officials if you think it necessary. Otherwise, we look forward to thoughtful consideration of this request as you think best.

Sincerely,



Reverend James Honig  
President  
Door County Housing Partnership, Inc.

The Door County Housing Partnership provides permanently affordable home ownership opportunities to the year-round workforce to maintain the wellbeing and character of the Door County community.

# Information from 8/20/19 Council meeting

## RECOMMENDATION

### TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the offer to purchase parcel # 281-46-94110800, Lot 8, Block 11 in Sunset Hills # 2 Subdivision from Door County Housing Partnership, Inc in the amount of \$5,000, subject to the following conditions:

- \$5,000 down-payment assistance is not available for this lot.
- The building layout must be similar to that of other homes in the Sunset Hills #2 Subdivision
- There must be a two-car garage, either attached or detached.
- The driveway must be paved.
- The assessed value of the property must be a minimum of \$135,000 by January 1, 2021. Otherwise, during the life of Tax Increment District #3, a payment in lieu of taxes on any shortfall in the required assessed value shall be made during each tax year in which such shortfall exists.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 30, 2019

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

## EXECUTIVE SUMMARY

**Title:** Offer to Purchase Lot 8, Block 11 of Sunset Hill #2 Subdivision – Door County Housing Partnership, Inc.

**Background:** The Door County Housing Partnership is a recently formed housing trust whose purpose is to develop housing that will remain affordable in perpetuity. They have submitted an offer to purchase Lot 8 of Block 11 of Sunset Hill #2 Subdivision for \$5,000 and have Rob Vogel (Edgeline, LLC) construct a home by the end of 2020. The home would then be made available to a qualified Door County resident as an affordable house. The housing trust would have covenants or other restrictions in order to keep the house affordable to subsequent buyers.

Sunset Hill #2 is the residential subdivision that was created within Tax Increment District #3 for the redevelopment of the former Wiretech Fabricators site. The City purchased the Wiretech site and redeveloped it into workforce housing. Seventeen lots were created in Sunset Hill #2. There are 14 single-family homes built and one under construction by Door County Habitat for Humanity, which also owns another lot. The remaining lot is still owned by the City and is located at the northwest corner of Erie Street and N. 16<sup>th</sup> Court (Lot 8, Block 11).

The City set a price of \$14,000 for the lot and, in addition, offers \$5,000 in down-payment assistance to help with a mortgage. The \$5,000 is a forgivable loan. \$1,000 of the amount is forgiven for each year that the homeowner remains in the house. The DC Housing Partnership offer does not include any down-payment assistance.

Recently, the City received two written offers to purchase the lot and build a home. The Finance Committee passed a recommendation to sell the lot with various restrictions to Barbara May, who was the first person to submit an offer. However, prior to the Council acting upon the recommendation, Ms. May backed out of her offer.

The other written request was received from Victoria L. Cerinich. She indicated that she would not build until 2021 or later. Habitat for Humanity also requested the lot, but they also would not build until 2021 or later. The Committee rejected the offer and directed staff to investigate options to get the lot developed sooner.

**Options:** The City can accept the offer, with or without conditions, or can counter offer. It also could reject the offer and decide to hold onto this lot for time being.

**Fiscal Impact:** The site is located in Tax Increment District #3 so the fiscal impact is on that district rather than the City as a whole. By accepting the Housing Partnership's proposal, TID #3 would receive \$5,000 for the lot sale. If the City would instead sell the lot using the current approved parameters of \$14,000 sale price with \$5,000 down-payment assistance, it would net \$9,000.

The other fiscal impact is from the taxes paid on home construction. By having the proposed home built by the end of 2020 rather than waiting for 2021, the City would garner an extra year's worth of TIF revenue. The lots in Sunset Hill #2 typically have an assessed value in the \$140,000 to \$170,000 range. This would generate about \$3,375 in yearly tax revenue for the TID. Therefore, the fiscal impact to TID #3 under the Housing Partnership proposal is very similar to the fiscal impact under a standard lot sale if the home construction is delayed to 2021.



**Recommendation:** Staff believes the subject lot should be developed as soon as practical. The Housing Partnership proposal would accomplish that. In addition, their proposal has the advantage of ensuring that the home to be constructed is affordable and would remain affordable in perpetuity.

Like the previous recommendation, any sale should have conditions to ensure the new house fits the character of the neighborhood and that construction starts within a certain time period.

Therefore, staff recommends selling Lot 8, Block 11 in the Sunset Hill #2 Subdivision to Door County Housing Partnership, Inc. in the amount of \$14,000, subject to the following conditions:

- \$5,000 down-payment assistance is not available for this lot.
- The building layout must be similar to that of other homes in the Sunset Hills #2 Subdivision.
- There must be a two-car garage either attached or detached.
- The driveway must be paved.
- The assessed value of the parcel must be a minimum of \$135,000 by January 1, 2021. Otherwise, during the life of Tax Increment District #3, a payment in lieu of taxes on any shortfall in the required assessed value shall be made during each tax year in which such shortfall exists.

Prepared by: Martin Olejniczak  
Martin Olejniczak  
Community Development Director

7-24-19  
Date

Reviewed by: Val Clarizio  
Val Clarizio  
Finance Director

7/24/19  
Date

Reviewed by: Josh Van Lieshout  
Josh Van Lieshout  
City Administrator

7/25/19  
Date





Door County Housing Partnership, Inc.

July 19, 2019

Helen Bacon, Chair  
Finance/Purchasing and Building Committee  
City of Sturgeon Bay  
Sturgeon Bay, WI

Dear Ms. Bacon:

Please find attached an offer to purchase for Parcel #281-46-94110800 in the City of Sturgeon Bay, WI.

The buyer, Door County Housing Partnership, Inc. (Housing Trust) is a non profit organization, existing for the purpose of acquiring and maintaining, in perpetuity, affordable workforce housing for Door County residents.

Our offer represents a price that we understand Habitat for Humanity has benefited from regarding similar parcels in the same area. Also similar to Habitat, we will not be seeking, on behalf of the future homeowner, the \$5000.00 down payment assistance.

On behalf of future resident homeowners, we appreciate your consideration of our offer.

Sincerely,

  
Diana Wallace, President  
Door County Housing Partnership

Enclosures (3)  
Offer to Purchase  
Proposal to Develop  
Trust Overview

## OFFER TO PURCHASE

The Buyer, Door County Housing Partnership, Inc., offers to purchase the Property known as Parcel #281-46-94110800, on the corner of N. 6<sup>th</sup> Place and Erie Street, in the City of Sturgeon Bay, Door County, Wisconsin, on the following terms:

Purchase Price of \$5,000.00 to be paid in cash or equivalent at the time of closing.

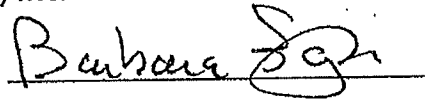
Closing shall be on or before \_\_\_\_\_.

Upon payment of the purchase price, Seller shall convey the property by warranty deed, free and clear of all liens and encumbrances, except municipal and zoning ordinances and any recorded easements for the distribution of utility and municipal services. Seller shall give evidence of title in the form of an owner's policy of title insurance. Dated this \_\_\_\_\_ day of July, 2019

Buyer: Door County Housing Partnership, Inc.



Diana Wallace, President



Barbara Sajna, Secretary

Seller accepts this offer and agrees to convey the property on the terms and conditions as set forth herein.

City of Sturgeon Bay, Wisconsin

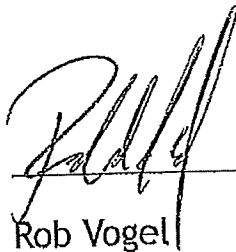
\_\_\_\_\_

\_\_\_\_\_

## PROPOSAL TO DEVELOP

Rob Vogel, doing business as EdgeLine, LLC, proposes to develop the property known as Parcel #281-46-94110800 in the City of Sturgeon Bay, Wisconsin. The improvement will be a single family affordable housing unit to be purchased by an eligible buyer in accord with the requirements for said eligibility by the Door County Housing Partnership. Said building will comply with all applicable state and local zoning and building requirements and be ready for sale and occupancy by the end of the year 2020.

Dated this 22<sup>nd</sup> day of July, 2019

  
Rob Vogel

July 10, 2019

## THE DOOR COUNTY HOUSING PARTNERSHIP, INC. (The Housing Trust)

A housing trust is a vehicle by which land, homes, and/or funds are accepted for the singular purpose of providing long-term affordable housing to year-round workforce residents.

Following a year of research, the Northern Door Interfaith Prosperity Coalition (IPC) discovered that communities around the state and country working with housing trusts were able to increase their inventories of affordable housing, and to maintain that inventory as affordable housing for long-term use by year-round workforce residents.

Trusts provide funds or land to provide housing according to the needs of the community, ensuring congruity with neighborhoods, use of sustainable building materials/processes, and opportunities for community involvement. Trusts develop criteria by which an applicant can qualify for housing, and/or financial assistance. Critical to the homeownership process, trusts provide formulas that allow for equity to accrue to the original buyer, but also methods whereby upon sale the home remains affordable to the next buyers. Keeping these homes in the affordable inventory for the long term is the most critical activity a trust performs.

A trust can be responsible for everything from building to maintenance to landlord oversight (in instances where the housing developed is used as rental housing), and can operate as a community advocate, research vehicle, educator, or fundraiser. Ultimately the trust's main purpose is always to ensure a stable supply of affordable housing according to community needs.

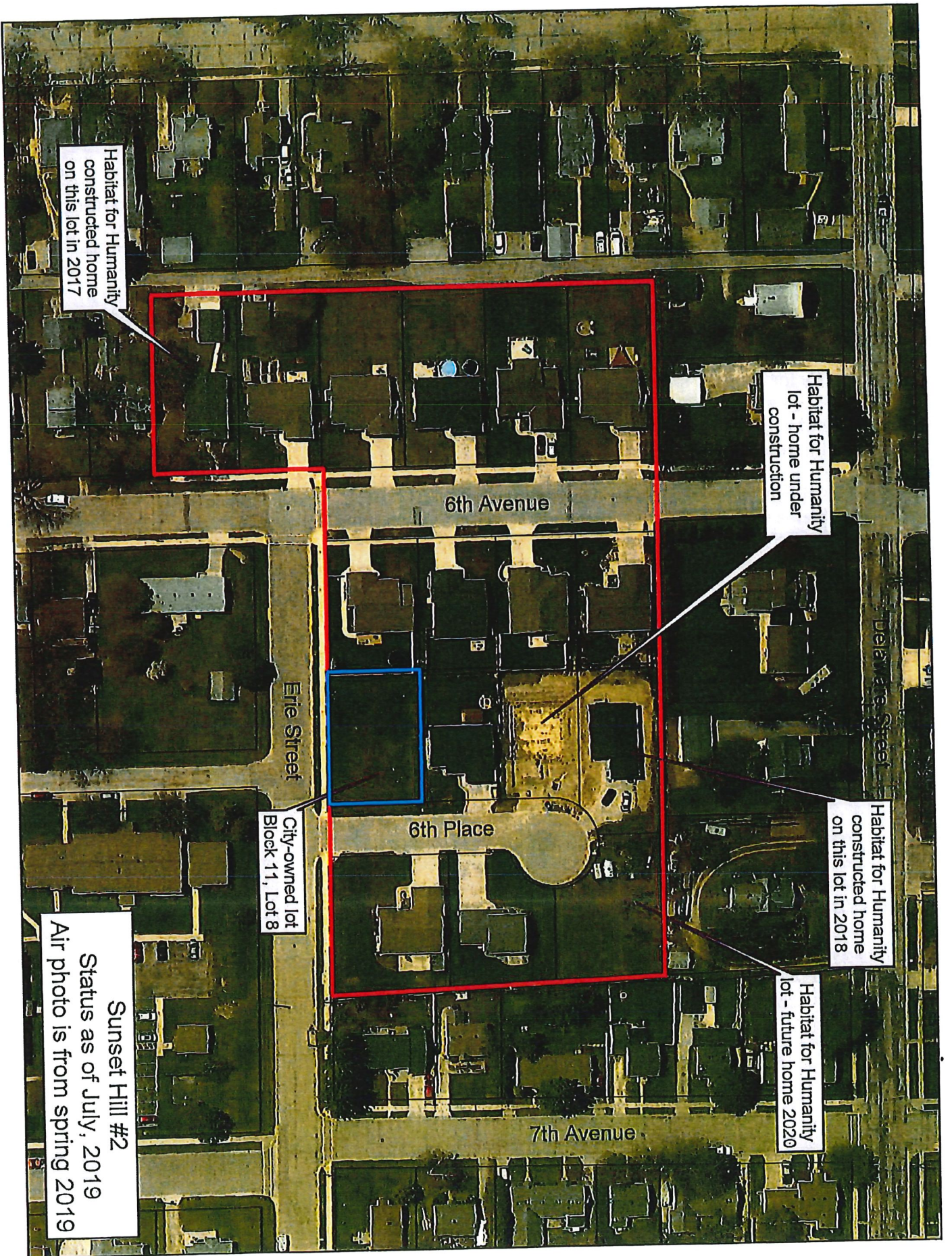
A non-profit housing trust called the Door County Housing Partnership, Inc. has been incorporated, and will be working closely with such entities as the Door County Economic Development Corporation, the Door County Land Use Services Department, local municipalities, developers, the IPC, private donors and others to make affordable housing a reality in Door County.

Any questions can be directed to any of the following Door County Housing Partnership Board members:

Diana Wallace: [diana2433@gmail.com](mailto:diana2433@gmail.com)  
James Honig: [sotpastor@gmail.com](mailto:sotpastor@gmail.com)  
Barb Sajna: [bsajna@frontier.com](mailto:bsajna@frontier.com)  
Steve Kase: [skase70@gmail.com](mailto:skase70@gmail.com)  
Mariah Goode: [mgoode@co.door.wi.us](mailto:mgoode@co.door.wi.us)  
Dick Skare: [dickskare@gmail.com](mailto:dickskare@gmail.com)  
Myles Dannhausen, Jr.: [Mdannhausen@gmail.com](mailto:Mdannhausen@gmail.com)







Habitat for Humanity  
constructed home  
on this lot in 2017

Habitat for Humanity  
lot - home under  
construction

Habitat for Humanity  
constructed home  
on this lot in 2018

Habitat for Humanity  
lot - future home 2020

City-owned lot  
Block 11, Lot 8

Sunset Hill #2  
Status as of July, 2019  
Air photo is from spring 2019



DATE: 08/05/1920  
TIME: 16:14:49  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/18/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
R0001488	BOB BORDEAU	8.1.20 FOOD SHARE/BORDEAU	01-000-000-21595	130.00
R0001649	MICHELLE GIBSON	SHELTER RES FEE REFND/GIBSON	01-000-000-46300	55.00
R0001649		SHELTER RES FEE REFND/GIBSON	01-000-000-24214	2.75
R0001649		SHELTER RES FEE REFND/GIBSON	01-000-000-24215	0.28
R0001650	BETH HUBBARD	SHELTER RES REFND/HUBBARD	01-000-000-46300	58.03
TOTAL LIABILITIES				246.06
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	08/20 ATHLETIC LIGHT PROJECT	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				1,611.45
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	06/20 3 ALDER CELLPHONES	01-105-000-58999	115.70
TOTAL				115.70
TOTAL CITY COUNCIL				115.70
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	FILING FEES	01-115-000-56350	90.00
TOTAL				90.00
TOTAL CITY CLERK-TREASURER				90.00
COMPUTER				
03101	CDW GOVERNMENT, INC.	2 HDMI DISPLAY PORTS	01-125-000-55550	20.34
03101		2 LENOVO DESKTOPS/POLICE	01-125-000-55550	1,860.00
TOTAL				1,880.34
COVID-19				
USBANK	US BANK	ZOOM	01-125-401-55550	67.51
USBANK		ZOOM SALES TAX CREDIT	01-125-401-55550	-3.52
USBANK		ZOOM SALES TAX CREDIT	01-125-401-55550	-3.52
USBANK		ZOOM SALES TAX CREDIT	01-125-401-55550	-3.52
USBANK		ZOOM SALES TAX CREDIT	01-125-401-55550	-3.52
TOTAL COVID-19				53.43
TOTAL COMPUTER				1,933.77
CITY ASSESSOR				
ASSO APP	ASSOCIATES APPRAISAL	REVAL PROGRAM	01-130-000-55010	20,762.25



## **Fee Waiver Policy**

- 1) The Common Council of the City of Sturgeon Bay authorizes staff to waive the following permit fees for organizations that meet certain eligibility requirements.
- 2) Eligible fees for waiver:
  - APC – Alcohol Public Consumption Permit
  - Park Shelter Reservation Fee
  - Sign Permit Fee
  - Banner Permit Fee
- 3) Organizations eligible to request waivers:
  - Governmental entities
  - Coast Guard Functions - *The City of Sturgeon Bay is designated as a Coast Guard City*
  - Military not-for-profit organizations designated as a 501(c)(19) or 501(c)(23)
  - Not-for-profit designated as Charitable Organization 501(c)(3)
  - Not-for-profit designated as a Civic Organization 501(c)(4)
- 4) Organizations that hold events for which a fee is charged to raise funds, are not eligible for a waiver of any City fee for that specific event.
- 5) Any requests outside of these parameters should be directed to the Finance/Purchasing & Building Committee for consideration who will make recommendation to the Common Council.

DATE: 08/05/1920  
TIME: 16:14:49  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/18/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
ASSO APP		08/20 CONTRACT SVC	01-130-000-55010	5,111.11
		TOTAL		25,873.36
		TOTAL CITY ASSESSOR		25,873.36
BUILDING/ZONING CODE ENFORCEMT				
DCI	DOOR COUNTY INSPECTIONS, LLC	07/20 PERMITS	01-140-000-55010	9,118.80
		TOTAL		9,118.80
		TOTAL BUILDING/ZONING CODE ENFORCEMT		9,118.80
MUNICIPAL SERVICES ADMIN.				
USBANK	US BANK	DSPS ENG LIC RENEW/SHEFCHIK	01-145-000-56000	69.36
		TOTAL		69.36
		TOTAL MUNICIPAL SERVICES ADMIN.		69.36
ELECTIONS DEPARTMENT				
USBANK	US BANK	ABSENTEE BALLOT POSTAGE	01-155-000-54999	330.00
USBANK		ABSENTEE BALLOT POSTAGE	01-155-000-54999	330.00
		TOTAL		660.00
		TOTAL ELECTIONS DEPARTMENT		660.00
CITY HALL				
05500	ENERGY CONTROL AND DESIGN INC	2 ACTUATORS @ 91.74	01-160-000-55300	183.48
05500		FREIGHT	01-160-000-55300	7.73
CULLIGAN	CULLIGAN OF STURGEON BAY	10 BAGS SALT @ 9.37 EA	01-160-000-51850	93.70
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	SENSOR	01-160-000-51400	3.56
VIKING	VIKING ELECTRIC SUPPLY, INC	FUSES	01-160-000-55300	159.98
VIKING		FUSES	01-160-000-55300	208.60
WARNER	WARNER-WEXEL WHOLESALE &	HAND SANITIZER GEL	01-160-000-51850	141.36
WARNER		CLEANING SUPPLIES	01-160-000-51850	18.89
		TOTAL		817.30
		TOTAL CITY HALL		817.30
POLICE DEPARTMENT				
04150	DEJARDIN CLEANERS LLC	LAUNDRY MAINTENANCE/BRINKMAN	01-200-000-56800	8.00
21450	THE UNIFORM SHOPPE	RANGER PANTS/PORTER	01-200-000-52900	171.90
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	BATTERY/POST IT NOTES	01-200-000-51950	28.19

DATE: 08/05/1920  
TIME: 16:14:49  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/18/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
USBANK	US BANK	6 MONTH SUBSCRIPT RENEW/CJP	01-200-000-56000	74.90
USBANK		FORENSIC SOFTWARE	01-200-000-55500	1,800.20
USBANK		FORENSIC SOFTWARE-CREDIT	01-200-000-55500	-185.44
TOTAL				1,897.75
TOTAL POLICE DEPARTMENT				1,897.75
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT FUEL	01-205-000-51650	186.96
TOTAL PATROL BOAT				186.96
TOTAL PATROL BOAT				186.96
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	TWO WAY RADIO REPAIR/SQ 80	01-215-000-57550	236.25
06650	GALLS, AN ARAMARK COMPANY	LOGO BALL CAPS/UNIFORM	01-215-000-52900	145.38
19959	SUPERIOR CHEMICAL CORP	FIREBALL DEGREASER	01-215-000-54999	133.72
19959		BRILLANCE FILM REMOVER	01-215-000-54999	106.56
19959		FREIGHT	01-215-000-54999	47.22
21450	THE UNIFORM SHOPPE	UNIFORM SHIRT/JOSE	01-215-000-52900	69.95
AQUA	AQUA CENTER OF GREEN BAY INC	PARTS & SVC DIVE EQUIP	01-215-000-54999	43.22
DEIBELE	LUKE DEIBELE	BOOT REIMBURSE/DEIBELE	01-215-000-52900	90.19
JENNERJO	DEREK JENNERJOHN	SRO TRAINING MEAL EXP/JNNRJHN	01-215-000-55600	96.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 50 REPAIR	01-215-000-58600	30.00
NELSON	NELSON TACTICAL	PANTS/JENNERJOHN	01-215-000-52900	202.47
NELSON		HANDCUFFS & KEYS/SHEW	01-215-000-52900	64.47
NELSON		CSO POLOS & LONG SLEEVE SHIRTS	01-215-000-52900	468.57
USBANK	US BANK	GUN HOLSTER/MIELKE	01-215-000-52900	133.96
USBANK		UNIFORM SUSPENDERS/BILODEAU	01-215-000-52900	49.94
USBANK		AMAZON PRIME MEMBERSHIP	01-215-000-52900	119.52
TOTAL				2,037.42
COVID-19				
PUBLIC	PUBLIC SAFETY CENTER, INC	HAND SANITIZER	01-215-401-54999	91.76
TOTAL COVID-19				91.76
TOTAL POLICE DEPARTMENT/PATROL				2,129.18
FIRE DEPARTMENT				
USBANK	US BANK	FENCE SLATS 1 PACK	01-250-000-51405	55.59
USBANK		STATION FUEL	01-250-000-51650	13.97
USBANK		TRAINING SUPPLIES/FOAM BLOCKS	01-250-000-55600	446.58
USBANK		MONTHLY DATA	01-250-000-58250	478.50
USBANK		UNIFORM SHOES/KM	01-250-000-52900	98.56
USBANK		FENCING	01-250-000-51405	2,605.10
USBANK		UNIFORM SHIRT STRAP	01-250-000-52900	53.82

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
USBANK		DEFIB BATTERY	01-250-000-54999	316.00
TOTAL				4,068.12
TOTAL FIRE DEPARTMENT				4,068.12
ROADWAYS/STREETS				
04545	DOOR COUNTY COOPERATIVE/NAPA	GRASS SEED	01-400-000-52500	25.98
04545		GRASS SEED	01-400-000-54999	119.50
TOTAL				145.48
TOTAL ROADWAYS/STREETS				145.48
SNOW REMOVAL				
	SNOW REMOVAL			
13825	MORTON SALT	93.09 TON ROAD SALT	01-410-000-52400	6,379.46
TOTAL SNOW REMOVAL				6,379.46
TOTAL SNOW REMOVAL				6,379.46
STREET SIGNS AND MARKINGS				
04545	DOOR COUNTY COOPERATIVE/NAPA	PAINT MACHINE LIGHT	01-420-000-52100	84.99
19275	SHERWIN WILLIAMS	BLUE PAINT	01-420-000-52100	367.90
TOTAL				452.89
TOTAL STREET SIGNS AND MARKINGS				452.89
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	CASE GREASE	01-450-000-53000	57.42
04545		WORK LIGHT	01-450-000-52700	12.53
06012	FASTENAL COMPANY	HARDWARE	01-450-000-53000	13.16
06012		HARDWARE	01-450-000-53000	3.50
18950	SAFETY-KLEEN CORP	PARTS WASHER SERVICE	01-450-000-53000	256.18
AMERWELD	AMERICAN WELDING & GAS, INC	MONTHLY GAS BOTTLE RENTAL	01-450-000-53000	162.17
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	FUSES	01-450-000-53000	9.98
TOTAL				514.94
TOTAL STREET MACHINERY				514.94
CITY GARAGE				
04545	DOOR COUNTY COOPERATIVE/NAPA	25 GAL OIL DRAIN PAN	01-460-000-52700	540.00
23709	WISCONSIN LIFT TRUCK CORP.	ANNUAL MAINTENANCE	01-460-000-56250	121.38
TOTAL				661.38

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TOTAL CITY GARAGE				661.38
CELEBRATION & ENTERTAINMENT				
R0000807	MARK THIEDE	3RD INSTALL HARMONY CONCERTS	01-480-000-58999	9,666.67
TOTAL				9,666.67
COVID 19				
USBANK	US BANK	3 AUTO SANITIZERS/FARM MARKET	01-480-401-51550	435.00
TOTAL COVID 19				435.00
TOTAL CELEBRATION & ENTERTAINMENT				10,101.67
PARKS AND PLAYGROUNDS				
02005	BAY ELECTRONICS, INC.	ANTENNA	01-510-000-52300	42.00
02005		MOUNT	01-510-000-52300	22.50
02005		MOUNT	01-510-000-52300	13.70
02005		PLUG	01-510-000-52300	10.00
04545	DOOR COUNTY COOPERATIVE/NAPA	FUSE HOLDER/PLIERS	01-510-000-53000	25.47
04545		FUEL LINE DISCONNECT	01-510-000-53000	7.29
06012	FASTENAL COMPANY	CAUTION TAPE	01-510-000-54999	9.76
07765	GRAINGER INC	CONCRETE SCREWS	01-510-000-54999	69.36
13049	MAY'S SPORT CENTER	SWITCH PTO/LAWN MOWER	01-510-000-51900	39.70
20725	T R COCHART TIRE CENTER	FLAT TIRE	01-510-000-51900	20.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	FACE MASKS	01-510-000-54999	130.00
BUBRICKS		FACE MASKS	01-510-000-54999	197.94
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	TOGGLE SWITCH	01-510-000-53000	9.99
O'REILLY		BRAKES	01-510-000-53000	53.75
PMSUPPLY	PM SUPPLY	CLEANING SIGN	01-510-000-52550	36.80
USBANK	US BANK	AMAZON	01-510-000-54999	4.21
VIKING	VIKING ELECTRIC SUPPLY, INC	WALL PACK	01-510-000-54999	89.05
VIKING		CONDUIT FITTINGS	01-510-000-54999	11.56
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPP/TOWELING/GLOVES	01-510-000-51850	920.86
TOTAL				1,713.94
TOTAL PARKS AND PLAYGROUNDS				1,713.94
MUNICIPAL DOCKS				
DIAMOND	DIAMOND BUSINESS GRAPHICS	LAUNCH PASS ENVELOPES	01-550-000-51600	1,669.43
WARNER	WARNER-WEXEL WHOLESALE &	LINER BAGS	01-550-000-51850	83.85
TOTAL				1,753.28
TOTAL MUNICIPAL DOCKS				1,753.28
WATERFRONT PARKS & WALKWAYS				

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19860	STURGEON BAY SAND & GRAVEL	BEACH STONE	01-570-000-51750	44.65
19860		BEACH STONE	01-570-000-51750	43.48
TOTAL				88.13
TOTAL WATERFRONT PARKS & WALKWAYS				88.13
EMPLOYEE BENEFITS				
EBC CORP	EMPLOYEE BENEFITS CORPORATION	07/20 FSA,HRA,COBRA	01-600-000-50510	242.50
TOTAL				242.50
TOTAL EMPLOYEE BENEFITS				242.50
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	2ND QTR 2020 MAINTENANCE COSTS	01-700-000-56850	12,657.67
TOTAL				12,657.67
TOTAL PUBLIC FACILITIES				12,657.67
COMMUNITY & ECONOMIC DEVLPMT				
USBANK	US BANK	WI ECON DEV ASSOC MEMBR RENEW	01-900-000-56000	325.00
TOTAL				325.00
TOTAL COMMUNITY & ECONOMIC DEVLPMT				325.00
TOTAL GENERAL FUND				83,608.09
CAPITAL FUND				
CITY HALL				
EXPENSE				
05500	ENERGY CONTROL AND DESIGN INC	AC CHILLER REPAIR	10-160-000-59999	597.90
TRAVIS	TRAVIS PRICE MASONARY	STUCCO PATCHES	10-160-000-59999	400.00
TOTAL EXPENSE				997.90
TOTAL CITY HALL				997.90
ROADWAYS/STREETS				
ROADWAYS/STREETS				
11545	MAPLE STREET SIGN CO.	MAKE & INSTALL GRAPHICS/P11	10-400-000-59060	210.65
TOTAL ROADWAYS/STREETS				210.65
TOTAL ROADWAYS/STREETS				210.65



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INVOICES DUE ON/BEFORE 08/18/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
CURB/GUTTER/SIDEWALK				
EXPENSE				
USBANK	US BANK	8 STRAW BALES	10-440-000-59102	109.64
TOTAL EXPENSE				109.64
TOTAL CURB/GUTTER/SIDEWALK				109.64
WATERFRONT PARKS & WALKWAYS				
10750	PREMIER CONCRETE INC	5 YRD CONCRETE @ 117.00	10-570-000-59075	585.00
10750		5 YRD FIBER MESH	10-570-000-59075	50.00
20250	TILLMAN LANDSCAPE & NURSRY INC	18 FLAME GRASS @ 8.95	10-570-000-59075	161.10
20250		20 HYG LITTLE LIME @ 17.75	10-570-000-59075	355.00
20250		20 HOSTAS @ 6.50	10-570-000-59075	130.00
20250		1 CRAB	10-570-000-59075	170.00
20250		12 RED ROSE @ 15.95	10-570-000-59075	191.40
TOTAL				1,642.50
TOTAL WATERFRONT PARKS & WALKWAYS				1,642.50
COMMUNITY & ECONOMIC DEVLPMT				
VANDEW	VANDEWALLE & ASSOCIATES, INC	COMP PLAN SVC THRU 7.20.20	10-900-000-59999	7,720.00
TOTAL				7,720.00
TOTAL COMMUNITY & ECONOMIC DEVLPMT				7,720.00
TOTAL CAPITAL FUND				10,680.69
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
02975	CAMERA CORNER	IPAD & KEYBOARD	21-000-000-59070	1,818.00
02975		CREDIT RETURN	21-000-000-59070	-287.30
USBANK	US BANK	CREDIT ADOBE	21-000-000-51100	-19.79
USBANK		CREDIT	21-000-000-51100	-552.09
USBANK		ADOBE CREATIVE CLOUD RENEW	21-000-000-51100	379.67
TOTAL CABLE TV / GENERAL				1,338.49
TOTAL CABLE TV / GENERAL				1,338.49
TOTAL CABLE TV				1,338.49
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
CEDARCO	CEDAR CORPORATION	FESTIVAL WTRFRNT PROJECT	28-340-000-58999	67,635.28
TOTAL TID #4 DISTRICT				67,635.28
TOTAL TID #4 DISTRICT				67,635.28
TOTAL TID #4 DISTRICT				67,635.28

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04603	HALRON LUBRICANTS INC	USED OIL PICKUP 225 GALLONS	60-000-000-52050	33.75
JX ENT	JX ENTERPRISES, INC.	NITROGEN SENSORS	60-000-000-53000	511.04
TOTAL SOLID WASTE ENTERPRISE FUND				544.79
TOTAL SOLID WASTE ENTERPRISE FUND				544.79
TOTAL SOLID WASTE ENTERPRISE				544.79
TOTAL ALL FUNDS				163,807.34

**MANUAL CHECKS**

DCRM, INC 07/29/20 Check # 87366 2019 Property Tax refund 01-130-000-51910	\$18,361.00
GIMBEL, REILLY, GUERIN & BROWN LLP TRUST ACCOUNT 07/29/20 Check # 8367 2019 Wal-Mart Tax Settlement 01-130-000-51910	\$20,000.90
DOOR COUNTY MARITIME MUSEUM 08/04/2020 Check # 87372 WEDC-CDI Grant 10-199000-51525	\$250,000.00
EFT GROUP INSURANCE 08/04/20 Check # 87373 08/20 Health Insurance Various Departmental Accounts	\$148,154.22
<b>TOTAL MANUAL CHECKS</b>	<b>\$ 436,516.12</b>

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

GENERAL FUND	83,608.09	520,124.21
CAPITAL FUND	10,680.69	
CABLE TV	1,338.49	
TID #4 DISTRICT	67,635.28	
SOLID WASTE ENTERPRISE	544.79	
	-----	
TOTAL --- ALL FUNDS	163,807.34	600,323.46