



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
WEDNESDAY, JANUARY 2, 2013
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Consideration of the following bills: General Fund – \$102,404.10, Capital Fund - \$777.00, Cable TV - \$5,319.00, and Solid Waste Enterprise - \$3,863.67 for a grand total of \$112,363.77. [roll call]

6. **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 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 12/18/12 regular Common Council minutes.

* b. Approval of the following minutes:

- (1) Industrial Park Development Review Team – 12/11/12
- (2) Finance/Purchasing & Building Committee – 12/11/12
- (3) Community Protection & Services Committee – 12/13/12
- (4) Waterfront Redevelopment Authority – 12/17/12
- (5) City Plan Commission – 12/19/12

* c. Consideration of: Beverage Operator license.

* d. Finance/Purchasing & Building Committee recommendation re: Allow the Door County Destroyers to use Memorial Field for one game in 2013 for a fee of \$100 + tax per game and to use the practice fields on Wednesdays beginning at 6:00 p.m.

* e. Finance/Purchasing & Building Committee recommendation re: Continue with current deferment agreements with no change on the agreements that are due for review at this time.

* f. Community Protection & Services Committee recommendation re: Install streetlight on Bluebird Street between 12th Avenue and 14th Avenue, Pole #6J-2-3-2.

* g. Community Protection & Services Committee recommendation re: Install streetlight at 1643 Cove Road, Pole #12L-7-4-1.

* h. City Plan Commission recommendation re: Revise the sign requirements within the R-1, R-2, R-3, and R-M districts per the attached amendments to the sign code.

7. Mayoral appointments.

8. Consideration of: Spring Primary.

9. Committee Chairperson Reports:

- a. City Plan Commission
- b. Finance/Purchasing & Building Committee
- c. Park & Recreation Committee

10. Public comment on non-agenda items.

11. Mayor's comments.

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

Consideration of: Acquisition of Property.

Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis. Stats 19.85(1)(g)

13. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

12/28/12

Time:

12:00pm

By:

[Signature]

5.

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

5.

ID: AP443000.CST

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
R0001036	LIEBMANN, CONWAY, OLEJNICZAK,	PH SIGN DEP REFUND	01-000-000-23168	50.00
TOTAL LIABILITIES				50.00
TOTAL GENERAL FUND				50.00
CITY COUNCIL				
12300	LEAGUE OF WI MUNICIPALITIES	2013 DUES	01-105-000-56000	2,755.18
TOTAL				2,755.18
TOTAL CITY COUNCIL				2,755.18
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	11/12 TRAFFIC MATTERS	01-110-000-55010	1,512.00
TOTAL				1,512.00
TOTAL LAW/LEGAL				1,512.00
CITY CLERK-TREASURER				
07755	GOVERNMENT FINANCE OFFICERS	ANNUAL MEM/CITY TREAS	01-115-000-56000	170.00
WAM	WI CITY/COUNTY MANAGEMENT	2013 ANNUAL DUES - TREASURER	01-115-000-56000	30.00
TOTAL				200.00
TOTAL CITY CLERK-TREASURER				200.00
ADMINISTRATION				
MCNEIL	STEVE MCNEIL	MILEAGE REIMB DEC 2012	01-120-000-55600	57.53
TOTAL				57.53
TOTAL ADMINISTRATION				57.53
COMPUTER				
HARRIS	HARRIS COMPUTER SYSTEMS	ANNUAL SOFTWARE MAINT	01-125-000-55550	7,450.46
HARRIS		ANNUAL HARDWARE MAINT	01-125-000-55500	522.81
TOTAL				7,973.27
TOTAL COMPUTER				7,973.27
CITY ASSESSOR				

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
01740	ASSESSMENT TECHNOLOGIES	WEB PUBLISHING	01-130-000-51100	877.68
ASSO APP	ASSOCIATED APPRAISAL	01/02/13 CONTRACT	01-130-000-55010	1,245.91
WI	WISCONSIN DEPT OF REVENUE	2012 MFG ASSESSING FEE	01-130-000-51530	2,826.90
TOTAL				4,950.49
TOTAL CITY ASSESSOR				4,950.49
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	11/12 CELL SERVICE	01-145-000-58250	520.97
03133		11/12 CELL SERVICE	01-145-000-58250	10.35
DLT	DLT SOLUTIONS INC.	AUTO CAD SOFTWARE RENEWAL	01-145-000-55550	945.29
NWTC	NWTC	REGIS. B.SPETZ 12091973	01-145-000-55600	404.80
TOTAL				1,881.41
TOTAL MUNICIPAL SERVICES ADMIN.				1,881.41
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	11/12 CELL SERVICE	01-150-000-58250	6.54
03133		11/12 CELL SERVICE	01-150-000-58250	49.27
TOTAL				55.81
TOTAL PUBLIC WORKS ADMINISTRATION				55.81
ELECTIONS DEPARTMENT				
04975	ECONO FOODS	ROLLS - ELECTION	01-155-000-54999	38.25
TOTAL				38.25
TOTAL ELECTIONS DEPARTMENT				38.25
CITY HALL				
05500	ENERGY CONTROL AND DESIGN INC	VALVE ACTUATOR	01-160-000-54999	81.97
23730	WPS	835 N 14TH AVE	01-160-000-56600	1,858.69
CINTAS	CINTAS FIRE PROTECTION	ANNUAL ALARM SYS INSP	01-160-000-58999	385.70
R0000509	NATIONAL ELEVATOR INSPECTION	ANNUAL ELEVATOR INSP	01-160-000-58999	178.00
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHTS AND LIGHTING COMP	01-160-000-54999	148.96
VIKING		LIGHTS AND LIGHTING COMP	01-160-000-54999	37.24
VIKING		LIGHTS & LIGHTING COMP	01-160-000-54999	97.69
VIKING		LIGHTS & LIGHTING COMPONENTS	01-160-000-54999	97.69
VIKING		ELECTRONIC CAP	01-160-000-54999	16.38
WARNER	WARNER-WEXEL WHOLESALE &	CASE OF LYSOL	01-160-000-54999	44.34
TOTAL				2,946.66
TOTAL CITY HALL				2,946.66

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL EXPENDITURES				
PITNEY	PITNEY BOWES GLOBAL	REFILL POSTAGE MACHINE	01-199-000-57250	3,100.00
TOTAL				3,100.00
TOTAL GENERAL EXPENDITURES				3,100.00
POLICE DEPARTMENT				
19959	SUPERIOR CHEMICAL CORP	DISINFECTANT	01-200-000-51950	80.35
22800	WALMART COMMUNITY	DVR'S & PENS	01-200-000-51950	103.55
22800		SHARPIES & DESK PAD	01-200-000-51950	7.52
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	COPIER/PRINTER REPAIR	01-200-000-55650	333.14
TOTAL				524.56
TOTAL POLICE DEPARTMENT				524.56
PATROL BOAT				
PATROL BOAT				
PORT	PORT SUPPLY	POWER ADAPTER FOR BOAT	01-205-000-54999	41.28
TOTAL PATROL BOAT				41.28
TOTAL PATROL BOAT				41.28
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	REPAIR TWO WAY RADIO	01-215-000-57550	60.00
03133	CELLCOM WISCONSIN RSA 10	11/12 CELL SERVICE	01-215-000-58999	307.68
04590	DOOR COUNTY HUMANE SOCIETY	1ST QTR 2013	01-215-000-55100	2,117.50
04696	DOOR COUNTY TREASURER	11/2012 FUEL CHARGES	01-215-000-51650	5,087.49
06592	FOX VALLEY TECHNICAL COLLEGE	COYHIS & HENRY TRAINING	01-215-000-55600	15.00
06650	GALLS, AN ARAMARK COMPANY	BATON HOLDER & FLASHLIGHT CASE	01-215-000-52900	38.98
11545	MAPLE STREET SIGN CO.	DECALS FOR SQ 60	01-215-000-58600	58.00
15890	PACK AND SHIP PLUS	11/2012 SHPG EXP	01-215-000-58999	37.40
CDE	PAULA REICHEL	CSO SHIRTS	01-215-000-52900	431.28
GMAN	GMAN EMBLEM	POLICE PATCHES	01-215-000-52900	374.00
HENRY	CLINT HENRY	FOX VALLEY TECH TR/LUNCH	01-215-000-55600	13.38
LEHIGH	LEHIGH SAFETY SHOE CO	BOOT ALLOWANCE	01-215-000-52900	70.00
NIELSON	NIELSON COMMUNICATIONS, INC.	BATTERIES FOR RADIOS	01-215-000-57550	417.64
NWTC-GB	NWTC-GREEN BAY	HOUGAARD / PR MEDIA RELATIONS	01-215-000-55600	120.00
R0000608	AUTO ZONE, INC	ARMOR PROTECTANT	01-215-000-58550	12.98
TOTAL				9,161.33
TOTAL POLICE DEPARTMENT/PATROL				9,161.33
POLICE DEPT. / INVESTIGATIONS				
SPILLMAN	SPILLMAN TECHNOLOGIES, INC.	2013 ANNUAL MAINT/REC MGMT	01-225-000-58999	2,560.00
TOTAL				2,560.00

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL POLICE DEPT. / INVESTIGATIONS				2,560.00
FIRE DEPARTMENT				
02001	RED THE UNIFORM TAYLOR	UNIFORM DRESS SHIRT-KLOTZ	01-250-000-52900	55.58
02275	BENDLIN FIRE EQUIPMENT	SUSPENDARS	01-250-000-51350	16.00
03075	CARQUEST OF DOOR COUNTY	WIPERS - UNIT 5	01-250-000-53000	27.34
04520	DQOR AND KEWAUNEE COUNTY	2013 DUES	01-250-000-56000	25.00
16352	PENFLEX, INC	PT LOSA ADMIN FEES - 2013	01-250-000-50377	1,000.00
19880	STURGEON BAY UTILITIES	N 14TH AVE SALT SHED	01-250-000-56675	3.56
19880		N 7TH PL GARLAND PK	01-250-000-56675	3.56
19880		DUCK POND	01-250-000-56675	3.56
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	9.00
19880		OTUMBA PARK	01-250-000-56675	3.56
19880		WEST SIDE WARMING HSE	01-250-000-56675	3.56
19880		WEST SIDE FIRE ST	01-250-000-56150	136.65
19880		WEST SIDE FIRE ST	01-250-000-58650	115.76
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	3.56
19880		JAYCEES BALLFLD STAND	01-250-000-56675	9.00
19880		MISH ST JC BALLFLD SPRNK	01-250-000-56675	29.00
19880		WEST SIDE BALL FIELD LITES	01-250-000-56675	3.56
19880		N 14TH WARNING SIREN	01-250-000-56150	8.36
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	15.56
19880		SUNSET PK STAR PLANT	01-250-000-56675	29.00
19880		835 N 14TH AVE SIGN SHED	01-250-000-56675	3.56
19880		CHERRY BLOSSOM PARK	01-250-000-56675	9.00
19880		CLAY BANKS SIREN	01-250-000-56150	16.25
21472	UBS FINANCIAL SERVICES INC.	LOSA 11 PT FF	01-250-000-50377	2,750.00
22800	WALMART COMMUNITY	SCBA BATTERIES	01-250-000-54999	45.82
23730	WPS	WEST SIDE FIRE STATION	01-250-000-56600	197.44
23755	WISCONSIN STATE FIRE CHIEF ASN	2013 DUES	01-250-000-56000	75.00
NWTC-GB	NWTC-GREEN BAY	SEMINAR - ART OF READY SMOKE	01-250-000-55600	60.00
PAULCONW	PAUL CONWAY SHIELDS	FIRE GLOVES (4)	01-250-000-51350	310.00
WARNER	WARNER-WEXEL WHOLESAL &	TOILET TISSUE	01-250-000-54999	33.89
WIEGANDB	BRENT WIEGAND	2 WORK SHIRTS	01-250-000-52950	39.00
TOTAL				5,041.13
TOTAL FIRE DEPARTMENT				5,041.13
STREET SWEEPING				
25700	ZARNOTH BRUSH WORKS INC	3 BROOMS FOR SWEEPER	01-330-000-51400	390.00
25700		4 FRONT SHOES	01-330-000-51400	75.00
25700		4 BACK SHOES	01-330-000-51400	103.00
TOTAL				568.00
TOTAL STREET SWEEPING				568.00
ROADWAYS/STREETS				

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
08225	HERLACHE SMALL ENGINE	1 THROTTLE HANDLE	01-400-000-51400	2.30
14825	NORTHEAST ASPHALT INC	12.6 TON WINTER BLEND COLD MIX	01-400-000-52200	900.90
HARD RCK	HARD ROCK SERVICES, LLC	CRUSHING RECY MATERIAL	01-400-000-55700	10,000.00
		TOTAL		10,903.20
		TOTAL ROADWAYS/STREETS		10,903.20
SNOW REMOVAL				
06012	FASTENAL COMPANY	MISC PARTS/SUPPLIES	01-410-000-51400	3.07
06012		MISC PARTS/SUPPLIES	01-410-000-51400	0.67
06012		MISC PARTS/SUPPLIES	01-410-000-51400	15.93
13150	MASTERCRAFT WELDING SYSTEM	14'-1/16 FLAT BAR	01-410-000-51400	50.00
13400	MIDSTATES BLADE AND CHAIN INC	PLOW BLADES	01-410-000-51400	3,302.58
R0000655	TRANSMOTION, LLC	1 HYD SPINNER MOTOR	01-410-000-51400	169.01
		TOTAL		3,541.26
		TOTAL SNOW REMOVAL		3,541.26
STREET MACHINERY				
01469	AIRGAS NORTH CENTRAL	1 TANK ARGONNE	01-450-000-53000	70.00
03075	CARQUEST OF DOOR COUNTY	COOLANT FILTER	01-450-000-52150	18.98
03075		PURCHASE BATTERY	01-450-000-53000	39.97
03075		REUTRN DEFECTIVE BATTERY	01-450-000-53000	-39.97
03075		OIL FILTER, FUSES, HYD OIL	01-450-000-52150	120.75
03075		FUEL, OIL, & AIR FILTERS	01-450-000-53000	205.40
03075		HI-POP FUEL	01-450-000-52150	13.60
03075		WINTER BLADE	01-450-000-52150	74.90
03075		11 GAL AIR TANK	01-450-000-52700	56.89
03075		REMFG HD BRAKE KIT	01-450-000-53000	-72.00
03075		CABLE CLAMP	01-450-000-52700	9.54
03075		DIESEL SYS	01-450-000-53000	18.60
03075		AUVECOPAK UNIT 39	01-450-000-52150	6.98
03075		FUEL, COOLANT, AIR FILTERS	01-450-000-52150	98.71
03075		HYD FILTER, AIR FILTER	01-450-000-52150	67.92
03075		AIR FILTER (2)	01-450-000-52150	31.54
03075		COOLANT FILTER	01-450-000-52150	-18.98
03075		OIL FILTER, CLEANER	01-450-000-52150	16.04
04575	DOOR COUNTY HARDWARE	GAS CAN	01-450-000-53000	23.99
04696	DOOR COUNTY TREASURER	11/2012 FUEL CHARGES	01-450-000-51650	5,936.79
06012	FASTENAL COMPANY	MISC PARTS/SUPPLIES	01-450-000-53000	3.03
06012		MISC PARTS/SUPPLIES	01-450-000-53000	62.51
14000	NAPA AUTO PARTS	2 LED LIGHTS	01-450-000-53000	125.98
14000		1 CORE CREDIT	01-450-000-53000	-19.00
16300	PARTS ASSOCIATES	MISC. STOCK	01-450-000-52150	119.56
20253	TILOT OIL LLC	6 GAL DELO 50/50 ANTI-FREEZE	01-450-000-53000	50.28
20253		80 GALL 10W30 ENGINE OIL	01-450-000-53000	636.00
INTERSTA	INTERSTATE BATTERIES	2 GREASE GUN BATTERIES	01-450-000-52700	76.00
		TOTAL		7,734.01
		TOTAL STREET MACHINERY		7,734.01

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY GARAGE				
01469	AIRGAS NORTH CENTRAL	TANK LEASE RENEWAL FOR 2013	01-460-000-54999	75.00
19880	STURGEON BAY UTILITIES	N 14TH AVE SALT SHED	01-460-000-56150	8.36
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	1,021.34
19880		835 N 14TH AVE CITY GARAGE	01-460-000-58650	150.00
TOTAL				1,254.70
TOTAL CITY GARAGE				1,254.70
CELEBRATION & ENTERTAINMENT				
R0000370	AMVETS POST 51	FLAGS	01-480-000-51550	640.00
TOTAL				640.00
TOTAL CELEBRATION & ENTERTAINMENT				640.00
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	TRFC WARNING LGT ELM CTY C	01-499-000-58000	2.90
TOTAL				2.90
TOTAL HIGHWAYS - GENERAL				2.90
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	11/12 CELL SERVICE	01-500-000-58250	75.75
TOTAL				75.75
TOTAL PARK & RECREATION ADMIN				75.75
PARKS AND PLAYGROUNDS				
03075	CARQUEST OF DOOR COUNTY	1 FUEL FILTER	01-510-000-53000	9.37
03075		OIL AND FILTERS M-14	01-510-000-53000	32.07
03075		PLUGS & FILTERS RE: PUSH MOWER	01-510-000-51900	41.75
04696	DOOR COUNTY TREASURER	11/2012 FUEL CHARGES	01-510-000-51650	1,327.76
08225	HERLACHE SMALL ENGINE	2 RECOIL ROPES	01-510-000-51900	6.00
08225		2 MOWER WHEELS	01-510-000-51900	52.00
08225		1 MOWER BLADE	01-510-000-51900	15.00
08225		3 AIR FILTERS	01-510-000-51900	34.02
08225		1 MOWER BLADE	01-510-000-51900	15.00
13075	SHAWN MADDEN	2012 SAFETY SHOES	01-510-000-56800	100.00
13365	MEISSNER LANDSCAPE INC	1 ROLL CURLEX	01-510-000-51750	76.75
19070	SCHARTNER IMPLEMENT INC	PLOW NUTS AND BOLTS	01-510-000-53000	17.27
19070		FUEL FILTER	01-510-000-53000	9.17
19070		O-RING	01-510-000-53000	4.77
19070		STARTER	01-510-000-51900	256.23
19880	STURGEON BAY UTILITIES	S 3RD & OREGON MARTIN PARK	01-510-000-56150	8.37
19880		N 7TH PL GARLAND PK	01-510-000-56150	8.36

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		SUNSET CNTR/NEW CONC	01-510-000-56150	51.73
19880		SUNSET CNTR/NEW CONC	01-510-000-58650	77.40
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	57.44
19880		OTUMBA PARK	01-510-000-56150	9.61
19880		WEST SIDE WARMING HSE	01-510-000-56150	10.53
19880		JAYCEES BALLFLD STAND	01-510-000-56150	15.11
19880		FLAG LGHT 5TH & MICH	01-510-000-56150	40.05
19880		WEST SIDE BALL FIELD LITES	01-510-000-56150	11.99
19880		OTUMBA PK WALKWAY LIGHTS	01-510-000-56150	58.59
19880		OTUMBA PK STREET LGT	01-510-000-56150	151.88
19880		FLORIDA ST / SUNSET PK	01-510-000-56150	16.25
19880		835 N 14TH AVE SIGN SHED	01-510-000-56150	21.05
19880		CHERRY BLOSSOM PARK	01-510-000-56150	8.36
19959	SUPERIOR CHEMICAL CORP	1 CASE FLU & VIRUS KILLER	01-510-000-54999	80.35
23730	WPS	MEMORIAL FIELD	01-510-000-56600	215.80
POLLOCK	DALE POLLOCK	BOOT ALLOWANCE	01-510-000-56800	100.00
R0000370	AMVETS POST 51	FLAGS	01-510-000-51550	240.00
R0000556	D&A MACHINING, LLC	2 WEAR PLATES FOR ML BLOWER	01-510-000-54999	161.00
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHT BALLAST	01-510-000-54999	201.00
		TOTAL		3,542.03
		TOTAL PARKS AND PLAYGROUNDS		3,542.03
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PRG LOT LTS	01-550-000-56150	264.08
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	25.41
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	172.76
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	60.52
23730	WPS	36 S NEENAH AVE	01-550-000-56600	8.60
		TOTAL		531.37
		TOTAL MUNICIPAL DOCKS		531.37
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY LGHTS	01-570-000-56150	46.00
19880		DC MUSEUM PKG LOT LIGHTS	01-570-000-56150	276.08
		TOTAL		322.08
		TOTAL WATERFRONT PARKS & WALKWAYS		322.08
EMPLOYEE BENEFITS				
04800	DRAEB JEWELERS, INC	RETIREMENT WATCH-ALLEN	01-600-000-56554	200.00
		TOTAL		200.00
		TOTAL EMPLOYEE BENEFITS		200.00
		TOTAL GENERAL FUND		72,164.20

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
COMPUTER				
11870	KUSTOM SIGNALS INC	SPEEN BOARD COMPUTER	10-125-000-89040	777.00
TOTAL				777.00
TOTAL COMPUTER				777.00
TOTAL CAPITAL FUND				777.00
CABLE TV				
CABLE TV / GENERAL				
B&H	B&H PHOTO-VIDEO	DVD BURNER	21-000-000-52700	339.00
MANN	MANN COMMUNICATIONS, LLC	01/02/13 CONTRACT	21-000-000-55015	4,390.00
MANN		LIBRARY DUBS OCT 2012	21-000-000-58999	60.00
MANN		LEVENDUSKY PREVIEWS OCT 2012	21-000-000-58999	105.00
MANN		PEG MEDIA SHOWS	21-000-000-54999	20.00
MANN		DVD DUBS RE:LIBRARY NOV 2012	21-000-000-58999	60.00
MANN		LEVENDUSKY PREVIEWS NOV 2012	21-000-000-58999	105.00
MANN		MUSEUM SPEAKER NOV 2012	21-000-000-55015	240.00
TOTAL CABLE TV / GENERAL				5,319.00
TOTAL CABLE TV / GENERAL				5,319.00
TOTAL CABLE TV				5,319.00
OLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
02005	BAY ELECTRONICS, INC.	GARBAGE TRUCK RADIO INST	60-000-000-59060	120.00
04696	DOOR COUNTY TREASURER	11/2012 FUEL CHARGES	60-000-000-51650	3,643.67
13321	LARRY JENNERJOHN	BOOT ALLOWANCE	60-000-000-56800	100.00
TOTAL SOLID WASTE ENTERPRISE FUND				3,863.67
TOTAL SOLID WASTE ENTERPRISE FUND				3,863.67
TOTAL SOLID WASTE ENTERPRISE				3,863.67
TOTAL ALL FUNDS				82,123.87

MANUAL CHECKS

BP Amoco 12/13/12 Check #71723 Out of town fuel 01-215-000-51650	\$ 1,750.63
Cardmember Services 12/21/12 Check #71785 Police flags & FD conf registration (5) 01-250-000-55600 01-200-000-51950	\$ 880.76
Sturgeon Bay Utilities 12/21/12 Check #71784 Utilities Misc accounts	\$ 29,272.14
TOTAL MANUAL CHECKS	\$ 30,239.90

DATE: 12/27/2012
TIME: 10:11:23
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/03/2013

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	72,164.20	102,404.10
CAPITAL FUND	777.00	
CABLE TV	5,319.00	
SOLID WASTE ENTERPRISE	3,863.67	
TOTAL ---- ALL FUNDS	82,123.87	112,363.77

COMMON COUNCIL
December 18, 2012

A meeting of the Common Council was called to order at 7:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Ald. Wiegand, Vandertie, Lodl, Wiesner, Stutting, Fett, and Schlicht present

Schlicht/Fett to adopt agenda. Carried.

The Council recognized retiring Park & Recreation Secretary Marilyn Kleist for service from 2000-2012.

The Council recognized retiring Assistant City Administrator Mary Lou Allen for service from 1976-2012.

Stutting/Schlicht to approve bills: General Fund – \$145,093.60, Cable TV - \$100.00, and Solid Waste Enterprise - \$12,135.52 for grand total of \$157,329.12. Roll call: All voted aye. Carried.

Fett/Wiesner to approve consent agenda:

- a. Approval of 12/4/12 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Park & Recreation Board – 11/28/12
 - (2) Finance/Purchasing & Building Committee – 12/4/12
 - (3) Bicycle & Pedestrian Advisory Board – 12/6/12
- c. Place the following reports on file:
 - (1) Police Department Report – November 2012
 - (2) Fire Department Report – November 2012
 - (3) Inspection Department Report – November 2012
 - (4) Bank Reconciliation – November 2012
 - (5) Revenue & Expense Report – November 2012
- d. Consideration of: Beverage Operator licenses.
- e. Park & Recreation Board recommendation re: Allow Door County Humane Society use of Martin Park on Saturday, August 24, 2013 from 9 am – 1 pm for fundraiser "Bark by the Bay." If the vent is successful, it may continue at Martin Park without prior approval from the Park & Recreation Committee/Board and the Council each year.
- f. Consideration of: Sidewalk Café Permit Application from Henry S. Baird Masonic Lodge #174 for March 8, 2013 – March 10, 2013.

Carried.

The Mayor made the following appointments:

Fire & Police Commission

Sandy Hurley

Park & Recreation Board

Marilyn Kleist

Sturgeon Bay Visitor Center

Ronald A. Vandertie

Door County Economic Development Corporation

Thad Birmingham

Door County Tourism Zone Commission

Robert Starr

Dennis Statz

Bicycle and Pedestrian Advisory Board

Tony Depies

Waterfront Redevelopment Authority

John Asher

Vandertie/Stutting to confirm appointments. Carried.

Schlicht/Wiesner to read in title only and adopt the second reading of the ordinance repealing and recreating Section 1.167 (3) of the Municipal Code – Member of Bicycle and Pedestrian Advisory Board. Carried.

Wiegand/Fett to read in title only and adopt the second reading of the ordinance creating Section 3.10 of the Municipal Code – Forfeited and Abandoned Property. Carried.

Wiegand/Wiesner to read in title only and adopt the second reading of the ordinance regarding rezoning property located at 108 S. 10th Avenue from Single Family Residential (R-2) to Office/Business Park (C-4). Carried.

Personnel Committee Chair Vandertie, Parking & Traffic Committee Chair Schlicht, Community Protection & Services Committee Chair Fett, and Sturgeon Bay Utility Commission representative Fett presented reports for their respective committees/commission.

There were no public comments.

The Mayor made his comments.

After the Mayor announced the statutory basis, Stutting/Fett to convene in closed session in accordance with the following exemption: Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session – Wis. Stats. 19.85(1)(e) – Consideration of: Acquisition of property. Roll call: All voted aye. Carried. The meeting moved to closed session at 7:17 p.m. and adjourned at 8:10 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk

Industrial Park Development Review Team

Tuesday, December 11, 2012

A meeting of the Industrial Park Development Review Team was called to order at 12:00 noon by Acting Chairperson William Murrock in Community Room, City Hall, 421 Michigan Street.

Roll call: Members William Murrock and Sandy Hurley were present. Excused: Member John Lodi. Also present were Keller Structures representative Mark Nysted, Therma-Tron-X representatives Brad Andrae and Chuck Wheaton, City Engineer Tony Depies, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from October 2, 2012.
4. Consideration of: Proposed addition for Therma-Tron-X, located at 1155 S. Neenah Avenue.
5. Adjourn.

Carried.

Approval of minutes from October 2, 2012: Moved by Mr. Murrock, seconded by Ms. Hurley to approve the minutes from October 2, 2012. Carried.

Consideration of: Proposed addition for Therma-Tron-X, located at 1155 S. Neenah Ave.: Mark Nysted presented plans for the proposed 11,100 sq. ft. addition to the north end of the building for Therma-Tron-X. They will be replacing three truck docks and adding production. All the exterior finishes will match the existing building. An existing storage shed will be removed. Green space, as well as asphalt will be added. They plan to retain the existing trees, with the exception of some trees located by the storage shed. Baudhuin, Inc. is working on the stormwater management plans. The driveway will be relocated and are looking for a wider curb cut to accommodate the truck traffic.

Mr. Depies has been in contact with Baudhuin, Inc. and is working with them to increase the volume of water detained in the existing facility.

Mr. Olejniczak added that the proposal complies with zoning and landscaping requirements.

After discussion, it was moved by Mr. Murrock, seconded by Ms. Hurley to approve the proposed addition, subject to saving as many trees as possible and approval of the stormwater management plan. Carried.

Adjourn. Moved by Ms. Hurley, seconded Mr. Murrock to adjourn. Carried. Meeting adjourned at 12:20 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
December 11, 2012

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:01 p.m. by Chairperson Stutting in Council Chambers, City Hall. Roll call: Alderperson Stutting, Alderperson Wiegand and Alderperson Schlicht were present. Also present: Alderperson Fett, Finance Director/City Treasurer Clarizio, Municipal Services Superintendent Bordeau, Police Chief Porter, members of the general public and Office/Accounting Assistant I Spittlemeister.

Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Replace a fleet vehicle with insurance settlement and declare one police vehicle surplus.
4. Consideration of: Deferred Special Assessments.
5. Consideration of: DC Destroyers semi-professional football team.
6. Review of unfinished business list.
7. Review bills.
8. Adjourn.

Carried.

Consideration of: Replace a fleet vehicle with insurance settlement and declare one police vehicle surplus:

A short discussion was held. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to declare the 2004 Chevrolet Blazer as surplus and authorize the Police Department to use the proceeds of \$16,650.00 from the insurance settlement on the Ford Crown Victoria in addition to the monies received from the trade-in of the surplus vehicle to purchase a similar used vehicle. Carried.

Consideration of: Deferred Special Assessments:

After a short discussion, it was the consensus of the Committee to continue with the current status of each deferred special assessments up for review. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to the Common Council to continue with the current deferment agreements with no change on the agreements that are due for review at this time. Carried.

Consideration of: DC Destroyers semi-professional football team:

Committee members clarified the location of the practice fields. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to Common Council to allow the Door County Destroyers to use Memorial Field for one game in 2013 for a fee of \$100 + tax per game and to use the practice fields on Wednesdays beginning at 6:00 p.m. Carried.

The unfinished business list was reviewed.

Review bills:

Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to accept the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Schlicht, seconded by Alderperson Stutting to adjourn. Carried.
The meeting adjourned at 7:09 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Laurie Spittlemeister". The signature is written in black ink and is positioned above the printed name.

Laurie Spittlemeister
Office/Accounting Assistant I

COMMUNITY PROTECTION & SERVICES COMMITTEE
December 13, 2012

A meeting of the Community Protection & Services Committee was called to order at 5:00 p.m. by Chairperson Fett in Council Chambers, City Hall. Roll call: Members Fett, Wiesner and Schlicht were present. Also present: Alderperson Lodl, Jason Mann of Mann Communications, LLC, City Administrator McNeil, and Office/Accounting Assistant I Spittlemeister.

Moved by Mr. Schlicht, seconded by Mr. Wiesner to adopt the following agenda by switching items 5 and 3:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Installation of streetlight on Bluebird Street between 12th Avenue and 14th Avenue, Pole #6J-2-3-2.
4. Consideration of: Installation of streetlight at 1643 Cove Road, Pole #12L-7-4-1.
5. Review of Bills.
6. Unfinished business list.
7. Adjourn.

Carried.

Review of Bills:

Moved by Mr. Schlicht, seconded by Mr. Wiesner to approve the invoices submitted for payment as of December 13, 2012 in the amount of \$998.88. Carried.

Consideration of: Installation of streetlight at 1643 Cove Road, Pole #12L-7-4-1:

This item was brought forward by Alderperson Lodl. This light was removed by Sturgeon Bay Utilities as part of Round 2 streetlight eliminations. The residents at this address requested the light be reinstalled, as the area is very dark and located at the end of the road. Moved by Mr. Schlicht, seconded by Mr. Wiesner to recommend to Common Council to install streetlight at 1643 Cove Road, Pole #12L-7-4-1. Carried.

Consideration of: Installation of streetlight on Bluebird Street between 12th Avenue and 14th Avenue, Pole #6J-2-3-2:

Mr. Fett introduced this item stating that this streetlight was also removed by Sturgeon Bay Utilities as part of Round 2 streetlight eliminations. He has been contacted by individuals that live in the area, mentioning that some residents travel with their wheelchairs/scooters to and from their homes. Based on safety, Mr. Fett would like committee members to consider replacing that streetlight. Moved by Mr. Fett, seconded by Mr. Schlicht to recommend to Common Council to install the streetlight on Bluebird Street between 12th Avenue and 14th Avenue, Pole #6J-2-3-2. Carried.

Items on the unfinished business list were discussed.

Moved by Mr. Schlicht, seconded by Mr. Wiesner to adjourn. Carried. The meeting adjourned at 5:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Laurie Spittlemeister".

Laurie Spittlemeister
Office/Accounting Assistant

WATERFRONT REDEVELOPMENT AUTHORITY

Monday, December 17, 2012

A meeting of the Waterfront Redevelopment Authority was called to order at 1:05 p.m. by Chairperson Tom Herlache in Community Room, City Hall, 421 Michigan Street.

Roll call: Members John Asher, Thomas Wulf, Ron Vandertie, and Tom Herlache were present. Excused: Member Bill Galligan. Absent: Member Ross Schmelzer. Joe Stutting entered the meeting at 2:00 p.m. Also present were: Jolena Presti and Brian Vandewalle of Vandewalle & Associates, Mayor Thad Birmingham, City Administrator Steve McNeil, DCEDC Executive Director Bill Chaudoir, City Engineer Tony Depies, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Asher, seconded by Mr. Wulf to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from November 19, 2012.
4. Consideration of: Update regarding West Waterfront Redevelopment activities.
5. Consideration of: Project costs for potential Tax Increment District #4.
6. Adjourn.

Carried.

Approval of minutes from November 19, 2012: Moved by Mr. Wulf, seconded by Mr. Asher to approve the minutes from November 19, 2012. All ayes. Carried.

Consideration of: Update regarding West Waterfront Redevelopment activities: Mr. Olejniczak stated that the City has been awarded the Community Development Block Grant in the amount of \$440,000. With that grant, the Door County Co-op parcel can be purchased, as well as tearing down the buildings (not including the granary), removing asphalt, filling the site above the floodplain, and relocating utility lines. AECOM was hired to take of the environmental issues. They are in the process of drafting a grant application that could cover up to 50% of the cost of the environmental work.

In regard to the previously received Wisconsin Coastal Management grant to extend the waterfront walkway through Sawyer Park, the engineering design is finished and approved. There is an ad hoc committee working on the historical markers.

The third grant that was applied for is another Wisconsin Coastal Management Grant. There will be a meeting in Madison in which the City's ideas will be presented to their board. The grant money would help with the design of the public space, the festival pier, and the engineering analysis of the grain tower.

Ms. Presti stated they are continuing to work on recruiting both the restaurant brewery and lodging. Mr. Vandewalle added that they are looking at a national franchise hotel.

Ms. Presti reported that they brought a developer to look at the Bayside Bargain site (on the corner of Madison Ave. and Maple St.) and found that it was not within the preferred census track for WHEDA tax credits. Mr. Olejniczak mentioned that these developers are negotiating with the owners of the parcel on the corner of 2nd Avenue and Oregon St., and hoping to attract the young workforce housing. Recruiting for a developer will continue for the Bayside Bargain site.

Consideration of: Project costs for potential Tax Increment District #4: Mr. Olejniczak stated a new TIF District is needed. The proposed boundaries for the district were approved by the Authority at the last meeting. The next step is to look at the project plan and costs.

A short discussion was held in regard to Roen Salvage possibly becoming a TID in itself or combining with TID #4.

Mr. Olejniczak mentioned there will be a meeting with Baird to create a proforma for TID #4. The goal is for a new draft and timeline to be brought to the January meeting.

The Authority reviewed the items projected to be included in the TID #4 District and project cost estimates. Relocating some overhead electric lines underground should be added to the list. Mr. Olejniczak mentioned that grants can reduce the costs considerably.

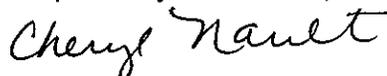
Mayor Birmingham brought up the idea of an indoor sports complex. He thought something like this would bring people in as a destination area. Mr. Vandewalle stated that destination is a collection of activities and uses. Tax base is one of the principals. The goal is to continue the vision all the way through.

The pier stage/harbor overlook was discussed. Mr. Asher felt that transient boating was more important than a public stage. Mr. Wulf suggested adding finger piers instead of bumpouts for the stage. Mr. Vandewalle said activity on the waterfront is what they are trying to achieve.

The project plan will be discussed at the next meeting in January.

Adjourn: Moved by Mr. Asher, seconded by Mr. Wulf to adjourn. Carried. Meeting adjourned at 2:06 p.m.

Respectfully Submitted,



Cheryl Nault
Community Development Secretary

CITY PLAN COMMISSION
Wednesday, December 19, 2012

A meeting of the City Plan Commission was called to order at 7:00 p.m. by Acting Chairperson John Lodl in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Jeff Norland, John Lodl, Mike Gilson, Steve Parent, and Laurel Brooks were present. Excused: Member Dennis Statz. Absent: Member Dan Wiegand. Also present were Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Gilson, seconded by Ms. Brooks to approve the following agenda by amending item #5 and change Single-Family Residential (R-2) to Central Business District (C-2): All ayes. Carried.

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from November 21, 2012.
4. Public comment on non-agenda items.
5. Presentation of: Zoning map amendment from Single-Family Residential (R-2) to Mixed-Commercial Residential (C-5), for property located at 742 Jefferson St.
6. Consideration of: Conceptual Planned Unit Development for property located at northeast corner of Oregon Street and S. Second Avenue.
7. Consideration of: Amendment to Section 27.13(2) of the Sturgeon Bay Sign Code relating to signs in the residential zoning districts.
8. Adjourn.

Carried.

Approval of minutes from November 21, 2012: Moved by Mr. Norland, seconded by Mr. Parent to approve the minutes from November 21, 2012. Carried.

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

Consideration of: Zoning map amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5) for property located at 742 Jefferson St.: Mr. Olejniczak stated that this single parcel is owned by Robert Carroll and is the former Gold & Silver Creations. The C-2 district does not allow single-family dwellings. Mr. Carroll would like to convert the former business to a single-family home by rezoning the property from C-2 to C-5. There are currently two other parcels on Jefferson St. that have been previously been rezoned to C-5. The first step in rezoning is the presentation. A public hearing will be held in January. No action was needed at this time.

Consideration of: Conceptual Planned Unit Development for property located at northeast corner of Oregon Street and S. Second Avenue: Mr. Olejniczak explained that a PUD would be required for this proposed development since it would exceed 25 units. The current use of the property is an outdoor storage yard for Palmer Johnson and a vacant parcel next to it. The proposal is for an apartment building, which would exceed density and other requirements. The first step is a concept review.

Chris Laurent, working with a contract from Commonbond, a St. Paul, MN based company, presented plans for a three or four story, 43-unit workforce housing

development with apartments above and the opportunity of retail below, with underground parking. Commonbond has been using a tool called affordable housing tax credits for a greater level of affordability and have been looking for an area in the WHEDA Census Tract 7, which is the highest need area. They originally looked at a site on the West Side, but was outside of WHEDA's target area.

Mr. Laurent presented several examples of developments they have built. He added negotiations are still being held with the seller of the property. The development is to target the shipbuilding populations and artists. The parking lot would be shared with the owner to the north. Rental rates were also discussed. Mr. Laurent said the rent for a one-bedroom 680-700 sq. ft. apartment would probably range from \$450 - \$550 per month.

Commission members discussed parking issues. They agreed this would be a great improvement to the property. No formal action was needed at this time.

Consideration of: Amendment to Section 27.13(2) of the Sturgeon Bay Sign Code relating to signs in the residential zoning districts: Mr. Olejniczak stated that there is an internal conflict in the sign code as to what is allowed in the Residential (R-1, R-2, R-3, and R-M) areas. An opinion was received from the City Attorney regarding how the maximum sign area requirement should be applied to churches.

Mr. Olejniczak presented proposed amendments to the sign code. The Plan Commission was directed to either make changes to the proposed sign code, have Mr. Olejniczak continue to work on the code and bring back to the next meeting when there would be a full Commission present, make a recommendation to Council, or to schedule a public hearing if it was felt that it was needed.

Commission members discussed the proposed changes to the sign code. Moved by Ms. Brooks, seconded by Mr. Parent to recommend to Council the proposed amendments to the sign code as follows:

- (2) *R-1, R-2, R-3, and R-M residential districts.*
 - (a) Signs not requiring a permit.
 - (b) ~~One on-premises business identification signs for conditional uses, or one institutional identification sign for nonconforming uses, and public, charitable, educational or religious institutions.~~
 1. *Permitted signs.* ~~A wall signs or and one ground sign for each abutting street if all buildings are set back at least 25 feet from the right of way line.~~
 2. *Area restrictions.* The total area of wall signs shall not exceed one square foot per linear foot of building facia to a limit of 50 square feet per building facia. The area of the a ground sign shall not exceed ~~eight~~ 16 square feet on parcels one-half acre (21,780 sq. ft.) or less, and shall not exceed 32 square feet on parcels larger than one-half acre.
 3. *Height restrictions.* All signs shall be limited to a height of 12 feet.
 4. *Setbacks.* All freestanding ground signs must be at least 15 feet from interior side and rear lot lines and set back at least ~~ten~~ five feet from the public right-of-way.

~~(c) One on-premises identification sign for nonconforming uses.~~

- ~~1. — Permitted signs. One wall sign.~~
- ~~2. — Area restrictions. The area of the sign shall not exceed 20 square feet.~~
- ~~3. — Height restrictions. The wall sign shall not exceed a height of 12 feet.~~

~~(d) One identification sign for an authorized subdivision or manufactured home/mobile home park.~~

- ~~1. Permitted signs. One ground sign. Additional ground sign(s) may be authorized by the plan commission for subdivisions or manufactured home parks with multiple entrances.~~
- ~~2. Area restrictions. The area of the sign shall not exceed 32 square feet.~~
- ~~3. Height restrictions. The ground sign shall be limited to a height of 12 feet.~~
- ~~4. Setbacks. The ground sign shall be set back at least 15 feet from interior side and rear lot lines and at least ten five feet from the public right-of-way.~~

~~(e) On-premises signs for public, charitable, educational or religious institutions.~~

~~1. — Permitted signs:~~

- ~~a. — One wall identification sign limited to the name of the organization and any artwork, such as seals, symbols, crests, etc.~~
- ~~b. — One reader board.~~
- ~~c. — One ground sign if all buildings are set back at least 25 feet from the right-of-way line.~~

~~2. — Area restrictions:~~

- ~~a. — Wall signs. A wall identification sign shall not exceed one-half square foot per linear foot of building facia to a limit of 50 square feet. A reader board shall not exceed 15 square feet.~~
- ~~b. — Ground signs. The message area for ground signs shall not exceed 15 square feet. A portion or all of the message area can be a reader board. The exterior dimensions of the sign shall not exceed 32 square feet.~~

~~3. — Height restrictions. All signs shall not exceed a height of 12 feet.~~

~~4. — Setbacks. All freestanding ground signs must be at least 15 feet from interior side and rear lot lines and set back at least ten feet from the public right-of-way.~~

Carried.

Adjourn: Moved by Ms. Brooks, seconded by Mr. Norland to adjourn. Carried. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Cheryl Nault
Community Development Secretary

BEVERAGE OPERATOR LICENSES

1. Hansen, Michelle R.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to allow the Door County Destroyers to use Memorial Field for one game in 2013 for a fee of \$100 + tax per game and to use the practice fields on Wednesdays beginning at 6:00 p.m.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 11, 2012

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

EXECUTIVE SUMMARY

DATE: November 20, 2012

TITLE: DC Destroyers Semi Professional football Team

BACKGROUND: The Door County Destroyers, a semi-professional tackle football team, asked the Park and Recreation Committee/Board permission to play half of their home games at Memorial Field and received permission to play the rest of their home games at Baileys Harbor Recreational Park. They have also requested to hold their practices at the practice football field on Wednesday's beginning at 6:00 p.m. The board approved the use of Memorial Field by DC Destroyers one time during 2013. After the 2013 season staff will assess any damage that occurred to the fields and will report back to the Park and Recreation Committee/Board for further recommendations for the 2014 season.

ANALYSIS: Staff has contacted other communities where semi-professional teams play and all have had positive things to say about the organization and the respect they paid to their facilities and athletic fields. Sturgeon Bay School is concerned of damage that would possibly occur to the athletic field and wants to ensure the field has enough time to recover prior to baseball season in spring.

FISCAL IMPACT: The City's fee for adult softball teams is \$352.00 + tax per season. Staff recommends setting the fee at \$100 + tax per game for the semi-professional football team to use Memorial Field.

RECOMMENDATION: Allow the Door County Destroyers to use Memorial Field for one game in 2013 and to use the practice fields on Wednesdays beginning at 6:00 p.m. for a fee of \$100 + tax per game.

Prepared by: Bob Bordeau
Bob Bordeau
Municipal Services Superintendent

Date: 11/29/2012

Reviewed by: Val Clarizio
Val Clarizio
City Treasurer

Date: 11/29/12

Steve McNeil
Steve McNeil
City Administrator

Date: 11/29/12

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to continue with the current deferment agreements with no change on the agreements that are due for review at this time.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 11, 2012

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

EXECUTIVE SUMMARY

TITLE: Deferred Special Assessments

BACKGROUND: Per the City's Special Assessment Deferment Resolution the Common Council shall review existing deferments of special assessments at least every five years. The last review of the following deferred assessments was in 2007. Following is a list of those deferred special assessments that are up for review:

<u>Owner</u>	<u>Parcel #</u>	<u>Assessment Type</u>	<u>Year</u>	<u>Amount</u>
Kathryn R. Hayes	281-64-9100-0104	Sewer & Water	1990	\$7,027.42

Reason for Deferral: Economic Situation
Status: Still owns property
 A letter was sent to the property owner noticing her of the meeting at which time she can update the City on any status changes.

St Peters Lutheran Church	281-54-2001-0101	Sewer & Water	1969	\$ 772.50
David & Belinda Richard	281-20-0501-0100	Sewer & Water	1969	\$ 750.00
Gary & Jan Hilander	281-64-5600-0101	Sewer & Water	1969	\$1,735.00
Corpus Christi Church	281-64-5600-0201	Sewer & Water	1969	\$ 392.50
Corpus Christi Church	281-64-5600-0202	Sewer & Water	1969	\$1,212.50
Andy, DJ & Gina Neuville	281-12-1501-0501	Water	1969	\$ 312.50

Reason for Deferrals: Properties did not benefit from the installation, as they are receiving sewer & water services from other connections. At the time a connection is made to the Duluth Avenue sewer and water lines the assessments will become due.

Status: No change

Door County Broadcasting	281-62-3000-0201	Sewer & Water	1977	\$4,500.00
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Reason for deferral: The property currently does not benefit from the installation, as the property is receiving sewer and water service from a different connection. At the time that the property connects to either the sewer and/or water or the property is sold, platted, or subdivided, in whole or part, the assessment becomes due.

Status: No change

FISCAL IMPACT: The fiscal impact to the City could vary depending on if the assessments are called due or if they continue to be deferred.

RECOMMENDATION: Recommend to the Common Council to either call some or all of the assessments due, or to recommend continuation of the deferrals.

PREPARED BY: Valerie J. Clarizio 11/28/12
Valerie J. Clarizio Date
Finance Director/City Treasurer

APPROVED BY: Stephen McNeil 11/28/12
Stephen McNeil Date
City Administrator

SPECIAL ASSESSMENT DEFERMENT RESOLUTION

A Resolution prescribing a uniform comprehensive policy for deferment of special assessments.

RECITALS:

WHEREAS, Section 66.60 of the Wisconsin Statutes authorizes the City of Sturgeon Bay, in the course of exercising its police power, to levy special assessments upon a reasonable basis affecting parcels of real estate that have been specially benefitted by municipal work or improvements, and

WHEREAS, Section 66.605 of the Wisconsin Statutes authorizes the City of Sturgeon Bay to defer the due date of any special assessment on such terms and in such manner as prescribed by the Common Council of the City of Sturgeon Bay, and

WHEREAS, the City of Sturgeon Bay previously adopted a comprehensive policy for deferment of special assessments dated November 7, 1990; and the Common Council of the City of Sturgeon Bay now wishes to amend the Assessment Deferment Resolution to add additional considerations and revise the policy as previously adopted.

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, DOOR COUNTY, WISCONSIN, DO RESOLVE AS FOLLOWS:

DEFERMENT OF SPECIAL ASSESSMENTS: The general policy of the City of Sturgeon Bay is a presumption against deferment of special assessments because such a deferment imposes an extra temporary cost of a municipal project that specially benefits

selected parcels of real estate collectively upon all parcels of real estate and owners of personal property in the City of Sturgeon Bay. For this reason, any persons or entities who wish to obtain the privilege of a deferment of a special assessment must overcome this presumption by proving the ability to qualify for the deferment to the Common Council of the City of Sturgeon Bay in accordance with the terms and requirements of this Resolution.

(1) Any type of special assessment may be eligible for deferment upon approval by the Common Council of the City of Sturgeon Bay.

(2) Deferment of special assessments are authorized only for the following types of real estate:

(a) Land that has been and is presently used actively for agricultural purposes;

(b) Vacant land that is not presently capable of being developed.

(c) The homestead of indigent persons.

(d) Property to be benefitted by improvement approved by Common Council of the City of Sturgeon Bay and which the Common Council of the City of Sturgeon Bay has determined is appropriate for deferment for other reasons.

(3) Deferment of special assessments for agricultural land is authorized only when the following requirements are satisfied:

(a) The parcel of agricultural land must have been actively used for agricultural purposes for at least three of the previous five years and must continue to be used for agricultural purposes for the duration of the deferment; agricultural zoning is not required for deferment purposes. In the event that the applicant

for the deferment has not owned the parcel long enough to satisfy this requirement, a showing previous agricultural use by previous owners for the time period required herein is sufficient to satisfy this requirement.

(b) The agricultural use must be carried on by the owner or have been carried on by previous owners.

(4) In the event there are structures on a parcel of real estate that is capable of being divided into two or more buildable lots which qualify for a deferment of special assessments and the structure or structures thereon must be connected to and must use sanitary sewer and water because of state law or other provisions of the Municipal Code, that required use of the sanitary sewer and water shall not disqualify the entire parcel for deferment; however, the Common Council shall collect the special assessment as to the minimum frontage required for creation of a buildable lot consistent with the applicable zoning at the time of the levy of the special assessment and shall defer the remainder of the special assessment in accordance with this deferment policy. In any event, the user of the sanitary sewer and water is not exempted by the deferment of special assessment from the requirement to pay the usual costs of lateral installation, hookup, and periodic user charges. In the event there are structures on a parcel of real estate that is not capable of being divided in two or more buildable lots which qualify for a deferment of special assessments and the structure or structures thereon must be connected to and must use sanitary sewer and water because of state law or other provisions of the Municipal Code, the Common Council may defer the special assessment as to that parcel on such terms and conditions as it deems reasonable. In any event, the user of the sanitary sewer and water is not exempted by the defer of special assessment from the requirement to pay the usual costs of lateral installation, hookup, and periodic user charges.

(5) Special assessments for which a deferment is granted may, at the option of the Common Council of the City of Sturgeon Bay, bear interest at a rate to be determined upon the approval of a special assessment deferment.

(6) Special assessments for which a deferment is granted in accordance with this Resolution shall terminate upon the occurrence of any of the following events unless the Common Council approves a continuation of the deferment:

- (a) Any transfer of a part or all of the ownership of the real estate benefitting from the deferment,
- (b) The termination of agricultural use so that further agricultural use is a non-conforming use not permitted by the zoning ordinance.
- (c) Any development of vacant land.
- (d) The change in use of a parcel of real estate to a use which would not qualify for a deferment of special assessment.
- (e) Approval by the Common Council of a recommendation to terminate a deferment of a special assessment following a periodic review of cases of deferment of special assessment, or on the Common Council's own separate initiative at any time, provided that the persons or entities owning real estate benefitting from a deferment of special assessment are given notice of the review and are entitled to present evidence and speak in opposition to the termination of the deferment.

A (7) The Common Council shall review all existing deferments of special assessments at least every five years and may on its own initiative review any particular deferment to consider any change of circumstances that might justify termination of the deferment. Those owners of parcels of real estate benefitting from deferment of special assessments shall be provided with notice by mail of a consideration date at which said owners may appear with appropriate evidence relevant to the circumstances of the deferment. In the

event that said owner or owners fail to respond, such failure to respond may be considered as sufficient reason to terminate the deferment without further notice.

(8) Special assessments that have been deferred may be voluntarily paid at any time in full or in part during the existence of the deferment. At the termination of the deferment, an election must be made: (a) to pay the special assessment in full; (b) to pay part of the special assessment and the remainder by the appropriate installment method; or (c) to pay the entire special assessment by the appropriate installment method. If the installment method is elected, any prepayment of unpaid special assessment must then be in full, with accrued interest. Interest shall begin to accrue upon the termination of the deferment.

(9) All persons and entities seeking to obtain a deferment of a special assessment must sign a Deferment Agreement as a condition of the approval of the deferment by the Common Council; if the Agreement is not signed by all owners of record, the deferment cannot be granted.

(10) Notwithstanding any contrary provisions in this Resolution, the Common Council may grant a deferment of a special assessment affecting any parcel of real estate under any conditions it deems appropriate, provided that at least three-quarters of the entire membership of the Common Council must approve the deferment.

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RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend to install the streetlight on Bluebird Street between 12th Avenue and 14th Avenue, Pole #6J-2-3-2.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Stewart Fett, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 13, 2012.

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend to install streetlight at 1643 Cove Road, Pole #12L-7-4-1.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Stewart Fett, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 13, 2012.

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend revising the sign requirements within the R-1, R-2, R-3, and R-M districts per the attached amendments to the sign code.

Respectfully submitted:
City Plan Commission
By: John Lodl, Acting Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: December 19, 2012

Introduced by _____.

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

Passed by the Council on the _____ day of _____, 2012.

(2) *R-1, R-2, R-3, and R-M residential districts.*

(a) Signs not requiring a permit.

(b) ~~One on-premises business-identification signs for conditional uses, or one institutional identification sign for nonconforming uses, and public, charitable, educational or religious institutions.~~

1. *Permitted signs.* A wall signs or and one ground sign for each abutting street if all buildings are set back at least 25 feet from the right-of-way line.

2. *Area restrictions.* The total area of wall signs shall not exceed one square foot per linear foot of building facia to a limit of 50 square feet per building facia. The area of the a ground sign shall not exceed eight 16 square feet on parcels one-half acre (21,780 sq. ft.) or less, and shall not exceed 32 square feet on parcels larger than one-half acre.

3. *Height restrictions.* All signs shall be limited to a height of 12 feet.

4. *Setbacks.* All freestanding ground signs must be at least 15 feet from interior side and rear lot lines and set back at least ten five feet from the public right-of-way.

(c) ~~One on-premises identification sign for nonconforming uses.~~

1. ~~*Permitted signs.* One wall sign.~~

2. ~~*Area restrictions.* The area of the sign shall not exceed 20 square feet.~~

3. ~~*Height restrictions.* The wall sign shall not exceed a height of 12 feet.~~

(d) ~~One identification sign for an authorized subdivision or manufactured home/mobile home park.~~

1. *Permitted signs.* One ground sign. Additional ground sign(s) may be authorized by the plan commission for subdivisions or manufactured home parks with multiple entrances.

2. *Area restrictions.* The area of the sign shall not exceed 32 square feet.

3. *Height restrictions.* The ground sign shall be limited to a height of 12 feet.

4. *Setbacks.* The ground sign shall be set back at least 15 feet from interior side and rear lot lines and at least ten five feet from the public right-of-way.

(e) ~~On-premises signs for public, charitable, educational or religious institutions.~~

1. ~~*Permitted signs.*~~

a. ~~One wall identification sign limited to the name of the organization and any artwork, such as seals, symbols, crests, etc.~~

b. ~~One reader board.~~

c. ~~One ground sign if all buildings are set back at least 25 feet from the right-of-way line.~~

2. ~~Area restrictions.~~

a. ~~Wall signs.~~ A wall identification sign shall not exceed one-half square foot per linear foot of building facia to a limit of 50 square feet. A reader board shall not exceed 15 square feet.

b. ~~Ground signs.~~ The message area for ground signs shall not exceed 15 square feet. A portion or all of the message area can be a reader board. The exterior dimensions of the sign shall not exceed 32 square feet.

3. ~~Height restrictions.~~ All signs shall not exceed a height of 12 feet.

4. ~~Setbacks.~~ All freestanding ground signs must be at least 15 feet from interior side and rear lot lines and set back at least ten feet from the public right-of-way.

EXECUTIVE SUMMARY

Title: Revisions to S. 27.13(2) of the Sign Code pertaining to the residential districts

Background: The current requirements for signs in the residential zoning districts (R-1, R-2, R-3, and R-M) are confusing and contradictory, especially as applied to the public, educational and religious uses. There are actually two separate subsections with different rules that apply to such signs. It is unclear whether the maximum sized ground sign is 8 sq. ft., 15 sq. ft. or 32 sq. ft. The City Attorney recently issued an opinion regarding how the maximum sign area requirement should be applied to churches. Both the City Attorney and staff agree that even with the opinion it is still the best course to revise the sign ordinance to clear up any problems and get the rules to accurately reflect the desires of the City.

The proposed revisions to the section governing the residential districts were drafted by staff and reviewed by the Plan Commission. The revisions simplify the rules and eliminate the redundant subsection. All nonresidential uses in these districts would be treated the same (churches, conditional use, nonconforming uses, etc). The maximum size for a ground sign would be standardized at 16 feet on smaller parcels (1/2 acre or less) and 32 feet on larger parcels under this proposal. In addition, the setback from the street would be 5 feet to match the rule found elsewhere in the code.

Fiscal Impact: None.

Options: Among the options for the Council are the following:

1. Adopt the ordinance amendments.
2. Modify the proposed ordinance amendments and adopt.
3. Reject the ordinance amendments.
4. Refer the matter back to the Plan Commission.

The Council could also hold a public hearing on the matter, but is not required to do so.

Plan Commission Action: The plan commission unanimously (5-0) voted to recommend adoption of the proposed amendments.

Prepared by: 
Martin Olejniczak
Community Development Director

12-27-12
Date

Reviewed by: _____
Steve McNeil
City Administrator

Date



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December 7, 2012

Mr. Marty Olejniczak
Community Development Director
City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Re: St. Peter's Church Monument Sign

Dear Marty:

I have reviewed the sign code with respect to the request of St. Peter's Church to replace their monument sign located in an R-2 district in the City of Sturgeon Bay. It is apparent that, in addition to other restrictions on the location of signs in the city, Section 27.13 of the Municipal Code places limitations on signs related to the zoning district in which they are located. Paragraph (2) of Section 27.13 allows for several different types of signs. My interpretation is that sections (a) through (e) allow for different types of permitted signs and are, in effect, unrelated to each other. In other words, a sign may not be allowed under (a), but may fit the requirements of section (e).

In this case, there is an allowance under (b) for an on-premise institutional identification sign for public, charitable, educational or religious institutions. The area restriction of that sign, as you noted in your memo, is not to exceed 8 sq. ft. The type of sign can be either a wall sign or a ground sign subject to setback restrictions.

There is also an allowance in (e) of Section 27.13 for an on-premise sign for public, charitable, educational or religious institutions. One of the subsections of section 1 of that provision allows for one ground sign if all buildings are setback at least 25 feet from the right-of-way line. The area restrictions for the ground sign, as indicated in Section 2 of (e) is that the message area of the sign shall not exceed 15 sq. ft. and that the exterior dimensions of the sign shall not exceed 32 sq. ft. There are also setback requirements indicating that the ground sign must be at least 15 feet from interior side and rear lot lines and set back at least 10 feet from the public right-of-way.

WISCONSIN LAWYERS
EXPERT ADVISERS. SERVING YOU.

Mr. Marty Olejniczak
Community Development Director
City of Sturgeon Bay
December 7, 2012
Page 2

If the sign to be erected at St. Peter's Church fits within those guidelines, as enumerated in Section 27.13 (e), it is an approved sign as identified in the introductory language of Section 27.13.

It appears that (b) and (e) of Section 27.13 are contradictory. The problem, of course, is that they apply two different standards to the same type of sign. It may fit one, but not fit the other. That is the case with the proposed St. Peter's sign. This is a clarification that should be made to the ordinance. However, in this instance, since zoning ordinances are to be liberally construed in favor of the free use of private property, and sign ordinances are an offshoot of zoning ordinances, we need to interpret the ordinance in the least intrusive manner. In doing so, the regulations of Section 27.13 (e) provide the least restrictive alternative and, therefore, those should be used in the interpretation of this sign application.

By all indications, the proposal for the sign drawn by Orde appears to meet the requirements of Section 27.13 (2) (e). The height of the sign does not exceed 12 feet. The exterior dimensions, excluding the base, do not exceed 32 sq. ft. As long as the setback limitations are met, the sign appears to be a permitted sign.

If you have any further questions with respect to this matter, please advise.

Sincerely,

PINKERT LAW FIRM LLP



Randall J. Nesbitt

RJN:hb

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8.

8.

Stephanie L. Reinhardt
City Clerk

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



Phone 920-746-2900
Fax 920-746-2905
Email:
sreinhardt@sturgeonbaywi.org

Visit our website at: www.sturgeonbaywi.org

TO: Mayor & Common Council
FROM: Stephanie L. Reinhardt, City Clerk
DATE: December 27, 2012
RE: Spring Primary

It is necessary for the Common Council to determine if a Spring Primary should be held if there are three or more candidates for an office (or offices).

The State Statutes require that the Common Council must decide "not later than" three days after the filing deadline which is January 2, 2013. It would be appropriate for the Council to make a decision as to whether to hold a primary if three or more candidates qualify for an office(s).