



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, FEBRUARY 5, 2013  
IMMEDIATELY FOLLOWING BOARD OF PUBLIC WORKS  
WHICH BEGINS AT 6:00 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 – \$3,589,818.47, Capital Fund - \$120,086.00, Cable TV - \$4,643.40, TID #2 - \$2,094.00, TID #3 - \$36.00 and Solid Waste Enterprise - \$5,014.77 for a grand total of \$3,721,692.64. [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 1/15/13 regular Common Council minutes.

\* b. Approval of the following minutes:

- (1) Community Protection & Services Committee – 1/15/13
- (2) Finance/Purchasing & Building Committee – 1/15/13
- (3) Board of Public Works – 1/15/13
- (4) City Plan Commission – 1/16/13
- (5) Parking & Traffic Committee – 1/21/13
- (6) Waterfront Redevelopment Authority – 1/21/13

\* c. Place the following reports on file:

- (1) Fire Department Report – December 2012
- (2) Inspection Department Report – January 2013

\* d. Consideration of: Approval of Beverage Operator Licenses.

\* e. Consideration of: Approval of Temporary Class B Beer license.

\* f. Consideration of: Approval of Temporary Class B Beer and Temporary Class C Wine licenses.

\* g. Consideration of: Approval of Class B Beer and Class C Wine licenses.

- \* h. **Consideration of: Approval of Street Closure Applications for SBVC for West Fest, St. Patrick's Day Parade, and Sidewalk Sale Day.**
  - \* i. **Consideration of: Request from Kitty O'Reilly's Irish Pub for exception to noise ordinance for March 16, 2013.**
  - \* j. **City Plan Commission recommendation re: Rezone property owned by Robert Carroll, located at 742 Jefferson Street, from C-2 to C-5.**
  - \* k. **Parking & Traffic Committee recommendation re: Install the appropriate number of parking stalls at the NE corner of Maple Street in front of Greystone Castle and install a No Stopping/No Standing Zone at the SE corner of Madison Avenue in front of Bargain Corner.**
  - \* l. **Parking & Traffic Committee recommendation re: Install a dedicated Bike Lane on both sides of Oregon Street from 1<sup>st</sup> to 3<sup>rd</sup> Avenue with approximately the last 125 feet as a sharrows before 3<sup>rd</sup> Avenue.**
7. **Mayoral appointments.**
  8. **First reading of ordinance re: Rezone property located at 742 Jefferson Street from C-2 to C-5.**
  9. **Second reading of ordinance re: Repeal and recreate Section 27.13(2) of the Municipal Code – Sign Code.**
  10. **Resolution re: Authorizing Sale of Property.**
  11. **Committee Chairperson Reports:**
    - a. **City Plan Commission**
    - b. **Finance/Purchasing & Building Committee**
    - c. **Park & Recreation Committee**
  12. **Public comment on non-agenda items.**
  13. **Mayor's comments.**
  14. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 2/11/13

Time: 12:00pm

By: Klijer

Di  
TJ  
II

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

5.

5.

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
GENERAL FUND				
LIABILITIES				
R0001039	CHRIS LAURENT	PHN SIGN REFUND	01-000-000-23168	50.00
SBPPA	STURGEON BAY PROFESSIONAL	PTO SCHOOL PASS THRU FROM DNR	01-000-000-23169	550.00
TOTAL LIABILITIES				600.00
TOTAL GENERAL FUND				600.00
<b>MAYOR</b>				
EHLERS	EHLERS & ASSOCIATES, INC.	PUBLIC FINANCE SEMINAR THAD	01-100-000-55600	200.00
FIRST	FIRST BANKCARD	LODGING EHLERS CONF THAD	01-100-000-55600	110.38
TOTAL				310.38
TOTAL MAYOR				310.38
<b>LAW/LEGAL</b>				
16555	PINKERT LAW FIRM, LLP	11-12/12 LEGAL	01-110-000-55010	3,384.00
16555		12/12 TRAFFIC MATTERS	01-110-000-55010	691.00
16555		11-12/12LEGAL T1	01-110-000-55010	2,707.00
TOTAL				6,782.00
TOTAL LAW/LEGAL				6,782.00
<b>CITY CLERK-TREASURER</b>				
13875	MUNICIPAL CODE CORP	SUPPLEMENT 27	01-115-000-57050	1,079.46
13875		FREIGHT	01-115-000-57050	25.00
17700	QUILL CORPORATION	ROLLER CLEANER	01-115-000-51950	13.31
17700		BATTERIES, ERASERS, PENS	01-115-000-51950	22.64
R0001037	BARBARA GERRITS	SUBPOENA FEE	01-115-000-56350	16.80
R0001037		MILEAGE	01-115-000-56350	78.10
R0001038	MELISSA SCHAEFER	SUBOIANA FEES	01-115-000-56350	16.80
WAM	WI CITY/COUNTY MANAGEMENT	WCMA CONF GB CLARIZIO	01-115-000-55600	150.00
TOTAL				1,402.11
TOTAL CITY CLERK-TREASURER				1,402.11
<b>ADMINISTRATION</b>				
19842	ROTARY CLUB	2012 1ST QTR DUES MCNEIL	01-120-000-56000	187.00
EHLERS	EHLERS & ASSOCIATES, INC.	PUBLIC FINANCE SEMINAR STEVE	01-120-000-55600	200.00
FIRST	FIRST BANKCARD	LODGING EHLERS CONF STEVE	01-120-000-55600	110.38
MCNEIL	STEVE MCNEIL	REIMB MILEAGE MILWAUKEE	01-120-000-55600	175.93
MCNEIL		REIMB MILEAGE EGG HRB & MILW	01-120-000-55600	204.94
WAM	WI CITY/COUNTY MANAGEMENT	WCMA CONF GB MCNEIL	01-120-000-55600	150.00
TOTAL				1,028.25
TOTAL ADMINISTRATION				1,028.25

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	
-----					
GENERAL FUND					
COMPUTER					
HARRIS	HARRIS COMPUTER SYSTEMS	CC CASH REC MODULE & MAINT	01-125-000-55550	200.00	
				TOTAL	200.00
				TOTAL COMPUTER	200.00
CITY ASSESSOR					
ASSO APP	ASSOCIATED APPRAISAL	02/05/13 CONTRACT	01-130-000-55010	1,245.83	
INNOV	INNOVATIVE PRINTING, LLC	250 WINDOW ENVELOPES	01-130-000-51950	148.00	
				TOTAL	1,393.83
				TOTAL CITY ASSESSOR	1,393.83
MUNICIPAL SERVICES ADMIN.					
AECOM	AECOM TECHNICAL SERVICES, INC	PHASE I ESA & WEDC SAG APP	01-145-000-58999	3,500.00	
FIRST	FIRST BANKCARD	TRAFFIC CONTROL WEBINAR TONY	01-145-000-55600	299.00	
				TOTAL	3,799.00
				TOTAL MUNICIPAL SERVICES ADMIN.	3,799.00
PUBLIC WORKS ADMINISTRATION					
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	ANNUAL COPIER MAINT	01-150-000-56250	1,083.38	
				TOTAL	1,083.38
				TOTAL PUBLIC WORKS ADMINISTRATION	1,083.38
CITY HALL					
04575	DOOR COUNTY HARDWARE	KRAZY GLUE	01-160-000-54999	3.99	
04575		SNOW PUSHER	01-160-000-54999	44.59	
08280	HILL BUILDING MAINTENANCE INC	WINDOW WASHING	01-160-000-55300	1,516.00	
08280		CARPET CLEANING	01-160-000-55300	350.88	
08280		11/12 CH CLEANING	01-160-000-55300	590.50	
23730	WPS	01/13 421 MICHIGAN ST	01-160-000-56600	1,826.20	
23730		02/13 421 MICHIGAN ST	01-160-000-56600	2,329.77	
KONE	KONE INC.	ANNUAL ELEVATOR TESTING	01-160-000-58999	930.00	
KONE		ANNUAL SERVICE AGREEMENT	01-160-000-58999	1,376.31	
STATE OF	STATE OF WISCONSIN	CH ELEVATOR PERMITS	01-160-000-58999	100.00	
WARNER	WARNER-WEXEL WHOLESALE &	PARER PRODUCTS CH	01-160-000-51850	150.25	
				TOTAL	9,218.49
				TOTAL CITY HALL	9,218.49

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
13395	MID-STATES ORGANIZED CRIME	2013 MEMBERSHIP	01-200-000-56000	150.00
17700	QUILL CORPORATION	LEGAL PADS & CORR TAPE	01-200-000-51950	29.64
17700		INK CART	01-200-000-51600	72.24
DC PRINT	DC PRINTING	EMI FORMS	01-200-000-51600	97.00
DC PRINT		SEIZED PROPERTY FEE FORMS	01-200-000-51600	135.00
FIRST	FIRST BANKCARD	PANTS & SHIRT BRINKMAN	01-200-000-52900	88.59
FIRST		BUSINESS CARDS MELISSA CAROW	01-200-000-51600	18.72
FIRST		WI PD LEADERSHIP BRINKMAN	01-200-000-55600	135.00
FIRST		RENEWAL FEES FBI NAT ACDMY DAN	01-200-000-56000	75.00
FIRST		LODGING POLICE ASSOC CONF DAN	01-200-000-55600	88.08
IACP	INTERNATIONAL ASSOCIATION OF	2013 CHIEF MEMBERSHIP	01-200-000-56000	120.00
RDJ SPEC	RDJ SPECIALTIES, INC.	500 MOOD PENCILS FOR KIDS	01-200-000-51950	323.50
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER PMT	01-200-000-55650	162.90
		TOTAL		1,495.67
		TOTAL POLICE DEPARTMENT		1,495.67

POLICE DEPARTMENT/PATROL

02005	BAY ELECTRONICS, INC.	ANTENNA	01-215-000-57550	14.00
02005		TWO WAY RADIO REPAIR	01-215-000-57550	98.75
02005		TWO WAY RADIO REPAIR	01-215-000-57550	127.50
02005		TWO WAY RADIO REPAIR	01-215-000-57550	116.50
02208	BAYCOM INC.	MISC PARTS FOR VEHICLE SWAP	01-215-000-58600	50.61
02329	JOE BILODEAU	REIMB LUNCH TRAINING	01-215-000-55600	9.12
03133	CELLCOM WISCONSIN RSA 10	12/12 CELL SERVICE	01-215-000-58250	538.91
03133		12/12 SQUAD PRINTERS	01-215-000-58999	307.68
04652	DOOR COUNTY SHERIFFS DEPT	PICK UP SPENT AMMO	01-215-000-54999	258.67
04696	DOOR COUNTY TREASURER	12/12 FUEL	01-215-000-51650	4,854.02
06592	FOX VALLEY TECHNICAL COLLEGE	EMOTIONAL SURVIVAL OSBORNE	01-215-000-55600	99.00
06650	GALLS, AN ARAMARK COMPANY	PANTS MEISNER	01-215-000-52900	67.70
08167	GANNETT WISCONSIN NEWSPAPERS	SEX OFFENDER LISTING CLARK	01-215-000-58999	84.00
19324	STEVEN SOUTH	REIMB LUNCH TRAINING	01-215-000-55600	8.53
19959	SUPERIOR CHEMICAL CORP	SANITIZING HAND RINSE	01-215-000-54999	92.28
20254	TIP TOP CLEANERS	UNIFORM CLNG ALLOW ENGEBOSE	01-215-000-56800	13.70
23645	WISCONSIN DEPT JUSTICE TIME	1ST QTR ACCESS & SUPPORT	01-215-000-58999	360.00
23828	WITT PENINSULA FORD LINCOLN	REPLACE LEFT SIDE MIRROR	01-215-000-58600	124.80
23828		LOF, REPL BATTERY CABLE, TOW	01-215-000-58600	152.07
23828		REPL INNER & OUTER TIE RODS	01-215-000-58600	231.65
23828		REPAIR RIGHT REAR TIRE	01-215-000-58600	10.00
23828		REPLACE RIGHT SIDE MARKER	01-215-000-58600	72.73
23828		REPAIR & REFINISH HOOD	01-215-000-58600	199.85
23828		REPLACE FRT BRAKES & ROTORS	01-215-000-58600	318.75
23828		REPL FRT BRAKES & ROTORS	01-215-000-58600	318.75
23828		LOF	01-215-000-58600	24.95
23828		LOF	01-215-000-58600	24.95
23828		LOF	01-215-000-58600	24.95
23828		LOF & ROTATE TIRES	01-215-000-58600	34.95
23828		LOF & ROTATE TIRES	01-215-000-58600	34.95
23828		CHECK AND REPLACE BATTERY	01-215-000-58600	144.95
FIRST	FIRST BANKCARD	STEM & SOCKET DOOR HOLDER	01-215-000-54999	16.97
MGL	MGL FITNESS, INC	REPAIR WORKOUT EQUIPMENT	01-215-000-58999	149.95
OAK	OAK CREEK POLICE DEPARTMENT	HONOR GUARD SCHOOL 3 OFCRS	01-215-000-55600	750.00
RO000608	AUTO ZONE, INC	WIPER BLADES	01-215-000-58600	75.96

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TARGETS	QUALIFICATION TARGETS, INC	TARGET, BACKER & STAND	01-215-000-54999	227.16
TASER	TASER INTERNATIONAL	TASER/HOLSTER SCHOOL LIASON	01-215-000-51050	439.95
WI ASP	ASSOCIATION OF SWAT PERSONNEL	ANL TRNG CONF ALBERTSON/JENNER	01-215-000-55600	370.00
		TOTAL		10,849.26
		TOTAL POLICE DEPARTMENT/PATROL		10,849.26
POLICE DEPT. / INVESTIGATIONS				
06012	FASTENAL COMPANY	SHELVING FOR EVIDENCE ROOM	01-225-000-57950	260.42
AQUA	AQUA CENTER OF GREEN BAY INC	DIVE MAINTENANCE	01-225-000-57950	970.06
DC AUTO	DC AUTOMOTIVE	TOW JACK GIBBS VEHICLE	01-225-000-57950	85.00
EVIDENT	EVIDENT	EVID SLNG TAPE/FUMING TANK KIT	01-225-000-57950	216.00
FIRST	FIRST BANKCARD	CHARGER FOR CAMERA & BATTERY	01-225-000-51500	99.92
MODERN	MODERN MARKETING	EVIDENCE TAPE & BAGS	01-225-000-57950	259.11
SAFAR	SAFARILAND, LLC	MISC ITEMS TO COLLECT EVIDENCE	01-225-000-57950	333.78
		TOTAL		2,224.29
		TOTAL POLICE DEPT. / INVESTIGATIONS		2,224.29
FIRE DEPARTMENT				
02275	BENDLIN FIRE EQUIPMENT	ANNUAL FIT TEST	01-250-000-57100	511.00
02330	JIM OLSON MOTORS	PINION SEAL	01-250-000-53000	18.68
02330		LIGHT SOCKET	01-250-000-53000	19.19
03075	CARQUEST OF DOOR COUNTY	WIPERS	01-250-000-53000	41.90
03075		HARDNER & GROMMET	01-250-000-53000	7.28
03075		COMPRESSOR BELT & PAINT	01-250-000-53000	48.25
03075		LIGHT SOCKET	01-250-000-53000	27.67
03075		ELECTRICAL ADAPTOR	01-250-000-53000	27.67
03159	CHARTER COMMUNICATIONS	WEST SIDE CABLE	01-250-000-54999	6.97
04545	DOOR COUNTY COOPERATIVE	SURGE PROTECTOR	01-250-000-54999	15.99
04545		RETURN SURGE PROTECTOR	01-250-000-54999	-15.99
04545		POLISH	01-250-000-53000	5.99
04545		WASHER FLUID	01-250-000-53000	7.41
04545		SWITCH & BULB	01-250-000-53000	19.21
04696	DOOR COUNTY TREASURER	12/12 FUEL	01-250-000-51650	1,163.41
04975	ECONO FOODS	HAND TOWELING	01-250-000-54999	107.88
04975		LUNCH DOOR/KEW FIRE ASSOC	01-250-000-54999	71.41
06650	GALLS, AN ARAMARK COMPANY	UNIFORM SHOES DOELL	01-250-000-52900	91.80
06650		SHIPPING	01-250-000-52900	5.05
13842	MOTOROLA	PAGER REPAIR	01-250-000-57550	78.00
14875	NWTC GREEN BAY	CPR REFRESHER FRANGE	01-250-000-55600	18.94
14875		CPR REFESHER HERLACHE	01-250-000-55600	18.94
14875		CPR REFRESHER WIEGAND	01-250-000-55600	18.94
16575	PIP PRINTING	INSPECTION FORMS	01-250-000-52250	274.68
17700	QUILL CORPORATION	WALL CALENDARS	01-250-000-51950	51.27
17700		LABELS	01-250-000-51950	22.99
19880	STURGEON BAY UTILITIES	SALT SHED	01-250-000-56675	3.56
19880		CITY GARAGE	01-250-000-56675	29.00
19880		DUCK POND	01-250-000-56675	3.56
19880		SUNSET CNTR/NEW CONC	01-250-000-56675	29.00

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	9.00
19880		OTUMBA PARK	01-250-000-56675	3.56
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	3.56
19880		WEST SIDE FIRE STATION	01-250-000-56150	159.06
19880		WEST SIDE FIRE STATION	01-250-000-56675	29.00
19880		WEST SIDE FIRE STATION	01-250-000-58650	96.25
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	3.56
19880		38 S NEENAH AVE RESTROOMS	01-250-000-56675	18.00
19880		JC BALLFIELD	01-250-000-56675	9.00
19880		MICH ST JC BALLFIELD SPRINKLER	01-250-000-56675	29.00
19880		WEST SIDE BALL FIELD LIGHTS	01-250-000-56675	3.56
19880		N 14TH AVE WARNING SIREN	01-250-000-56150	8.24
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	15.66
19880		SUNSET PARK STAR PLANT	01-250-000-56675	29.00
19880		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	16.59
22300	ACS GOVERNMENT SYSTEMS, INC.	RENEWAL OF SOFTWARE CONTRACT	01-250-000-56250	845.00
23679	WISCONSIN FIRE CHIEFS	SPRING CONF FEE HERLACHE	01-250-000-55600	200.00
23730	WPS	02/13 WEST SIDE FIRE STATION	01-250-000-56600	288.04
23897	W.S. DARLEY & CO.	SHIPPING	01-250-000-51350	129.21
CJ	CJ WORKS, LLC	12/12 LAUNDRY	01-250-000-56800	81.00
FIRE SAF	FIRE SAFETY USA, INC	TRAFFIC CONES	01-250-000-52350	135.00
FIRST	FIRST BANKCARD	GLOVES	01-250-000-54999	8.43
LION	LION APPAREL, INC	HELMET REPAIR	01-250-000-56250	73.00
O'REILLY	O'REILLY AUTO PARTS	DIESEL FLOW	01-250-000-53000	14.58
R0000586	TRACE ANALYTICS, INC	BREATHING AIR QUALITY CHECKS	01-250-000-56250	295.00
VIK	VIKING ELECTRIC SUPPLY	BULBS	01-250-000-54999	18.13
		TOTAL		5,262.64
		TOTAL FIRE DEPARTMENT		5,262.64
STORM SEWERS				
06012	FASTENAL COMPANY	4 LIFT EYES	01-300-000-56250	33.95
		TOTAL		33.95
		TOTAL STORM SEWERS		33.95
STREET SWEEPING				
02844	BRUCE MUNICIPAL EQUIPMENT INC	DOOR STRAP, POSITION SENDER	01-330-000-51400	180.30
02844		DASH BULBS	01-330-000-51400	63.80
		TOTAL		244.10
		TOTAL STREET SWEEPING		244.10
ROADWAYS/STREETS				
06012	FASTENAL COMPANY	BATTERIES FOR FLASHERS	01-400-000-51400	41.21

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
06012		400 HCS1/4-20 X 1.5 YZ5	01-400-000-51400	47.12
06012		LENSE CLR POLYC & HCS1/4-20 X	01-400-000-51400	38.84
08225	HERLACHE SMALL ENGINE	4 CHAIN SAW CHAINS	01-400-000-51400	69.90
12100	LAMPERT YARDS INC	PLYWOOD	01-400-000-51400	136.77
19070	SCHARTNER IMPLEMENT INC	REPLACE CLUTCH ASSBY	01-400-000-51400	529.78
APPLIED	APPLIED INDUSTIRAL TECH	FLASHERS	01-400-000-51400	430.80
APPLIED		BATTERIES	01-400-000-51400	45.12
APPLIED		SHIPPING	01-400-000-51400	36.62
HARD RCK	HARD ROCK SERVICES, LLC	CRUSHING	01-400-000-55700	10,000.00
		TOTAL		11,376.16
		TOTAL ROADWAYS/STREETS		11,376.16
SNOW REMOVAL				
03075	CARQUEST OF DOOR COUNTY	PLOW PIN & FREIGHT	01-410-000-51400	52.15
03075		PRESTONE	01-410-000-51400	13.42
13400	MIDSTATES BLADE AND CHAIN INC	SHIPPING CHARGES	01-410-000-51400	100.00
19070	SCHARTNER IMPLEMENT INC	REPLACE CLUTCH ASSBY	01-410-000-51400	2,090.00
R0000655	TRANSMOTION, LLC	4 HYD FITTINGS	01-410-000-51400	9.24
		TOTAL		2,264.81
		TOTAL SNOW REMOVAL		2,264.81
STREET MACHINERY				
01720	ARING EQUIPMENT COMPANY INC	MIRROR	01-450-000-53000	86.64
03075	CARQUEST OF DOOR COUNTY	PURCHASE BATTERY	01-450-000-53000	39.97
03075		RETURN DEFECTIVE BATTERY	01-450-000-53000	-39.97
03075		SPARK PLUG	01-450-000-52150	4.16
03075		OIL FILTER, BLUE CORAL, CLAMPS	01-450-000-53000	171.39
03075		FLEETRANNER BELT	01-450-000-52150	36.76
03075		FUEL FILTER	01-450-000-52150	11.01
03075		OIL FILTER	01-450-000-52150	25.35
03075		DOOR HINGE PIN KIT	01-450-000-52150	10.45
03075		MICOR V-BELT	01-450-000-52150	34.61
03075		THERMOSTAT W/HOUSING	01-450-000-52150	25.60
03075		REMAN MATER PUMP	01-450-000-52150	95.57
04696	DOOR COUNTY TREASURER	12/12 FUEL	01-450-000-51650	4,569.54
13460	MILLER BRADFORD & RISBERG, INC	4 RUBBER PADS	01-450-000-53000	313.32
13655	MONROE TRUCK EQUIPMENT, INC	REPLACE PTO AND HYD PUMP	01-450-000-52150	1,316.00
13655		MATERIAL	01-450-000-53000	3,997.94
13655		AIR TAILGATE CYL	01-450-000-53000	436.05
16300	PARTS ASSOCIATES	3 PACKS PIN CLIPS	01-450-000-53000	202.86
16300		CREDIT PIN CLIPS	01-450-000-53000	-144.03
16300		MISC SUPPLIES	01-450-000-53000	460.56
GREEN BA	GREEN BAY REBUILDERS, LLC	REBUILD ALTERNATOR	01-450-000-53000	65.00
R0000655	TRANSMOTION, LLC	4 COUPLERS & 4 NIPPLES	01-450-000-53000	171.68
R0000655		SHIPPING	01-450-000-53000	10.86
		TOTAL		11,901.32
		TOTAL STREET MACHINERY		11,901.32

## INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
CITY GARAGE				
01766	AURORA MEDICAL GROUP	DOT SCREENING WIEGAND	01-460-000-57100	50.00
01766		DOT SCREENING MACCOUX	01-460-000-57100	50.00
04545	DOOR COUNTY COOPERATIVE	SCREWDRIVER SET WITH TRAY	01-460-000-52700	38.23
06012	FASTENAL COMPANY	LENSE CLR POLYC	01-460-000-52350	1.01
07765	GRAINGER INC	2 EYE WASH STATION SHROUDS	01-460-000-52350	144.72
07785	THE GREAT OUTDOORS	WINDOW REAR SHOP DOOR	01-460-000-55300	80.00
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	1,128.34
19880		CITY GARAGE	01-460-000-58650	121.00
22800	WALMART COMMUNITY	BULLETIN BRDS, CLOCK, VELCRO	01-460-000-54999	44.72
22800		COFFEE POT	01-460-000-54999	16.88
23730	WPS	02/13 835 N 14TH AVE	01-460-000-56600	2,408.57
25900	ZOERBS PAINT	1 GALLON PAINT	01-460-000-55300	26.57
25900		3 GALLONS PAINT	01-460-000-55300	77.49
25900		PAINT & SUPPLIES	01-460-000-55300	35.50
25900		1 GALLON PAINT	01-460-000-55300	26.88
25900		2 GALLONS PAINT	01-460-000-55300	53.76
25900		1 GALLON PAINT	01-460-000-55300	26.88
		TOTAL		4,338.79
		TOTAL CITY GARAGE		4,338.79
HIGHWAYS - GENERAL				
18290	JOHN REED	REIMB SAFETY GLASSES	01-499-000-56800	100.00
19880	STURGEON BAY UTILITIES	TRFC WARNING LIGHT ELM & CTY C	01-499-000-58000	2.90
19880		02/13 OLD HWY RD SIGN	01-499-000-58000	22.52
		TOTAL		125.42
		TOTAL HIGHWAYS - GENERAL		125.42
PARK & RECREATION ADMIN				
23715	WISCONSIN PARK & REC ASSN	2013 MEMBERSHIP	01-500-000-56000	150.00
LENIUS	JENNIFER LENIUS	MEAL REIMBURSEMENT	01-500-000-55600	24.21
LENIUS		MILEAGE REIMB CONF WI DELLS	01-500-000-55600	225.04
WSTMA	WISCONSIN SPORTS TURF MANAGERS	2013 SPORTS TURF MANAGERS DUES	01-500-000-56000	45.00
		TOTAL		444.25
		TOTAL PARK & RECREATION ADMIN		444.25
PARKS AND PLAYGROUNDS				
03075	CARQUEST OF DOOR COUNTY	TOGGLE SWITCH	01-510-000-53000	9.65
03075		AIR FILTER	01-510-000-53000	26.71
04545	DOOR COUNTY COOPERATIVE	2 WAY SWITCH	01-510-000-53000	11.99
04575	DOOR COUNTY HARDWARE	SURGE PROTECTOR	01-510-000-54999	30.99
04575		FASTENERS	01-510-000-53000	2.25
04575		POWER CORD	01-510-000-53000	7.99
04575		PICTURE HANGERS	01-510-000-54999	13.47

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
04696	DOOR COUNTY TREASURER	12/12 FUEL	01-510-000-51650	555.74
08225	HERLACHE SMALL ENGINE	AIR & FUEL FILTERS & SPARK PLG	01-510-000-53000	13.56
08225		AIR FILTER & COVER	01-510-000-53000	4.98
08225		CHAIN SAW CHAIN	01-510-000-54999	18.75
11800	KRUEGER IMPLEMENT INC	FUEL LINE	01-510-000-53000	10.90
11800		FUEL LINE	01-510-000-53000	5.00
11800		FUEL FILTER & LINE	01-510-000-53000	10.69
12100	LAMPERT YARDS INC	MATERIAL FOR BARRACADES	01-510-000-51800	130.03
14962	NORTHERN TOOL EQUIPMENT CO	MINI GRINDER	01-510-000-51350	139.99
19297	SHORE TO SHORE RENTAL, INC	2 SPARK PLUG ASSBLIES	01-510-000-51350	5.00
19297		RECOIL SPRING	01-510-000-51350	5.95
19297		4 ELEMENT CLEANERS	01-510-000-51350	10.00
19297		4 TRIMMER HEADS	01-510-000-51350	159.80
19297		SHIPPING	01-510-000-51350	12.00
19880	STURGEON BAY UTILITIES	SUNSET CNTR/NEW CONC	01-510-000-56150	64.64
19880		SUNSET CNTR/NEW CONC	01-510-000-58650	55.66
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	42.70
19880		OTUMBA PARK	01-510-000-56150	9.39
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	10.33
19880		JC BALLFIELD	01-510-000-56150	8.24
19880		OTUMBA PARK WALKWAY LIGHTS	01-510-000-56150	50.02
19880		OTUMBA PARK STREET LIGHTS	01-510-000-56150	146.44
19880		FLORIDA ST/SUNSET PARK	01-510-000-56150	15.14
19880		SIGN SHED	01-510-000-56150	21.71
19880		CHERRY BLOSSOM PARK	01-510-000-56150	8.24
23730	WPS	02/13 MEMORIAL FIELD	01-510-000-56600	307.28
PROPET	PROPET DISTRIBUTORS, INC	2 DOGIPOT RECEPTACLES	01-510-000-54999	150.00
PROPET		SHIPPING	01-510-000-54999	20.90
TOTAL				2,096.13
TOTAL PARKS AND PLAYGROUNDS				2,096.13
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PARKING LOT LIGHTS	01-550-000-56150	129.96
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	8.24
19880		38 S NEENAH AVE RESTROOMS	01-550-000-56150	94.06
23730	WPS	02/13 36 S NEENAH AVE RESTROOM	01-550-000-56600	7.59
TOTAL				239.85
TOTAL MUNICIPAL DOCKS				239.85
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	SPRAY PAINT	01-570-000-52100	8.98
19880	STURGEON BAY UTILITIES	DCMM WALKWAY LIGHTS	01-570-000-56150	38.33
19880		DCMM PARKING LOT LIGHTS	01-570-000-56150	229.02
TOTAL				276.33
TOTAL WATERFRONT PARKS & WALKWAYS				276.33

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	4TH QTR 2012 LIBRARY CONTRACT	01-700-000-56850	22,633.14
		TOTAL		22,633.14
		TOTAL PUBLIC FACILITIES		22,633.14
		TOTAL GENERAL FUND		101,623.55
<b>CAPITAL FUND</b>				
COMPUTER				
HARRIS	HARRIS COMPUTER SYSTEMS	CC CASH REC MODULE & MAINT	10-125-000-59040	1,750.00
		TOTAL		1,750.00
		TOTAL COMPUTER		1,750.00
<b>PATROL</b>				
08225	HERLACHE SMALL ENGINE	STIHL CHAINSAW	10-215-000-59999	863.95
13049	MAY'S SPORT CENTER	INVERTER GENERATOR	10-215-000-59999	1,009.00
19580	STREICHERS PROF POLICE EQUIP	LIGHTS & RAILS FOR RIFLES	10-215-000-59999	230.00
AQUA	AQUA CENTER OF GREEN BAY INC	DIVE CAMERA, CHG KIT, LENS	10-215-000-59999	5,623.17
		TOTAL		7,726.12
		TOTAL PATROL		7,726.12
<b>FIRE DEPARTMENT</b>				
EXPENSE				
PAULCONW	PAUL CONWAY SHIELDS	TURNOUT GEAR DOELL	10-250-000-59050	1,011.00
		TOTAL EXPENSE		1,011.00
		TOTAL FIRE DEPARTMENT		1,011.00
<b>ROADWAYS/STREETS</b>				
ANNUAL RESURFACING & BASE REP.				
PETERS	PETERS CONCRETE CO	4TH AVE & ALLEY BALANCE	10-400-110-59095	3,111.38
		TOTAL ANNUAL RESURFACING & BASE REP.		3,111.38
		TOTAL ROADWAYS/STREETS		3,111.38
<b>BALLFIELDS</b>				
EXPENSE				
19880	STURGEON BAY UTILITIES	BALL FIELD LIGHTING DC LEGION	10-520-000-59075	40,000.00
PIEPER	PIEPER POWER, INC	APP #2 BALLFIELD LIGHTING	10-520-000-59075	66,487.50
		TOTAL EXPENSE		106,487.50
		TOTAL BALLFIELDS		106,487.50
		TOTAL CAPITAL FUND		120,086.00

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	CHARTER COMMUNICATIONS	CB MUSIC SERVICE	21-000-000-56700	33.20
22800	WALMART COMMUNITY	DVD'S & BATTERIES	21-000-000-51950	145.32
22800		SOFTWARE & CABLE	21-000-000-52700	74.88
MANN	MANN COMMUNICATIONS, LLC	02/05/13 CONTRACT	21-000-000-55015	4,390.00
TOTAL CABLE TV / GENERAL				4,643.40
TOTAL CABLE TV / GENERAL				4,643.40
TOTAL CABLE TV				4,643.40
TID #2 DISTRICT				
TID DISTRICT #2				
16555	PINKERT LAW FIRM, LLP	11-12/12 T2/T4	25-320-000-59900	72.00
16555		11-12/12 LEGAL	25-320-000-59900	2,022.00
TOTAL				2,094.00
TOTAL TID DISTRICT #2				2,094.00
TOTAL TID #2 DISTRICT				2,094.00
TID #3 DISTRICT				
TID #3 DISTRICT				
16555	PINKERT LAW FIRM, LLP	11/12 T3	27-330-000-55001	36.00
TOTAL				36.00
TOTAL TID #3 DISTRICT				36.00
TOTAL TID #3 DISTRICT				36.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
03075	CARQUEST OF DOOR COUNTY	STT LAMP	60-000-000-53000	33.10
04603	HALRON LUBRICANTS INC	55 GALLON DRUM DEF FLUID	60-000-000-51650	139.35
04696	DOOR COUNTY TREASURER	12/12 DIESEL	60-000-000-51650	3,173.16
18500	R N O W INC	4 ROCKER SWITCHES	60-000-000-54999	51.38
18500		4 ROLLERS & 12 PUCKS	60-000-000-52850	192.92
FLEETPRI	FLEETPRIDE	REPL FRONT PASS SIDE SPRINGS	60-000-000-53000	1,424.86
TOTAL SOLID WASTE ENTERPRISE FUND				5,014.77
TOTAL SOLID WASTE ENTERPRISE FUND				5,014.77
TOTAL SOLID WASTE ENTERPRISE				5,014.77
TOTAL ALL FUNDS				233,497.72

**MANUAL CHECKS**

Door County Treasurer 1/11/13 Tax settlement Check #71878 01-000-000-24212	\$ 812,730.70
NWTC 1/11/13 Tax settlement Check #71879 01-000-000-24640	\$ 360,412.55
Sevastopol School District 1/11/13 Tax settlement Check #71880 01-000-000-24630	\$ 32,602.61
Southern Door School District 1/11/13 Tax settlement Check #71881 01-000-000-24620	\$ 103,275.74
Sturgeon Bay School District 1/11/13 Tax settlement Check #71882 01-000-000-24610	\$2,178,803.22
BP Amoco 01/14/13 Out of town fuel Check #71883 01-215-000-51650	\$ 50.60
Benefit Advantage 01/14/13 Cobra fees & caf plan renewal fees Check #71884 01-600-000-50510	\$ 319.50
<b>TOTAL MANUAL CHECKS</b>	<b>\$3,488,194.92</b>

DATE: 01/31/2013  
TIME: 08:11:25  
ID: AP443000.CST

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 11

INVOICES DUE ON/BEFORE 02/05/2013

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

---

SUMMARY OF FUNDS:

GENERAL FUND	<del>101,623.53</del>	3,589,818.47
CAPITAL FUND	120,086.00	
CABLE TV	4,643.40	
TID #2 DISTRICT	2,094.00	
TID #3 DISTRICT	36.00	
SOLID WASTE ENTERPRISE	5,014.77	
	-----	
TOTAL --- ALL FUNDS	<del>233,497.72</del>	3,721,692.64

A meeting of the Common Council was called to order at 7:22 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Ald. Wiegand, Vandertie, Lodi, Wiesner, Stutting, Fett, and Schlicht present

Lodi/Fett to adopt agenda. Carried.

Stutting/Lodi to approve bills: General Fund – \$640,997.14, Capital Fund - \$102,810.69, Cable TV - \$4,424.15, and Solid Waste Enterprise - \$11,225.01 for grand total of \$759,456.99. Roll call: All voted aye. Carried.

Lodi/Schlicht to approve consent agenda:

- a. Approval of 1/2/13 regular and 1/2/13 closed session Common Council minutes.
- b. Approval of the following minutes:
  - (1) Finance/Purchasing & Building Committee – 1/2/13
  - (2) Bicycle and Pedestrian Advisory Board – 1/3/13
- c. Place the following reports on file:
  - (1) Inspection Department Report – December 2012
  - (2) Police Department Report – December 2012
- d. Consideration of: Approval of request from Miller Art Museum to serve wine at exhibit opening on four dates after the library is closed.

Carried.

The Mayor made the following appointment:

**Bicycle & Pedestrian Advisory Board**

Leni Spaude

**Waterfront Redevelopment Authority**

Ross Schmelzer

Lodi/Schlicht to confirm the appointment. Carried.

Wiegand/Lodi to read in title only first reading of ordinance re: repeal and recreate Section 27.13(2) of the Municipal Code – Sign Code. Carried.

Personnel Committee Chair Vandertie, Parking & Traffic Committee Chair Schlicht, Community Protection & Services Committee Chair Fett, and Sturgeon Bay Utility Commission member Fett gave their respective committee reports.

There were no public comments.

The Mayor made his comments.

Lodi/Schlicht to adjourn. Carried. The meeting adjourned at 7:30 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

**COMMUNITY PROTECTION & SERVICES COMMITTEE**  
**January 15, 2013**

A meeting of the Community Protection & Services Committee was called to order at 5:45 p.m. by Chairperson Fett in Council Chambers, City Hall. Roll call: Members Fett, Wiesner and Schlicht were present. Also present: Mayor Birmingham, Alderperson Wiegand, Alderperson Lodl, City Administrator McNeil, Finance Director/City Treasurer Clarizio, City Clerk Reinhardt, Jason Mann of Mann Communications, LLC, members of the general public, Office/Accounting Assistant II Flinn.

Moved by Mr. Schlicht, seconded by Mr. Wiesner to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Review of Bills.
4. Adjourn.

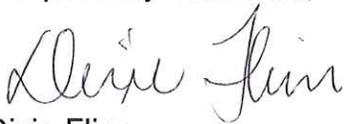
Carried.

Review of Bills:

Committee members reviewed the bills. Jason Mann explained the invoices in question. Moved by Mr. Schlicht, seconded by Mr. Wiesner to approve the invoices submitted for payment as of January 15, 2013, in the amount of \$4,511.15. Carried.

Moved by Mr. Wiesner, seconded by Mr. Schlicht to adjourn. Carried. The meeting adjourned at 5:59 p.m.

Respectfully submitted,



Dixie Flinn  
Office/Accounting Assistant II

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**January 15, 2013**

A meeting of the Finance/Purchasing & Building Committee was called to order at 5:59 p.m. by Chairperson Stutting in the Council Chambers, City Hall, 421 Michigan Street. Roll call: Members Stutting, Wiegand, and Schlicht were present. Also present: Mayor Birmingham, Alderperson Fett, Alderperson Wiesner, Alderperson Vandertie, Alderperson Lodi, City Administrator McNeil, Finance Director/City Treasurer Clarizio, City Clerk Reinhardt, members of the general public, Office/Accounting Assistant II Flinn.

A motion was made by Alderperson Schlicht, seconded by Alderperson Wiegand to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Review bills.
4. Adjourn.

Carried.

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 Wiegand to adjourn. Carried.  
The meeting adjourned at 6:04 p.m.

Respectfully submitted,



Dixie Flinn  
Office/Accounting Assistant II

BOARD OF PUBLIC WORKS  
January 15, 2013

A meeting of the Board of Public Works was called to order by Chairperson Wiegand at 6:00 p.m. Roll call: Members Wiegand, Vandertie, Lodi, Wiesner, Stutting, Fett, Schlicht and Birmingham were present.

Moved by Ald. Fett, seconded by Ald. Stutting to adopt the following agenda:

1. Call to order
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Preliminary review of Egg Harbor Road Improvements.
5. Consideration of: Review of 2013 5 year Capital Improvement Plan.
6. Adjourn.

Carried.

Steve Parent and Pete Hurth from Baudhuin Engineering presented the Egg Harbor Road Preliminary Design Concepts to the Board of Public Works. It was noted that three different options were prepared but Option B was ruled out due to creating unacceptable peak flows to existing storm water system along 14<sup>th</sup> Avenue. Mr. Hurth explained that they were looking for clarification from the Board on sidewalk location, curb and gutter and whether they should plan for the entire stretch of the roadway, and streetscape options.

Discussions focused on Options A & C, drainage, crosswalk location, curb and gutter, sidewalks on one or both sides of the road, and limiting driveways onto Egg Harbor Road.

Discussion continued regarding the various estimated costs on curb and gutter & utility relocation costs, the detention pond and the depth regulations, and safety of pedestrians along 14<sup>th</sup> Avenue. It was noted that a grant for the pond construction would be applied for with hopes of being awarded up to 50% of the cost.

Moved by Mayor Birmingham, seconded by Ald. Schlicht to have the engineers move ahead with Option C which included curb and gutter. Roll call: Wiegand, Vandertie, Wiesner, Stutting, Fett, Schlicht, and Mayor Birmingham voted aye. Lodi voted no. Carried.

Moved by Ald. Wiegand, seconded by Ald. Vandertie to postpone Item #5 – Consideration of: Review of the 2013 5 year Capital Improvement Plan for Board of Public Works in two weeks. Carried with Lodi voting no.

Moved by Ald. Fett, seconded by Ald. Vandertie to adjourn. Carried. The meeting adjourned at 7:15 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

**CITY PLAN COMMISSION**  
Wednesday, January 16, 2013

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

**Roll call:** Members Dennis Statz, Laurel Brooks, Mike Gilson, Steve Parent, Jeff Norland, Dan Wiegand, and John Lodl were present. Also present were City Administrator Steve McNeil, City Treasurer Val Clarizio, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Ms. Brooks, seconded by Mr. Gilson to approve the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from December 19, 2012.
4. Public comment on non-agenda items.
5. Zoning map amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5), for property located at 742 Jefferson St.:  
Presentation  
Public hearing  
Consideration of
6. Preliminary Planned Unit Development for property located at northeast corner of Oregon Street and S. Second Avenue:  
Presentation  
Public hearing  
Consideration of
7. Consideration of: Official zoning classification for recently annexed property located on N. Columbia Avenue.
8. Consideration of: Tax Increment District #4 for West Waterfront Redevelopment Project.
9. Adjourn.

Carried.

**Approval of minutes from December 19, 2012:** Moved by Mr. Lodl, seconded by Ms. Brooks to approve the minutes from December 19, 2012. Carried.

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

**Zoning map amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5) for property located at 742 Jefferson St.:**

**Presentation:** Robert Carroll stated he is requesting to rezone his property at 742 Jefferson St. from C-2 to C-5. Mr. Olejniczak added that this was originally a residential home and in the 1980's became commercial. Mr. Carroll would like to convert it back to a residential home, but is not allowed in the C-2 district. The C-5 district allows for a residential and commercial mix.

**Public hearing:** Chairperson Wiegand opened the public hearing at 7:04 p.m. No one spoke during the hearing. Ms. Nault read one letter in support from Sally Schlise, MD, 767 Jefferson St.

The public hearing was declared closed at 7:05 p.m.

**Consideration of:** It was moved by Mr. Norland, seconded by Mr. Gilson to act on this request at this meeting. Roll call vote: All ayes. Carried.

After a short discussion, it was moved by Mr. Gilson, seconded by Mr. Statz to recommend to Council approval of rezoning the property at 742 Jefferson Street from C-2 to C-5. Roll call vote: All ayes. Carried.

**Preliminary Planned Unit Development for property located at northeast corner of Oregon Street and S. Second Avenue:**

**Presentation:** Chris Laurent of Urban Apex (for Common Bond), gave a short background of the urban developments that he had established. The location of 230 Oregon Street is in the center of activities. It qualifies for the WHEDA affordable housing tax credit program. There would be underground parking with 30 parking spaces and an additional 6 spaces including handicapped parking. The City is assisting in identifying parking lots available for affordable monthly rents for potential residents. This approximate \$3 Million development would include a maximum of 42 units within a four story building that would include one, two and three bedroom units. A possible 2,000 – 3,000 sq. ft. green roof may be added.

Mr. Laurent added that rents per month will range from \$500-\$575 for a one bedroom apartment, with a yearly household income not to exceed \$28,320; \$600-\$648 for a two bedroom apartment, with a yearly household income not to exceed \$34,000; and \$690 for a three bedroom apartment, with a yearly household income not to exceed \$32,720.

**Public hearing:** Chairperson Dan Wiegand opened the public hearing at 7:20 p.m.

Sheila Turner, owner of Great Lakes Yacht Sales, 61 Michigan St., stated that she was concerned about the height of the building. She compared the tall pavilion on her property to the size of the proposed apartment building. She didn't think it fit in with the general architecture of the area.

Jeff Yanke, owner of 162-166 S. 3<sup>rd</sup> Avenue, stated his concern with parking. This would have a better fit in more of a metropolitan area. He didn't think that having so many people living downtown was the best use of the property. It could be an ideal commercial property. Townhouses may also be a better fit.

Ms. Nault read one letter in support from Bill Chaudoir, Executive Director, DCEDC.

The public hearing was declared closed at 7:30 p.m.

**Consideration of:** Mr. Olejniczak gave some general background on Planned Unit Development (PUD) zoning. It is a special zoning district for large scale projects or special projects that don't fit the zoning code. The three step process includes an initial Conceptual PUD, Preliminary PUD, and a Final PUD. Currently this 150' x 150' site is an outdoor storage yard and is zoned Industrial. A PUD is required because of the number

of units proposed exceed the maximum 25 units allowed on a single lot. The Industrial district does not permit residential uses. If a flat roof would be installed, the building would be 44' tall, which would be under the maximum height allowed in the Industrial district. The Fire Dept. had no problems with the height of the building, but it would have to contain a sprinkler system. Staff recommended approval, subject to the following:

1. The number of dwelling units shall not exceed 42 units.
2. Minimum building setbacks shall be as follows: 0 feet from 2<sup>nd</sup> Avenue, 15 feet from Oregon Street, 5 feet from the alley, and 0 feet from the north property line.
3. A minimum number of off-street parking spaces shall be provided either on the subject property or off-site as follows: 1 space for every studio or one-bedroom unit, 1.5 for every two-bedroom unit, and 2 spaces for every three-bedroom unit.
4. All other requirements for the development shall follow the C-2 district.

Moved by Ms. Brooks, seconded by Mr. Norland to act on this item at this meeting. Roll call vote. All ayes. Carried.

Moved by Ms. Brooks, seconded by Mr. Statz to recommend to Council approval of the Preliminary PUD subject to staff's recommendations. Roll call vote. All ayes. Carried.

**Consideration of: Official zoning classification for recently annexed property located on N. Columbia Avenue:** Mr. Olejniczak stated that this property was recently annexed into the City with R-1 as temporary zoning. The next step is a public hearing in regard to the official zoning for the property. He asked members what they felt the official zoning should be.

It was moved by Mr. Wiegand, seconded by Mr. Gilson to recommend Single-Family Residential (R-1) as the official zoning classification. Carried. A public hearing will be held at the February Plan Commission meeting.

**Consideration of: Tax Increment District #4 for West Waterfront Redevelopment Project:** Mr. Olejniczak explained that in order to fund the West Waterfront Redevelopment Project implementation, a tax increment district is being considered. The Waterfront Redevelopment Authority has already approved the TID boundaries and needs to review and approve the project plan. The project plan lists the various expenditures that are anticipated, a financial feasibility analysis that would show the anticipated tax revenues from new development and how they would offset any public expenditures, and also a number of other analyses and features. It is the guiding document for how that tax district would work. If passed by the WRA, there would then be a public hearing at Plan Commission and recommendation to Council, along with a resolution. The last step would be approval of the Joint Review Board, made up of one member from each taxing jurisdiction (city, county, NWTC, school district, and an at large member). Tax increment financing is using anticipated future tax revenues to help pay back public costs to spur development. A perma is prepared by Baird, which includes a list of project costs. A TID can run for 27 years. TID #2 had previously been declared a distressed TID. That allowed the TID to stay open an additional amount of time. This proposal negatively impacts TID #2 since the six lots that are being proposed for the new TID are being removed from TID #2. However, it would not impact that district in terms of the year that it closes. New projects cannot be added to a distressed TID.

No action was needed.

**Adjourn:** Moved by Ms. Brooks, seconded by Mr. Statz to adjourn. Carried. Meeting adjourned at 8:40 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

**PARKING & TRAFFIC COMMITTEE**  
**January 21, 2013**

A meeting of the Parking & Traffic Committee was called to order at 4:00 p.m. by Chairperson Schlicht in Council Chambers, City Hall. Roll call: Members Schlicht, Vandertie and Wiesner were present. Also present: City Administrator McNeil, Municipal Services Superintendent Bordeau, City Engineer Depies and Office/Accounting Assistant I Spittlemeister.

Moved by Mr. Vandertie, seconded by Mr. Wiesner to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment.
4. Consideration of: Waiving the winter parking permit fee for 523 N 4<sup>th</sup> Avenue.
5. Consideration of: Waiving the winter parking permit fee for 525 W Maple Street.
6. Consideration of: Intersection markings at Maple Street and Madison Avenue.
7. Consideration of: Bike Lanes on Oregon Street from 1<sup>st</sup> to 3<sup>rd</sup> Avenue.
8. Adjourn.

Carried.

Consideration of: Waiving the winter parking permit fee for 523 N 4<sup>th</sup> Avenue and  
 Consideration of: Waiving the winter parking permit fee for 525 W Maple Street:

Mr. Schlicht mentioned this item was brought forward by Alderperson Wiegand. Since both items are similar in nature, members discussed them together. Alderperson Wiegand viewed all six locations that have applied and paid for a winter parking permit fee. At the two locations listed, there is no room on the property to park vehicles other than on the street. Parking permits were issued at no charge until the winter of 2009/2010. However, there was extra work to plow around parked vehicles. Once a fee was charged for the winter parking permit, fewer permits were issued.

City Administrator McNeil stated that some homes were built without a garage. Residents may be issued a permit to park in a City parking lot at no charge. If there are not any City parking lots nearby, people could pay for a permit to park on the street. There may be others with a similar situation, but it hasn't been addressed since they haven't paid for a winter parking permit.

Committee members discussed whether a change in policy should take place. Moved by Mr. Wiesner, seconded by Mr. Vandertie to request additional information, such as pictures or a letter, from the property owners at 523 N 4<sup>th</sup> Avenue and 525 W Maple Street before a decision can be made. Carried.

Consideration of: Intersection markings at Maple Street and Madison Avenue:

Engineer Depies mentioned that prior to closing the Michigan Street Bridge, there were two parking spaces in front of Greystone Castle on Maple Street. After the bridge was closed, those two parking spaces were removed to create flow for two lanes of traffic.

In November 2012, those signs and lane stripings were removed at this intersection to create one lane of traffic going in each direction, making this intersection consistent with others in Sturgeon Bay. Mr. Depies presented different scenarios for that intersection. Discussion also included creating a loading zone in front of Bargain Corner.

Moved by Mr. Vandertie, seconded by Mr. Schlicht to recommend to Common Council to install the appropriate number of parking stalls at the NE corner of Maple Street in front of Greystone Castle and install a No Stopping/No Standing Zone at the SE corner of Madison Avenue in front of Bargain Corner. Carried.

Consideration of: Bike Lanes on Oregon Street from 1<sup>st</sup> to 3<sup>rd</sup> Avenue:

This recommendation for bike lanes on Oregon Street was forward to the Parking & Traffic Committee by the Bicycle and Pedestrian Advisory Board. The cost to add a bike lane would be around \$300.00 to complete. Bike lane markings coming off Maple to Oregon Street Bridge would continue from 1<sup>st</sup> to 3<sup>rd</sup> Avenue. Different options were discussed. Moved by Mr. Vandertie, seconded by Mr. Wiesner to recommend to Common Council to install a dedicated Bike Lane on both sides of Oregon Street from 1<sup>st</sup> to 3<sup>rd</sup> Avenue with approximately the last 125 feet as a sharrow before 3<sup>rd</sup> Avenue. Carried.

Moved by Mr. Wiesner, seconded by Mr. Vandertie to adjourn. Carried. The meeting adjourned at 5:02 p.m.

Respectfully submitted,



Laurie Spittlemeister  
Office/Accounting Assistant I

**WATERFRONT REDEVELOPMENT AUTHORITY**

Monday, January 21, 2013

A meeting of the Waterfront Redevelopment Authority was called to order at 2:10 p.m. by Vice-Chairperson Bill Galligan in Community Room, City Hall, 421 Michigan Street.

**Roll call:** Members Bill Galligan, John Asher, Thomas Wulf, Ron Vandertie, and Joe Stutting were present. Excused: Members Tom Herlache and Ross Schmelzer. Also present were: DCEDC Executive Director Bill Chaudoir, Mayor Thad Birmingham, City Administrator Steve McNeil, City Treasurer Val Clarizio, City Engineer Tony Depies, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault. Jolena Presti and Brian Vandewalle of Vandewalle & Associates were present through a teleconference.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from December 17, 2012.
4. Consideration of: Update regarding West Waterfront Redevelopment activities.
5. Consideration of: Project Plan for Tax Increment District #4.
6. Consideration of: Boundary amendment for T.I.D. #2.
7. Adjourn.

Carried.

**Approval of minutes from December 17, 2012:** Moved by Mr. Wulf, seconded by Mr. Stutting to approve the minutes from December 17, 2012. All ayes. Carried.

**Consideration of: Update regarding West Waterfront Redevelopment activities:** Mr. Olejniczak stated that the City has acquired the former Door County Co-op property. A \$440,000 Community Development Block Grant has been awarded which will go towards the purchase of the property, clearing of the site, asbestos abatement, filling the site for floodplain compliance, and relocating utilities. The Brownfield Grant (site assessment) application has been submitted. This grant would cover about half of the estimated \$90,000 cost for the environmental work. The third active grant is a \$60,000 Wisconsin Coastal Management Grant, in which half the amount would be awarded. This would be used for the design of the public walkway improvements, the festival pier concept, and the structural feasibility analysis of the grain tower. Also, the Phase 1 Environmental Site Assessment has been compiled by AECOM.

Ms. Presti mentioned they are continuing to work on recruiting developers for the potential hotel and operators, as well as potential developers. They are also working on getting commitments from potential tenants for the Granary Market. Common Bond, the developer that had been interested in developing the property on the corner of Madison Avenue and Maple Street, has decided to go to a different location at Oregon St. and 2<sup>nd</sup> Avenue due to WHEDA requirements. The development would include 42 workforce housing units.

**Consideration of: Project Plan for Tax Increment District #4:** Mr. Olejniczak stated that previously the WRA set the tentative boundaries for TID #4. Due to state rules on TID boundaries, the existing TID #2 cannot be separated off from the rest of TID #2. State Statutes require approval of the new TID from the Plan Commission, Council, and Joint Review Board. The City has worked with Vandwalle to come up with numbers in order for Baird to prepare the performa.

Members reviewed the performa. Mr. Olejniczak stated that no other grants are shown on the performa other than the one already received. Vandewalle agreed that this is a viable tax increment project, as well as a blight elimination TID.

Moved by Mr. Wulf, seconded by Mr. Asher to approve the Project Plan for TID #4 and forward on to Plan Commission. All ayes. Carried.

**Consideration of: Boundary amendment for T.I.D. #2:** Members reviewed the Project Plan amendment for TID #2. Mr. Olejniczak stated there should be no concerns about subtracting property from TID #2 in terms of its future performance.

After discussion, it was moved by Mr. Asher, seconded by Mr. Stutting to approve the boundary amendment for TID #2 and forward on to Plan Commission. Carried, with Mr. Wulf abstaining.

**Adjourn:** Moved by Mr. Galligan, seconded by Mr. Stutting to adjourn. Carried. Meeting adjourned at 2:50 p.m.

Mr. Galligan then reconvened the meeting at 2:53 p.m. with all present to reconsider Item #5: Project Plan for Tax Increment District #4. Moved by Mr. Asher, seconded by Mr. Stutting to reconsider. Carried. Moved by Mr. Asher, seconded by Mr. Stutting to approve the Project Plan for TID #4 and forward on to Plan Commission. Carried, with Mr. Wulf abstaining.

Moved by Mr. Asher, seconded by Mr. Stutting to adjourn. Carried. Meeting adjourned at 2:54 p.m.

Respectfully Submitted,



Cheryl Nault  
Community Development Secretary



# CITY of STURGEON BAY FIRE DEPARTMENT

6c1.  
**Tim  
Herlache  
Fire Chief**

421 Michigan St  
Sturgeon Bay, WI 54235

920-746-2916  
920-746-2905 FAX  
Email: [therlache@sturgeonbaywi.org](mailto:therlache@sturgeonbaywi.org)

TO: The Honorable Mayor Thad Birmingham and the Common Council  
FROM: Fire Chief Tim Herlache  
SUBJECT: December 2012 Monthly Fire Report   
DATE: January 11, 2013

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of December 2012.

### CALLS FIRE DEPARTMENT RECEIVED: 106

<b><u>CITY CALLS:</u></b>	<b><u>95</u></b>	<b><u>Type of Call:</u></b>	<b><u>COUNTRY CALLS:</u></b>	<b><u>11</u></b>
East Side Calls:	<u>70</u>	Fire	Town of Sevastopol:	<u>06</u>
West Side Calls:	<u>25</u>	EMS	Town of Sturgeon Bay:	<u>05</u>

<b><u>CALLS PER DAY:</u></b>	<b><u>INCIDENT TYPE:</u></b>	
Monday 18	76 – Medical Incident	2 – Vehicle Accident
Tuesday 15	4 - Arching Electrical short	5 – Carbon Monoxide Incident
Wednesday 15	2 – Gas Leak	2 – Alarm Activation, No Fire
Thursday 11	1 – Power line down	2 – Smoke/Odor removal
Friday 20	6 – Dispatched/Cancelled	1-Smoke Scare/odor of smoke
Saturday 14	3 – Assist PD	1 – Alarm sounding/malfunction
Sunday 13	1- Sprinkler activation	

**INPECTION REPORT:**  
 Inspections within the city limits: 00  
 Number of violations: 00  
 Inspections outside the city limits: 00  
 Number of violations: 00  
 Total number of inspection hours: 0 hours

**INSPECTION VIOLATIONS:**

0 – Fire Extinguisher Maintenance  
0 – Carbon Monoxide Detector  
0 – Insp/Test/Maint of Sprinklers  
0 – Emergency Lights

0 – Exit Sign Illumination  
0 – Hood System Inspection  
0 – Insp/Maint of Fire Alarm  
0 – Building Number

0 – Covers & Canopies  
0 – Exit Illumination  
0 – Smoke Detectors  
0 – Compressed Gas Cylinder

**SPECIAL REPORTS, ACTIVITIES AND REPAIRS**

**FIRE PRACTICE:** During December’s Fire practice firefighters went through medical equipment locations on the ambulance with County Paramedics, pump operations, and annual SOG updates.

**PUBLIC SAFETY AND EDUCATION:** Firefighters assisted in Drivers Education class. Firefighters gave tours to Cub Scouts, and duty personal assisted with the Big Dawg Xmas.

**TRUCK/STATION MAINTENANCE:** Firefighters finalized the repairs on the 23’ Safe Boat and put in storage. Waxed trucks at both stations. Looked at and repaired the Tank to Pump valve on Unit 8. Assisted in reprogramming of the truck and portable radios to narrow band Worked on underwater cameras. Took apart and inspected the water pump and lower unit on Marine 2. Took air samples from breathing air compressors. Test coolant on all units.

**TRAINING:** 162.09 hours of training were conducted in December. Firefighters participated in entry Level FF class. Firefighters went through the annual Defibulator training/refresher. Worked with ropes and rigging. Firefighters took part in ice rescue drills in and out of the water using ice rescue equipment.

**OTHER:** Firefighters participated in: 1 burning permit, multiple station tours, cleaned and organized the both station, attended various committee meetings at the city and county level, testing emergency weather sirens.

6c2.

CITY OF STURGEON BAY  
INSPECTION DEPARTMENT  
January 30, 2013

6c2.

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF JANUARY 2013.

January-13	YEAR TO DATE		January-13	YEAR TO DATE
0	0	ONE FAMILY DWELLINGS	--	--
0	0	TWO FAMILY DWELLINGS	--	--
0	0	MULTIPLE FAMILY DWELLINGS	--	--
0	0	DUPLEX CONVERTED TO TRI-PLEX	--	--
0	0	C.B.R.F.	--	--
1	1	RESIDENTIAL ADDITIONS	24,000	24,000
2	2	RESIDENTIAL ALTERATIONS	37,950	37,950
0	0	RESIDENTIAL GARAGES/CARPORTS	--	--
0	0	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	--	--
0	0	RESIDENTIAL STORAGE BUILDINGS	--	--
0	0	RESIDENTIAL SWIMMING POOLS	--	--
0	0	NON-RESIDENTIAL SWIMMING POOLS	--	--
0	0	NEW COMMERCIAL BUILDINGS	--	--
0	0	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	--	--
1	1	NON-RESIDENTIAL ADDITIONS	763,000	763,000
2	2	NON-RESIDENTIAL ALTERATIONS	73,990	73,990
0	0	MUNICIPAL BUILDINGS	--	--
0	0	WAREHOUSES	--	--
0	0	FACTORY & SHOP	--	--
0	0	COMMUNICATION TOWER	--	--
0	0	SUBSTATION	--	--
0	0	AGRICULTURAL BUILDINGS	--	--
6	6		\$898,940	\$898,940

TOTAL ESTIMATED COST OF CONSTRUCTION

January-13	YEAR TO DATE	TOTAL PERMITS ISSUED	January-13	YEAR TO DATE
7	7	BUILDING PERMITS	1,876	1,876
10	10	ELECTRICAL PERMITS	1,179	1,179
1	1	PLUMBING PERMITS	80	80
4	4	HEATING PERMITS	661	661
43	43	SIGN PERMITS	1,290	1,290
1	1	MISCELLANEOUS PERMITS	25	25
0	0	SUMP PUMP PERMITS	--	--
0	0	ELECTRICIAN LICENSES	--	--
0	0	EARLY STARTS	--	--
1	1	EROSION CONTROL	175	175
0	0	STATE PLAN APPROVALS	--	--
0	0	PARK & PLAYGROUND PAYMENTS	--	--
1	1	WISCONSIN PERMIT SEALS	35	35
1	1	ZONING BOARD OF APPEALS APPLICATIONS	300	300
1	1	ZONING CHANGES/P.U.D. APPLICATIONS	425	425
0	0	PLAN COMMISSION - CONDITIONAL USES	--	--
1	1	CERTIFIED SURVEY MAP REVIEWS	30	30
0	0	SUBDIVISION PLATTING REVIEW	--	--
0	0	MISCELLANEOUS REVENUE	--	--
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	--	--
0	0	RESIDENTIAL BUILDINGS MOVED	--	--
0	0	NON-RESIDENTIAL BUILDINGS MOVED	--	--
0	0	CHANGE OF USE	--	--
0	0	RESIDENTIAL OCCUPANCY FEES	--	--
1	1	COMMERCIAL OCCUPANCY FEES	50	50
0	0	PIER PERMIT	--	--
1	1	DEMOLITION	50	50
0	0	REINSPECTION FEE	--	--
0	0	BLASTING	--	--
		TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER	\$6,176.00	\$6,176.00

*Cheryl Nault*  
Cheryl Nault  
Building Inspection Dept.

**BEVERAGE OPERATOR LICENSES**

1. Azone, James A.
2. Clark-Collman, Trudie L.
3. DeLair, Jennifer C.
4. Hale, Jacqueln M.
5. Hoffman, Steve M.
6. Jaeger, Lydia M.

**TEMPORARY CLASS B BEER**

Sturgeon Bay Visitor Center  
Agent: Amy DeMeter  
Sunset Park  
July 4, 2013  
4<sup>th</sup> of July Fireworks

6f.

6f.

**TEMPORARY CLASS B BEER AND TEMPORARY CLASS C WINE**

Sturgeon Bay Visitor Center  
Agent: Amy DeMeter  
611 Jefferson Street Parking Lot  
July 13, 2013  
Jazz on Jefferson

Sturgeon Bay Visitor Center  
Agent: Amy DeMeter  
Third Avenue from Nebraska to Michigan and  
Michigan to Jefferson  
September 21, 2013  
Harvest Festival & Street Art Auction

**CLASS B BEER AND CLASS C WINE**

136

Agent: Sharon Peterson

136 North 3<sup>rd</sup> Avenue

Sturgeon Bay, WI 54235

February 6, 2013 – June 30, 2013

Trattoria DalSanto

Agent: Michael DalSanto

117 North 3<sup>rd</sup> Avenue

Sturgeon Bay, WI 54235

\*\*Transfer from 147 North 3<sup>rd</sup> Avenue to 117 North 3<sup>rd</sup> Avenue

**CITY OF STURGEON BAY  
STREET CLOSURE APPLICATION**

Name of applicant: Sturgeon Bay Visitor Center  
Name of event: West Fest  
Contact Phone Number: 920.743.6246  
Date(s) of event: Saturday August 10, 2013 Time: 7:00am – 7:00pm  
Estimated # of Attendees: 500-800 people  
Specific Location: Madison Ave from Oak to Maple Street  
Oak Street from Madison to Neenah

- Attach map of requested street closure area including barricade location, tent/booth location, or any street obstruction. This map must be in final form.
- Attach certificate of insurance with the City listed as additional insured. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage limit \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation – as required by the State of Wisconsin.
- NA Temporary Beer/Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (if applicable)
- Hold Harmless Agreement has been signed by Officer(s) of Event/Organization.
- Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.

What arrangements have been made for clean up? We rent dumpsters, volunteers & staff clean up.

Other explanations: \_\_\_\_\_

Signature of Responsible Party: Amy Lynn DeMeter Promotions Coordinator

Address: 36 S. Third Ave Sturgeon Bay, WI 54235

Date Submitted: 01.07.2013

**Approval:**

Fire Chief	By: <u>[Signature]</u>	Date: <u>1/10/13</u>
Police Chief	By: <u>[Signature]</u>	Date: <u>1/11/13</u>
Comm. Development	By: <u>[Signature]</u>	Date: <u>1/16/13</u>
Streets/Parks	By: <u>[Signature]</u>	Date: <u>1/17/13</u>
City Clerk	By: <u>[Signature]</u>	Date: <u>1/21/13</u>
Finance Director	By: <u>[Signature]</u>	Date: <u>1/22/13</u>
City Engineer	By: <u>[Signature]</u>	Date: <u>1/22/13</u>
City Administrator	By: <u>[Signature]</u>	Date: <u>1/22/13</u>

Common Council: Date of Meeting: \_\_\_\_\_

**CITY OF STURGEON BAY**  
**STREET CLOSURE APPLICATION**

Name of applicant: Sturgeon Bay Visitor Center  
 Name of event: St. Patrick's Day Parade  
 Contact Phone Number: 920.743.6246  
 Date(s) of event: Saturday March 16<sup>th</sup>, 2013 Time: 11:00am - Noon  
 Estimated # of Attendees: 500-800 people  
 Specific Location: Sawyer Park to Oak Street to Madison Ave across Oregon  
Street Bridge to Third Avenue to Jefferson to 6<sup>th</sup> Avenue

- Attach map of requested street closure area including barricade location, tent/booth location, or any street obstruction. This map must be in final form.
- Attach certificate of insurance with the City listed as additional insured. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage limit \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation – as required by the State of Wisconsin.
- NA Temporary Beer/Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (if applicable)
- Hold Harmless Agreement has been signed by Officer(s) of Event/Organization.
- Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.

What arrangements have been made for clean up? Contract with City Streets Dept.

Other explanations: \_\_\_\_\_

Signature of Responsible Party: Amy Lynn DeMeter Promotions Coordinator

Address: 36 S. Third Ave Sturgeon Bay, WI 54235

Date Submitted: 12.10.2012

**Approval:**

Fire Chief	By: <u>[Signature]</u>	Date: <u>1/10/13</u>
Police Chief	By: <u>[Signature]</u>	Date: <u>1/11/13</u>
Comm. Development	By: <u>[Signature]</u>	Date: <u>1/16/13</u>
Streets/Parks	By: <u>[Signature]</u>	Date: <u>1/17/13</u>
City Clerk	By: <u>[Signature]</u>	Date: <u>1/21/13</u>
Finance Director	By: <u>[Signature]</u>	Date: <u>1/22/13</u>
City Engineer	By: <u>[Signature]</u>	Date: <u>1/22/13</u>
City Administrator	By: <u>[Signature]</u>	Date: <u>1/22/13</u>

Common Council: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

**CITY OF STURGEON BAY  
STREET CLOSURE APPLICATION**

Name of applicant: Sturgeon Bay Visitor Center  
 Name of event: Sidewalk Sale Day  
 Contact Phone Number: 920.743.6246  
 Date(s) of event: Thursday July 25<sup>th</sup>, 2013 Time: 7am - 7pm  
 Estimated # of Attendees: 1000 people  
 Specific Location: Third Avenue from Michigan to Jefferson

- Attach map of requested street closure area including barricade location, tent/booth location, or any street obstruction. This map must be in final form.
- Attach certificate of insurance with the City listed as additional insured. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage limit \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation - as required by the State of Wisconsin.
- NA* Temporary Beer/Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (if applicable)
- Hold Harmless Agreement has been signed by Officer(s) of Event/Organization.
- Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.

What arrangements have been made for clean up? Contract with City Streets Dept.

Other explanations: \_\_\_\_\_

Signature of Responsible Party: Amy Lynn DeMeter Promotions Coordinator

Address: 36 S. Third Ave Sturgeon Bay, WI 54235

Date Submitted: 01.07.2013

**Approval:**

Fire Chief	By: <u>[Signature]</u>	Date: <u>1/10/13</u>
Police Chief	By: <u>[Signature]</u>	Date: <u>1/11/13</u>
Comm. Development	By: <u>[Signature]</u>	Date: <u>1/16/13</u>
Streets/Parks	By: <u>[Signature]</u>	Date: <u>1/17/13</u>
City Clerk	By: <u>[Signature]</u>	Date: <u>1/21/13</u>
Finance Director	By: <u>[Signature]</u>	Date: <u>1/22/13</u>
City Engineer	By: <u>[Signature]</u>	Date: <u>1/22/13</u>
City Administrator	By: <u>[Signature]</u>	Date: <u>1/22/13</u>

Common Council: Date of Meeting: \_\_\_\_\_

6i.

6i.

TO: Thad Birmingham, Mayor, City of Sturgeon Bay

FROM: Kitty O'Reillys Irish Pub, Buster and Amy Crook

RE: St. Patrick's Day March 16<sup>th</sup>, 2013  
(SATURDAY)

This letter is our request for an exception to the noise ordinance for March 16<sup>th</sup>, 2013 St. Patrick's Day.

A check for the \$22 Fee is attached.

Please let us know if we need to appear to present this request. If I do not have to appear, could you please notify, Buster Crook 262-510-4610, regarding the decision of request.

We would like to extend the time till Midnight with an enclosed tent covering our outside patio for a band in celebration for St. Patrick's Day.

Sincerely,

Buster and Amy Crook

Buster & Amy Crook

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend to rezone the property owned by Robert Carroll, located at 742 Jefferson Street, from Central Business District (C-2) to Mixed Commercial Residential (C-5).

Respectfully submitted:  
City Plan Commission  
By: Dan Wiegand, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: January 16, 2013

\*\*\*\*\*

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Parking and Traffic Committee, hereby recommend to install the appropriate number of parking stalls at the NE corner of Maple Street in front of Greystone Castle and install a No Stopping/No Standing Zone at the SE corner of Madison Avenue in front of Bargain Corner.

Respectfully submitted,  
PARKING AND TRAFFIC COMMITTEE  
By: Robert Schlicht, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: January 21, 2013.

\* \* \* \* \*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

PARKING AND TRAFFIC COMMITTEE  
Monday, October 15, 2012

A meeting of the Parking and Traffic Committee was called to order at 3:30 p.m. by Chairperson Schlicht in Council Chambers, City Hall, 421 Michigan Street.

Members Schlicht, Vandertie and Wiesner were present. Also present: Municipal Services Superintendent Bordeau, Community Development Director Olejniczak, City Engineer Depies, Police Chief Porter, Police Captain Brinkman, City Administrator McNeil and Municipal Services Secretary Lenius.

Adoption of Agenda: Mr. Schlicht asked to move item #9 on the agenda to follow item #6.  
Moved by Mr. Vandertie, second by Mr. Wiesner to adopt the agenda as amended:

1. Roll call.
2. Adoption of agenda.
3. Public comment.
4. Consideration of: Crosswalk locations along the 8<sup>th</sup> Avenue – Egg Harbor Road Corridor
5. Consideration of: Parking on Michigan Street between 5<sup>th</sup> and 7<sup>th</sup> Avenue
6. Consideration of: Parking on Louisiana Street between 4<sup>th</sup> and 5<sup>th</sup> Avenue
9. *Consideration of: Stop signs on Louisiana Street at 2<sup>nd</sup> Avenue*
7. Consideration of: Intersection markings at Maple Street and Madison Avenue
8. Consideration of: Neenah Avenue Parking
10. Adjourn.

Nobody spoke during public comment.

Mayor Birmingham entered at 3:40 p.m.

**Consideration of: Crosswalk locations along the 8<sup>th</sup> Avenue – Egg Harbor Road Corridor.** Mr. Schlicht stated he had received a letter from Mr. Donn Werkheiser suggesting that crosswalks be painted on Egg Harbor Road by the entrances to McDonalds and Wal-Mart as well as on 8<sup>th</sup> Avenue and to make the stop lights operable at the Wal-Mart entrance on Egg Harbor Road to make places more accessible for handicapped residents. Mr. Bordeau stated there is already a standard 8" crosswalk at the 8<sup>th</sup> Avenue, Egg Harbor Road intersection. Mr. Schlicht asked if it could be made more visible. Mr. Depies stated that although the ladder style crosswalks were more visible, they become worn out faster and also become slick when wet especially for motorcycles. Mid block crosswalks are discouraged because they are a safety hazard for pedestrians and if done, should only be done at median locations. He also explained the City has just entered into an agreement with Baudhuin Incorporated to study Egg Harbor Road pedestrian access and traffic.

Mr. Schlicht asked that a copy of Mr. Werkheiser's letter and any staff recommendations be forwarded to Baudhuin Incorporated for their review when studying the pedestrian access and traffic on Egg Harbor and for the committee to revisit this item after their study has been completed.

**Consideration of: Parking on Michigan Street between 5<sup>th</sup> and 7<sup>th</sup> Avenue.** Mr. Schlicht stated he had received a letter from Mr. Bob Conlon who owns two office buildings at 529 and 533 Michigan Street. His letter stated the entire block is zoned C5 and the small office buildings located here cater to people who make short visits and the bike lanes do not allow for convenient parking and believes it will make renting or selling the property extremely difficult. Mr. Schlicht stated that with the bike lanes marked as they are on Michigan Street between 5<sup>th</sup> and 7<sup>th</sup> Avenue, there cannot be parking on both sides of the street and suggested looking at the marking plan for next year. Mr. Schlicht said he will notify Mr. Conlon that there is nothing more that can be done with the parking at this time.

No action taken.

**Consideration of: Parking on Louisiana Street between 4<sup>th</sup> and 5<sup>th</sup> Avenue.** Mr. Schlicht stated he had received a letter from Bobbie Webster of Door County Land Trust located on the corner of Louisiana Street and 5<sup>th</sup> Avenue asking to remove the 2 hour parking restriction from Louisiana Street to allow space for employees to park and would allow space on 5<sup>th</sup> Avenue for

volunteers, visitors and guests of the White lace Inn to park. Mr. Depies stated the 2 hour parking restriction is the standard in the business district.

No action taken.

**Consideration of: Stop Signs on Louisiana Street at 2<sup>nd</sup> Avenue.** Alderman Lodi entered at 3:55. Mr. Schlicht stated that since Louisiana Street was made two-way, he was approached to see if the stop sign could be switched to have traffic on 2<sup>nd</sup> Avenue stop instead of Louisiana Street. Mr. Lodi explained his concern is in winter when roads become slippery traffic traveling east, going up the hill on Louisiana Street, will have to stop and it may become difficult to get going again. Mr. Wiesner stated having a stop sign on 2<sup>nd</sup> Avenue may cause backups as Palmer Johnson and Bay Ship employees leave the parking ramp. Mr. Depies stated that switching the stop signs would likely cause more accidents due to the infrequent use of the road. If it is switched, it should be made a 4-way stop before removing the stop signs on Louisiana Street.

No action taken.

Mr. Bob Conlon entered at 4:00 and Mr. Schlicht explained to him the reason the committee took no action on his request and allowed him time to express his concerns.

\* **Consideration of intersection markings at Maple Street and Madison Avenue.** Mr. Depies stated his biggest concern with the current configuration is for west bound traffic on Maple Street. The right lane which is a through lane, has limited visibility because buildings abut right up to the right of way on three of the corners and there is a gas station with two driveways at the other corner. There are also lots of cars turning right on red onto Maple Street from Madison Avenue. It could be changed to allow through and left turns and not designate the right lane to allow for cars to move around left turning vehicles when necessary.

Mr. Depies suggested that turning and through movements be made from the main lane of traffic and not designate any right turn lanes on Maple Street and north bound Madison Avenue. The only place where a right turn lane is necessary based on the traffic counts is for south bound traffic on Madison Avenue coming off the Michigan Street Bridge turning right onto Maple Street.

Mr. Schlicht asked if the left turn light could be turned back on at the intersection. Mr. Depies stated that feature could be turned back on and is only set up for south bound traffic on Madison Avenue; however the number of left turns has decreased dramatically with the two bridges in operation. This may cause traffic to wait for oncoming traffic to turn left when no vehicles are present wanting to make left hand turns. The department is looking to replace the traffic signals in the future and that will help with the options available for left turns. There is not enough road way to accommodate all movements that take place at this intersection.

X Moved by Mr. Wiesner, seconded by Mr. Schlicht to recommend to council to reinstall the left turn signal for southbound traffic at the Madison Avenue Maple Street intersection. All in favor. Carried.

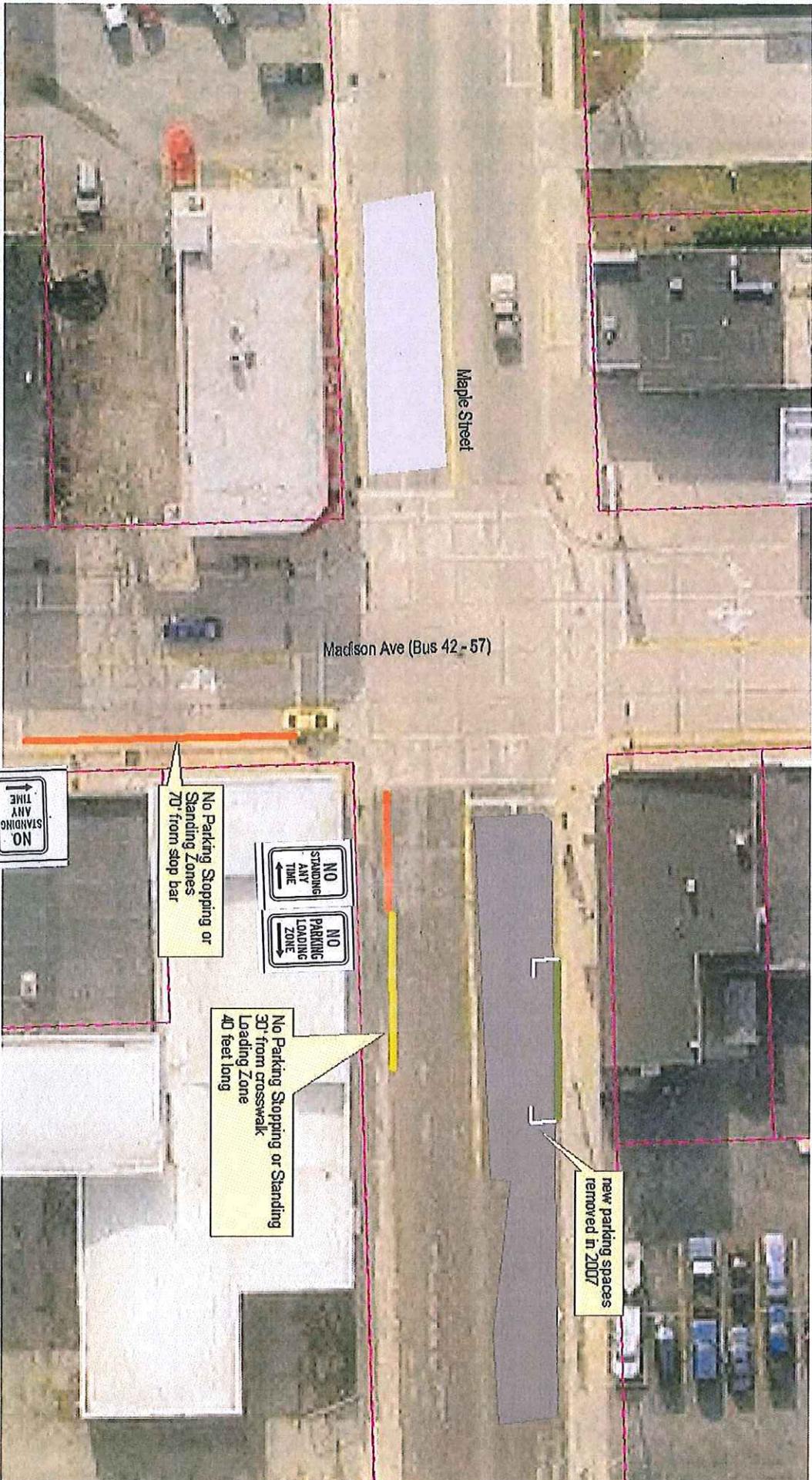
X Moved by Mr. Wiesner, seconded by Mr. Schlicht to recommend to council to eliminate the left turn lane on Maple Street for west bound traffic and the right turn lane for east bound traffic. All in favor. Carried.

Motion by Mr. Wiesner, seconded by Mr. Vandertie to adjourn. All in favor. Carried.

Meeting adjourned at 4:35 p.m.

Respectfully Submitted,

Jennifer Lenius  
Municipal Services Secretary



Maple Street

Madison Ave (Bus 42 - 57)

NO STANDING ANY TIME

NO STANDING ANY TIME  
NO PARKING LOADING ZONE

No Parking Stopping or Standing 70' from stop bar

No Parking Stopping or Standing 30' from crosswalk Loading Zone 40 feet long

new parking spaces removed in 2007

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Parking and Traffic Committee, hereby recommend to install a dedicated Bike Lane on both sides of Oregon Street from 1<sup>st</sup> to 3<sup>rd</sup> Avenue with approximately the last 125 feet as a sharrow before 3<sup>rd</sup> Avenue.

Respectfully submitted,  
PARKING AND TRAFFIC COMMITTEE  
By: Robert Schlicht, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: January 21, 2013.

\* \* \* \* \*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

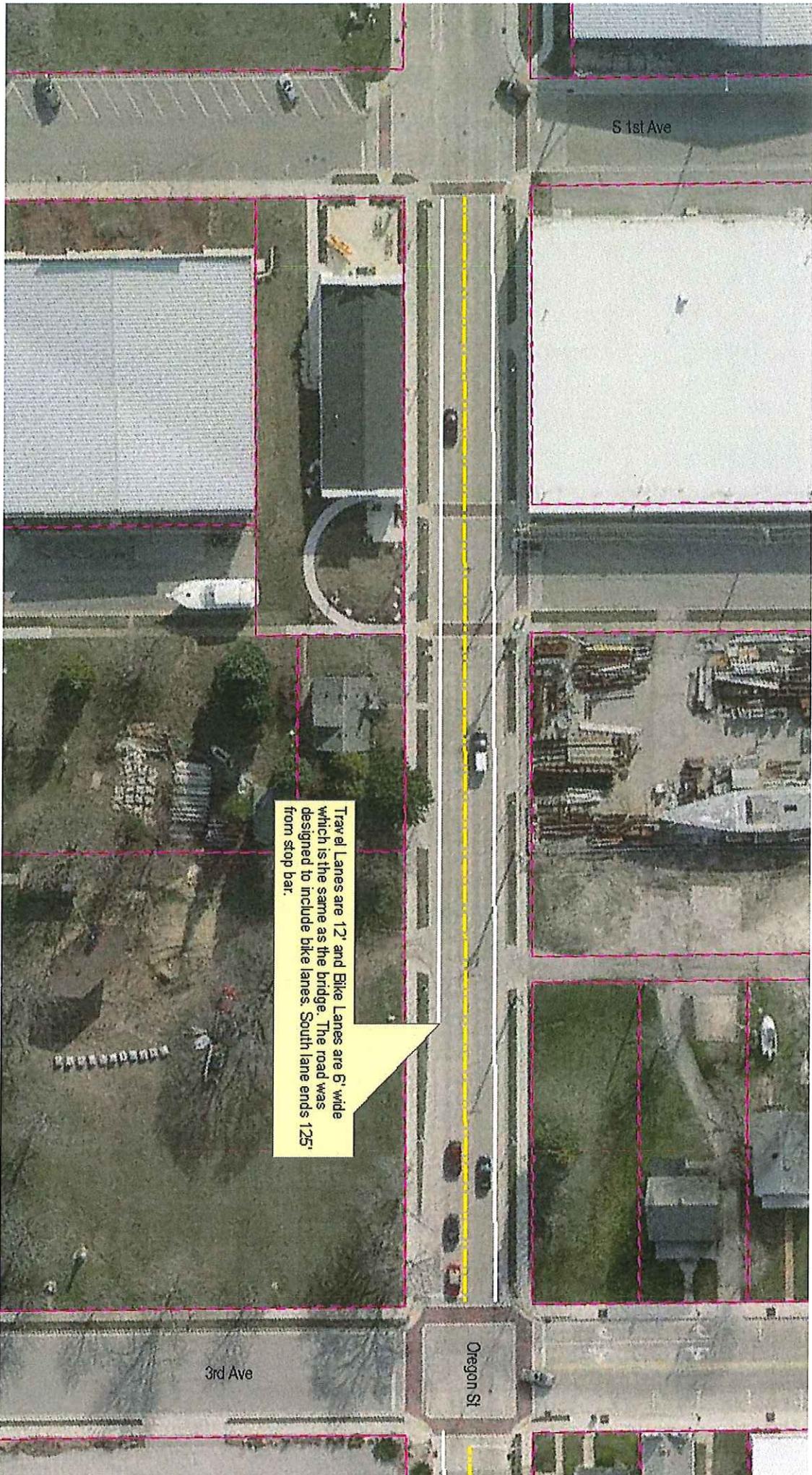
*RECOMMENDATION*

*TO THE CITY OF STURGEON BAY PARKING & TRAFFIC COMMITTEE:*

*We, the Bicycle and Pedestrian Advisory Board, hereby recommend to install a dedicated bike lane on both sides of Oregon Street between 1<sup>st</sup> Avenue and 3<sup>rd</sup> Avenue.*

*Respectfully submitted:  
Bicycle and Pedestrian Advisory Board  
By: Robert Schlicht, Chairperson*

*Date: January 3, 2013*



S 1st Ave

Travel Lanes are 12' and Bike Lanes are 6' wide which is the same as the bridge. The road was designed to include bike lanes. South lane ends 125' from stop bar.

Oregon St

3rd Ave

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

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

SECTION 1: The following described property is hereby rezoned from Central Business District (C-2) to Mixed Commercial Residential (C-5):

A tract of land located in the Northwest one-quarter of the Southwest one-quarter of Section 5, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and described as follows:

Lot 7 and Lot 8, Block 2, Proptom's Plat

Property address: 742 Jefferson St., tax parcel #281-40-70020701

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

Approved:

\_\_\_\_\_  
Thad Birmingham  
Mayor

Attest:

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

## Executive Summary

**Title:** Zoning Map Amendment - C-2 to C-5 – Carroll

**Background:** Robert Carroll petitions to rezone his property at 742 Jefferson Street from Central Business District (C-2) to Mixed Residential-Commercial (C-5). The subject parcel contains the former Gold & Silver Creations. Mr. Carroll desires to convert this building back to its original use as a single-family dwelling, which is not a permitted use in the C-2 district. If the parcel is rezoned to the C-5 district the proposed dwelling is a permitted use. Under C-5 the property potentially could still convert back to commercial use in the future. The total area proposed to be rezoned is 15,113 square feet.

**Surrounding Zoning & Uses:** Most of Jefferson Street is zoned C-2, including the immediately abutting parcels. It is a mixture of commercial buildings, former dwellings that have been converted to businesses, and a few remaining dwellings that have not converted to a commercial use. The subject parcel adjoins the Two-Family Residential (R-3) district, which is used for most of the residential parcels that do not front on Jefferson Street.

**Comprehensive Plan:** The Future Land Use Map within the Sturgeon Bay Comprehensive Plan identifies the subject property within the Transitional Commercial land use category. This is an area that can provide transitions between commercial and residential uses or provide areas where a mixing of commercial and residential uses is appropriate. Thus, the C-5 zoning district matches the Comprehensive Plan.

**Other Considerations:** After the Comprehensive Plan was adopted, the Plan Commission considered whether all or parts of Jefferson Street should be zoned to the C-5 district. At that time there did not appear to be enough interest from property owners to switch to C-5. Hence, the Commission elected not to pursue a mass rezoning effort, but rather decided to let individual property owners petition for a rezoning.

The Mixed Residential-Commercial (C-5) zoning district is intended for areas of the City where residential properties are converting to commercial uses or vice versa. It is also intended for areas where a continued mixture of residential and commercial uses is desirable.

**Fiscal Impact:** There should be no significant fiscal impact.

**Recommendation:** Staff recommends approval of the zoning map amendment.

Prepared by:

  
Martin Olejniczak  
Community Development Director

1-10-13  
Date

Date Received: 12-7-12  
 Fee Paid: \$ 400 + 50 sign dep  
 Received By: CN

## CITY OF STURGEON BAY ZONING/REZONING APPLICATION

	APPLICANT/AGENT	LEGAL PROPERTY OWNER
Name	Robert Carroll	Same
Company		
Street Address	742 Jefferson St.	↓
City/State/Zip	Sturgeon Bay WI 54235	
Daytime Telephone No.	743-2822	↓
Fax No.		

STREET ADDRESS OF SUBJECT PROPERTY: 742 Jefferson St.  
 Location if not assigned a common address: \_\_\_\_\_

TAX PARCEL NUMBER: 2814070020701

CURRENT ZONING CLASSIFICATION: C-2

CURRENT USE AND IMPROVEMENTS:  
Dwelling with attached garage. Previously converted to commercial use. Desire it to convert back to residential use.

ZONING DISTRICT REQUESTED: Mixed Commercial-Residential (C-2)

COMPREHENSIVE PLAN DESIGNATION OF SUBJECT PROPERTY: Transitional Commercial

PROPOSED USE OF SURROUNDING PROPERTY UNDER COMPREHENSIVE PLAN:  
 North: Single Family Residential - Higher Density  
 South: Public and Institutional  
 East: Transitional Commercial  
 West: Transitional Commercial

ZONING AND USES OF ADJACENT SURROUNDING PROPERTIES:

North: R-2 ; Single family Dwelling

South: C-2 ; Nursing Home, assisted living

East: C-2 ; Financial office

West: C-2 ; Retail

HAVE THERE BEEN ANY VARIANCES, CONDITIONAL USE PERMITS, ETC. GRANTED PREVIOUSLY FOR THIS PROPERTY? No IF YES, EXPLAIN:

Attach a full legal description (preferably on disk), 8-1/2" X 11" location map, and Agreement for Reimbursement of expenses.

x Robert M. Carroll Robert Carroll \_\_\_\_\_  
Property Owner (Print Name) Signature Date

\_\_\_\_\_  
Applicant/Agent (Print Name) Signature Date

x I, Robert Carroll, have attended a review meeting with at least one member of staff and understand that I am responsible for sign placement and following all stages listed on the check list in regard to the applicant.  
Nov. 21, 2012 \_\_\_\_\_ x Robert Carroll Martin Stary  
Date of review meeting Applicant Signature Staff Signature

- Attachments:  
Procedure & Check List  
Agreement For Reimbursement of Expenses

STAFF USE ONLY

Application conditions of approval or denial:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

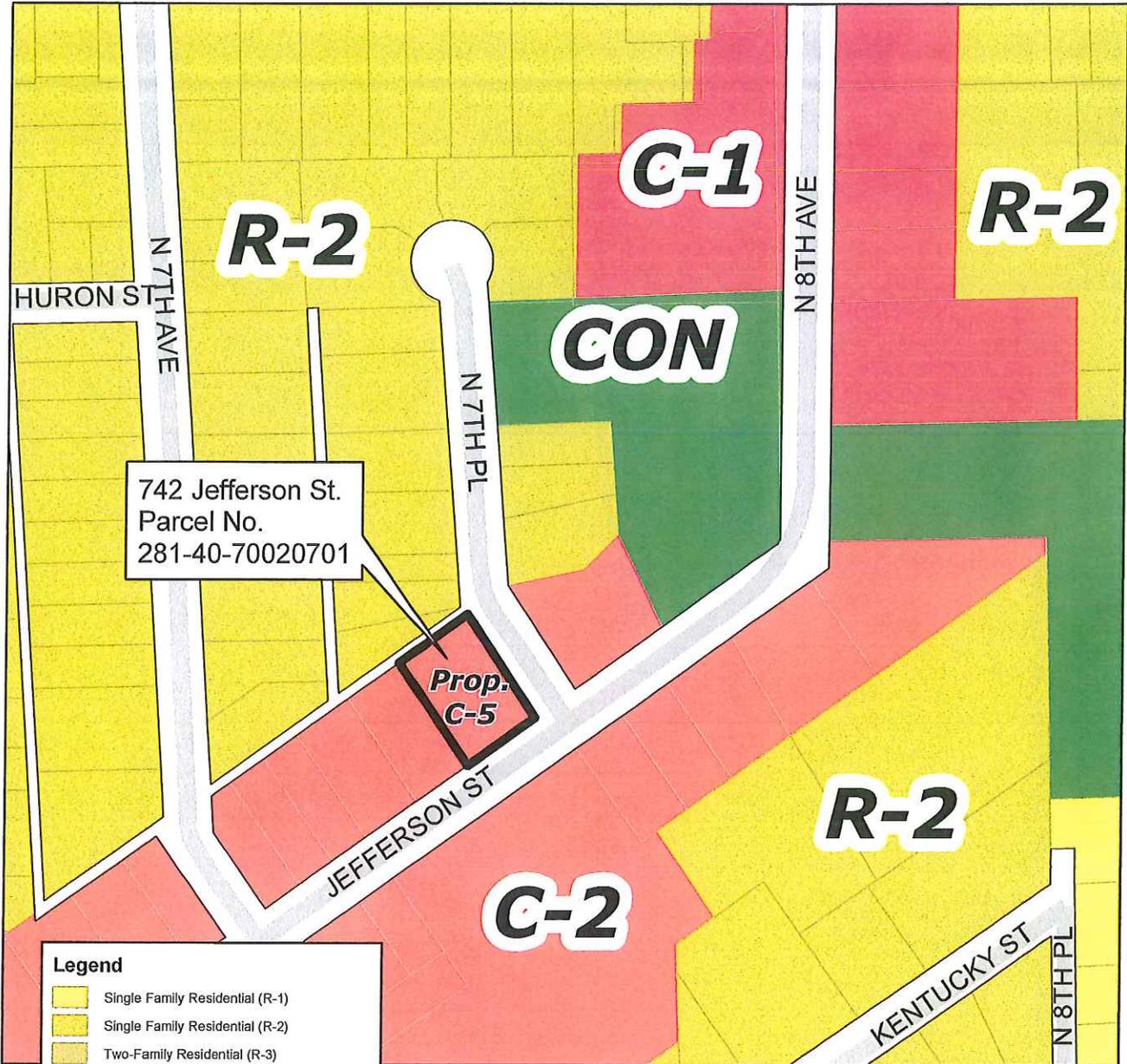
\_\_\_\_\_  
Date Community Development Director

**Location Map**  
**Public Hearing - Carroll**  
**Re-zone request C-2 to C-5**



**Subject Area**



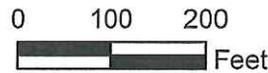
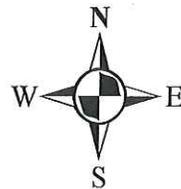


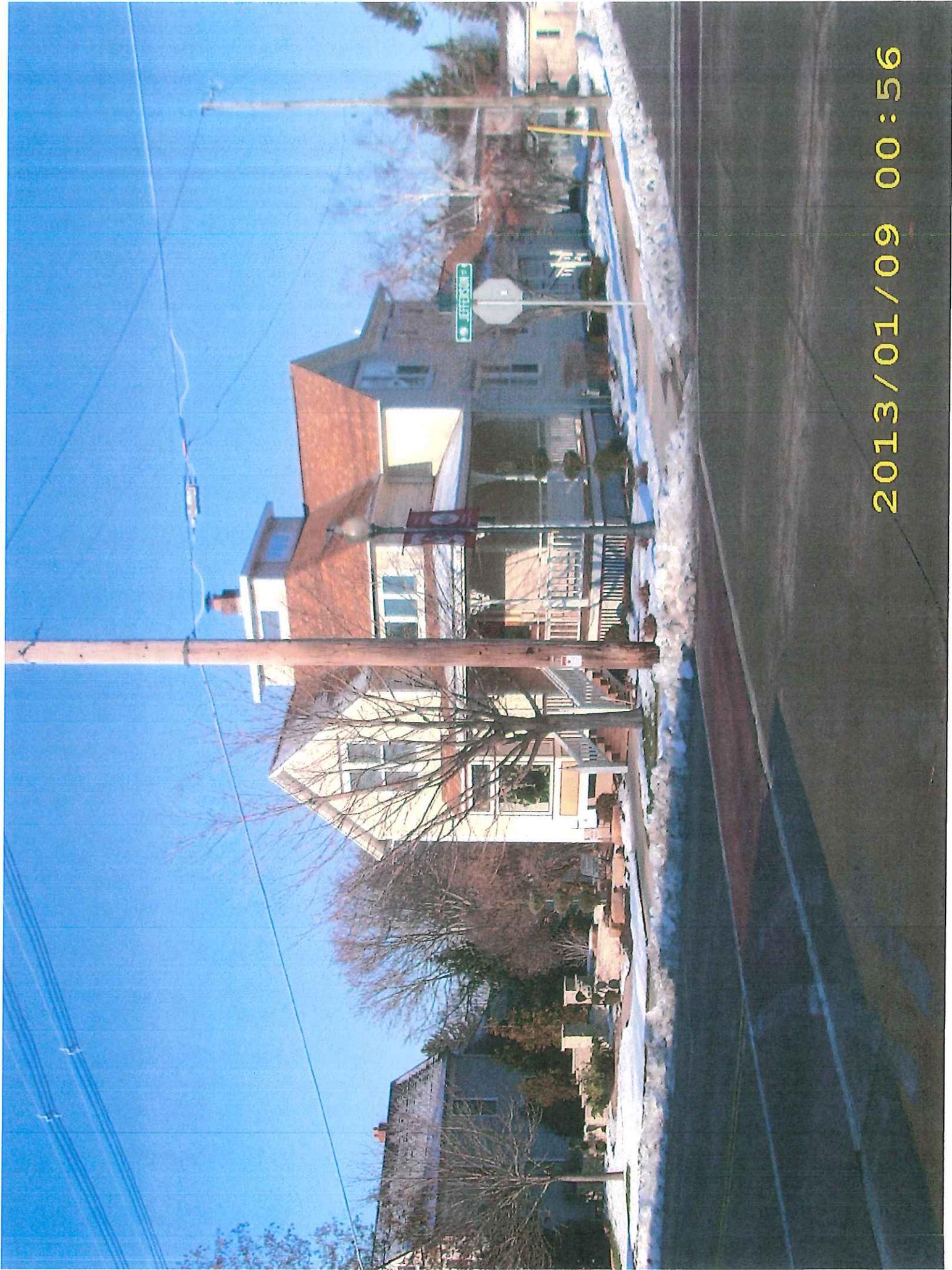
742 Jefferson St.  
Parcel No.  
281-40-70020701

**Legend**

	Single Family Residential (R-1)
	Single Family Residential (R-2)
	Two-Family Residential (R-3)
	Multiple-Family Residential (R-4)
	Manufactured Home Court Residential (R-M)
	General Commercial (C-1)
	Central Business District (C-2)
	Commercial / Light Manufacturing (C-3)
	Office / Business District (C-4)
	Mixed Residential-Commercial (C-5)
	Light Industrial (I-1)
	Light Industrial (Industrial Park) (I-1A)
	Heavy Industrial (I-2)
	Heavy Industrial (Industrial Park) (I-2A)
	Agricultural (A)
	Conservancy (CON)
	Planned Unit Development (PUD)

January 11, 2013





2013/01/09 00:56

**PUBLIC HEARING  
CITY PLAN COMMISSION  
WEDNESDAY, JANUARY 16, 2013**

**Zoning map amendment from Central Business District (C-2) to Mixed-Commercial Residential (C-5) for property located at 742 Jefferson St.**

During the public hearing, Ms. Nault read one letter of support from Sally Schlise, MD, owner of 767 and 761 Jefferson St., in regard to rezoning the property located at 742 Jefferson St. from Central Business District (C-2) to Mixed-Commercial Residential (C-5).

There was no other testimony.

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

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

SECTION 1: Section 27.13(2) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated as follows:

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

- (a) Signs not requiring a permit.
  - (b) On-premises signs for conditional uses, nonconforming uses, and public, charitable, educational or religious institutions.
    - 1. *Permitted signs.* Wall signs and one ground sign for each abutting street.
    - 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 a ground sign shall not exceed 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) 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 five feet from the public right-of-way.

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

Approved:

---

Thad Birmingham  
Mayor

Attest:

---

Stephanie L. Reinhardt  
City Clerk

## 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

**CITY OF STURGEON BAY**  
**Resolution No. \_\_\_\_\_**  
 Resolution Authorizing Sale of Property

**WHEREAS**, the City of Sturgeon Bay, by its Common Council, has entered into an agreement for the sale of property to Sturgeon Bay School District;

**AND WHEREAS** the City of Sturgeon Bay by its Common Council has agreed to sell the following described property, upon the terms and conditions which are satisfactory to the City of Sturgeon Bay;

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

1. The City of Sturgeon Bay hereby resolves to convey the following described property to Sturgeon Bay School District upon payment by Sturgeon Bay School District of the purchase price of \$1.00:

Lot 7 of Babel Subdivision, being a part of Hillside Plat and Subdivision 5, City of Sturgeon Bay, located in the SW1/4 of the NW1/4 of Section 5, Township 27 North, Range 26 East, Door County, Wisconsin, and recorded as Document No. 707984 at Hanger 561, Door County Records, on July 6, 2007.

2. The Common Council of the City of Sturgeon Bay authorizes the Mayor and City Clerk of the City of Sturgeon Bay to execute conveyance documents to complete such transaction and to further execute any extensions, amendments, or modifications in the sale documents which are not inconsistent with this Resolution.

Adopted at a meeting of the Common Council this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Attest:

\_\_\_\_\_  
 Stephanie L. Reinhardt, Clerk



JAMES R. SMITH  
RANDALL J. NESBITT\*†  
RICHARD A. HAUSER  
DAVID L. WEBER\*\*†  
JON R. PINKERT  
JENNIFER C. HOBART  
AMY M. SULLIVAN

454 KENTUCKY STREET  
P.O. BOX 89  
STURGEON BAY, WISCONSIN 54235-0089  
TELEPHONE (920)743-6505  
FACSIMILE (920)743-2041

HERMAN J. LEASUM (1910-2006)

**RETIRED:**  
JEFFERY M. WEIR  
ROGER PINKERT  
MARK A. JINKINS

\* Court Commissioner  
\*\* Also licensed in Iowa  
† Certified Civil Trial Specialist by  
National Board of Trial Advocacy

WRITER'S E-MAIL [rnesbitt@pinkertlawfirm.com](mailto:rnesbitt@pinkertlawfirm.com)

**NORTHERN DOOR OFFICE:**  
2294 SUNSET DRIVE  
SISTER BAY, WISCONSIN 54234  
TELEPHONE (920) 854-2616

January 29, 2013

Mr. Steve Mc Neil  
City Administrator  
City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235

**Re: Conveyance to Sturgeon Bay School District**

Dear Steve:

Following our discussions and the review of information produced by Val and Stephanie, it is apparent that the city committed to convey to Sturgeon Bay School District a parcel of property in Babel Subdivision, also known as Amity Field. In an effort to move this matter forward, I have prepared a warranty deed to execute that conveyance and have obtained a title report to confirm that there are no liens or other encumbrances on the property. Finally, I have prepared a resolution authorizing sale of property for adoption by the Common Council. All of those documents are enclosed with this letter.

I would propose, if this looks acceptable to you, that the resolution be placed on the Common Council agenda for consideration. Once that resolution is adopted, Stephanie and the mayor can execute the deed to complete the conveyance to the school district. We would also provide a copy of the title report to the school district so that they are aware that there are no liens or other encumbrances upon the property.

If you have any questions on this matter, or would like to proceed in a different direction, please advise. I just wanted to make sure this matter moved ahead toward a conclusion that should have been reached some time ago. By all indications, the city administrator never requested that we complete this conveyance. As you are aware, our prior

Mr. Steve Mc Neil  
City Administrator  
January 29, 2013  
Page 2

city administrator did not encourage staff or legal counsel to move forward without his specific authorization.

Sincerely,

PINKERT LAW FIRM LLP



Randall J. Nesbitt

RJN:hb

Enclosures

F:\Clients\S\Sturgeon Bay-City\Property\Amity Field\mcneil 01-29-13.docx