



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, MAY 1, 2012
7:00 P.M. OR IMMEDIATELY FOLLOWING BOARD OF PUBLIC WORKS
WHICH BEGINS AT 6:45 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. Proclamation re: John & Helen Collins.
 6. Consideration of the following bills: General Fund – \$566,677.14, Capital Fund - \$147,374.17, Cable TV - \$5,613.95, TID #2 - \$5,214.98, TID #3 - \$292.00 and Solid Waste Enterprise - \$2,186.70 for a grand total of \$727,358.94. [roll call]
 7. CONSENT AGENDA
- * All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
- * a. Approval of 4/17/12 regular Common Council minutes.
 - * b. Approval of the following minutes:
 - (1) Bicycle and Pedestrian Advisory Board – 4/5/12
 - (2) Waterfront Design Review Board – 4/10/12
 - (3) Finance/Purchasing & Building Committee – 4/10/12
 - (4) Parking & Traffic Committee – 4/16/12
 - (5) Community Protection & Services Committee – 4/17/12
 - (6) City Plan Commission – 4/18/12
 - (7) Waterfront Redevelopment Authority – 4/24/12
 - (8) Finance/Purchasing & Building Committee – 4/24/12
 - * c. Place following report on file:
 - (1) Police Department Report – March 2012
 - * d. Consideration of: Beverage Operator licenses.
 - * e. Consideration of: Temporary Class B Beer, Temporary Class B Wine, and Temporary Beer & Wine licenses.
 - * f. Finance/Purchasing & Building Committee recommendation re: Accept staff recommendation to operate Stone Harbor Marina in partnership with Stone Harbor, to rent five slips on seasonal basis at \$2,500 per slip, and to rent the remainder of the slips on a transient basis in accordance with Council approved rates.

- * g. City Plan Commission recommendation re: Approve preliminary plat for Cottages at Deer Run Village, subject to conditions.
 - * h. City Plan Commission recommendation re: Approve final PUD for Cottages at Deer Run Village, subject to requirements and conditions.
 - * i. City Plan Commission recommendation re: Amend Section 20.15(1)(b) of the Municipal Code – Zoning Code – regarding use regulations in C-2 District.
 - * j. Finance/Purchasing & Building Committee recommendation re: Approve the lease between the City and the Sturgeon Bay Yacht Club with changes.
 - * k. Consideration of: Request from Door County Floral to place display on sidewalk.
8. Mayoral appointments.
 9. First reading of ordinance re: Rezoning property known as The Cottages at Deer Run Village from Two-Family Residential (R-3) to Planned Unit Development (PUD) subject to site plan and requirements.
 10. Consideration of: Otumba Park Storm Water Management Improvements.
 11. Consideration of: Safe Routes to School Implementation Grant Application and Proposed Projects.
 12. Parking & Traffic Committee recommendation re: Installing bike lanes on Michigan Street from 1st Avenue to Highway 42/57, based upon the design put together by the City Engineer, except from 1st to 5th Avenue, the design is to follow the Bike Federation proposal, with a dedicated lane on the south side.
 13. Parking & Traffic Committee recommendation re: Changing the speed limit to 35 mph on Clay Banks Road to 35 mph from Highway 42/57 south to Strawberry Lane, and 45 mph from Strawberry Lane to the City Limits.
 14. City Plan Commission recommendation re: Approve of proposed zoning code text amendment regarding the Wellhead Protection Ordinance.
 15. Waterfront Redevelopment Authority recommendation re: City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October 1, 2012 debt payments.
 16. Finance/Purchasing & Building Committee recommendation re: City restructure the 2012 TID #2 debt and borrow for the October 1, 2012 debt payments.
 17. Finance/Purchasing & Building Committee recommendation re: City refinance the 2002 Capital Projects bond issue.
 18. Resolution providing for the sale of approximately \$2,820,000 General Obligation Refunding Bonds.
 19. Public comment on non-agenda items.
 20. Mayor's comments.
 21. Convene in closed session in accordance with the following exemption:

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

Consideration of: Purchase of property for public use.

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the

subject is not appropriate for closed session consideration. The Council may adjourn in closed session.

22. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

Time:

By:

4/27/12
1200 pm
alyle

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

6.

6.

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
REVENUE				
R0000181	MICHEAL FREEMAN	REFUND UNUSED HAZ TAG	01-000-000-48105	32.00
R0000959	ANTHONY SCHLISE	PK DEP REFUND	01-000-000-23162	50.00
R0000959		SHELTER RES FEE REFUND	01-000-000-46300	55.00
R0000959		REF STATE TAX	01-000-000-24214	2.75
R0000959		REF COUNTY TAX	01-000-000-24215	0.28
R0000960	BETHESDA CHRISTIAN BROADCAST	PHN SIGN REFUND	01-000-000-23168	50.00
TOTAL REVENUE				190.03
CAPITAL PROJECTS				
01761	ASSOCIATED TRUST COMPANY	PAYING AGENT FEES	01-000-913-70002	363.00
TOTAL CAPITAL PROJECTS				363.00
TOTAL GENERAL FUND				553.03
CITY COUNCIL				
23830	WOLTER ENGRAVING	2 NAME PLATES	01-105-000-54999	19.50
TOTAL				19.50
TOTAL CITY COUNCIL				19.50
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	GENERAL MATTERS	01-110-000-55010	3,588.00
16555		TRAFFIC MATTERS	01-110-000-55010	1,044.00
16555		03/12 T1 LEGAL	01-110-000-55010	36.00
BUELOW	BUELOW, VETTER, BUIKEMA,	CORRECTED BILLING PROF SERVICE	01-110-000-57900	137.50
TOTAL				4,805.50
TOTAL LAW/LEGAL				4,805.50
CITY CLERK-TREASURER				
17700	QUILL CORPORATION	LAM POUCHES, LABELS, WHITE OUT	01-115-000-51950	158.40
21520	UW-GREEN BAY	CIVIL & PUBLIC AFFAIRS VAL	01-115-000-55600	339.00
21520		1 DAY MASTER ACADEMY STEPH	01-115-000-55600	129.00
TOTAL				626.40
TOTAL CITY CLERK-TREASURER				626.40
COMPUTER				
SHI	SHI INTERNATIONAL CORP	MS OFFICE 2010 LICENSES	01-125-000-55550	329.84
TOTAL				329.84
TOTAL COMPUTER				329.84

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISAL	05/01/12 CONTRACT	01-130-000-55010	1,245.83
		TOTAL		1,245.83
		TOTAL CITY ASSESSOR		1,245.83
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-145-000-58250	13.97
		TOTAL		13.97
		TOTAL MUNICIPAL SERVICES ADMIN.		13.97
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-150-000-58250	43.42
03767	STAPLES ADVANTAGE	10 REAMS PAPER GARBAGE FLIERS	01-150-000-52800	64.90
		TOTAL		108.32
		TOTAL PUBLIC WORKS ADMINISTRATION		108.32
ELECTIONS DEPARTMENT				
22800	WALMART COMMUNITY	ELECTION SUPPLIES	01-155-000-54999	30.89
		TOTAL		30.89
		TOTAL ELECTIONS DEPARTMENT		30.89
CITY HALL				
17700	QUILL CORPORATION	COFFEE	01-160-000-54999	8.99
AMER O D	AMERICAN OVERHEAD DOOR	SERVICE WORK PD GARAGE DOORS	01-160-000-58999	267.20
WARNER	WARNER-WEXEL WHOLESALE &	CASE ROLL TOWELS	01-160-000-51850	59.43
		TOTAL		335.62
		TOTAL CITY HALL		335.62
GENERAL EXPENDITURES				
16555	PINKERT LAW FIRM, LLP	DEER RUN	01-199-000-51525	264.00
16555		WAL MART	01-199-000-51525	48.00
16555		NADEN	01-199-000-51525	120.00
		TOTAL		432.00
		TOTAL GENERAL EXPENDITURES		432.00

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
POLICE DEPARTMENT				
16575	PIP PRINTING	10 PARKING VIOLATION WRNG BOOK	01-200-000-51600	190.36
16735	ARLEIGH PORTER	REIMB MEALS & LDGNG TRAINING	01-200-000-55600	338.24
20081	TARGET BANK	FRAMES FOR CERTIFICATES	01-200-000-51950	71.99
20081		PENS & INDEX CARDS	01-200-000-51950	13.63
22800	WALMART COMMUNITY	3 RING BINDERS	01-200-000-51950	23.39
22800		DVD'S	01-200-000-51950	46.74
HENRY	CLINT HENRY	REIMB MEALS & LODGING TRAINING	01-200-000-55600	331.71
MIELKE	CHAD MIELKE	3/12-3/13 REIMB WEBSITE HSTNG	01-200-000-56700	119.40
MIELKE		REIMB BATTERIES & CHARGERS	01-200-000-55500	59.46
		TOTAL		1,194.92
		TOTAL POLICE DEPARTMENT		1,194.92
POLICE DEPARTMENT/PATROL				
01766	AURORA MEDICAL GROUP	PHYS & HEARING TEST WIEGAND	01-215-000-57100	209.00
03075	CARQUEST OF DOOR COUNTY	WIPES	01-215-000-58550	29.32
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-215-000-58250	543.40
03133		SQUAD PRINTERS	01-215-000-58999	307.68
04696	DOOR COUNTY TREASURER	03/12 FUEL	01-215-000-51650	6,088.26
04967	EHS, LLC.	5 LONG CORD AUDIO TUBES	01-215-000-54999	160.00
06650	GALLS, AN ARAMARK COMPANY	SPEAKER SET	01-215-000-54999	194.98
19580	STREICHERS PROF POLICE EQUIP	VEST WIEGAND	01-215-000-52950	625.00
22800	WALMART COMMUNITY	KLEENEX	01-215-000-52950	9.94
22800		MISC SUPPLIES FOR SQUADS	01-215-000-58600	166.04
22800		CELL PHONE HOLDER WIEGAND	01-215-000-52950	9.96
R0000760	UNIFORM & ACCS WAREHOUSE	SHIRTS & BATON HOLDERS	01-215-000-52950	71.92
		TOTAL		8,415.50
		TOTAL POLICE DEPARTMENT/PATROL		8,415.50
FIRE DEPARTMENT				
02001	RED THE UNIFORM TAYLOR	UNIFORMS CIHLAR & WIEGAND	01-250-000-52900	233.25
02001		UNIFORMS R SOUKUP	01-250-000-52900	215.30
02001		TIES	01-250-000-52900	47.96
02001		CREDIT MARK SMITH	01-250-000-52900	-214.95
02275	BENDLIN FIRE EQUIPMENT	REPAIR SCBA	01-250-000-56250	207.25
03075	CARQUEST OF DOOR COUNTY	BULB	01-250-000-53000	5.40
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-250-000-58250	7.04
03133		CELL SERVICE	01-250-000-58250	7.04
04545	DOOR COUNTY COOPERATIVE	SANDING DISC	01-250-000-53000	19.84
04696	DOOR COUNTY TREASURER	03/12 FUEL	01-250-000-51650	1,219.08
04975	ECONO FOODS	HAND TOWELING	01-250-000-54999	95.00
06012	FASTENAL COMPANY	NUT INSERT	01-250-000-54999	1.40
08140	HEIMAN FIRE EQUIPMENT, INC.	30" BAR & 8# FLAT HEAD AXE	01-250-000-51350	313.85
13320	JEFFERSON FIRE & SAFETY, INC	O-RINGS	01-250-000-56250	34.06
19880	STURGEON BAY UTILITIES	MEM LFD SPRINKLER	01-250-000-56675	21.30
19880		MEM FLD WARMING HOUSE	01-250-000-56675	21.30
19880		SALT SHED	01-250-000-56675	2.84
19880		N 14TH AVE CITY GARAGE	01-250-000-56675	22.58
19880		N 7TH AVE GARLAND PARK	01-250-000-56675	2.70

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		DUCK POND	01-250-000-56675	2.81
19880		SUNSET CNTR/NEW CONC	01-250-000-56675	22.07
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	6.93
19880		OTUMBA PARK	01-250-000-56675	2.70
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	2.70
19880		WEST SIDE FIRE STATION	01-250-000-56150	110.39
19880		WEST SIDE FIRE STATION	01-250-000-56675	21.30
19880		WEST SIDE FIRE STATION	01-250-000-58650	90.99
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	2.70
19880		38 S NEENAH AVE RESTROOMS	01-250-000-56675	6.36
19880		JC FIELD STAND	01-250-000-56675	10.62
19880		MICH ST JC BALLFIELD SPRINKLER	01-250-000-56675	22.58
19880		WEST SIDE BALL FIELD	01-250-000-56675	2.70
19880		FIRE PROTECTION	01-250-000-56675	17,441.50
19880		N 14TH WARNING SIREN	01-250-000-56150	8.24
19880		QUINCY ST/BAY SHIP PIT	01-250-000-56675	21.30
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	14.42
19880		1028 N 14TH AVE	01-250-000-56675	2.84
19880		1423 EGG HARBOR RD	01-250-000-56675	2.84
19880		SUNSET PARK STAR PLANT	01-250-000-56675	22.07
19880		DOG POUND	01-250-000-56675	2.84
22800	WALMART COMMUNITY	OFFICE SUPPLIES	01-250-000-51950	21.31
22800		SMOKE ALARM BATTERIES	01-250-000-52250	83.79
22800		CLEANING SUPPLIES	01-250-000-54999	65.79
BATTERIE	BATTERIES PLUS	2 BATTERIES	01-250-000-56250	53.90
PORT	PORT SUPPLY	2 GEAR BAGS	01-250-000-51350	68.03
PORT		DECK PLATE	01-250-000-51350	9.89
TRUCK	TRUCK EQUIPMENT, INC.	AIR BRAKE CHAMBER	01-250-000-53000	45.75
TRUCK		VALVE KIT	01-250-000-53000	18.70
WARNER	WARNER-WEXEL WHOLESALE &	TOILET TISSUE	01-250-000-54999	39.89
WIEGANDB	BRENT WIEGAND	REIMB MEALS FIRE INVEST SCHOOL	01-250-000-55600	45.71
		TOTAL		20,535.90
		TOTAL FIRE DEPARTMENT		20,535.90
STORM SEWERS				
08225	HERLACHE SMALL ENGINE	REPAIR MAKITA CUT OFF SAW	01-300-000-56250	34.00
11800	KRUEGER IMPLEMENT INC	FUEL CAP	01-300-000-56250	6.80
22800	WALMART COMMUNITY	POISON IVY MEDS	01-300-000-54999	24.16
		TOTAL		64.96
		TOTAL STORM SEWERS		64.96
SOLID WASTE MGMT/SPRING/FALL				
22800	WALMART COMMUNITY	2 SD CARDS FOR CAMERAS	01-311-000-56250	11.88
		TOTAL		11.88
		TOTAL SOLID WASTE MGMT/SPRING/FALL		11.88

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
STREET SWEEPING				
02844	BRUCE MUNICIPAL EQUIPMENT INC	GUTTER BRM POSITION SEND UNIT	01-330-000-51400	138.02
02844		3 PINS	01-330-000-51400	57.89
TOTAL				195.91
TOTAL STREET SWEEPING				195.91
ROADWAYS/STREETS				
11800	KRUEGER IMPELMENT INC	PULLY KIT	01-400-000-51400	42.69
TOTAL				42.69
TOTAL ROADWAYS/STREETS				42.69
SNOW REMOVAL				
04696	DOOR COUNTY TREASURER	400 GALLONS SALT BRINE	01-410-000-52400	66.56
06012	FASTENAL COMPANY	NYLON LOCK NUTS	01-410-000-51400	3.12
13150	MASTERCRAFT WELDING SYSTEM	MATERIAL FOR PLOW FRAME	01-410-000-51400	50.00
TOTAL				119.68
TOTAL SNOW REMOVAL				119.68
STREET SIGNS AND MARKINGS				
20070	TAPCO	10 SCHOOL SPEED LIMIT SKINS	01-420-000-52600	357.50
20070		HILL SIGN SKIN	01-420-000-52600	37.15
20070		BIKE ROUTE & ARROW SIGNS	01-420-000-52600	617.00
TOTAL				1,011.65
TOTAL STREET SIGNS AND MARKINGS				1,011.65
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	FUEL STAB	01-450-000-53000	35.94
03075		AIR FILTER	01-450-000-53000	43.55
03075		RETURN 2 AIR FILTERS	01-450-000-53000	-64.42
03075		OIL & AIR FILTER	01-450-000-53000	48.79
03075		PURCHASE BATTERY	01-450-000-53000	39.97
03075		RETURN DEFECTIVE BATTERY	01-450-000-53000	-39.97
03075		BRAKE CHAMBER	01-450-000-53000	51.78
03075		DRY LUBE & UTILITY CABLE	01-450-000-53000	16.15
03075		FILTER WRENCH	01-450-000-52700	14.61
03075		OIL, FILTERS & ULTRA GUARD	01-450-000-53000	117.83
04696	DOOR COUNTY TREASURER	03/12 FUEL	01-450-000-51650	4,573.60
06005	FABCO EQUIPMENT INC	MULLBOARD SHAFT	01-450-000-53000	246.70
06012	FASTENAL COMPANY	BATTERIES	01-450-000-52700	57.66
06012		50 GUAGE RODS	01-450-000-53000	19.55
TOTAL				5,161.74

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	

GENERAL FUND					
				TOTAL STREET MACHINERY	5,161.74
CITY GARAGE					
01469	AIRGAS NORTH CENTRAL	ANNUAL TANK LEASE CHARGE	01-460-000-58999	377.94	
18950	SAFETY-KLEEN CORP	SERVICE PARTS WASHER	01-460-000-58999	204.76	
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24	
19880		N 14TH AVE CITY GARAGE	01-460-000-56150	882.26	
19880		N 14TH AVE CITY GARAGE	01-460-000-58650	48.40	
				TOTAL	1,521.60
				TOTAL CITY GARAGE	1,521.60
CELEBRATION & ENTERTAINMENT					
06012	FASTENAL COMPANY	CABLE TIES	01-480-000-51550	9.93	
				TOTAL	9.93
				TOTAL CELEBRATION & ENTERTAINMENT	9.93
PARK & RECREATION ADMIN					
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-500-000-58250	7.76	
03133		CELL SERVICE	01-500-000-58250	92.08	
03133		CELL SERVICE	01-500-000-58250	7.04	
				TOTAL	106.88
				TOTAL PARK & RECREATION ADMIN	106.88
PARKS AND PLAYGROUNDS					
01675	AQUARIUS SYSTEMS	WTR WEED SMNR PHIL & NEILSON	01-510-000-55600	90.00	
01766	AURORA MEDICAL GROUP	PRE EMPL SCREEN KRAUSE	01-510-000-57100	92.00	
01766		PRE EMP SCR N ENGLBERT &	01-510-000-57100	368.00	
04696	DOOR COUNTY TREASURER	03/12 FUEL	01-510-000-51650	1,139.82	
06570	FORESTRY SUPPLIERS INC	4 SECURITY CAMERAS & LOCK BOX	01-510-000-51750	1,047.80	
06570		FREIGHT	01-510-000-51750	26.19	
19880	STURGEON BAY UTILITIES	MARTIN PARK	01-510-000-56150	8.68	
19880		MEM FLD WARMING HOUSE	01-510-000-56150	91.76	
19880		MEM FLD WARMING HOUSE	01-510-000-58650	51.30	
19880		N 7TH AVE GARLAND PARK	01-510-000-56150	8.24	
19880		SUNSET CNTR/NEW CONC	01-510-000-56150	100.04	
19880		SUNSET CNTR/NEW CONC	01-510-000-58650	48.40	
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	58.34	
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	8.57	
19880		OTUMBA PARK	01-510-000-56150	12.08	
19880		OTUMBA PARK	01-510-000-58650	8.35	
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	10.37	

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		JC FIELD STAND	01-510-000-56150	18.68
19880		FLAG LIGHT 5TH & MICHIGAN	01-510-000-56150	36.90
19880		MEM FLD	01-510-000-56150	8.00
19880		MEM FLD PARKING LOT	01-510-000-56150	8.24
19880		WEST SIDE BALL FIELD	01-510-000-56150	8.24
19880		GIRLS LITTLE LEAGUE	01-510-000-56150	13.14
19880		GIRLS LITTLE LEAGUE	01-510-000-56150	30.10
19880		GIRLS LITTLE LEAGUE	01-510-000-58650	8.95
19880		MEM FLD BASEBALL PBI	01-510-000-56150	10.37
19880		OTUMBA PARK	01-510-000-56150	244.51
19880		OTUMBA PARK ST LIGHTS	01-510-000-56150	147.62
19880		FLORIDA ST/SUNSET PARK	01-510-000-56150	14.84
19880		DOG POUND	01-510-000-56150	18.16
20725	T R COCHART TIRE CENTER	TUBE	01-510-000-53000	10.00
AHERN	JF AHERN CO.	FIRE EXT INSPECTION	01-510-000-51350	461.95
TLB	TLB WOOD PRODUCTS CORP	100 YARDS PLAYGROUND MATERIAL	01-510-000-51760	1,995.91
TLB		80 YARDS BROWN MULCH	01-510-000-51750	1,786.91
WARNER	WARNER-WEXEL WHOLESALE &	PARK SUPPLIES	01-510-000-51850	32.86

TOTAL 8,025.32

TOTAL PARKS AND PLAYGROUNDS 8,025.32

BALLFIELDS

19880	STURGEON BAY UTILITIES	UTILITY POLE SUPPLIER	01-520-000-54999	68.93
ANDERSON	MITCHELL ANDERSON	2011 MEM FLD PREP WORK	01-520-000-58999	1,000.00
ANDERSON		2011 MEM FLD PREP WORK	01-520-000-54999	380.00
BRIGHT	BRIGHT IDEA SHOPS	BOYS LL SPEED BUMPS	01-520-000-54999	512.00
BRIGHT		FREIGHT	01-520-000-54999	106.83

TOTAL 2,067.76

TOTAL BALLFIELDS 2,067.76

MUNICIPAL DOCKS

19880	STURGEON BAY UTILITIES	36 S NEEAH AVE PARKING LOT	01-550-000-56150	80.32
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	8.24
19880		38 S NEENAH AVE RESTROOMS	01-550-000-56150	85.31
19880		38 S NEENAH AVE RESTROOMS	01-550-000-58650	16.17
LILY BAY	LILY BAY SAND & GRAVEL LLC	DOCK REPAIR SAWYER PARK	01-550-000-58999	995.00
WARNER	WARNER-WEXEL WHOLESALE &	CASE BOWL CLEANER	01-550-000-51850	16.65

TOTAL 1,201.69

TOTAL MUNICIPAL DOCKS 1,201.69

WATERFRONT PARKS & WALKWAYS

04545	DOOR COUNTY COOPERATIVE	100 LBS GRASS SEED	01-570-000-51750	215.00
19880	STURGEON BAY UTILITIES	DCMM WALKWAY LIGHTS	01-570-000-56150	37.75
19880		DCMM PARKING LOT LIGHTS	01-570-000-56150	203.17

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
			TOTAL	455.92
			TOTAL WATERFRONT PARKS & WALKWAYS	455.92
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	1ST QTR LIBRARY CONTRACT	01-700-000-56850	16,142.67
			TOTAL	16,142.67
			TOTAL PUBLIC FACILITIES	16,142.67
COMMUNITY & ECONOMIC DEVLPMT				
17700	QUILL CORPORATION	WHITE OUT	01-900-000-51950	2.69
19206	SCHWAAB, INC.	"REVISED" STAMP	01-900-000-51950	31.24
			TOTAL	33.93
			TOTAL COMMUNITY & ECONOMIC DEVLPMT	33.93
			TOTAL GENERAL FUND	74,821.43
CAPITAL FUND				
COMPUTER				
03101	CDW GOVERNMENT, INC.	19" MONITOR	10-125-000-59040	89.00
03101		COMPUTER FIRE CHIEF	10-125-000-59040	520.00
			TOTAL	609.00
			TOTAL COMPUTER	609.00
GENERAL EXPENDITURES				
PETERS	PETERS CONCRETE CO	SBU 4TH AVE	10-199-000-51525	110,717.95
			TOTAL	110,717.95
			TOTAL GENERAL EXPENDITURES	110,717.95
STORM SEWERS				
EXPENSE				
FERGUSON	FERGUSON WATERWORKS #1476	80 24" ADS PIPE	10-300-000-59115	1,115.20
FERGUSON		4 24" END WALLS	10-300-000-59115	792.00
FERGUSON		4 18" END WALLS	10-300-000-59115	640.00
PETERS	PETERS CONCRETE CO	STORM 4TH AVE	10-300-000-59115	19,128.22
			TOTAL EXPENSE	21,675.42
			TOTAL STORM SEWERS	21,675.42

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
ROADWAYS/STREETS				
EXPENSE				
19275	SHERWIN WILLIAMS	CUTTER TEETH & SPACES PNT GRNR	10-400-000-59095	819.80
TOTAL EXPENSE				819.80
ANNUAL RESURFACING & BASE REP.				
PETERS	PETERS CONCRETE CO	STREET 4TH AVE	10-400-110-59095	13,552.00
TOTAL ANNUAL RESURFACING & BASE REP.				13,552.00
TOTAL ROADWAYS/STREETS				14,371.80
TOTAL CAPITAL FUND				147,374.17

CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
B&H	B&H PHOTO-VIDEO	COMPUTER TO CONTROL AUDIO	21-000-000-59070	998.95
MANN	MANN COMMUNICATIONS, LLC	05/01/12 CONTRACT	21-000-000-55015	4,390.00
MANN		ROGER CC PREVIEWS	21-000-000-58999	105.00
MANN		SHOWS FOR PEG CHANNELS	21-000-000-55015	10.00
MANN		ROGER WAL MART INTERVIEWS	21-000-000-55015	50.00
MANN		DVD DUBS TO LIBRARY	21-000-000-58999	60.00
TOTAL CABLE TV / GENERAL				5,613.95
TOTAL CABLE TV / GENERAL				5,613.95
TOTAL CABLE TV				5,613.95

TID #2 DISTRICT				
TID DISTRICT #2				
R0000421	WI DEPT OF TRANSPORTATION	FNL PMT DRDNG RD RSTR LAKE LN	25-320-000-59095	5,214.98
TOTAL				5,214.98
TOTAL TID DISTRICT #2				5,214.98
TOTAL TID #2 DISTRICT				5,214.98

TID #3 DISTRICT				
TID #3 DISTRICT				
16555	PINKERT LAW FIRM, LLP	03/12 T3 LEGAL	27-330-000-55001	292.00
TOTAL				292.00
TOTAL TID #3 DISTRICT				292.00
TOTAL TID #3 DISTRICT				292.00

DATE: 04/24/2012
TIME: 16:00:43
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 10

INVOICES DUE ON/BEFORE 05/01/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04696	DOOR COUNTY TREASURER	03/12 552.61 GALLONS DIESEL	60-000-000-51650	2,149.65
LODAL	LODAL , INC	2 LEVERS MICRO SWITCH	60-000-000-53000	37.05
TOTAL SOLID WASTE ENTERPRISE FUND				2,186.70
TOTAL SOLID WASTE ENTERPRISE FUND				2,186.70
TOTAL SOLID WASTE ENTERPRISE				2,186.70
TOTAL ALL FUNDS				235,503.23

MANUAL CHECKS

Benefit Advantage 04/05/12 Caf plan fee Check #70228 01-600-000-50510	\$ 144.50
Shell credit card 04/05/12 Out of town fuel Check #70229 01-215-000-51650	\$ 42.16
WPPI 04/09/12 Health & dental insurance ACH Misc accounts	\$ 89,997.25
DCEDC 04/09/12 Jim Olson Auto Group rev loan Check #70231 30-000-000-58960	\$ 400,000.00
Minnesota Life Insurance 04/16/12 Life insurance Check #70238 01-600-000-50552	\$ 1,671.80
TOTAL MANUAL CHECKS	\$ 491,855.71

COMMON COUNCIL
APRIL 17, 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, Lodi, Abeyta, Fett, and Schlicht were present. Stutting was excused.

A certificate of appreciation to James E. Abeyta, Jr., Alderperson District 4, was presented for service as alderperson.

Newly elected District 4 alderperson, Rick Wiesner, was seated.

Roll call: Ald. Wiegand, Vandertie, Lodi, Wiesner, Fett and Schlicht were present. Stutting was excused.

Fett/Schlicht to adopt the agenda. Lodi/Schlicht amend the motion to remove item 8h from the consent agenda and place on the regular agenda. Vote on the amendment: Carried. Vote taken on original motion as amended: Carried.

A proclamation for bike month was presented to the Silent Sports Alliance.

Wiegand/Schlicht to approve following bills: General Fund – \$112,864.14, Capital Fund - \$5,727.94, Cable TV - \$100.00, Tourism Fund - \$1,500.00, TID #3 - \$516.00 and Solid Waste Enterprise - \$10,738.18 for a grand total of \$131,446.26. Roll call: All voted aye. Carried.

Fett/Schlicht to approve consent agenda:

- a. Approval of 4/3/12 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Sturgeon Bay Utilities Commission – 3/12/12
 - (2) Fire & Police Commission – 3/19/12
 - (3) Finance/Purchasing & Building Committee – 3/27/12
 - (4) Personnel Committee – 4/4/12
- c. Place following report on file:
 - (1) Inspection Department Report – March 2012
 - (2) Fire Department Report – March 2012
 - (3) Street Department Report – March 2012
- d. Consideration of: Beverage Operator license.
- e. Consideration of: Temporary Class B Beer licenses.
- f. Resolution re: Designating official newspaper.
- g. Resolution re: Designating Public Depositories.
- h. ~~Personnel Committee recommendation re: Establish annual salary for Assistant Fire Chief Tim Dietman at \$66,896.79 along with benefits in accordance with Administrative Handbook, and to recognize that Assistant Fire Chief Dietman will serve a one year probationary period during which time he can be returned to, or choose to return to his previous position as a Firefighter.~~ Removed from consent agenda.

Carried.

Schlicht/Vandertie to approve the following standing Committees:

Finance/Purchasing & Building Committee

Joe Stutting, Chr.
Danny B. Wiegand
Bob Schlicht, Jr.

Personnel Committee

Ronald A. Vandertie, Chr.
Joe Stutting
Danny B. Wiegand

Parking & Traffic Committee

Bob Schlicht, Jr.
Ronald A. Vandertie
Rick Wiesner

Community, Protection & Services Committee

Stewart Fett, Chr.
Bob Schlicht, Jr.
Rick Wiesner

Parks & Recreation Committee

Danny B. Wiegand, Chr.
Ronald A. Vandertie
Stewart Fett

City Plan Commission

Danny B. Wiegand, Chr.
John C. Lodi

Historic Preservation Commission

Ronald A. Vandertie

Library Board

Bob Schlicht, Jr.
Rick Wiesner

Local Arts Board

John C. Lodi

Loan Review Committee

Joe Stutting
Thad Birmingham

Board of Public Works

Danny B. Wiegand
Ronald A. Vandertie
John C. Lodi
Rick Wiesner
Joe Stutting
Stewart Fett
Bob Schlicht, Jr.
Thad Birmingham

Harbor Commission

Stewart Fett

Waterfront Redevelopment Authority

Joe Stutting
Ronald A. Vandertie

Board of Electrical Examiners

Stewart Fett

Cable Communication System Advisory Council

Stewart Fett, Chr.

Industrial Park Development Review Team

John C. Lodi

Bicycle and Pedestrian Advisory Board

Bob Schlicht, Chr.

Roll call; Wiegand, Vandertie, Wiesner, Fett, and Schlicht voted aye. Lodi voted no. Carried.

Schlicht/Fett to approve the following citizen appointments:

City Plan Commission

Steve Parent, 3 year term

Fire & Police Commission

Barbara Herdina, 5 year term

Harbor Commission

Robert Spude, 3 year term

Gary Nault, 3 year term

Historic Preservation Commission

Elizabeth Bylaska, 3 year term

Zoning Board of Appeals

Jack Gigstead, 3 year term

William Murrock, 3 year term

Board of Electrical Examiners

Philip Gordon, 2 year term

Board of Review

Bob Loss, 5 year term

Cable Communication System Advisory Council

Gary Schmeling, 2 year term

Barbara Allmann, 2 year term

Nancy Emery, 2 year term

Brad Clinkenbeard, 2 year term

Industrial Park Development Review Team

William Murrock, 3 year term

William Chaudoir, Alternate

Weed Commissioner

Robert Bordeau, 1 year term

Carried.

Wiegand/Fett to nominate Ronald A. Vandertie as Council President.

Lodi/Wiesner to nominate Bob Schlicht, Jr. as Council President.

Roll call to elect Vandertie: Wiegand, Wiesner, Fett and Schlicht voted aye. Lodi voted no. Vandertie abstained. Carried. Since this motion was carried, there was no need for a vote on the second motion.

Wiegand/Fett to elect Ald. Schlicht as the Council Representative to the Sturgeon Bay Utility Commission to replace Ald. Abeyta. There were no other nominations so the Mayor declared nominations closed. Vote taken on the nomination: Carried with Schlicht abstaining.

RECOMMENDATION

We, the Personnel Committee, hereby recommend to establish the annual salary for Assistant Fire Chief Tim Dietman at \$66,896.79 along with benefits in accordance with the Administrative Employee Handbook, and to recognize that Assistant Fire Chief Dietman will serve a one year probationary period during which time he can be returned to, or choose to, return to his previous position as a Firefighter.

PERSONNEL COMMITTEE

By: Ronald A. Vandertie, Chr.

Introduced by Vandertie. Vandertie/Wiegand to adopt. Discussion took place regarding a step system and salary ranges. Roll call: Wiegand, Vandertie, Wiesner, Fett, and Schlicht voted aye. Lodi voted no. Carried.

Wiegand/Schlicht to read in title only and adopt the second reading of the ordinance repealing and recreating Section 15.01(5) of the Municipal Code – Building Regulations. Carried.

Wiegand read ordinance to rezone property from Central Business District (C-2) to Planned Unit Development (PUD) subject to the site plan and requirements – Door County Maritime Museum. Wiegand/Fett to adopt for second reading. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Cascade Cart Solutions for refuse carts at a cost of \$42.00 for 96 gallon carts and \$36.00 for 64 gallon carts.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Danny Wiegand, Vice-Chr.

Introduced by Wiegand. Wiegand/Schlicht to adopt. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Santec for spraying of aquatic vegetation in the Bay of Sturgeon Bay in the amount of \$14,107.03.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Danny Wiegand, Vice-Chr.

Introduced by Wiegand. Wiegand/Vandertie to adopt. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to reimburse Mr. Ben Miller, owner of Bonnie Brooke Gardens, for the installation of the drain from the retention area, as well as the cost of reconnecting the retention area to the existing storm inlet, and waive the storm sewer connection fees in the area south of their greenhouse and parking lot on Fourteenth Avenue, totaling \$1,430.00, to be paid after project is completed and inspected.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Danny Wiegand, Vice-Chr.

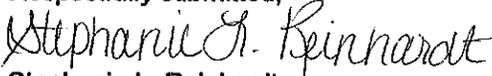
Introduced by Wiegand. Wiegand/Schlicht to adopt. Carried.

No one spoke during public comment.

The mayor made his comments.

After the Mayor announced the statutory basis, Schlicht/Fett to convene in closed session in accordance with the following exemption: Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e) Consideration of: Purchase of property for public use. Roll call: All voted aye. Carried. The meeting moved to closed session at 7:56 p.m. The meeting adjourned at 8:55 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk

BICYCLE AND PEDESTRIAN ADVISORY BOARD

Thursday, April 5, 2012

The Bicycle and Pedestrian Advisory Board meeting was called to order at 3:32 p.m. by Chairperson Robert Schlicht in 2nd Floor Conference Room, City Hall, 421 Michigan Street.

Roll call: Members Laurel Brooks, Marty Olejniczak, Paul Anschutz, Leni Spaude, Rhonda Kolberg, and Robert Schlicht were present. Excused: Member Nathan Hayes. Also present were City Engineer Tony Depies, Police Captain Dan Brinkman, Tom Olsen, Business Manager for the Sturgeon Bay School District, Mark Jenkins, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Anschutz, seconded by Ms. Kolberg to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 1, 2012.
4. Consideration of: Bike lanes on Michigan Street.
5. Consideration of: Application for Safe Routes to School grant.
6. Consideration of: Ordinance regarding bikes on downtown sidewalks.
7. Consideration of: Safety issue for pedestrian crossing at east end of Michigan Street Bridge.
8. Consideration of: Educational bike programs for children and adults.
9. Adjourn.

Carried.

Approval of minutes from March 1, 2012: Moved by Ms. Kolberg, seconded by Ms. Spaude to approve the minutes from March 1, 2012. Carried.

Consideration of: Bike lanes on Michigan Street: Mr. Depies presented the proposed bike lanes on Michigan Street.

A sharrow lane would begin at 1st Avenue on the south lane and far northerly most lane all the way through 4th Avenue.

Between 4th Ave. and 5th Ave., the sharrow will transition into a dedicated bike lane on both sides of the street. The southerly side will have a bike lane all the way to the highway. This change was a recommendation from the Bike Federation from the previous plan.

From 5th Ave. to 8th Ave., there will be a parking lane and a bike lane to the north side of 9th Avenue. Signage will be placed for the parking lane, as well as symbols being painted on the pavement for the bike lane. The street gets 2 ft. narrower at 9th Ave. The bike lane will be maintained on the southerly most side. On the north side or westbound toward the bridge, there will be a marked sharrow lane, and a parking lane.

Through 10th Ave. to 12th Ave., there will be a transition to provide a left-turn lane for vehicles turning onto 12th Ave. There will be a sharrow on the outer most lane.

From 12th Ave. to 14th Ave., there will be a bike lane on southerly side of the street, a through lane followed by a center left turn lane to get into the high school driveway, and a shared westbound lane with a sharrow. At S. 14th Ave., it will continue with the same configuration.

At 15th Ave., there will be dedicated bike lanes on both sides of the street, parking on the north side, and 2-10' traffic lanes to the highway. It is possible to paint sharrow markings from the YMCA driveway to the highway, although approval is needed from the DOT.

Mr. Depies defined sharrow, in which the bicyclist has the right to use the entire lane. Mr. Schlicht suggested that definition should be placed on the City website for the public to understand.

Mr. Anschutz mentioned that Kevin Luedke from the Bike Federation suggested having a continuous bike lane on the south side of Michigan Street from 1st Avenue to 5th Avenue and reduce the 14' and 11' parking lane to 10' between 2nd and 3rd Avenues.

Moved by Mr. Anschutz, seconded by Ms. Brooks to recommend to Parking & Traffic Committee to install bike lanes on Michigan Street from 1st Avenue to Hwy. 42-57, based upon the design put together by the City Engineer, except from 1st Avenue to 5th Avenue, the design is to follow the Bike Federation proposal, with a dedicated lane on the south side. All ayes. Carried.

Consideration of: Application for Safe Routes to School grant: Mr. Olejniczak gave a short background on the Safe Routes to School Program. A grant application was applied for to do a Safe Routes to School plan that was successfully funded. A steering committee was formed and a consultant was hired. A plan was put together and an implementation grant was applied for and partially funded. Sidewalks are slated to be installed this year. He handed out a schedule of completion for the sidewalks.

Mr. Olejniczak stated that May 4th is the deadline to apply for new grants that are 100% funded. A sub-committee could be formed with a few of the members from the Safe Routes to School steering committee, including Mr. Anschutz, Ms. Spaude, and Mr. Olsen to prioritize the installation of sidewalks.

Mr. Olejniczak handed out maps indicating possible sidewalk installation locations along the following streets:

- Georgia St. from 8th Ave. to 12th Ave.
- Louisiana St. from 9th Ave. to 12th Ave.
- Lansing Ave. from Green Bay Road to current end.
- Hudson Ave./Pine St. from Maple St. to current end of sidewalk on Pine St.
- Hudson Ave. from Maple St. to Green Bay Rd.
- S. 15th Ave. from Rhode Island St. to Utah St.

Members added other recommendations if a grant were approved, such as:

- Purchasing a solar powered permanent speed board for Michigan Street by the schools.
- Handing out incentives, such as a free ice cream cone coupon, to children that are biking to school and wearing their bike helmets.
- Installing sidewalk along the south side of Michigan St. from existing crosswalk by high school track to 15th Avenue.
- Installing sidewalk or pathway along 14th Ave. from Michigan St. to Sunrise School.
- Installing sidewalk along Georgia St. and 9th Ave. from 8th Ave. to Louisiana St. (including a path through Big Hill Park).
- Installing sidewalk along 12th Ave. from Georgia St. to Egg Harbor Rd.

Ms. Nault will put together a list of the recommendations and email them to the members. They can then email Mr. Olejniczak with their ranking of their top 5 priorities. He will have Mr. Depies figure out total footage for each project.

Consideration of: Ordinance regarding bikes on downtown sidewalks: Captain Brinkman stated that the current ordinance prohibits skateboards and play vehicles to use sidewalks in the business district. Bikes are not included in this ordinance. It is unsafe for customers coming out of businesses and possibly getting hit by a bike riding by on the sidewalk.

Ms. Brooks and Ms. Spaude left the meeting at 4:47 p.m.

After further discussion, it was moved by Mr. Olejniczak, seconded by Mr. Schlicht to postpone discussion until the next meeting and have the Police Dept. look into ordinances of other communities. Carried.

Consideration of: Safety issue for pedestrian crossing at east end of Michigan Street Bridge: Mark Jenkins referred to an email he had sent regarding safety issues for pedestrians crossing the street at the east end of the Michigan Street Bridge where there is no crosswalk. He suggested constructing a crossing to go underneath the bridge.

Discussion took place regarding cost of doing such a project. Staff will do research on constructing an underpath and ways to encourage pedestrians to use the 1st Avenue crosswalk.

Consideration of: Educational bike programs for children and adults: Mr. Anschutz reminded everyone of the upcoming bike rodeos to be held on April 21st at St. John Bosco and April 28th at the YMCA. The bike rodeos are sponsored by the Sturgeon Bay Police Dept. and Door County Silent Sports Alliance. He will email the information regarding the bike rodeos to Mr. Olejniczak to put on the City's website and cable access channel.

Adjourn: Moved by Mr. Olejniczak, seconded by Mr. Anschutz to adjourn. Carried. Meeting adjourned at 5:03 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

WATERFRONT DESIGN REVIEW BOARD

Tuesday, April 10, 2012

The Waterfront Design Review Board meeting was called to order at 12:00 Noon by Chairperson William Galligan in Community Room (Room 122), City Hall, 421 Michigan Street.

Roll call: Members Shelly Kerwin, Eric Paulsen, William Galligan, and James Goodwin were present. Excused: Member Dennis Statz. Also present were Joe Torp of Advanced Home Builders, Amy LaBott of Door County Hardware, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Goodwin, seconded by Mr. Paulsen to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 14, 2012.
4. Consideration of: 40' x 50' pavilion for outdoor display for May's Sport Center, 75 W. Maple St.
5. Consideration of: Signage for Door County Ace Hardware, 321 Jefferson St.
6. Adjourn.

Carried.

Approval of minutes from March 14, 2012: Moved by Mr. Goodwin, seconded by Ms. Kerwin to approve the minutes from March 14, 2012. Carried.

Consideration of: 40' x 50' pavilion for outdoor display for May's Sport Center, 75 W. Maple St.: Joe Torp presented the plans to construct a 40' x 50' pavilion to be used for outdoor display of lawnmowers, ATV's, dirt bikes, motorcycles, etc. It will be located next to the existing building, but will not be connected. It will also be located in front of an existing storage building. The parapet wall will be covered with gray vinyl siding and are considering bricking the 14 pillars to match. Signage was discussed and it was suggested that the existing sign be cleaned up.

Mr. Olejniczak stated that the normal setback is 15'. In this district, with Plan Commission and WDRB approval, the pavilion could be constructed up to the sidewalk. Mr. Torp stated the plans are 9' from the curb and 2' from the sidewalk. It would be in line with the existing building.

Discussion took place regarding type of materials for the parapet wall. The Board would prefer that a plastic siding not be used. Mr. Torp suggested a gray shake material to match.

Moved by Mr. Paulsen, seconded by Mr. Goodwin to issue a certificate of appropriateness to approve as presented, with a minimum of 4' of brick placed on the pillars, and to come back for approval of chairperson for final materials, color, and signage. All ayes. Carried. This will be placed on the next Plan Commission agenda for approval.

Consideration of: Signage for Door County Ace Hardware, 321 Jefferson St.: Amy LaBott presented the proposed signage for Door County Ace Hardware that would be installed on the rear of the building facing the alley. The 26.93 sq. ft. sign will have LED halo lighting for the Door County lettering. The Ace portion of the sign will be internally illuminated and will match the ace sign facing Jefferson St.

The Board discussed the proposed sign, including the fact that the Common Council previously approved the internal illumination of the existing Ace sign.

Moved by Mr. Paulsen, seconded by Mr. Goodwin to issue a certificate of appropriateness as presented, as long as it meets the sign code regulations. All ayes. Carried.

Adjourn: Moved by Mr. Paulsen, seconded by Ms. Kerwin to adjourn. Carried. Meeting adjourned at 12:40 p.m.

Respectfully submitted,


Cheryl Nault
Community Development Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
April 10, 2012

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:01 p.m. by Chairperson Abeyta in Council Chambers, City Hall. Roll call: Alderperson Abeyta, Alderperson Wiegand and Alderperson Schlicht were present. Also present: City Administrator McNeil, Finance Director/City Treasurer Clarizio, Public Works/Park and Recreation Superintendent Bordeau, members of the general public, and Office/Accounting Assistant II Flinn.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Request from Sturgeon Bay Yacht Club to change annual real estate rental fee to be due July 1st of each year.
4. Consideration of: Stone Harbor Marina operation.
5. Review of unfinished business list.
6. Review bills.
7. Adjourn.

Carried.

Request from Sturgeon Bay Yacht Club to change annual real estate rental fee to be due July 1st of each year was the first item discussed. Al Steiner spoke on behalf of the Sturgeon Bay Yacht Club. He stated that the request is to accommodate the members which are gone most of the winter months. They would prefer to bill their members in July rather than in January. Alderperson Schlicht wondered if the City would have to prorate the bill for 2012. Finance Director/City Treasurer Clarizio stated that it would not be necessary. City Administrator McNeil commented that the lease should be rewritten to include the changes. Ms. Clarizio added that there will be minimal fees to update the lease, which will be billed to the Sturgeon Bay Yacht Club. Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to have the City Attorney update the lease to include the new due date to be July 1st of each year and to bring the lease back to the Finance/Purchasing & Building Committee meeting on April 24, 2012. Carried.

Stone Harbor Marina operation was then discussed. Public Works/Park and Recreation Superintendent Bordeau stated that since the marina was built in 2000 the operation for the marina has been bid out. This year the City staff is going to operate the marina in partnership with Stone Harbor at no cost to the City. Stone Harbor will accept, coordinate, and manage all telephone calls and radio reservations for the marina, receipt all transactions and remit all fees to the City on a monthly basis. The will also provide housekeeping services to clean the restrooms twice a day, make available to slip renters all facilities of Stone Harbor, including indoor pool, outdoor pool, fitness room, and locker rooms. The City will have two staff members on premise to assist the

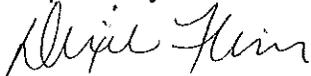
boater with tying up and general help. The City will rent out five slips on a seasonal basis for \$2,500 per slip and rent the remainder of the slips on a transient basis in accordance with Council approved rates. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to Common Council to accept staff recommendation to operate the Stone Harbor marina in partnership with Stone Harbor, to rent five slips on a seasonal basis at \$2,500 per slip, and to rent the remainder of the slips on a transient basis in accordance with Council approved rates. Carried.

The Committee reviewed the unfinished business list.

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 Abeyta to adjourn. Carried. The meeting adjourned at 7:12 p.m.

Respectfully submitted,



Dixie Flinn
Office/Accounting Assistant II

A meeting of the Parking and Traffic Committee was called to order at 4:00 p.m. by Chairperson Schlicht in Council Chambers, City Hall, 421 Michigan Street.

Members present: Schlicht, Vandertie and Fett. Staff present: City Administrator McNeil, City Engineer Depies, Community Development Director Olejniczak, Police Chief Porter, and Parks and Recreation Secretary Kleist.

Also present: Ben Miller, Connie Larson, Russ Cihlar, Paul Anschutz, Dan Powell and Bob Dohr. Alderman Lodl arrived at 4:27 p.m.

Adoption of Agenda: Moved by Mr. Fett, second by Mr. Vandertie to adopt the following agenda:

1. Roll call
2. Adoption of agenda
3. Public comment
4. Consideration of: Request to designate a 15 minute parking space in front of 219 Kentucky St.
5. Consideration of: Speed limit on Clay Banks Road
6. Consideration of: Speed limit on N. 14th Avenue
7. Consideration of: Bike Lanes on Michigan Street
8. Discussion of: Report from the Bicycle and Pedestrian Advisory Board
9. Adjourn

Carried.

No public comment.

Consideration of: Request to designate a 15 minute parking space in front of 219 Kentucky St: Judi Watson, agent for American Family Insurance, 219 Kentucky Street, requested a 15 minute parking space in front of her business for her client's to park. Some of the committee felt if the request was approved, it would set a precedent for other businesses. Motion by Member Schlicht to designate a 15 minute parking space in front of 219 Kentucky St. Motion died, due to lack of second.

Consideration of: Speed limit on Clay Banks Road: Resident Steve Jenkins, 1418 Clay Banks Rd., requested the speed limit along Clay Banks Road be lowered to 25 mph from the Highway south to the city limits. Police Chief Porter played a video taken from a squad car traveling from Hwy 42/57 south along Clay Banks Road to the city limits. The video showed the proximity of homes to the road in Sawyer Subdivision and the homes further south. Chief Porter spoke to Mr. Jenkins and he felt that having the speed limit changed to 35 mph from the highway south to the point where it changes to 45 would be fine with him. Clay Banks Rd. resident Russ Cihlar would also like to see the speed limit changed to 35 mph from the highway south to the 45 mph sign. Motion by Member Vandertie to change the speed limit on Clay Banks Road from the highway south to the 45 mph sign to 35 mph. second by Member Fett. The motion was discussed, and then withdrawn by both Members Vandertie and Fett.

Motion by Member Vandertie, second by Member Fett to recommend changing the speed limit on Clay Banks Road to 35 mph from Highway 42/57 south to Strawberry Lane, and 45 mph from Strawberry Lane to the city limits. Motion carried with Vandertie and Fett in favor, and Member Schlicht opposed.

Consideration of: Speed limit on N. 14th Avenue: Ben Miller, owner of Bonnie Brooke Gardens, 337 N. 14th has requested the speed limit from north of the school zone to the city limits be raised to 35 mph. Fred Young, Young Automotive also is in favor of raising the speed limit, possibly to 30 mph. The Police Chief reported the speed limit within the city is 25 mph, unless

posted otherwise. Because there was no action taken upon the request and no motion was made, the speed limit will remain 25 mph.

Consideration of: Bike Lanes on Michigan Street: The police chief played a video taken from a squad car showing the view of Michigan Street from the bridge to Hwy 42-57. City Engineer Depies then showed a power point presentation of Michigan Street showing the location of the bike lanes, location of where sharrow lanes would be between 12th Avenue and S. 14th Ave. ("lane sharing with bicycles). Most of Michigan Street will have bike lanes on the south side of the street; parking would only be permitted on the north side, where there is room for parking. The cost (without labor) for paint removal of old lines and painting of new lines from 5th Avenue to the highway would cost 33% of the 2012 street marking budget. The cost (without labor) for paint removal of old lines and painting of new lines from 1st to 5th Avenue would cost 75% of the 2012 budget. Dan Powell, Fred Young, Paul Anschutz and Alderman Lodi all spoke in favor of bike lanes along Michigan Street. Nine letters of support have been received for the bike lanes on Michigan Street.

Motion by Mr. Schlicht, second by Mr. Fett to recommend installing bike lanes on Michigan Street from 1st Avenue to Highway 42-57, based upon the design put together by the City Engineer, except from 1st to 5th Avenue, the design is to follow the Bike Federation proposal, with a dedicated lane on the south side. Motion passed with Schlicht and Fett in favor, and Vandertie opposed.

Report from the Bicycle and Pedestrian Advisory Board: The Bike and Pedestrian Advisory Board will be applying for grants for "Safe Routes to School" to make improvements. There will be two bike rodeos: One on April 21st at St. John Bosco School and one on April 28th at the YMCA. Bike rodeos participants will receive a free bike helmet. The rodeos are sponsored by Door County Silent Sports and Sturgeon Bay Police Department. The city is currently working on an ordinance concerning bicycles on downtown sidewalks.

Motion by Mr. Vandertie, second by Mr. Fett to adjourn. Meeting adjourned at 5:42 p.m.

Respectfully Submitted,

Marilyn Kleist
Parks & Recreation Secretary

7b5.

COMMUNITY PROTECTION & SERVICE COMMITTEE
April 17, 2012

7b5.

A meeting of the Community Protection & Services Committee was called to order at 6:45 p.m. by Chairperson Lodi in the Council Chambers, City Hall. Roll call: Ald. Schlicht and Lodi were present. Ald. Stutting was excused.. Also present: City Administrator McNeil and City Clerk Reinhardt.

Lodi/Schlicht to adopt the following agenda:

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

Carried.

Schlicht/Lodi to approve the bills in the amount of \$1,223.95. Carried.

Schlicht/Lodi to adjourn. Carried. The meeting adjourned at 6:47 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk

CITY PLAN COMMISSION
Wednesday, April 18, 2012

A meeting of the City Plan Commission was called to order at 7:05 p.m. by Chairperson Dan Wiegand in Council Chambers, City Hall, 421 Michigan Street.

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

Adoption of agenda: Moved by Mr. Lodl, seconded by Mr. Norland to approve the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 14 and March 21, 2012.
4. Public comment on non-agenda items.
5. Consideration of: Reduced street and sideyard setbacks for proposed 40' x 50' pavilion for May's Sport Center, 65 W. Maple St.
6. Consideration of: Final Planned Unit Development (PUD) for The Cottages at Deer Run Village, located south of Tacoma Beach Road, west of Clay Banks Road, east of Ridgeway Drive, and north of Compass St.
7. Consideration of: Preliminary Plat for The Cottages at Deer Run Village.
8. Consideration of: Conditional use request to extend the height of an existing communication tower for Bethesda Christian Broadcasting, 1723 Michigan St.
9. Consideration of: Zoning Code amendment regarding Wellhead Protection Ordinance.
10. Consideration of: Zoning Code text amendment regarding residential use in the Central Business (C-2) district.
11. Adjourn.

Carried.

Approval of minutes from March 14 and March 21, 2012: Moved by Mr. Gilson, seconded by Ms. Brooks to approve the minutes from March 14 and March 21, 2012. Carried.

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

Consideration of: Reduced street and sideyard setbacks for proposed 40' x 50' pavilion for May's Sport Center, 65 W. Maple St.: Mr. Olejniczak explained that this property is zoned Central Business District (C-2). In the C-2 district, the City tries to maintain the traditional downtown character. There is a provision that allows the Plan Commission to approve lesser setback than a typical setback, in which a building can be located up to the street or have a zero lot line construction. May's Sport Center has requested to construct a 40' x 50' open pavilion in front of their existing storage building. They are requesting to be 2' from the Maple St. sidewalk, which is about 1 1/2' from the right-of-way line and would match the current store front building. They would also be 1' 4" from the side lot line. The design has been approved by the Waterfront Design Review Board, with a few changes to the pavilion that are being required by the property owner to implement.

Joe Torp, Advanced Home Builders, explained that the WDRB had approved the design, but would like the columns wrapped with brick at least 4' high and use a cement board siding on the parapet wall instead of vinyl siding as shown on the plan. This canopy would keep lawnmowers, motorcycles, etc. out of the weather and sun, and keep some of the merchandise off the sidewalk. The gravel floor will remain. It can be connected to the main building, but the plans do not show that.

After a short discussion, it was moved by Mr. Norland, seconded by Mr. Statz to approve the reduced street and sideyard setbacks for the proposed 40' x 50' pavilion for May's Sport Center. All ayes. Carried.

Consideration of: Final Planned Unit Development (PUD) for The Cottages at Deer Run Village, located south of Tacoma Beach Road, west of Clay Banks Road, east of Ridgeway Drive, and north of Compass St.: Mr. Olejniczak stated that this was the first phase of Phase 4 of the Deer Run development. There would be 14 lots that front on the extension of Compass Street, along with the clubhouse lot. The only modification from the preliminary PUD is lots 1 & 2 get a little bit wider. A portion of the overall open space is included as part of this phase.

Commission members discussed the final PUD. Moved by Mr. Wiegand, seconded by Mr. Lodl to recommend to Council approval of the final PUD, subject to the following requirements and conditions:

A. Underlying zoning: The underlying zoning district shall be R-3 Single-Family Residential. The zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below or in the approved final PUD site plan.

B. Height and area requirements: The requirements of the underlying R-3 district shall apply except as follows:

1. Lot Size: The minimum lot size shall be 4,000 square feet.
2. Lot Width: The minimum lot width shall be 45 feet.
3. Density: The minimum lot area for a single-family dwelling shall be 4,000 square feet. The density requirement for two-family or multiple-family dwellings shall follow the R-3 district.
4. Street Yard. The minimum street yard shall be 20 feet.
5. Side Yard. The minimum side yard shall be 5.5 feet.
6. Rear Yard: The minimum rear yard shall be 12 feet.
7. Corner Lots: On corner lots, the minimum street side yard shall be 8.5 feet and the minimum interior side yard shall be 5 feet.
8. Perimeter setbacks. The minimum yard (setback) from the west line of the Planned Unit Development shall be 10 feet for a side yard and 25 feet for a rear yard.

C. Miscellaneous:

1. Permanent open space must be created via platting or other legal mechanism. The amount of open space shall be sufficient to keep the residential density at 4.2 units per acre or less.
2. The temporary stormwater detention area may be removed at the discretion of the City Engineer if permanent detention facilities are constructed that can accept and manage the stormwater.
3. The water main serving this planned unit development shall be extended to connect with the existing water main running along Tacoma Beach Road.
4. A development agreement shall be entered into between the property owner and City regarding future street improvements along Clay Banks Road.

All ayes. Carried.

Consideration of: Preliminary Plat for The Cottages at Deer Run Village: Mr. Olejniczak explained that this is the actual mechanism to divide the property into lots. There are a total of 14 home sites and the clubhouse lot, along with the open space. It also creates three larger lots surrounding it. The preliminary plat ties in with the previously approved phases for the proposed assisted living facilities and apartment building and keeps land in reserve for other phases of the PUD.

Moved by Mr. Statz, seconded by Ms. Brooks to recommend to Council approval of the preliminary plat as presented, subject to the following conditions:

1. Approval of the final PUD zoning ordinance by the Common Council.
2. E. Compass Street to be dedicated to the public.
3. Approval of the plat by the State.
4. Approval of the sanitary sewer and water mains by Sturgeon Bay Utilities.
5. Creation of any necessary utility easements, if needed by Sturgeon Bay Utilities or the City Engineer.
6. Approval by the City Engineer of the drainage plan for the subdivision.

All ayes. Carried.

Consideration of: Conditional use request to extend the height of an existing communication tower for Bethesda Christian Broadcasting, 1723 Michigan Street:

Mr. Olejniczak stated that at the last meeting the Commission asked that the applicant investigate other alternatives rather than adding to the existing tower. He confirmed with the Bureau of Aeronautics that the proposed tower had no impact on the heliport. If it is above 42', it would enhance the visibility of it by putting a marker ball or light on it.

Dave Gordon, Executive Director of Bethesda Christian Broadcasting, touched on the alternative options suggested by the Commission at the last meeting. As far as the tower relocation, there would be costs involved. It would deteriorate the signal. He contacted Sturgeon Bay Utilities regarding relocating the power lines. SBU did not believe that the power lines were the problem. He talked about the daisy-chain signal by adding another tower/antenna location to "bounce off" of. The cost and length of time to accomplish this option would make it impractical. Three new antennas would need to be purchased (two

for WPF and one for WNLI), as well as leasing the space, filing with the FCC, purchasing land, etc. It was estimated by the FCC attorney that it would be a 90 day process to obtain approval. Lastly, adding a broadcast quality T-1 phone line would be the most costly and impractical option with the purchase for two radio stations. They currently own the other sections of the tower. It would be done in 10' increments. Initially, if 39.5' can achieve what they need to do, they would not need to go higher. If not, they would add on the next 10', with the ability to go to 60'.

Ms. Brooks expressed concerned of the neighborhood property values.

Mr. Statz mentioned that this is an existing church, an existing radio station that is leased, and a 30' tower that already exists. They want to potentially add another 30'.

Mr. Wiegand allowed citizen members to speak. Caryn Wickman, 130 S. 16th Pl., stated a 60' tower does not belong in a residential neighborhood.

Bob Schlicht, Alderman for District 7, lives 2 blocks from the station. He said the nature of the neighborhood should be a concern of all the residents. He had no issues with the tower.

Mr. Parent stated that Mr. Gordon has looked at all the various options that he was asked to do. He is only asking to increase the tower incrementally in order to improve the quality of the signal that is necessary. Moved by Mr. Parent, seconded by Mr. Statz to approve the conditional use request to a maximum of 50', but to try it at 40', and if not adequate come back to the Plan Commission with information stating the signal is still degraded and at that point consider allowing the tower to go to 50'. Approval is also subject to: Certification of the structural integrity of the tower prior to commencing construction, and installing landscaping to screen the base of the tower toward the east and south.

Further discussion took place. Mr. Parent amended his motion, along with the second, to try the tower at 40' and to allow a maximum of 50' if it didn't work at 40'. Motion carried, with Mr. Lodi and Ms. Brooks voting no.

Consideration of: Zoning Code amendment regarding Wellhead Protection Ordinance: Mr. Olejniczak stated that a public informational meeting was held in March in regard to the Wellhead Protection Ordinance. The next step is to decide if there should be an amendment to the code. If so, there would be a recommendation to Council, as well as a public hearing, or the issue could be dropped.

Moved by Ms. Brooks, seconded by Mr. Lodi to recommend to Council the proposed zoning code text amendment regarding the Wellhead Protection Ordinance, in its current form.

Mr. Norland questioned the *exemptions* section of the ordinance regarding storage and handling of regulated substances for resale in their original unopen containers of 5 gallons or 40 lbs. or less. If a business has salt in 50 lb. bags, he wondered if that was regulated if they were not in the zone. Cliff White, Operations Manager for Sturgeon Bay Utilities, responded that anyone that is not in the zone is not regulated in this ordinance. If they are in the zone, and have items for resale in the original packages or under those weights, they are not regulated. If they have bulk storage, then they follow under the regulations. If items are not for resale and just for use, they would be regulated and would need to follow certain protocols. The handling of the material is what is important. The intent of

the ordinance is to regulate businesses that are taking bulk materials and using it in a process to manufacture something else or taking bulk materials and repackaging it into smaller containers to resell. The intent is at those particular times when there is an opportunity for a large spill that would exceed the size limits. Mr. Norland stated that is not what the ordinance says.

Mr. White stated there are 25 businesses that have been identified within the zone of contribution. They need to have a plan in place to address spills if it ever happened.

Mr. Norland also mentioned the section regarding fueling of equipment not licensed for street use. Mr. White responded it's looking at quantities. This would not affect a homeowner, since they are exempt. Mr. Norland mentioned that this section is not clear.

Further discussion took place. A vote was taken on the motion. Carried, with Mr. Norland voting no.

Consideration of: Zoning Code text amendment regarding residential use in the Central Business (C-2) district: Mr. Olejniczak stated that this issue was raised at the last meeting whether it would be worthwhile changing the code making the 50% residential as an allowed use in the C-2 district apply to the overall lot rather than an individual building. He drafted an amendment to the code that states residential use provided such use covers not more than 50% of the combined floor area of all principal buildings within the lot.

After a short discussion, it was moved by Mr. Wiegand, seconded by Ms. Brooks to recommend to Council the proposed zoning code text amendment regarding residential use in the C-2 district. All ayes. Carried.

Adjourn: Moved by Mr. Lodi, seconded by Mr. Statz to adjourn. Meeting adjourned at 8:24 p.m.

Respectfully submitted,


Cheryl Nault
Community Development Secretary

WATERFRONT REDEVELOPMENT AUTHORITY

Tuesday, April 24, 2012

A meeting of the Waterfront Redevelopment Authority was called to order at 6:48 p.m. by Vice-Chairperson Bill Galligan in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Thomas Wulf, Joe Stutting, Bill Galligan, and Ron Vandertie were present. Excused: John Asher and Ross Schmelzer. Absent: Tom Herlache. Also present were Alderperson Fett, Alderperson Lodl, Alderperson Wiesner, Alderperson Wiegand, Finance Director/City Treasurer Clarizio, Brad Viegut, Director of Robert W. Baird, and Office/ Accounting Assistant II Flinn.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from November 9, 2011.
4. Consideration of: TID #2 (Waterfront District) debt restructuring and borrowing for October 2012 payments.
5. Consideration of: Appointment of Waterfront Design Review Board members.
6. Adjourn.

Carried.

Approval of minutes from November 9, 2011: Moved by Mr. Stutting, seconded by Mr. Wulf to approve the minutes from November 9, 2011.

Brad Viegut, Director of Robert W. Baird, explained the TID #2 (Waterfront District) debt restructuring and borrowing for October 2012 payments. He stated that this is basically restructuring for cash flow purposes because the downturn economy over the past several years has contributed to lower than expected growth in TID #2, resulting in less than expected tax increments being generated. The tax increments generated in 2012 for TID #2 are not enough to fully support the scheduled debt payments. Restructuring the 2012 TID #2 debt and borrowing for the October 1, 2012 debt payment would give the City an additional eleven years to recover its 2011 debt costs. Even with the additional financing, the TID will still close approximately five years prior to its expiration date. Moved by Alderperson Stutting, seconded by Alderperson Vandertie to recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October 1, 2012 debt payments. Carried.

Consideration of: Appointment of Waterfront Design Review Board members: Moved by Mr. Stutting, seconded by Mr. Wulf to reappoint the existing members to the Waterfront Design Review Board as follows:

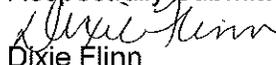
Dennis Statz: At large member (term expiring 1/13/15).

Shelly Kerwin: At large member (term expiring 1/13/15).

Carried.

Adjourn: Moved by Mr. Wulf, seconded by Mr. Vandertie to adjourn. Carried. Meeting adjourned at 6:56 p.m.

Respectfully Submitted,



Dixie Flinn
Office/Accounting Assistant II

FINANCE/PURCHASING & BUILDING COMMITTEE
April 24, 2012

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:03 p.m. by Chairperson Stutting in Council Chambers, City Hall. Roll call: Alderperson Stutting and Alderperson Wiegand were present. Alderperson Schlicht was excused. Also present: Alderperson Fett, Alderperson Lodl, Alderperson Wiesner, Alderperson Vandertie, Finance Director/City Treasurer Clarizio, Brad Viegut, Director of Robert W. Baird, and Office/Accounting Assistant II Flinn.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Amendment to Sturgeon Bay Yacht Club lease.
4. Consideration of: TID #2 (Waterfront District) Debt Restructuring and Borrowing for October 2012 Payments.
5. Consideration of: Refunding of the 2002 Capital Improvement Bonds.
6. Review of unfinished business list.
7. Review bills.

Carried.

Amendment to Sturgeon Bay Yacht Club lease was the first item discussed. Finance Director/City Treasurer Clarizio briefly explained that the Sturgeon Bay Yacht Club approached the City asking to change the due date of their annual real estate rental fee. At the Finance/Purchasing & Building Committee on April 10, 2012, the Committee decided to have the City Attorney update the lease. Moved by Alderperson Wiegand, seconded by Alderperson Stutting to recommend to the Common Council to approve the lease between the City and the Sturgeon Bay Yacht Club with the following changes: For the year beginning February 7, 2012, to February 6, 2013, the value is established at \$900,000 and multiplied by the City rate of \$7.56247/\$1,000 for a rental fee of \$6,806.23 payable on July 1, 2012. The annual rental fee shall be due on July 1 of each year thereafter that the agreement is in effect. Carried.

Brad Viegut, Director of Robert W. Baird, explained the TID #2 (Waterfront District) Debt Restructuring and Borrowing for October 2012 Payments to the Committee. He stated that this is basically restructuring for cash flow purposes because the downturn in the economy over the past several years has contributed to lower than expected growth in TID #2, resulting in less than expected tax increments being generated. The tax increments generated in 2012 for TID #2 are not enough to fully support the scheduled debt payments. Restructuring the 2012 TID #2 debt and borrowing for the October 1, 2012 debt payment would give the City an additional eleven years to recover its 2011 debt costs. Even with the additional financing the TID will still close approximately five years prior to its expiration date. Moved by Alderperson Wiegand, seconded by Alderperson Stutting to recommend to the Common Council that the City restructure the

2012 TID #2 debt and borrow for the October 1, 2012 debt payments. Carried.

Brad Viegut, Director of Robert W. Baird then explained Refunding of the 2002 Capital Improvement Bonds. He stated that the reduced interest rate environment warrants a refinancing of the 2012 \$1,260,000 Capital Project bond issue. The City is currently paying a true interest cost of 4.76% on the bonds. Refinancing the bonds would lower the true interest cost to an estimated 2.03%, creating an estimated savings of \$88,105. Moved by Alderperson Stutting, seconded by Alderperson Wiegand to recommend to the Common Council that the City refinance the 2002 Capital Projects bond issue. Carried.

The Committee reviewed the unfinished business list.

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

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

Respectfully submitted,



Dixie Flinn

Office/Accounting Assistant II



STURGEON BAY POLICE DEPARTMENT



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

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

From: Captain Daniel J. Brinkman

Subject: Monthly Report for March, 2012

Date: April 4, 2012

The following is a summary of the Police Department's activities for the month of March. The activities included are crimes investigated, police service calls handled by department members, arrests completed, traffic accidents investigated, miles traveled, fuel consumed, training completed, and public education provided by department members.

Crimes Investigated

The Department, during the month, investigated a total of 88 crimes.

These crimes can be broken down and classified as follows:

Theft.....	19
Criminal Damage to Property.....	08
Disorderly Conduct.....	19
Bail Jumping.....	05
Child Neglect / Abuse.....	05
Harassment.....	04
Battery.....	02
Fraud.....	10
Burglary.....	01
Possession of Drug Paraphernalia.....	02
Unlawful Use of Telephone.....	01
False Imprisonment.....	01
Resist Arrest.....	03
Obstruct Police Officer.....	02
Theft of Vehicle.....	01
Receive Stolen Property.....	01
Trespass.....	01
Abscond Without Paying Rent.....	01
Violation of Court Order.....	02
TOTAL	88

The above crimes resulted in the loss of \$6,060 to the community, of which \$3,833 has been recovered.

Arrests

The Department completed a total of 132 arrests during the month of March. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

A. Felony Crime Arrests	
Physical Abuse to Child.....	01
False Imprisonment.....	01
TOTAL	02
B. Misdemeanor Crime Arrests	
Disorderly Conduct.....	11
Resist Arrest.....	03
Battery.....	01
Possession of Drug Paraphernalia.....	01
Bail Jump.....	04
Obstruct Police Officer.....	01
Criminal Damage to Property.....	01
Theft.....	04
Retail Theft.....	05
Receive Stolen Property.....	01
TOTAL	32
Wisconsin Probation & Parole Violation Arrests.....	10
Warrant Arrests.....	03
TOTAL	13
C. Ordinance Violation Arrests	
Retail Theft.....	01
Trespass to Land.....	02
Disorderly Conduct.....	14
Possession of Drug Paraphernalia.....	02
Urinate / Defecate in Public.....	01
Disorderly Conduct with Motor Vehicle.....	01
TOTAL	21
D. Traffic Crime Arrests	
Operating While Intoxicated (2nd Offense or Greater).....	03
Operating after Driver's License was Revoked.....	03
No Driver's License (2 nd or more).....	01
TOTAL	07

E. Traffic Violation Arrests	
Operating a Motor Vehicle While Intoxicated	03
Speeding Violation	22
Motor Vehicle Registration Violation	05
Failure to Obey a Traffic Sign or Signal	02
Operating While Driver's License Suspended	03
Equipment Violation	02
No Driver's License	05
Failure to Yield	01
Operating Left of Center	01
Seat Belt Violation	05
Violation of DL Restrictions	02
Disorderly Conduct with Motor Vehicle	01
Miscellaneous Moving Traffic Violations	05
TOTAL	57

In addition to the preceding arrests, the Police Department conducted a total of 279 traffic stops during the month. The Police Department issued a total of 100 Motor Vehicle Defect Notices for motor vehicles being operated in violation of motor vehicle equipment standards. A total of 116 written warnings were issued for miscellaneous moving motor vehicle violations. A total of 09 parking tickets were issued for parking violations throughout the city.

Traffic Accidents

The Department, during the month, investigated a total of 13 vehicle accidents. These investigations are categorized into four types, which are described below.

A.	Motor Vehicle Accidents Involving Fatalities	00
B.	Motor Vehicle Accidents Involving Injuries	01
C.	Motor Vehicle Accidents Involving Property Damage	08
	(greater than \$1,000.00)	
D.	Motor Vehicle Accidents Involving Property Damage	02
	(less than \$1,000.00)	
	TOTAL	11

Police Service Calls

Department members handled 519 service calls during the month. These calls consist of both citizen requests for police service and service needs initiated by officers on patrol. The Type of service and the number of calls in each category are described below.

A.	Traffic and Road Incidents	57
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This category consists of all assignments involving assists to motorists in distress, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing debris from roadways, and all parking problem complaints.

B.	Noise Complaints	17
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These complaints involve private parties, licensed liquor establishments, and parties in public places.

C.	Sick and Injured Persons.....	08
	Assistance rendered to the Ambulance Service and sick or injured persons. (Of these calls 02 required the commitment of citizens to a Mental Health Facility for mental or substance abuse problems.)	
D.	Alarms.....	17
	Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences.	
E.	Complaints Involving Animals.....	21
	Investigation by officers of noisy animals, loose animals, animal bites, wild animals, and sick, injured or dead animal complaints.	
F.	Civil Disputes.....	08
	Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	
G.	Escorts.....	05
	Transporting citizens, money escorts for area financial institutions, funerals, and for area industry.	
H.	Civil Assistance Rendered.....	21
	This category is broad and involves such services as auto and home lockouts, emergency notifications, attempts to locate people, retrieve personal property, and registration assistance.	
I.	Assistance Rendered to Other Agencies.....	07
	Includes assistance to other law enforcement and government agencies.	
J.	Suspicious Person.....	23
	Involves both citizen complaints and observations by officers on patrol who took investigative action in regard to the suspicious behavior of other people.	
K.	Suspicious Motor Vehicles.....	16
	Complaints of occupied, unoccupied, abandoned, and junked motor vehicles.	
L.	Liquor Establishments.....	00
	Complaints of problems with patrons.	
M.	Fights or Brawls.....	07
	Complaints of persons fighting where no criminal arrests were made.	

- N. Self Initiated Field Activity.....227
 All initiated activity by the officer to include, but not limited to, routine security checks of area industries, businesses, city parks, residences, and compliance checks of local liquor establishments.
- O. Juvenile Problems.....12
 Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.
- P. Miscellaneous Incidents.....46
 Includes arrest warrants served, recovered property calls, and all unfounded calls for police service. This category includes unfounded 9-1-1 calls investigated by Department members during the month.
- Q. Welfare Checks.....23
 Includes calls to check on the well being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.
- R. Gas Drive Off.....04
 Routine non-theft investigations where a motorist drove away without paying for their gas. Typically involves a driver, store employee, or credit card reader error.

Department Mileage and Fuel Consumption

Department members patrolled a total of 14,590 miles with Department vehicles, consuming 1,296 gallons of fuel. The fleet averaged 11.2 miles per gallon of fuel during the month.

Department Training

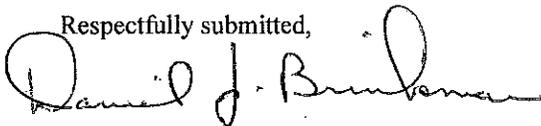
Eleven officers completed a total of 112 hours of specialized training, of which, 56 training hours were at no cost to the department.

Public Education

Sgt. Waterstreet gave a 2 hour presentation at the Door County Rod and Gun Club on the issues surrounding the new Concealed Carry law followed by a Question and Answer session.

Officer Steve Meisner represented the Sturgeon Bay Police Department at the NWTC job fair and also provided information to the county business leaders on Wisconsin's new Crime Alert Network.

Respectfully submitted,



Daniel J. Brinkman
 Captain

BEVERAGE OPERATOR LICENSES

1. Bohling, Steve F.
2. Buesing, Jamie C.
3. Guo, Fen Fa
4. Hanson, Brittany M.
5. Jacobson, Dirk L.
6. Kasbohm, Shannon M.
7. Poon, Wai Ping
8. VanDreese, Steve E.

TEMPORARY CLASS B BEER

Door County Habitat for Humanity
Agent: Rick Nelson
Sunset Park – 747 North Third Avenue
Sturgeon Bay, WI 54235
May 19, 2012

Door County Century
Agent: Sean Ryan
Door County Fairgrounds – 812 North 14th Avenue
Sturgeon Bay, WI 54235
September 9, 2012

TEMPORARY CLASS B WINE

Joint Professional Law Enforcement Association of Door County
Agent: Tammy Sternard
Martin Park – Third Avenue & Oregon Street
Sturgeon Bay, WI 54235
July 11, 2012

Joint Professional Law Enforcement Association of Door County
Agent: Tammy Sternard
Martin Park – Third Avenue & Oregon Street
Sturgeon Bay, WI 54235
June 27, 2012

TEMPORARY CLASS B BEER & TEMPORARY CLASS B WINE

Door County Fall 50
Agent: Sean Ryan
Sunset Park – 747 Third Avenue
Sturgeon Bay, WI 54235
October 20, 2012

Sturgeon Bay Open Bass Tournament
Agent: Ken Ellis
Sawyer Park – Neenah Avenue
Sturgeon Bay, WI 54235
May 17 – 20, 2012

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to accept staff recommendation to operate the Stone Harbor marina in partnership with Stone Harbor, to rent five slips on a seasonal basis at \$2,500 per slip, and to rent the remainder of the slips on a transient basis in accordance with Council approved rates.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE
By: James Abeyta, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 10, 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: Stone Harbor Marina Operation

Background: Since the construction of the Stone Harbor Marina in 2000 the city has contracted with various operators for the management of the Marina. As you will recall, the 2012 budget includes revenues from the marina through operation of the marina by the city. An important component to the successful and profitable operation of the marina is a partnership with Stone Harbor Resort. Stone Harbor has agreed to (AT NO COST):

- Accept, coordinate and manage all telephone and radio reservations for the marina
- Receipt all transactions and remit all fees to the city on a monthly basis
- Provide housekeeping services to clean the city rest rooms twice a day
- Make available to all slip renters all facilities of Stone Harbor (indoor pool, outdoor pool, fitness room and locker rooms)

This relationship with Stone Harbor will allow the city to provide more attention to dock maintenance, refuse removal, landscaping and public walkway maintenance and repair.

Fiscal Impacts: \$20,000.00+

Recommendation: Staff recommends:

- City operation of the Marina
 - Partner with Stone Harbor for use of their facilities (indoor pool, outdoor pool, fitness room and locker rooms)
- Rent five (5) slips on a seasonal basis (\$2,500 per season)
- Rent the remainder of the slips on a transient basis In accordance with council approved rates

Prepared By:

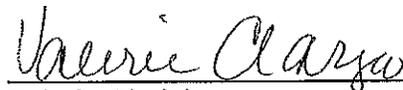


Bob Bordeau
Municipal Services Superintendent

Date:

4/2/2012

Reviewed By:

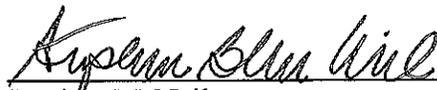


Valerie Clarizio
Finance Director/City Treasurer

Date:

3/30/12

Reviewed By:



Stephen McNeil
City Administrator

Date:

3.30.12

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend approval of the preliminary plat for the Cottages at Deer Run Village, subject to the following conditions:

- 1. Approval of the final PUD zoning ordinance by the Common Council.
- 2. E. Compass Street to be dedicated to the public.
- 3. Approval of the plat by the State.
- 4. Approval of the sanitary sewer and water mains by Sturgeon Bay Utilities.
- 5. Creation of any necessary utility easements, if needed by Sturgeon Bay Utilities or the City Engineer.
- 6. Approval by the City Engineer of the drainage plan for the subdivision.

Respectfully submitted:
CITY PLAN COMMISSION
By Dan Wiegand, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: April 18, 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

Preliminary Plat - The Cottages at Deer Run Village

Petition: The Cottages at Deer Run Village, LLC (Bruce Tully, agent) seeks approval of the preliminary plat for The Cottages at Deer Run Village. The plat creates 17 lots out of three existing parcels totaling 20.5 acres. The property is currently owned by Roen Salvage Company. The plat facilitates implementation of Phase 4 of the Planned Unit Development for the Deer Run senior housing development.

Plat Layout: The proposed plat creates 14 lots intended for single-family homes. In addition, one lot (Lot 8) is intended for a clubhouse facility for the entire Deer Run development. This lot is 0.63-acre and is centered in the plat. The other two lots are large parcels that are included in the plat because the proposed street right-of-way is taken from these two lots. Lot 17 is the proposed site of the previously approved assisted living facility (CBRF) that is Phase 3 of the Deer Run Village. Lot 16 is intended for future development.

The plat extends Compass Street easterly from Ridgeway Drive. All 17 lots front on this street. The street is planned to be a public street and should be dedicated to the public by the plat. The revised plat shows it as being dedicated. The street is consistent with the overall development plan for Deer Run.

The single-family lots are 45 feet wide by 92 feet deep, except Lots 1 and 2 have 55 feet of width and Lots 3 and 15 have 48 feet. These lots need extra width because they are corner lots or perimeter lots requiring greater side yards. None of these lots comply with the usual size requirements, but they are consistent with the proposed PUD. The PUD proposes very compact lots surrounded by common open space that lowers the net density.

Two outlots are within the proposed preliminary plat. Outlot 1 is intended to be divided at a later date as a future phase of Deer Run Village. Outlot 2 is common open space serving this portion of the development. Between this open space and the community clubhouse, there is 2.2 acres of common space within the plat. This is proportionate to the overall approved plan for the Cottages at Deer Run Village.

Considerations: The Community Development Director and City Engineer have been working with the developer to ensure that the proposed plat meets the City's requirements. The revised proposed plat was submitted in time for the Plan Commission to review. The necessary changes have been made and the plat complies with the subdivision and platting standards (assuming the Planned Unit Development zoning is approved by the Common Council).

Other issues relating to the plat include:

Utilities – All lots would be serviced by municipal sanitary sewer and water facilities. The water and sanitary sewer extensions are consistent with the approved preliminary PUD. The water will be looped. Hydrant spacing, pipe size and materials, and laterals are all fine. The only potential concern is the lateral serving the clubhouse is only 1-inch service. If this facility has any heavy water usage, such as a lawn sprinkling system or pool, a larger pipe would be beneficial.

Sanitary service for Lots 1 and 2 is via gravity main leading back to Ridgeway Drive sewer. The other lots connect to new gravity main draining toward the southeast corner of the plat. A force

main that was approved for previous Deer Run phases takes sewerage back to Ridgeway Drive sewer main. The sanitary sewer main requires approval from Sturgeon Bay Utilities.

Electical service can be accommodated in the 12-ft utility easement that is shown along the north side of Compass Street. SBU reports no concerns with the electrical service.

Stormwater - In terms of stormwater runoff, the proposal is to drain the lots southerly into Compass Street. Compass Street drains easterly to the east edge of the plat. From there it is routed northerly into a detention facility. This pond is temporary until future phases of the development are commenced and the large permanent stormwater pond is constructed in the middle of the open space area. The City Engineer is reviewing the stormwater management report that was submitted with the plat.

In addition to City approval, the plat must be approved by the State.

Plan Commission Action: The Plan Commission unanimously recommends approval of the preliminary plat subject to the following:

1. Approval of the final PUD zoning ordinance by the Common Council.
2. E. Compass Street to be dedicated to the public.
3. Approval of the plat by the State.
4. Approval of the sanitary sewer and water mains by Sturgeon Bay Utilities.
5. Creation of any necessary utility easements, if needed by Sturgeon Bay Utilities or the City Engineer.
6. Approval by the City Engineer of the drainage plan for the subdivision.

Recommendation: Approval of the Plan Commission recommendation.

Prepared by:	<u>Marty Olejniczak</u>	<u>4-23-12</u>
	Marty Olejniczak Community Development Director	Date
Reviewed by:	<u>Tony Depies</u>	<u>4-23-2012</u>
	Tony Depies City Engineer	Date
Reviewed by:	<u>Steve McNeil</u>	<u>4-23-12</u>
	Steve McNeil City Administrator	Date

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend approval of the final PUD for the Cottages at Deer Run Village, subject to the following requirements and conditions:

A. Underlying zoning: The underlying zoning district shall be R-3 Single-Family Residential. The zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below or in the approved final PUD site plan.

B. Height and area requirements: The requirements of the underlying R-3 district shall apply except as follows:

1. Lot Size: The minimum lot size shall be 4,000 square feet.
2. Lot Width: The minimum lot width shall be 45 feet.
3. Density: The minimum lot area for a single-family dwelling shall be 4,000 square feet. The density requirement for two-family or multiple-family dwellings shall follow the R-3 district.
4. Street Yard. The minimum street yard shall be 20 feet.
5. Side Yard. The minimum side yard shall be 5.5 feet.
6. Rear Yard: The minimum rear yard shall be 12 feet.
7. Corner Lots: On corner lots, the minimum street side yard shall be 8.5 feet and the minimum interior side yard shall be 5 feet.
8. Perimeter setbacks. The minimum yard (setback) from the west line of the Planned Unit Development shall be 10 feet for a side yard and 25 feet for a rear yard.

C. Miscellaneous:

1. Permanent open space must be created via platting or other legal mechanism. The amount of open space shall be sufficient to keep the residential density at 4.2 units per acre or less.
2. The temporary stormwater detention area may be removed at the discretion of the City Engineer if permanent detention facilities are constructed that can accept and manage the stormwater.
3. The water main serving this planned unit development shall be extended to connect with the existing water main running along Tacoma Beach Road.
4. A development agreement shall be entered into between the property owner and City regarding future street improvements along Clay Banks Road.

Respectfully submitted:
CITY PLAN COMMISSION
By Dan Wiegand, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: April 18, 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

Final PUD – The Cottages at Deer Run Village

Petition: The Cottages at Deer Run Village, LLC (Bruce Tully, agent) petitions for approval of a final Planned Unit Development (PUD) for another phase of the Deer Run senior housing development. This phase involves 14 single-family lots along with community open space, including a community center building. The proposed development is located on the south portion of a 12.13-acre parcel of land. It is to the northwest of the previously approved phases of Deer Run and is situated along the north side of the extension of Compass Street. The land is being purchased from Roen Salvage Company.

Existing Conditions: The current site is a vacant field with Two-Family Residential (R-3) zoning classification. None of the existing zoning, land use, or physical conditions of the site and surrounding land has changed since the preliminary PUD was approved.

Comprehensive Plan: The Future Land Use Map of the Sturgeon Bay Comprehensive Plan identifies this subject area for predominantly residential use at a density up to 4 units per acre. Other plan recommendations pertaining to this site include the need for a future park somewhere in the general vicinity of Division Rd./Clay Banks Road/Tacoma Beach Rd. The overall approved preliminary PUD for the proposed cottages has 50 dwelling units on 12.13 acres for a net density of 4.12 units per acre. But, when the north and west halves of the perimeter public streets are factored in, the project has a density of 3.80 units per acre. The proposed final PUD is a portion of the overall preliminary PUD, but the open space that is provided has been prorated to match the overall PUD. In staff's opinion, the proposal is not in conflict with the Comprehensive Plan.

PUD Zoning Issues: The proposed uses within the project – single-family homes and a clubhouse – are permitted uses within the R-3 district. The development proposes to cluster the homes on small lots with lesser building setbacks in exchange for common open space. So, the PUD is needed primarily to provide relief from the minimum lot size requirements and the setback requirements. The proposal calls for lots as narrow as 45 feet and as small as 4,140 square feet. The R-3 district requires 70 feet of width and 7500 square feet of area. The proposed building setbacks are 20-ft. front yard, 5.5-ft. side yard and 12-ft. rear yard. Corner lots are proposed to have an 8.5-ft. street side yard and 5-ft. interior side yard. These setbacks would be in place of the R-3 standards of 25-ft. front and rear yards and 10-ft. side yard. It is noted that Lot 1 is a perimeter lot, so the 10-ft. side yard will still apply to that lot. The proposed parameters for the PUD zoning were created by staff and recommended for approval by the Plan Commission.

Final PUD design: The plans were prepared by Trapezium Consulting Group. The layout for Compass Street and for the 14 lots and clubhouse lot conforms to the approved preliminary PUD. The only change is Lot 1 was widened by 5 feet and the clubhouse lot correspondingly narrowed by 5 feet to account for the perimeter building setback.

Open Space. An issue for the final PUD is to ensure that sufficient open space is included in this phase of the development. Since the smaller lots are being permitted in exchange for surrounding open space, it is important that enough open space is included proportionate to the number of lots being created. The amount of open space

provided with this phase is proportionate of the overall PUD and, hence, this issue is met.

Street Design. Compass Street is the only street proposed for this phase. It conforms to the City's residential street standards for right-of-way and street width. It is proposed to have curb and gutter, as well as sidewalks.

Utilities. The development will be served by municipal utilities. The engineered utilities plan was submitted. The water main is extended from Ridgeway Drive and will be looped back to Tacoma Beach Road per earlier agreements. Lots 1 and 2 are served by gravity sanitary sewer leading to the sewer main in Ridgeway Drive. The rest of the development has sanitary sewer that flows easterly to a lift station and force main to get the sewerage back to the Ridgeway Drive sanitary sewer main.

Stormwater Management. The developer submitted a stormwater management plan. Runoff from this development is proposed to flow into Compass Street and then easterly. A temporary detention plan is proposed along the east edge of the platted area to handle the storage and reduction of suspended solids. The water eventually is routed to Samuelson Creek. The temporary detention pond would eventually be replaced when the large pond is built as future phases are developed. There are no major concerns with the stormwater management plan, but some engineering details are still being worked out by City staff and the engineer for the developer.

Landscaping. A landscaping plan was submitted for the clubhouse site. Staff sees no issues with the plan. Landscaping within the individual lots will be left up to the developer or lot owner, as is typical for subdivision-type PUD's. Street trees are shown along Compass Street, as required under the municipal code. The City Forester has the final approval of the specific location and species.

Building Design. The homes are proposed be approximately 1200 sq. ft. in size with attached garages. They are planned as single-story homes. Sample building designs were submitted with the preliminary PUD. The proposed homes fit the R-3 standards and there appears to be no need to have any PUD rules for the homes or design standards.

The clubhouse is a larger structure at 3,264 square feet. This building has not been designed yet. If the Council desires, it could require that the building plans be approved by the City prior to commencing construction. Otherwise, it can simply let the developer determine the design of that building.

PUD Review Criteria: In general, the zoning ordinance directs the Plan Commission and Council to consider whether the proposed development is consistent with the spirit and intent of the zoning code, has been prepared with competent professional guidance, and produces benefits to the City compared with conventional developments. In addition, there are nine specific review criteria listed in the PUD section of the code.

Fiscal Impact: The final improved value of the project site is unknown and will be based upon the value of the homes. The cost of extending utilities and street construction will be borne by the developer. The City would be responsible for ongoing maintenance of Compass Street and the utilities (except for the lift station).

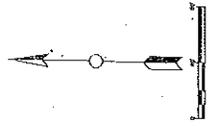
Conclusion/Recommendation: The proposed project is consistent with the overall Deer Run proposed development and the approved preliminary PUD. It matches the intent of the Planned Unit Development section of the zoning code and it appears to be in general conformance with the Comprehensive Plan. Taken as a whole, the development is compatible with the current R-3 zoning given that sufficient open space is included.

Plan Commission Action: The Plan Commission unanimously recommends approval of the final PUD based upon the proposed PUD parameters.

Prepared by: Martin Olejniczak 4-23-12
Martin Olejniczak
Community Development Director Date

Reviewed by: Tony Depies 4-23-2012
Tony Depies
City Engineer Date

Reviewed by: Steve McNeil 4-23-12
Steve McNeil
City Administrator Date



NOTE:
 1. LOCATIONS OF UNDERGROUND UTILITIES IN THIS AREA PROVIDED BY STURGEON BAY UTILITIES. CONTRACTOR SHALL VERIFY ACTUAL LOCATIONS BEFORE STARTING CONSTRUCTION.

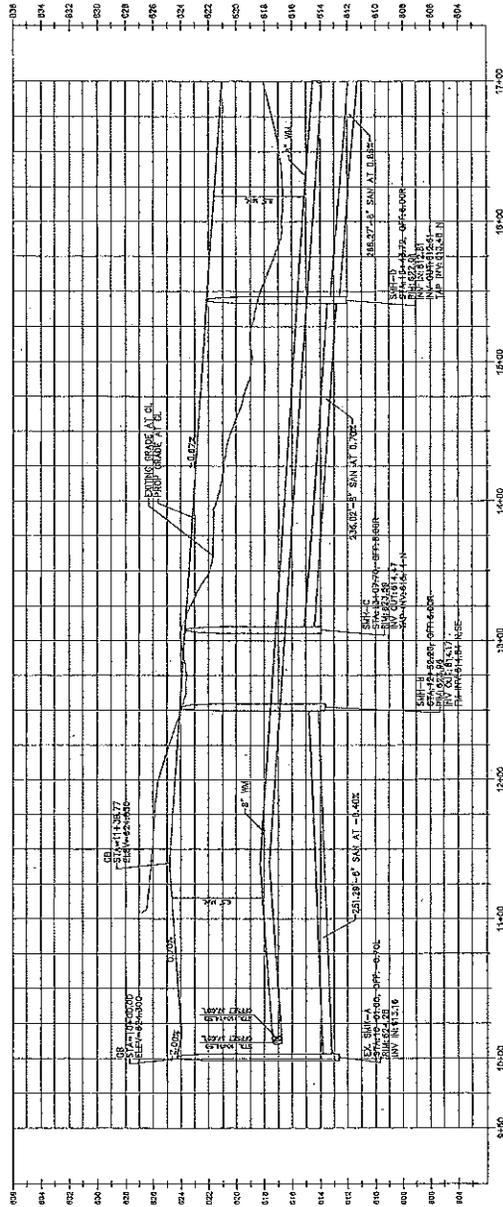
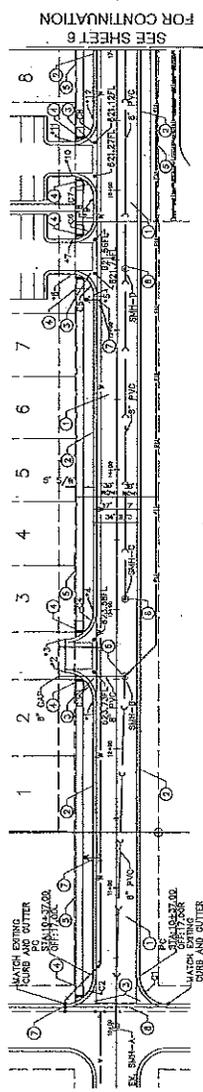
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NUMBER	LENGTH	RADIUS
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03	31.42	20.0
04	31.42	20.0
05	23.86	15.0
06	23.86	15.0
07	23.86	15.0
08	23.86	15.0

CURB RETURN CURVE DATA:
 STATION, OFFSET, GRADE (T/O)

NUMBER	STATION	OFFSET	GRADE (T/O)
1	12+27.70	17.00	024.28
2	12+24.71	17.00	024.29
3	12+21.72	17.00	024.30
4	12+18.73	17.00	024.31
5	12+15.74	17.00	024.32
6	12+12.75	17.00	024.33
7	12+09.76	17.00	024.34
8	12+06.77	17.00	024.35
9	12+03.78	17.00	024.36
10	12+00.79	17.00	024.37
11	11+57.80	17.00	024.38
12	11+54.81	17.00	024.39

- PAVING NOTES
1. ASPHALT ON 10" BASE COURSE
 2. 6" VERICAL CURB AND GUTTER PER STANDARD DET. SEE DET. 800-4.
 3. CONCRETE VALLEY CUTTER PER DETAIL ON SHEET 10
 4. 2" SUBGRADE PER WISCONSIN D.O.T. STD. DET. 802-2.00
 5. 8" SUBGRADE
 6. 6" SUBGRADE
 7. 6" SUBGRADE
 8. 6" SUBGRADE
 9. 6" SUBGRADE
 10. 6" SUBGRADE
 11. 6" SUBGRADE
 12. 6" SUBGRADE



THE COTTAGES AT DEER RUN VILLAGE
 STURGEON BAY, WISCONSIN
 CLAY BANKS ROAD: STA. 9+50 TO STA. 17+00

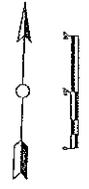


PROJECT NO.	10000
DATE	12/15/2010
SCALE	AS SHOWN
BY	W. J. ...
CHECKED BY	...
APPROVED BY	...

THE TRAPEZIUM CONSULTING GROUP, LLC
 EXPERIENCE · INTEGRITY · PERFORMANCE
 ENVIRONMENTAL
 PLANNING
 CIVIL DESIGN



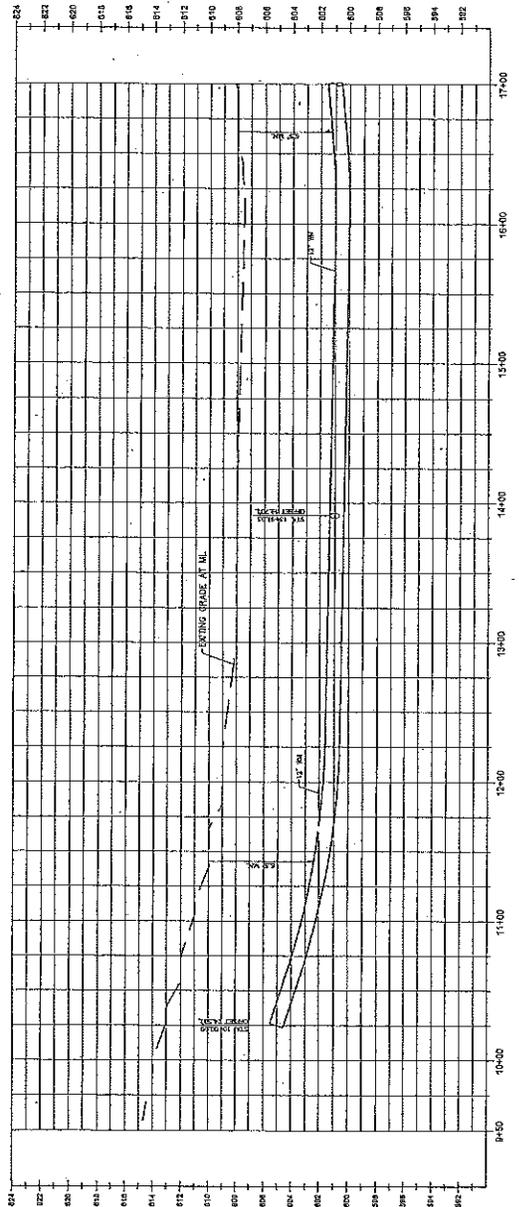
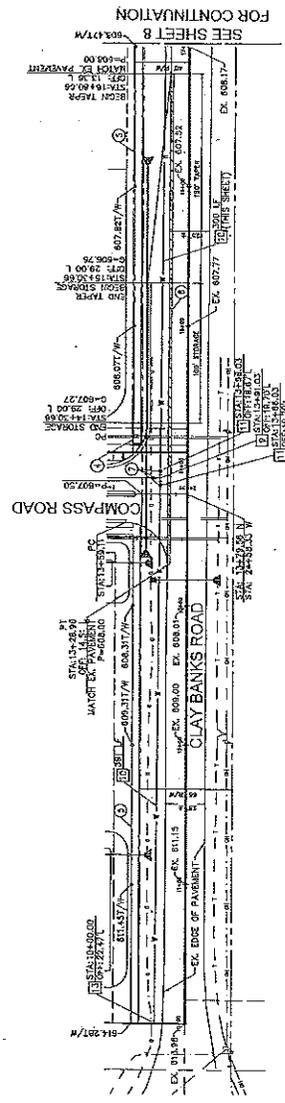
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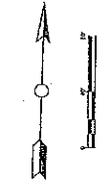


NOTE:
 1. LOCATIONS OF UNDERGROUND UTILITIES IN THIS AREA PROVIDED BY STURGEON BAY UTILITIES. CONTRACTOR SHALL VERIFY ACTUAL LOCATIONS BEFORE STARTING CONSTRUCTION.

CALL OUT	PAVING NOTES
1	3" ASPHALT ON 10" BASE COURSE
2	1" CURB ON 10" BASE COURSE
3	1" SIDEWALK ON 10" BASE COURSE
4	1" VALLEY CUTTER PER DETAIL
5	1" SIDEWALK
6	ADJUST MANHOLE TO FINAL PAVING ELEVATION
7	ADJUST WATER VALVE TO FINAL PAVING ELEVATION
8	SAW CUT, REMOVE AND REPLACE EXISTING PAVEMENT

CALL OUT	WATER PLAN NOTES
1	8" D.I.P. WATER MAIN
2	FIRE HYDRANT ASSEMBLY COMPLETE
3	8"x8" TEE
4	8" VALVE AND COVER
5	6" TAPPING SLEEVE
6	8" 45° BEND
7	1" COPPER WATER SERVICE
8	8" CAP AND 2" BLOW OFF ASSEMBLY
9	12"x12"x6" TEE
10	12" D.I.P. WATER MAIN
11	12" VALVE AND COVER
12	12" 45° BEND
13	12" CAP AND 2" BLOW OFF ASSEMBLY

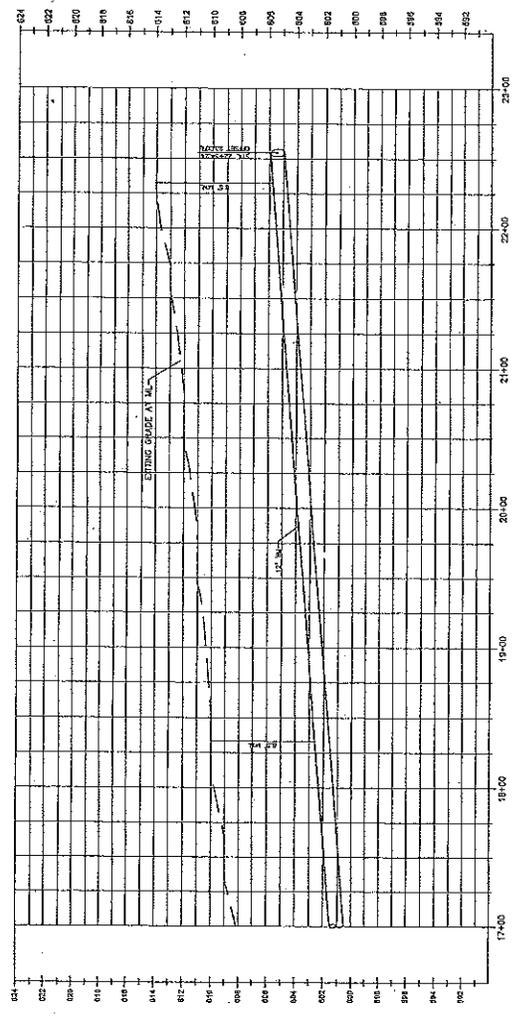
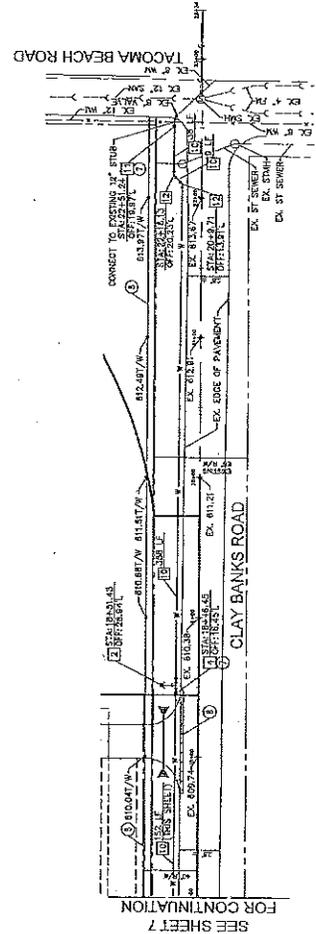




NOTE:
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CALL OUT	PAVING NOTES
1	3" ASPHALT ON 10" BASE COURSE
2	8" VERTICAL CURB AND GUTTER PER WISCONSIN D.O.T. STD. DET. BIAS-5.
3	CONCRETE VALLEY GUTTER PER DETAIL ON S11 SHEET 10
4	SIDEWALK RAMP PER WISCONSIN D.O.T. STD. DET. BIAS-10D
5	SIDEWALK
6	ADJUST MANHOLE TO FINAL PAVING ELEVATION
7	ADJUST WATER VALVE TO FINAL PAVING ELEVATION
8	SAW CUT, REMOVE AND REPLACE EXISTING PAVEMENT

CALL OUT	WATER PLAN NOTES
1	8" D.I.P. WATER MAIN
2	FIRE HYDRANT ASSEMBLY COMPLETE
3	8"x8" TREE
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6	8" 45° BEND
7	1" COPPER WATER SERVICE
8	8" COP AND 2" BLOW OFF ASSEMBLY
9	12"x12"x8" TREE
10	12" D.P. WATER MAIN
11	12" VALVE AND COVER
12	12" 45° BEND
13	12" CAP AND 2" BLOW OFF ASSEMBLY



SEE SHEET 7 FOR CONTINUATION

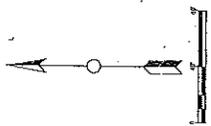


C12
 SHEET NO.
 PROJECT NO.
 DATE



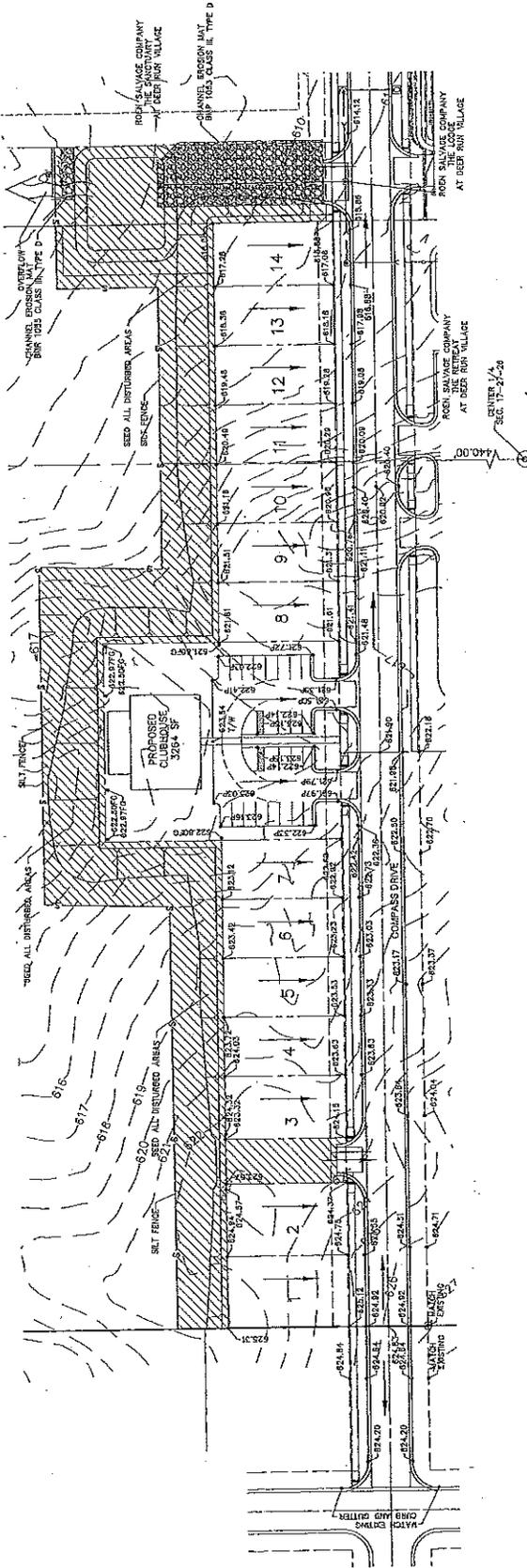
THE COTTAGES AT DEER RUN VILLAGE
STURGEON BAY, WISCONSIN
STORM WATER MANAGEMENT PLAN

THE TRAPEZIUM CONSULTING GROUP, LLC
 ENGINEERING - INTERIOR - PERFORMANCE
 ENVIRONMENTAL
 PLANNING
 AND DESIGN



LEGEND

	DUST CONTROL
	EROSION MAT
	OVERFLOW RELIEF ROUTE
	STABILIZED CONSTRUCTION
	SILT FENCE P/R
	SEED AREA
	TEMPORARY ORANGE PLASTIC CONSTRUCTION FENCE



RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend amending Section 20.15(1)(b) of the Municipal Code (Zoning Code) regarding use regulations in the C-2 District as follows:

(b) Residential use, when incorporated in a multi-use building and using less provided such use covers not more than 50 percent of the available combined floor area of all principal buildings within the lot.

Respectfully submitted:
CITY PLAN COMMISSION
By Dan Wiegand, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: April 18, 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: Residential Use in C-2 District

Background: Currently, the C-2 zoning district has a permitted use that reads "residential use when incorporated in a multi-use building and using less than 50% of the available floor area". This use has been successfully used for the many downtown buildings that have apartments in the upper floor or in the back of the building. The idea is that the primary use of the property stays commercial since the residential use is limited to 50% of the building.

There are a few situations in the C-2 district where there are multiple buildings on a parcel and a separate building is (or could potentially be) used for residential purposes. An example is the dwelling located on the Dorchester Nursing Home property. Under the current code, the separate building cannot be used more than 50% residential even though the overall floor area on the parcel would be less than 50% residential. In situations such as these using an entire building for residential purposes likely meets the intent of the code, as long as the overall property stays primarily commercial.

To make the residential option in the C-2 district less restrictive, the proposed amendment was drafted. The amendment revises the provision to allow the 50% rule to apply to the entire parcel rather than the individual building. Therefore, parcels with multiple buildings could have one building be residential as long as it didn't exceed 50% of overall floor area.

Fiscal Impact: Other than the cost of the public hearing and publishing the ordinance, there is likely no impact.

Plan Commission Action: The Plan Commission unanimously recommends approval of the zoning text amendment. To formally enact the provision, a public hearing and Council approval is required.

Options for Common Council: The Council can:

1. Approve the recommendation. A public hearing would then be scheduled and the formal adoption process would begin.
2. Reject the recommendation. The proposed amendment would not be implemented.
3. Refer the matter back to Plan Commission for additional study.

Recommendation: Approve the recommendation so that the formal adoption process can begin.

Prepared by: Martin Olejniczak 4-23-12
Martin Olejniczak Date
Community Development Director

Reviewed by: Steve McNeil 4-23-12
Steve McNeil Date
City Administrator

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the lease between the City and the Sturgeon Bay Yacht Club with the following changes: For the year beginning February 7, 2012, to February 6, 2013, the value is established at \$900,000 and multiplied by the City rate of \$7.56247/\$1,000 for a rental fee of \$6,806.23 payable on July 1, 2012. The annual rental fee shall be due on July 1 of each year thereafter that the agreement is in effect.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

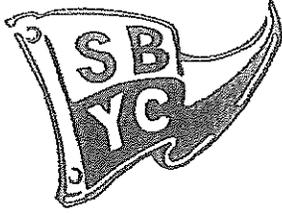
Dated: April 24, 2012

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

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



STURGEON BAY YACHT CLUB
600 Nautical Dr., Sturgeon Bay, WI 54235
(920) 743-6934 Fax: (920) 743-0960
E-mail: sbyc@doorpi.net

March 27, 2012

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

Attention: Finance, Purchasing & Building Committee

To Whom It May Concern:

Due to a change in our dues payment schedule to try to even out our cash flow, we have found that we have a dip in our income in the very early part of the year and therefore we would like to petition the city to change the due date on our Annual Real Estate Rental Fee to July 1st of each subsequent year.

Thank you in advance for considering our request.

Sincerely,

STURGEON BAY YACHT CLUB

A handwritten signature in cursive script that reads "Lisa Cofrin".

Lisa Cofrin
Commodore

AMENDMENT TO LEASE

AGREEMENT made by and between the CITY OF STURGEON BAY, Wisconsin, a municipal corporation in Door County, Wisconsin, hereinafter referred to as "CITY" and the STURGEON BAY YACHT CLUB, a Wisconsin business corporation, hereinafter referred to as the "CLUB".

WHEREAS, CITY and CLUB have entered into a lease agreement beginning February 7, 2002 for the premises described on Addendum A in the City of Sturgeon Bay, Wisconsin.

AND WHEREAS, the Common Council of the City of Sturgeon Bay, Wisconsin did on the ____ day of _____, 2012, duly pass a recommendation of the Finance/Purchasing & Building Committee of the City of Sturgeon Bay, authorizing amendment to said lease agreement, as hereinafter outlined.

NOW, THEREFORE, CITY in consideration of the covenants and conditions set forth in said Lease Agreement, does hereby amend said Lease Agreement and grant to CLUB, and CLUB hereby accepts said premises therein set forth upon the terms and conditions set forth in said Lease Agreement, which is incorporated herein by reference, except as the terms and conditions are amended as follows:

The following clause on page two of said Lease Agreement reading as follows:

3. RENTAL FEE OF LEASED PREMISES: The annual rental fee shall be determined using the following manner: The City Assessor shall establish a value for the property which shall then be multiplied by the City's tax rate to arrive at the annual rental fee. For the year beginning February 7, 2002 and ending February 6, 2003 the value is established at \$600,800 and multiplied by the City rate of \$9.02/\$1,000 for a rental fee of Five Thousand Four Hundred Nineteen Dollars and Twenty Two Cents (\$5,419.22). payable on the date of execution of this lease. The same formula will be used each year to determine the annual rental fee. In the event of a revaluation; or facility expansion, enlargement, or any other improvements to the facility, the City Assessor shall adjust the value to reflect such changes. The annual rental fee shall be due on the same day of each year thereafter that the agreement is in effect.

is hereby amended to read as follows:

3. RENTAL FEE OF LEASED PREMISES: The annual rental fee shall be determined using the following manner: The City Assessor shall establish a value for the property which shall then be multiplied by the City's tax rate to arrive at the annual rental fee. For the year beginning February 7, 2002 2012 and ending February 6, 2003 2013 the value is established at ~~\$600,800~~ \$900,000 and multiplied by the City rate of ~~\$9.02~~ \$7.562474/\$1,000 for a rental fee of ~~Five Thousand Four Hundred Nineteen Dollars and Twenty Two Cents (\$5,419.22)~~ Six Thousand Eight Hundred Six Dollars and Twenty Three Cents (\$6,806.23) payable on

STURGEON BAY YACHT CLUB BY:

Dated: _____

Commodore

Dated: _____

Secretary

STATE OF WISCONSIN)

) SS

COUNTY OF DOOR)

Personally came before me, this _____ day of _____, 2012, the above named _____, Commodore and _____, Secretary of the above named corporation, to me known to be such Commodore and Secretary of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

Notary Public, State of Wisconsin
My Commission: _____

This Instrument Drafted By:
Attorney Randall J. Nesbitt
Pinkert, Law Firm LLC
454 Kentucky Street, P.O. Box 89
Sturgeon Bay, WI 54235-0089
Telephone No.: (920)743-6505

ADDENDUM A

A tract of land located partly in Subdivision 76 and partly in Subdivision 77, City of Sturgeon Bay and described as follows:

Commencing at the Southeast corner of Section 7, T. 27 N., R. 26 E., thence N 13°31'48" E 1243.21 feet to the intersection with the westerly line of Nautical Drive, thence N 40°06'30" W along said westerly line of Nautical Drive 365.85 feet to an existing iron pipe, thence N 07°17'15" E 81.50 feet to the intersection with the easterly line of said Nautical Drive and the point of real beginning, thence n 54°41'00" E 139.56 feet to the intersection with the face of a dock wall, thence along said face of a dock wall as follows: S 36°20'45" E 25.38 feet, N 51°56'30" E 247.40 feet, S 38°01'28" E 138.26 feet, S 52°04'06" W 141.42 feet, S 23°07'16" W 38.88 feet and S 75°46'21" W 40.56 feet, thence S 54°41'00" W 167.68 feet to the intersection with said easterly line of Nautical Drive, thence N 40°06'30" W along said easterly line of Nautical Drive 164.43 feet to the point of real beginning.

Said tract contains 57,178 square feet of land.

EXECUTIVE SUMMARY

TITLE: Request from Door County Floral to place display on sidewalk.

BACKGROUND: Section 8.06 of the Municipal Code prohibited encroachment upon or obstruction on any sidewalk except when permission is expressly given by the Common Council.

The attached letter from D C Floral explains what they would like to do and requests permission from the Common Council. They are aware that it is necessary to maintain a 6 foot area for pedestrians.

FISCAL IMPACT: None.

RECOMMENDATION: Allow request from D C Floral or Deny Request from D C Floral.

PREPARED BY: Stephanie L. Reinhardt
Stéphanie L. Reinhardt, City Clerk

APPROVED BY: Steve McNeil
Steve McNeil, City Administrator

DATE: April 26, 2012



**Door County Floral
60 S. Madison Ave
Sturgeon Bay, WI 54235
(920) 818-0680**

To Whom It May Concern:

I am writing this letter as a request for approval to create a display area for outdoor plants. I have attached a picture of the area in which I wish to put these displays up, and have also provided a rough sketch of the displays desired. I am more than aware that I am to allow at least 6FT of walking space for pedestrians when hanging items over/obstructing the side walk, and will adhere to these stipulations. The structure will consist of four metal brackets with two steel rods placed between, and will be 25ft, approximately, in length combined. I am planning on using this area for any seasonal/holiday outdoor plants & wreaths. When this display is not in use I will also remove as much of the structure, as feasible, to reduce any possible "eye sores".

Please feel free to contact me with any questions, or if you desire more explanation.

Thank you,
Jeremy Stichman
Owner & Master Designer
Door County Floral

Email – doorcountyfloral@gmail.com

Day Phone – (920) 818-0680

Evening Phone – (920) 857-7291



8.06 Obstructions and encroachments.(1) *Prohibited.*

- (a) No person shall encroach upon or in any way obstruct or encumber any street, alley, sidewalk, public grounds or land dedicated to public use or any part thereof, or permit such encroachment or encumbrance to be placed or remain on any public way adjoining the premises of which he/she is the owner or occupant, except as provided in subsection (2).
- (b) The placing of merchandise or moveable signs upon the public sidewalks or streets without specific authorization from the city council is an encroachment contemplated by this section.
- (c) If the owner or occupant of adjoining property suffers or permits a nonexempt encroachment or encumbrance upon any street, alley, sidewalk, public grounds or land dedicated to public use or any part thereof, the police department shall order the immediate removal of such encroachment or encumbrance. Such order shall be delivered by personal service upon the owner or occupant of the adjoining premises and shall state in the order the penalty as provided in section 25.04 of this Municipal Code for failure to remove the encroachment or encumbrances.
- (d) If the order is not immediately complied with, a citation may be issued for the appropriate penalty as indicated in section 25.04 of this Municipal Code.

(2) *Exceptions.* The prohibition of subsection (1) shall not apply to the following:

- (a) Clocks attached to buildings which project not more than six feet from the face of such building and which do not extend below any point ten feet above the sidewalk, street or alley. Signs are subject to the provisions of section 27.11 of this Municipal Code.
- (b) Awnings which do not extend below any point seven feet above the sidewalk, street or alley.
- (c) Public utility encroachments duly authorized by state law or the city council.
- (d) Outdoor seating, outdoor display of merchandise, outdoor plant displays, or fixtures, only when permission is expressly given by the city council by application therefor.
- (e) When permission is expressly given by the city council upon application therefor.
- (f) Sidewalk cafes. Restaurants creating an outdoor seating area in the public right-of-way immediately adjacent to the restaurant may, upon approval by the city council following application to the city clerk, occupy and use a portion of the city right-of-way as approved by the city council and subject to the sidewalk cafe policy and procedures adopted by the City of Sturgeon Bay. The application fee for a sidewalk cafe shall be identified in the sidewalk cafe policy and procedures as adopted by the City of Sturgeon Bay. Any restaurant which obtains approval from the city council to serve

alcohol upon the public right-of-way shall, in addition to receiving authorization under this section, obtain an amendment to its alcohol beverage license permitting service and consumption of alcohol upon the public right-of-way.

(g) **Encroachments.** Encroachments into public rights-of-way for such proposed use including but not limited to outdoor seating, outdoor display of merchandise, and outdoor plant displays located in the Waterfront Redevelopment Area subject to the following:

1. The minimum cleared sidewalk width shall at all times be six feet.
2. The owner of the building housing the business encroaching into the right-of-way shall sign and file a "Hold Harmless and Indemnification Agreement" relieving the city of any legal liability related to the encroachment.
3. Restaurants adding outdoor seating shall be reviewed by the department of health and human services.
4. If portions of this section conflict with provisions in other sections of this Municipal Code, such as regulations that would prohibit proposed encroachments or be more restrictive regarding regulation of proposed encroachments, the more restrictive provision(s) shall govern.
5. Encroachments under this subsection located in the Waterfront Redevelopment Area must be approved by the common council.
6. Encroachments under this subsection, excepting those for sidewalk cafes, shall require an annual permit to be issued by the office of the city clerk upon payment of a \$25.00 fee.

(Code 1992, § 8.06; Ord. No. 1024-999, § 1, 9-9-99; Ord. No. 1147-0705, §§ 1, 2, 7-5-05)

8.07 Trees and shrubs.

(1) *Statement of policy and applicability of section.*

(a) *Intent and purpose.* It is the policy of the city to regulate and establish policy for the control of planting, removal, maintenance and protection of trees and shrubs in or upon all public areas and terrace areas of the city to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks, or other public areas; to promote and enhance the beauty and general welfare of the city; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs located in public areas; and to guard all trees and shrubs, both public and private, within the city against the spread of disease, insects or pests.

(b) *Applicability.* The provisions of this section shall apply to trees and shrubs growing or hereafter planted in or upon public areas and terrace areas and also to all trees and shrubs growing or to be planted in or upon any private premises which shall threaten the life, health, safety, or welfare of the public or of any public areas.

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 Two-Family Residential (R-3) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

A tract of land located partly in the SE ¼ of the NW ¼, and partly in the SW ¼ of the NE ¼ of Section 17, T27N, R26E, City of Sturgeon Bay and being a part of Lot 2 of Certified Survey No. 2689 recorded in Volume 16 of Certified Survey Maps, Page 151 and more particularly described as follows:

Commencing at the SW corner of said Lot 2, thence N 01°32'08" W along the Westerly line of said Lot 2 380.00 feet to the point of beginning, thence continue N 01°32'08" W along said Westerly line of Lot 2 152.00 feet, thence N 88°29'48" E 110.00 feet, thence S 01°30'12" E 92.00 feet, thence N 88°29'48" E 34.00 feet, thence N 01°30'12" W 92.00 feet, thence N 88°29'48" E 92.00 feet, thence N 01°30'12" W 156.00 feet, thence N 88°29'48" E 512.51 feet, thence S 01°45'45" E 156.00 feet, thence N 88°29'48" E 92.00 feet to the Easterly line of said Lot 2, thence S 01°42'50" E 152.00 feet along said Easterly line of Lot 2, thence S 88°29'48" W 403.88 feet, thence S 88°29'48" W 437.76 feet to the point of beginning.

Said Tract contains 4.701 acres of land.

SECTION 2: The following requirements and conditions are placed upon the property described within the legal description.

A. Underlying zoning: The underlying zoning district shall be R-3 Single-Family Residential. The zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below or in the approved final PUD site plan.

B. Height and area requirements: The requirements of the underlying R-3 district shall apply except as follows:

1. Lot Size: The minimum lot size shall be 4,000 square feet.
2. Lot Width: The minimum lot width shall be 45 feet.
3. Density: The minimum lot area for a single-family dwelling shall be 4,000 square feet. The density requirement for two-family or multiple-family dwellings shall follow the R-3 district.
4. Street Yard: The minimum street yard shall be 20 feet.
5. Side Yard: The minimum side yard shall be 5.5 feet.
6. Rear Yard: The minimum rear yard shall be 12 feet.
7. Corner Lots: On corner lots, the minimum street side yard shall be 8.5 feet and the minimum interior side yard shall be 5 feet.
8. Perimeter setbacks. The minimum yard (setback) from the west line of the Planned Unit Development shall be 10 feet for a side yard and 25 feet for a rear yard.

C. Miscellaneous:

1. Permanent open space must be created via platting or other legal mechanism. The amount of open space shall be sufficient to keep the residential density at 4.2 units per acre or less.
2. The temporary stormwater detention area may be removed at the discretion of the City Engineer if permanent detention facilities are constructed that can accept and manage the stormwater.
3. The water main serving this planned unit development shall be extended to connect with the existing water main running along Tacoma Beach Road.
4. A development agreement shall be entered into between the property owner and City regarding future street improvements along Clay Banks Road.

SECTION 3: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie Reinhardt
City Clerk

EXECUTIVE SUMMARY**DATE:** April 27, 2012**TITLE:** Otumba Park Storm Water Management Improvements

BACKGROUND: In 2008 the Door County Soil and Water Department received a grant to develop plans to improve the quality of the storm water discharged at Otumba Park. It is believed that storm water discharged at the beach is a major source of the e-coli problems that closed the beach several times in 2006 through 2008. Miller Engineers did a preliminary design that includes detention facilities, an infiltration gallery and sediment collection devices be placed under ground in the park. In 2010 we completed the first step toward making the Miller Plan feasible by diverting the storm sewers from Hudson Ave to the new Ironwood Discharge pipe.

Final plans and bid documents were assembled by the Engineering Department and bids will be received on Monday April 30, 2012.

FISCAL IMPACT: Miller estimated the Otumba Park project at \$185,000 and the Soil & Water Department obtained a grant worth \$ 110,825.00 for this project.

RECOMMENDATION: Staff will evaluate the bids and recommend the lowest responsible bidder, without exceeding the budget amounts.

SUBMITTED BY:

Anthony Depies, City Engineer

REVIEWED BY:

Bob Bordeau, Parks Superintendent

EXECUTIVE SUMMARY

Title: Safe Routes to School Implementation Grant & Projects

Background: The Safe Routes to School Program is a federal program that is implemented through the states. The program seeks to improve and increase the number of students walking and biking to school due to the health and environmental benefits. Sturgeon Bay has participated in the program and has a Safe Routes to School Plan, which was completed in 2008. The plan was followed by an implementation grant that was received to purchase a speed board and install several segments of sidewalks. The sidewalks are scheduled to be installed this year. The grant reimburses 100% of eligible project costs.

The State of Wisconsin announced another round of grants. Applications are due May 4th. Projects must promote and/or improve conditions for walking or biking to school. They must focus on students from kindergarten through 8th grade and be located within a two-mile radius of the impacted school. The proposed projects can focus on any of the components of the SRTS program, which are the "five E's" – Education, Encouragement, Engineering, Enforcement, and Evaluation.

At a recent Bicycle and Pedestrian Advisory Board (BPAB) meeting, the Board determined that Sturgeon Bay should apply for another grant and developed a list of potential projects, using input from staff and from the various schools. A total of 12 potential projects were considered (attached). The BPAB members and several aldermen ranked the projects by providing the top five priorities. Based upon the 9 total responses received, four projects came out clearly ahead with fairly broad support, then there is a gap and then several projects got modest support as priorities. The four top-ranked projects are:

1. Sidewalk along south side of Michigan St from existing crosswalk by track to 15th Ave (\$25,000)
2. Sidewalk along 15th Ave from Rhode Island to Utah St (\$43,000)
3. Sidewalk along 12th Ave from Georgia St to Egg Harbor Rd (\$56,000)
4. Purchase permanent solar powered speed board for Michigan Street by schools. (\$6,500)

The projects receiving some support as priorities were:

5. Sidewalk or pathway along 14th Ave from Michigan St to Sunset School (\$36,000)
6. Sidewalk along Georgia St from 8th Ave to 12th Ave (\$61,000).
7. Sidewalk along Louisiana St from 9th Ave to 12th Ave (\$45,000)
8. Sidewalk along Lansing Ave from Green Bay Rd to current end (\$22,000)
9. Sidewalk along Hudson Ave from Maple St to Green Bay Rd (\$84,000)
10. Sidewalk along Georgia St and 9th Ave from 8th Ave to Louisiana St (includes path through Big Hill Park) (\$69,000)

The Council is requested to provide guidance regarding applying for a SRTS grant and which project to seek funding for. There is no official maximum grant amount, but the DOT has advised that there is limited capacity to fund projects over \$300,000. The top four ranked priorities have a total estimated cost of \$130,500. If the next six projects are included, the estimated cost is \$447,500.

Each of the potential projects has pros and cons. The Sturgeon Bay School District reports that the top four priorities are all believed to worthwhile for improving walking to school. The District

supports other sidewalk projects as well, but suggests that projects focus on Sunrise and TJ Walker schools since that is where most of the students will likely walk. The only project that the District had concerns over is the S. 14th Avenue sidewalk. The concerns were that it potentially conflicts with the Memorial Athletic Complex master plan and possibly directs students away from the 15th Avenue sidewalk where there is a crossing guard at Michigan Street. St. John Bosco supports any of the west side projects. St. Peter's School did not comment, but that school is mostly surrounded by a network of sidewalks already.

It is noted that the projects ranked #2 (15th Ave) and #3 (12th Ave) are not currently listed in the SRTS plan. In addition, projects #6 (Georgia St), #8 (Lansing Ave), and #10 (Georgia/9th) are also not specifically identified in the SRTS plan. This is partially due to the fact that the SRTS plan only focused on the areas within 1/2-mile of the schools, but the grant program has a 2-mile radius for eligibility. While it is not required that proposed projects be included in the plan, if such projects are chosen, the plan should be amended to include them.

Fiscal Impact: None. There is no cost to apply for the grant (other than staff time). If approved, project are 100% funded through the grant.

Options for Council: The Council can choose not to apply for a grant. If it decides to apply, it can pick projects off the list developed by the BPAB or it can come up with substitute or additional projects.

Recommendation: Apply for a SRTS implementation grant for the top four priority projects, plus any additional projects that Council has strong consensus on.

Prepared by:	<u>Martin Olejniczak</u> Martin Olejniczak Community Development Director	<u>4-26-12</u> Date
Reviewed by:	<u>Tony Depies</u> Tony Depies City Engineer	<u>4-26-2012</u> Date
Reviewed by:	<u>Arleigh R. Porter</u> Arleigh Porter Chief of Police	_____ Date
Reviewed by:	<u>Steve McNeil</u> Steve/McNeil City Administrator	<u>4-26-12</u> Date

Wisconsin Department of Transportation

2013-2014 Local Program Guidelines

Safe Routes to School Infrastructure and Non-Infrastructure Projects

March 19, 2012

Purpose and Description

Safe Routes to School (SRTS) is an international movement that promotes walking and bicycling to school. In 2005, the United States Congress signed into law a federally funded Safe Routes to School Program, allocating money to all 50 states and the District of Columbia. The goals of the program are:

- To enable and encourage children, including those with disabilities, to walk and bicycle to school.
- To make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age.
- To facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Since the beginning of the SRTS Program, Wisconsin communities and schools have been awarded 130 projects totaling approximately \$13 million. In 2012 approximately \$6 million in funds will be awarded to projects that make bicycling and walking to school a safer and more appealing option for Wisconsin K-8 schools.

The 5 E's

In order to accomplish the goals of Safe Routes to School, communities should focus on the 5 E's. This comprehensive approach allows communities to maximize the number of students walking and bicycling to school. The 5 E's are:

Engineering – Making improvements to the infrastructure surrounding schools that reduce motor vehicle speeds, decrease potential conflict between bicyclists, pedestrians and motor vehicles, and establish safer and fully accessible crossings, walkways, trails and bikeways.

Education – Teaching children about the broad range of transportation choices, instructing them in important lifelong bicycling and walking safety skills, and launching driver safety campaigns near schools.

Enforcement – Enlisting the help of local police departments to focus enforcement efforts in problem areas and increase community awareness of school safety issues.

Encouragement – Using events and activities to promote walking and bicycling and making it fun and appealing to children.

Evaluation – Monitoring and documenting outcomes and trends through the collection of data, including the collection of data before and after the intervention(s).

Desired Outcomes

- Increased bicycle, pedestrian, and traffic safety.
- More children walking and bicycling to and from schools.
- Decreased traffic congestion.
- Improved childhood health.
- Reduced childhood obesity.
- Encouragement of healthy and active lifestyles.
- Improved air quality.
- Improved community safety.
- Reduced fuel consumption.
- Increased community security.
- Enhanced community accessibility.
- Increased community involvement.
- Improvements to the physical environment that increase the ability to walk and bicycle to and from schools.
- Improved partnerships among schools, local municipalities, parents, and other community groups, including non-profit organizations.
- Increased interest in bicycle and pedestrian accommodations throughout a community.

Program Funding

Currently a transportation act to replace SAFETEA-LU has not yet been approved. Because of the long lead time needed to select, approve, design and construct projects, it is necessary to move forward with a program cycle even without a new transportation act. The amount of funding available for the 2012 funding cycle is based on the assumption that funding will be continued forward at the previous funding level. The 2011-13 Wisconsin state budget includes approximately \$6 million for the SRTS Program.

Program Eligibility

Eligible projects/activities must focus on children in kindergarten through eighth grade and be within a two-mile radius of any elementary or middle school. This program is open to both public and private schools.

Eligible Applicants

Eligible applicants for infrastructure projects include any political subdivision of the state (city, village, town or county), Indian Tribes or state agency. The applicant must be the local governmental unit that has jurisdiction over the affected property and is authorized to spend funds.

Eligible applicants for non-infrastructure activities include any state agency, county, local governmental unit (a municipality, regional planning commission, special purpose district or local governmental association, authority, board, commission, department, independent agency, institution or office) including schools, Indian Tribes or federally recognized non-profit organizations.

Infrastructure Projects

SAFETEA-LU specifies that eligible infrastructure-related projects include the planning, design, and construction of infrastructure-related projects that will substantially improve the ability of students to walk and bicycle to school, including:

- Sidewalk improvements.
- Traffic calming and speed reduction improvements.
- Pedestrian and bicycle crossing improvements.
- On-street bicycle facilities.
- Off-street bicycle and pedestrian facilities.
- Secure bicycle parking facilities.
- Traffic diversion improvements in the vicinity of schools.

Sidewalk improvements: new sidewalks, sidewalk gap closures, curbs, gutters, and curb ramps. Sidewalks must meet ADA requirements and be at minimum 5 feet wide.

Traffic calming and speed reduction improvements: roundabouts, bulb-outs, speed humps, raised crossings, raised intersections, median refuges, narrowed traffic lanes, lane reductions, full- or half-street closures, and radar speed signs.

Pedestrian and bicycle crossing improvements: median refuges, raised crossings, raised intersections, traffic control devices (including new or upgraded traffic signals, pavement markings, traffic stripes, in-roadway crossing lights, rapid flash beacons, bicycle-sensitive signal actuation devices, pedestrian countdown signals, vehicle speed feedback signs, and pedestrian activated signal upgrades), and sight distance improvements.

On-street bicycle facilities: bicycle lanes, widened outside lanes or roadway shoulders, geometric improvements, sharrows and other pavement markings.

Off-street bicycle and pedestrian facilities: multi-use bicycle and pedestrian trails that are separated from a roadway. Paths must be 10 feet wide with a clear zone, paved and maintained year round for walking and biking.

Secure bicycle parking facilities: bicycle parking racks, bicycle lockers, and covered bicycle shelters.

Traffic diversion improvements: separation of pedestrians and bicycles from vehicular traffic adjacent to school facilities, and traffic diversion away from school zones or designated routes to a school. Any improvements to school drop off and pick up areas must be for the benefit of pedestrian and bicycle users.

Planning, design, and engineering expenses: including consultant services, associated with designing eligible infrastructure projects are eligible to receive infrastructure funds.

Project Location

For infrastructure projects, public funds must be spent on projects within the public right of way. This may include projects on private land that have public access easements. Public property includes lands that are owned by a public entity, including those lands owned by public school districts. Construction and capital improvement projects also must be located within approximately two miles of a primary or middle school (grades K – 8). Schools with grades that extend higher than grade 8, but which include grades that fall within the eligible range, are eligible to receive infrastructure improvements.

For projects on private land, there must be a written legal easement or other written legally binding agreement that ensures public access to the project. There must be an easement filed and recorded which specifies the minimum length of time for the agreement to maximize the public investment in the project. The agreement should clearly state in writing:

- The purpose of the project.
- The minimum timeframe for the easement or lease.
- The duties and responsibilities of the parties involved.
- How the property will be used and maintained in the future.

The project must remain open for general public access for the use for which the funds were intended for the timeframe specified in the easement or lease. The public access should be comparable to the nature and magnitude of the investment of public funds.

Reversionary clauses may be appropriate in some instances. These clauses would assure that if the property is no longer needed for the purpose for which it was acquired, it would revert to the original owner.

Non-Infrastructure Activities

SAFETEA-LU specifies that eligible non-infrastructure activities are activities to encourage walking and bicycling to school, including:

- Public awareness campaigns and outreach to press and community leaders.
- Traffic education and enforcement in the vicinity of schools.
- Student sessions on bicycle and pedestrian safety, health, and environment.
- Funding for training, volunteers, and managers of safe routes to school programs.

The above categories are broad in nature. There are several sources of information available nationally that provide further guidance on non-infrastructure activities, such as the Wisconsin's Safe Routes to School Toolkit, National Highway Traffic Safety Administration's (NHTSA) Safe Routes to Schools: Practice and Promise, and NHTSA's Safe Routes to School Toolkit.

Existing SRTS programs have used non-infrastructure funds for the following purposes:

- Costs associated with starting a Walking School Bus or Bike Train

- Weekly or monthly walk or bike to school promotions.
- Creation and reproduction of promotional and educational materials.
- Personal safety education.
- Bicycle and pedestrian safety trainings.
- Modest incentives for SRTS contests, and incentives that encourage more walking and bicycling over time and reinforce safe walking/biking and physical activity.
- Safety and educational tokens that also advertise the program which are part of regular walking or biking programs.
- Costs for data gathering, analysis, and evaluation reporting at the local project level.
- Pay for substitute teacher if needed to cover for faculty attending SRTS functions/trainings during school hours.
- Overtime costs for additional law enforcement or equipment needed for enforcement activities. Costs associated with law enforcement officers attending Wisconsin's SRTS law enforcement training course.
- Equipment and training needed for establishing crossing guard programs.
- Stipends for parent or staff coordinators. (The intent is to be able to reimburse volunteers for materials and expenses needed for coordination and efforts. The intent is not to pay volunteers for their time).
- Costs to employ a SRTS Program Manager, which is a person that runs a SRTS program for an entire city/school district, county, or some other area-wide division that includes numerous schools. (Program Managers may coordinate the efforts of numerous stakeholders and volunteers, manage the process for implementation at the local or regional level, and may be responsible for reporting to the State SRTS Coordinator).
- Costs to engage the services of a consultant (either non-profit or for-profit) to manage a SRTS program as described in the prior bullet.

Giveaway Items

Encouragement programs should go beyond just giving away promotional items. A strong outreach campaign with a specific message, such as how SRTS can save time, improve health and safety or improve air quality will help to ensure students and parents understand the message behind the promotion. Encouragement items should be used as rewards for participation in SRTS events and not given to everyone regardless of participation. Any giveaway items should be appropriate to SRTS and promote safety and/or healthy activity. The items should be modest and if imprinted should include an appropriate message or SRTS logo.

Activity Location

Traffic education and enforcement activities must take place within approximately two miles of a primary or middle school (grades K – 8). Other eligible activities under the non-infrastructure portion of the SRTS Program do not have a location restriction but must be aimed at promoting walking and biking to children in grades K – 8.

Ineligible Activities

States are not permitted to use Safe Routes to School funds for projects that do not specifically serve the stated purposes of the SRTS Program. In addition, funds are not for reoccurring costs except as specifically provided in the legislation. For example, funds are not available for paying crossing guard salaries, as these are reoccurring costs (although funds *may* be used for crossing guard training

programs). Funding requests for reoccurring costs that were specified in the legislation as allowable must include plans for how the costs will be funded in the future and a rationale for how federal funding of 1-2 years will enable leveraging of future financial security for the activity.

The use of Safe Routes to School funds for projects that reorganize pick-up and drop-off primarily for the convenience of drivers rather than to improve child safety and/or walking and bicycling access is not permitted, nor can funds be spent on education programs that are primarily focused on bus safety. In addition, improvements to bus stops are not eligible for this funding.

Application Form and Instructions

The SRTS application form and instructions are available for download at the WisDOT website. <http://www.dot.wisconsin.gov/localgov/aid/saferoutes-applications.htm>

Once complete, email the application and attachments to srts@dot.wi.gov. Applications are available on March 19, 2012 and are due on May 4, 2012.

Project Requirements

Funded project sponsors must agree to conduct pre and post project/activity surveys using the Parent Survey and Student Tally sheet provided by the Safe Routes to School program at www.dot.wisconsin.gov/localgov/aid/saferoutes.htm. Infrastructure projects such as sidewalks or multi-use trails will need to be maintained for use even in the winter.

The sponsor must follow all applicable federal and state regulations required for each phase of the project. The requirements include but are not limited to the following:

- Qualifications Based Selection process for design and engineering services (Brooks Act).
- Real estate acquisition requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and amendments.
- Competitive procurement of construction services.
- Davis-Bacon wage rates.
- WisDOT FDM & Bicycle Facilities Handbook design guidance.
- ADA/ADAAG regarding accessibility for the disabled.
- Manual of Uniform Traffic Control Device regarding signage and markings.
- Infrastructure projects such as sidewalks and bike/pedestrian paths will need to be maintained for use in the winter.

For more information on these requirements please refer to The Sponsor's Guide to Non-Traditional Project Implementation. This guide is online at <http://www.dot.wisconsin.gov/localgov/docs/sponsors-guide.pdf>.

In addition, projects must take into account Wisconsin Bicycle Design guidelines, American's with Disability Act requirements as well as the requirements in the Manual on Uniform Traffic Control Devices. The following links include more information on these requirements:

Wisconsin Bicycle Design Guidelines

<http://www.dot.wisconsin.gov/projects/state/docs/bike-facility.pdf>

American's with Disability Act

<http://www.dot.wisconsin.gov/projects/state/docs/ped-ada.pdf>

Manual on Uniform Traffic Control Devices

<http://www.dot.wisconsin.gov/business/engrserv/wmutcd.htm>

To further ensure that local sponsors can comply with applicable requirements, WisDOT has reached agreement with FHWA that local units of government must be certified to handle Local Let Contracts (LLCs). This is in addition to the recent requirement that local sponsors be pre-approved to undertake any Local Force Account (LFA) work. More information on Certification along with the presentation from the 2010 Certification Training is online at

<http://www.dot.wisconsin.gov/localgov/aid/saferoutes-applications.htm>.

Application Project Costs Guidelines

Applicants are encouraged to be as cost-effective as possible. To ensure efficient utilization of local and state administrative resources the minimum award amount for infrastructure projects is \$25,000 and the minimum award amount for standalone non-infrastructure projects is \$5,000. No maximum award amount has been set. However, with the amount of funds available, the ability to fund projects over \$300,000 is limited.

While Safe Routes to School projects are 100% fundable to the limit of the project award, it is important to note that sponsors will be required to complete the project and then request reimbursement from WisDOT upon completion. It is not a "cash-up front" program. Costs incurred prior to FHWA project approval are *not* eligible for reimbursement. Further, cost overruns will be the responsibility of the project applicant. When applying for infrastructure projects, develop cost estimates after considering federal aid requirements as outlined in the Sponsor's Guide to Non-Traditional Projects, ADA standards and WisDOT's Bicycle Facilities Handbook.

It is very important to develop an accurate cost estimate. This can be done with the help of the municipality's professional staff or, if necessary, hiring an expert. If a private firm assists a sponsor with an application WisDOT has determined that this raises conflict of interest concerns as noted in Chapter 8 of the FDM. Therefore consultants who develop a SRTS application for a sponsor will not be able to later compete for federally funded design work if the project is funded. The Facilities Design Manual is online at <http://roadwaystandards.dot.wi.gov/standards/fdm/index.htm>.

When completing the budget please show if the project could be broken into components as the Selection Committee does consider partial funding of projects as appropriate. If your project can be broken into components please list them in the budget in the order of priority. Please make sure the budget is clear as to the costs of each component.

The local sponsor's costs to administer a project are not eligible for funding. These costs include project agreement preparation and review, attending meetings related to the project, preparing reimbursement requests and similar administrative work.

Project Timeline

Infrastructure - Small Infrastructure projects which are primarily signage and marking or those with completed design may be able to begin construction in FY 2013. The majority of Infrastructure projects should plan for construction in FY 2014 or 2015.

Non-Infrastructure – Projects should plan to start no sooner than fall 2012. Please give consideration to whether the Non-Infrastructure project will be started before or after completion of any Infrastructure project that might also be taking place. Some projects may want to request funds for some activities before construction and some after to keep SRTS momentum going at a school.

Application Review and Approval Process

A Selection Committee representing experts in various fields related to Safe Routes to School will review your application. Each section of the application is designed to help us learn as much about your project as possible. In order for the committee to select the best projects, your answers must be complete, clear and concise.

WisDOT will send a copy of the application to your Metropolitan Planning Organization (MPO) or Regional Planning Commission (RPC), as applicable. Their feedback is shared with the Selection Committee to assist in the review process. WisDOT encourages applicants to work with their MPO or RPC in developing their application. Information on Wisconsin MPOs and RPCs is available online at <http://www.dot.wisconsin.gov/projects/planorg/index.htm>.

The SRTS Selection Committee will meet to review and rank projects. The Committee will consider the following criteria in making their decision:

- Community/school has a completed SRTS Plan or has undertaken a similar assessment.
- Severity of identified problem.
- Solution(s) effectively addresses the identified problem(s).
- Potential of project to increase the number of children walking and/or biking to school.
- Project/activity is ready to start and timetable is reasonable.
- Community and school support for projects/activities.
- Community or school addresses issues of engineering, education, enforcement, and encouragement (you are not required to apply for funding for each area).
- Consideration of evaluation plan.
- Potential for program sustainability.
- Other project impacts such as improved childhood health, encouragement of healthy and active lifestyles, enhanced community security, likelihood of improving air quality, etc.

The WisDOT Secretary will approve the SRTS Selection Committee's funding recommendations. The Secretary makes final approvals for SRTS projects that are announced to locals through letters from the Governor's office.

WisDOT Schedule
2010 – 2012 Safe Routes to School Infrastructure and Non-Infrastructure Projects

Program	Project Applications Due	Selection Committee Meets	Approved Projects Announced
Infrastructure and Non-Infrastructure Projects	Friday, May 4	July 2012	August 2012

Project Issues and Post Approval Process

After project awards are announced WisDOT will hold a Locally Let Certification Training which all infrastructure project recipients must attend. Non-infrastructure projects recipients are not required to attend this training but will need to meet with the Safe Routes to School Coordinator to go over the process for recordkeeping, incurring costs and receiving reimbursements.

In addition, local sponsors receive a State Municipal Agreement from WisDOT that must be signed. Then each phase of the project must be authorized for charges by FHWA before reimbursable costs can be incurred. The Region staff or their representative will notify you when you can proceed with each phase of your project. The sponsor will pay for costs as they occur and then seek reimbursement through the Region's Management Consultant for the expenses.

WisDOT will add delivery and oversight related costs to the initial project award amount. Because these costs vary by project size and complexity, they are estimated after the projects are approved and WisDOT staff and management consultants fully review the projects. These added costs are added at 100% federal funding but are also capped. It is important to fill out Question 8 - Existing Facilities and Project Information and Question 9 - Environmental/Cultural Issues as completely as possible so that WisDOT staff have the necessary information to correctly estimate the delivery and review costs.

Contact Information

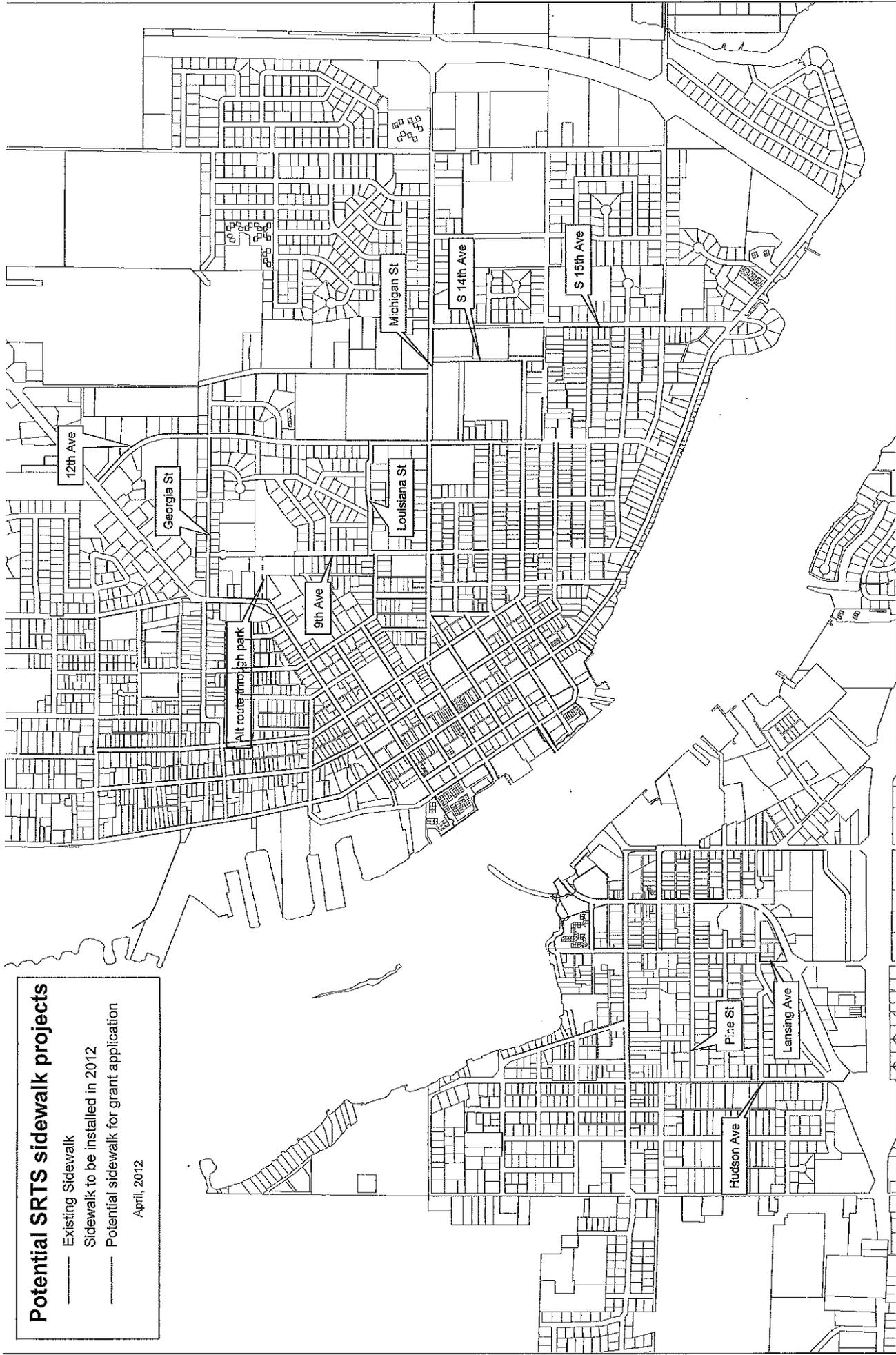
If you need additional assistance with the application or have questions about Safe Routes to School please contact:

Renee Callaway, Wisconsin Safe Routes to School Coordinator, at 608-266-3973
 You can also email srts@dot.state.wi.us or visit
www.dot.wisconsin.gov/localgov/aid/saferoutes.htm for more information.

Potential SRTS sidewalk projects

- Existing Sidewalk
- Sidewalk to be installed in 2012
- Potential sidewalk for grant application

April, 2012



List of Potential Safe Routes to School Projects

1. Purchase permanent solar powered speed board for Michigan Street by schools. (\$6,500)
2. Create incentive program for students walking or biking to school (this needs to be fleshed out - cost unknown)
3. Sidewalk along Hudson Ave from Maple St to Green Bay Rd (\$84,000)
4. Sidewalk along Hudson Ave/Pine St from Maple to current end of sidewalk on Pine St (\$50,000)
5. Sidewalk along Lansing Ave from Green Bay Rd to current end (\$22,000)
6. Sidewalk along 15th Ave from Rhode Island to Utah St (\$43,000)
7. Sidewalk along south side of Michigan St from existing crosswalk by track to 15th Ave (\$25,000)
8. Sidewalk or pathway along 14th Ave from Michigan St to Sunset School (\$36,000)
9. Sidewalk along Louisiana St from 9th Ave to 12th Ave (\$45,000)
10. Sidewalk along Georgia St from 8th Ave to 12th Ave (\$61,000)
11. Sidewalk along Georgia St and 9th Ave from 8th Ave to Louisiana St (includes path through Big Hill Park) (\$69,000)
12. Sidewalk along 12th Ave from Georgia St to Egg Harbor Rd (\$56,000)

Notes:

- a. The projects are in no particular order at this time.
- b. The costs for each project are just rough estimates at this time. Once specific projects are selected to go into the application, more detailed costs will be developed.
- c. Projects 3 and 4 overlap. If both are selected for the application, the total cost will be less than the individual projects combined.
- d. Projects 10 and 11 overlap. If both are selected for the application, the total cost will be less than the individual projects combined.
- e. For project #11, an alternative is to connect a path through the park to 8th Ave rather than install sidewalk on Georgia Street. But the path would have to go up/down the steep portion of the hill.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Parking and Traffic Committee, hereby recommend installing bike lanes on Michigan Street from 1st Avenue to Highway 42-57, based upon the design put together by the City Engineer, except from 1st to 5th Avenue, the design is to follow the Bike Federation proposal, with a dedicated lane on the south side.

PARKING & TRAFFIC COMMITTEE
By: Robert Schlicht, Chairperson

RESOLVED, that the foregoing recommendation be adopted.
Dated: April 16, 2012

* * * * *

Introduced by _____

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

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

Executive Summary

Installation of Bike Lanes along Michigan Street

Background: The Bicycle and Pedestrian Advisory Board (BPAB) was established recently to review issues relating to walking and biking and advise the City and especially the Parking and Traffic Committee regarding such issues. The Board recommends that bike lanes be installed along Michigan Street from First Avenue to Highway 42-57. Bike lanes are safer as they separate vehicular traffic from bikes. The Parking & Traffic Committee has approved the recommendation. Council approval is needed to implement the proposal.

Considerations: Michigan Street is a designated bike route under the Sturgeon Bay Bicycle Master Plan. It leads to several schools and community facilities.

Currently, most of the street has one lane of traffic in each direction and a parking lane on each side. Parking is restricted along portions of the street near the schools to accommodate turn lanes or for safety. In the downtown area, there are two travel lanes heading east.

The proposed street design with the bike lanes that was recommended by the BPAB and Parking & Traffic Committee is attached along with proposed road markings and signs. For most of the length of the street, the standard 5-ft wide bike lanes are accommodated by eliminating parking on the south side of the street. In some areas traffic lanes are narrowed.

There are a few segments of Michigan Street where special circumstances, such as turning lanes or narrow street width, did not allow a bike lane to be on both sides. For these areas the westbound bicycles and automobiles would share a wider lane. Special symbols called "sharrows" are used to alert bicyclists and motorists to share that lane. The areas proposed for the westbound shared lane include the downtown area from 1st to 5th and also from 9th through 15th Avenues. For eastbound traffic, the only location where the shared lane is needed is about 150 feet prior to 12th Avenue. This is due to the dedicated left turn lane at 12th Avenue. Other than this location there is a continuous bike lane for eastbound cyclists.

A potential drawback is the loss of parking on the south side of the street. It is noted that few cars are typically parked along Michigan Street. The north side of the street would still have on-street parking, as well as the side streets.

Most of the bike lanes can be implemented relatively easily by erecting signs and laying down the paint lines and symbols. But, in the downtown portion of Michigan Street, the existing paint lines need to be grinded off in order to accommodate the narrower traffic lanes.

Fiscal Impact: The total cost to create the bike lanes is estimated at \$11,050 based upon \$5,500 for paint removal, \$2,250 for new paint, and \$3,300 for signs and supplies. It might be slightly lower if some of the existing signs or sign poles can be reused. The majority of the cost is for the 1st Ave to 5th Ave segment, since this is where most of the paint removal is needed.

The project is not included in the 2012 capital budget. The operating budget for street signs and marking could be used to cover the cost of a portion, but not all, of the bike lanes. While the overall City line marking program is currently up to date, the use of funds for the Michigan Street bike lanes means some existing lines will not be refreshed this year. Therefore, a budget amendment appears to be required in order to fully implement the bike lanes during 2012.

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

1. Approve the recommendation and implement during 2012, including making a budget amendment if necessary.
2. Approve the recommendation and implement during 2013 by including the project in the 2013 capital budget.
3. Approve the recommendation and implement the portion from 5th Ave to the highway during 2012 and complete the remainder during 2013 by including the project in the 2013 capital budget.
4. Approve the recommendation and seek a grant for installation.
5. Modify the recommendation to only include bike lanes along a portion of Michigan Street.
6. Reject the recommendation. No bike lanes would be installed.

Recommendation: Approve the recommendation and authorize staff to install the portion that can be handled under the 2012 operations budget, and apply for a grant to complete the remainder. If the grant is unsuccessful, finish the project in 2013 using the capital budget.

Submitted by: Tony Depies 4-26-2012
Tony Depies Date
City Engineer

Submitted by: Bob Bordeau 4/26/2012
Bob Bordeau Date
Public Works Director

Submitted by: Marty Olejniczak 4-26-12
Marty Olejniczak Date
Community Development Director

Reviewed by: Steve McNeil 4-26-12
Steve McNeil Date
City Administrator

April 13, 2012

Dear Chairman Schlicht:

I am writing to express support for the installation of dedicated bicycle lanes on Michigan Street in Sturgeon Bay. This is an important transportation corridor for the city, connecting one of the bridges, downtown, residential areas, a large school, and the planned extension of the Anhaapee State Trail on the east side of the city. It is important to include bicycle lanes in this corridor.

In addition to more clearly delineating space for different vehicle types, bicycle lanes have been shown to increase the amount of space motorists provide bicyclists when passing them. Bicycle lanes also increase bicyclist comfort and their sense of security compared to riding on streets without dedicated bicycle lanes.

I recognize that some portions of the Michigan Street corridor are constrained and may not have adequate space for bicycle lanes, but every effort should be made to maintain continuous lanes throughout the corridor. It is also important to provide these lanes today even though connections to them may not be implemented for a number of years as there are land uses adjacent to the corridor that people already access via bike.

The Bicycle Federation of Wisconsin is a member-based, statewide nonprofit advocacy organization that works to improve bicycling conditions throughout the state. We provide education and encouragement activities to raise awareness about bicycling as well as consulting services in bicycle and transportation planning.

Sturgeon Bay is making great strides in its bicycle friendliness -- please keep it up! Please contact me if you have any questions about my comments.

Thank you,

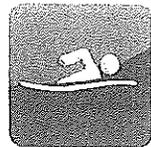
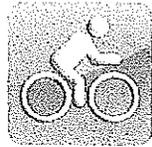


Kevin Luecke

Head of Planning, Policy & Legislation

kevin.luecke@bfw.org

cc: Thad Birmingham, Mayor
Marty Olejniczak, City Planner



Door County Silent Sports Alliance

10 W Third Ave., Sturgeon Bay, WI. 54285 doorcountysilentsports.org --- dcsilentsports@gmail.com

April 11th, 2012

City of Sturgeon Bay

Dear Parking and Traffic Committee:

The Board and Members of Door County Silent Sports Alliance are excited about the action taken by the Sturgeon Bay City Government in support of pedestrians and cyclist in Sturgeon Bay. We've watched as the City embraced the Safe Routes to School program, developed and approved a Pedestrian and Bicycle Plan and established a Bicycle and Pedestrian Advisory Committee.

We understand the City is now considering implementing parts of these approved programs including dedicated bike lanes along Michigan Street. Not only will this action provide safe access to the schools, the athletic fields and the YMCA for area citizens and visitors, it will establish Sturgeon Bay as THE bike friendly community in Door County!

Your committee's support of this milestone will provide many dividends to the citizens and visitors of Sturgeon Bay. We applaud the leadership Sturgeon Bay has shown in the support of Pedestrian and Bicycle safety.

Please support dedicated bike lanes along the length of Michigan Street.

Sincerely,



Bob Dickson
President, Door County Silent Sports Alliance

Bay Shore Property Owners Association

April 13, 2012

Sturgeon Bay Parking and Traffic Committee
Mr. Bob Schlicht, Chairman
Mr. Stuart Fett
Mr. Ron Vandertie

Dear Gentlemen,

RE: Michigan Avenue Bike Lanes

I am writing on behalf of the Bay Shore Property Owners Association (BSPOA), an organization that represents 271 paid property owners (about 450 individuals), who live within the townships of Sevastopol and Egg Harbor. Among our interests are actions that directly affect the quality of life in Door County. Therefore, we are pleased and congratulate the city on the exciting and recent actions relating to the support and pending development of bicycle lanes.

We understand that dedicated bike lanes for Michigan Avenue are now under consideration by this committee. This offers so many positives. It's good for safety, health, offers an alternative, begins the foundation for a bike friendly community, and attracts tourists, which translates into good economics for the business community. Like a good education system and good community amenities (museums, waterfront, history, green space), the amenity of bike trails also attract potential homeowners, who seek a clean and connected environment.

Though Bay Shore Drive doesn't have official bike lanes, many bikers use the maintenance lane and Michigan Avenue bike lanes would provide a biker with the beginning of a good connect from Michigan Avenue, via First Avenue, to Bay Shore Drive. As confirmation of our interest in bike trails for the community, you may be interested to know that BSPOA contributed \$1000 to the study for the Door County Comprehensive Bike Plan.

Your support of the Michigan Avenue bike lanes will be appreciated by our association.

Sincerely,

Betty Parsons, President
For the Bay Shore Property Owners Association

CC: Thad Birmingham
Steve McNeil
Marty Olejniczak



April 25, 2012

RE: Bike Lanes on Michigan Street

To Whom It May Concern:

This letter is in support of dedicated bike lanes on Michigan Street, as proposed by the Door County Silent Sports Alliance. We feel that bike lanes in this community are an important safety issue, and will also help promote healthy lifestyles in Door County. Michigan Street and the surrounding area is home to three schools, several churches, ball fields, numerous medical clinics, and the YMCA. Bike lanes would make accessibility between these locations much more safe, especially for our youth. Thank you for considering this worthwhile proposal.

Sincerely,

Paul & Trisha Filar
Peninsula Vision Care LLC

Olejniczak, Marty

From: Huehns Funeral Home [huehnsfuneralhome@charter.net]
Sent: Monday, April 16, 2012 10:47 AM
To: Olejniczak, Marty
Subject: Bicycle and Pedestrian Advisory Committee

April 15, 2012

City of Sturgeon Bay

Dear Marty Olejniczak, City Planner,

Huehns Funeral Home, as a business located on Michigan Street, is in support of action being taken by the Sturgeon Bay City Government in support of pedestrians and cyclist in Sturgeon Bay. Over the years we have observed situations where the traffic flow has resulted in dangerous situations for students on their way to and from school. And on some occasions we have actually known of situations where cyclists have been struck by vehicles. With that thought in mind we are happy to hear that the City has embraced the Safe Routes to School program, developed and approved a Pedestrian and Bicycle Plan and established a Bicycle and Pedestrian Advisory Committee.

We understand the City is now considering implementing parts of these approved programs including dedicated bike lanes along Michigan Street. Not only will this action provide safe access to the school, the athletic fields and the YMCA for area citizens and visitors, it will establish Sturgeon Bay as a bike friendly and safe community.

We applaud the leadership Sturgeon Bay has shown in the support of Pedestrian and Bicycle safety. Please support dedicated bike lanes along the length of Michigan Street.

Sincerely,

Todd & Renee Huehns

Huehns Funeral Home

1414 Michigan Street

Sturgeon Bay, WI 54235

(920)743-5635

huehnsfuneralhome@charter.net

4/16/2012

Olejniczak, Marty

From: Janelle Peotter [janellepw3568@sbcglobal.net]
Sent: Monday, April 16, 2012 1:32 AM
To: Olejniczak, Marty
Subject: in support of a bike lane on Michigan Street

Dear Marty,

I am excited about the action taken by the City of Sturgeon Bay City in support of cycling in Sturgeon Bay. I've watched as Sturgeon Bay embraced the Safe Routes to School program, developed and approved a Pedestrian and Bicycle Plan and established a Bicycle and Pedestrian Advisory Committee. I understand they are now considering implementing parts of these approved programs including dedicated bike lanes along Michigan Street.

As a resident who lives on the corner of Michigan Street and S. 16th Place, I can say that I fully endorse this proposal. Not only will this action provide safe access to the schools, athletic fields and the YMCA for area families and visitors, it will establish Sturgeon Bay as THE bike friendly community in Door County! Most importantly to me, as the parent of a child who current rides her bike to and from school, the YMCA and the downtown area I know I would feel she would be much safer with a designated bike lane. It has always seemed to me that Michigan Street is plenty wide to accommodate a bike lane.

Thank you for your the leadership in Sturgeon Bay in the support of pedestrian and bicycle safety. Please support this continued effort. If you have any questions or concerns regarding my support of this action, I would welcome your call at 493-3568.

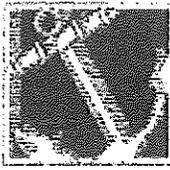
Sincerely,

Janelle Peotter

109 S. 16th Place

Sturgeon Bay WI 54235

4/16/2012



STURGEON BAY
D O O R C O U N T Y
V I S I T O R C E N T E R

To: Mayor Thad Birmingham
City Council Members
Steve McNeil and City Staff
Parking and Traffic Committee

It is my understanding that the City and possibly various committees will be further discussing the Pedestrian and Bicycle Plan in the near future. I cannot stress enough the importance of this plan to our city now and in the future. Not only does it protect our children and citizens, it makes our city that much more vibrant and attractive to both visitors and potential residents. It has been statistically proven over and over again that being a pedestrian and bicycle friendly city has a significant positive economic impact on that community. There is a great deal of supporting research information and historical data from multiple sources including the national Main Street program.

In addition to the economic impact and the safety factor for residents, these same benefits apply to our visitors. We are asked over and over again from all types of visitors, including those that come by boat, car, bus or plane, how they can explore and enjoy our community on a bike and even on foot. This is truly a frequently asked question via phone, computer and in person. It has become even more common as more people are aware of their carbon imprint and the health benefits from walking and biking. Currently, there is not an easy and safe way to explore all parts of our community. We have an incredibly diverse offering of parks, attractions, dining, shopping, a working waterfront and charming neighborhoods.

Moving forward with these plans is a true investment for our future. This will benefit our children, our taxpayers and our visitors.

Thank you for your thought and consideration!

Todd Trimberger – Executive Director

Sturgeon Bay Visitor Center
36 S. Third Avenue • Sturgeon Bay, WI 54235 • 800.301.6695 • 920.743.6246 • Fax 920.743.6370
• vacation@sturgeonbay.net •

Olejniczak, Marty

Subject: FW: Pedestrian and Bicycle Path

From: Jeff Harding [mailto:jeff58harding@gmail.com]
Sent: Monday, April 16, 2012 10:35 AM
To: Olejniczak, Marty
Subject: Fwd: Pedestrian and Bicycle Path

April 16, 2012

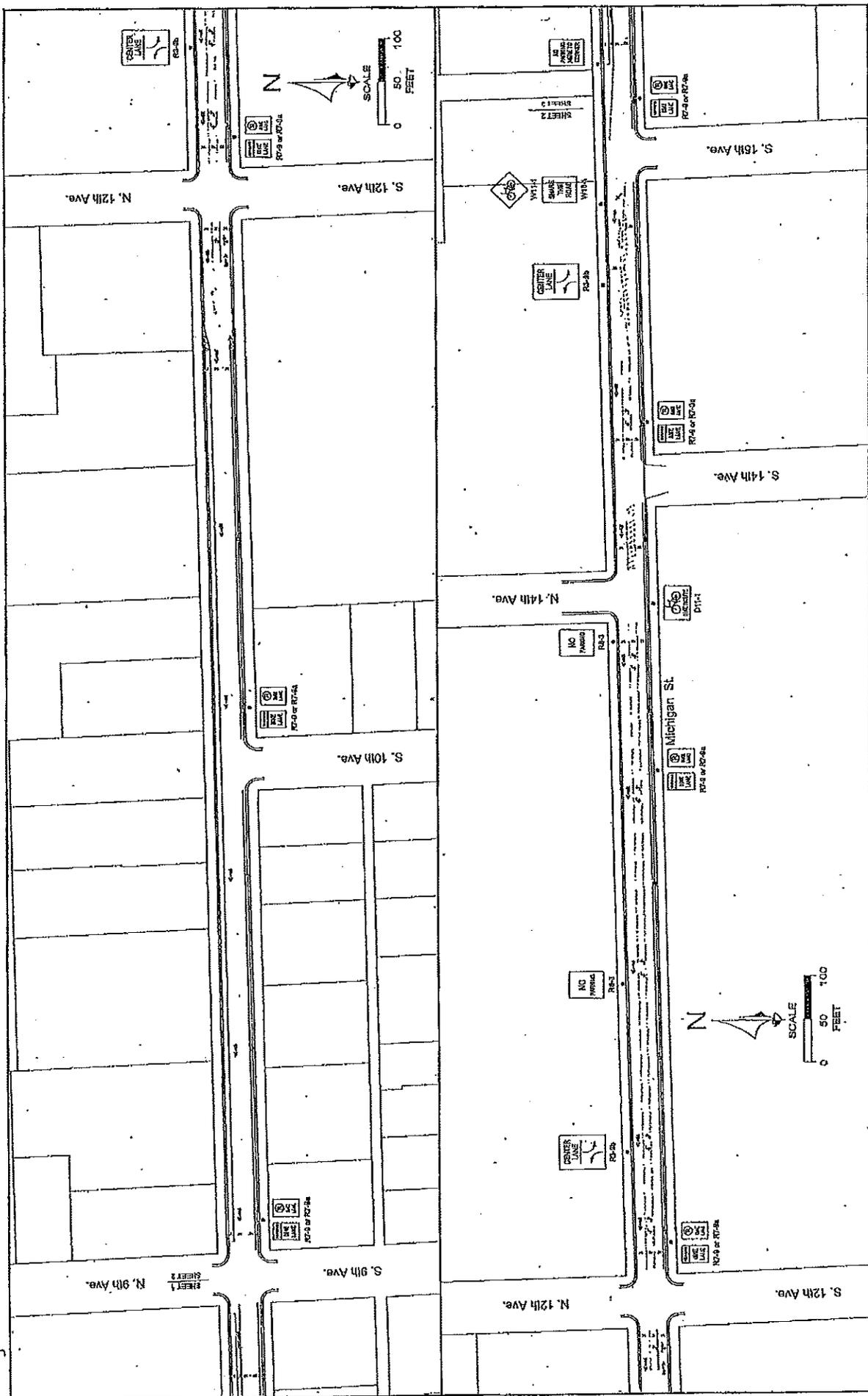
Dear Parking and Traffic Committee:

I have resided at 704 Michigan St. for 25 years. I have witnessed a greater influx of automobile traffic, on Michigan St., with the building of our second downtown bridge. A dedicated bike path along Michigan St. would relieve the stress on a bicyclist traveling to schools, churches, athletic fields and buisnesses. I applaud your concerns and actions in making our community safer for all ! Thankyou for your future considerations in this matter.

Sincerely,

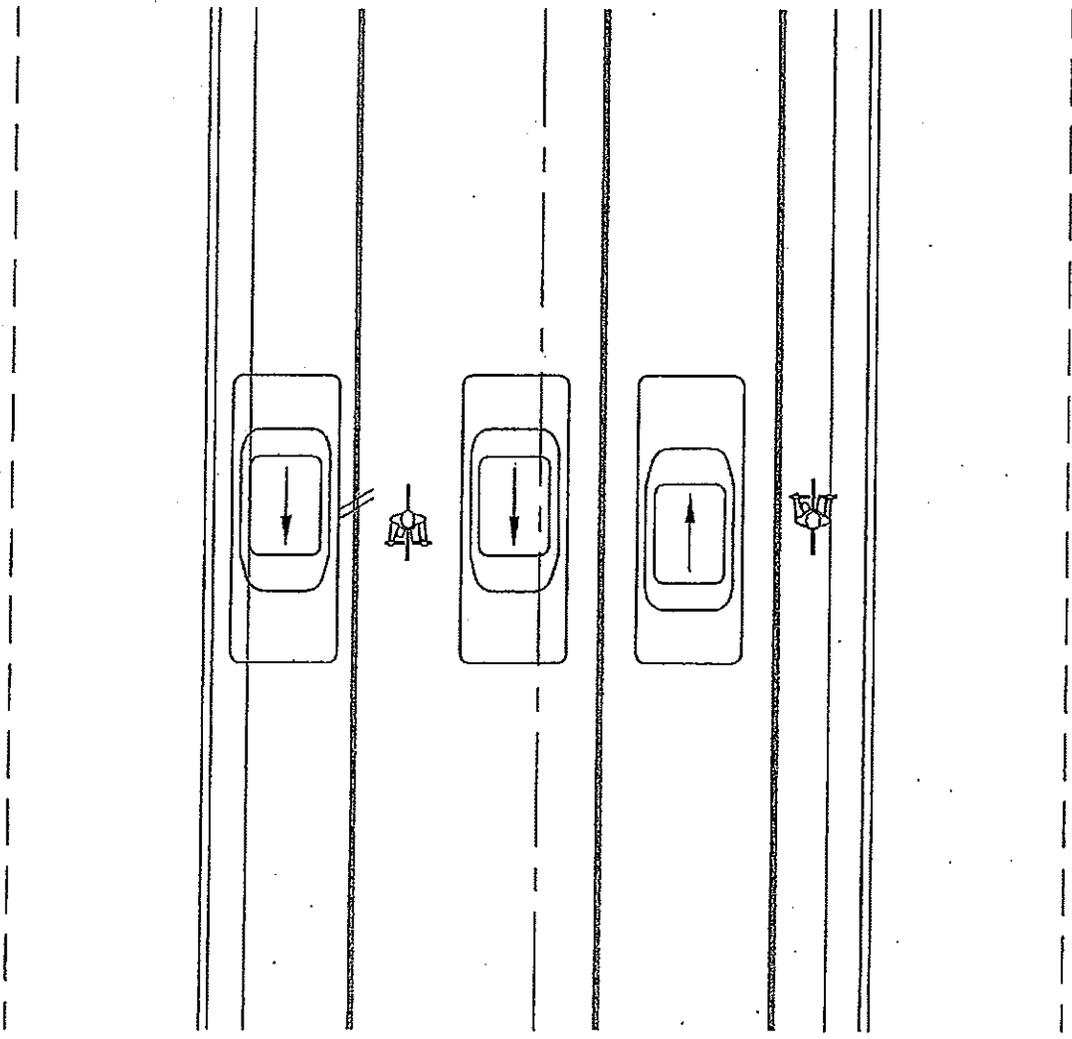
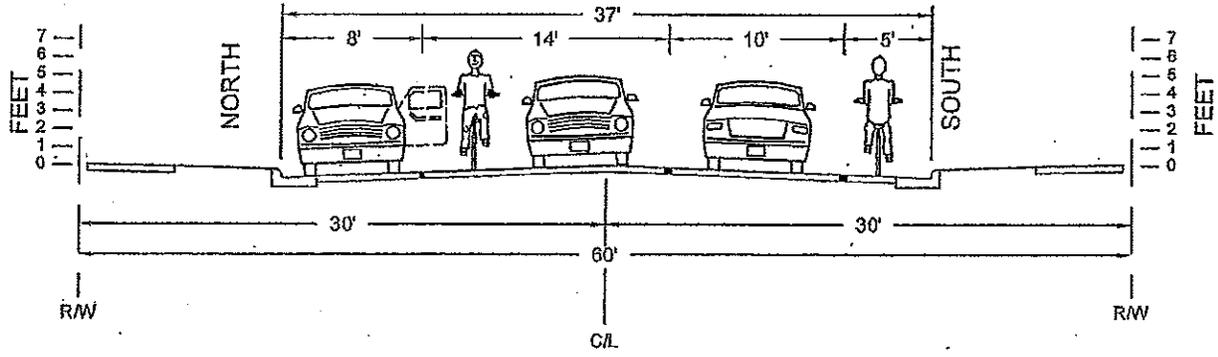
Jeff Harding

4/16/2012



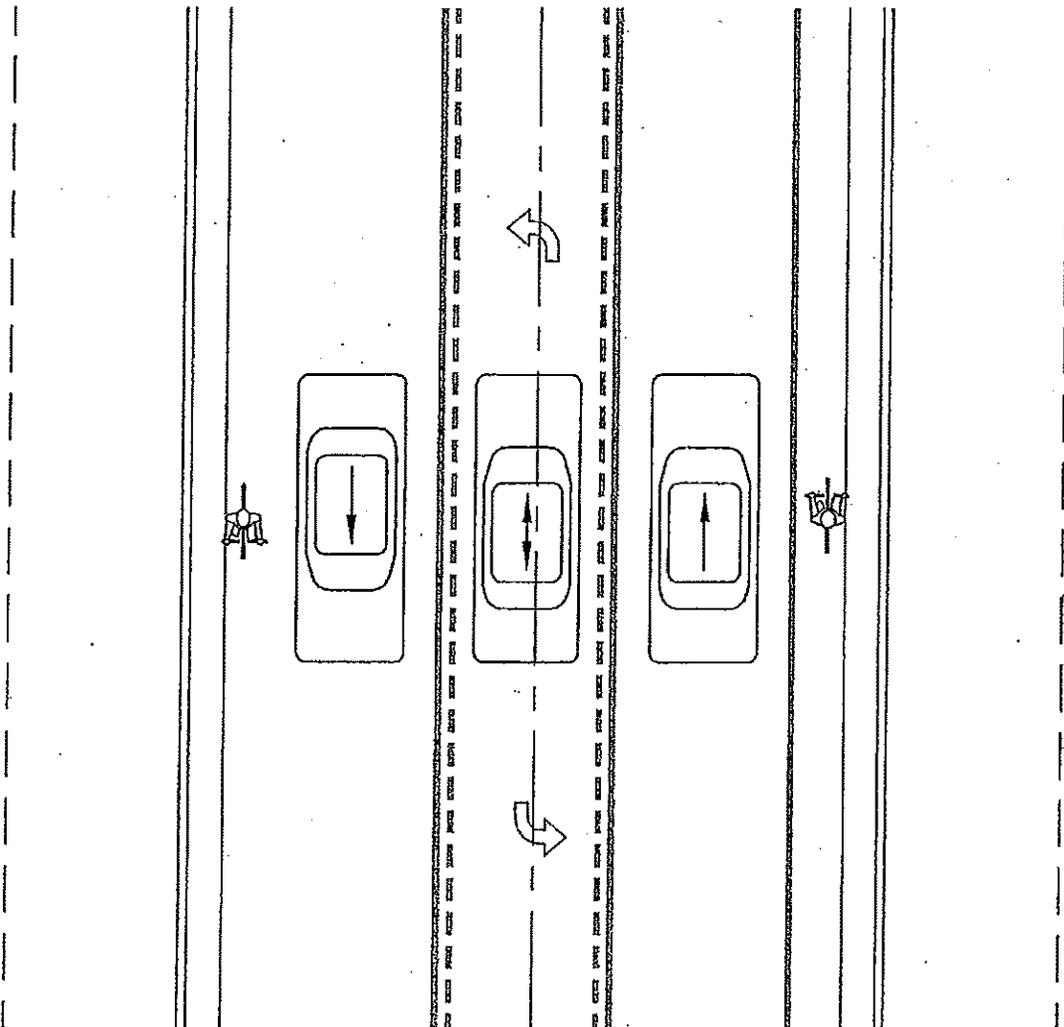
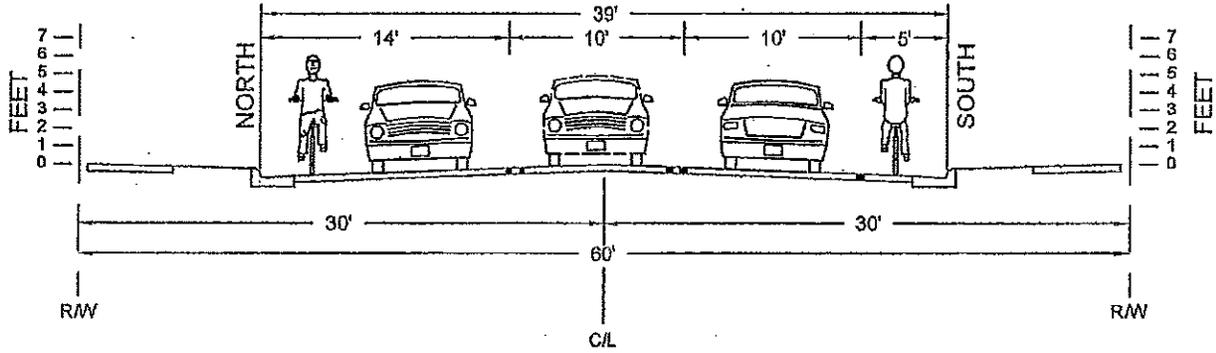
Michigan St Lane Options

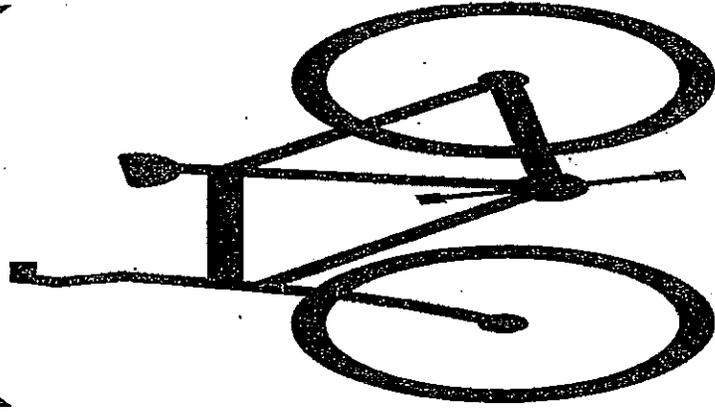
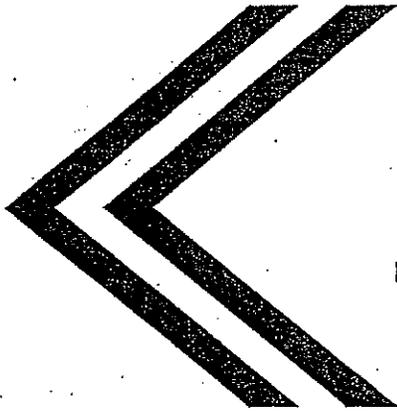
Option B



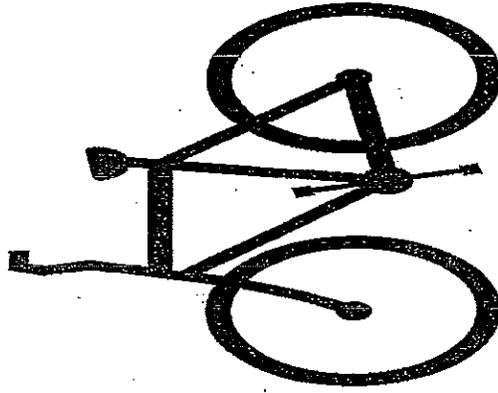
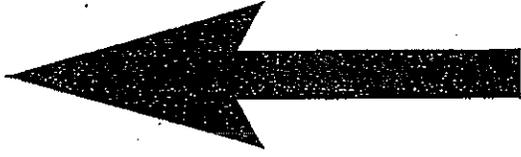
Michigan St Lane Options

Option C





SHARROW SYMBOL



Bike Lane Symbol

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Parking and Traffic Committee, hereby recommend changing the speed limit on Clay Banks Road to 35 mph from Highway 42/57 south to Strawberry Lane, and 45 mph from Strawberry Lane to the City limits.

PARKING & TRAFFIC COMMITTEE

By: Robert Schlicht, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 16, 2012

* * * * *

Introduced by _____

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

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

5

MR. MAYOR

I'M WRITING THIS LETTER TO ASK YOU TO CONSIDER LOWERING THE SPEED LIMIT ON CLAY BANKS RD. TO 25 mph ALL THE WAY TO THE END OF THE CITY LIMITS. MY HOUSE IS JUST NORTH OF WHERE IT CHANGES FROM 45 TO 25. MOST CARS COME PAST MY HOUSE DOING AT LEAST 45 EVEN THOU I'M IN THE 25 AREA. CARS HEADING NORTH DON'T SLOW DOWN UNTIL THE CURVE AT DIVISION ST. AND THOSE HEADING SOUTH START SPEEDING UP AFTER THE CURVE. I KNOW THE POLICE CAN'T PATROL ONE AREA 24/7. I DON'T KNOW OF ANY OTHER STREETS IN A RESIDENTIAL AREA OF THE CITY WITH A 45mph SPEED-LIMIT. LET'S PREVENT A TRADGEDY BEFORE IT HAPPENS. THANK YOU FOR YOUR TIME.

**STEVE JENKINS
1418 CLAY BANKS RD.
STURGEON BAY**

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend approval of the attached proposed zoning code text amendment regarding the Wellhead Protection Ordinance.

Respectfully submitted:
CITY PLAN COMMISSION
By Dan Wiegand, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: April 18, 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: Wellhead Protection Ordinance

Background: The City of Sturgeon Bay relies on groundwater for its municipal water supply. There are 5 active wells currently. In 2003, Sturgeon Bay Utilities (SBU) and Door County Soil & Water Conservation Department completed a wellhead protection plan. This plan is intended to prevent contamination of the municipal wells. It identified the zones of contribution for the municipal wells, which is the area from which water flows into the wells. Since that time SBU has implemented programs to protect their wells from contamination.

The proposed wellhead protection ordinance was drafted by SBU. This ordinance is patterned after a model DNR ordinance and would restrict certain uses and activities within the zones of contribution (within the City limits). It operates as an overlay zone. Only properties within the zones of contribution are subject to the wellhead protection provisions. Residential uses are specifically exempt.

The allowed uses within the wellhead protection area are the same as the zoning district in which a parcel lies. However, certain uses and activities (if allowed in that district) are regulated. This means that an operations and contingency plan must be submitted and approved by SBU prior to establishing or expanding such use. The operations and contingency plans are designed to minimize the chance of contaminants entering the water supply. There are certain standards that must be met.

The ordinance also specifies certain required setback distances between municipal wells and various facilities or uses. These range from 50 feet for storm sewer mains up to 1200 feet for a salt storage facility.

Administration of the ordinance is by SBU and the Utility Commission. The code would be incorporated into the overall zoning code. Appeals of actions by SBU can be made to the Zoning Board of Appeals.

The draft code has undergone numerous changes based upon input from the Plan Commission. The code has also been reviewed by the City Attorney. The suggestions of the attorney have already been incorporated.

A public informational meeting was held before the Plan Commission. Existing regulated businesses were notified and an ad placed in the newspaper. No public comments were received. Surprisingly, there are not that many regulated uses that already exist in the WPA. There are 25 businesses as identified by SBU. The proposed ordinance requires that the existing uses devise and maintain a contingency plan for the handling of the regulated substance. Many of these affected businesses likely have such safety plans already in place.

Fiscal Impact: If the code is administered by SBU and the Utility Commission, there will be no cost to the City, just to the ratepayers. The actual cost of administering the code is not known, but it is not expected to be significant. SBU feels the protection afforded their wells more than makes up for the nominal cost of administration.

Plan Commission Action: The Plan Commission reviewed the proposed ordinance at several meetings. The Commission recommends adoption of the ordinance.

Options for Common Council: The Council can:

1. Approve the recommendation. A public hearing would then be scheduled and the formal adoption process would begin.
2. Reject the recommendation. The proposed ordinance would not be implemented.
3. Refer the matter back to Plan Commission for additional changes.

Recommendation: Approve the recommendation so that the formal adoption process can begin.

Prepared by: Martin Olejniczak 4-23-12
Martin Olejniczak Date
Community Development Director

Reviewed by: Cliff White 4/25/12
Cliff White Date
Operations Manager, SBU

Reviewed by: Steve McNeil 4-23-12
Steve McNeil Date
City Administrator

20.42 Wellhead Protection Requirements

(1) Purpose and Authority. The residents and businesses of Sturgeon Bay depend exclusively on groundwater for a safe and reliable potable water supply. Certain land use practices and activities can seriously threaten or degrade groundwater quality. The purpose of this Wellhead Protection Ordinance is to provide land use regulations and restrictions to protect the municipal water supply from potential sources of contamination. Statutory authority of the city to enact these regulations is established in the Wisconsin Legislature in ss.63.23 (7) (a) and (c), Wis. Stats. Under these statutes, the city has the authority to enact this ordinance, effective in the wellhead zones of contribution identified in paragraph (4), below.

(2) Intent. It is the intent of this section is to provide a method to protect the city's drinking water supply from potential impacts by facilities that store, handle, treat, use or produce substances that pose a hazard to Groundwater quality.

(3) Administration. Except as otherwise provided herein, the Sturgeon Bay Utilities Commission shall administer, implement and enforce the provisions of this section. Any powers granted to or duties imposed upon the Sturgeon Bay Utilities Commission may be delegated by the Commission to other Utility personnel.

(4) Applicability.

(a) The regulations of this section shall apply to the lands that lie both within the Zones of Contribution to the Sturgeon Bay municipal wells and also within the City of Sturgeon Bay corporate limits as depicted in Exhibit 1.

(b) *Exemptions.* The following are exempt from the requirements of this section.

1. The storage and handling of Regulated Substances for resale in their original unopened individual containers of five (5) gallons or forty (40) pounds or less.
2. Minimal Usage of Regulated Substances: Facilities that use, store, or handle Regulated Substances in quantities of five (5) gallons or forty (40) pounds or less of any one regulated substance, and in aggregate quantities of twenty (20) gallons or one hundred (160) pounds or less of all Regulated Substances.
3. Single family residences provided that no home business is operated on the premises.
4. Public interest emergency use and storage of Regulated Substances.
5. Regulated substances used by or for the Utility in water or wastewater treatment processes.

6. Fueling of equipment not licensed for street use, provided that such fueling activities are conducted in a containment area that is designed and maintained to prevent leakage or other violations of this section.
7. Fuel tanks and fluid reservoirs attached to a private or commercial motor vehicle and used directly in the operation of that vehicle.
8. Existing heating systems using fuel oil.
9. Cleanups, monitoring and/or studies undertaken under supervision of state regulatory agencies or the United States Environmental Protection Agency.

(5) *Definitions.* Except as stated in this Section, and unless a different meaning of a word or term is clear from the context, the definition of words or terms in this section shall be the same as those used in the Wisconsin State Statute *Groundwater Protection Standards*, and the Wisconsin Administrative Code, NR 811.02, as amended from time to time.

- (a) Aquifer means saturated (with Groundwater) soils and geologic materials which are sufficiently permeable to readily yield economically useful quantities of water to wells, springs or streams under ordinary hydraulic gradients.
- (b) Facility means: any building, structure, installation, equipment, pipe or pipeline including but not limited to any pipe into a sewer or publicly owned treatment works, well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft; or any Site or area where a hazardous substance has been deposited, stored, disposed of, or placed or otherwise come to be located.
- (c) Groundwater means underground water which occurs within the Saturated Zone and geologic materials where the fluid pressure in the pore space is equal to or greater than atmospheric pressure.
- (d) Municipal Water Supply means the public water supply serving the City of Sturgeon Bay.
- (e) Person means any person, individual, public or private corporation, firm, association, joint venture, trust, partnership, municipality, governmental agency, political subdivision, public officer, owner, lessee, tenants, or any other entity whatsoever or any combination of such, jointly or severally, including Limited Liability Companies and Limited Partnerships.
- (f) Regulated Substances means those chemicals and chemical mixtures that are health hazards except for products registered as pesticides under the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA). Health hazards for chemicals and chemical mixtures are typically identified on Material Safety Data Sheets (MSDS) available from the substance manufacturer or supplier. Substances packaged for consumption for humans or animals are not considered regulated

substances. Regulated substances include: Chemicals for which there is scientific evidence that acute or chronic health effects may result from exposure including carcinogens, toxic agents, irritants, corrosives, sensitizers, hepatoxins; agents that act on the hematopoietic system; reproductive toxins; and agents which damage the lungs, skin, eyes, or mucous membranes as defined in 29 CFR 1910.1200, Appendix A, "Health Hazard" Definitions; mixtures of chemicals which have been tested as a whole and have been determined to be a health hazard; mixtures of chemicals which include a carcinogen; petroleum and non-solid petroleum derivatives (except non-PCB dielectric fluids used in equipment or for transmission and distribution of electric power to homes and businesses).

- (g) Regulated Use means land use or development that either by design or operation requires additional technical or regulatory review and permitting in order to exist within defined areas of the wellhead protection areas
- (h) Utility means Sturgeon Bay Utilities.
- (i) Utility Commission or Commission means the Sturgeon Bay Utilities Commission
- (j) Well means any excavation that is drilled, cored, bored, driven, dug, fitted or otherwise constructed when the intended use of such excavation is for the location, diversion, artificial recharge or acquisition of Groundwater.
- (k) Wellhead Protection Area ("WPA") means those lands that lie within the Zone of Contribution of the Sturgeon Bay municipal wells and which also lay within the City of Sturgeon Bay corporate limits.
- (l) Zone of Contribution means those areas identified as contributing source water to the Municipal Water Supply.

(6) *Allowable Uses.* Any use that is allowed under the applicable regulations and requirements of this Chapter is permitted in the WPA, subject to regulated use requirements and applicable design and operational standards.

(7) *Regulated Uses.* The following uses and activities undertaken after enactment shall require a regulated use permit according to the provisions in subsection (9), below, unless exempted in (4)(b), above:

- (a) Buried hydrocarbon, petroleum or hazardous chemical storage tanks. (Hazardous chemicals identified by OSHA criteria under 40 CFR Part 370.)
- (b) Chemical Manufacturers.
- (c) Dry cleaners.
- (d) Landfills or any other solid waste facility.
- (e) Manure and animal waste storage.

- (f) Mining including sand and gravel pits.
- (g) Pesticide and fertilizer dealer, transfer or storage facilities.
- (h) Rendering plants and slaughter houses.
- (i) Salt or deicing material storage.
- (j) Septage, manure or non-stabilized sludge spreading, storage or treatment.
- (k) Salvage or junk yards.
- (l) Private on-site wastewater treatment systems and/or holding tanks receiving more than 12,000 gallons per day.
- (m) Private high capacity water wells.
- (n) Storm water infiltration basins.
- (o) Wood preserving operations.
- (p) Facilities whose aggregate use, storage, handling and/or production of Regulated Substances exceeds twenty (20) gallons or one hundred sixty (160) pounds at any time.

(8) *Classification of Use.* Classification of a use as being allowable or regulated shall be determined by the Utility. In instances where there is uncertainty to the proper classification, the Utility may request additional information from the Person responsible for the operation of the Facility including but not limited to details of use, activities and structures proposed along with the quantities, use of, storage and handling of all regulated substances.

(9) *Regulated Use Permits.* Any person may request a regulated use permit for certain new or expanded uses, activities and structures within the WPA that are regulated in Subsection (7).

- (a) *Application.* All requests for a regulated use permit shall be submitted in writing to the Utility Commission on a form provided by the Utility for a review of permit application materials. Application shall include, as applicable, site plan, operational plan, contingency / emergency response plan, and other materials necessary to determine compliance with the provisions of this ordinance.
- (b) *Determination.* The Utility Commission shall have the authority to approve or deny a Regulated Use Permit Application. The determination shall be made within 60 days of submission of all application materials required, unless an extension is mutually agreed upon by the applicant and Utility.
- (c) *Required provisions.* All regulated use permits granted shall be subject to provisions that will include environmental and safety monitoring determined

necessary to afford adequate protection of the public water supply. These provisions shall include, but not be limited to:

1. Establish environmental and operations plan to include an operational safety plan, material process and containment, operations monitoring, best management practices, and storm water run-off management.
 2. Prepare, file and maintain a current contingency plan which details the response to any emergency that occurs at the facility. Provide a current copy to the Utility.
- (d) *Appeal.* An applicant that is denied a Regulated Use Permit may submit an appeal to the Zoning Board of Appeals.

(10) *Design and Operational Standards for New or Expanded Facilities.*

- (a) The following design and operational standards shall apply to permitted and regulated land use activities within the WPA:
1. All parking lots shall be paved with asphalt or concrete.
 2. All storm water conveyance shall be via a swale lined with an appropriate impervious material or a watertight storm sewer pipe.
 3. Facilities that handle Regulated Substances shall have a minimum of one loading/unloading area designated for the handling of Regulated Substances. The designated loading/unloading area shall be designed with spill and/or runoff containment that is connected to a municipal sanitary sewer system. The loading/unloading area shall be designed to minimize precipitation or storm water runoff from entering the sanitary sewer. Regulated Substances may be loaded or unloaded only in a designated handling area.
 4. Storage areas for Regulated Substances shall be designed with secondary containment capable of controlling one hundred fifty percent (150%) of the maximum design capacity of the storage area.
 5. Regulated Substances associated with paving, pouring of concrete, or construction activities may be handled in the WPA provided such permitted Regulated Substances do not pose a real and present danger of contaminating surface and/or groundwater. For the onsite storage of fuel for vehicles and other equipment, which may be associated with such construction activity, the fuel storage containers shall be secondarily contained. Regulated Substances not used in the construction process and all wastes generated during construction shall be removed from the construction site not later than at the time of the completion of the construction. If construction activity has ceased for thirty (30) days, all Regulated Substances shall be removed from the site until such time as the construction activity is to resume.
 6. Except in the case of seasonal discontinuation of operation, the owner or operator of any non-residential property that becomes unoccupied or has discontinued operation for a period of thirty (30) consecutive days shall

remove all Regulated Substances from the property. The owner or operator shall secure the Regulated Substances on the property until they have been removed.

7. No truck, truck trailer, or tank truck shall be used for the onsite storage of Regulated Substances. Regulated Substances shall be transferred from the delivery vehicle to the Regulated Substance storage area as soon as possible.

(b) The following separation distances between any public well and potential contaminant sources as specified in NR 811.16, Wis. Adm. Code shall be maintained:

1. Storm Sewer Main: Fifty (50) feet.
2. Sanitary Sewer Main, Manhole, or Lift Station: two hundred (200) feet. A lesser separation distance may be allowed for sanitary sewer mains where the main is constructed of water main materials and joints and pressure tested to meet current American Water Works Association (AWWA) specifications. In no case may the separation distance between a well and sanitary sewer main be less than fifty (50) feet.
3. Single or two family residential fuel tank: Two hundred (200) feet.
4. Septic tank or soil absorption unit receiving less than 12,000 gallons perday: Four hundred (400) feet.
5. Gasoline or fuel storage installation that has received written approval from the Wisconsin Department of Commerce under s Comm 10.10, Wis Adm. Code: Six hundred (600) feet.
6. Cemetery: Four hundred (400) feet.
7. Septic tank or absorption unit receiving more than 12,000 gallons per day: One thousand (1000) feet.
8. Salt or deicing storage facility: One thousand two hundred (1,200) feet.

(11) *Requirements for Existing Facilities.* Existing Facilities within the WPA at the time of enactment which use, store, handle or produce a Regulated Substance(s) in excess of the quantities outlined in Subsection (7) and all other Facilities which are considered a regulated use in Subsection (7), shall be subject to the following requirements:

- (a) Such Facilities as defined above which exist within the WPA at the time of the enactment of the Wellhead Protection Requirements shall have the responsibility of devising, filing and maintaining, with the Utility, a current contingency plan which details how they intend to respond to any emergency which may cause or threaten to cause environmental pollution that occurs at their Facility, including notifying municipal, county and state officials.

(b) Such Facilities as defined above cannot engage in or employ a use, activity, or structure listed in regulated uses, which they did not engage in or employ at the time of the enactment of the WPA.

(c) No existing use, activity or structure listed as regulated use shall be expanded, replaced in kind, or rebuilt unless a regulated use permit is granted for such expansion, replacement or rebuilding. This section does not apply to normal maintenance or minor repairs.

(12) *Enforcement.* The Utility shall have the authority to administer and enforce the provisions of this section by order, and may obtain injunctive relief if deemed appropriate to terminate any continuing violation.

(a) *Inspections.* The Utility shall have the right to conduct inspections of facilities at reasonable times to determine compliance with this section.

(b) *Permit Revocation.* The Utility may revoke any permit issued pursuant to this section after notice to the permittee is provided that the permittee has:

1. Failed to comply with any provision of this section.
2. Submitted False or inaccurate information in a permit application.
3. Refused lawful inspection.
4. Failed to address a notice of violation within the proper time frame.

(13) *Notice of Violation.* Whenever it is determined that there is a violation of this section, the notice of violation shall:

(a) Be in writing and delivered to the responsible party by regular mail.

(b) Specify the violation or violations.

(c) Specify the length of time allowed to correct the violation from the date of the notice of violation.

(14) *Penalties.* Any Person who violates any provision of this section shall be subject to a penalty as provided in Section 25.04 of this municipal code. In addition, any Person who violates any provision of this section shall be responsible for any fees and costs incurred by the Utility in obtaining injunctive relief as outlined in subsection (12), above.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Waterfront Redevelopment Authority, hereby recommend that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October 1, 2012 debt payments.

Respectfully submitted:
WATERFRONT REDEVELOPMENT AUTHORITY
By: William Galligan, Vice-Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: April 24, 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: TID #2 (Waterfront District) Debt Restructuring and Borrowing for October 1, 2012 Payments, and refinancing of the 2002 Capital Projects bond issue

Combined debt issue:

- \$2,085,000 is for TID #2 (Waterfront District) Debt Restructuring
- \$735,000 is for City debt refunding for savings (2002 Capital Projects bond issue)

BACKGROUND: TID #2 Debt Restructuring
The downturn in the economy over the past several years has contributed to lower than expected growth in TID #2, resulting in less than expected tax increments being generated. The tax increments generated in 2012 for TID #2 are not enough to fully support the scheduled debt payments. The City has the option to either restructure the 2012 TID #2 debt through an additional borrowing or support the debt payments with general fund dollars. Restructuring the 2012 TID #2 debt and borrowing for the October 1, 2012 debt payments would give the City an additional eleven years to recover its 2011 debt costs. Even with the additional financing the TID will still close approximately five years prior to its expiration date.

Capital Projects Debt Refinancing

The reduced interest rate environment warrants a refinancing of the 2002 \$1,260,000 Capital Project bond issue. The City is currently paying a true interest cost of 4.76% on the bonds. Refinancing the bonds would lower the true interest cost to an estimated 2.03% creating an estimated savings of \$88,105.

FISCAL IMPACT: TID #2 Debt Restructuring
There is no fiscal impact on the General Fund of the City. The fiscal impact on the Tax Increment District will be provided by the City's financial consultant, Robert W. Baird, on June 5, 2012, the day of the Common Council meeting, at which time the interest rates on the debt issuance will be known. The present value impact is (\$14,400).

Capital Projects Debt Refinancing

Refinancing the bonds would lower the true interest cost to an estimated 2.03% from 4.76%, creating an estimated present value savings of \$88,105.

RECOMMENDATION: Waterfront Redevelopment Authority:
Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October, 1, 2012 debt payments.

Finance/Purchasing and Building Committee:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October, 1, 2012 debt payments, and refinance the 2002 Capital Projects bond issue.

PREPARED BY: Valerie J. Clarizio 4/20/12
Valerie J. Clarizio Date
Finance Director/City Treasurer

REVIEWED BY: Marty Olejniczak 4/20/12
Marty Olejniczak Date
Community Development Director

APPROVED BY: Stephen McNeil 4/20/12
Stephen McNeil Date
City Administrator

BAIRD

City of Sturgeon Bay Waterfront Redevelopment Authority

TID #2 Debt Restructuring and Borrowing for October 1, 2012 Payments

Bradley D. Viegut, Director

bviegut@rwaofsb.com

414-785-9550



City of Sturgeon Bay
Waterfront Redevelopment Authority



TID #2 DEBT RESTRUCTURING AND BORROWING FOR
OCTOBER 1, 2012 PAYMENTS

April 24, 2012

New Issue.....\$2,820,000 General Obligation Refunding Bonds

- \$2,085,000 is for TID #2 Debt Restructuring
- \$735,000 is for City debt refunding for savings

Purpose*.....Fund October 1, 2012 principal and interest payments due on TID #2 debt by refunding the following issues:

- 2005 General Obligation Refunding Bonds
- 2006 General Obligation Refunding Bonds
- 2006 RDA Lease Revenue Refunding Bonds
 - Estimated Present Value Impact: -\$14,400

Interest PaymentsSemi-annually beginning April 1, 2013

Principal Payments*.....October 1, 2022 and October 1, 2023

Call Provisions2022 and 2023 callable October 1, 2021

Timeline:

- Finance Committee considers Plan of Finance April 24, 2012
- City Council considers Initial Resolution May 1, 2012
- City Staff and Baird take the necessary steps to issue bonds
 - Prepare Disclosure Statement (“Official Statement”)
 - Secure Moody’s Rating
 - Market the Bonds
 - Accept bids from Bond Underwriters
- City Council adopts Award Resolution..... June 5, 2012
 - Finalizes terms of the Bonds

* TID #2 Component Only

City of Sturgeon Bay
Waterfront Redevelopment Authority



TID #2 DEBT RESTRUCTURING AND BORROWING FOR
OCTOBER 1, 2012 PAYMENTS

April 24, 2012

Example Refinancing Issues – TID #2

\$2,085,000
G.O. REFUNDING BONDS
Dated July 2, 2012
(First interest 4/1/13)

YEAR	PRINCIPAL (10/1)	RATE	INTEREST (4/1 & 10/1)	TOTAL
2013			\$70,870	\$70,870
2014			\$56,823	\$56,823
2015			\$56,823	\$56,823
2016			\$56,823	\$56,823
2017			\$56,823	\$56,823
2018			\$56,823	\$56,823
2019			\$56,823	\$56,823
2020			\$56,823	\$56,823
2021			\$56,823	\$56,823
2022	\$1,030,000	2.70%	\$56,823	\$1,086,823
2023	\$1,055,000	2.75%	\$29,013	\$1,084,013
	<u>\$2,085,000</u>		<u>\$611,285</u>	<u>\$2,696,285</u>

Shared with Refinancing of 2002 Issue (Non-TID #2)

Sources Of Funds	
Par Amount of Bonds	\$2,085,000
Reoffering Premium	\$16,890
Total Sources	<u><u>\$2,101,890</u></u>
Uses Of Funds	
Deposit to Current Refunding Fund	\$2,054,251
Financial Advisory Fee	\$12,199
Underwriter's Discount	\$16,680
Rating Agency Fee	\$7,024
Bond Counsel Fee	\$5,915
Rounding Amount	\$3,917
Official Statement Printing & Distribution	\$1,664
Fiscal Agent Fee	\$240
Total Uses	<u><u>\$2,101,890</u></u>

City of Sturgeon Bay
Waterfront Redevelopment Authority

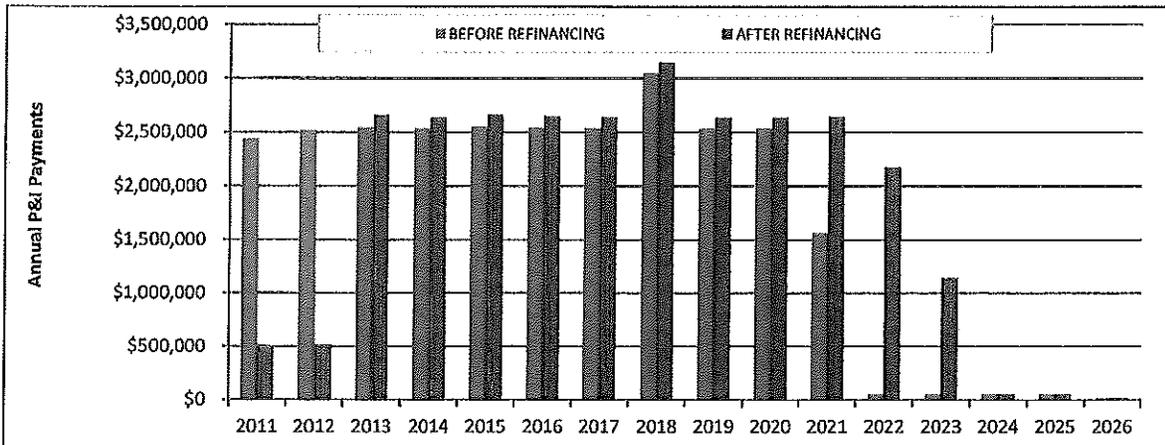


TID #2 DEBT RESTRUCTURING AND BORROWING FOR
OCTOBER 1, 2012 PAYMENTS

April 24, 2012

TID #2 Debt Service

YEAR	PRE-2011 REFINANCING			FINAL	EST.	AFTER REFINANCING TOTAL P&I
	PRINCIPAL	INTEREST	TOTAL	IMPACT OF 2011 REFINANCING (REDUCTION)/ INCREASE	IMPACT OF 2012 REFINANCING (REDUCTION)/ INCREASE	
2011	\$1,531,849	\$905,173	\$2,437,022	(\$1,942,658)		\$494,364
2012	\$1,673,113	\$847,095	\$2,520,208	\$52,712	(\$2,054,251)	\$518,669
2013	\$1,759,597	\$782,802	\$2,542,398	\$48,658	\$70,870	\$2,661,926
2014	\$1,821,077	\$713,934	\$2,535,011	\$48,658	\$56,823	\$2,640,491
2015	\$1,912,630	\$641,049	\$2,553,680	\$48,658	\$56,823	\$2,659,160
2016	\$1,979,200	\$563,155	\$2,542,356	\$48,658	\$56,823	\$2,647,836
2017	\$2,055,972	\$481,961	\$2,537,933	\$48,658	\$56,823	\$2,643,413
2018	\$2,652,771	\$395,898	\$3,048,668	\$48,658	\$56,823	\$3,154,148
2019	\$2,249,659	\$282,277	\$2,531,936	\$48,658	\$56,823	\$2,637,416
2020	\$2,351,601	\$182,788	\$2,534,388	\$48,658	\$56,823	\$2,639,868
2021	\$1,483,722	\$77,321	\$1,561,043	\$1,028,658	\$56,823	\$2,646,523
2022	\$45,908	\$10,798	\$56,706	\$1,030,628	\$1,086,823	\$2,174,156
2023	\$48,204	\$8,502	\$56,706		\$1,084,013	\$1,140,718
2024	\$50,597	\$6,109	\$56,706			\$56,706
2025	\$53,143	\$3,562	\$56,705			\$56,705
2026	\$18,102	\$905	\$19,008			\$19,008
	\$21,687,145	\$5,903,330	\$27,590,474	\$558,600	\$642,034	\$28,791,108



RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend that the City restructure the 2012 TID #2 debt and borrow for the October 1, 2012 debt payments.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 24, 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: TID #2 (Waterfront District) Debt Restructuring and Borrowing for October 1, 2012 Payments, and refinancing of the 2002 Capital Projects bond issue

Combined debt issue:

- \$2,085,000 is for TID #2 (Waterfront District) Debt Restructuring
- \$735,000 is for City debt refunding for savings (2002 Capital Projects bond issue)

BACKGROUND: TID #2 Debt Restructuring

The downturn in the economy over the past several years has contributed to lower than expected growth in TID #2, resulting in less than expected tax increments being generated. The tax increments generated in 2012 for TID #2 are not enough to fully support the scheduled debt payments. The City has the option to either restructure the 2012 TID #2 debt through an additional borrowing or support the debt payments with general fund dollars. Restructuring the 2012 TID #2 debt and borrowing for the October 1, 2012 debt payments would give the City an additional eleven years to recover its 2011 debt costs. Even with the additional financing the TID will still close approximately five years prior to its expiration date.

Capital Projects Debt Refinancing

The reduced interest rate environment warrants a refinancing of the 2002 \$1,260,000 Capital Project bond issue. The City is currently paying a true interest cost of 4.76% on the bonds. Refinancing the bonds would lower the true interest cost to an estimated 2.03% creating an estimated savings of \$88,105.

FISCAL IMPACT: TID #2 Debt Restructuring

There is no fiscal impact on the General Fund of the City. The fiscal impact on the Tax Increment District will be provided by the City's financial consultant, Robert W. Baird, on June 5, 2012, the day of the Common Council meeting, at which time the interest rates on the debt issuance will be known. The present value impact is (\$14,400).

Capital Projects Debt Refinancing

Refinancing the bonds would lower the true interest cost to an estimated 2.03% from 4.76%, creating an estimated present value savings of \$88,105.

RECOMMENDATION:

Waterfront Redevelopment Authority:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October, 1, 2012 debt payments.

Finance/Purchasing and Building Committee:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October, 1, 2012 debt payments, and refinance the 2002 Capital Projects bond issue.

PREPARED BY: Valerie J. Chiarizo 4/20/12
Valerie J. Chiarizo Date
Finance Director/City Treasurer

REVIEWED BY: Marty Olejniczak 4/20/12
Marty Olejniczak Date
Community Development Director

APPROVED BY: Stephen McNeil 4/20/12
Stephen McNeil Date
City Administrator

BAIRD

City of Sturgeon Bay Waterfront Redevelopment Authority

TID #2 Debt Restructuring and Borrowing for October 1, 2012 Payments

Bradley D. Viegut, Director

bviegut@wrbaird.com

414.765.3837



City of Sturgeon Bay Waterfront Redevelopment Authority



TID #2 DEBT RESTRUCTURING AND BORROWING FOR OCTOBER 1, 2012 PAYMENTS

April 24, 2012

New Issue.....\$2,820,000 General Obligation Refunding Bonds

- \$2,085,000 is for TID #2 Debt Restructuring
- \$735,000 is for City debt refunding for savings

Purpose*.....Fund October 1, 2012 principal and interest payments due on TID #2 debt by refunding the following issues:

- 2005 General Obligation Refunding Bonds
- 2006 General Obligation Refunding Bonds
- 2006 RDA Lease Revenue Refunding Bonds
 - Estimated Present Value Impact: -\$14,400

Interest PaymentsSemi-annually beginning April 1, 2013

Principal Payments*.....October 1, 2022 and October 1, 2023

Call Provisions2022 and 2023 callable October 1, 2021

Timeline:

- Finance Committee considers Plan of Finance..... April 24, 2012
- City Council considers Initial Resolution May 1, 2012
- City Staff and Baird take the necessary steps to issue bonds
 - Prepare Disclosure Statement (“Official Statement”)
 - Secure Moody’s Rating
 - Market the Bonds
 - Accept bids from Bond Underwriters
- City Council adopts Award Resolution..... June 5, 2012
 - Finalizes terms of the Bonds

* TID #2 Component Only

City of Sturgeon Bay
Waterfront Redevelopment Authority



TID #2 DEBT RESTRUCTURING AND BORROWING FOR
OCTOBER 1, 2012 PAYMENTS

April 24, 2012

Example Refinancing Issues – TID #2

\$2,085,000
G.O. REFUNDING BONDS

Dated July 2, 2012
(First Interest 4/1/13)

YEAR	PRINCIPAL (10/1)	RATE	INTEREST (4/1 & 10/1)	TOTAL
2013			\$70,870	\$70,870
2014			\$56,823	\$56,823
2015			\$56,823	\$56,823
2016			\$56,823	\$56,823
2017			\$56,823	\$56,823
2018			\$56,823	\$56,823
2019			\$56,823	\$56,823
2020			\$56,823	\$56,823
2021			\$56,823	\$56,823
2022	\$1,030,000	2.70%	\$56,823	\$1,086,823
2023	\$1,055,000	2.75%	\$29,013	\$1,084,013
	<u>\$2,085,000</u>		<u>\$611,285</u>	<u>\$2,696,285</u>

Shared with Refinancing of 2002 Issue (Non-TID #2)

Sources Of Funds	
Par Amount of Bonds	\$2,085,000
Reoffering Premium	\$16,890
Total Sources	<u>\$2,101,890</u>

Uses Of Funds	
Deposit to Current Refunding Fund	\$2,054,251
Financial Advisory Fee	\$12,199
Underwriter's Discount	\$16,680
Rating Agency Fee	\$7,024
Bond Counsel Fee	\$5,915
Rounding Amount	\$3,917
Official Statement Printing & Distribution	\$1,664
Fiscal Agent Fee	\$240
Total Uses	<u>\$2,101,890</u>

City of Sturgeon Bay Waterfront Redevelopment Authority

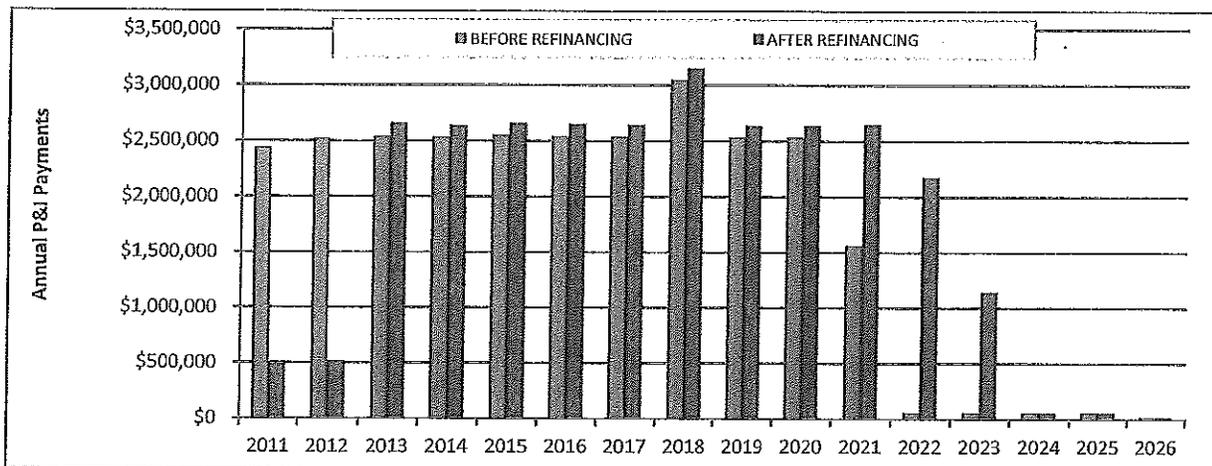


TID #2 DEBT RESTRUCTURING AND BORROWING FOR OCTOBER 1, 2012 PAYMENTS

April 24, 2012

TID #2 Debt Service

YEAR	PRE-2011 REFINANCING			FINAL	EST.	AFTER REFINANCING TOTAL P&I
	PRINCIPAL	INTEREST	TOTAL	IMPACT OF 2011 REFINANCING (REDUCTION)/ INCREASE	IMPACT OF 2012 REFINANCING (REDUCTION)/ INCREASE	
2011	\$1,531,849	\$905,173	\$2,437,022	(\$1,942,658)		\$494,364
2012	\$1,673,113	\$847,095	\$2,520,208	\$52,712	(\$2,054,251)	\$518,669
2013	\$1,759,597	\$782,802	\$2,542,398	\$48,658	\$70,870	\$2,661,926
2014	\$1,821,077	\$713,934	\$2,535,011	\$48,658	\$56,823	\$2,640,491
2015	\$1,912,630	\$641,049	\$2,553,680	\$48,658	\$56,823	\$2,659,160
2016	\$1,979,200	\$563,155	\$2,542,356	\$48,658	\$56,823	\$2,647,836
2017	\$2,055,972	\$481,961	\$2,537,933	\$48,658	\$56,823	\$2,643,413
2018	\$2,652,771	\$395,898	\$3,048,668	\$48,658	\$56,823	\$3,154,148
2019	\$2,249,659	\$282,277	\$2,531,936	\$48,658	\$56,823	\$2,637,416
2020	\$2,351,601	\$182,788	\$2,534,388	\$48,658	\$56,823	\$2,639,868
2021	\$1,483,722	\$77,321	\$1,561,043	\$1,028,658	\$56,823	\$2,646,523
2022	\$45,908	\$10,798	\$56,706	\$1,030,628	\$1,086,823	\$2,174,156
2023	\$48,204	\$8,502	\$56,706		\$1,084,013	\$1,140,718
2024	\$50,597	\$6,109	\$56,706			\$56,706
2025	\$53,143	\$3,562	\$56,705			\$56,705
2026	\$18,102	\$905	\$19,008			\$19,008
	\$21,687,145	\$5,903,330	\$27,590,474	\$558,600	\$642,034	\$28,791,108



RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend that the City refinance the 2002 Capital Projects bond issue.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 24, 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: TID #2 (Waterfront District) Debt Restructuring and Borrowing for October 1, 2012 Payments, and refinancing of the 2002 Capital Projects bond issue

Combined debt issue:

- \$2,085,000 is for TID #2 (Waterfront District) Debt Restructuring
- \$735,000 is for City debt refunding for savings (2002 Capital Projects bond issue)

BACKGROUND: TID #2 Debt Restructuring

The downturn in the economy over the past several years has contributed to lower than expected growth in TID #2, resulting in less than expected tax increments being generated. The tax increments generated in 2012 for TID #2 are not enough to fully support the scheduled debt payments. The City has the option to either restructure the 2012 TID #2 debt through an additional borrowing or support the debt payments with general fund dollars. Restructuring the 2012 TID #2 debt and borrowing for the October 1, 2012 debt payments would give the City an additional eleven years to recover its 2011 debt costs. Even with the additional financing the TID will still close approximately five years prior to its expiration date.

Capital Projects Debt Refinancing

The reduced interest rate environment warrants a refinancing of the 2002 \$1,260,000 Capital Project bond issue. The City is currently paying a true interest cost of 4.76% on the bonds. Refinancing the bonds would lower the true interest cost to an estimated 2.03% creating an estimated savings of \$88,105.

FISCAL IMPACT: TID #2 Debt Restructuring

There is no fiscal impact on the General Fund of the City. The fiscal impact on the Tax Increment District will be provided by the City's financial consultant, Robert W. Baird, on June 5, 2012, the day of the Common Council meeting, at which time the interest rates on the debt issuance will be known. The present value impact is (\$14,400).

Capital Projects Debt Refinancing

Refinancing the bonds would lower the true interest cost to an estimated 2.03% from 4.76%, creating an estimated present value savings of \$88,105.

RECOMMENDATION:

Waterfront Redevelopment Authority:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October 1, 2012 debt payments.

Finance/Purchasing and Building Committee:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2012 TID #2 debt and borrow for the October, 1, 2012 debt payments, and refinance the 2002 Capital Projects bond issue.

PREPARED BY: Valerie J. Clarizio 4/20/12
Valerie J. Clarizio Date
Finance Director/City Treasurer

REVIEWED BY: Marty Olejniczak 4/20/12
Marty Olejniczak Date
Community Development Director

APPROVED BY: Stephen McNeil 4/20/12
Stephen McNeil Date
City Administrator



City of Sturgeon Bay Finance Committee

General Obligation Refunding Bonds

Bradley D. Viegut, Director
bviegut@chawickad.com
414.765.3827



City of Sturgeon Bay Finance Committee

GENERAL OBLIGATION REFUNDING BONDS



April 24, 2012

New Issue.....\$2,820,000 General Obligation Refunding Bonds

- \$2,085,000 is for TID #2 Debt Restructuring
- \$735,000 is for City debt refunding for savings

TIF #2 Component PurposeFund October 1, 2012 principal and interest payments due on TID #2 debt by refunding the following issues:

- 2005 General Obligation Refunding Bonds
- 2006 General Obligation Refunding Bonds
- 2006 RDA Lease Revenue Refunding Bonds
 - Estimated Present Value Impact: -\$14,400

City Component PurposeRefunds the City's 2002 Bonds

- Estimated Present Value Savings after issuance costs: \$88,105
- Does not extend payments

Interest PaymentsSemi-annually beginning April 1, 2013

Principal Payments.....October 1, 2013 through October 1, 2023

Call Provisions2022 and 2023 callable October 1, 2021

Timeline:

- Finance Committee considers Plan of Finance April 24, 2012
- City Council considers Initial Resolution May 1, 2012
- City Staff and Baird take the necessary steps to issue bonds
 - Prepare Disclosure Statement ("Official Statement")
 - Secure Moody's Rating
 - Market the Bonds
 - Accept bids from Bond Underwriters
- City Council adopts Award Resolution..... June 5, 2012
 - Finalizes terms of the Bonds

City of Sturgeon Bay
Finance Committee

GENERAL OBLIGATION REFUNDING BONDS



April 24, 2012

Example Refinancing Issues – TID #2

\$2,085,000
G.O. REFUNDING BONDS

Dated July 2, 2012
(First interest 4/1/13)

YEAR	PRINCIPAL (10/1)	RATE	INTEREST (4/1 & 10/1)	TOTAL
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	<u>\$2,085,000</u>		<u>\$611,285</u>	<u>\$2,696,285</u>

Shared with Refinancing of 2002 Issue (Non-TID #2)

Sources Of Funds	
Par Amount of Bonds	\$2,085,000
Reoffering Premium	\$16,890
Total Sources	<u>\$2,101,890</u>
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Deposit to Current Refunding Fund	\$2,054,251
Financial Advisory Fee	\$12,199
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Official Statement Printing & Distribution	\$1,664
Fiscal Agent Fee	\$240
Total Uses	<u>\$2,101,890</u>

City of Sturgeon Bay Finance Committee

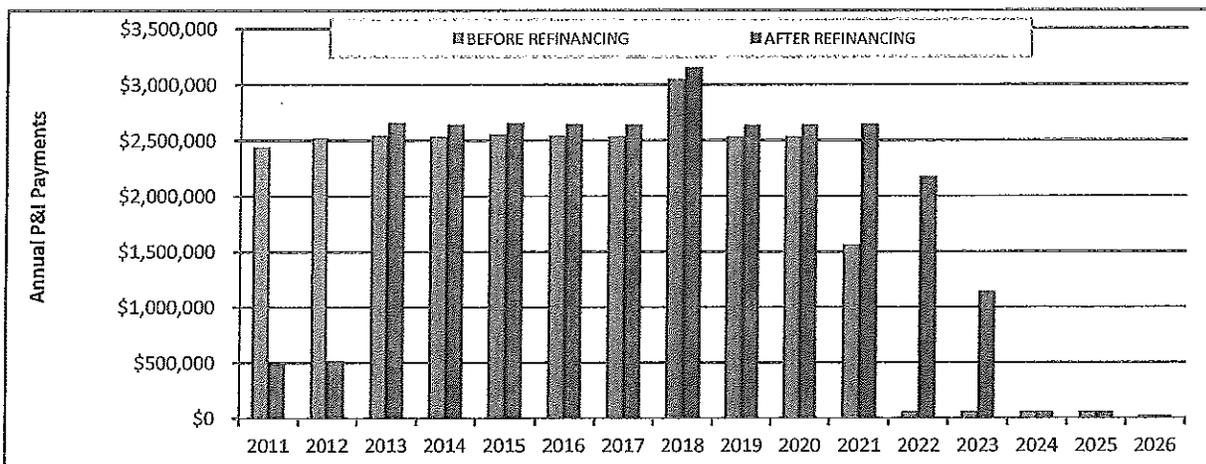


GENERAL OBLIGATION REFUNDING BONDS

April 24, 2012

TID #2 Debt Service

YEAR	PRE-2011 REFINANCING			FINAL	EST.	AFTER REFINANCING TOTAL P&I
	PRINCIPAL	INTEREST	TOTAL	IMPACT OF 2011 REFINANCING (REDUCTION)/ INCREASE	IMPACT OF 2012 REFINANCING (REDUCTION)/ INCREASE	
2011	\$1,531,849	\$905,173	\$2,437,022	(\$1,942,658)		\$494,364
2012	\$1,673,113	\$847,095	\$2,520,208	\$52,712	(\$2,054,251)	\$518,669
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2015	\$1,912,630	\$641,049	\$2,553,680	\$48,658	\$56,823	\$2,659,160
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2024	\$50,597	\$6,109	\$56,706			\$56,706
2025	\$53,143	\$3,562	\$56,705			\$56,705
2026	\$18,102	\$905	\$19,008			\$19,008
	\$21,687,145	\$5,903,330	\$27,590,474	\$558,600	\$642,034	\$28,791,108



City of Sturgeon Bay
Finance Committee

BAIRD

GENERAL OBLIGATION REFUNDING BONDS

April 24, 2012

Summary of Refinancing

Calendar Year	BEFORE REFINANCING			AFTER REFINANCING			TOTAL DEBT SERVICE	TOTAL NEW DEBT SERVICE	DEBT SERVICE SAVINGS
	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	TOTAL	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	TOTAL			
	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000			
	G.O. Refunding Bonds (CR) Dated April 1, 2002			G.O. Refunding Bonds (CR) Dated July 2, 2012					
2012	\$65,000	\$36,218	\$96,218	\$60,000	\$18,754	\$78,754	\$78,754	\$17,464	
2013	\$70,000	\$33,449	\$98,449	***	***	***	\$87,274	\$11,175	
2014	\$75,000	\$30,378	\$100,378	***	***	***	\$87,800	\$12,578	
2015	\$80,000	\$27,079	\$102,079	***	***	***	\$91,675	\$10,404	
2016	\$85,000	\$23,473	\$103,473	***	***	***	\$95,475	\$7,998	
2017	\$90,000	\$19,791	\$94,791	***	***	***	\$84,200	\$10,591	
2018	\$95,000	\$16,110	\$96,110	***	***	***	\$87,700	\$8,410	
2019	\$100,000	\$12,005	\$102,005	***	***	***	\$91,100	\$10,905	
2020	\$105,000	\$7,473	\$102,473	***	***	***	\$94,400	\$8,073	
2021	\$795,000	\$208,546	\$1,003,546	\$60,000	\$18,754	\$78,754	\$895,793	\$107,793	

Maturities callable 4/1/2012 or any date thereafter.

LESS TRANSFER FROM PRIOR ISSUE D/S FUND.....	(\$17,464)
ROUNDING AMOUNT.....	(\$394)
GROSS SAVINGS.....	\$89,936
PRESENT VALUE SAVINGS.....	\$86,105
PV SAVINGS %.....	11.987%

REFINANCED WITH 2012 ISSUE	
Sources Of Funds	
Par Amount of Bonds	735,000
Reoffering Premium	6,384
Transfers from Prior Issue D/S Funds	17,464
Total Sources	758,848
Uses Of Funds	
Deposit to CR Fund	743,829
Financial Advisory Fee	4,301
Underwriter's Discount	5,880
Rating Agency Fee	2,476
Bond Counsel Fee	2,085
Roundng Amount	(394)
OS Printing & Distribution	586
Fiscal Agent Fee	85
Total Uses	758,848

Resolution No. _____

RESOLUTION
PROVIDING FOR THE SALE OF APPROXIMATELY \$2,820,000
GENERAL OBLIGATION REFUNDING BONDS

WHEREAS, the Common Council of the City of Sturgeon Bay, Door County, Wisconsin (the "City") deems it to be necessary, desirable and in the best interest of the City to refund the City's General Obligation Refunding Bonds, dated April 1, 2002 and all or a portion of the October 1, 2012 principal and interest payment on the General Obligation Refunding Bonds, dated June 1, 2005, the General Obligation Refunding Bonds, dated December 1, 2006, and the City's obligation to make the lease payment due under the Amended and Restated Lease Agreement dated August 31, 2006 (the "Lease") entered into between the City and the Waterfront Redevelopment Authority of the City of Sturgeon Bay (the "Authority") relating to the October 1, 2012 principal and interest payment due on the Authority's Redevelopment Lease Revenue Refunding Bonds, Series 2006A, dated August 31, 2006 (collectively, the "Refunded Obligations") for the purpose of achieving debt service cost savings and restructuring the outstanding obligations of the City; and

WHEREAS, the Common Council of the City hereby finds and determines that general obligation refunding bonds in an amount of approximately \$2,820,000 should be issued for the purpose of refunding the Refunded Obligations pursuant to Section 67.04, Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Issuance of the Bonds. The City shall issue General Obligation Refunding Bonds (the "Bonds") in an amount of approximately \$2,820,000 for the purpose above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with the City's financial advisor, Robert W. Baird & Co. Incorporated ("Baird")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause copies of a complete, official Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Baird) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Section 5. Award of the Bonds. Following receipt of bids for the Bonds, the Common Council shall consider taking further action to provide the details of the Bonds; to award the Bonds to the lowest responsible bidder therefor; and to levy a direct annual irrevocable tax

sufficient to pay the principal of and interest on the Bonds as the same becomes due as required by law.

Section 6. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded May 1, 2012.

Thad Birmingham
Mayor

ATTEST:

Stephanie L. Reinhardt
City Clerk

(SEAL)