



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, JUNE 19, 2012**

**8:00 P.M.**

**COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Presentation: USCG Families presentation on Coast Guard City Designation
6. Presentation: Port Security Grant Wireless Camera System  
Eric Burmeister, Marinette County Emergency Government Director
7. Consideration of the following bills: General Fund – \$194,289.67, Capital Fund - \$12,928.90, Cable TV - \$100.00, and Solid Waste Enterprise - \$16,835.42 for a grand total of \$224,153.99.  
[roll call]

8. **CONSENT AGENDA**

\* All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.

\* a. Approval of 6/5/12 regular Common Council minutes.

\* b. Approval of the following minutes:

- (1) Sturgeon Bay Utility Commission – 5/7/12
- (2) Sturgeon Bay Utility Commission Special meeting – 5/10/12
- (3) Finance/Purchasing & Building Committee – 5/29/12
- (4) Board of Canvassers – 6/11/12

\* c. Place following report on file:

- (1) Inspection Department Report – May 2012
- (2) Fire Department Report – May 2012
- (3) Police Department Report – May 2012
- (4) Parks Department Report – May 2012
- (5) Employee Service Recognition Report – 1/1/12 – 6/30/12
- (6) Bank Reconciliation – May 2012
- (7) Revenue & Expense Report – May 2012

\* d. Consideration of: Beverage Operator licenses.

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

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

- \* g. Consideration of: Consideration of: Combination "Class B" Combination licenses.
  - \* h. Consideration of: Approval of Street Closure Applications.
  - \* i. Finance/Purchasing & Building Committee recommendation re: Approve request for a donation from the Sturgeon Bay Yacht Club for Festival Fireworks to be held on Saturday, August 4, 2012, in the amount of \$500.00.
  - \* j. Finance/Purchasing & Building Committee recommendation re: Create a Micro Loan Program using \$140,000 of City's Revolving Loan Fund following specified criteria.
9. Mayoral appointments.
  10. Second reading of ordinance re: Creating Section 20.42 of the Municipal Code – Wellhead Protection Requirements.
  11. Second reading of ordinance re: Repealing and recreating Section 20.15(1)(b) of the Municipal Code (zoning code).
  12. Second reading of ordinance re: Amending Section 13.01 of the Municipal Code – Combined Utility.
  13. Committee Chairperson Reports:
    - a. Personnel Committee
    - b. Parking & Traffic Committee
    - c. Community Protection & Services Committee
    - d. Sturgeon Bay Utility Commission
  14. Public comment on non-agenda items.
  15. Mayor's comments.
  16. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

6-15-12

Time:

12:00pm

By:

Laurie S.

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19326	SOIL SPECIALIST	REF STREET OPENING SO-003-11	01-000-000-23160	352.00
19326		REF STREET OPENING SO-007-11	01-000-000-23160	264.00
19326		REF STREET OPENING SO-009-11	01-000-000-23160	640.00
LILY BAY	LILY BAY SAND & GRAVEL LLC	REF STREET OPENING SO-011-11	01-000-000-23160	250.80
LILY BAY		REF STREET OPENING SO-030-11	01-000-000-23160	440.00
MARINA	MARINA VIEW APARTMENTS, LLC	REF STREET OPENING SO-012-11	01-000-000-23160	880.00
R0000610	WELLNESS CENTER	REF STREET OPENING 231-11-6P	01-000-000-23160	640.00
R0000923	CJ PROMOTIONS, LLC	PK SEC DEP REF CJ PROMO	01-000-000-23162	50.00
R0000923		REF SIGN PERMIT FEE	01-000-000-44135	30.00
R0000972	PAM SMITH	PK SEC DEP REF SMITH	01-000-000-23162	50.00
R0000973	KATHY ENGELDINGER	PK SEC DER REF ENGELDINGER	01-000-000-23162	50.00
R0000974	ADVANCED SOIL & WASTEWATER	REF STREET OPENING SO-005-11	01-000-000-23160	376.00
R0000975	BAYLAND BUILDINGS	PHN SIGN REFUND	01-000-000-23168	50.00
TOTAL LIABILITIES				4,072.80
TOTAL GENERAL FUND				4,072.80
MAYOR				
04696	DOOR COUNTY TREASURER	INTERNET	01-100-000-56700	2.50
TOTAL				2.50
TOTAL MAYOR				2.50
LAW/LEGAL				
BUELOW	BUELOW, VETTER, BUIKEMA,	PROFESSIONAL FEES	01-110-000-57900	2,589.50
TOTAL				2,589.50
TOTAL LAW/LEGAL				2,589.50
CITY CLERK-TREASURER				
03940	STEPHANIE REINHARDT	2012 IIMC CONFERENCE EXPENSES	01-115-000-55600	1,136.70
04696	DOOR COUNTY TREASURER	INTERNET	01-115-000-56700	10.00
16575	PIP PRINTING	40 SHEET OF CARD STOCK	01-115-000-52800	3.76
TOTAL				1,150.46
TOTAL CITY CLERK-TREASURER				1,150.46
ADMINISTRATION				
04696	DOOR COUNTY TREASURER	INTERNET	01-120-000-56700	5.00
NPFLRA	NATIONAL PUBLIC EMPLOYER	2012 MEMBERSHIP	01-120-000-56000	120.00
TOTAL				125.00
TOTAL ADMINISTRATION				125.00

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
COMPUTER				
03101	CDW GOVERNMENT, INC.	CABLES	01-125-000-54999	27.65
04696	DOOR COUNTY TREASURER	05/12 TECH SUPPORT	01-125-000-55550	2,500.00
		TOTAL		2,527.65
		TOTAL COMPUTER		2,527.65
CITY ASSESSOR				
01740	ASSESSMENT TECHNOLOGIES	PROGRAM SUPPORT	01-130-000-55550	120.00
04696	DOOR COUNTY TREASURER	INTERNET	01-130-000-56700	7.50
22740	WAAO	ANNUAL MEMBERSHIP	01-130-000-55600	50.00
ASSO APP	ASSOCIATED APPRAISAL	06/19/12 CONTRACT	01-130-000-55010	1,245.83
		TOTAL		1,423.33
		TOTAL CITY ASSESSOR		1,423.33
BUILDING/ZONING CODE ENFORCMENT				
04696	DOOR COUNTY TREASURER	INTERNET	01-140-000-56700	2.50
09223	INDEPENDENT INSPECTIONS, LTD	05/12 PERMITS	01-140-000-55010	13,761.71
23760	WISCONSIN DEPT OF ADMINISTRATI	10 STATE SEALS	01-140-000-52750	303.00
		TOTAL		14,067.21
		TOTAL BUILDING/ZONING CODE ENFORCMENT		14,067.21
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-145-000-58250	34.22
04696	DOOR COUNTY TREASURER	INTERNET	01-145-000-56700	5.00
		TOTAL		39.22
		TOTAL MUNICIPAL SERVICES ADMIN.		39.22
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-150-000-58250	43.57
03767	STAPLES ADVANTAGE	PAPER & TAPE	01-150-000-52800	45.93
03767		CARD STOCK, PAPER CLIPS, SPLY	01-150-000-52800	174.93
04696	DOOR COUNTY TREASURER	INTERNET	01-150-000-56700	8.75
		TOTAL		273.18
		TOTAL PUBLIC WORKS ADMINISTRATION		273.18
CITY HALL				
04575	DOOR COUNTY HARDWARE	DUCT TAPE	01-160-000-54999	9.49

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
04575		SAND DISCS, BITS, WOOD GLUE	01-160-000-54999	81.26
04575		PAINT, SANDPAPER, WOOD FILLER	01-160-000-54999	20.47
04575		TOOL CADDY	01-160-000-54999	8.99
04575		DUST PAN & BROOMS	01-160-000-54999	33.47
04575		SCRATCH ALL, FASTENERS, SCRWRD	01-160-000-54999	27.28
04575		V-BELT	01-160-000-54999	6.99
04575		REPAIR KIT	01-160-000-54999	7.49
04575		KEYS & RINGS	01-160-000-51400	4.86
04696	DOOR COUNTY TREASURER	INTERNET	01-160-000-56700	2.50
08280	HILL BUILDING MAINTENANCE INC	CITY HALL CLEANING	01-160-000-55300	590.00
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	2,760.82
19880		421 MICHIGAN ST	01-160-000-58650	190.42
VIK	VIKING ELECTRIC SUPPLY	LIGHT FIXTURE & WIRE NUTS	01-160-000-54999	47.15
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHT FIXTURES, WIRE NUTS	01-160-000-54999	47.15
WARNER	WARNER-WEXEL WHOLESALE &	2 CASES ROLL TOWELING	01-160-000-51850	118.86
TOTAL				3,957.20
TOTAL CITY HALL				3,957.20
<b>INSURANCE</b>				
BH	BURKART HEISDORF INSURANCE	07/11 GENERAL LIABILITY	01-165-000-56400	2,842.00
BH		07/11 POLICE LIABILITY	01-165-000-57150	1,072.00
BH		07/11 PUBILC OFFICALS	01-165-000-57400	1,079.00
BH		07/11 AUTO LIABILITY	01-165-000-55200	1,618.00
BH		07/11 AUTO PHYS DAMAGE	01-165-000-55200	1,110.00
BH		07/11 WORKERS COMP	01-165-000-58750	14,987.00
TOTAL				22,708.00
TOTAL INSURANCE				22,708.00
<b>GENERAL EXPENDITURES</b>				
04696	DOOR COUNTY TREASURER	05/12 MS PHONE	01-199-000-58200	78.61
04696		05/12 PD PHONE	01-199-000-58200	104.32
04696		05/12 CH PHONE	01-199-000-58200	160.73
04696		05/12 FD PHONE	01-199-000-58200	24.43
08167	GANNETT WISCONSIN NEWSPAPERS	ORDINANCE	01-199-000-57450	85.34
16590	PITNEY BOWES	POSTAGE MACH RENTAL CHARGE	01-199-000-57250	117.00
TOTAL				570.43
TOTAL GENERAL EXPENDITURES				570.43
<b>POLICE DEPARTMENT</b>				
04696	DOOR COUNTY TREASURER	INTERNET	01-200-000-56700	35.00
17700	QUILL CORPORATION	PRINT CART	01-200-000-51600	151.08
HENRY	CLINT HENRY	REIMB LDGNG/MEALS SONAR TRNG	01-200-000-55600	698.39
TOTAL				884.47

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
				TOTAL POLICE DEPARTMENT
				884.47
PATROL BOAT				
PATROL BOAT				
02206	BAY MARINE	FUEL	01-205-000-51650	424.90
02206		FUEL	01-205-000-51650	566.49
				TOTAL PATROL BOAT
				991.39
				TOTAL PATROL BOAT
				991.39
POLICE DEPARTMENT/PATROL				
02790	DAN BRINKMAN	REIMB LODGING & MLG FBI ACDMY	01-215-000-55600	215.00
02960	C & W AUTO	FORD EXPLORER MIRROR	01-215-000-58600	100.00
03075	CARQUEST OF DOOR COUNTY	PINTLE & FREIGHT	01-215-000-58600	94.37
03075		HEADLIGHT	01-215-000-58600	22.56
04150	DE JARDIN CLEANERS LLC	UNIFORM CLNG ALLOW LAUDER	01-215-000-56800	22.00
04150		UNIFORM CLNG ALLOW SOUTH	01-215-000-56800	8.00
04575	DOOR COUNTY HARDWARE	BATTERIES	01-215-000-54999	9.99
04575		KEY	01-215-000-54999	1.49
04575		FLASHLIGHT	01-215-000-54999	12.99
06650	GALLS, AN ARAMARK COMPANY	TACTICAL SHORTS	01-215-000-52900	29.75
06650		SHORTS	01-215-000-52900	59.51
06650		SHORTS	01-215-000-52900	30.18
12100	LAMPERT YARDS INC	FLYWD, NUTS, BOLTS UTILITY TRK	01-215-000-58600	172.39
14878	NWTC	TAC GRND COMBATIVES 4 OFFICERS	01-215-000-55600	340.00
15890	PACK AND SHIP PLUS	SHIPPING	01-215-000-54999	29.58
15890		SHIPPING	01-215-000-54999	21.41
15890		SHIPPING	01-215-000-54999	6.63
15890		SHIPPING	01-215-000-54999	7.86
19324	STEVEN SOUTH	REIMB WORK BOOTS	01-215-000-52900	49.99
20254	TIP TOP CLEANERS	UNIFORM CLNG ALLOW BILODEAU	01-215-000-56800	11.35
20254		UNIFORM CLNG ALLOW MEILKE	01-215-000-56800	2.60
20254		UNIFORM CLNG ALLOW CSO	01-215-000-56800	13.50
20254		UNIFORM CLNG ALLOW MIELKE	01-215-000-56800	2.35
20254		UNIFORM CLNG ALLOW WATERSTREET	01-215-000-56800	2.00
20254		UNIFORM CLNG ALLOW SOUTH	01-215-000-56800	5.75
20254		UNIFORM CLNG ALLOW MEISNER	01-215-000-56800	2.00
20254		UNIFORM CLNG ALLOW CSO	01-215-000-56800	5.00
21450	THE UNIFORM SHOPPE	SHIRT MEISNER	01-215-000-52900	61.95
23828	WITT PENINSULA FORD LINCOLN	REPL AC CONDENSOR & CHARGE	01-215-000-58600	390.00
23828		LOF, REPR SHOCK	01-215-000-58600	32.31
23828		LOF	01-215-000-58600	24.95
23828		REPL BRK PADS & AXLE SHAFT	01-215-000-58600	701.34
23828		REPL THIRD BRAKE LIGHT	01-215-000-58600	11.10
23828		LOF	01-215-000-58600	24.95
23828		LOF	01-215-000-58600	24.57
23828		LOF	01-215-000-58600	24.95
23828		REPLACE U JOINTS	01-215-000-58600	85.22
CARROT	CARROT-TOP INDUSTRIES, INC	POLE, FLOOR STAND & RAIN COVER	01-215-000-54999	130.49
HOUGAARD	CHAD HOUGAARD	REIMB MEAL	01-215-000-55600	9.86
SHARES	SHARES INC	500 DNA COLLECTION KITS	01-215-000-54999	260.00

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TOTAL				3,059.94
TOTAL POLICE DEPARTMENT/PATROL				3,059.94
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS	06-08/12 ACCESS FEES	01-225-000-57950	240.00
TOTAL				240.00
TOTAL POLICE DEPT. / INVESTIGATIONS				240.00
FIRE DEPARTMENT				
01770	MATT AUSTAD	MEALS FOR SONAR TRAINING	01-250-000-55600	86.03
02001	RED THE UNIFORM TAYLOR	DIETMAN UNIFORM SHIRT	01-250-000-52900	54.49
02001		NAME TAG DIETMAN	01-250-000-52900	16.83
02005	BAY ELECTRONICS, INC.	RADIO MIC	01-250-000-57550	40.00
03075	CARQUEST OF DOOR COUNTY	HOSE & CLAMP	01-250-000-53000	12.13
03075		ATF FILTERS	01-250-000-53000	114.38
03075		VALVE EXT	01-250-000-53000	5.77
03075		GEAR LUBE	01-250-000-53000	46.27
03075		RETURN CORE CALIPER	01-250-000-53000	-79.00
03075		SCREWS/WASHERS	01-250-000-53000	1.44
03075		ELEC TERMINALS	01-250-000-53000	15.28
03075		ADHESIVE REMOVER	01-250-000-53000	25.67
03075		WIRE & LUGS	01-250-000-53000	54.95
03075		OIL & FUEL FILTERS	01-250-000-53000	390.15
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-250-000-58250	7.04
03133		CELL SERVICE	01-250-000-58250	7.31
03159	CHARTER COMMUNICATIONS	WESTSIDE CABLE	01-250-000-54999	6.97
04150	DE JARDIN CLEANERS LLC	REPAIR TURNOUT GEAR	01-250-000-54999	5.50
04575	DOOR COUNTY HARDWARE	WIRE, TERM RING, SPLICE	01-250-000-53000	99.74
04575		FASTENERS, SILICON	01-250-000-54999	30.44
04575		SWITCH TOGGLE	01-250-000-53000	9.98
04575		FASTENERS, ARMOR ALL, CAR POLI	01-250-000-53000	33.00
04575		SPRAY PAINT	01-250-000-54999	4.49
04575		SPRAY PAINT	01-250-000-54999	4.49
04575		TAGGLE SWITCH, BOX	01-250-000-54999	11.56
04575		FREIGHT	01-250-000-54999	12.04
04575		FASTNERS, MAGNET, CLAMP HOSE	01-250-000-54999	11.30
04575		WENDERHOSE, BOLT, SCREWDRIERS	01-250-000-52700	33.04
04575		CABLE TIES, FASTNERS, DISC	01-250-000-53000	35.03
04575		DRILL BITS, SPLICE	01-250-000-52700	54.25
04696	DOOR COUNTY TREASURER	INTERNET	01-250-000-56700	12.50
08260	TIM HERLACHE	LED FLOOD LIGHT	01-250-000-53000	163.01
08260		LED FLOOD LIGHT & BULBS	01-250-000-53000	71.95
11545	MAPLE STREET SIGN CO.	LETTERING FOR TAHOE	01-250-000-53000	532.35
17250	QUALITY STATE OIL CO., INC.	ENGINE OIL	01-250-000-53000	753.64
18287	TIM DIETMAN	MEALS FOR SONAR OPERATOR TRNG	01-250-000-55600	153.73
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-250-000-56675	53.00
19880		TRUCK FILL	01-250-000-56675	36.00
19880		N MADISON AVE SPRINKLER	01-250-000-56675	9.00

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
19880		PEN ST DOCK	01-250-000-56675	18.00
19880		1018 GREEN BAY RD SIREN	01-250-000-56150	15.45
19880		EAST SIDE DOCK	01-250-000-56675	3.56
19880		1ST AVE MARINA RESTROOMS	01-250-000-56675	29.00
19880		N 1ST AVE PARKING RAMP	01-250-000-56675	3.56
19880		48 KENTUCKY ST DOCK	01-250-000-56675	9.00
19880		48 KENTUCKY ST MARINA	01-250-000-56675	29.00
23685	WISCONSIN FIRE INSPECTORS ASSN	MEMBERSHIP HERLACHE	01-250-000-56000	35.00
23685		MEMBERSHIP DIETMAN	01-250-000-56000	35.00
23685		MEMBERSHIP DOELL	01-250-000-56000	35.00
23685		MEMBERSHIP STUEWER	01-250-000-56000	35.00
23685		MEMBERSHIP FRANGE	01-250-000-56000	35.00
23828	WITT PENINSULA FORD LINCOLN	FILTERS	01-250-000-53000	203.12
CJ	CJ WORKS, LLC	05/12 LAUNDRY	01-250-000-56800	54.00
PAULCONW	PAUL CONWAY SHIELDS	HELMET SHIELDS	01-250-000-51350	77.26
		TOTAL		3,552.70
		TOTAL FIRE DEPARTMENT		3,552.70
STORM SEWERS				
10750	PREMIER CONCRETE INC	CONCRETE COLOR	01-300-000-51150	150.00
10750		CONCRETE & GROOVER	01-300-000-51150	293.50
10750		CONCRETE COLOR	01-300-000-51150	150.00
19880	STURGEON BAY UTILITIES	104 FEET 6" PVC	01-300-000-51150	151.93
		TOTAL		745.43
		TOTAL STORM SEWERS		745.43
SOLID WASTE MGMT/SPRING/FALL				
DC WASTE	DOOR COUNTY WASTE & RECYCLING	4.43 TONS REFUSE	01-311-000-58400	255.11
		TOTAL		255.11
		TOTAL SOLID WASTE MGMT/SPRING/FALL		255.11
COMPOST/SOLID WASTE SITE				
PURPLE	PURPLE COW ORGANICS	CREDIT	01-320-000-57700	-2,750.00
PURPLE		20 HOURS GRINDING	01-320-000-57700	11,000.00
PURPLE		MOBILIZATION TO SITE	01-320-000-57700	850.00
		TOTAL		9,100.00
		TOTAL COMPOST/SOLID WASTE SITE		9,100.00
STREET SWEEPING				
02844	BRUCE MUNICIPAL EQUIPMENT INC	GASKETS, HUB ASSEMBLY	01-330-000-51400	289.30

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
02844		HUB SEALS	01-330-000-51400	60.07
03075	CARQUEST OF DOOR COUNTY	BEARINGS	01-330-000-51400	117.48
TOTAL				466.85
TOTAL STREET SWEEPING				466.85
ROADWAYS/STREETS				
04575	DOOR COUNTY HARDWARE	HOLD DOWN STRAP	01-400-000-54999	12.74
04575		GARDEN SPRAYER	01-400-000-51400	9.99
06012	FASTENAL COMPANY	YELLOW & RED LUMBER CRAYONS	01-400-000-54999	13.29
06012		SUPPLIES	01-400-000-51400	86.23
16300	PARTS ASSOCIATES	GLVS, RESPRTR, FLTRS, GRND WHL	01-400-000-51400	220.55
20725	T R COCHART TIRE CENTER	REPAIR FLAT	01-400-000-51400	15.00
TOTAL				357.80
TOTAL ROADWAYS/STREETS				357.80
SNOW REMOVAL				
06012	FASTENAL COMPANY	FLOWBOLTS, LOCK WASHERS, NUTS	01-410-000-51400	45.31
TOTAL				45.31
TOTAL SNOW REMOVAL				45.31
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	ROLLER & FRAME	01-420-000-52100	11.77
04575		SANDING MASKS	01-420-000-52550	7.99
04575		TUBE BRAID	01-420-000-52100	10.47
04575		WIRE BRUSHES & TOOL	01-420-000-52100	11.97
19275	SHERWIN WILLIAMS	80 GAL WHITE TRAFFIC PAINT	01-420-000-52100	967.20
19275		80 GALLONS WHITE PAINT	01-420-000-52100	967.20
19275		BOX PAINT STRAINERS	01-420-000-52100	44.75
NEWSTR	OMSAC INC	BIKE AND LANE STENCILS	01-420-000-52550	441.86
TOTAL				2,463.21
TOTAL STREET SIGNS AND MARKINGS				2,463.21
CURB/GUTTER/SIDEWALK				
04545	DOOR COUNTY COOPERATIVE	GRASS SEED	01-440-000-54999	180.00
TOTAL				180.00
TOTAL CURB/GUTTER/SIDEWALK				180.00

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	OIL, HYD, FUEL, AIR FILTERS	01-450-000-52150	259.31
03075		SWITCH-STOPLIGHT	01-450-000-52150	17.77
03075		IMP SKT	01-450-000-52700	7.12
03075		SHOP TOWELS	01-450-000-52150	83.16
03075		FUEL FILTER	01-450-000-52150	2.86
03075		FUEL, AIR & OIL FILTERS	01-450-000-52150	175.02
03075		CITROL	01-450-000-52150	59.10
03075		WIRE & RAIN-X	01-450-000-52150	5.71
03075		RETURN BEARING	01-450-000-52150	-20.18
03075		BATTERY	01-450-000-52150	66.30
04575	DOOR COUNTY HARDWARE	DUCT TAPE	01-450-000-54999	11.98
04575		SPRAYPAINT	01-450-000-53000	8.98
04575		WOOD SHIMS	01-450-000-53000	2.29
06012	FASTENAL COMPANY	CABLE TIES	01-450-000-53000	4.14
16300	PARTS ASSOCIATES	TERMINALS, GREASE	01-450-000-53000	138.52
20725	T R COCHART TIRE CENTER	TIRE MOUNT & DISMOUNT	01-450-000-53000	349.96
20725		REPAIR FLAT	01-450-000-53000	20.00
TOTAL				1,192.04
TOTAL STREET MACHINERY				1,192.04
CITY GARAGE				
01930	LEN WILBER	SHARPENING SAW BLADES	01-460-000-52700	66.00
04575	DOOR COUNTY HARDWARE	SLEDGE HANDLE	01-460-000-52700	12.99
04575		SANDING MASKS	01-460-000-54999	23.99
06012	FASTENAL COMPANY	SUPPLIES	01-460-000-52700	78.50
06012		SUPPLIES	01-460-000-52700	20.12
08700	HYDRAULIC SERVICE INC	REPAIR FLOOR JACK	01-460-000-52700	243.23
19959	SUPERIOR CHEMICAL CORP	HAND CLEANER	01-460-000-54999	106.33
TOTAL				551.16
TOTAL CITY GARAGE				551.16
CELEBRATION & ENTERTAINMENT				
16353	PENINSULA SYMPHONIC BAND	08/01/12 MARTIN PARK	01-480-000-58999	500.00
BIG	BIG MOUTH PARTNERSHIP	06/20/12 CONCERT MARTIN PARK	01-480-000-58999	1,200.00
THE WORK	THE WORKS & FRIENDS	08/22/12 MARTIN PARK	01-480-000-58999	750.00
TOTAL				2,450.00
TOTAL CELEBRATION & ENTERTAINMENT				2,450.00
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	1536 EGG HBR RD TRAFFIC LIGHTS	01-499-000-58000	35.50
19880		N 14TH AVE EGG HBR RD TRFC LGH	01-499-000-58000	35.50
19880		WS TRAFFIC LIGHTS	01-499-000-58000	35.50
19880		ORNAMENTAL ST LIGHTS	01-499-000-58000	6,499.04
19880		OVERHEAD ST LIGHTS	01-499-000-58000	9,886.18

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
19880		808 S DULUTH AVE SIGN	01-499-000-58000	8.68
19880		WALNUT DR & LANSING SIGN	01-499-000-58000	8.93
19880		EAST SIDE DOCK	01-499-000-58000	47.26
19880		SHIPYARD DEVELOPMENT	01-499-000-58000	409.70
19880		OLD HWY RD SIGN	01-499-000-58000	14.71
		TOTAL		16,981.00
		TOTAL HIGHWAYS - GENERAL		16,981.00
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-500-000-58250	102.23
03133		CELL SERVICE	01-500-000-58250	10.55
03133		CELL SERVICE	01-500-000-58250	44.68
03133		CELL SERVICE	01-500-000-58250	7.04
04575	DOOR COUNTY HARDWARE	TABLE, PLASTIC CHAIR	01-500-000-52250	158.94
04696	DOOR COUNTY TREASURER	INTERNET	01-500-000-56700	3.75
15890	PACK AND SHIP PLUS	FARM MARKET SIGN	01-500-000-52250	32.00
		TOTAL		359.19
		TOTAL PARK & RECREATION ADMIN		359.19
PARKS AND PLAYGROUNDS				
02005	BAY ELECTRONICS, INC.	TWO WAY RADIO REPAIR	01-510-000-52300	65.00
02330	JIM OLSON MOTORS	WINDOW KNOB	01-510-000-54999	6.68
03075	CARQUEST OF DOOR COUNTY	WHEEL BEARING & OIL FILTERS	01-510-000-51900	35.47
04545	DOOR COUNTY COOPERATIVE	FERTILIZER	01-510-000-51750	62.50
04545		CORNERSTONE	01-510-000-51750	107.50
04545		SILAGE FORKS	01-510-000-51750	161.98
04575	DOOR COUNTY HARDWARE	ELUNGER, GLOVES	01-510-000-54999	24.96
04575		NAILS, FASTENERS	01-510-000-54999	3.17
04575		FASTENERS	01-510-000-54999	3.44
04575		LINK CHAIN	01-510-000-54999	14.94
04575		HOSE CAP, WASHER	01-510-000-54999	7.78
04575		CLAMP, COUPL, TUBE-SPRAYER	01-510-000-51750	19.71
04575		ADAPTER, COUPLE, TEE-WEED SPRY	01-510-000-54999	8.77
04575		FASTNERS	01-510-000-54999	0.95
04575		ELBOW-SPRAYER	01-510-000-51750	2.49
04575		FASTNERS, BOLT	01-510-000-54999	9.29
04575		BOLT	01-510-000-54999	5.49
04575		KEY	01-510-000-54999	4.98
04575		NYLON ROPE	01-510-000-54999	59.99
04575		DRILL BIT	01-510-000-54999	18.99
04575		HOSE, HOSE CLAMPS	01-510-000-51750	6.97
04575		ELECT TAPE, ELBOW	01-510-000-54999	5.47
04575		PLANTER AND DRILLER	01-510-000-51750	35.48
04696	DOOR COUNTY TREASURER	ROLL SILT FENCE	01-510-000-51750	31.77
11800	KRUEGER IMPLEMENT INC	2 6 PACKS GAS OIL MIX	01-510-000-51750	23.98
13049	MAY'S SPORT CENTER	8 ANTI SCALP WHEELS & SPACER	01-510-000-51900	130.71
20725	T R COCHART TIRE CENTER	TUBE INSTALLATION	01-510-000-53000	12.00
CDE	PAULA REICHEL	51 SHIRTS FOR PARKS EMPLOYEES	01-510-000-54999	431.99

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
WARNER	WARNER-WEXEL WHOLESALE &	PARKS CLEANING SUPPLIES	01-510-000-54999	380.16
WARNER		CASE TP	01-510-000-51850	39.89
TOTAL				1,722.50
TOTAL PARKS AND PLAYGROUNDS				1,722.50
<b>BALLFIELDS</b>				
20900	TRU GREEN CHEMLAWN	BALLFIELD WEED/FEED	01-520-000-56500	80.00
20900		BALLFIELD WEED/FEED	01-520-000-56500	100.00
20900		BALLFIELD WEED/FEED	01-520-000-56500	60.00
20900		BALLFIELD WEED/FEED	01-520-000-56500	117.00
20900		BALLFIELD WEED/FEED	01-520-000-56500	75.00
20900		BALLFIELD WEED/FEED	01-520-000-56500	75.00
20900		BALLFIELD WEED/FEED APPL	01-520-000-56500	75.00
TOTAL				582.00
TOTAL BALLFIELDS				582.00
<b>MUNICIPAL DOCKS</b>				
04575	DOOR COUNTY HARDWARE	ANTI-SEIZE LUBE	01-550-000-54999	8.99
WARNER	WARNER-WEXEL WHOLESALE &	MAINT SUPPLIES SAWYER	01-550-000-51850	244.96
TOTAL				253.95
TOTAL MUNICIPAL DOCKS				253.95
<b>WATER WEED MANAGEMENT</b>				
03075	CARQUEST OF DOOR COUNTY	BREAK FLUID, MASTER CYLINDER	01-560-000-52050	118.72
03075		REMANUFACTURED MASTER CYLINDER	01-560-000-51400	137.79
03075		RETURN MASTER CYLINDER	01-560-000-52050	-112.38
03075		CORE RETURN	01-560-000-51400	-36.00
03133	CELLCOM WISCONSIN RSA 10	PHONE WATER WEEDS	01-560-000-54999	9.95
04575	DOOR COUNTY HARDWARE	KEYS	01-560-000-54999	3.98
04575		CLEVIS PIN, FASTENERS, LIGHTER	01-560-000-54999	17.15
04575		FASTNERS	01-560-000-54999	0.94
16600	POLK DIESEL AND MACHINE, INC.	POLY V BELT AND SHIPPING	01-560-000-51400	39.25
19070	SCHARTNER IMPLEMENT INC	HIGH PRESSURE HOSE FITTINGS	01-560-000-51400	79.47
EZ	RICHARD D MOE	GUSSET BOLTS, COUPLER NUTS	01-560-000-54999	286.01
PORT	PORT SUPPLY	1/2" LINE	01-560-000-54999	136.80
TOTAL				681.68
TOTAL WATER WEED MANAGEMENT				681.68
<b>WATERFRONT PARKS &amp; WALKWAYS</b>				
04575	DOOR COUNTY HARDWARE	REFUSE CAN	01-570-000-54999	44.97

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575		CONCRETE MIX	01-570-000-54999	14.97
04575		ALUM SCREEN-STONE HARBOR	01-570-000-54999	7.99
04575		DUSTER, BRUSH, GARBAGE BAGS-SH	01-570-000-54999	20.47
04575		EPOXY	01-570-000-54999	6.99
04575		EPOXY-STONE HARBOR	01-570-000-54999	6.99
04575		FAUCET-STONE HARBOR BATHS	01-570-000-54999	2.49
04575		CAM LOCK-STONE HARBOR BATHRM	01-570-000-54999	11.98
04575		MOP BUCKT, MOPHEAD,KEY,CLEANER	01-570-000-54999	59.45
06570	FORESTRY SUPPLIERS INC	TWO WAY RADIOS, SHIPPING	01-570-000-54999	228.37
19880	STURGEON BAY UTILITIES	W LARCH ST WALKWAY LIGHTS	01-570-000-56150	101.22
19880		W LARCH PARKING LOT LIGHTS	01-570-000-56150	37.66
19880		PEN ST DOCK	01-570-000-58650	36.95
19880		48 KENUTCKY ST WTR FTR	01-570-000-56150	155.60
19880		1ST AVE MARINA RESTROOMS	01-570-000-56150	25.84
19880		1ST AVE MARINA RESTROOMS	01-570-000-58650	49.13
19880		N 1ST AVE PARKING RAMP	01-570-000-56150	300.36
19880		48 KENTUCKY ST DOCK	01-570-000-58650	6.30
19880		48 KENTUCKY ST MARINA	01-570-000-58650	17.40
PORT	PORT SUPPLY	FOLDING DOCK CART	01-570-000-54999	240.56

TOTAL 1,375.69

TOTAL WATERFRONT PARKS & WALKWAYS 1,375.69

EMPLOYEE BENEFITS

02274	BENEFIT ADVANTAGE INC.	COBRA FEES	01-600-000-50510	25.00
03780	COUNSELING ASSOCIATES OF DC	MONTHLY EAP	01-600-000-56553	150.83
19730	STURGEON BAY VISITOR CENTER	EMP REC GIFT MACCOUX	01-600-000-56554	50.00
23674	WISCONSIN DEPT OF WORFORCE	05/12 UNEMPLOYMENT	01-600-000-50370	1,534.40
TOTAL				1,760.23
TOTAL EMPLOYEE BENEFITS				1,760.23

COMMUNITY & ECONOMIC DEVLPMT

04696	DOOR COUNTY TREASURER	INTERNET	01-900-000-56700	5.00
TOTAL				5.00
TOTAL COMMUNITY & ECONOMIC DEVLPMT				5.00
TOTAL GENERAL FUND				103,763.13

CAPITAL FUND

PATROL				
11545	MAPLE STREET SIGN CO.	GRAPHICS ON SQUAD #60	10-215-000-59035	467.50
TOTAL				467.50
TOTAL PATROL				467.50

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>CAPITAL FUND</b>				
ROADWAYS/STREETS				
ANNUAL RESURFACING & BASE REP.				
14826	NORTHEAST ASPHALT, INC.	131.75 TON ASPHALT-OREGON ST	10-400-110-59095	9,591.40
TOTAL ANNUAL RESURFACING & BASE REP.				9,591.40
TOTAL ROADWAYS/STREETS				9,591.40
PARKS AND PLAYGROUNDS				
EXPENSE				
14826	NORTHEAST ASPHALT, INC.	TENNIS COURT WORK	10-510-000-59075	2,870.00
TOTAL EXPENSE				2,870.00
TOTAL PARKS AND PLAYGROUNDS				2,870.00
TOTAL CAPITAL FUND				12,928.90
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
04696	DOOR COUNTY TREASURER	INTERNET	21-000-000-56700	100.00
TOTAL CABLE TV / GENERAL				100.00
TOTAL CABLE TV / GENERAL				100.00
TOTAL CABLE TV				100.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
03075	CARQUEST OF DOOR COUNTY	HOSE, 16FJX, 12FJX	60-000-000-53000	42.24
03075		RADIATOR CAP	60-000-000-53000	4.85
03075		HYD FILTER	60-000-000-53000	26.84
03075		AIR FILTER & MINI REGULATOR	60-000-000-53000	75.88
03075		OIL FILTER	60-000-000-53000	4.31
03075		MOLY RED ULTRA	60-000-000-52050	112.80
03075		FUEL FILTER	60-000-000-53000	21.60
03085	CATCO PARTS & SERVICE	14 RIGHT HAND STUDS	60-000-000-53000	44.80
03085		14 LEFT HAND STUDS	60-000-000-53000	44.80
03085		10 RIGHT HAND NUTS	60-000-000-53000	50.90
03085		10 LEFT HAND NUTS	60-000-000-53000	50.90
03085		SHIPPING	60-000-000-53000	4.00
04575	DOOR COUNTY HARDWARE	FASTENERS	60-000-000-53000	4.16
04575		HOSE MENDER	60-000-000-53000	3.99
04603	HALRON LUBRICANTS INC	FILTER DISPOSAL	60-000-000-58300	35.00
15890	PACK AND SHIP PLUS	RETURN SHIPPING	60-000-000-53000	13.42
18500	R N O W INC	RUBBER SHOCK MOUNT	60-000-000-53000	31.73
20725	T R COCHART TIRE CENTER	2 TIRES, MOUNT DISMOUNT DISP	60-000-000-52850	1,470.28
23661	WI DEPT OF NATURAL RESOURCES	WASTE HAULER FEE	60-000-000-58999	176.00
DC WASTE	DOOR COUNTY WASTE & RECYCLING	196.24 TONS REFUSE	60-000-000-58300	11,253.39
DC WASTE		26.94 TON CO-MIN/29.91 TON PAP	60-000-000-58350	1,699.52
DIESEL	DIESEL SPECIALISTS OF	FUEL FILTER BASE	60-000-000-53000	257.25

DATE: 06/12/2012  
TIME: 16:42:03  
ID: AP443000.CST

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 13

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
DIESEL		4 FITTING	60-000-000-53000	39.15
LODAL	LODAL , INC	REBUILD PARTS FRONT DRIVE SHFT	60-000-000-53000	1,367.61
TOTAL SOLID WASTE ENTERPRISE FUND				16,835.42
TOTAL SOLID WASTE ENTERPRISE FUND				16,835.42
TOTAL SOLID WASTE ENTERPRISE				16,835.42
TOTAL ALL FUNDS				133,627.45

**MANUAL CHECKS**

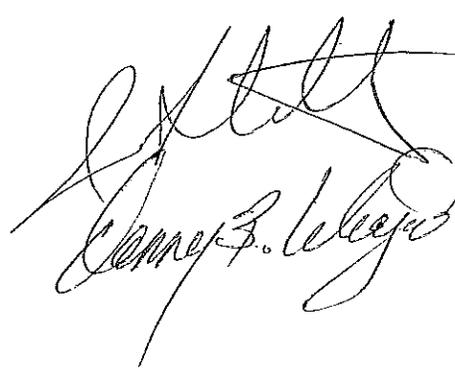
City of Sturgeon Bay 05/31/12 FIS – Snap program Check #75080 01-000-000-11100	\$ 100.00
Benefit Advantage 06/07/12 Caf/HRA plan fees Check #70605 01-600-000-50510	\$ 153.00
WPPI 06/07/12 Health insurance ACH Misc accounts	\$ 84,781.56
WPPI 06/07/12 Dental insurance ACH Misc accounts	\$ 5,315.78
Shell Credit Card 06/07/12 Out of town fuel Check #70606 01-215-000-51650	\$ 176.20
<b>TOTAL MANUAL CHECKS</b>	<b>\$ 90,526.54</b>

INVOICES DUE ON/BEFORE 06/19/2012

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	<del>103,763.19</del>	194,289.67
CAPITAL FUND	12,928.90	
CABLE TV	100.00	
SOLID WASTE ENTERPRISE	16,835.42	
TOTAL --- ALL FUNDS	<del>133,627.45</del>	224,153.99

 6-12-12  
Cemey Z. Velazquez 6-12-12

A meeting of the Common Council was called to order at 8:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Ald. Wiegand, Vandertie, Lodl, Wiesner, Stutting, Fett, and Schlicht were present.

Schlicht/Fett to adopt agenda removing item 7.m. from consent to regular agenda. Carried.

The Mayor presented a proclamation to the Collins family proclaiming June 6, 2012 as John and Helen Collins Day.

Stutting/Schlicht to approve bills: General Fund – \$136,639.96, Capital Fund - \$179,194.75, Cable TV - \$8,078.29, TID #3 - \$336.00, and Solid Waste Enterprise - \$2,228.30 for grand total of \$326,477.30. Roll call: All voted aye. Carried.

Stutting/Fett to approve consent agenda:

- a. Approval of 5/15/12 regular Common Council minutes.
- b. Approval of the following minutes:
  - (1) Bicycle & Pedestrian Advisory Board – 5/3/12
  - (2) Finance/Purchasing & Building Committee – 5/8/12
  - (3) Cable Communication System Advisory Council – 5/10/12
  - (4) Community Protection & Services Committee – 5/10/12
  - (5) Board of Canvassers – 5/14/12
  - (6) City Plan Commission – 5/16/12
  - (7) Committee of the Whole – 5/17/12
  - (8) Parking & Traffic Committee – 5/21/12
  - (9) Personnel Committee – 5/23/12
  - (10) Personnel Committee Closed Session – 5/23/12
- c. Place following reports on file:
  - (1) Bank Statement – December 2011
  - (2) Financial Report – December 2011
  - (3) Bank Statement – April 2012
  - (4) Financial Report – April 2012
- d. Consideration of: Beverage Operator licenses.
- e. Consideration of: Temporary Class B Beer for SBVC.
- f. Consideration of: Class B Beer licenses.
- g. Consideration of: Class B Beer and Class C Wine licenses.
- h. Consideration of: Amendment to premise section of liquor license for Class B Beer license for The Holiday Music Motel.
- i. Consideration of: Combination "Class B" Combination licenses, "Class B" Liquor license (wine only), Class "B" Beer licenses, "Class A" Combination licenses, Class "A" Beer licenses, Class "A" Liquor license, "Class C" Wine licenses.
- j. Finance/Purchasing & Building Committee recommendation re: Accept the Schenck Business Solutions 2011 audit report and place on file.
- k. Community Protection & Services Committee recommendation re: Transfer funds from Equipment-School account to Equipment account in the amount of \$6,500.00 to complete Council Chamber audio/video upgrade.
- l. City Plan Commission recommendation re: Approval of shoreline improvements for John & Cathy Wiese, 1358 Memorial Drive.
- ~~m. Parking & Traffic Committee recommendation re: Remove stop signs on Joliet and Juniper Street. [moved to regular agenda].~~

Carried.

There were no Mayoral appointments.

#### RECOMMENDATION

We, the Parking and Traffic Committee, hereby recommend to remove the stop signs on Joliet Avenue at Juniper Street.

PARKING & TRAFFIC COMMITTEE

By: Robert Schlicht, Chr.

RESOLVED, that the foregoing recommendation be adopted. Introduced by Schlicht. Schlicht/Wiesner to adopt. Background and safety issues at this intersection were discussed. Roll call: Vandertie voted aye. Lodi, Wiesner, Stutting, Fett, Schlicht, and Wiegand voted no. Motion defeated.

The Mayor opened a public hearing re: Amendment to the Zoning Code regarding the Wellhead Protection Ordinance at 8:20 p.m. No one spoke during the hearing. The hearing was declared closed at 8:21 p.m.

The Mayor opened a public hearing re: Amendment to Section 20.15(1)(b) of the Municipal Code – Zoning Code at 8:21 p.m. No one spoke during the hearing. The hearing was declared closed at 8:22 p.m.

Wiegand/Schlicht to read ordinance re: Creating Section 20.42 of the Municipal Code – Wellhead Protection Requirements in title only for the first reading. Carried.

Wiegand/Vandertie to read ordinance re: Repealing and recreating Section 20.15(1)(b) of the Municipal Code (zoning code) in title only for the first reading. Carried.

Fett/Schlicht to read ordinance re: Amending Section 13.01 of the Municipal Code – Combined Utility in title only for the first reading. Carried.

Resolution Awarding the Sale of \$2,815,000 General Obligation Refunding Bonds was presented. Robert W. Baird & Co., Inc. representative, Brian Ruechel, outlined issue summary information. Stutting/Vandertie to adopt the resolution awarding the sale of \$2,815,000 General Obligation Refunding Bonds to Bernardi Securities, Inc. All voted aye. Carried.

Fett/Schlicht to adopt Resolution for Payment of Property Tax Equivalent and Annual Appropriation. Ald. Fett explained purpose of resolution. Carried.

City Plan Commission Chair Wiegand, Finance/Purchasing & Building Committee Chair Stutting, and Park & Recreation Committee Chair Wiegand presented reports for their respective commission/committees.

No one spoke during public comment.

The Mayor did not have any comments.

Schlicht/Vandertie to adjourn. Carried. The meeting adjourned at 8:44 p.m.

Respectfully submitted,



Mary Lou Allen  
Assistant City Administrator

## STURGEON BAY UTILITIES

Regular Meeting

May 7<sup>th</sup>, 2012

President Stewart Fett called the regular meeting of the Utilities Commission to order at 7:05 p.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett, Vice-President Bernard Ellenbecker, Mayor Thad Birmingham and Commissioner David Phillips were present. Secretary Gary DeNamur and Commissioners Matt Felhofer and Robert Schlicht were excused. Also present were General Manager James Stawicki, Operations Manager Cliff White and Electric Supervisor Jason Bieri.

Phillips/Ellenbecker to adopt the agenda (complete copy on file at the Utility office). Motion carried.

Birmingham/Phillips to approve the minutes of the regular meeting held on April 9<sup>th</sup>, 2012. Motion carried.

The Commission proceeded to review the bills for April in the amount of \$1,744,964.71. Fett/Ellenbecker to approve payment of the bills. Motion carried.

The March 2012 financials were presented. Birmingham/Ellenbecker to accept the financials subject to audit. Motion carried.

General Manager Stawicki reported on the current investments and their allocations. No formal action was taken.

The next item of business was consideration of Audited Financial Statements for 2011. The statements were audited by Schenck Solutions and reflect SBU's activities for the year. Birmingham/Phillips to approve the Audited Financial Statements for 2011. Motion carried.

Discussion regarding development of employee handbook was the next item of business. Effective January 1<sup>st</sup>, 2013, SBU will be operating without a union contract in force due to the provisions of Act 10, which was adopted by the State of Wisconsin in 2011. As a result, it will be necessary to update and re-write SBU's current employee handbook to incorporate those provisions that staff feel are important to establishing the parameters necessary to retain employees and operate an efficient utility. Staff intends to meet with employees to obtain input for a new handbook, seek out and review existing, updated handbooks, obtain outside human resource/legal input and collaborate with City staff. GM Stawicki suggested to Commissioners to contact him if they had anything to add to the process. This item was for information only.

Next item of business was consideration of vehicle purchase. This year's budget includes replacement of the 1998 Mercury minivan and the 1992 Dodge ¾ ton pick-up truck. The 1998 Mercury minivan is used by staff to run errands and also for transporting multiple employees to training sessions and other events. Staff recommends replacing the minivan with an all-wheel drive compact, such as the Ford Escape. SBU currently has an Escape in its fleet and has been very pleased by its functionality. The Dodge ¾ ton pick-up truck is at 112,000 miles and is currently used as a small material hauler and parts chaser. Also in SBU's fleet is a 1 ton dump truck which is used on a daily basis for hauling fill, towing trailers or transporting other construction materials. Replacing the pickup with a similarly-sized dump truck would enhance SBU's maintenance activities. Staff would like to upsize this vehicle to a F-450 model as opposed to the existing F-350 model as the F-350 is sometimes undersized when hauling larger sized loads and pulling the Vacuum Excavator. State bid pricing for the recommended vehicles and quotes received from local dealerships were received. Staff recommends approval to purchase a 2012 all-wheel drive Ford Escape from Witt Peninsula Ford in the amount of \$20,658.00 and a 2012 Ford F-450, also from Witt Peninsula Ford, in the amount of \$41,092.00. Fett/Birmingham to accept the proposals from Witt Peninsula Ford for the purchase of a 2012 Ford Escape in the amount of \$20,658.00 and a 2012 Ford F-450 in the amount of \$41,092.00. Motion carried.

Next item of business was consideration of surplus materials. Staff recommends selling or donating the following items after advertising and accepting sealed bids or minimum offers as determined by equipment appraisal:

- 1997 Chevy C 7500 Hi-Ranger Bucket Truck
- 1986 Ford Tele-Lect Derrick Truck
- 4 – 80' Douglass Fir Treated Class 1 & 2 poles
- Miscellaneous I-Beams
- Several hundred feet of Schedule 40 PVC and miscellaneous rigid elbows
- Metro-Tech 850 Locator
- Load-Star Car Dolly
- Meyer V-Max 3245 Manure Spreader
- 1998 Mercury Villager Van
- 1992 Dodge Ram 250 ¼ ton Truck
- Old transit
- Portable Watt-Hour Test System
- Old voltage analyzer and meter equipment
- Buckets of miscellaneous hand tools

Birmingham/Fett to declare the items as surplus. Motion carried.

Consideration of main extension for Anna's Healthcare was the next item of business. Plans and specifications for Anna's Healthcare, a 62-room Community Based Residential Facility (CBFR) have been completed. To provide water and sewer services to this development, a 644 foot water main extension and a 282 foot sewer main extension are required to be installed from the existing mains on Utah Street. Birmingham made a motion to approve the main extension for Anna's Healthcare. Phillips asked to abstain from the vote. With lack of a quorum, the motion was removed by Birmingham. Staff will arrange for a special meeting in the coming days and bring the item back for approval.

Next was ratification of contract to repair chlorination contact tank gates. The chlorine contact tanks are divided into two parallel basins. When chlorine disinfection is required, one of the basins is put on line while the other is isolated and remains empty. As sediment accumulates over time, the empty basin is put into service and the other is isolated, drained and cleaned. This year, staff found that the isolation gates would not seal properly, causing approximately 200,000 gallons to be recycled back daily to the head of the plant. Staff felt it was important to have the gates repaired as soon as possible to abate the excess recycled flows. Lee's Contracting and Fabrication has been authorized to complete the repairs, which cost \$13,800.00. Phillips/Birmingham to ratify the contract with Lee's Contracting and Fabrication to repair the chlorination contact tanks gates. Motion carried.

Operations report was presented by Operations Manager White. Mayor Birmingham asked GM Stawicki if staff had provided CP&S with the list of additional street lights to be removed. Stawicki stated that he was checking a few items and that the list will be forwarded to CP&S once completed. Fett/Birmingham to accept the Operations Report for April. Motion carried.

Next were Council member's updates on issues. President Fett was asked by Mayor Birmingham to present the Common Council with an overview of SBU's operations at the next Council meeting. President Fett also informed the Commissioners that the payment-in-lieu-of-tax (PILOT) was on the Finance Committee's May 8<sup>th</sup> agenda. GM Stawicki plans on attending the Finance meeting. Mayor Birmingham had no additional comments. This item was for information only

The next item of business was the General Manager's report.

- a. Adjustments for the month
- b. Update on projects
  - 1. Athletic field light study
  - 2. WPPI updates

Fett/Phillips to adjourn. Motion carried. The meeting adjourned at 8:21 p.m.

Approved for publication:

\_\_\_\_\_  
Stewart Fett  
President

Date: \_\_\_\_\_

\_\_\_\_\_  
Gary DeNamur  
Secretary

\_\_\_\_\_  
James Stawicki  
General Manager

Date: \_\_\_\_\_

8b2.

8b2.

STURGEON BAY UTILITIES

Special Meeting

May 10<sup>th</sup>, 2012

President Stewart Fett called the meeting of the Utilities Commission to order at 10:30 a.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett, Vice President Bernard Ellenbecker, Secretary Gary DeNamur, Mayor Thad Birmingham and Commissioner Robert Schlicht were present. Commissioners Matt Felhofer and David Phillips were excused. Also present were General Manager James Stawicki and Operations Manager Cliff White.

DeNamur/Schlicht to adopt the agenda (complete copy on file at the Utility office). Motion carried.

Consideration of main extension for Anna's Healthcare was the next item of business. Plans and specifications for Anna's Healthcare, a 62-room Community Based Residential Facility (CBFR) have been completed. To provide water and sewer services to this development, a 644 foot water main extension and a 282 foot sewer main extension are required to be installed from the existing mains on Utah Street. Birmingham/Schlicht to approve the water and sewer main extensions to Anna's Healthcare. Motion carried.

Birmingham/Ellenbecker to adjourn. Motion carried. The meeting was adjourned at 10:33 a.m.

\_\_\_\_\_  
Gary DeNamur  
Secretary

Approved for publishing:

\_\_\_\_\_  
Stewart Fett  
President

\_\_\_\_\_  
James M. Stawicki  
General Manager

Date:\_\_\_\_\_

Date:\_\_\_\_\_

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**May 29, 2012**

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:00 p.m. by Chairperson Stutting in Council Chambers, City Hall. Roll call: Alderperson Stutting, Alderperson Wiegand, and Alderperson Schlicht were present. Also present: City Administrator McNeil, Bill Chaudoir, Executive Director of Door County Economic Development Corporation, members of the general public, and Office/Accounting Assistant II Flinn.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Request for donation from Sturgeon Bay Yacht Club for Festival Fireworks.
4. Consideration of: Micro Loan Program, City Revolving Loan Fund.
5. Review of unfinished business list.
6. Review bills.
7. Adjourn.

Carried.

The Committee briefly discussed the request for donation from Sturgeon Bay Yacht Club for Festival Fireworks. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to the Common Council approve the request for a donation from the Sturgeon Bay Yacht Club for Festival Fireworks to be held on Saturday August 4, 2012, in the amount of \$500. Al Steiner, representing the Sturgeon Bay Yacht Club, stated that in the past the Sturgeon Bay Yacht Club organized the Venetian Parade and Evening on the Bay, and the Door County Maritime Museum organized the Classic Wooden Boat Festival. This year they will be celebrating the culmination for the Maritime Festival Week, honoring the U.S. Coast Guard as well. After further discussion a vote was taken on original motion. All ayes Carried.

The next item discussed was Micro Loan Program, City Revolving Loan Fund. Bill Chaudoir explained that the City has a revolving loan fund that is generally loaned out to start a new business or to make improvements on an existing business. The City of Sturgeon Bay and the Door County Economic Development Corporation have set aside \$140,000 of the City's Revolving Loan Fund to create a Micro Loan Program for exterior facade and storefront improvements for businesses located along the official detour route of State Highway 42/57. The purpose of the fund is to offer an incentive to businesses to upgrade the appearance of their facilities in anticipation of significant increased traffic due to the temporary closure of the Bayview Bridge, which is currently scheduled for the summer of 2013.

The terms of the loan will allow the purchase of equipment or for working capital related

to exterior facade and storefront improvements up to \$20,000, but no more than 50% of the total project cost. The interest rate on the loan will be significantly below market rates, but no less than 1%. The specific interest rate, payment plan and other loan terms will be determined on a case-by-case basis by the loan review committee, and will be available until June 1, 2013 or until all budgeted funds are committed. Eligible businesses must be physically located within one block of the official WI DOT detour route.

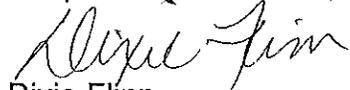
To apply, a business must complete and submit a basic application with supporting documentation. The City Loan Review Committee will meet to consider and make a recommendation to the Sturgeon Bay Common Council for final approval. When approved, the City and business will enter into a loan agreement, promissory note and other related legal documents. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to the Common Council to create a Micro Loan Program using \$140,000 of the City's Revolving Loan Fund. The maximum loan will be \$20,000 per business, but not more than 50% of the total cost of the project. The interest rate on the loan will be significantly below market rates, but no less than 1%. The loan will be for improvements to the exterior facade and storefront improvements on businesses located along the official State Highway 42/57 detour route for the closure of the Bayview Bridge, which is currently scheduled for the spring and early summer of 2013. 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 Wiegand to adjourn. Carried. The meeting adjourned at 7:25 p.m.

Respectfully submitted,



Dixie Flinn  
Office/Accounting Assistant II

**BOARD OF CANVASSERS  
JUNE 11, 2012**

A meeting of the Board of Canvassers was called to order at 8:30 a.m. by Chairperson Reinhardt in Council Chambers, City Hall. Roll call: Members Reinhardt and Allen were present. Clarizio was excused.

A motion was made by Allen/Reinhardt to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Canvass for the purpose of counting any outstanding absentees from June 5, 2012 Election
4. Adjourn.

Carried.

It was noted that there were three outstanding absentees that were returned by the deadline of 4 pm following the date of the election with a postmark by Election Day. The outstanding absentees were processed and tallied.

A motion was made by Allen/Reinhardt to adjourn. Carried. The meeting adjourned at 8:43 a.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

8c1.

8c1.

CITY OF STURGEON BAY  
INSPECTION DEPARTMENT  
May 31, 2012

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF MAY, 2012.

May-12	YEAR TO DATE		May-12	YEAR TO DATE
5	5	ONE FAMILY DWELLINGS	557,500	557,500
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
0	0	DUPLEX CONVERTED TO TRI-PLEX	-----	-----
1	1	C.B.R.F.	3,057,776	3,057,776
0	1	RESIDENTIAL ADDITIONS	-----	100,000
9	24	RESIDENTIAL ALTERATIONS	158,300	313,492
1	3	RESIDENTIAL GARAGES/CARPORTS	700	34,200
1	2	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	21,400	29,400
0	0	RESIDENTIAL STORAGE BUILDINGS	-----	-----
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NEW COMMERCIAL BUILDINGS	-----	-----
0	1	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	-----	4,800
0	1	NON-RESIDENTIAL ADDITIONS	-----	264,000
4	13	NON-RESIDENTIAL ALTERATIONS	122,800	253,300
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
21	51		\$3,918,476	\$4,614,468

TOTAL ESTIMATED COST OF CONSTRUCTION

May-12	YEAR TO DATE	TOTAL PERMITS ISSUED	May-12	YEAR TO DATE
21	51	BUILDING PERMITS	11,539	14,117
20	54	ELECTRICAL PERMITS	1,498	3,549
17	37	PLUMBING PERMITS	1,202	2,166
10	21	HEATING PERMITS	891	1,821
11	90	SIGN PERMITS	240	2,640
1	1	MISCELLANEOUS PERMITS	25	25
0	0	SUMP PUMP PERMITS	-----	-----
2	4	ELECTRICIAN LICENSES	33	66
1	2	EARLY STARTS	100	375
3	4	EROSION CONTROL	875	925
0	0	STATE PLAN APPROVALS	-----	-----
5	5	PARK & PLAYGROUND PAYMENTS	1,500	1,500
5	5	WISCONSIN PERMIT SEALS	175	175
0	0	ZONING BOARD OF APPEALS APPLICATIONS	-----	-----
0	1	ZONING CHANGES/P.U.D. APPLICATIONS	-----	545
0	2	PLAN COMMISSION - CONDITIONAL USES	-----	600
1	5	CERTIFIED SURVEY MAP REVIEWS	30	390
1	1	SUBDIVISION PLATTING REVIEW	370	370
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	CHANGE OF USE	-----	-----
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
2	3	COMMERCIAL OCCUPANCY FEES	50	100
0	0	PIER PERMIT	-----	-----
0	1	DEMOLITION	-----	25
0	0	REINSPECTION FEE	-----	-----
0	0	BLASTING	-----	-----
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$18,528.00	\$29,389.00

*Cheryl Nault*  
Cheryl Nault  
Building Inspection Dept.



# CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St  
Sturgeon Bay, WI 54235

920-746-2916  
920-746-2905 FAX  
Email: therlache@sturgeonbaywi.org

8c2.  
Tim  
Herlache  
Fire Chief

TO: The Honorable Mayor Thad Birmingham and Common Council  
FROM: Fire Chief Tim Herlache   
SUBJECT: May 2012 Monthly Fire Report  
DATE: June 7, 2012

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

## CALLS FIRE DEPARTMENT RECEIVED: 93

<u>CITY CALLS:</u>	<u>82</u>	<u>Type of Call:</u>	<u>COUNTRY CALLS:</u>	<u>10</u>
East Side Calls:	<u>66</u>	Fire	Town of Sevastopol:	<u>5</u>
West Side Calls:	<u>16</u>	EMS	Town of Sturgeon Bay:	<u>4</u>
			Brussels:	<u>1</u>

## CALLS PER DAY:

Monday	11
Tuesday	16
Wednesday	15
Thursday	18
Friday	8
Saturday	15
Sunday	9

## INCIDENT TYPE:

65 – First Responded	4 – Vehicle Accident
1 – Watercraft Rescue	2 – Outside/Grass/Brush Fire
1 – Building Fire	1 – Gas Leak
1 – Animal Problem	4 – Carbon Monoxide Incident
1 – Fire Investigation	2 – Unauthorized Burning
8 – Alarm Activation, No Fire	1 – Overheated Motor
1 – Person in Distress	1 – False Alarm/False Call

## INPECTION REPORT:

Inspections within the city limits: 74  
Number of violations: 18  
Inspections outside the city limits: 11  
Number of violations: 7  
Total number of inspection hours: 55.16 hours

## INSPECTION VIOLATIONS:

8 – Corridors/Exits Illuminated	3 – Fire Extinguisher Maintenance	2 – Exit Sign Illumination
2 – Flexible Cords/Cables	4 – Covers & Canopies	2 – Cleanliness
1 – Carbon Monoxide Detectors	2 – Hood System Inspection	1 – Working Clearances

**FIRE PRACTICE:** During May's fire practice, firefighters tested large diameter hose (LDH) and practiced with fire pump operations.

**PUBLIC SAFETY AND EDUCATION:** Firefighters participated in "Emergency Vehicle Fun Day" held at the DC Airport and the "Packer Parade".

**TRUCK/STATION MAINTENANCE:** Firefighters conducted the annual test on fire hose; continued truck inventory; repaired the piercing nozzle on #4; replaced an indicator light on the pump panel on #4; worked on wiring the Asst. Chief's truck for emergency lights; put summer tires on #8; installed valve stem extenders on #1,#6,#8 & #4; changed rear/front differential fluid, transfer case fluid, belt tensioner and rear brakes on the Asst. Chief's truck; removed the lights and decals from car #9; relabeled turn out gear and repaired the left rear door on #4.

**TRAINING:** 213.76 hours of training was conducted in May. FF R.Soukup, PT-FF Cihlar & PT-FF Hanson completed Firefighter 1 certification training; on-duty firefighters attended a weather spotting training held at the Justice Center; Chief Herlache, Lt Frangipane, FF Montevideo, FF Austad & FF Wiegand attended an EMT mini refresher in Algoma; FF Dietman & FF Austad attended a dive/sonar training in Traverse City, MI and firefighters conducted driving training with the new part-time firefighters.

**OTHER:** Firefighters participated in; issued three burning permits; testing emergency weather sirens; attended various committee meetings at the city and county level and conducted multiple station tours.



# 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 May, 2012

Date: June 7, 2012

The following is a summary of the Police Department's activities for the month of May. 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 56 crimes.

These crimes can be broken down and classified as follows:

Theft.....	14
Criminal Damage to Property.....	04
Disorderly Conduct.....	10
Bail Jumping.....	02
Possess Marijuana.....	01
Harassment.....	04
Battery.....	01
Fraud.....	07
Burglary.....	01
Identity Theft.....	01
Unlawful Use of Telephone.....	01
Reckless Endanger Safety-Weapon.....	01
Underage Alcohol / Illegal Drugs.....	03
Possess Drug Paraphernalia.....	01
Resist Arrest.....	01
Child Abuse.....	02
Defraud Taxi Cab Service.....	01
False Imprisonment.....	01
<b>TOTAL</b>	<b>56</b>

The above crimes resulted in the loss of \$4,750 to the community, of which \$136 has been recovered.

**Arrests**

The Department completed a total of 308 arrests during the month of May. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

**A. Felony Crime Arrest**

Reckless Endanger Safety-Weapon.....	01
False Imprisonment.....	01
Bail Jump.....	01
Substantial Battery.....	01
<b>TOTAL</b>	<b>04</b>

**B. Misdemeanor Crime Arrests**

Disorderly Conduct.....	10
Bail Jump.....	02
Resist Arrest.....	01
Theft.....	01
<b>TOTAL</b>	<b>14</b>

**Wisconsin Probation & Parole Violation Arrests.....**11

**Warrant Arrests.....**03  
**TOTAL** 14

**C. Ordinance Violation Arrests**

Truancy.....	02
Possess Tobacco Underage.....	01
Possession of Marijuana.....	03
Possession of Drug Paraphernalia.....	04
Meddling with Property.....	02
Disorderly Conduct with Motor Vehicle.....	03
Littering.....	01
Retail Theft.....	03
Disorderly Conduct.....	01
<b>TOTAL</b>	<b>20</b>

**D. Traffic Crime Arrests**

Operating While Intoxicated (2nd Offense or Greater).....	04
Operating after Driver's License was Revoked.....	07
Flee / Elude Officer.....	01
No Driver's License.....	01
<b>TOTAL</b>	<b>13</b>

<b>E. Traffic Violation Arrests</b>	
Operating a Motor Vehicle While Intoxicated .....	09
Speeding Violation .....	62
Motor Vehicle Registration Violation .....	10
Failure to Obey a Traffic Sign or Signal .....	14
Operating While Driver's License Suspended .....	10
Equipment Violation .....	01
No Driver's License .....	02
Inattentive Driving .....	01
Operating Left of Center .....	03
Seat Belt Violation .....	97
Miscellaneous Moving Traffic Violations .....	26
Failure to Yield .....	04
Open Intoxicants in Motor Vehicle .....	02
Permit Unauthorized Person to Operate Motor Vehicle .....	01
<b>TOTAL</b>	<b>242</b>

In addition to the preceding arrests, the Police Department conducted a total of 539 traffic stops during the month. The Police Department issued a total of 162 Motor Vehicle Defect Notices for motor vehicles being operated in violation of motor vehicle equipment standards. A total of 185 written warnings were issued for miscellaneous moving motor vehicle violations. A total of 13 parking tickets were issued for parking violations throughout the city.

**Traffic Accidents**

The Department, during the month, investigated a total of 19 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 .....	03
C.	Motor Vehicle Accidents Involving Property Damage .....	14
	(greater than \$1,000.00)	
D.	Motor Vehicle Accidents Involving Property Damage .....	02
	(less than \$1,000.00)	
	<b>TOTAL</b>	<b>19</b>

**Police Service Calls**

Department members handled 455 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 .....	56
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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 .....	08
----	------------------------	----

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

C.	Sick and Injured Persons.....	33
	Assistance rendered to the Ambulance Service and sick or injured persons. (Of these calls 01 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 as well as fire alarms.	
E.	Complaints Involving Animals.....	25
	Investigation by officers of noisy animals, loose animals, animal bites, wild animals, and sick, injured or dead animal complaints.	
F.	Civil Disputes.....	03
	Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	
G.	Escorts.....	12
	Transporting citizens, money escorts for area financial institutions, funerals, and for area industry.	
H.	Civil Assistance Rendered.....	14
	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.....	13
	Includes assistance to other law enforcement and government agencies.	
J.	Suspicious Person.....	24
	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.....	13
	Complaints of occupied, unoccupied, abandoned, and junked motor vehicles.	
L.	Liquor Establishments.....	01
	Complaints of problems with patrons.	
M.	Fights or Brawls.....	03
	Complaints of persons fighting where no criminal arrests were made.	

- N. Self-Initiated Field Activity..... 122
- 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.....11
- Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.
- P. Miscellaneous Incidents.....74
- 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.....21
- 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.....03
- 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 18,356 miles with Department vehicles, consuming 1,576 gallons of fuel. The fleet averaged 11.6 miles per gallon of fuel during the month.

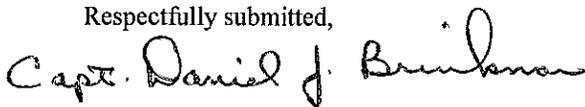
**Department Training (152 hours)**

Two officers completed 40 hours of Basic SWAT training. Seven officers completed 8 hours of Pursuit Intervention Techniques (PIT) and one officer completed 16 hours of Street Survival training.

**Public Education**

\*Officer Kourtney Krahe spoke with Sevastopol High School seniors regarding sexual assault in the college atmosphere.

Respectfully submitted,



Captain Daniel J. Brinkman

City of Sturgeon Bay  
Parks and Recreation Department  
835 N. 14th Avenue  
Sturgeon Bay, WI 54235



Phone: 920-746-2914  
Fax: 920-746-2906  
E-mail: mkleist@sturgeonbaywi.org

PARKS DEPARTMENT INFORMATION  
THRU MAY 31, 2012

Seasonal Boat Launch Passes sold – 2012	215
Seasonal Boat Launch Passes sold – 2011	236
Daily Launch Passes sold – 2012	1,236
Daily Launch Passes sold - 2011	1,001
Resident Shelter Rentals @ \$ 55.00	30
Resident Shelter Rentals @ \$ 83.00	1
Resident Shelter Rentals @ \$165.00	2
Non-resident Shelter Rentals @ \$ 77.00	3
Non-resident Shelter Rentals @ \$ 94.00	0
Non-resident Shelter Rentals @ \$286.00	0
Ballfields Prepped	15

Mary Lou Allen  
 Assistant City Administrator  
 421 Michigan Street  
 Sturgeon Bay, WI 54235



Phone: 920-746-2900  
 Fax: 920-746-2905  
 E-mail: mlouallen@sturgeonbaywi.org

DATE: June 4, 2012  
 TO: Mayor, Common Council, and all Departments  
 FROM: Mary Lou Allen, Assistant City Administrator *mla*  
 RE: Semi-annual Employee Service Recognition Report -  
 January 1, 2012 through June 30, 2012

The following employees whose anniversary dates fall between January 1, 2012 and June 30, 2012 are recognized and congratulated for years of service ranging from 5 years through 36 years. Employees whose anniversary dates are after July 1 will be recognized at the end of the year.

#### 30 YEARS OR MORE:

EMPLOYEE NAME	DEPARTMENT	YEARS OF SERVICE
Richard Stuewer	Fire Department	36 (21 full-time, 15 part-time)
Tom Mengert	Public Works Department	35
Tim Herlache	Fire Department	33 (31 full-time, 2 part-time)
Arleigh Porter	Police Department	32

#### 25 – 30 YEARS

EMPLOYEE NAME	DEPARTMENT	YEARS OF SERVICE
Phil Maccoux	Park & Recreation Dept.	25

#### 20 - 25 YEARS:

EMPLOYEE NAME	DEPARTMENT	YEARS OF SERVICE
Jenniece Hoiska	Police Department	23

**15 - 20 YEARS:**

<b>EMPLOYEE NAME</b>	<b>DEPARTMENT</b>	<b>YEARS OF SERVICE</b>
Peggy Tong	Community Development	19
Shawn Madden	Park & Recreation Dept.	19
Greg Zager	Police Department	18
Larry Jennerjohn	Public Works Department	17
Mike Frangipane	Fire Department	17 (15 full-time, 2 part-time)
Mike Smith	Fire Department	17 (15 full-time, 2 part-time)
Paul Curtis	Part-Time Firefighter	17
Joe Conlon	Part-Time Firefighter	17

**10 - 15 YEARS:**

<b>EMPLOYEE NAME</b>	<b>DEPARTMENT</b>	<b>YEARS OF SERVICE</b>
Rick Remillard	Part-Time Firefighter	13
John Soukup	Fire Department	13 (11 full-time, 2 part-time)
Stephanie Reinhardt	Administration	13
Carl Waterstreet	Police Department	12
Joe Bilodeau	Police Department	11
Tony Depies	Community Development	11
Cheryl Nault	Community Development	10
Marty Olejniczak	Community Development	10
Mark Smith	Fire Department	10 (7 full-time, 3 part-time)

**5 - 10 YEARS:**

<b>EMPLOYEE NAME</b>	<b>DEPARTMENT</b>	<b>YEARS OF SERVICE</b>
Larry Fish	Part-Time Firefighter	9
Brent Wiegand	Fire Department	9 (7 full-time, 2 part-time)
Steve South	Police Department	9
Clinton Henry	Police Department	7
Darren Hesler	Public Works Department	7
Dale Pollock	Public Works Department	7
Brian Spetz	Community Development	5
Troy Resler	Public Works Department	5
Jason Albertson	Police Department	5
Eric Fairchild	Part-Time Firefighter	5
Michael Cihlar	Part-Time Firefighter	5

**MAY 2012 BANK RECONCILIATION**

8c6

**CHECKING ACCOUNTS**

**INVESTMENT ACCOUNTS**

GENERAL FUND	WDF BAYLAKE	TIF #3 WIRETECH BAYLAKE	WEDC GRANT BAYLAKE	SNAP BAYLAKE	GENERAL/CAPITAL FUND INVESTMENTS
PRIOR G/L BALANCE	1,201,240.16	73,051.41	38,307.12	25,250.00	1,616,428.02
REVENUE	2,447,308.34	9,372.94	0.00	0.00	200,258.47
DISBURSEMENTS	837,232.84	0.00	0.00	0.00	168,256.71
AMOUNT IN TRANSIT	2,112.74	0.00	0.00	0.00	0.00
ADJUSTMENTS	8,503.94	0.00	0.00	0.00	0.00
ENDING BALANCE	2,817,706.86	82,424.35	38,307.12	25,250.00	1,648,424.78

GENERAL FUND	WDF BAYLAKE	TIF #1 DEBT STATE - #11	TOURISM FUND STATE - #12	WDF STATE - #4	CAPITAL - BUILDING DEBT STATE - #9	TIF #3 DEBT STATE - #08	TIF #9 CONSTRUCTION STATE - #14
BANK BALANCE	2,829,616.33	82,424.35	38,307.12	25,250.00	100.00	1,648,424.78	
LESS OUTS. CHECKS	11,909.47	0.00	0.00	0.00	0.00	0.00	
	2,817,706.86	82,424.35	38,307.12	25,250.00	100.00	1,648,424.78	

**SAVINGS ACCOUNTS**

GENERAL FUND	GENERAL FUND STATE - #2	TIF #1 DEBT STATE - #11	TOURISM FUND STATE - #12	WDF STATE - #4	CAPITAL - BUILDING DEBT STATE - #9	TIF #3 DEBT STATE - #08	TIF #9 CONSTRUCTION STATE - #14
PRIOR G/L BALANCE	5,026,769.19	19,573.64	443,052.19	6.36	203,765.08	5,937.63	81,262.43
REVENUE	212,594.98	1.13	56.62	0.00	26.04	0.76	10.36
DISBURSEMENTS	2,200,299.12	1,568.54	0.00	0.00	0.00	0.00	292.00
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	3,039,065.05	18,006.23	443,108.81	6.36	203,791.12	5,938.39	80,970.79

GENERAL FUND	TIF #2 BAYLAKE - MMBA	TIF #2 STATE - #3	TIF #2 DEBT 98A&B STATE - #10	TIF #2 AMENDED AREA CONST. - STATE - #06	TIF #2 AMENDED AREA CAP. INT. - STATE - #7	TIF #2-CAPITAL MAINT. STATE - #15	TIF #2 WFRDA DEBT RES. STATE - #13
BANK BALANCE	3,039,065.05	18,006.23	443,108.81	6.36	203,791.12	5,938.39	200,583.86
PRIOR G/L BALANCE	3,719.91	24,652.04	426,525.61	73,156.92	140,882.55	157,764.44	1,653,782.32
REVENUE	0.25	28,862.18	3,123.31	8.96	59.34	18.02	211.33
DISBURSEMENTS	0.00	38,422.05	0.00	5,214.98	0.00	28,859.58	0.00
AMOUNT IN TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	3,720.16	15,092.17	426,837.92	67,950.90	140,941.89	128,922.88	1,653,993.65

6/7/12

8c6

CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

8c7.

DEPARTMENT DESCRIPTION	FOR FUND: GENERAL FUND		FOR 5 PERIODS ENDING		MAY 31, 2012		FISCAL YEAR	FISCAL YEAR-TO-DATE	
	BUDGET	ACTUAL	BUDGET	ACTUAL	% VARI-ANCE	BUDGET		ACTUAL	% VARI-ANCE
REVENUES									
GENERAL FUND	853,769.77	158,505.57	(81.4)	10,245,237.00	(81.4)	4,591,300.96	4,591,300.96	(55.1)	
TOTAL REVENUES	853,769.77	158,505.57	(81.4)	10,245,237.00	(81.4)	4,591,300.96	4,591,300.96	(55.1)	
EXPENSES									
GENERAL FUND	50,962.02	363.00	99.2	611,545.00	99.2	378,348.13	378,348.13	38.1	
MAYOR	1,030.42	917.52	10.9	12,365.00	10.9	4,990.86	4,990.86	59.6	
CITY COUNCIL	4,907.09	4,374.46	10.8	58,885.00	10.8	28,407.43	28,407.43	51.7	
LAW/LEGAL	5,000.00	7,385.50	(47.7)	60,000.00	(47.7)	24,061.04	24,061.04	59.8	
CITY CLERK-TREASURER	27,232.50	24,979.72	8.2	326,790.00	8.2	130,711.94	130,711.94	60.0	
ADMINISTRATION	18,640.00	17,464.47	6.3	223,680.00	6.3	87,588.23	87,588.23	60.8	
COMPUTER	4,391.67	2,829.84	35.5	52,700.00	35.5	21,193.85	21,193.85	59.7	
CITY ASSESSOR	7,777.09	6,763.25	13.0	93,325.00	13.0	39,003.72	39,003.72	58.2	
BOARD OF REVIEW	205.41	0.00	100.0	2,465.00	100.0	0.00	0.00	100.0	
BUILDING/ZONING CODE ENFORCEMENT	5,711.26	8,192.27	(43.4)	68,535.00	(43.4)	11,993.68	11,993.68	82.4	
MUNICIPAL SERVICES ADMTN.	16,850.01	14,291.15	15.1	202,200.00	15.1	73,358.59	73,358.59	63.7	
PUBLIC WORKS ADMINISTRATION	17,755.40	16,091.09	9.3	213,065.00	9.3	85,752.59	85,752.59	59.7	
ELECTIONS DEPARTMENT	1,760.84	4,607.25	(161.6)	21,130.00	(161.6)	14,103.84	14,103.84	33.2	
CITY HALL	12,027.49	9,627.95	19.9	144,330.00	19.9	46,447.23	46,447.23	67.8	
INSURANCE	23,902.09	0.00	100.0	286,825.00	100.0	133,402.88	133,402.88	53.4	
GENERAL EXPENDITURES	110,328.08	21,189.53	80.7	1,323,937.00	80.7	70,797.78	70,797.78	94.6	
POLICE DEPARTMENT	30,333.75	28,461.15	6.1	364,005.00	6.1	147,107.68	147,107.68	59.5	
PATROL BOAT	907.09	87.40	90.3	10,885.00	90.3	87.40	87.40	99.1	
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.0	0.00	0.00	0.0	
POLICE DEPARTMENT/PATROL	143,594.58	132,796.96	7.5	1,723,135.00	7.5	662,459.59	662,459.59	61.5	
POLICE DEPT. / INVESTIGATIONS	10,716.68	7,918.09	26.1	128,600.00	26.1	54,689.57	54,689.57	57.4	
FIRE DEPARTMENT	146,092.89	127,464.75	12.7	1,753,115.00	12.7	635,263.78	635,263.78	63.7	
STORM SEWERS	4,139.58	3,831.38	7.4	49,675.00	7.4	22,591.12	22,591.12	54.5	
SOLID WASTE MGMT/SPRING/FALL	6,055.01	1,215.66	79.9	72,660.00	79.9	7,687.23	7,687.23	89.4	
COMPOST/SOLID WASTE SITE	2,517.92	3,554.04	(16.6)	31,415.00	(16.6)	2,597.99	2,597.99	91.7	
STREET SWEEPING	3,047.09	3,554.04	(16.6)	5,750.00	(16.6)	10,571.14	10,571.14	71.0	
WEED ABATEMENT	479.17	3,554.04	25.9	36,565.00	25.9	431.15	431.15	92.5	
ROADWAYS/STREETS	16,251.67	18,103.61	(11.3)	195,020.00	(11.3)	69,351.40	69,351.40	64.4	
SNOW REMOVAL	16,077.08	119.68	99.2	192,925.00	99.2	79,440.53	79,440.53	58.8	
STREET SIGNS AND MARKINGS	4,372.91	10,095.04	(130.8)	52,475.00	(130.8)	26,798.67	26,798.67	48.9	
CURB/GUTTER/SIDEWALK	956.25	2,524.80	(164.0)	11,475.00	(164.0)	2,524.80	2,524.80	77.9	
STREET MACHINERY	16,739.16	9,657.92	42.3	200,870.00	42.3	53,001.25	53,001.25	73.6	
CITY GARAGE	5,175.82	2,137.61	58.7	62,110.00	58.7	18,763.23	18,763.23	69.7	
CELEBRATION & ENTERTAINMENT	3,120.00	409.64	86.8	37,440.00	86.8	17,286.89	17,286.89	53.8	
HIGHWAYS - GENERAL	42,097.08	38,196.02	9.2	505,165.00	9.2	218,052.87	218,052.87	56.8	
PARK & RECREATION ADMIN	11,225.01	9,683.00	13.7	134,700.00	13.7	48,767.58	48,767.58	63.7	
PARKS AND PLAYGROUNDS	33,269.97	26,820.53	19.3	399,240.00	19.3	126,272.58	126,272.58	68.3	
BAKFIELDS	2,397.91	3,631.92	(51.4)	28,775.00	(51.4)	22,882.67	22,882.67	20.4	
ICE RINKS	710.84	0.00	100.0	8,530.00	100.0	16.64	16.64	99.8	
BEACHES	231.25	(250.00)	208.1	2,775.00	208.1	50.00	50.00	98.1	

8c7.

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 5 PERIODS ENDING

MAY 31, 2012

DEPARTMENT DESCRIPTION

MAY BUDGET

MAY ACTUAL

VARI-ANCE

FISCAL YEAR BUDGET

FISCAL YEAR-TO-DATE ACTUAL

VARI-ANCE

EXPENSES  
 MUNICIPAL DOCKS  
 WATER WEED MANAGEMENT  
 WATERFRONT PARKS & WALKWAYS  
 EMPLOYEE BENEFITS  
 PUBLIC FACILITIES  
 BOARDS AND COMMISSIONS  
 COMMUNITY & ECONOMIC DEVLPMNT

TOTAL EXPENSES

TOTAL FUND REVENUES  
 TOTAL FUND EXPENSES  
 SURPLUS (DEFICIT)

3,604.99	3,054.75	15.2	43,260.00	6,406.16	85.1
7,401.67	1,137.89	84.6	88,820.00	2,407.89	97.2
4,040.41	4,195.83	(3.8)	48,485.00	15,852.34	67.3
2,479.17	3,167.33	(27.7)	29,750.00	10,767.75	63.8
6,350.83	16,142.67	(154.1)	76,210.00	36,612.00	51.9
151.67	43.08	71.5	1,820.00	182.32	89.9
20,650.84	14,860.01	28.0	247,810.00	97,487.81	60.6
853,769.66	608,882.36	28.6	10,245,237.00	3,546,573.82	65.3
853,769.77	158,505.57	(81.4)	10,245,237.00	4,591,300.96	(55.1)
853,769.66	608,882.36	28.6	10,245,237.00	3,546,573.82	65.3
0.11	(450,376.79)	(3545.4)	0.00	1,044,727.14	100.0

CITY OF SUDGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

DEPARTMENT DESCRIPTION	FOR FUND: CAPITAL FUND			FISCAL YEAR	FISCAL YEAR-TO-DATE	%
	FOR 5 PERIODS ENDING	MAY 31, 2012	%			
	BUDGET	ACTUAL	VARI-ANCE	BUDGET	ACTUAL	VARI-ANCE
REVENUES	128,905.43	134,858.02	4.6	1,546,865.00	608,348.50	(60.6)
TOTAL REVENUES	128,905.43	134,858.02	4.6	1,546,865.00	608,348.50	(60.6)
EXPENSES						
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.0
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0
COMPUTER	1,125.00	609.00	45.8	13,500.00	3,059.00	77.3
CITY ASSESSOR	0.00	0.00	0.0	0.00	0.00	0.0
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.0
CITY HALL	0.00	0.00	0.0	0.00	0.00	0.0
GENERAL EXPENDITURES	1,130.00	110,717.95	(9698.0)	13,560.00	110,717.95	(716.5)
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.0
PATROL	29,738.75	0.00	100.0	356,865.00	45,231.83	87.3
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.0
FIRE DEPARTMENT	1,741.66	0.00	100.0	20,900.00	1,106.41	94.7
STORM SEWERS	7,500.00	21,675.42	(189.0)	90,000.00	24,252.92	73.0
SOLID WASTE MGMT/REFUSE/RECYCL	0.00	0.00	0.0	0.00	0.00	0.0
ROADWAYS/STREETS	42,416.67	14,371.80	66.1	509,000.00	34,193.07	93.2
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.0
CURB/GUTTER/SIDEWALK	22,207.92	0.00	100.0	266,495.00	0.00	100.0
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.0
PARKS AND PLAYGROUNDS	833.33	0.00	100.0	10,000.00	0.00	100.0
BALLFIELDS	416.67	0.00	100.0	5,000.00	5,221.00	(4.4)
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.0
BEACHES	19,033.33	0.00	100.0	228,400.00	0.00	100.0
MUNICIPAL DOCKS	0.00	0.00	0.0	0.00	0.00	0.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	541.66	0.00	100.0	6,500.00	0.00	100.0
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.0
PUBLIC FACILITIES	0.00	0.00	0.0	0.00	0.00	0.0
COMMUNITY & ECONOMIC DEVLPMNT	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	126,684.99	147,374.17	(16.3)	1,520,220.00	223,782.18	85.2
TOTAL FUND REVENUES	128,905.43	134,858.02	4.6	1,546,865.00	608,348.50	(60.6)
TOTAL FUND EXPENSES	126,684.99	147,374.17	(16.3)	1,520,220.00	223,782.18	85.2
SURPLUS (DEFICIT)	2,220.44	(12,516.15)	(663.6)	26,645.00	384,566.32	1343.2

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 5 PERIODS ENDING

DEPARTMENT DESCRIPTION	MAY 31, 2012		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
	BUDGET	ACTUAL			
REVENUES					
CABLE TV / GENERAL	9,451.67	28,188.13	113,420.00	56,807.60	(49.9)
TOTAL REVENUES	9,451.67	28,188.13	113,420.00	56,807.60	(49.9)
EXPENSES					
CABLE TV / GENERAL	10,775.25	5,751.35	129,303.00	63,248.32	51.0
TOTAL EXPENSES	10,775.25	5,751.35	129,303.00	63,248.32	51.0
TOTAL FUND REVENUES	9,451.67	28,188.13	113,420.00	56,807.60	(49.9)
TOTAL FUND EXPENSES	10,775.25	5,751.35	129,303.00	63,248.32	51.0
SURPLUS (DEFICIT)	(1,323.58)	22,436.78	(15,883.00)	(6,440.72)	(59.4)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
 FOR 5 PERIODS ENDING MAY 31, 2012

DEPARTMENT DESCRIPTION	MAY		MAY ACTUAL	VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
	BUDGET	%					
REVENUES							
TOURISM COMMITTEE / GENERAL	2,144.00	100.0	0.00	100.0	25,728.00	24,186.45	(5.9)
TOTAL REVENUES	2,144.00	100.0	0.00	100.0	25,728.00	24,186.45	(5.9)
EXPENSES							
TOURISM COMMITTEE / GENERAL	5,500.00	100.0	0.00	100.0	66,000.00	66,500.00	(0.7)
TOTAL EXPENSES	5,500.00	100.0	0.00	100.0	66,000.00	66,500.00	(0.7)
TOTAL FUND REVENUES	2,144.00	100.0	0.00	100.0	25,728.00	24,186.45	(5.9)
TOTAL FUND EXPENSES	5,500.00	100.0	0.00	100.0	66,000.00	66,500.00	(0.7)
SURPLUS (DEFICIT)	(3,356.00)	100.0	0.00	100.0	(40,272.00)	(42,313.55)	5.0

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT  
 FOR 5 PERIODS ENDING MAY 31, 2012

DEPARTMENT DESCRIPTION	MAY		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
	BUDGET	ACTUAL			
REVENUES					
TID DISTRICT #2	124,307.67	612.81	1,491,692.00	783,298.25	(47.4)
TOTAL REVENUES	124,307.67	612.81	1,491,692.00	783,298.25	(47.4)
EXPENSES					
TID DISTRICT #2	225,596.26	5,364.98	2,707,155.00	499,801.62	81.5
TOTAL EXPENSES	225,596.26	5,364.98	2,707,155.00	499,801.62	81.5
TOTAL FUND REVENUES	124,307.67	612.81	1,491,692.00	783,298.25	(47.4)
TOTAL FUND EXPENSES	225,596.26	5,364.98	2,707,155.00	499,801.62	81.5
SURPLUS (DEFICIT)	(101,288.59)	(4,752.17)	(1,215,463.00)	283,496.63	(123.3)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT  
 FOR 5 PERIODS ENDING

MAY 31, 2012

DEPARTMENT DESCRIPTION

REVENUES	TID #1 DISTRICT	MAY			FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARIANCE
		BUDGET	ACTUAL	VARIANCE			
38,490.67		38,490.67	56.62	(99.8)	461,888.00	305,714.88	(33.8)
TOTAL REVENUES		38,490.67	56.62	(99.8)	461,888.00	305,714.88	(33.8)
EXPENSES							
TID #1 DISTRICT		37,786.50	0.00	100.0	453,438.00	0.00	100.0
TOTAL EXPENSES		37,786.50	0.00	100.0	453,438.00	0.00	100.0
TOTAL FUND REVENUES		38,490.67	56.62	(99.8)	461,888.00	305,714.88	(33.8)
TOTAL FUND EXPENSES		37,786.50	0.00	100.0	453,438.00	0.00	100.0
SURPLUS (DEFICIT)		704.17	56.62	(91.9)	8,450.00	305,714.88	3517.9

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

DEPARTMENT DESCRIPTION	FOR FUND: TID #3 DISTRICT				MAY 31, 2012		FISCAL YEAR		FISCAL YEAR-TO-DATE	
	FOR 5 PERIODS ENDING		MAY 31, 2012		FISCAL YEAR		FISCAL YEAR-TO-DATE			
	BUDGET	ACTUAL	% VARI-ANCE	BUDGET	ACTUAL	% VARI-ANCE	BUDGET	ACTUAL	% VARI-ANCE	
REVENUES										
TID #3 DISTRICT	15,515.41	35.99	(99.7)	186,185.00	32,979.06	(82.2)				
TOTAL REVENUES	15,515.41	35.99	(99.7)	186,185.00	32,979.06	(82.2)				
EXPENSES										
TID #3 DISTRICT	15,110.83	442.00	97.0	181,330.00	28,912.50	84.0				
TOTAL EXPENSES	15,110.83	442.00	97.0	181,330.00	28,912.50	84.0				
TOTAL FUND REVENUES	15,515.41	35.99	(99.7)	186,185.00	32,979.06	(82.2)				
TOTAL FUND EXPENSES	15,110.83	442.00	97.0	181,330.00	28,912.50	84.0				
SURPLUS (DEFICIT)	404.58	(406.01)	(200.3)	4,855.00	4,066.56	(16.2)				

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)  
 FOR 5 PERIODS ENDING MAY 31, 2012

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	VARI-ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE
REVENUES						
REVOLVING LOAN FUND (STATE)	1,442.08	1,039.45	(27.9)	17,305.00	5,442.95	(68.5)
TOTAL REVENUES	1,442.08	1,039.45	(27.9)	17,305.00	5,442.95	(68.5)
EXPENSES						
REVOLVING LOAN FUND (STATE)	1,041.67	0.00	100.0	12,500.00	400,020.00	(3100.1)
TOTAL EXPENSES	1,041.67	0.00	100.0	12,500.00	400,020.00	(3100.1)
TOTAL FUND REVENUES	1,442.08	1,039.45	(27.9)	17,305.00	5,442.95	(68.5)
TOTAL FUND EXPENSES	1,041.67	0.00	100.0	12,500.00	400,020.00	(3100.1)
SURPLUS (DEFICIT)	400.41	1,039.45	159.5	4,805.00	(394,577.05)	(8311.8)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
 FOR 5 PERIODS ENDING MAY 31, 2012

DEPARTMENT DESCRIPTION	MAY		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
	BUDGET	ACTUAL			
REVENUES					
SOLID WASTE ENTERPRISE FUND	69,736.25	24,869.17	836,835.00	224,367.32	(73.1)
TOTAL REVENUES	69,736.25	24,869.17	836,835.00	224,367.32	(73.1)
EXPENSES					
SOLID WASTE ENTERPRISE FUND	69,736.24	27,607.67	836,835.00	119,583.04	85.7
TOTAL EXPENSES	69,736.24	27,607.67	836,835.00	119,583.04	85.7
TOTAL FUND REVENUES	69,736.25	24,869.17	836,835.00	224,367.32	(73.1)
TOTAL FUND EXPENSES	69,736.24	27,607.67	836,835.00	119,583.04	85.7
SURPLUS (DEFICIT)	0.01	(2,738.50)	0.00	104,784.28	100.0

DATE: 06/07/2012  
 TIME: 15:33:59  
 ID: GL480000.WOW

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

DEPARTMENT DESCRIPTION	MUNICIPAL REPORT TOTALS				FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
	FOR 5 PERIODS ENDING	MAY 31, 2012	MAY BUDGET	MAY ACTUAL			
TOTAL MUNICIPAL REVENUES	1,243,762.95	348,165.76	(72.0)	14,925,155.00	6,632,445.97	(55.5)	
TOTAL MUNICIPAL EXPENSES	1,346,001.40	795,422.53	40.9	16,152,018.00	4,948,421.48	69.3	
SURPLUS (DEFICIT)	(102,238.45)	(447,256.77)	337.4	(1,226,863.00)	1,684,024.49	(237.2)	

**BEVERAGE OPERATOR LICENSES**

1. Braunel, Robert
2. Forry, William
3. Lemke, William
4. Olson, Sarah
5. Suess, Katherine
6. Vlies, Marcia
7. Wauters, Mary
8. Weckler, Brandi
9. Whipple, Joanne

8e.

8e.

**TEMPORARY CLASS B BEER**

Forestville Maplewood Lions Club  
Agent: Tom Mueller  
Door County Fairgrounds  
Sturgeon Bay, WI 54235  
August 1 – 5, 2012

Door County Maritime Museum  
Agent: Bob Dosh  
Martin Park  
Sturgeon Bay, WI 54235  
June 20, 2012  
August 1, 2012

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

Door County Farm Bureau  
Agent: Steven Baxter  
Door County Fairgrounds  
Sturgeon Bay, WI 54235  
July 29, 2012

Door County Farm Bureau  
Agent: Steven Baxter  
Door County Fairgrounds  
Sturgeon Bay, WI 54235  
August 1 – 5, 2012

2012/2013 City of Sturgeon Bay Liquor Licenses  
June 19, 2012 Common Council Meeting

8

"Class B" Comb. Licenses

Agent

Address

IMBN, Inc (White Birch Inn)  
23 West Oak Street, LLC (West Oak Street Pub)

Craig Nyholm  
Lester F Berns

1009 S Oxford Avenue  
23 W Oak Street

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

Name of applicant: Sturgeon Bay Visitor Center

Name of event: Jazz on Jefferson Street Festival

Contact Phone Number: 920.743.6246

Date(s) of event: July 14<sup>th</sup>, 2012 Time: 10am-8pm

Estimated # of Attendees: 500-800 people

Specific Location: Jefferson Street from 6<sup>th</sup> Avenue to 7<sup>th</sup> Avenue

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

What arrangements have been made for clean up? Volunteers will haul trash to rented dumpster. City Parks dept will pick up extra trash cans and benches.

Other explanations: Applicant will need to be installed around closed section of street as shown on MAP

Signature of Responsible Party: Amy Lynn DeMeter Promotions Coordinator

TJD

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

Date Submitted: 05.31.2012

**Approval:**

Fire Chief	By: <u>[Signature]</u>	Date: <u>6/5/12</u>
Police Chief	By: <u>[Signature]</u>	Date: <u>6-05-12</u>
Comm. Development	By: <u>[Signature]</u>	Date: <u>6-6-12</u>
Streets/Parks	By: <u>[Signature]</u>	Date: <u>6-6-12</u>
City Clerk	By: <u>Stephanie Benharat</u>	Date: <u>6/7/2012</u>
Finance Director	By: <u>[Signature]</u>	Date: <u>6/7/12</u>
City Engineer	By: <u>[Signature]</u>	Date: <u>6/7/12</u>
City Administrator	By: <u>[Signature]</u>	Date: <u>6/9/12</u>

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

**SPECIAL CLASS "B" RETAILERS' LICENSE**  
for the sale of fermented malt beverages  
and/or wine coolers at a  
**GATHERING OR PICNIC**

No: 505p-12

\$ 10.00

**WHEREAS**, the local governing body of the **CITY of STURGEON BAY** County of **DOOR**, Wisconsin, has, upon application duly made, granted and authorized the issuance of a Retail Class "B" Beer License to:

**STURGEON BAY VISITOR CENTER      AGENT: TODD TRIMBERGER**  
**Jazz on Jefferson Street Festival**

to sell Fermented Malt Beverages, and/or Wine Coolers as defined by law, pursuant to Sections 125.26(6) and 125.51(10) of the Statutes of the State of Wisconsin, and local ordinances.

**AND WHEREAS**, the said applicant has paid to the treasurer the sum of **\$10.00** for such Class "B" Retailer's Fermented Malt Beverage, and/or Wine Cooler License as provided by local ordinances, and has complied with all the requirements necessary for obtaining such license;

**LICENSE IS HEREBY ISSUED** to said applicant to sell, deal and traffic in, at retail, Fermented Malt Beverages and/or Wine Coolers at the following described premises:

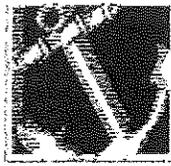
**611 Jefferson Street, Sturgeon Bay, WI 54235**

FOR THE PERIOD from

**July 14, 2012 to July 14, 2012**

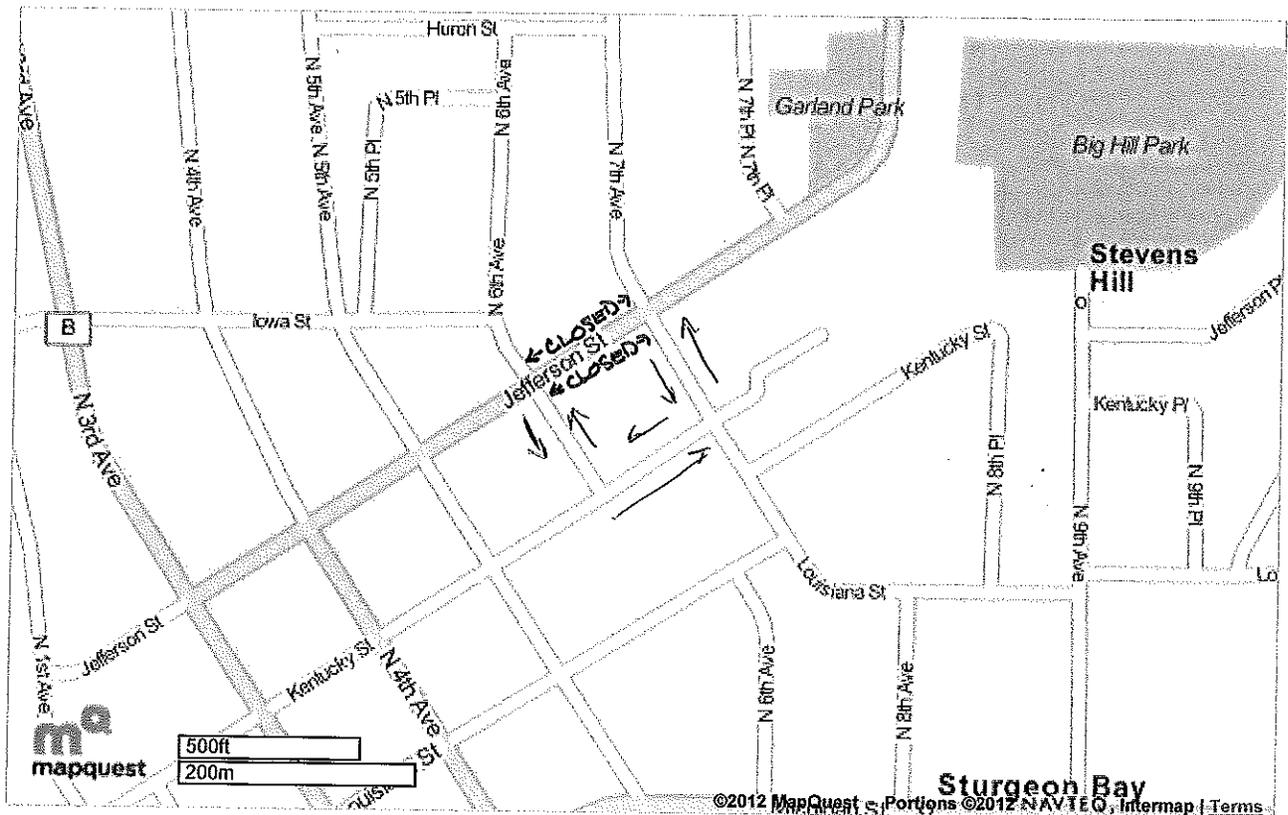
Given under my hand and the corporate seal of the  
**CITY of STURGEON BAY,**  
this **26<sup>th</sup>** day of **January, 2012**

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



# STURGEON BAY

DOOR COUNTY  
VISITOR CENTER



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](mailto:vacation@sturgeonbay.net) •

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

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

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

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

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

Dated: 05-31-2012

Amy Lynn DeMeter Promotions Coordinator

Dated: 05-31-2012

[Signature] Executive Director

Company Name (if applicable):

Sturgeon Bay Visitor Center

Billing Address:

36 S. Third Avenue

Sturgeon Bay, WI 54235

Telephone:

920.743.6246

**HOLD HARMLESS AND INDEMNIFICATION AGREEMENT**

The undersigned certifies that he or she is in a duly authorized agent of Sturgeon Bay Visitor Center, and is duly empowered and authorized to execute this hold harmless and indemnification agreement on behalf of the above referenced party.

The undersigned in consideration of being allowed to use City property to Jazz on Jefferson Street Festival, which shall encroach in the public right-of-way adjacent to property located at Jefferson Street between 6<sup>th</sup> Ave and 7<sup>th</sup> Ave, do hereby release, acquit, and forever discharge the City of Sturgeon Bay, its officers, agents, and employees (hereinafter known as City), from any and all actions, causes of action, claims, demands, costs, expenses and compensation related to property damages, personal injury or death arising out of any accident or occurrence while maintaining said encroachment in the public right-of-way. The undersigned further agrees to hold harmless and defend the City from any claims or actions arising from said street festival as an encroachment in the public right-of-way.

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

Dated this 31 day of May, 2012

By: Amy Lyn DeMeter Promotions Coordinator

By:  Executive Director

# ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06-01-2012

<b>PRODUCER</b> Insurance Center of Sturgeon Bay 62 South 3rd Ave. P.O. Box 131 Sturgeon Bay WI 54235		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
<b>INSURED</b> Sturgeon Bay Visitor & Convention Center 36 South 3rd Ave Sturgeon Bay WI 54235		<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
		INSURER A: Cincinnati Insurance Co	
		INSURER B: Cincinnati Insurance Co	
		INSURER C:	
		INSURER D:	
		INSURER E:	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CAP 5884583	07/18/2011	07/18/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000								
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CAP 5884583	07/18/2011	07/18/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$								
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$								
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WC 8963810-10	05/11/2012	05/11/2013	<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$ 100,000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$ 100,000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$ 500,000</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$ 100,000	E.L. DISEASE - EA EMPLOYEE	\$ 100,000	E.L. DISEASE - POLICY LIMIT	\$ 500,000
WC STATU-TORY LIMITS	OTH-ER												
E.L. EACH ACCIDENT	\$ 100,000												
E.L. DISEASE - EA EMPLOYEE	\$ 100,000												
E.L. DISEASE - POLICY LIMIT	\$ 500,000												
	OTHER												

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

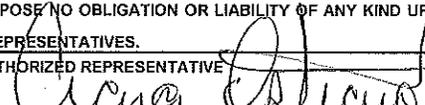
## CERTIFICATE HOLDER

City of Sturgeon Bay Street Department  
 835 North 14th Ave  
 Sturgeon Bay WI 54235

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



**CITY OF STURGEON BAY  
STREET CLOSURE APPLICATION**

**\*\* Revision \*\***

Name of applicant: Sturgeon Bay Visitor Center  
Name of event: West Fest  
Contact Phone Number: 920.743.6246  
Date(s) of event: Saturday August 11, 2012 Time: 7:00am - 7:00pm  
Estimated # of Attendees: 500-800 people  
Specific Location: Madison Ave from Oak to Maple Street  
\*\*ADDITION\*\* Oak St from Madison to Neenah

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

See prior request

See prior request

See prior request

What arrangements have been made for clean up? Volunteers will haul trash to rented dumpsters, City will pick up additional benches and trash cans of which we will reimburse them.

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

Signature of Responsible Party: Amy Lynn DeMeter Promotions Coordinator

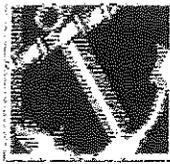
Address: 36 S. Third Ave Sturgeon Bay, WI 54235

Date Submitted: 05.31.2012

**Approval:**

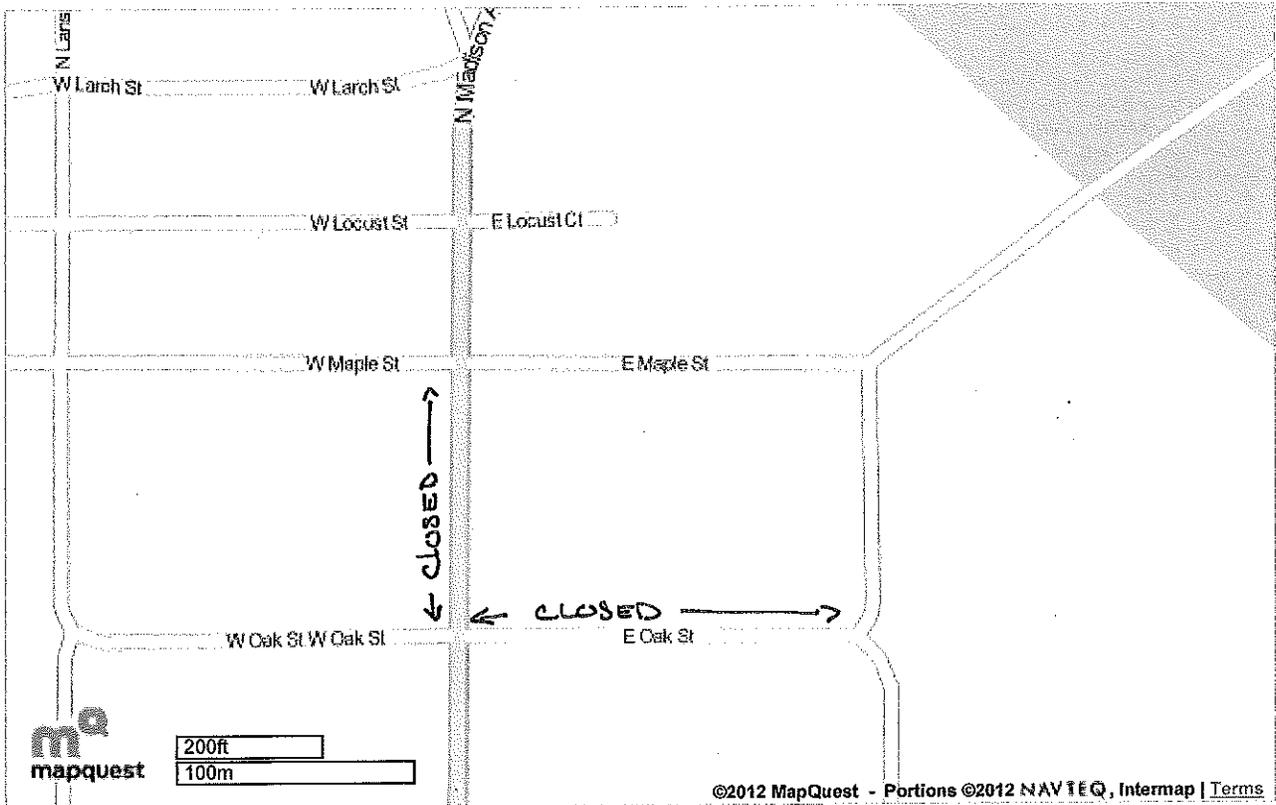
Fire Chief	By: <u>[Signature]</u>	Date: <u>6/5/12</u>
Police Chief	By: <u>[Signature]</u>	Date: <u>6/5/12</u>
Comm. Development	By: <u>[Signature]</u>	Date: <u>6-6-12</u>
Streets/Parks	By: <u>[Signature]</u>	Date: <u>6-6-12</u>
City Clerk	By: <u>Stephanie J Benhardt</u>	Date: <u>6/7/12</u>
Finance Director	By: <u>[Signature]</u>	Date: <u>6/7/12</u>
City Engineer	By: <u>[Signature]</u>	Date: <u>6/7/12</u>
City Administrator	By: <u>[Signature]</u>	Date: <u>6/7/12</u>

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



# STURGEON BAY

DOOR COUNTY  
VISITOR CENTER



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](mailto:vacation@sturgeonbay.net) •

**CITY OF STURGEON BAY  
STREET CLOSURE APPLICATION**

Name of applicant: Sturgeon Bay Visitor Center  
Name of event: West Fest  
Contact Phone Number: 920.743.6246  
Date(s) of event: Saturday August 11, 2012 Time: 7:00am – 7:00pm  
Estimated # of Attendees: 500-800 people  
Specific Location: Madison Ave from Oak to Maple Street

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

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

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

Signature of Responsible Party: Amy Lynn DeMeter Promotions Coordinator

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

Date Submitted: 12.20.2011

**Approval:**

Fire Chief	By: <u>[Signature]</u>	Date: <u>1/13/12</u>
Police Chief	By: <u>A. Fortney</u>	Date: <u>01-13-12</u>
Comm. Development	By: <u>Monica Stepien</u>	Date: <u>1-16-12</u>
Streets/Parks	By: <u>Bob Border</u>	Date: <u>1-13-2012</u>
City Clerk	By: <u>Stephanie J. Reinhardt</u>	Date: <u>1/23/2012</u>
Finance Director	By: <u>Val Clarke</u>	Date: <u>1/17/12</u>
City Engineer	By: <u>Tommy Dyer</u>	Date: _____
City Administrator	By: <u>Stephanie Miller</u>	Date: <u>1-18-12</u>

Common Council: Date of Meeting: 2/7/2012

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the request for a donation from the Sturgeon Bay Yacht Club for Festival Fireworks to be held on Saturday August 4, 2012, in the amount of \$500.

Respectfully submitted,  
FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 29, 2012

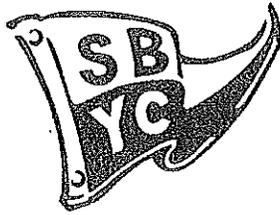
\*\*\*\*\*

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](mailto:sbyc@doorpi.net)

May 23, 2012

City of Sturgeon Bay  
Attn: Finance Committee  
421 Michigan Street  
Sturgeon Bay, WI 54235

Subject: Festival Fireworks Request

Dear Committee Members,

Your consideration is requested for a fireworks donation. Traditionally, the event, Venetian parade and Evening on the Bay have been a Sturgeon Bay Yacht Club event. This year, however, it will be to celebrate the culmination of the Maritime Festival Week, honoring the U.S. Coast Guard and supported by the City of Sturgeon Bay, the Maritime Museum and the Yacht Club. In years past your contribution have been as high as \$2500. That amount with the other funds we will raise will certainly put on a great show. Again SBYC will organize the event and strive to put on an even more spectacular display. This year's event will be on Saturday, August 4<sup>th</sup>.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Asher', written in a cursive style.

Mike Asher  
Rear Commodore

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to create a Micro Loan Program using \$140,000 of the City's Revolving Loan Fund. The maximum loan will be \$20,000 per business, but not more than 50% of the total cost of the project. The interest rate on the loan will be significantly below market rates, but no less than 1%. The loan will be for improvements to the exterior facade and storefront improvements on businesses located along the official State Highway 42/57 detour route for the closure of the Bayview Bridge, which is currently scheduled for the spring and early summer of 2013.

Respectfully submitted,  
FINANCE/PURCHASING & BUILDING  
COMMITTEE  
By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 29, 2012

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2012.

# Revolving Loan Fund Program

Micro Loans for Business Façade and Storefront Improvements

DRAFT

## Business Incentive Program:

The City of Sturgeon Bay and Door County Economic Development Corporation have set aside \$140,000 in the City's Revolving Loan Fund to create a Micro Loan Program for exterior facade and storefront improvements for businesses located along the official detour route of STH 42/57. The purpose of the fund is to offer an incentive to businesses to upgrade the appearance of their facilities in anticipation of significantly increased traffic due to the temporary closure of the bypass bridge. This highway detour is currently scheduled for the spring and early summer of 2013. The City hopes to partner with the business community to present a positive image and impression to the thousands of new visitors that will be traveling through the community.

## Incentive Loan Terms

- City loan funds can be used for the purchase of equipment or for working capital related to exterior facade and storefront improvements.
- City loans are available up to \$20,000 per business.
- Eligible businesses must be physically located within one block of the official WI DOT detour route of STH 42/57.
- The interest rate on the City loan will be significantly below market rates, but not less than 1%. The specific interest rate, payment plan and other loan term will be determined on a case-by-case basis by the loan review committee.
- This incentive loan program will be available until June 1, 2013 or until all budgeted funds are committed, whichever occurs first.

## Approval Process:

- Interested businesses should contact Bill Chaudoir or Sam Perlman for information and assistance with the loan application. Call 920-743-3113 or email: [bill@doorcountybusiness.com](mailto:bill@doorcountybusiness.com) or [sam@doorcountybusiness.com](mailto:sam@doorcountybusiness.com).
- To apply, a business will complete and submit a basic application with supporting documentation.
- The City Loan Review Committee will meet to consider and make a recommendation on the application.
- The recommendation is presented to the Sturgeon Bay Common Council for final approval.
- The City and business will enter into a Loan Agreement, Promissory Note and other related legal documents.
- The loan closing is scheduled and funds are disbursed.



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

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

SECTION 1: Section 20.42 of the Municipal Code (zoning code) of the City of Sturgeon Bay, Wisconsin is hereby created as follows:

**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 (100) 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.

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

Approved:

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Thad Birmingham  
Mayor

Attest:

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Stephanie Reinhardt  
City Clerk

## 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.

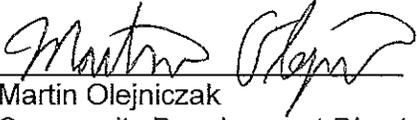
**Fiscal Impact:** If the code is administered by SBU and the Utility Commission, there will be no cost to the City, just to the ratepayers. The actual cost of administering the code is not known, but it is not expected to be significant. SBU feels the protection afforded their wells more than makes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

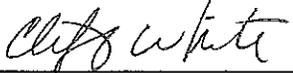
**Public Hearing:** The required public hearing is scheduled for June 5<sup>th</sup> before the Council. Pertinent testimony should be considered by the Council prior to taking final action on the new ordinance.

**Options for Common Council:** Among the various options for the Council are:

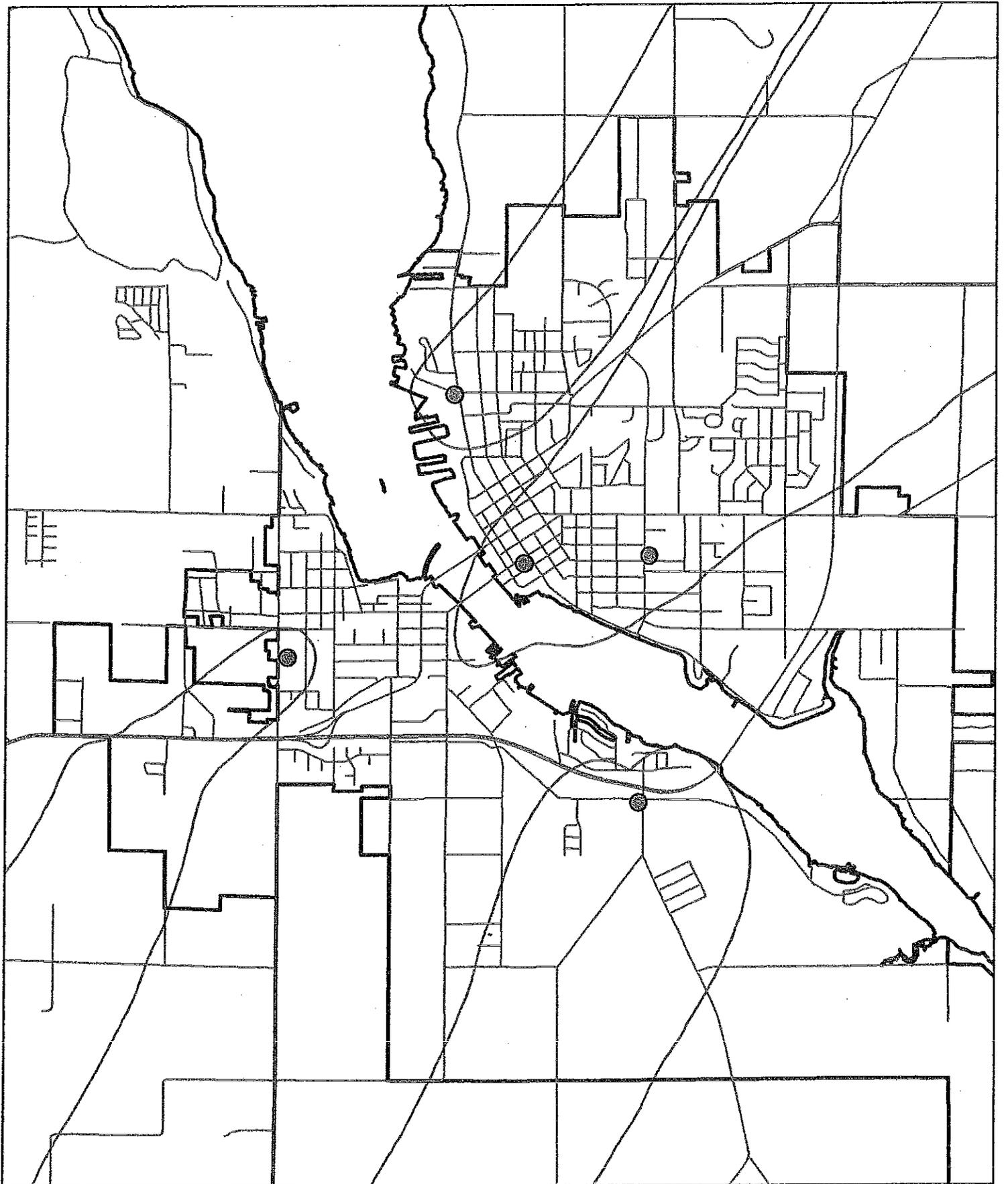
1. Adopt the ordinance. Two readings of the ordinance are required.
2. Reject the ordinance. The proposed ordinance would not be implemented.
3. Make changes and adopt the ordinance.
4. Refer the matter back to Plan Commission for further study or changes.

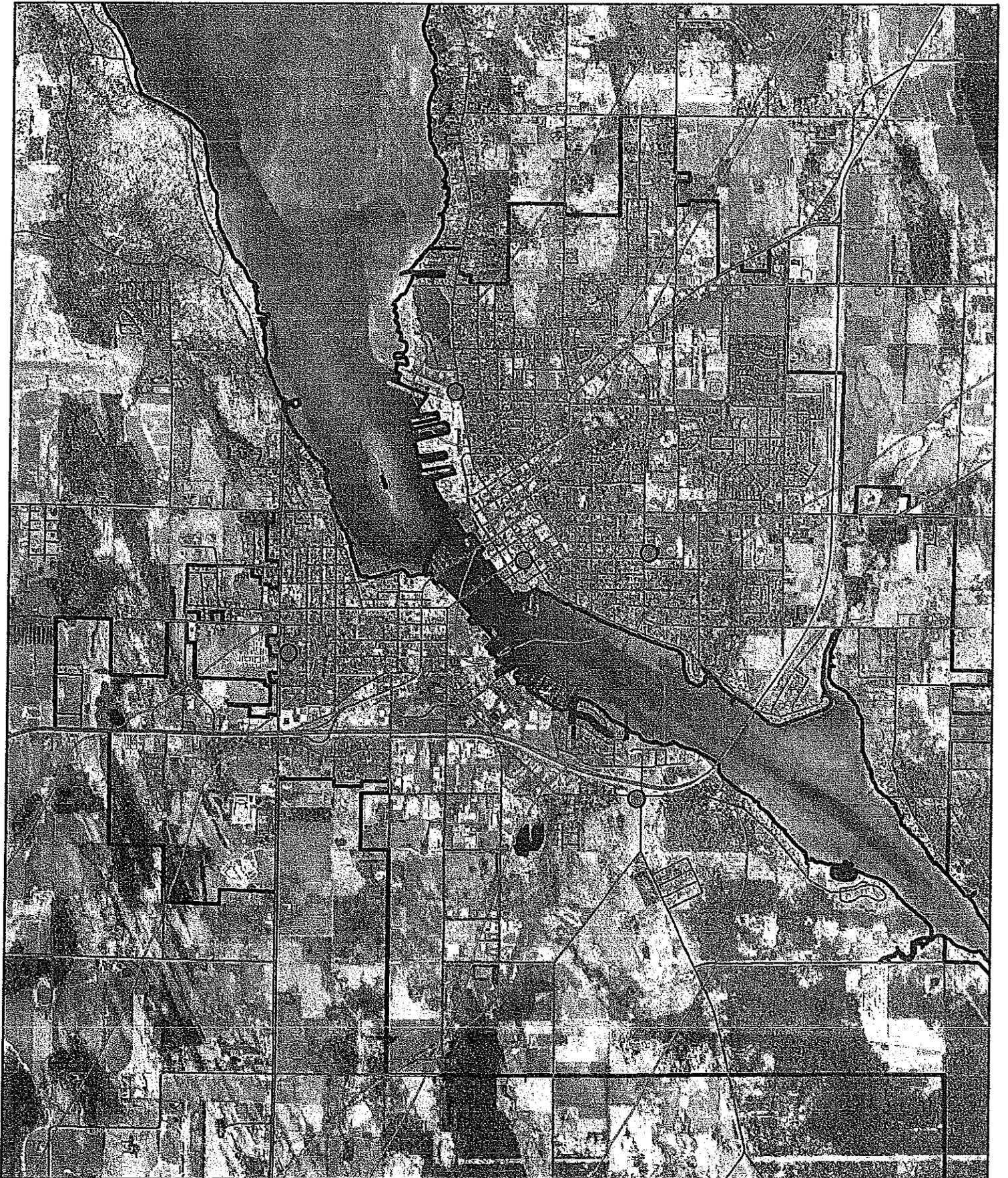
**Recommendation:** Adopt the ordinance.

Prepared by:  5-30-12  
Martin Olejniczak Date  
Community Development Director

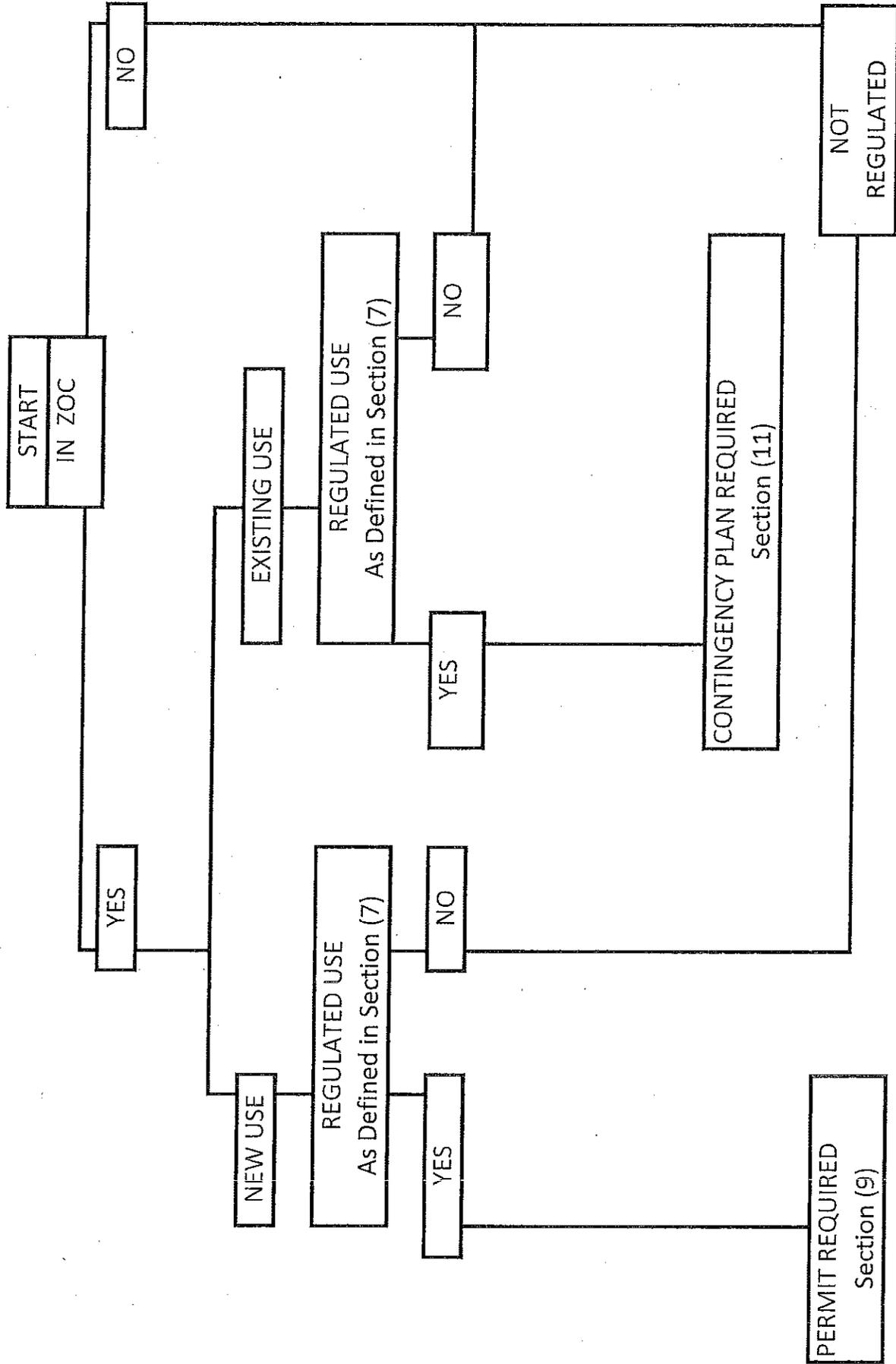
Reviewed by:  5/30/12  
Cliff White Date  
Operations Manager, SBU

Reviewed by:  5/30/12  
Steve McNeil Date  
City Administrator





WELLHEAD PROTECTION  
FLOW CHART



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

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

SECTION 1: Section 20.15(1)(b) of the Municipal Code (zoning code) of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated 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.

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

Approved:

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

Attest:

\_\_\_\_\_  
 Stephanie Reinhardt  
 City Clerk

## 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.

**Public Hearing:** The required public hearing is scheduled for June 5<sup>th</sup>. The Council should consider any pertinent testimony prior to taking final action.

**Options for Common Council:** Among the various options for the Council are:

1. Adopt the ordinance.
2. Reject the ordinance.
3. Make changes to the ordinance and adopt.
4. Refer the matter back to Plan Commission for additional study or changes.

**Recommendation:** Adopt the ordinance.

Prepared by: Martin Olejniczak      5-30-12  
Martin Olejniczak      Date  
Community Development Director

Reviewed by: Steve McNeil      3/30/12  
Steve McNeil      Date  
City Administrator

- (w) Bed and breakfast establishments, provided the facility is licensed by the Wisconsin Department of Health and Social Services.
  - (x) Boardinghouses and lodging houses.
- (2) Conditional uses are:
- (a) Communication towers.
  - (b) Colleges and vocational schools.
  - (c) Public utilities.
  - (d) Multiple-family dwellings.
  - (e) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however, that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.
  - (f) Hospitals.
  - (g) Water related uses such as marinas, launch ramps, charter boating or fishing and ferry terminals.
  - (h) Commercial establishments with drive-through facilities.
  - (i) Public garages, shops or storage yards.
  - (j) Outdoor recreation facilities such as golf courses, shooting ranges, and outdoor theaters.
  - (k) Animal shelters and pounds.
  - (l) Commercial housing facilities.
  - (m) Residential use, when incorporated into a multiuse building and using not more than 50 percent of the available floor area.
- (Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 3, 6-17-03; Ord. No. 1118-0104, § 3, 1-6-04; Ord. No. 1144-0305, § 3, 3-15-05; Ord. No. 1207-0608, § 1, 6-17-08)



### 20.15 Use regulations for C-2 district.

The C-2 district is intended for the central business district on both the east and west sides of the city. It is intended to provide development and redevelopment opportunities consistent with the historic development pattern of the areas. Targeted uses shall be those commercial uses which do not detract from this area because of noise, smoke, odors, or disruption of traffic patterns.

- (1) Permitted uses are:
- (a) Any use listed as a permitted use in the C-1 district, except gasoline service stations; automobile repair establishments; automobile, recreational vehicle or farm implement sales lots; commercial storage facilities; and lumber and building supply yards.



(b) Residential use, when incorporated in a multi-use building and using less than 50 percent of the available floor area.

(2) Conditional uses are:

(a) Communication towers.

(b) Colleges and vocational schools.

(c) Public utilities.

(d) Multiple-family dwellings.

(e) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however, that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.

(f) Hospitals.

(g) Water-related uses such as marinas, launch ramps, charter boating or fishing and ferry terminals.

(h) Gasoline service stations.

(i) Automobile repair establishments.

(j) Automobile or recreational vehicle sales lots.

(k) Commercial establishments with drive-through facilities.

(l) Bed and breakfast establishments, provided the facility is licensed by the Wisconsin Department of Health and Social Services.

(m) Commercial housing facilities.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 4, 6-17-03; Ord. No. 1118-0104, § 4, 1-6-04; Ord. No. 1144-0305, § 4, 3-15-05)

#### 20.16 Use regulations for C-3 district.

The C-3 district is intended to provide limited areas within the commercial area of the city for light manufacturing and warehousing activities. It is particularly intended for areas with

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

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

SECTION 1: Section 13.01 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

13.01 Combined Utility.

- (1) The electric utility and the water utility of the city remain combined as a single public utility known as Sturgeon Bay Utilities. Sturgeon Bay Utilities shall manage any property of the city of whatever nature comprising part of or used or useful in connection with the electric or the water utility of the city, including all property used in common by such utilities. The sewer utility shall be a separate public utility known as the Sturgeon Bay Sewer Utility. Sturgeon Bay Sewer Utility shall include any property of the city of whatever nature comprising part of or used or useful in connection with the sewer utility of the city.
- (2) Pursuant to § 66.0805, Wis. Stats., the Sturgeon Bay Utilities and the Sturgeon Bay Sewer Utility shall be managed by a board of seven commissioners known as the utility commission. The commission shall have entire charge and management of the Sturgeon Bay Utilities and the Sturgeon Bay Sewer Utility, shall appoint a general manager and fix the compensation, and shall supervise the operation of the Sturgeon Bay Utilities and Sturgeon Bay Sewer Utility under the general control and supervision of the common council.
- (3) The utility commission shall consist of the mayor, ~~two~~ three alderpersons to be elected by the council and ~~four~~ three citizens who are also to be elected by the council. Neither the mayor nor the alderpersons shall receive any additional remuneration for serving on the utility commission. In lieu of membership the mayor may call for council election of a citizen member who shall the serve the unfulfilled term of the mayor.
- (4) The alderpersons and citizen members shall be elected for terms of seven years each, beginning on October 1, provided that the terms of the commissioners first elected shall expire successively for each year on the succeeding October 1, and provided the terms of the alderpersons and mayor shall automatically expire upon their ceasing to be members of the council. The terms of the two additional citizen members added to the utility commission after the election of the initial citizen members, shall expire October 1, 2007, and October 1, 2008, respectively; thereafter their terms shall be for a period of seven years each. The citizen members shall be persons of recognized experience and qualifications.

SECTION 2: This ordinance shall take effect on October 1, 2012.

Approved:

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

Attest:

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