



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, DECEMBER 20, 2011  
7:00 P.M. OR IMMEDIATELY FOLLOWING  
COMMITTEE OF THE WHOLE  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN STREET  
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Consideration of the following bills: General Fund – \$83,748.63, Capital Fund - \$18,550.62, Cable TV - \$212.85, and Solid Waste Enterprise - \$17,052.94 for a grand total of \$119,565.04. [roll call]
6. CONSENT AGENDA
  - \* All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
  - \* a. Approval of 11/29/11 special and 12/6/11 regular Common Council minutes.
  - \* b. Approval of the following minutes:
    - (1) Personnel Committee – 12/7/11
    - (2) Community Protection & Services Committee – 12/8/11
  - \* c. Place the following reports on file:
    - (1) Fire Department Report – November 2011
    - (2) Inspection Department Report – November 2011
    - (3) Bank Reconciliation – November 2011
    - (4) Revenue & Expense Report – November 2011
  - \* d. Consideration of: Beverage Operator Licenses.
  - \* e. Consideration of: Request from SBVC to approve 2012 promotional event dates.
  - \* f. Community Protection & Services Committee recommendation re: Exercise the option to renew the personal services contract with Mann Communications, LLC.
7. Mayoral appointments.
8. Second reading of ordinance re: Repeal and recreate Section 10.21(1) of the Municipal Code – Synthetic Cocaine.
9. Resolution re: Revise City of Sturgeon Bay Fee Schedule.

10. Finance/Purchasing & Building Committee recommendation re: Transfer \$2,700 from Squad Cars Account to Miscellaneous Capital Equipment Account for the purchase of two Kustom Raptor RP-1 radar units. (3/4 vote = 6 votes)
11. Public comment.
12. Mayor's comments.
13. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 12/16/11

Time: 12:00pm

By: [Signature]

ID: AP443000.CST

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
REVENUE				
R0000950	ANGELINE GAUGER	REF SENIOR TRIP	01-000-000-46590	9.48
R0000950		REF STATE SALES TAX	01-000-000-24214	0.47
R0000950		REF CTY SALES TAX	01-000-000-24215	0.05
R0000951	EVELYN AUGSBURGER	REF SENIOR TRIP	01-000-000-46590	9.48
R0000951		REF STATE SALES TAX	01-000-000-24214	0.47
R0000951		REF CTY SALES TAX	01-000-000-24215	0.05
TOTAL REVENUE				20.00
TOTAL GENERAL FUND				20.00
MAYOR				
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-100-000-56700	2.50
TOTAL				2.50
TOTAL MAYOR				2.50
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	TRAFFIC MATTERS	01-110-000-55010	1,550.00
BUELOW	BUELOW, VETTER, BUIKEMA,	PROFESSIONAL SERVICES	01-110-000-57900	6,413.00
TOTAL				7,963.00
TOTAL LAW/LEGAL				7,963.00
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	11/11 FILING FEES	01-115-000-56350	60.00
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-115-000-56700	10.00
LAURIE	LAURIE SPITTELEMEISTER	REIMB LUNCH	01-115-000-55600	9.75
R0000953	MICHAEL KNUTSON	SUBPOENA FEES & MILEAGE	01-115-000-56350	239.55
VANNES	DIXIE FLINN	REIMB LUNCH	01-115-000-55600	12.93
TOTAL				332.23
TOTAL CITY CLERK-TREASURER				332.23
ADMINISTRATION				
04549	DOOR COUNTY ECONOMIC DEVELOPME	NEW NORTH SUMMIT CONF STEVE	01-120-000-55600	65.00
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-120-000-56700	5.00
TOTAL				70.00
TOTAL ADMINISTRATION				70.00
COMPUTER				

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04696	DOOR COUNTY TREASURER	11/11 TECH SUPPORT	01-125-000-55550	2,500.00
14878	NWTC	EXCEL TRNG 3 EMPLOYEES	01-125-000-55600	465.00
R0000952	CABLE ORGANIZER.COM	1.5 RAPID RUN FLYING LEAD	01-125-000-55500	21.99
R0000952		SHIPPING	01-125-000-55500	13.64
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	MAGENTA TONER	01-125-000-51950	198.50
		TOTAL		3,199.13
		TOTAL COMPUTER		3,199.13
CITY ASSESSOR				
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-130-000-56700	7.50
04696		GILL PROPERTY 281-62-100-0105	01-130-000-51910	2,788.85
04696		GILL PROPERTY 281-62-1100-0112	01-130-000-51910	2,267.33
ASSO APP	ASSOCIATED APPRAISAL	12/20/11 CONTRACT	01-130-000-55010	1,759.72
		TOTAL		6,823.40
		TOTAL CITY ASSESSOR		6,823.40
BUILDING/ZONING CODE ENFORCMENT				
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-140-000-56700	2.50
		TOTAL		2.50
		TOTAL BUILDING/ZONING CODE ENFORCMENT		2.50
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-145-000-58250	15.38
04269	TONY DEPIES	REIMB MEALS/PARKING/GAS TRNG	01-145-000-55600	114.51
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-145-000-56700	5.00
DLT	DLT SOLUTIONS INC.	AUTO CAD SOFTWARE RENEWAL	01-145-000-55550	945.29
		TOTAL		1,080.18
		TOTAL MUNICIPAL SERVICES ADMIN.		1,080.18
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-150-000-58250	43.34
03133		CELL SERVICE	01-150-000-58250	10.07
03133		CELL SERVICE	01-150-000-58250	97.52
03133		CELL SERVICE	01-150-000-58250	7.01
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-150-000-56700	8.75
		TOTAL		166.69
		TOTAL PUBLIC WORKS ADMINISTRATION		166.69

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY HALL				
02330	JIM OLSON MOTORS	8 BED BOLTS	01-160-000-52850	26.80
04575	DOOR COUNTY HARDWARE	GROUT & BATTERY	01-160-000-52700	19.78
04575		BULB & CABLE TIES	01-160-000-52700	16.97
04575		COFFEE POT	01-160-000-51400	169.99
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-160-000-56700	2.50
08280	HILL BUILDING MAINTENANCE INC	11/11 CH CLEANING	01-160-000-55300	977.21
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	2,593.18
19880		421 MICHIGAN ST	01-160-000-58650	186.47
CINTAS	CINTAS FIRE PROTECTION	5 YR INSPECTION & SERVICE	01-160-000-58999	532.00
WARNER	WARNER-WEXEL WHOLESALE &	HAND TOWELS CH	01-160-000-52700	59.13
WARNER		CASE ROLL TOWELS & HAND TOWELS	01-160-000-55300	93.58
TOTAL				4,677.61
TOTAL CITY HALL				4,677.61
GENERAL EXPENDITURES				
04652	DOOR COUNTY SHERIFFS DEPT	PHN SERVED TO PETE HURTH	01-199-000-57450	70.00
04652		MILEAGE	01-199-000-57450	3.00
04696	DOOR COUNTY TREASURER	MS PHONE	01-199-000-58200	41.66
04696		PD PHONE	01-199-000-58200	83.19
04696		CH PHONE	01-199-000-58200	121.60
04696		FD PHONE	01-199-000-58200	32.06
08167	GANNETT WISCONSIN NEWSPAPERS	BUDGET, ORD, SPRING ELECTION	01-199-000-57450	738.18
08167		PHN ZONING CODE AMENDMENT	01-199-000-57450	40.62
08167		PHN DCMM	01-199-000-57450	47.62
TOTAL				1,177.93
TOTAL GENERAL EXPENDITURES				1,177.93
POLICE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	BATTERY	01-200-000-54999	14.99
04575		BATTERIES	01-200-000-54999	28.47
04575		FASTNERS	01-200-000-54999	3.64
04575		FASTNERS	01-200-000-54999	2.67
04696	DOOR COUNTY TREASURER	TECH SUPPORT	01-200-000-58999	7,273.08
04696		11/11 INTERNET	01-200-000-56700	35.00
04967	EHS, LLC.	4 EAR MICS	01-200-000-54999	410.00
08167	GANNETT WISCONSIN NEWSPAPERS	COPY STAMP & AD COMM SVC OFCR	01-200-000-58999	219.18
15890	PACK AND SHIP PLUS	SHIPPING	01-200-000-57250	15.45
FOREMOST	FOREMOST PROMOTIONS	KICKBALLS KIDS HAND OUTS	01-200-000-54999	315.47
TOTAL				8,317.95
TOTAL POLICE DEPARTMENT				8,317.95
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	2 STUBBY ANTENNAS	01-215-000-57550	27.40
04150	DE JARDIN CLEANERS LLC	UNIFORM CLNG ALLOW WATERSTREET	01-215-000-56800	11.50

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
04150		UNIFORM CLNG ALLOW HOUGAARD	01-215-000-56800	10.79
04150		UNIFORM CLNG ALLOW SOUTH	01-215-000-56800	7.00
04150		UNIFORM CLNG ALLOW HOUGAARD	01-215-000-56800	5.40
04545	DOOR COUNTY COOPERATIVE	KRAZY GLUE	01-215-000-58600	3.49
21450	THE UNIFORM SHOPPE	UNIFORM SHIRTS, NAME TAG MOLLY	01-215-000-52950	43.93
23828	WITT PENINSULA FORD LINCOLN	REPAIR FLAT	01-215-000-58600	10.00
23828		LOF, 4 TIRES	01-215-000-58600	64.95
23828		LOF, 4 TIRES, FRT BRK PADS	01-215-000-58600	180.34
23828		LOF, 4 TIRES, BRK PADS	01-215-000-58600	174.94
23828		LOF, ROTATE TIRES	01-215-000-58600	40.90
23828		LOF	01-215-000-58600	24.95
23828		LOF, 4 TIRES, TRANS FLUSH	01-215-000-58600	190.06
23828		LOF, 4 TIRES, TRANS FLSH, BRK	01-215-000-58600	290.88
23828		LOF, 4 TIRES	01-215-000-58600	64.95
23828		TRANSMISSION FLUSH	01-215-000-58600	132.20
ACTION	ACTION TARGET	TARGET PRACTICE SUPPLIES	01-215-000-51050	1,267.00
ALADDIN	ALADDIN FIRE PROTECTION, LLC	5 TESTING CYLINDERS	01-215-000-58600	166.50
PELL	DAN PELLIZZER	REPLACEMENT BOOTS	01-215-000-52900	60.00
R0000339	KEVIN W MILLER	THORNTON PRB-EHPL SCREENING	01-215-000-57100	325.00
R0000608	AUTO ZONE, INC	HALOGEN BULBS	01-215-000-58600	7.99
		TOTAL		3,110.17
		TOTAL POLICE DEPARTMENT/PATROL		3,110.17

FIRE DEPARTMENT

02206	BAY MARINE	OIL	01-250-000-53000	3.99
02275	BENDLIN FIRE EQUIPMENT	REPAIR SCBA	01-250-000-56250	207.62
03075	CARQUEST OF DOOR COUNTY	MINI BULB	01-250-000-53000	7.00
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-250-000-58250	7.01
03133		CELL SERVICE	01-250-000-58250	8.09
03159	CHARTER COMMUNICATIONS	WEST SIDE CABLE	01-250-000-54999	6.43
04150	DE JARDIN CLEANERS LLC	REPAIR TURN OUT GEAR	01-250-000-54999	6.00
04575	DOOR COUNTY HARDWARE	NUT DRIVER & HAMMER HANDLE	01-250-000-52700	46.48
04575		KEYPAD ENTRY, FSTNRS, FILTER	01-250-000-51350	150.90
04575		GREASE	01-250-000-53000	11.98
04575		SHOCK N SWIM	01-250-000-54999	17.99
04575		FASTNERS	01-250-000-54999	3.60
04575		FASTNERS, BRUSHES, COTTER PINS	01-250-000-54999	30.78
04575		HUND TRMNT, KEY HIDER, SPRENT	01-250-000-54999	22.95
04575		EXCHANGE KEY HIDER	01-250-000-54999	-4.69
04575		GRAFFITTI REMOVER	01-250-000-54999	27.48
04575		SPRING, HOOK, FASTNERS	01-250-000-54999	11.03
04575		KEYPAD ENTRY	01-250-000-51350	129.99
04575		CABLE TIES, FASTNERS, DISCS	01-250-000-54999	37.46
04575		TAPE, BRUSH, VALVE, FSTNRS	01-250-000-54999	64.49
04575		INSERT BIT	01-250-000-52700	5.99
04575		TURF BUILD	01-250-000-54999	8.99
04575		HARDWARE	01-250-000-54999	2.00
04575		FASTNERS, CUP HOOKS	01-250-000-54999	3.79
04575		SPRAY PAINT, SAND DISCS	01-250-000-54999	7.48
04575		BATTERY	01-250-000-54999	6.99
04575		DRILL BIT	01-250-000-52700	21.99
04575		SURFACE MOUNT RING, HOOK	01-250-000-52700	12.28

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575		FREIGHT	01-250-000-54999	14.96
04575		NUT DRIVER, VELCRO	01-250-000-52700	43.98
04575		NIPPLE, VALVE BALL	01-250-000-54999	10.48
04575		GARAGE DOOR REMOTE	01-250-000-52700	33.99
04575		GARBAGE CAN	01-250-000-51350	33.98
04575		FITTING, FLEX CONDUIT	01-250-000-54999	6.57
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-250-000-56700	12.50
04696		11/11 FUEL	01-250-000-51650	927.41
06380	MIKE FISH	REIMB UNIFORM SHIRTS	01-250-000-52900	58.00
08225	HERLACHE SMALL ENGINE	2 CYCLE OIL & FUEL GROMMET	01-250-000-53000	11.85
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-250-000-56675	40.00
19880		TRUCK FILL	01-250-000-56675	36.00
19880		N MADISON AVE SPRINKLER	01-250-000-56675	6.70
19880		PEN ST DOCK	01-250-000-56675	6.70
19880		EAST SIDE DOCK	01-250-000-56675	2.70
19880		107 N 1ST AVE MARINA RESTROOMS	01-250-000-56675	21.30
19880		N 1ST AVE CITY PARKING RAMP	01-250-000-56675	2.70
19880		48 KENTUCKY ST DOCK	01-250-000-56675	6.70
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	21.30
19880		1018 GREEN BAY RD SIREN	01-250-000-56150	15.45
19880		MEM FLD WARMING HOUSE	01-250-000-56675	21.30
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	21.30
19880		QUINCY ST/BAY SHIP PIT	01-250-000-56675	21.30
ALADDIN	ALADDIN FIRE PROTECTION, LLC	HYDRO TEST CASCADE BOTTLES	01-250-000-56250	711.00
CJ	CJ WORKS, LLC	11/11 LAUNDRY	01-250-000-56800	86.25
DC FIRE	DOOR COUNTY FIRE CHIEF'S INC	ANNUAL DUES	01-250-000-56000	100.00
GREEN BA	GREEN BAY REBUILDERS, LLC	REPAIR ALTERNATOR	01-250-000-53000	140.00
HANSON B	BRIAN HANSON	UNIFORM SHIRTS	01-250-000-52900	17.99
		TOTAL		3,298.50
		TOTAL FIRE DEPARTMENT		3,298.50
STORM SEWERS				
10750	PREMIER CONCRETE INC	CONCRETE FOR REBAR FOR GARAGE	01-300-000-51150	495.83
12100	LAMPERT YARDS INC	BTR SPF	01-300-000-51150	16.27
19297	SHORE TO SHORE RENTAL, INC	RENT POWER TROWEL	01-300-000-51150	50.00
		TOTAL		562.10
		TOTAL STORM SEWERS		562.10
SOLID WASTE MGMT/SPRING/FALL				
03075	CARQUEST OF DOOR COUNTY	BATTERY	01-311-000-53000	82.77
03075		BEARING	01-311-000-53000	44.08
		TOTAL		126.85
		TOTAL SOLID WASTE MGMT/SPRING/FALL		126.85
WEED ABATEMENT				

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575	DOOR COUNTY HARDWARE	ELBOW & NIPPLE	01-340-000-51400	9.48
R0000556	D&A MACHINING, LLC	REPAIR ENDS ON MOWER REAR RLR	01-340-000-51400	245.00
TOTAL				254.48
TOTAL WEED ABATEMENT				254.48
ROADWAYS/STREETS				
02835	BROOKS TRACTOR	TILT STEERING COLUMN	01-400-000-51400	178.53
04696	DOOR COUNTY TREASURER	HOT MIX 8TH AVE	01-400-000-52200	1,997.58
13150	MASTERCRAFT WELDING SYSTEM	CHANNEL & PLATE	01-400-000-51400	45.00
TOTAL				2,221.11
TOTAL ROADWAYS/STREETS				2,221.11
SNOW REMOVAL				
04975	ECONO FOODS	FOOD SNOW PLOW RODEO	01-410-000-55600	31.09
06012	FASTENAL COMPANY	GRADE 8 BOLTS & NUTS	01-410-000-51400	73.62
13019	JOHN LYNCH	REIMB LUNCH SNOW PLOW RODEO	01-410-000-55600	79.72
19959	SUPERIOR CHEMICAL CORP	CASE GEL LUBRICANT	01-410-000-51400	114.89
SCHUETTE	SCHUETTE METALS, INC	MOVE GILL GARAGE TO MS	01-410-000-52400	3,800.00
TOTAL				4,099.32
TOTAL SNOW REMOVAL				4,099.32
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	SANDING DISCS	01-420-000-52550	4.29
04575		APRON	01-420-000-52550	4.49
04575		APRONS	01-420-000-52550	13.50
TOTAL				22.28
TOTAL STREET SIGNS AND MARKINGS				22.28
STREET MACHINERY				
02835	BROOKS TRACTOR	TILT STEERING COLUMN	01-450-000-51400	225.00
02835		AIR FILTER	01-450-000-52150	24.34
02835		HYD CONTROL KNOB	01-450-000-52150	39.02
03075	CARQUEST OF DOOR COUNTY	CABIN AIR FILTER	01-450-000-52150	31.63
03075		AIR FILTER & CABIN FILTERS	01-450-000-52150	122.02
03075		OIL FILTERS & WW DEICER	01-450-000-52150	26.41
03075		AIR & OIL FILTRS, FUSE, ELE CLN	01-450-000-52150	128.49
03075		OIL FILTERS & FUSE	01-450-000-52150	61.98
03075		GREASE FITTINGS	01-450-000-52150	31.42
03075		DIESEL FUEL SUP	01-450-000-51650	104.64
04575	DOOR COUNTY HARDWARE	SCREWSSETTER	01-450-000-54999	5.99

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575		RETURN SCREWSETTER	01-450-000-54999	-5.99
04575		HARDWARE	01-450-000-54999	0.40
04575		HARDWARE	01-450-000-54999	1.99
04696	DOOR COUNTY TREASURER	11/11 FUEL	01-450-000-51650	1,251.93
04696		11/11 DIESEL	01-450-000-51650	3,382.20
11800	KRUEGER IMPLEMENT INC	2 CYCLE OIL	01-450-000-52050	29.98
13150	MASTERCRAFT WELDING SYSTEM	REBUILD 2 REAR POSTS ON BOX	01-450-000-51400	950.00
19965	SUPERIOR SIGNALS INC	3 LED STROBE LIGHTS	01-450-000-51400	196.89
20725	T R COCHART TIRE CENTER	4 RECAP TIRES	01-450-000-52850	705.00
POWER	POWER TOOL SERVICE CO	REPAIR 3/4" IMPACT WRENCH	01-450-000-52700	208.78
TOTAL				7,522.12
TOTAL STREET MACHINERY				7,522.12
CITY GARAGE				
01469	AIRGAS NORTH CENTRAL	TANK ARGON & ACETYLENE	01-460-000-56250	118.97
01469		ANNUAL TANK LEASE FEE	01-460-000-56250	125.98
04575	DOOR COUNTY HARDWARE	KEYS	01-460-000-55300	5.96
04575		KEYS	01-460-000-55300	2.98
06012	FASTENAL COMPANY	2 GRINDING WHEELS	01-460-000-56250	19.01
POWER	POWER TOOL SERVICE CO	REPAIR 3/4" IMPACT WRENCH	01-460-000-52700	130.00
TOTAL				402.90
TOTAL CITY GARAGE				402.90
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	WS TRAFFIC LIGHTS	01-499-000-58000	35.50
19880		ORNAMENTAL ST LIGHTS	01-499-000-58000	6,482.34
19880		OVERHEAD ST LIGHTS	01-499-000-58000	11,511.89
19880		808 S DULUTH AVE	01-499-000-58000	8.68
19880		EAST SIDE DOCK	01-499-000-58000	73.99
19880		SHIPYARD DEVELOPMENT	01-499-000-58000	408.49
19880		WALNUT DR & LANSING SIGN	01-499-000-58000	9.03
19880		1536 EGG HARBOR RD TRFC LIGHTS	01-499-000-58000	35.50
19880		N 14TH & EGG HARBOR TRFC LIGHT	01-499-000-58000	35.50
19880		OLD HWY RD SIGN	01-499-000-58000	18.70
ROBILLAR	STEVE ROBILLARD	REIMB WORK BOOTS	01-499-000-56800	100.00
TOTAL				18,719.62
TOTAL HIGHWAYS - GENERAL				18,719.62
PARK & RECREATION ADMIN				
03405	CLERKS PETTY CASH	PKG COUNTERFEIT DETECTOR PENS	01-500-000-51950	9.48
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-500-000-56700	3.75
08167	GANNETT WISCONSIN NEWSPAPERS	STENCILS	01-500-000-51950	16.99
TOTAL				30.22

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
TOTAL PARK & RECREATION ADMIN				30.22
PARKS AND PLAYGROUNDS				
03075	CARQUEST OF DOOR COUNTY	AIR & OIL FILTERS	01-510-000-52050	54.85
03075		OIL FILTERS & WRENCH	01-510-000-52050	18.61
03075		DRAIN PLUG GASKET	01-510-000-51750	2.95
03075		HUB ASSEMBLY	01-510-000-58600	177.38
03075		SPINDLE NUTS	01-510-000-58600	10.92
03075		PLOW PARTS FOR P-9	01-510-000-51750	94.37
03075		HOSE	01-510-000-58600	3.54
03075		FITTINGS	01-510-000-58600	18.46
03075		FITTINGS & FUEL PUMP MODULE	01-510-000-58600	196.74
03075		NICOPP EXCHANGE	01-510-000-58600	2.26
04575	DOOR COUNTY HARDWARE	BULBS	01-510-000-52050	13.49
04575		ANTI FREEZE	01-510-000-52050	28.74
04575		ANTI FREEZE	01-510-000-52050	9.58
04696	DOOR COUNTY TREASURER	11/11 FUEL CHARGES	01-510-000-51650	1,271.91
19880	STURGEON BAY UTILITIES	MEM FLD WARMING HOUSE	01-510-000-56150	79.05
19880		MEM FLD WARMING HOUSE	01-510-000-58650	49.35
19880		GIRLS LITTLE LEAGUE	01-510-000-56150	8.24
19880		MEM FLD PARKING LOT	01-510-000-56150	8.24
19880		MEM FLD	01-510-000-56150	8.00
POLLOCK	DALE POLLOCK	REIMB WORK BOOTS	01-510-000-56800	100.00
TOTAL				2,156.68
TOTAL PARKS AND PLAYGROUNDS				2,156.68
BALLFIELDS				
02435	BISSEN ASPHALT LLC	16.18 TONS QUARRY WASH MEM FLD	01-520-000-54999	202.27
R0000424	SPRINKLER COMPANY, INC	WINTERIZE MEM FLD SPRINKLER	01-520-000-58999	150.00
TOTAL				352.27
TOTAL BALLFIELDS				352.27
ICE RINKS				
03405	CLERKS PETTY CASH	20 BALES STRAW ICE RINK	01-530-000-52350	50.00
TOTAL				50.00
TOTAL ICE RINKS				50.00
MUNICIPAL DOCKS				
04575	DOOR COUNTY HARDWARE	HINGES	01-550-000-51850	14.47
04575		WIRE	01-550-000-54999	21.59
04575		LITE	01-550-000-54999	17.98

DATE: 12/13/2011  
TIME: 16:12:19  
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CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 9

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
23680	WS PACKAGING GROUP INC.	400 SEASONAL BOAT PASSES	01-550-000-51600	425.35
23680		SHIPPING	01-550-000-51600	7.72
		TOTAL		487.11
		TOTAL MUNICIPAL DOCKS		487.11
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	W LARCH ST WALKWAY LIGHTS	01-570-000-56150	134.18
19880		W LARCH PARKING LOT	01-570-000-56150	60.39
19880		48 KENTUCKY ST WTR FRT	01-570-000-56150	251.12
19880		107 N 1ST AVE MARINA RESTROOMS	01-570-000-56150	63.85
19880		107 N 1ST AVE MARINA RESTROOMS	01-570-000-58650	50.05
19880		N 1ST AVE CITY PARKING RAMP	01-570-000-56150	373.53
		TOTAL		933.12
		TOTAL WATERFRONT PARKS & WALKWAYS		933.12
EMPLOYEE BENEFITS				
03780	COUNSELING ASSOCIATES OF DC	MONTHLY EAP	01-600-000-56553	150.83
23674	WISCONSIN DEPT OF WORFORCE	11/11 UNEMPLOYMENT	01-600-000-50370	1,224.17
		TOTAL		1,375.00
		TOTAL EMPLOYEE BENEFITS		1,375.00
COMMUNITY & ECONOMIC DEVLPMT				
04696	DOOR COUNTY TREASURER	11/11 INTERNET	01-900-000-56700	5.00
14401	CHERYL NAULT	REIMB LUNCH	01-900-000-55600	13.65
		TOTAL		18.65
		TOTAL COMMUNITY & ECONOMIC DEVLPMT		18.65
		TOTAL GENERAL FUND		79,575.62
CAPITAL FUND				
COMPUTER				
04575	DOOR COUNTY HARDWARE	MS PANIC ALARM MATERIAL	10-125-000-59040	43.93
		TOTAL		43.93
		TOTAL COMPUTER		43.93
ROADWAYS/STREETS				
EXPENSE				

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>CAPITAL FUND</b>				
<b>EXPENSE</b>				
02005	BAY ELECTRONICS, INC.	2 WAY RADIO, MOUNT, EXT SPKR	10-400-000-59060	629.50
TOTAL EXPENSE				629.50
<b>ANNUAL RESURFACING &amp; BASE REP.</b>				
02435	BISSEN ASPHALT LLC	PATCH 6TH AVE & 5TH PLACE	10-400-110-59095	1,200.00
04696	DOOR COUNTY TREASURER	HOT MIX 8TH AVE	10-400-110-59095	14,214.94
TOTAL ANNUAL RESURFACING & BASE REP.				15,414.94
TOTAL ROADWAYS/STREETS				16,044.44
<b>CURB/GUTTER/SIDEWALK</b>				
<b>EXPENSE</b>				
13133	MARTELL CONSTRUCTION INC	CURB, GUTTER & SIDEWALK	10-440-000-59102	2,462.25
TOTAL EXPENSE				2,462.25
TOTAL CURB/GUTTER/SIDEWALK				2,462.25
TOTAL CAPITAL FUND				18,550.62
<b>CABLE TV</b>				
<b>CABLE TV / GENERAL</b>				
04696	DOOR COUNTY TREASURER	CABLE PHONE	21-000-000-58200	0.35
04696		11/11 INTERENET	21-000-000-56700	100.00
MANN	MANN COMMUNICATIONS, LLC	DVD'S TO LIBRARY	21-000-000-58999	60.00
MANN		ROGER PREVIEWS	21-000-000-58999	52.50
TOTAL CABLE TV / GENERAL				212.85
TOTAL CABLE TV / GENERAL				212.85
TOTAL CABLE TV				212.85
<b>SOLID WASTE ENTERPRISE</b>				
<b>SOLID WASTE ENTERPRISE FUND</b>				
03075	CARQUEST OF DOOR COUNTY	TURN/TAIL LAMP	60-000-000-53000	4.03
03075		RADIATOR HOSE	60-000-000-53000	41.23
03075		RELAYS	60-000-000-53000	27.08
03075		OIL, MOLY RED	60-000-000-52050	112.80
04575	DOOR COUNTY HARDWARE	FASTNERS	60-000-000-53000	0.46
04696	DOOR COUNTY TREASURER	11/11 DIESEL	60-000-000-51650	2,654.99
06005	FABCO EQUIPMENT INC	REPLACE #5 INJECTOR	60-000-000-53000	1,468.54
16300	PARTS ASSOCIATES	2 CASES HAND TOWELS	60-000-000-54999	191.40
20725	T R COCHART TIRE CENTER	4 RECAP TIRES	60-000-000-52850	155.00
DC WASTE	DOOR COUNTY WASTE & RECYCLING	191.64 TONS REFUSE	60-000-000-58300	10,720.54
DC WASTE		PAPER & COMINGLED	60-000-000-58350	1,550.05
LODAL	LODAL, INC	2 LIMIT SWITCH ROLLER ARMS	60-000-000-53000	36.58
QUALITY	QUALITY TRUCK CARE CENTER INC	BACK UP ALARM SWITCH	60-000-000-53000	90.24

DATE: 12/13/2011  
TIME: 16:12:20  
ID: AP443000.CST

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 11

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
			TOTAL SOLID WASTE ENTERPRISE FUND	17,052.94
			TOTAL SOLID WASTE ENTERPRISE FUND	17,052.94
			TOTAL SOLID WASTE ENTERPRISE	17,052.94
			TOTAL ALL FUNDS	115,392.03

**MANUAL CHECKS**

BP Amoco 11/18/11 Out of town fuel Check #69382 01-215-000-51650	\$ 85.22
Cardmember Services 11/18/11 Misc purchases Check #69385 Misc accounts	\$ 2,260.68
Pitney Bowes 11/18/11 Lease payment Check #69386 01-199-000-57250	\$ 179.86
DC Treasurer 12/3/11 Dog licenses Check #69399 01-000-000-24335	\$ 1,461.75
Benefit Advantage 12/9/11 Caf Plan & Cobra fees Check #69463 01-600-000-50510	\$ 185.50
<b>TOTAL MANUAL CHECKS</b>	<b>\$ 4,173.01</b>

INVOICES DUE ON/BEFORE 12/20/2011

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	<del>79,575.62</del>	83,748.63
CAPITAL FUND	18,550.62	
CABLE TV	212.85	
SOLID WASTE ENTERPRISE	17,052.94	
TOTAL --- ALL FUNDS	<del>115,392.03</del>	119,565.04

*Jenny B. Weis*

12/13/11

*James E. Cheyette Jr*

12/13/11

*Richard*

12/13/11

Special Common Council  
November 29, 2011

A special meeting of the Common Council was called to order at 6:00 p.m. by Mayor Birmingham. Pledge of Allegiance was recited. Roll call: Wiegand, Vandertie, Lodi, Abeyta, Stutting, Fett, and Schlicht were present.

Schlicht/Fett to adopt agenda. Roll call: All voted aye. Carried.

City Administrator McNeil gave an overview of the 2012 proposed budget.

The public hearing was opened at 6:13 p.m. and was declared closed at 6:16 p.m.

City Administrator McNeil and Finance Director Clarizio summarized the memo that was sent out with the Council packet.

Vandertie/Wiegand to add an additional \$500,000 into the General Fund Contingency line item and offset the increase to contingency by applying an additional \$500,000 from the general fund balance. Roll call: Wiegand, Vandertie, Abeyta, Stutting, Fett, and Schlicht voted aye. Lodi voted no.

Fett/Stutting to update TID #1, TID #2, TID #3 2012 budgeted tax increment numbers and transfers as per the Finance Director's memo dated November 23, 2011. Roll call: All voted aye. Carried.

Abeyta/Schlicht to fund SBVC by zeroing out the Tourism Fund of approximately \$40,000 and that the remaining balance come from the Cable TV Fund in the approximate amount of \$25,000. Roll call: Wiegand, Vandertie, Abeyta, Stutting, Fett, Schlicht voted aye. Lodi voted no. Carried.

RESOLUTION

WHEREAS, the Common Council is appropriating the necessary funds for the operation of the government of the City of Sturgeon Bay for the year 2012, and;

WHEREAS, the Common Council is adopting the 2012 Budget.

NOW, THEREFORE, BE IT RESOLVED, there is hereby levied a tax of \$5,758,730 without TID, \$6,284,879.58 with the TID on all taxable property within the City of Sturgeon Bay.

Vandertie/Stutting to adopt. Roll call: Wiegand, Vandertie, Abeyta, Stutting, Fett, and Schlicht voted aye. Lodi voted no. Carried.

Vandertie/Fett to adjourn. Carried. The meeting adjourned at 6:36 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

COMMON COUNCIL

December 6, 2011

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

Schlicht/Fett to adopt the agenda. Carried.

Abeyta/Schlicht to approve bills: General Fund – \$64,190.63, Capital Fund - \$207,664.87, Cable TV - \$4,693.41, and Solid Waste Enterprise - \$4,015.03 for grand total of \$280,563.94. Roll call: All voted aye. Carried.

Abeyta/Fett to approve the consent agenda:

- a. Approval of 11/15/11 regular Common Council minutes.
- b. Approval of the following minutes:
  - (1) Amended Finance/Purchasing & Building Committee – 10/11/11
  - (2) Finance/Purchasing & Building Committee – 11/8/11
  - (3) Industrial Park Development Review Team – 11/9/11
  - (4) Waterfront Redevelopment Authority – 11/9/11
  - (5) Community Protection & Services Committee – 11/10/11
  - (6) City Plan Commission – 11/16/11
  - (7) Parking & Traffic Committee – 11/21/11
  - (8) Historic Preservation Commission – 11/22/11
  - (9) Finance/Purchasing & Building Committee – 11/29/11
- c. Place the following reports on file:
  - (1) Employee Service Recognition Report – 7/1/11 – 12/31/11
  - (2) Fire Department Report – October 2011
  - (3) Inspection Department Report – October 2011
  - (4) Community Service Unit Report – August 2011
  - (5) Community Service Unit Report – September 2011
- d. Consideration of: Beverage Operator License.
- e. Consideration of: Class B Beer license for Third Avenue Playhouse, Inc.
- f. Finance/Purchasing & Building Committee recommendation re: Approve annexation petition for Sally Naden, 6152 Alabama Street, subject to waiving the sewer connection fee and requiring Ms. Naden to dedicate 30 feet of street right-of-way along the north side of Alabama Street to the City.
- g. City Plan Commission recommendation re: Approve annexation petition for Sally Naden, 6152 Alabama Street, apply for Single-Family Residential (R-2) as the temporary zoning classification, and require Ms. Naden to dedicate 30 feet of street right-of-way along the north side of Alabama Street to the City.
- h. Community Protection & Services Committee recommendation re: Repeal and recreate Section 10.21 of the Municipal Code – Synthetic Cocaine.
- i. Parking & Traffic Committee recommendation re: Direct Municipal Services Superintendent to install a handicap parking stall on the north side of Nebraska Street at the 1<sup>st</sup> space west of 3<sup>rd</sup> Avenue, adjacent to Ross Estate Planning office.
- j. Parking & Traffic Committee recommendation re: Assigning Mr. Robert Schlicht to chair the Bicycle and Pedestrian Advisory Board.

Carried.

There were no mayoral appointments.

First reading of an ordinance to repeal and recreate Section 10.21(1) of the Municipal Code – Synthetic Cocaine was introduced. Lodi/Abeyta to read in title only for first reading. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to deny the request from VFW Post 3088 to waive their sign permit fee.

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

RECOMMENDATION

We, the Parking & Traffic Committee, hereby recommend to permanently mark 3<sup>rd</sup> Avenue as 2-way.

Introduced by Schlicht. Schlicht/Fett to adopt. Roll call: All voted aye. Carried.

There were no public comments.

The Mayor did not have any comments.

Vandertie/Stutting to adjourn. Carried. The meeting adjourned at 7:15 p.m.

Respectfully submitted,

  
Stephanie L. Reinhardt  
City Clerk

PERSONNEL COMMITTEE  
Wednesday, December 7, 2011

A meeting of the Personnel Committee was called to order by Chairperson Vandertie at 6:32 p.m. in the Council Chambers, City Hall. Roll call: Members Vandertie, Abeyta, and Stutting were present. Also present: Ald. Fett, Ald. Schlicht, City Administrator McNeil, Fire Chief Herlache, Police Chief Porter, Police Captain Brinkman, Assistant City Administrator Allen, and Part-Time Firefighter representative Rick Remillard. Mayor Birmingham entered at 5:37 p.m.

Moved by Mr. Stutting, seconded by Mr. Abeyta to adopt the following agenda:

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Part-Time Firefighter compensation.
5. Consideration of: Filling of vacant Police Officer position and Police Department staffing levels.
6. Consideration of: Fire Department recruitment and staffing levels.
7. Adjourn.

Carried.

Fire Chief Herlache explained that each year the Committee reviews compensation with the Part-Time Firefighters. He then introduced Part-Time Firefighter representative Rick Remillard who reported the Part-Time Firefighters had unanimously agreed to forgo any increase in compensation for 2012, and will meet with the Committee next year to discuss 2013 compensation. The Committee expressed its appreciation to the Part-Time Firefighters for forgoing an increase and for the work they do. Moved by Mr. Abeyta, seconded by Mr. Stutting that there be no increase in compensation for Part-time Firefighters in 2012 per the Part-Time Firefighters recommendation. Carried.

Police Chief Porter summarized the Police Department staffing level noting that by not filling the Sgt. Investigator position, the number of sworn officers has been reduced from 21 to 20 which is the number included in the 2012 budget. The retirement of Sgt. Rabach in November and promotion of Carl Waterstreet, Jr. to Sergeant has created a patrol officer vacancy further reducing the staffing level to 19. He would like to fill that vacancy to bring the level back to 20 sworn officers.

He reported that during the budget process both he and Captain Brinkman stated they would examine staffing levels based on seasonal call for volume. In a savings effort they have now reduced staffing on the midnight shift which will continue seasonally through 2012 unless unforeseen circumstances occur. Anticipated savings for 2012 is \$6,000, and \$3,100 for 2011. Mr. Stutting thanked them for helping out with the budget and asked, and Chief Porter commented, about possible retirements in 2012. Moved by Mr. Stutting, seconded by Mr. Abeyta to fill the vacant police position as budgeted. Mr. Schlicht asked what the financial implications would be if the position were not filled until later in the year. Captain Brinkman said he would have to calculate the amount. The Chief stated delaying filling the position would hamper the ability to staff shifts. The plan was when the Sgt. Investigator position was put on hold with staffing at 20, the day shift would be staffed with 5 officers and one Sergeant who would have a dual role when staffing allowed to be an investigative Sergeant. He anticipates filling the vacant patrol officer position in January from the eligibility list. Filling it later in the year would put the department at a disadvantage, but not impossible situation. A brief discussion was held regarding the effect of Act 32 on prior and new employees. A vote was taken on the motion. Carried.

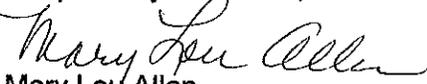
Chief Herlache reported that with an employee resignation the department has one full-time and one part-time Firefighter vacancy, and requested permission to fill both positions. When the department is short a full-time Firefighter, the Chief picks up the day shift during the week with Part-Time Firefighters at night who work an average of 10 nights a month. Fill in for weekends is overtime for full-time Firefighters. The cost ranges between \$3,350 and \$5,000 in overtime and night duty pay each month that a full-time Firefighter is not in place. Taking into consideration that a new Firefighter starts at the bottom of the pay scale and benefits, the cost per month is about \$6,000 resulting in a net savings of \$1,500 to \$2,000 by delaying

hiring. He then stated that since July 1st because he has had to fill a full-time slot every day of the week. His normal year is 110 slots, but this year he has filled 151 to 152 slots because there has been someone off every shift, and he emphasized he cannot continue this schedule for another year. If the full-time position is filled now, filling the Assistant Chief could possibly be delayed until summer. If the Assistant Chief's position is filled from the full-time Firefighter staff, the full-time vacancy would be filled from the part-time staff resulting in an additional part-time vacancy. He asked to fill the current full-time and part-time vacancies and the full and part-time vacancies that follow. In response to a question from Mr. Stutting, the Chief stated he and the Assistant Chief will share filling vacant slots. He said he would like to have the Assistant Chief start no later than July 1, 2012. Mr. Vandertie asked how long it would take to fill the position, and the Chief explained the hiring process would be through the Fire and Police Commission which determines hiring criteria and schedule. Mr. Abeyta asked why he wouldn't want the Assistant Chief's position filled as soon as possible. The Chief responded that he would like to but has concerns about how tight the budget is and looks at it as a way to save for contingency.

Moved by Mr. Stutting, seconded by Mr. Abeyta to fill the vacant full-time Firefighter position. Carried. It was then moved by Mr. Stutting, seconded by Mr. Abeyta to fill the vacant Part-Time Firefighter positions. Carried. Moved by Mr. Stutting, seconded by Mr. Abeyta to hire an Assistant Fire Chief by July 1, 2012. After further considering that circumstances might necessitate an earlier hiring date, it was moved by Mr. Abeyta, seconded by Mr. Stutting to amend the motion to eliminate the July 1st date and leave the hiring date open, and to fill potential full-time and part-time vacancies. It was clarified this would bring full-time staffing back to 12, part-time back to 18, and add the Assistant Chief position. Also, that the intent of leaving the Assistant Chief hiring date open is, if it becomes necessary, to allow the Fire Chief to fill the position prior to July 1<sup>st</sup> at his discretion. A vote was taken on the amendment. Carried. A vote was taken on the amended motion to hire an Assistant Fire Chief leaving the hiring date open, and to fill potential full-time and part-time vacancies. Carried.

Moved by Mr. Stutting, seconded by Mr. Abeyta to adjourn. Carried. The meeting adjourned at 6:04 p.m.

Respectfully submitted,

  
Mary Lou Allen  
Assistant City Administrator

**COMMUNITY PROTECTION & SERVICES COMMITTEE**  
**December 8, 2011**

A meeting of the Community Protection & Services Committee was called to order at 4:02 p.m. by Chairperson Lodl in Council Chambers, City Hall. Roll call: Members Lodl, Stutting and Schlicht were present. Also present: Alderperson Vandertie, Jason Mann of Mann Communications, LLC, Sturgeon Bay Utilities General Manager Jim Stawicki, City Administrator McNeil, City Engineer Depies and Office/Accounting Assistant I Spittlemeister.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Personal services contract with Mann Communications, LLC for cable TV services.
4. Consideration of: Streetlight assessment throughout the City of Sturgeon Bay.
5. Consideration of: Funding for Sturgeon Bay Visitor Center.
6. Review of Bills.
7. Adjourn.

Carried.

Consideration of: Personal services contract with Mann Communications, LLC for cable TV services:

City Administrator McNeil explained that the personal services contract with Mann Communications, LLC can be extended one time for a year, as stated in the current contract. At the end of 2012, Common Council could choose whether or not to send out a Request For Proposal. Moved by Mr. Schlicht, seconded by Mr. Stutting to recommend to Common Council to exercise the option to renew the personal services contract with Mann Communications, LLC for an additional term of one year commencing January 1, 2012 and ending December 31, 2012. Carried.

Consideration of: Streetlight assessment throughout the City of Sturgeon Bay:

Mr. Lodl explained that through the budget process, the City of Sturgeon Bay decided to reduce streetlight cost by 25% throughout the City. Sturgeon Bay Utilities General Manager Jim Stawicki commented that overhead lights are easy to remove. Decorative lights are part of the infrastructure and are difficult to remove. However, Sturgeon Bay Utilities is starting to install timers on some of these lights. Members of the committee realized that the City of Sturgeon Bay may not be able to reach \$58,000 in utility savings by removing streetlights, but there may be other alternatives that can be addressed if that goal is not met. Mr. McNeil suggested to concentrate on the amount of streetlights with their associated cost that can be removed first, then look at the dollar amount of the shortfall.

Alderperson Vandertie stated that he would like the City residents to be better informed on which streetlights will be removed. Last time, information was sent out in the Sturgeon Bay Utilities bills, on the PEG cable channels, and on the City of Sturgeon Bay and Sturgeon Bay Utilities websites. He would like those same steps followed in addition to the City of Sturgeon Bay holding a public hearing for people to voice their opinions, and have Council explain why streetlights are being removed.

City Engineer Depies explained that the easiest way to decide which lights to remove is to establish a criteria where streetlights should be and remove the rest that do not fall within the

designate criteria. Moved by Mr. Schlicht, seconded by Mr. Stutting to recommend to Committee of the Whole to remove all overhead streetlights not located at an intersection and leave most lights in place at the more heavily-trafficked thoroughfares, including Egg Harbor Road, Green Bay Road, Neenah Avenue, Maple Street and Michigan Street. Carried.

Consideration of: Funding for Sturgeon Bay Visitor Center:

Mr. McNeil explained the Cable TV Fund reserve account and the balance that needs to remain in that fund for 2012 by City ordinance. Funding for Sturgeon Bay Visitors Center can be funded from Cable TV Fund reserve account without an ordinance change for 2012. Mr. Stutting left the meeting as 5:06 p.m. Committee Members discussed a few permanent solutions to fund Sturgeon Bay Visitors Center. No action was taken on this item.

Review of Bills:

Jason Mann of Mann Communications, LLC, explained the invoices submitted for payment. Moved by Mr. Schlicht, seconded by Mr. Lodi to approve the invoices submitted for payment as of December 8, 2011 in the amount of \$202.71. Carried.

Moved by Mr. Lodi, seconded by Mr. Schlicht to adjourn. Carried. The meeting adjourned at 5:14 p.m.

Respectfully submitted,



Laurie Spittlemeister  
Office/Accounting Assistant



# CITY of STURGEON BAY FIRE DEPARTMENT

**Tim  
Herlache  
Fire Chief**

421 Michigan St  
Sturgeon Bay, WI 54235

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

TO: The Honorable Mayor Thad Birmingham and the Common Council  
FROM: Fire Chief Tim Herlache *T. H.*  
SUBJECT: November 2011 Monthly Fire Report  
DATE: December 9, 2011

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of November 2011.

**CALLS FIRE DEPARTMENT RECEIVED: 74**

<b><u>CITY CALLS:</u></b>	<u>67</u>	<b><u>Type of Call:</u></b>	<b><u>COUNTRY CALLS:</u></b>	<u>7</u>
East Side Calls:	<u>42</u>	Fire	Town of Sevastopol:	<u>0</u>
West Side Calls:	<u>25</u>	EMS	Town of Sturgeon Bay:	<u>7</u>

**CALLS PER DAY:**

Monday	9
Tuesday	11
Wednesday	19
Thursday	15
Friday	4
Saturday	10
Sunday	6

**INCIDENT TYPE:**

53 – First Responder	6 – Vehicle Accident
1 – Unauthorized Burning	1 – Cooking Fire
1 – Vehicle Fire	1 – Electrical Wiring/Equip Problem
1 – Dispatched & Cancelled	3– Detector Activation, No Fire
2 – Building Fire	2– Carbon Monoxide Incident
2 – Fire Investigation	1 – Smoke Scare/Odor of Smoke

**INPECTION REPORT:**

Inspections within the city limits: 36  
 Number of violations: 12  
 Inspections outside the city limits: 3  
 Number of violations: 3  
 Total number of inspection hours: 20.5 hours

**INSPECTION VIOLATIONS:**

2 – Corridors/Exits Illuminated	2 – Hood System Cleanliness
1 – Exit Access	2 – Covers & Canopies
1 – Exit Sign Illumination	1 – Access to Sprinkler Equipment
2– Extension Cords	1 – Insp/Test/Maint of Sprinklers
1 – Emergency Illumination	2 – Flexible Cords & Cables

## **SPECIAL REPORTS, ACTIVITIES AND REPAIRS**

**FIRE PRACTICE:** November's fire practice was held at the Eastside Fire Station. We had Tom Marini here from Division of Wildland Fire to instruct us on wildland firefighting protection and attack procedures.

**PUBLIC SAFETY AND EDUCATION:** Firefighters participated in the Sturgeon Bay "Holiday Parade"; participated in a leader dog training at the eastside station; and presented a safety talk for Drivers Ed students at Sturgeon Bay High School and to the parents of Head Start.

**TRUCK/STATION MAINTENANCE:** Firefighters greased the aerial ladder; cleaned the tank on unit #3; changed the oil on units #5,#8 and #10; winterized the fire pump on Marine 1; replaced the door locks on the front and rear doors at the Westside station; delivered Marine 1 to storage; repaired a fuel leak on unit #6; replaced a flashing light on unit #6; greased the valves on unit #6 and installed the heat pan; cleaned and organized the mezzanine area and installed a remote door opener at the Westside station.

**TRAINING:** 116 hours of training was conducted in November. On-duty firefighters toured the new Wal-Mart building; FF Dietman participated in a Dive/Sonar training held at the Stone Quarry and full-time firefighters trained with our cold-water dry rescue suits.

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

CITY OF STURGEON BAY  
INSPECTION DEPARTMENT  
November 30, 2011

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF NOVEMBER 2011

November-11	YEAR TO DATE		November-11	YEAR TO DATE
0	7	ONE FAMILY DWELLINGS	-----	1,125,000
0	0	TWO FAMILY DWELLINGS	-----	-----
0	1	MULTIPLE FAMILY DWELLINGS	-----	300,000
1	1	MANUFACTURED HOMES	23,900	23,900
0	0	DUPLEX CONVERTED TO TRI-PLEX	-----	-----
0	0	C.B.R.F.	-----	-----
0	5	RESIDENTIAL ADDITIONS	-----	148,200
6	156	RESIDENTIAL ALTERATIONS	54,032	1,035,521
0	7	RESIDENTIAL GARAGES/CARPORTS	-----	170,800
0	4	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-----	19,650
0	5	RESIDENTIAL STORAGE BUILDINGS	-----	24,740
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	1	NEW COMMERCIAL BUILDINGS	-----	6,500,000
1	2	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	55,000	575,000
0	3	NON-RESIDENTIAL ADDITIONS	-----	761,029
6	48	NON-RESIDENTIAL ALTERATIONS	64,478	720,208
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
0	2	MANUFACTURED HOME SLABS	-----	12,000
14	242			
		TOTAL ESTIMATED COST OF CONSTRUCTION	\$197,410	11,416,048

November-11	YEAR TO DATE	TOTAL PERMITS ISSUED	November-11	YEAR TO DATE
14	242	BUILDING PERMITS	663	32,913
4	112	ELECTRICAL PERMITS	180	14,893
6	62	PLUMBING PERMITS	300	9,435
4	61	HEATING PERMITS	256	11,151
7	135	SIGN PERMITS	210	3,990
1	3	MISCELLANEOUS PERMITS	25	80
0	0	SUMP PUMP PERMITS	-----	-----
0	92	ELECTRICIAN LICENSES	-----	1,310
0	2	EARLY STARTS	-----	375
1	5	EROSION CONTROL	175	1,475
0	0	STATE PLAN APPROVALS	-----	-----
0	4	PARK & PLAYGROUND PAYMENTS	-----	1,200
0	9	WISCONSIN PERMIT SEALS	-----	315
2	8	ZONING BOARD OF APPEALS APPLICATIONS	550	2,075
0	4	ZONING CHANGES/P.U.D. APPLICATIONS	-----	1,335
0	2	PLAN COMMISSION - CONDITIONAL USES	-----	400
0	4	CERTIFIED SURVEY MAP REVIEWS	-----	100
0	0	SUBDIVISION PLATTING REVIEW	-----	-----
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	CHANGE OF USE	-----	-----
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
1	11	COMMERCIAL OCCUPANCY FEES	50	750
0	0	PIER PERMIT	-----	-----
0	3	DEMOLITION	-----	75
0	0	REINSPECTION FEE	-----	-----
0	0	BLASTING	-----	-----
		TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER	\$2,409	\$81,872.00

Cheryl Nault  
Building Inspection Dept.

*Cheryl Nault*

NOVEMBER 2011 BANK RECONCILIATION

CHECKING ACCOUNTS

INVESTMENT ACCOUNTS

GENERAL FUND	WDF	TIF #3 WIRETECH	WDC GRANT	GENERAL/CAPITAL FUND
BAYLAKE	BAYLAKE	BAYLAKE	BAYLAKE	INVESTMENTS
PRIOR G/L BALANCE	1,240,885.66	370,373.15	38,307.12	91.39
REVENUE	2,629,311.21	187,903.78	0.00	0.00
DISBURSEMENTS	1,215,025.08	0.00	0.00	248,198.00
AMOUNT IN TRANSIT	607.00	0.00	0.00	286.49
ADJUSTMENTS	8,018.31	0.00	0.00	0.00
ENDING BALANCE	2,662,583.60	558,276.93	38,307.12	1,370,643.17

BANK BALANCE	2,694,988.58	558,276.93	38,307.12	0.00
LESS OUTS. CHECKS	32,384.98	0.00	0.00	0.00
	2,662,583.60	558,276.93	38,307.12	0.00

SAVINGS ACCOUNTS

GENERAL FUND	GENERAL FUND	TIF #1 DEBT	TOURISM FUND	WDF	CAPITAL - BUILDING DEBT	TIF #3 DEBT	TIF #3 CONSTRUCTION
STATE - #2	BAYLAKE BANK - MMBI	STATE - #11	STATE - #12	STATE - #4	STATE - #9	STATE - #08	STATE - #14
PRIOR G/L BALANCE	3,280,401.52	15,944.44	522,127.32	43,266.60	3,643.65	5,933.46	73,406.18
REVENUE	936,006.13	1.31	51.23	4.98	0.42	0.68	16.18
DISBURSEMENTS	1,275,664.00	2.09	384,800.90	0.00	0.00	0.00	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	2,940,743.65	15,943.66	137,377.65	43,271.58	3,644.07	5,934.14	195,094.43

BANK BALANCE	2,940,743.65	15,943.66	137,377.65	43,271.58	3,644.07	5,934.14	195,094.43	90,726.90
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TIF #2	TIF #2	TIF #2 DEBT	TIF #2 AMENDED AREA	TIF #2 AMENDED AREA	TIF #2-CAPITAL MAINT.	TIF #2 WFRDA DEBT RES.	TIF #2 AMENDED CITY
BAYLAKE - MMIBA	STATE - #3	STATE - #10	CONST. - STATE - #06	CAP. INT. - STATE - #7	STATE - #15	STATE - #13	FUND STATE - #5
PRIOR G/L BALANCE	3,718.24	21,032.12	723,128.87	73,105.55	110,662.55	157,653.66	1,652,621.04
REVENUE	0.31	15,002.99	275,867.81	8.41	12.74	18.14	190.19
DISBURSEMENTS	0.00	35,222.34	832,381.01	0.00	0.00	0.00	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	3,718.55	812.77	166,615.67	73,113.96	110,675.29	157,671.80	1,652,811.23

BANK BALANCE	3,718.55	812.77	166,615.67	73,113.96	110,675.29	157,671.80	1,652,811.23	1,544.48
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CITY OF STURGEON BAY  
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER BUDGET	NOVEMBER ACTUAL	VARI-ANCE	FISCAL YEAR BUDGET	YEAR-TO-DATE ACTUAL	VARI-ANCE
REVENUES	835,109.01	773,866.05	(7.3)	10,021,304.00	7,539,633.42	(24.7)
GENERAL FUND	835,109.01	773,866.05	(7.3)	10,021,304.00	7,539,633.42	(24.7)
TOTAL REVENUES	835,109.01	773,866.05	(7.3)	10,021,304.00	7,539,633.42	(24.7)
EXPENSES						
GENERAL FUND						
MAYOR	56,188.57	0.00	100.0	674,260.00	558,244.11	17.2
CITY COUNCIL	1,009.60	964.52	4.4	12,115.00	11,362.55	6.2
LAW/LEGAL	5,036.26	4,570.35	9.2	60,435.00	53,172.87	12.0
CITY CLERK-TREASURER	6,250.01	9,735.00	(55.7)	75,000.00	50,454.73	32.7
ADMINISTRATION	27,006.73	23,233.83	13.9	324,080.00	284,088.42	12.3
COMPUTER	18,154.61	16,163.76	10.9	217,855.00	194,024.79	10.9
CITY ASSESSOR	4,379.20	2,551.29	41.7	52,550.00	40,402.88	23.1
BOARD OF REVIEW	8,050.51	7,534.52	6.4	96,605.00	94,088.38	2.6
BUILDING/ZONING CODE ENFORCEMENT	205.44	0.00	100.0	2,465.00	753.57	69.4
MUNICIPAL SERVICES ADMIN.	5,753.35	2.50	99.9	69,040.00	65,345.91	5.3
PUBLIC WORKS ADMINISTRATION	17,097.14	14,885.76	12.9	205,165.00	175,776.52	14.3
ELECTIONS DEPARTMENT	17,676.73	15,200.07	14.0	212,120.00	185,877.66	12.3
CITY HALL	1,167.94	0.00	100.0	14,015.00	10,577.49	24.5
INSURANCE	14,014.67	9,818.49	29.9	168,175.00	130,501.54	22.4
GENERAL EXPENDITURES	23,205.04	19,575.00	15.6	278,460.00	244,525.80	12.1
POLICE DEPARTMENT	77,161.21	1,195.09	98.4	925,934.00	48,681.13	94.7
PATROL BOAT	37,413.40	35,214.18	5.8	448,960.00	384,291.99	14.4
PARKING ENFORCEMENT	892.10	0.00	100.0	10,705.00	4,153.98	61.1
POLICE DEPARTMENT/PATROL	0.00	0.00	0.0	0.00	0.00	0.0
POLICE DEPT. / INVESTIGATIONS	139,720.92	133,271.00	4.6	1,676,650.00	1,463,070.23	12.7
FIRE DEPARTMENT	18,855.88	7,978.64	57.6	226,270.00	121,809.16	46.1
STORM SEWERS	138,300.95	129,511.40	6.3	1,659,610.00	1,462,362.00	11.8
SOLID WASTE MGMT/SPRING/FALL	4,192.95	877.50	79.0	50,315.00	28,700.26	42.9
COMPOST/SOLID WASTE SITE	6,325.03	26,778.24	(323.3)	75,900.00	72,430.40	4.5
STREET SWEEPING	2,697.94	474.80	82.4	32,375.00	27,370.36	22.9
WEED ABATEMENT	2,993.35	1,305.37	56.3	35,920.00	27,950.72	23.8
ROADWAYS/STREETS	568.35	1,725.01	(203.5)	6,820.00	4,248.32	37.7
SNOW REMOVAL	17,641.29	3,698.08	79.0	211,695.00	206,251.60	2.5
STREET SIGNS AND MARKINGS	17,646.26	18,409.22	(4.3)	211,755.00	154,692.90	26.9
CURB/GUTTER/SIDEWALK	4,797.52	2,670.42	44.3	57,570.00	50,688.86	11.9
STREET MACHINERY	1,141.26	427.51	62.5	13,695.00	8,663.41	36.7
CITY GARAGE	14,740.04	9,105.84	38.2	176,880.00	137,210.71	22.4
CELEBRATION & ENTERTAINMENT	5,537.95	2,835.06	48.7	66,455.00	40,319.61	39.3
HIGHWAYS - GENERAL	3,054.60	1,194.06	60.9	36,655.00	35,213.29	3.9
PARK & RECREATION ADMIN	42,451.29	42,093.28	0.8	509,415.00	445,924.40	12.4
PARKS AND PLAYGROUNDS	11,166.32	9,674.44	13.3	133,995.00	124,375.84	7.1
BALLFIELDS	33,772.20	31,305.72	7.3	405,265.00	341,958.94	15.6
ICE RINKS	2,510.02	1,834.87	26.8	30,120.00	20,032.89	33.4
BEACHES	832.94	0.00	100.0	9,995.00	8,223.66	17.7
	272.94	0.00	100.0	3,275.00	1,011.54	69.1

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
	BUDGET	ACTUAL				
EXPENSES						
MUNICIPAL DOCKS	3,691.73	948.38	74.3	44,300.00	30,145.67	31.9
WATER WEED MANAGEMENT	8,093.39	5,325.87	34.1	97,120.00	82,252.28	15.3
WATERFRONT PARKS & WALKWAYS	4,490.44	5,430.20	(20.9)	53,885.00	39,331.39	27.0
EMPLOYEE BENEFITS	2,041.68	2,122.19	(3.9)	24,500.00	21,574.28	11.9
PUBLIC FACILITIES	6,357.50	18,514.81	(191.2)	76,290.00	72,465.03	5.0
BOARDS AND COMMISSIONS	156.26	0.00	100.0	1,875.00	215.37	88.5
COMMUNITY & ECONOMIC DEVLPMNT	20,397.14	14,933.11	26.7	244,765.00	216,040.01	11.7
TOTAL EXPENSES	835,110.65	633,090.38	24.1	10,021,304.00	7,777,857.45	22.3
TOTAL FUND REVENUES	835,109.01	773,866.05	(7.3)	10,021,304.00	7,539,633.42	(24.7)
TOTAL FUND EXPENSES	835,110.65	633,090.38	24.1	10,021,304.00	7,777,857.45	22.3
SURPLUS (DEFICIT)	(1.64)	140,775.67	(3982.3)	0.00	(238,224.03)	100.0

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER BUDGET	NOVEMBER ACTUAL	VARI- ANCE	%	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
REVENUES	434,284.22	453,174.18	4.3		5,211,410.00	2,855,057.13	(45.2)
TOTAL REVENUES	434,284.22	453,174.18	4.3		5,211,410.00	2,855,057.13	(45.2)
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	1,083.34	540.00	50.1		13,000.00	2,526.24	80.5
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	55,200.02	1,602.50	97.0		662,400.00	655,915.29	0.9
POLICE DEPARTMENT	0.00	0.00	0.0		0.00	0.00	0.0
PATROL	31,882.51	1,924.59	93.9		382,590.00	89,650.89	76.5
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0		0.00	0.00	0.0
FIRE DEPARTMENT	2,552.10	0.00	100.0		30,625.00	21,825.85	28.7
STORM SEWERS	7,500.00	0.00	100.0		90,000.00	61,559.03	31.6
SOLID WASTE MGMT/REFUSE/RECYCL	0.00	0.00	0.0		0.00	0.00	0.0
SOLID WASTE MGMT/SPRING/FALL	2,916.67	0.00	100.0		35,000.00	0.00	100.0
ROADWAYS/STREETS	247,916.70	137,315.53	44.6		2,975,000.00	1,589,004.99	46.5
SNOW REMOVAL	10,416.67	0.00	100.0		125,000.00	112,342.35	10.1
CURB/GUTTER/SIDEWALK	25,124.59	60,942.71	(142.5)		301,495.00	80,141.86	73.4
CITY GARAGE	833.34	0.00	100.0		10,000.00	7,630.00	23.7
PARKS AND PLAYGROUNDS	6,583.34	55,902.50	(749.1)		79,000.00	103,730.65	(31.3)
BALLFIELDS	1,083.34	0.00	100.0		13,000.00	5,223.70	59.8
ICE RINKS	0.00	0.00	0.0		0.00	0.00	0.0
BEACHES	416.67	0.00	100.0		5,000.00	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	541.68	0.00	100.0		6,500.00	0.00	100.0
SANITARY & WATER MAIN	37,500.01	0.00	100.0		450,000.00	0.00	100.0
PUBLIC FACILITIES	0.00	0.00	0.0		0.00	0.00	0.0
COMMUNITY & ECONOMIC DEVELPMT	1,250.00	0.00	100.0		15,000.00	0.00	100.0
TOTAL EXPENSES	432,800.99	258,227.83	40.3		5,193,610.00	2,729,550.85	47.4
TOTAL FUND REVENUES	434,284.22	453,174.18	4.3		5,211,410.00	2,855,057.13	(45.2)
TOTAL FUND EXPENSES	432,800.99	258,227.83	40.3		5,193,610.00	2,729,550.85	47.4
SURPLUS (DEFICIT)	1,483.23	194,946.35	3043.3		17,800.00	125,506.28	605.0

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER 30, 2011		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	%
	NOVEMBER BUDGET	NOVEMBER ACTUAL			
REVENUES					
CABLE TV / GENERAL	8,937.09	28,721.94	107,245.00	115,339.83	7.5
TOTAL REVENUES	8,937.09	28,721.94	107,245.00	115,339.83	7.5
EXPENSES					
CABLE TV / GENERAL	20,694.16	4,797.94	248,330.00	219,927.30	11.4
TOTAL EXPENSES	20,694.16	4,797.94	248,330.00	219,927.30	11.4
TOTAL FUND REVENUES	8,937.09	28,721.94	107,245.00	115,339.83	7.5
TOTAL FUND EXPENSES	20,694.16	4,797.94	248,330.00	219,927.30	11.4
SURPLUS (DEFICIT)	(11,757.07)	23,924.00	(141,085.00)	(104,587.47)	(25.8)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER 30, 2011		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
	NOVEMBER BUDGET	NOVEMBER ACTUAL			
REVENUES					
TOURISM COMMITTEE / GENERAL	8,634.59	4.98	103,615.00	72,550.16	(29.9)
TOTAL REVENUES	8,634.59	4.98	103,615.00	72,550.16	(29.9)
EXPENSES					
TOURISM COMMITTEE / GENERAL	6,458.34	0.00	77,500.00	74,000.00	4.5
TOTAL EXPENSES	6,458.34	0.00	77,500.00	74,000.00	4.5
TOTAL FUND REVENUES	8,634.59	4.98	103,615.00	72,550.16	(29.9)
TOTAL FUND EXPENSES	6,458.34	0.00	77,500.00	74,000.00	4.5
SURPLUS (DEFICIT)	2,176.25	4.98	26,115.00	(1,449.84)	(105.5)

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES						
TID DISTRICT #2	137,025.60	291,100.59	112.4	1,644,307.00	3,658,870.26	122.5
TOTAL REVENUES	137,025.60	291,100.59	112.4	1,644,307.00	3,658,870.26	122.5
EXPENSES						
TID DISTRICT #2	228,502.23	(20,430.31)	108.9	2,742,026.00	2,581,154.00	5.8
TOTAL EXPENSES	228,502.23	(20,430.31)	108.9	2,742,026.00	2,581,154.00	5.8
TOTAL FUND REVENUES	137,025.60	291,100.59	112.4	1,644,307.00	3,658,870.26	122.5
TOTAL FUND EXPENSES	228,502.23	(20,430.31)	108.9	2,742,026.00	2,581,154.00	5.8
SURPLUS (DEFICIT)	(91,476.63)	311,530.90	(440.5)	(1,097,719.00)	1,077,716.26	(198.1)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TTD #1 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER BUDGET	NOVEMBER ACTUAL	VARI-ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE
REVENUES						
TTD #1 DISTRICT	32,781.68	51.23	(99.8)	393,380.00	393,771.30	0.0
TOTAL REVENUES	32,781.68	51.23	(99.8)	393,380.00	393,771.30	0.0
EXPENSES						
TTD #1 DISTRICT	32,066.67	384,800.90	(1100.0)	384,800.00	384,800.90	0.0
TOTAL EXPENSES	32,066.67	384,800.90	(1100.0)	384,800.00	384,800.90	0.0
TOTAL FUND REVENUES	32,781.68	51.23	(99.8)	393,380.00	393,771.30	0.0
TOTAL FUND EXPENSES	32,066.67	384,800.90	(1100.0)	384,800.00	384,800.90	0.0
SURPLUS (DEFICIT)	715.01	(384,749.67)	(3910.3)	8,580.00	8,970.40	4.5

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL		FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR BUDGET	YEAR-TO-DATE ACTUAL			
REVENUES								
TID #3 DISTRICT	14,939.43	121,704.43	714.6	179,273.00	126,597.01	(29.3)		
TOTAL REVENUES	14,939.43	121,704.43	714.6	179,273.00	126,597.01	(29.3)		
EXPENSES								
TID #3 DISTRICT	22,480.36	50,555.46	(124.8)	269,764.00	156,320.83	42.0		
TOTAL EXPENSES	22,480.36	50,555.46	(124.8)	269,764.00	156,320.83	42.0		
TOTAL FUND REVENUES	14,939.43	121,704.43	714.6	179,273.00	126,597.01	(29.3)		
TOTAL FUND EXPENSES	22,480.36	50,555.46	(124.8)	269,764.00	156,320.83	42.0		
SURPLUS (DEFICIT)	(7,540.93)	71,148.97	(1043.5)	(90,491.00)	(29,723.82)	(67.1)		

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER BUDGET	NOVEMBER ACTUAL	VARI-ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE
REVENUES						
REVOLVING LOAN FUND (STATE)	2,692.53	1,234.84	(54.1)	32,310.00	24,846.31	(23.1)
TOTAL REVENUES	2,692.53	1,234.84	(54.1)	32,310.00	24,846.31	(23.1)
EXPENSES						
REVOLVING LOAN FUND (STATE)	875.01	0.00	100.0	10,500.00	0.00	100.0
TOTAL EXPENSES	875.01	0.00	100.0	10,500.00	0.00	100.0
TOTAL FUND REVENUES	2,692.53	1,234.84	(54.1)	32,310.00	24,846.31	(23.1)
TOTAL FUND EXPENSES	875.01	0.00	100.0	10,500.00	0.00	100.0
SURPLUS (DEFICIT)	1,817.52	1,234.84	(32.0)	21,810.00	24,846.31	13.9

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	
REVENUES						
SOLID WASTE ENTERPRISE FUND	37,532.51	25,287.34	(32.6)	450,390.00	423,959.96	(5.8)
TOTAL REVENUES	37,532.51	25,287.34	(32.6)	450,390.00	423,959.96	(5.8)
EXPENSES						
SOLID WASTE ENTERPRISE FUND	32,071.76	28,177.53	12.1	384,860.00	296,219.36	23.0
TOTAL EXPENSES	32,071.76	28,177.53	12.1	384,860.00	296,219.36	23.0
TOTAL FUND REVENUES	37,532.51	25,287.34	(32.6)	450,390.00	423,959.96	(5.8)
TOTAL FUND EXPENSES	32,071.76	28,177.53	12.1	384,860.00	296,219.36	23.0
SURPLUS (DEFICIT)	5,460.75	(2,890.19)	(152.9)	65,530.00	127,740.60	94.9

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

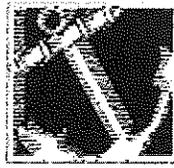
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MUNICIPAL REPORT TOTALS  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2011

DEPARTMENT DESCRIPTION	NOVEMBER	NOVEMBER	VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
	BUDGET	ACTUAL				
TOTAL MUNICIPAL REVENUES	1,511,936.66	1,695,145.58	12.1	18,143,234.00	15,210,625.38	(16.1)
TOTAL MUNICIPAL EXPENSES	1,611,060.17	1,339,219.73	16.8	19,332,694.00	14,219,830.69	26.4
SURPLUS (DEFICIT)	(99,123.51)	355,925.85	(459.0)	(1,189,460.00)	990,794.69	(183.2)

**BEVERAGE OPERATOR LICENSES**

1. King, Wendy Lynn
2. Schumacher, Mara K.



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

Dear Mayor and Common Council:

December 6, 2011

The following is a list of dates, times and places the SBVC would like to reserve in order to hold Sturgeon Bay's 2012 promotional events:

**Fire & Ice** February 17<sup>th</sup>-19<sup>th</sup>, ice carvings will be on display around town in front of sponsoring businesses, with additional snow block carvings tentatively placed at Sawyer Park.

**St. Patrick's Day Parade** Saturday, March 17<sup>th</sup> at 11am. Parade set-up will be in Sawyer Park parking lot. Parade route: Oak to Madison Avenue across Oregon St Bridge to Third Avenue to Jefferson and ending at 6<sup>th</sup> Avenue. Parade starts at 11am and ends at approximately noon.

**Sturgeon Bay Fine Art Fair** Sunset Park, Saturday & Sunday, May 26 and 27th, 7am to 7pm.

**Sturgeon Bay Fireworks** Sunset Park, Wednesday, July 4<sup>th</sup>, 3pm – 10pm

**Jazz on Jefferson Street Festival** Jefferson Street retail area, Saturday, July 14<sup>th</sup>, 10am to 5 pm.

**Sail thru the Avenues Sidewalk Sale** Third Avenue from Michigan to Jefferson, Thursday, July 26th, 7am to 7pm.

**West Fest** Retail area, Madison Avenue from Maple Street to Oak Street, Saturday, August 11th, 7am to 7pm.

**Harvest Festival, Street Art Auction & Harvest Moon Celebration** Third Avenue from Nebraska to Jefferson, and Kentucky and Louisiana from the alleys between 3<sup>rd</sup> & 4<sup>th</sup> to the alleys between 2<sup>nd</sup> and 3<sup>rd</sup> on Saturday, Sept. 22nd, 7am to midnight.

**Halloween Parade "Thrills on Third"** Saturday Oct 27<sup>th</sup> from 2pm-3pm Halloween Parade with trick or treating on Third to follow. The parade route will be on Third Avenue from Martin Park to Jefferson Street.

**Christmas By the Bay** Saturday November 17th, parade set-up in Sawyer Park parking lot. Parade route: Oak to Madison Avenue across Oregon St Bridge to Third Avenue to Jefferson and ending at 6<sup>th</sup> Avenue. Parade starts at 10am, ending approximately at 11:00am.

Thank you,

Amy DeMeter

Promotions Coordinator

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) •



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

**SBVC CALENDAR OF EVENTS FOR 2012**

- February 17-19** **FIRE & ICE 2011...CITYWIDE**; the day is filled with novice and professional carvers turning massive blocks of snow and ice into works of art. The evening is filled with hot music and a dinner dance at Stone Harbor Resort.
- March 17** **ANNUAL ST. PATRICK'S DAY PARADE**...11 am, downtown O'Sturgeon Bay will be green for a day! Bring your clan and join the parade.
- April 26-29** **GROOVIN' SISTERHOOD WEEKEND**...a weekend event that caters to women embracing life, love and laughter through shopping, sharing and indulging! Registration information online: [www.groovinsisterhood.com](http://www.groovinsisterhood.com) or [www.SturgeonBay.net](http://www.SturgeonBay.net)
- May 26 & 27** **Sturgeon Bay FINE ART FAIR**...10am to 5pm, at Sunset Park, along the waterfront in Sturgeon Bay. 14th annual juried multi-media art show, entertainment, children's activities and food & beverages.
- July 4** **STURGEON BAY CELEBRATES!**...Sunset Park, 7 pm, enjoy an old-fashioned ice cream social, Peninsula Symphonic Band performance at 8pm followed by fireworks at dusk. Ice cream social also available at Otumba Park on the west side of Sturgeon Bay.
- July 14** **JAZZ ON JEFFERSON STREET FESTIVAL**...10am to 8pm, this celebration along Jefferson Street features live music, strolling entertainers, children's activities, food and beverages up and down the street and special events in the stores!
- July 26** **SAIL thru the AVENUES SIDEWALK SALE**...9am to 6 pm, CITYWIDE, Sturgeon Bay is loaded with bargains, live entertainment, food and beverages & more.
- August 11** **WEST FEST**...11am to 5pm, celebrate a Wild West day along Sturgeon Bay's Madison Avenue with a craft show, chili cook-off, gold rush giveaway, live entertainment plus food and beverages.
- September 22** **HARVEST FESTIVAL, STREET ART AUCTION & HARVEST MOON CELEBRATION**...9am-11pm, a celebration of autumn's bounty: featuring a craft show, car show, food booths, plus children's activities. Preview the decorated street art before the live auction at 6pm followed by the Harvest Moon celebration including a live band, in front of the Sturgeon Bay Visitor Center on Third Avenue.
- October 27** **THRILLS ON THIRD** ... 2pm-3pm, Halloween Parade with trick-or-treating on Third Avenue to follow.
- Nov. 16 -18** **CHRISTMAS BY THE BAY**, this kick off to the holiday season starts with the annual tree lighting ceremony with entertainer Randy Peterson on Friday Nov. 16<sup>th</sup>, the Santa parade at 10 am Saturday Nov. 17<sup>th</sup> followed by special children's activities and hay wagon rides. Don't miss photos and brunch with Santa on Sunday morning Nov. 18<sup>th</sup>.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend to exercise the option to renew the personal services contract with Mann Communications, LLC for an additional term of one year commencing January 1, 2012 and ending December 31, 2012.

Respectfully submitted,  
COMMUNITY PROTECTION AND SERVICES COMMITTEE  
By: John Lodi, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 8, 2011.

\* \* \* \* \*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

AMENDMENT TO  
MANN COMMUNICATIONS  
PERSONAL SERVICES CONTRACT

Whereas, a Personal Services Contract (hereinafter the "Agreement") has been executed for the consolidation, operation, promotion, and administration of the PEG Cable TV channels for the period from August 1, 2010 continuing until July 31, 2011, by and between the City of Sturgeon Bay (hereinafter "City") and Mann Communications LLC (hereinafter "Mann");

And whereas, the City has an option to extend the term for one additional term in such Agreement, ending July 31, 2012;

And whereas, the parties agree to extend the term for a period of five months commencing August 1, 2011 and ending at 11:59 p.m. on December 31, 2011; and further to modify the term extension option to a one year period commencing January 1, 2012.

Now, therefore, it is agreed that the terms and conditions of the Agreement shall extend through December 31, 2011 with the option for City to extend the Agreement for an additional term of one year commencing January 1, 2012 with the following modifications in paragraph 2 of such Agreement:

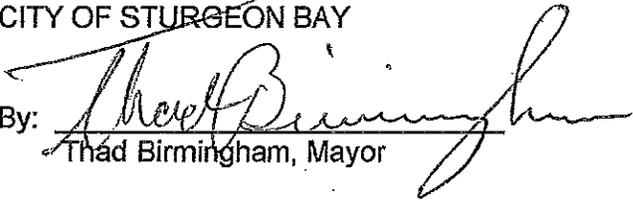
**2. Contract Term.** The services provided in Section A shall be provided during the term commencing August 1, 2011 and ending at 11:59 p.m. on December 31, 2011, unless sooner terminated as provided herein. The City of Sturgeon Bay, may at its option, further extend this Agreement for one additional term of one year commencing January 1, 2012 by providing notice thereof at least thirty (30) days prior to the expiration of this Agreement.

This Amendment is effective as of August 1, 2011. All other terms and conditions of the Contract shall remain in full force and effect.

Dated: 12/5/2011

CITY OF STURGEON BAY

By:

  
Thad Birmingham, Mayor

By:

  
Stephanie L. Reinhardt, City Clerk

MANN COMMUNICATIONS, LLC

Dated: 12-5-11

By: Jason R Mann  
Jason Mann

By: Morgan R Mann  
Morgan Mann

## PERSONAL SERVICES CONTRACT

AGREEMENT made this 10<sup>th</sup> day of August, 2010, by and between the City of Sturgeon Bay, a Wisconsin municipal corporation, c/o Stephanie Reinhardt, City Clerk, 421 Michigan Street, Sturgeon Bay, Door County, Wisconsin 54235, hereafter referred to as City, and MANN COMMUNICATIONS, LLC, 132 W. MAPLE STREET, STURGEON BAY, DOOR COUNTY, WISCONSIN 54235, hereafter referred to as Contractor.

### RECITALS

A. **WHEREAS**, the City is in need of procuring certain personal services for the consolidation and operation of four (4) public, educational, and government (PEG) channels; the promotion, administration, and operation of the PEG channels in accordance with the description of services to be performed as set forth below.

B. **AND WHEREAS**, the Contractor represents that he is ready, willing, and capable of providing said services to the City.

### TERMS

**NOW, THEREFORE**, in consideration of the mutual covenants and promises of the parties as hereinafter set forth, the parties agree as follows:

#### A. Services to be Performed.

The operator shall, during the entire term of this agreement, and any extended term hereafter administer and operate Channel 95, Channel 96, Channel 97 and Channel 98 of the City of Sturgeon Bay cable system, or any of the consolidated public, educational, and governmental channels. The operation and administration of the operator shall include the following:

1. Channel 95:
  - a. Prepare programming for broadcast based upon general guidance from the Community Protection and Services Committee.
  - b. Maintain a text crawl overlaying the video programming highlighting upcoming community events.
2. Channel 96:
  - a. Develop and implement video programming on a weekly schedule. Programming shall consist of a combination of video submitted from within the community, video produced by the operator, and video submitted from outside the community, but with content of local interest.
  - b. Develop and maintain non-video programming in the form of text and graphics consisting of public service announcements, program schedules and other information of local interest.

- c. Monitor all submittals for compliance with city ordinances and policies concerning public access cable.
  - d. Provide video coverage for broadcast of at least 30 community events per year, to include parades, festivals, sports, political forums, visual and performing arts, and other programs of community interest.
  - e. Maintain an inventory of video equipment and make it available to the general public for the taping of local events for broadcast on Channel 96. Coordinate public awareness regarding availability of public access channel.
3. Channel 97:
- a. Videotape and broadcast a minimum of six (6) governmental meetings per month and two City Council preview shows per month. All videotaped city meetings will be broadcast live unless directed otherwise.
  - b. Develop and implement a broadcast schedule for all city and county meetings videotaped.
  - c. Develop and maintain non-video programming in the form of text and graphics consisting of all city meetings agendas, city government announcements, and other city information of public interest.
4. Channel 98:
- a. Videotape and broadcast a minimum of one (1) school district meeting per month and three (3) additional educational programs per month. All videotaped school district meetings will be broadcast live unless directed otherwise.
  - b. Develop and implement a broadcast schedule for all school district meetings videotaped.
  - c. Develop and maintain non-video programming in the form of text and graphics consisting of all school district meetings agendas, school district announcements, and other school district information of public interest.
  - d. All school district meetings/events which are recorded live shall be broadcast within one (1) week of recording.
5. General:
- a. Maintain, on a yearly basis, an operations manual for the Sturgeon Bay Community Access Cable System.
  - b. Attend regular scheduled meetings of Community Protection and Services Committee and the Cable Communications System Advisory Council and report as necessary.
  - c. Maintain videotape archives of all programming.
  - d. Maintain records of all programming and other significant activity.
  - e. Maintain equipment in a serviceable condition, procure repairs as necessary and recommend for liquidation or disposal, items of equipment which is no longer needed. Maintain an up-to-date equipment inventory.

- f. Coordinate public access activities including public awareness campaign, broadcast of tapes provided by the general public, maintaining and lending equipment, and recording significant community events as required.
- g. Work with City and School District staff in preparation and presentation of annual operating expense and capital improvements budgets for Channels 95, 96, 97 and 98.
- h. Maintain the City's plan for operation of PEG channels. Operate the PEG channels pursuant to said plan. Recommend revisions to said plan that will enhance the effectiveness and operation of the PEG channels.

**2. Contract Term.** The services provided in Section A shall be provided during the term commencing August 1, 2010 and ending at 11:59 p.m. on July 31, 2011, unless sooner terminated as provided herein. The City of Sturgeon Bay may, at its option, extend this Contract for one additional term of one year by providing notice thereof at least thirty (30) days prior to the expiration of this Agreement.

**3. Compensation.** The City shall compensate Contractor for the above-described services at the annual rate of \$52,680.00 during the initial term of this contract, and at the annual rate of \$52,680.00 for one additional term, if extended, for all activities related to and arising from this Personal Services Contract. Payments shall be made to Contractor once each month in the amount of \$4,390.00 each, beginning thirty (30) days after the commencement of this Agreement, for services rendered for the previous month. Contractor shall also receive a commission of fifteen (15%) percent of the sale price of any equipment sold by Contractor at City's request. The City reserves the right to sell surplus equipment independent of Contractor. Prior to commencement of work, Contractor shall receive approval from either the Community Protection & Services Committee or the City Administrator (for emergency situations) for compensation of any materials or services performed above and beyond the provisions of this contract.

**4. Provision of Equipment, Materials, Goods, and Services.** The City shall provide the following described materials, goods, or services to Contractor:

- A. Use of all City PEG cable equipment and facilities. Contractor agrees to use such facilities and equipment carefully and prudently and will not be held responsible for damage to or loss of such equipment and facilities unless Contractor is found to be negligent, or unless such damage or loss is the result of an intentional act of Contractor. Contractor shall not be responsible for loss or damage under circumstances over which Contractor has no control.
- B. Regarding any materials, goods, or supplementary services that Contractor may deem necessary in order to provide services to the City under this contract, Contractor may voluntarily, at no cost to the City, provide such materials, goods, or supplementary services or Contractor may specifically request City, in writing, to provide or make available such materials, goods or supplementary services. Video tapes provided by the Contractor for PEG programming upon

taping shall become the property of the City.

- C. The Contractor is not required to provide any materials, goods, or supplemental services. However, Contractor may provide the use of some of his own materials or goods in order to improve the Contractor's services to the City.
- D. Any media, programming, or related media produced in accordance with this contract shall remain the exclusive property of the City of Sturgeon Bay, and the Contractor shall in no way acquire any ownership, copyright, or rights of artistic expression therein.
- E. Any purchases of goods or equipment by Contractor on the City's behalf for the operation of the PEG channels shall follow the purchasing guidelines and policies of the City.

**5. Programming Use.** Contractor agrees not to use his position as PEG Coordinator or use any equipment owned by the City and furnished for use of PEG programming or use any programs written, developed or produced in connection with PEG programming for Contractor's personal use or for sale or other profit by Contractor. Contractor agrees that all programming and production during the term of the Contract, whether produced by the Contractor or submitted by private parties, shall be the property of the City. Contractor shall have no rights to the use of said programs.

**6. Insurance.** Contractor shall maintain during the life of this Contract and any extension hereof general liability and property damage insurance as shall protect Contractor and any subcontractor/employee performing work covered by this Contract from any claims for damages for personal injury, including accidental death, as well as from claims for property damages, which may arise from performance of this Contract, whether such operation be by Contractor itself or by any subcontractor or by anyone directly or indirectly employed by either of them. Property damage and liability insurance shall name the City of Sturgeon Bay as an additional insured. The coverages and minimum policy limits of such insurance shall be as follows:

**A. Bodily Injury**

\$1,000,000	Each Occurrence
\$1,000,000	Annual Aggregate, Products & Completed Operations

**B. Property Damage**

\$500,000	Each Occurrence
\$1,000,000	Annual Aggregate

- C. Property Damage Liability will provide Explosion, Collapse and Underground coverage where applicable.

D. Personal Injury with employment exclusion deleted

\$1,000,000 Annual Aggregate

E. Comprehensive Automobile Liability

F. Bodily Injury

\$500,000 Each Person  
\$500,000 Each Accident

G. Property Damage

\$500,000 Each Occurrence

H. Business Auto Insurance

\$500,000 Single Limit for Bodily Injury and/or Property  
Damage

**7. Worker's Compensation Insurance.** Contractor shall maintain during the term of this Contract and any extended term hereafter worker's compensation insurance for all its employees at the site of the project and, in case any work is sublet, shall require any subcontractor to provide worker's compensation insurance covering any employee which is working upon the project which is the subject of this Agreement.

**8. Independent Contractor.** The parties understand and acknowledge that the relationship herein between the City and Contractor is that of an Independent Contractor relationship and not that of an employer-employee relationship. The parties also understand that the Contractor will be responsible for all income tax and social security tax reporting; the City will furnish a Form 1099 showing the gross payments for the above-described personal services but will not withhold any amounts for income taxes or social security taxes for Contractor.

**9. Indemnification.** Contractor shall indemnify and hold harmless City, its agents, officers and employees, for any damages to person, property, or otherwise caused by the actions of Contractor.

**10. Termination.** This Personal Services Contract may be terminated by the City at any time upon prior thirty (30) days written notice delivered to the Contractor from the City, or to the City or sent by certified mail return receipt requested. Either party may terminate this Agreement immediately at any time upon breach by the other party of its obligations and responsibilities under this contract. Upon termination, Contractor shall be paid for all funds due to him through date of termination.

**11. Return of Property.** Upon termination of this agreement, for any reason, Contractor will return to the City all equipment, books, records, tapes and documents belonging to the City which he has in his possession or control or which he has placed with someone else in the

condition such equipment or property was in when received by Contractor, usual wear and tear excepted.

**12. Default/Breach.** In event of breach of the contract by Contractor, Contractor will be responsible for the City's cost of enforcement (including costs of obtaining return of any property under paragraph 11. above), including court costs, disbursements and attorneys fees.

**13. Assignment.** Contractor may not assign his interest in this contract without the prior written consent of the City. He may hire or contract with other persons or entities for the performance of duties under this Agreement without violating this provision.

**14. Laws Applicable/Severance.** The undersigned parties understand and acknowledge that this personal services contract represents the entire understanding between the parties for the providing of the above described personal services. This personal services contract shall be interpreted in accordance with the laws of the State of Wisconsin. In the event that any of the provisions herein are held to be legally unenforceable, the remaining provisions of this personal services agreement not inconsistent with such legal findings shall remain in full force and effect.

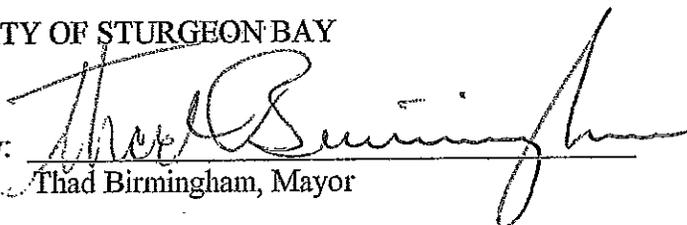
**15. Declaration of Novation.** This contract represents and constitutes a novation of any and all existing contracts and amendments, including but not limited to the present contract dated February 9, 2007 and that as a novation, this contract supersedes and replaces all such previously existing contracts.

**16. The following documents are hereby included as a part of this contract as a method of clarifying the scope of work and services to be provided.**

- A. CITY OF STURGEON BAY, WISCONSIN, REQUEST FOR PROPOSALS, OPERATION OF FOUR (4) PUBLIC, EDUCATIONAL. & GOVERNMENT (PEG) CHANNELS
- B. Proposal, Mann Communications, LLC, July 14, 2010

**16. This Agreement shall extend to the heirs, successors, personal representatives and assigns of the parties hereto.**

CITY OF STURGEON BAY

By:   
Thad Birmingham, Mayor

Attest:

By:   
Stephanie L. Reinhardt, City Clerk

STATE OF WISCONSIN

COUNTY OF DOOR

Personally came before me this 17 day of August, 2010, Thad Birmingham, Mayor, and Stephanie L. Reinhardt, City Clerk of the above named municipal corporation, to me known to be the persons who executed the foregoing instrument and to me known to be such officers of said municipal corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said municipal corporation by its authority.

Valerie Claryo

Notary Public, State of Wisconsin

My Commission: 3/13/13

CONTRACTOR:

Jason Mann  
Jason Mann, Co-Owner

Morgan Mann  
Morgan Mann, Co-Owner

STATE OF WISCONSIN

COUNTY OF DOOR

Personally came before me, this 14th day of August, 2010, the above named Jason Mann to me known to be the person who executed the foregoing instrument and acknowledged that same.

Stephanie D. Reinhardt

Notary Public, State of Wisconsin  
My Commission: 7/24/2011

STATE OF WISCONSIN  
COUNTY OF DOOR

Personally came before me, this 14th day of August, 2010 the above named Morgan Mann to me known to be the person who executed the foregoing instrument and acknowledged that same.

Stephanie D. Reinhardt

Notary Public, State of Wisconsin  
My Commission: 7/24/2011

This instrument drafted by:  
Attorney Randall J. Nesbitt  
Pinkert Law Firm LLP  
454 Kentucky Street, P.O. Box 89  
Sturgeon Bay, WI 54235-0089  
Telephone No.: (920)743-6505  
on behalf of the City of Sturgeon Bay

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

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

SECTION 1: Section 10.21(1) of the Municipal Code of the City of Sturgeon Bay is hereby repealed and recreated to read as follows:

10.21 Synthetic Cannabinoid *and Synthetic Cocaine* Prohibited.

- (1) Possession, use, and sale are illegal. It shall be illegal for any person to use, possess, purchase, attempt to purchase, sell, publicly display for sale or attempt to sell, give, or barter any one or more of the following chemicals commonly found in or applied to substances that have common street or trade names of "Spice", "K2", "Genie", "Yucatan Fire", "fake", or "new" marijuana, "Ivory Wave", "Vanilla Sky", "Ivory Snow", "Red Dove", "Purple Wave", "synthetic cocaine" or by any other name, label, or description:
- (a) Salviadinorum or salvinorum A; all parts of the plant classified botanically as saliva divinorum, whether growing or not, the seeds thereof; any extract from any such plant, its seeds or extracts;
  - (b) (6aR, 10aR)-9-(hydroxymethyl)-6, 6dimethyl-3-(2methyloctan-2-yl)6a, 7, 10, 10a-tetrahydrobenzo[c]chromen-1-o1 some trade or other names: HU-210;
  - (c) 1-Pentyl-3-(1-naphthoyl) indole-some trade or other names: JWH-018\spice;
  - (d) 1-Butyl-3-(1 naphthoyl) indole-some trade or other names: JWH-0173;
  - (e) 1-(3{trifluoromethylphenyl}) piperazine-some trade or other names: TFMPP;
  - (f) *Pyrovalerone*;
  - (g) *2-(3-hydroxycyclohexyl)-5-(2-methyloctan-2-yl)phenol-some trade or other names: CP 47, 497*;
  - (h) *1-(2-(4-(morpholinyl)ethyl))-3-(1-naphthoyl) indole-some trade or other names: JWH-200*;

- (i) *1-hexyl-3-(1-naphthoyl)indole-some trade or other names: JWH-0 19; (h) 1-pentyl-3-(2-methoxyphenylacetyl)indole-some trade or other names: JWH-250;*
- (j) *1-pentyl-3-(4-chloro-1-naphthoyl)indole-some trade or other names: JWH-398;*
- (k) *(2-methyl-1-propyl-1H-indol-3-yl)-1-naphthalenyl-methanone – or some trade or other names: JWH-0 15;*
- (l) *Dexanabinol, (6aS,10aS)-9-(hydroxymethyl)-6,6-dimethyl-3-(2-methyloctan-2-yl)-6a,7,10,10a-tetrahydrobenzo[c]ch omen-1-ol-or some trade or other names: BU-211;*
- (m) Or any similar structural analogs.

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:** Resolution to revise the City of Sturgeon Bay Fee Schedule

**BACKGROUND:** Please find the attached resolution revising the City of Sturgeon Bay fee schedule. As per the Committee of the Whole recommendations, the revised fee schedule shows 10% increases to the fees detailed on the resolution.

*(Note: Resolution A)*

**FURTHER ANALYSIS:**Building Permit Fees

The various fees for building permits were established as part of the contract with Independent Inspections Ltd. The contract specifies that the city retains 15% of the fees collected with IIL retaining the other 85%. Thus, the proposed 10% increase in building permit fees will only net the city a 1.5% increase in revenue (~\$1,100). In addition, the contract with IIL must be revised to reflect the new fees. After discussing the issue with IIL, it was suggested that the city instead add an administrative fee to the building permit fee. The city would keep the entire administrative fee and the building permit fee schedule and IIL contract would be unaffected. Therefore, staff recommends keeping the building permit fees at current levels, and adding an administrative fee of \$3.00 for every permit up to \$100 and 5% for every permit above \$100. Based on last year's permit levels, this fee will result in approximately \$3,575 additional revenue to the city (more than tripling the previous amount), yet would be less expensive to the contractors and homeowners that are paying for the building permits.

All Fees Other Than Building Permit Fees

For purposes of administration staff recommends rounding, or in some cases, making slight fee adjustments as shown on resolution B.

**FISCAL IMPACT:** Approximately \$60,800 - \$64,500

**OPTIONS:** Approve all or a portion of the attached Committee of the Whole resolution revising the City of Sturgeon Bay fee schedule

**RECOMMENDATION:** Approve the attached Committee of the Whole resolution revising the City of Sturgeon Bay fee schedule with the following adjustments:

- a) Keep the building permit fees at their current levels and implement an administrative fee in the amount of \$3 for every permit up to \$100 and 5% for every permit above \$100.
- b) Round fees to the nearest sensible amount as per staff's recommendation.

*(Note: Resolution B shows the above adjustments.)*

PREPARED BY: Valerie J. Clarizio 12/13/11  
Valerie J. Clarizio  
Finance Director/City Treasurer Date

PREPARED BY: Robert Bordeau 12/13/2011  
Robert Bordeau  
Municipal Services Superintendent Date

PREPARED BY: Marty Olejniczak 12/13/11  
Marty Olejniczak  
Community Development Director Date

REVIEWED BY: Stephanie L. Reinhardt 12/13/2011  
Stephanie L. Reinhardt  
Clerk Date

REVIEWED BY: Stephen McNeil 12/13/11  
Stephen McNeil  
City Administrator Date

Resolution A

RESOLUTION

WHEREAS, the Committee of the Whole of the City of Sturgeon Bay has determined that it is in the best interests of the City of Sturgeon Bay to increase the following fees effective January 1, 2012:

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Sturgeon Bay hereby adopts the following fees:

<b>Description</b>	<b>Current Fees</b>	<b>Proposed Fees</b>
<b><u>Building permits</u></b>		
New construction/additions	\$ .11 sq. ft. all areas (\$75.00 minimum)	\$ .12 sq. ft. all areas (\$82.50 minimum)
Erosion control (new const.)	\$ 75.00	\$ 82.50
Addition	\$ 50.00	\$ 55.00
Remodeling & alterations	\$ .11 sq. ft. all areas (\$55.00 minimum)	\$ .12 sq. ft. all areas (\$60.50 minimum)
Deck	\$ .11 sq. ft. all areas (\$55.00 minimum)	\$ .12 sq. ft. all areas (\$60.50 minimum)
Accessory structure	\$ .07 sq. ft. all areas (\$75.00 minimum)	\$ .08 sq. ft. all areas (\$82.50 minimum)
Pools	\$ 40.00	\$ 44.00
Early start	\$ 50.00 footing/foundations	\$ 55.00 footing/foundations
Temp occupancy permit	\$ 50.00	\$ 55.00
Other	\$ 40.00 minimum	\$ 44.00 minimum
<b><u>Electrical permits</u></b>		
New/addition	\$ 35.00 base fee plus .035 sq. ft.	\$38.50 base fee plus .04 sq. ft.
Alterations (based on sq. ft. of alteration)	\$ 40.00 minimum	\$ 44.00 minimum
Replacement & misc. items	\$ 10.00 (per thousand of electrical project valuation)	\$ 11.00 (per thousand of electrical project valuation)
	\$40.00 minimum	\$ 44.00 minimum
<b><u>Plumbing permits</u></b>		
New/additions	\$ 35.00 base fee plus .035 sq. ft.	\$ 38.50 base fee plus .04 sq. ft.
Alterations (based on sq. ft. of alt area)	\$ 40.00 minimum	\$ 44.00 minimum
Replacement & misc. items	\$ 10.00 (per thousand of plumbing project valuation)	\$ 11.00 (per thousand of plumbing project valuation)
	\$40.00 minimum	\$ 44.00 minimum
<b><u>HVAC</u></b>		
New/additions	\$ 35.00 base fee plus .035 sq. ft.	\$ 38.50 base fee plus .04 sq. ft.

<b>Description</b>	<b>Current Fees</b>	<b>Proposed Fees</b>
Alterations (based on sq. ft. of alt area)	\$ 40.00 minimum	\$ 44.00 minimum
Replacement & misc. items	\$ 10.00	\$ 11.00
	(per thousand of HVAC project valuation)	(per thousand of HVAC project valuation)
	\$ 40.00 minimum	\$44.00 minimum
Reroof, residing, direct window repl	\$ 30.00	\$ 33.00
Other	\$ 40.00 minimum	\$ 44.00 minimum
<b>Commercial building fees</b>		
<b>New structure/additions</b>		
Multi-family (3 family or more) (motels, CBRF, daycare)	\$ .12 sq. ft.	\$ .13 sq. ft.
Mercantile, restaurant, taverns		
Assembly halls, churches, offices	\$ .12 sq. ft.	\$ .13 sq. ft.
Schools, institutes, hospitals	\$ .13 sq. ft.	\$ .14 sq. ft.
Manufacturing and industrial	\$ .11 sq. ft.	\$ .12 sq. ft.
Vehicle and small engine repair		
Parking and storage auto body	\$ .13 sq. ft.	\$ .14 sq. ft.
Warehouse, mini warehouse, building		
Shell for multi-tenant buildings	\$ .07 sq. ft.	\$ .08 sq. ft.
Special occupancies (outdoor pools, towers, tents etc.)	\$ .10 sq. ft.	\$ .11 sq. ft.
All commercial permits	\$ 75.00 minimum	\$ 82.50 minimum
Erosion control	\$175.00 1 <sup>st</sup> acre	\$192.50 1 <sup>st</sup> acre
	(then \$75/acre of portion thereof)	(then \$82.50/acre of portion thereof)
Remodel	\$ .12 sq. ft. \$75 minimum	\$ .13 sq. ft. \$82.50 minimum
Occupancy temporary occupancy		
Change of use permit	\$ 50.00 per unit	\$ 55.00 per unit
<b>Electrical</b>		
New/additions	\$ 45.00 base fee (plus .04 sq. ft. all areas)	\$ 49.50 base fee (plus .04 sq. ft. all areas)
Alterations (based on sq. ft. of alt area)	\$ 50.00 minimum	\$ 55.00 minimum
Replacement & misc. items	\$ 10.00	\$ 11.00
	(per thousand of electrical project valuation)	(per thousand of electrical project valuation)
	\$ 50.00 minimum	\$ 55.00 minimum
<b>Plumbing</b>		
New/additions	\$ 45.00 base fee (plus .04 sq. ft. all areas)	\$ 49.50 base fee (plus .04 sq. ft. all areas)
Alterations (based on sq. ft. of alt area)	\$ 50.00 minimum	\$ 55.00 minimum

<b>Description</b>	<b>Current Fees</b>	<b>Proposed Fees</b>
Replacement & misc. items	\$ 10.00	\$ 11.00
	(per thousand of plumbing project valuation)	(per thousand of plumbing project valuation)
	\$ 50.00 minimum	\$ 55.00 minimum
<b>HVAC</b>		
New/additions	\$ 45.00 base fee plus .04 sq. ft.	\$ 49.50 base fee plus .04 sq. ft.
Alterations (based on sq. ft. of alt area)	\$ 50.00 minimum	\$ 55.00 minimum
Replacement & misc. items	\$ 10.00	\$ 11.00
	(per thousand of HVAC project valuation)	(per thousand of HVAC project valuation)
	\$50.00 minimum	\$ 55.00 minimum
<b>Commercial plan review-certified Municipality per comm. 2.31</b>		
Early start permit	\$100.00	\$110.00
	(footings and foundations per comm. 61.32)	(footings and foundations per comm. 61.32)
Other	\$ 75.00 minimum	\$ 82.50 minimum
<b>Agriculture buildings (unheated)</b>		
New/additions	\$ .04 sq. ft. all areas	\$ .04 sq. ft. all areas
	\$ 40.00 minimum	\$ 44.00 minimum
Alterations	\$ .04 sq. ft. all areas	\$ .04 sq. ft. all areas
	\$ 40.00 minimum	\$ 44.00 minimum
Re-inspection fee	\$ 30.00 each	\$ 33.00 each
Failure to call for inspection	\$ 30.00 each	\$ 33.00 each
<b>Permits &amp; Licenses</b>		
Street opening permits	\$ 50.00	\$ 55.00
Winter parking permit (monthly)	\$ 25.00	\$ 27.50
Winter parking permit (seasonal)	\$ 50.00	\$ 55.00
Blasting permit	\$ 50.00	\$ 55.00
APC permit	\$ 25.00	\$ 27.50
Taxi licenses (1 <sup>st</sup> vehicle)	\$ 15.00	\$ 16.50
Additional vehicle	\$ 10.00	\$ 11.00
Taxi drivers licenses	\$ 15.00	\$ 16.50
Vehicle licenses transfer	\$ 10.00	\$ 11.00
Shuttle licenses (1 <sup>st</sup> vehicle)	\$ 15.00	\$ 16.50
Additional vehicles	\$ 10.00	\$ 11.00
Vehicle licenses transfer	\$ 5.00	\$ 5.50
Waste hauler licenses (1 <sup>st</sup> vehicle)	\$100.00	\$110.00
Additional vehicles	\$ 50.00	\$ 55.00
Under 20,000 (1 <sup>st</sup> vehicle)	\$ 50.00	\$ 55.00
Additional vehicles	\$ 25.00	\$ 27.50

<b>Description</b>	<b>Current Fees</b>	<b>Proposed Fees</b>
Electricians licenses (initial)	\$ 25.00	\$ 27.50
Renewal	\$ 20.00	\$ 22.00
Masters (initial)	\$ 15.00	\$ 16.50
Renewal	\$ 10.00	\$ 11.00
Journeyman's (initial)	\$ 15.00	\$ 16.50
Renewal	\$ 10.00	\$ 11.00
Apprentice (initial)	\$ 10.00	\$ 11.00
Renewal	\$ 10.00	\$ 11.00
Transient Merchant	\$ 50.00	\$ 55.00
Direct sellers	\$ 25.00	\$ 27.50
Hunting permits	\$ 25.00	\$ 27.50
Sidewalk permit (no alcohol)	\$ 50.00	\$ 55.00
Sidewalk permit (with alcohol)	\$200.00	\$ 220.00
Noise exception	\$ 20.00	\$ 22.00
Conditional Use	\$275.00	\$302.50
Zoning Change	\$375.00	\$412.50
Planned Unit Development	\$375.00 plus \$10/acre	\$412.50 plus \$11/acre
Subdivision fees (preliminary plat)	\$200.00 plus \$10/lot or parcel	\$220.00 plus \$11/lot or parcel
Final plat	\$100.00 plus \$5/lot or parcel	\$110.00 plus \$5.50/lot or parcel
CSM fees (creating no new lots)	\$ 25.00	\$ 27.50
CSM fees (creating 1-4 new lots)	\$100.00	\$110.00
Variance to zoning ordinance	\$275.00	\$302.50
Sign Variance	\$275.00	\$302.50
Petition for appeal of decision	\$300.00	\$330.00
Variance to ordinance	\$200.00	\$220.00
<b><u>Dock Fees</u></b>		
Daily launch pass	\$ 5.00	\$ 7.00 (back tax out)
Residential seasonal launch pass (1 <sup>st</sup> )	\$ 30.00	\$ 42.00 (add tax)
Residential seasonal launch (2 <sup>nd</sup> -5 <sup>th</sup> )	\$ 15.00	\$ 21.00 (add tax)
Non-residential seasonal launch (1 <sup>st</sup> )	\$ 50.00	\$ 70.00 (add tax)
Non-residential seasonal launch (2 <sup>nd</sup> -5 <sup>th</sup> )	\$ 25.00	\$ 35.00 (add tax)
Pier permit/slip fee	\$ 50.00 plus \$10/per slip	\$ 55.00 plus \$11/per slip
Pier permit variance fee	\$200.00	\$220.00
Resident Riparian & special anchorage	\$ 65.00	\$104.00 (add tax)
Non-resident mooring fee or spec anchor	\$180.00	\$288.00 (add tax)
Commercial slip special-charge	\$30.00	\$48.00
Marina fee	\$ 1.38 ft./25 ft. minimum	\$ 1.52 ft./25 ft. minimum (add tax)

Description	Current Fees	Proposed Fees
<b>Park &amp; Rec Fees</b>		
Private/resident 100 people or less	\$ 50.00	\$ 55.00 (add tax)
101-200 people	\$ 75.00	\$ 82.50 (add tax)
201 people or more	\$150.00	\$165.00 (add tax)
Private non-resident 100 people or less	\$ 70.00	\$ 77.00 (add tax)
101-200 people	\$ 85.00	\$ 93.50 (add tax)
201 people of more	\$260.00	\$286.00 (add tax)
Farm market fees daily vendor	\$ 15.00	\$16.50 (back tax out)
Farm market extended season	\$150.00	\$165.00 (add tax)
Farm market fee seasonal vendor	\$110.00	\$121.00 (add tax)
Little league resident player fee	\$ 10.00	\$ 11.00 (add tax)
Little league non-resident player fee	\$ 25.00	\$ 27.50 (add tax)
Babe Ruth resident fee	\$ 10.00	\$ 11.00 (add tax)
Babe Ruth non-resident fee	\$ 25.00	\$ 27.50 (add tax)
Legion league resident fee	\$ 10.00	\$ 11.00 (add tax)
Legion league non-resident fee	\$ 30.00	\$ 33.00 (add tax)
Adult softball resident team	\$320.00	\$352.00 (add tax)
Adult softball non-resident team	\$350.00	\$385.00 (add tax)
Tournaments (1 day)	\$ 50.00	\$ 55.00 (add tax)
Large item pick-up	\$ 0.00	\$ 15.00

\*\*\*\*\*

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Resolution B

RESOLUTION

WHEREAS, the Committee of the Whole of the City of Sturgeon Bay has determined that it is in the best interests of the City of Sturgeon Bay to increase the following fees effective January 1, 2012:

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Sturgeon Bay hereby adopts the following fees:

Description	Current Fee	Proposed Fee
<b>Building Permit Fees</b>		
Administrative fee for permits up to \$100	\$0.00	\$3.00
Administrative fee for permits over \$100	\$0.00	5% of fee total
<b>Permits &amp; Licenses</b>		
Street opening permits	\$ 50.00	\$ 55.00
Winter parking permit (monthly)	\$ 25.00	<del>\$ 27.50</del> \$28.00
Winter parking permit (seasonal)	\$ 50.00	\$ 55.00
Blasting permit	\$ 50.00	\$ 55.00
APC permit	\$ 25.00	<del>\$ 27.50</del> \$28.00
Taxi licenses (1 <sup>st</sup> vehicle)	\$ 15.00	<del>\$ 16.50</del> \$17.00
Additional vehicle	\$ 10.00	\$ 11.00
Taxi drivers licenses	\$ 15.00	<del>\$ 16.50</del> \$17.00
Vehicle licenses transfer	\$ 10.00	\$ 11.00
Shuttle licenses (1 <sup>st</sup> vehicle)	\$ 15.00	<del>\$ 16.50</del> \$17.00
Additional vehicles	\$ 10.00	\$ 11.00
Vehicle licenses transfer	\$ 5.00	<del>\$ 5.50</del> \$6.00
Waste hauler licenses (1 <sup>st</sup> vehicle)	\$100.00	\$110.00
Additional vehicles	\$ 50.00	\$ 55.00
Under 20,000 (1 <sup>st</sup> vehicle)	\$ 50.00	\$ 55.00
Additional vehicles	\$ 25.00	<del>\$ 27.50</del> \$28.00
Electricians licenses (initial)	\$ 25.00	<del>\$ 27.50</del> \$28.00
Renewal	\$ 20.00	\$ 22.00
Masters (initial)	\$ 15.00	<del>\$ 16.50</del> \$17.00
Renewal	\$ 10.00	\$ 11.00
Journeyman's (initial)	\$ 15.00	<del>\$ 16.50</del> \$17.00
Renewal	\$ 10.00	\$ 11.00
Apprentice (initial)	\$ 10.00	\$ 11.00
Renewal	\$ 10.00	\$ 11.00
Transient Merchant	\$ 50.00	\$ 55.00
Direct sellers	\$ 25.00	<del>\$ 27.50</del> \$28.00
Hunting permits	\$ 25.00	<del>\$ 27.50</del> \$28.00
Sidewalk permit (no alcohol)	\$ 50.00	\$55.00
Sidewalk permit (with alcohol)	\$200.00	\$220.00

<b>Description</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
Noise exception	\$ 20.00	\$ 22.00
Conditional Use	\$275.00	<del>\$302.50</del> \$300.00
Zoning Change	\$375.00	<del>\$412.50</del> \$400.00
Planned Unit Development	\$375.00 plus \$10/acre	<del>\$442.50</del> \$425.00 plus \$14 \$10/acre
Subdivision fees (preliminary plat)	\$200.00 plus \$10/lot or parcel	\$220.00 plus \$14 \$10/lot or parcel
Final plat	\$100.00 plus \$5/lot or parcel	\$110.00 plus <del>\$5.50</del> \$5/lot or parcel
CSM fees (creating no new lots)	\$ 25.00	<del>\$ 27.50</del> \$30.00
CSM fees (creating 1-4 new lots)	\$100.00	\$110.00
Variance to zoning ordinance	\$275.00	<del>\$302.50</del> \$300.00
Sign Variance	\$275.00	<del>\$302.50</del> \$300.00
Petition for appeal of decision	\$300.00	\$330.00
Variance to ordinance	\$200.00	\$220.00
<b>Dock Fees</b>		
Daily launch pass	\$ 5.00	\$ 7.00 (back tax out)
Residential seasonal launch pass (1 <sup>st</sup> )	\$ 30.00	\$ 42.00 (add tax)
Residential seasonal launch (2 <sup>nd</sup> -5 <sup>th</sup> )	\$ 15.00	\$ 21.00 (add tax)
Non-residential seasonal launch (1 <sup>st</sup> )	\$ 50.00	\$ 70.00 (add tax)
Non-residential seasonal launch (2 <sup>nd</sup> -5 <sup>th</sup> )	\$ 25.00	\$ 35.00 (add tax)
Pier permit/slip fee	\$ 50.00 plus \$10/per slip	\$ 55.00 plus \$11/per slip
Pier permit variance fee	\$200.00	\$220.00
Resident Riparian & special anchorage	\$ 65.00	\$104.00 (add tax)
Non-resident mooring fee or spec anchor	\$180.00	\$288.00 (add tax)
Commercial slip special-charge	\$30.00	\$48.00
Marina fee	\$ 1.38 ft./25 ft. minimum	\$ 1.52 ft./25 ft. minimum (add tax)
<b>Park &amp; Rec Fees</b>		
Private/resident 100 people or less	\$ 50.00	\$ 55.00 (add tax)
101-200 people	\$ 75.00	<del>\$ 82.50</del> \$83.00 (add tax)
201 people or more	\$150.00	\$165.00 (add tax)
Private non-resident 100 people or less	\$ 70.00	\$ 77.00 (add tax)
101-200 people	\$ 85.00	<del>\$ 93.50</del> \$94.00 (add tax)
201 people of more	\$260.00	\$286.00 (add tax)
Farm market fees daily vendor	\$ 15.00	<del>\$16.50</del> \$17.00 (back tax out)
Farm market extended season	\$150.00	\$165.00 (add tax)
Farm market fee seasonal vendor	\$110.00	\$121.00 (add tax)
Little league resident player fee	\$ 10.00	\$ 11.00 (add tax)
Little league non-res. player fee	\$ 25.00	<del>\$ 27.50</del> \$28.00 (add tax)

Description	Current Fee	Proposed Fee
Babe Ruth resident fee	\$ 10.00	\$ 11.00 (add tax)
Babe Ruth non-resident fee	\$ 25.00	<del>\$ 27.50</del> \$28.00 (add tax)
Legion league resident fee	\$ 10.00	\$ 11.00 (add tax)
Legion league non-resident fee	\$ 30.00	\$ 33.00 (add tax)
Adult softball resident team	\$320.00	\$352.00 (add tax)
Adult softball non-resident team	\$350.00	\$385.00 (add tax)
Tournaments (1 day)	\$ 50.00	\$ 55.00 (add tax)
Large item pick-up	\$ 0.00	\$ 15.00

\*\*\*\*\*

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to transfer \$2,700.00 from account #10-215-000-59035, Squad Cars to account #10-215-000-59999, Miscellaneous Capital Equipment for the purchase of two Kustom Raptor RP-1 radar units.

Respectfully submitted,  
FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: James Abeyta, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 13, 2011

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

EXECUTIVE SUMMARY

TITLE: PURCHASE OF TWO NEW POLICE RADAR UNITS / TRANSFER OF FUNDS

BACKGROUND: The following was budgeted in the FY2011 budget for the replacement of two police patrol vehicles. After the purchase of two police patrol vehicles and the cost of change over plus the installation of a computer docking station for the Lt. vehicle, a surplus of \$3,817.75 exists in account #10-215-000-59035. Additionally, a radar unit recently broke leaving two squads without a radar unit. Speed enforcement using radar is an integral part of a law enforcement officer's duties. The purchase of two radar units will assure that each squad car has a functioning radar unit with a spare unit in place to assure that no squad will be without a radar unit. A fund transfer will be completed transferring \$2,700 from 10-215-000-59035 to 10-215-000-59999.

FISCAL IMPACT: Budgeted - \$52,000  
2 vehicles have been purchased from Witt Ford - \$43,549  
Cost of change over for two vehicles - \$ 4,144.50  
Cost to install computer docking station in Lt. vehicle - \$488.75  
Total - \$48,182.25  
Surplus of \$3,817.75

RECOMMENDATION: Transfer \$2,700 from account #10-215-000-59035, Squad Cars, to account #10-215-000-59999, Miscellaneous Capitol Equipment, to purchase two KUSTOM RAPTOR RP-1 RADAR UNITS.

PREPARED BY: Daniel J. Brinkman 12/6/11  
Daniel J. Brinkman Date  
Captain of Police

REVIEWED BY: \_\_\_\_\_  
Arleigh R. Porter Date  
Chief of Police

REVIEWED BY: Valerie Clarizio 12/6/11  
Valerie Clarizio Date  
Finance Director/City Treasurer

APPROVED BY: Stephen B. McNeil 12/6/11  
Stephen B. McNeil Date  
City Administrator