



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

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Consideration of the following bills: General Fund – \$280,864.88, Capital Fund - \$12,160.05, Cable TV - \$9,557.57, TID #3 - \$195.00, TID #4 - \$2,646.92, and Solid Waste Enterprise Fund - \$16,201.24 for a grand total of \$321,625.66. [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 12/17/13 regular Common Council minutes.
 - * b. Approval of the following minutes:
 - (1) Bicycle & Pedestrian Advisory Board – 12/5/13
 - (2) Finance/Purchasing & Building Committee – 12/10/13
 - (3) Board of Public Works – 12/17/13
 - * c. Consideration of: Approval of Beverage Operator licenses.
7. Mayoral appointments.
8. Consideration of: Spring Primary.
9. Public hearing re: Declaring Intent to Levy Special Assessments Under Municipal Police Powers Pursuant to Section 66.0703, Wis. Stats – Sewer & Watermain installation/extension to service the Maritime Plaza Development.
10. Resolution re: Marina Slip Rental fees.
11. Finance/Purchasing & Building Committee recommendation re: Renew personal services contracts with S.R.O. Events Inc. for management of Harmony by the Bay concert series.
12. Committee Chairperson Reports:
 - a. City Plan Commission
 - b. Finance/Purchasing & Building Committee
 - c. Park & Recreation Committee

13. Public comment on non-agenda items.

14. Mayor's comments.

15. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 1-3-14

Time: 12:00

By: JM

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
CITY HALL / FIRE & POLICE STN				
01761	ASSOCIATED TRUST COMPANY	AGENT FEES /12/01/06 GO BONDS	01-000-920-70002	363.00
TOTAL CITY HALL / FIRE & POLICE STN				363.00
TOTAL GENERAL FUND				363.00
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	NOV 2013 GEN LEGAL MATTERS	01-110-000-55010	1,482.00
16555		NOV 13 TRAFFIC MATTRS	01-110-000-55010	830.00
16555		NOV 2013 GEN MATTERS	01-110-000-55010	52.00
TOTAL				2,364.00
TOTAL LAW/LEGAL				2,364.00
CITY CLERK-TREASURER				
07755	GOVERNMENT FINANCE OFFICERS	CLARIZIO MEMBERSHIP	01-115-000-56000	170.00
13380	TRICIA METZER	NOTARY FILING FEE	01-115-000-56000	20.00
23580	WISCONSIN CITY COUNTY MGMT ASN	WCMA DUES CLARIZIO	01-115-000-56000	30.00
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	FOLDING MACHINE	01-115-000-54999	595.00
TOTAL				815.00
TOTAL CITY CLERK-TREASURER				815.00
ADMINISTRATION				
23580	WISCONSIN CITY COUNTY MGMT ASN	WCMA DUES MCNEIL	01-120-000-56000	148.33
TOTAL				148.33
TOTAL ADMINISTRATION				148.33
COMPUTER				
03101	CDW GOVERNMENT, INC.	HDMI VIDEO ADAPTER	01-125-000-51950	18.94
03101		4 KEYBOARDS AND MICE	01-125-000-51950	96.96
03101		DYMO LABEL MAKER	01-125-000-54999	90.21
HARRIS	HARRIS COMPUTER SYSTEMS	FIN. SOFT & HRDWARE MAINT	01-125-000-55500	554.18
HARRIS		FIN. SOFT & HRDWARE MAINT	01-125-000-55550	8,109.48
TOTAL				8,869.77
TOTAL COMPUTER				8,869.77
CITY ASSESSOR				
01740	ASSESSMENT TECHNOLOGIES	ASSESS WEB PUBLISHING	01-130-000-51100	878.28
01740		MRKT DR ANNL LIC ASSESS SOFTWR	01-130-000-51100	1,686.72

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

 GENERAL FUND

ASSO APP	ASSOCIATED APPRAISAL	JAN 7 2014 CONTRACT	01-130-000-55010	1,245.82
WI	WISCONSIN DEPT OF REVENUE	ASSESS MFG PROP FEE	01-130-000-51530	2,578.87
TOTAL				6,389.69
TOTAL CITY ASSESSOR				6,389.69

MUNICIPAL SERVICES ADMIN.

06570	FORESTRY SUPPLIERS INC	SURVEY PRISM,TRIBRACH & POINT	01-145-000-54999	289.77
06600	FRV INC	PAPER	01-145-000-51950	100.27
06600		SHIPPING	01-145-000-51950	2.75
20725	T R COCHART TIRE CENTER	TIRES/DISMOUNT & MOUNT/TONY	01-145-000-56250	330.84
TOTAL				723.63
TOTAL MUNICIPAL SERVICES ADMIN.				723.63

PUBLIC WORKS ADMINISTRATION

03133	CELLCOM WISCONSIN RSA 10	11/13 STREETS CELL SERVICE	01-150-000-58250	14.39
03133		11/13 BOB CELL SERVICE	01-150-000-58250	48.74
TOTAL				63.13
TOTAL PUBLIC WORKS ADMINISTRATION				63.13

CITY HALL

04575	DOOR COUNTY HARDWARE	CABLE TIES	01-160-000-51400	12.99
04575		AIR FRESHENER	01-160-000-51400	11.68
23730	WPS	CITY HALL	01-160-000-56600	2,310.35
KONE	KONE INC.	ELEVTR #1 REPAIR	01-160-000-58999	1,589.05
TOTAL				3,924.07
TOTAL CITY HALL				3,924.07

GENERAL EXPENDITURES

01550	BP AMOCO	FEE	01-199-000-51520	4.88
15890	PACK AND SHIP PLUS	PACKET SHIP/QUARLES & BRADY	01-199-000-57250	46.68
15890		OVERCHARGED ON SHIPPING	01-199-000-57250	-10.87
16555	PINKERT LAW FIRM, LLP	NOV 2013 GEN LEGAL MATTERS	01-199-000-51525	65.00
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	DEVELOPER AND DRUMS	01-199-000-55650	2,202.06
WI	WISCONSIN DEPT OF REVENUE	BUSINESS TAX REG 2014-2015	01-199-000-58900	10.00
TOTAL				2,317.75
TOTAL GENERAL EXPENDITURES				2,317.75

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
POLICE DEPARTMENT				
02208	BAYCOM INC.	2 SQUAD BATTS FOR CMPUTRS	01-200-000-55500	338.00
15890	PACK AND SHIP PLUS	RTN TO GALLS/QUARTEMASTER	01-200-000-57250	11.99
20081	TARGET BANK	CREDIT RETURN	01-200-000-51950	-23.74
20081		CREDIT RETURN/BLEACH	01-200-000-51950	-5.68
20081		ELECTRONIC	01-200-000-51950	100.67
20081		CLEANING SUPPLIES	01-200-000-51950	4.73
FIRST	FIRST NATIONAL BANK OF OMAHA	GPS FOR SQUAD COMPUTER	01-200-000-55500	51.90
TOTAL				477.87
TOTAL POLICE DEPARTMENT				477.87

POLICE DEPARTMENT/PATROL

01766	AURORA MEDICAL GROUP	VISIT # 117756628	01-215-000-58999	8.00
01766		VISIT # 117756614	01-215-000-58999	8.00
01766		VISIT # 119813154	01-215-000-58999	8.00
02005	BAY ELECTRONICS, INC.	TWO WAY RADIO REPAIR	01-215-000-57550	23.75
03075	CARQUEST OF DOOR COUNTY	WIPER BLADES FOR SQUADS	01-215-000-58600	96.54
03075		WIPER BLADES	01-215-000-58600	64.36
03133	CELLCOM WISCONSIN RSA 10	12/13 PD CELL SERVICE	01-215-000-58250	496.53
03133		12/13 PD SQUAD PRINTERS	01-215-000-58999	311.46
04696	DOOR COUNTY TREASURER	PD NOV 13 FUEL 1453.69G @3.267	01-215-000-51650	4,749.21
06650	GALLS, AN ARAMARK COMPANY	HOUGAARD/BELT,CLIPS,NAME PLTE	01-215-000-52900	79.42
19580	STREICHERS PROF POLICE EQUIP	ANNUMITION	01-215-000-51050	2,030.00
19880	STURGEON BAY UTILITIES	SUNSET PK BT LAUNCH	01-215-000-56150	10.50
19880		NAUTICAL DR. CAMERA WWTP	01-215-000-56150	8.68
20725	T R COCHART TIRE CENTER	4-235/55 FIREHAWKS @112.48ea	01-215-000-52850	449.92
20725		4-245/55 FIREHAWKS @ 137.80ea	01-215-000-52850	551.20
20725		HANDLING FEE	01-215-000-52850	50.06
23828	WITT PENINSULA FORD LINCOLN	OIL CHANGE SQUAD #50	01-215-000-58600	24.95
ALCOPRO	ALCOPRO INC	DRY GAS FOR TOXMETER	01-215-000-54999	165.00
ALCOPRO		FREIGHT	01-215-000-54999	41.00
ARMOUR	AR500 ARMOUR	BODY ARMOUR FOR NEW HIRE	01-215-000-52950	1,486.00
FIRST	FIRST NATIONAL BANK OF OMAHA	OUT OF TOWN FUEL	01-215-000-51650	78.01
FRED	FRED PRYOR SEMINARS	OLSON/JEANQUART EXCEL TRNING	01-215-000-55600	158.00
R0000048	SHELL FLEET PLUS	OUT OF TOWN FUEL	01-215-000-51650	59.68
R0000048		OUT OF TOWN FUEL	01-215-000-51650	43.00
R0000048		OUT OF TOWN FUEL	01-215-000-51650	58.38
R0000048		EXCISE TAX CREDIT	01-215-000-51650	-9.11
R0000048		OVERPAYMT	01-215-000-51650	-7.62
R0000608	AUTO ZONE, INC	HEADLIGHT BULBS	01-215-000-58600	22.49
TOTAL				11,065.41
TOTAL POLICE DEPARTMENT/PATROL				11,065.41

POLICE DEPT. / INVESTIGATIONS

ARMOUR	AR500 ARMOUR	BODY ARMOUR SPECIAL ENFORCE	01-225-000-57950	182.00
HENRY	CLINT HENRY	HENRY UNIFORM REIMBURSE	01-225-000-52900	60.26
IDENTIX	IDENTIX INC	2014 MAINT AGREE	01-225-000-58999	1,315.00
MOGEN	SHAWN MOGEN	MOGEN REIMB CISM TRAINING REGIST	01-225-000-57950	30.00
SPILLMAN	SPILLMAN TECHNOLOGIES, INC.	2014 MAINTENANCE	01-225-000-58999	2,637.00

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
			TOTAL	4,224.26
			TOTAL POLICE DEPT. / INVESTIGATIONS	4,224.26
FIRE DEPARTMENT				
02001	RED THE UNIFORM TAYLOR	FLOOR/UNIFORM PANTS	01-250-000-52900	58.00
02001		CURTIS/UNIFORM PANTS	01-250-000-52900	72.95
02005	BAY ELECTRONICS, INC.	BATTERY	01-250-000-57550	15.00
02005		L FISH BATTERY	01-250-000-52900	15.00
02275	BENDLIN FIRE EQUIPMENT	TRUCK WASH	01-250-000-53000	81.00
02275		SCBA FITTINGS	01-250-000-56250	39.91
03075	CARQUEST OF DOOR COUNTY	BATTERY	01-250-000-56250	69.99
03075		COMPRESSOR FILTERS & OIL	01-250-000-51350	65.95
03075		BATTERIES #7	01-250-000-53000	144.18
03075		BATTERY CORE RETURN	01-250-000-53000	-10.00
03075		COUPLINGS-AIR	01-250-000-53000	10.02
04696	DOOR COUNTY TREASURER	11/13 FD FUEL 77.70 G @ 3.267	01-250-000-51650	253.85
04696		11/13 FD DSEL 185.56 G @ 3.695	01-250-000-51650	685.64
14525	MICHAEL FRANGIPANE	UNIFORM SHIRT REIMBURSE	01-250-000-52900	54.00
16352	PENFLEX, INC	LOSA FEES	01-250-000-50377	1,104.00
19297	SHORE TO SHORE RENTAL, INC	PROPANE	01-250-000-54999	112.00
19880	STURGEON BAY UTILITIES	835 N 14TH AVE SALT SHED	01-250-000-56675	5.20
19880		835 N 14TH AVE CITY GARAGE	01-250-000-56675	42.00
19880		DUCK POND	01-250-000-56675	5.20
19880		SUNSET CNTR/NEW CONC	01-250-000-56675	42.00
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	13.00
19880		OTUMBA PARK	01-250-000-56675	5.20
19880		WEST SIDE WARMING HSE	01-250-000-56675	5.20
19880		WEST SIDE FIRE STAT	01-250-000-56675	42.00
19880		WEST SIDE FIRE STAT	01-250-000-56150	117.31
19880		WEST SIDE FIRE STAT	01-250-000-58650	95.37
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	5.20
19880		38 S NEENAH AVE RSTRM/FC	01-250-000-56675	26.00
19880		JAYCEE BALLFLD STAND	01-250-000-56675	13.00
19880		MICH ST J C BALLFLD SPRNK	01-250-000-56675	42.00
19880		WEST SIDE BALLFLD LITES	01-250-000-56675	5.20
19880		916 N 14TH WARNING LIGHT	01-250-000-56150	8.24
19880		COVE RD/ CANAL RD SIREN	01-250-000-56150	14.67
19880		SUNSET PK STAR PLANT	01-250-000-56675	42.00
19880		CHERRY BLSSM PK	01-250-000-56675	13.00
19880		CLAY BANKS SIREN	01-250-000-56150	15.01
19880		835 N 14TH AVE SIGN SHED	01-250-000-56675	5.20
20081	TARGET BANK	BATTERIES/ TANKER #1	01-250-000-53000	191.98
21472	UBS FINANCIAL SERVICES INC.	11 FT- FIRE LOSA CONTRIBS	01-250-000-50377	2,750.00
22750	W A VORPHAL INC	EXTINGUISH RECHARGES	01-250-000-51350	218.70
22800	WALMART COMMUNITY	FLAG/TAPE/RUGS & GARBGE BGS	01-250-000-54999	75.97
23730	WPS	656 S OXFORD AVE	01-250-000-56600	337.87
23755	WISCONSIN STATE FIRE CHIEF ASN	DIETMAN MEMBER DUES	01-250-000-56000	75.00
23755		HERLACHE DUES	01-250-000-56000	75.00
23896	MIKE WRITT	UNIFORM REIMBURSE	01-250-000-52900	99.00
BRIDEN	CARL BRIDENHAGEN	UNIFORM SHIRTS & HAT	01-250-000-52900	40.00
FIRST	FIRST NATIONAL BANK OF OMAHA	DEFIB BATTERY	01-250-000-51350	158.00
FIRST		HERLACHE EMS CONFERENCE	01-250-000-55600	190.00

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PAULCONW	PAUL CONWAY SHIELDS	3 STREAM LITES	01-250-000-51350	357.00
PAULCONW		SHIPPING	01-250-000-51350	22.50
WARNER	WARNER-WEXEL WHOLESAL &	ROLL TOWELS & TOLIET CLEANER	01-250-000-54999	146.92
TOTAL				8,071.43
TOTAL FIRE DEPARTMENT				8,071.43
STORM SEWERS				
04575	DOOR COUNTY HARDWARE	MISC TOOLS	01-300-000-54999	3.48
TOTAL				3.48
TOTAL STORM SEWERS				3.48
SOLID WASTE MGMT/SPRING/FALL				
03075	CARQUEST OF DOOR COUNTY	EXH HUMP HOSE/LEAF VAC TRCK	01-311-000-56250	8.67
TOTAL				8.67
TOTAL SOLID WASTE MGMT/SPRING/FALL				8.67
STREET SWEEPING				
19880	STURGEON BAY UTILITIES	OCT WATER FOR SWEEPER	01-330-000-53050	8.11
TOTAL				8.11
TOTAL STREET SWEEPING				8.11
WEED ABATEMENT				
08225	HERLACHE SMALL ENGINE	POLE PRUNNER REPAIRS	01-340-000-51400	176.54
TOTAL				176.54
TOTAL WEED ABATEMENT				176.54
ROADWAYS/STREETS				
14825	NORTHEAST ASPHALT INC	13.9 TNS COLD MIX PATCH MAT.	01-400-000-52200	1,049.45
ROLAND	ROLAND MACHINERY EXCHANGE	8 SPRAY NOZZLES #24 SM ROLLER	01-400-000-51400	34.32
ROLAND		8 STRAINERS #24 SM ROLLER	01-400-000-51400	106.48
ROLAND		SHIPPING	01-400-000-51400	28.21
TOTAL				1,218.46
TOTAL ROADWAYS/STREETS				1,218.46

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
SNOW REMOVAL				
06012	FASTENAL COMPANY	STAINLESS STEEL BOLTS	01-410-000-51400	1.42
06012		26 GRADE 8 NUTS 5/8"	01-410-000-51400	4.45
06012		NYLOCK	01-410-000-51400	4.17
06012		NYLOCK	01-410-000-51400	8.33
06012		200 5/8" GRADE 8 LOCK WASHES	01-410-000-51400	34.24
13655	MONROE TRUCK EQUIPMENT, INC	HYDR PUMP #18	01-410-000-51400	352.26
13655		HYD MOTOR #18	01-410-000-51400	173.46
13655		SHIPPING	01-410-000-51400	16.00
13825	MORTON SALT	70.74 TONS SALT	01-410-000-52400	3,915.46
GRAY'S	GRAY'S INC.	3-4' PLOW BLADES	01-410-000-51400	300.00
GRAY'S		4-12' PLOW BLADES	01-410-000-51400	1,200.00
GRAY'S		4 CURB GUARDS	01-410-000-51400	260.00
GRAY'S		DELIVERY CHARGE	01-410-000-51400	40.00
R0000655	TRANSMOTION, LLC	HYD NIPPLE #15 LOADER	01-410-000-51400	16.93
R0000655		HYD COUPLERS #15 LOADER	01-410-000-51400	77.50
R0000655		HYDRAULIC NIPPLE	01-410-000-51400	16.93
R0000655		SHIPPING	01-410-000-51400	5.21
TOTAL				6,426.36
TOTAL SNOW REMOVAL				6,426.36

STREET MACHINERY

03075	CARQUEST OF DOOR COUNTY	FUEL FILTERS	01-450-000-52150	8.15
03075		COM & TRACTR BATT	01-450-000-53000	191.98
03075		40# CLAY ABSORBENT	01-450-000-54999	31.60
03075		CORE RETURN	01-450-000-53000	-10.00
03075		CABIN AIR FILTER	01-450-000-52150	9.69
03075		DRIVE ALIGN TENSIONER/UNIT 10	01-450-000-52150	67.88
03075		SWITCH BUTTON	01-450-000-52150	9.91
03075		FITLERS/DIESEL FUEL SUPPLMENT	01-450-000-52150	157.04
03075		FILTERS/OIL/FUEL SUPP/CLNER	01-450-000-52150	492.39
03075		HEADER TAGGED BLADE	01-450-000-52150	35.67
03075		CITROL	01-450-000-52150	39.40
04696	DOOR COUNTY TREASURER	11/13 FUEL 321.90G UNL @3.267	01-450-000-51650	1,051.65
04696		11/13 FUEL 685.60G DSL @ 3.695	01-450-000-51650	2,533.30
06005	FABCO EQUIPMENT INC	2 FUEL FILTERS #13	01-450-000-53000	32.80
06005		2 OIL FILTERS # 13	01-450-000-53000	24.04
06005		SHIPPING	01-450-000-53000	12.28
15995	PACKER CITY INTERNATIONAL, INC	1 CAB AIR FILTER	01-450-000-53000	27.16
15995		SHIPPING	01-450-000-53000	9.70
20725	T R COCHART TIRE CENTER	6 DISMOUNT & MOUNTS/O RINGS	01-450-000-53000	330.00
APPLY MS	APPLIED MSS	3 WEATHER PAK CONNECTORS	01-450-000-53000	28.56
APPLY MS		10 WEATHER PAK PLUGS	01-450-000-53000	16.10
APPLY MS		1 SLEEVE ELECTRICAL TAPE	01-450-000-53000	48.82
APPLY MS		SHIPPING	01-450-000-53000	12.00
QUALITY	QUALITY TRUCK CARE CENTER INC	TURN SIGNAL ASSEMBLY	01-450-000-53000	251.98
QUALITY		SHIPPING	01-450-000-53000	12.50
TOTAL				5,424.60
TOTAL STREET MACHINERY				5,424.60

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY GARAGE				
01469	AIRGAS NORTH CENTRAL	2 TANKS OXYGEN	01-460-000-56250	84.84
01469		1 TANK ACETYLENE	01-460-000-56250	88.18
01469		HAZ MAT CHARGE	01-460-000-56250	4.85
01469		LEASE RENEWAL	01-460-000-58999	195.00
01469		CYL LEASE RENEWAL	01-460-000-58999	101.25
04575	DOOR COUNTY HARDWARE	JIG BLADE & 6' WOOD RULE	01-460-000-52700	2.57
04575		CLEANER	01-460-000-55300	3.49
19880	STURGEON BAY UTILITIES	835 N 4TH AVE SALT SHED	01-460-000-56150	8.35
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	831.68
19880		835 N 14TH AVE CITY GARAGE	01-460-000-58650	51.40
23730	WPS	835 N 14TH AVE CITY GARAGE	01-460-000-56600	2,242.04
VIKING	VIKING ELECTRIC SUPPLY, INC	1-175 WATT BULB	01-460-000-55300	18.13
VIKING		1-175 WATT QUAD BULB	01-460-000-55300	62.99
WARNER	WARNER-WEXEL WHOLESALE &	1 BOX 30 COUNT FLUORSCNT BULBS	01-460-000-55300	98.70
TOTAL				3,793.47
TOTAL CITY GARAGE				3,793.47
HIGHWAYS - GENERAL				
13321	LARRY JENNERJOHN	L JENNERJOHN WRK BOOT REIMB	01-499-000-56800	100.00
19880	STURGEON BAY UTILITIES	TREC WARN LCT ELM CTY C	01-499-000-58000	2.75
19880		OLD HWY RD SIGN	01-499-000-58000	11.28
DELCHAMB	TOM DELCHAMBRE	DELCHAMBRE WRK BOOT REIMB	01-499-000-56800	100.00
MACCOUX	PHIL MACCOUX	MACCOUX WRK BOOT REIMBURSE	01-499-000-56800	100.00
POLLOCK	DALE POLLOCK	POLLOCK WORK BOOT REIMBURSE	01-499-000-56800	100.00
WIEGAND	STEVE WIEGAND	WIEGAND WRK BOOT REIMBURSE	01-499-000-56800	100.00
TOTAL				514.03
TOTAL HIGHWAYS - GENERAL				514.03
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	11/13 BOB CELL SERVICE	01-500-000-58250	48.75
03133		11/13 SWYR DCK CELL SERVICE	01-500-000-58250	14.03
03133		11/13 CELL SERVICE	01-500-000-58250	13.04
03767	STAPLES ADVANTAGE	OFFICE SUPPLIES	01-500-000-51950	169.86
03767		INK	01-500-000-51250	97.78
22800	WALMART COMMUNITY	BATTERIES	01-500-000-51950	25.38
22800		PENCILS,BATTERIES & QTIPS	01-500-000-51950	50.79
23715	WISCONSIN PARK & REC ASSN	2014 WPRA MEMBERSHIP	01-500-000-56000	150.00
TOTAL				569.63
TOTAL PARK & RECREATION ADMIN				569.63
PARKS AND PLAYGROUNDS				
01766	AURORA MEDICAL GROUP	MRO REVIEW FEE	01-510-000-57100	8.00
03133	CELLCOM WISCONSIN RSA 10	INVOICE PD	01-510-000-54999	-49.95
04545	DOOR COUNTY COOPERATIVE	HAND WEDGES	01-510-000-54999	2.24

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04545		BATTERIES	01-510-000-54999	9.24
04545		12 FENCE POSTS	01-510-000-54999	16.09
04575	DOOR COUNTY HARDWARE	PLUMBING SUPPLY/ OTMBA TOILET	01-510-000-51850	3.29
04575		CREDIT RETURN PLUMB SUPPLY	01-510-000-51850	-3.29
04575		PAINT ROLL COVER/PBI ROOFS	01-510-000-52100	6.49
04575		CABLE HOOKS	01-510-000-54999	8.97
04575		PLIERS/RULER/SCW DRIVER	01-510-000-51850	56.95
04696	DOOR COUNTY TREASURER	11/13 MUN 313.70 G @3.2670	01-510-000-51650	1,024.86
04696		11/13 MUN 8.70G DSL @3.6950	01-510-000-51650	32.15
04966	EAGLE MECHANICAL INC	TOILET REPAIR KIT	01-510-000-54999	53.88
06012	FASTENAL COMPANY	GLOVES	01-510-000-52350	38.32
06012		CHRRY BLSSM DOOR HARWARE	01-510-000-54999	2.52
13075	SHAWN MADDEN	MADDEN SAFETY GLASS REIMBURSE	01-510-000-56800	100.00
19070	SCHARTNER IMPLEMENT INC	MC28 GAS CAP	01-510-000-53000	18.05
19880	STURGEON BAY UTILITIES	SUNSET CNTR/NEW CONC	01-510-000-56150	51.10
19880		SUNSET CNTR/NEW CONC	01-510-000-58650	51.40
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	29.67
19880		OTUMBA PARK	01-510-000-56150	8.24
19880		WEST SIDE WARMING HSE	01-510-000-56150	26.29
19880		WEST SIDE WARMING HSE	01-510-000-58650	0.60
19880		JAYCEE BALLFLD STAND	01-510-000-56150	10.94
19880		OTUMBA PK WALKWAY LITES	01-510-000-56150	43.99
19880		OTUMBA PK/STREET LTG	01-510-000-56150	150.98
19880		FLORIDA ST/SUNSET PK	01-510-000-56150	15.57
19880		CHERRY BLSSM PK	01-510-000-56150	8.24
19880		835 N 14TH AVE SIGN SHED	01-510-000-56150	21.77
20725	T R COCHART TIRE CENTER	USED TIRE & DISPOSAL	01-510-000-53000	32.00
23730	WPS	MEM FLD 335 S 14TH AVE	01-510-000-56600	301.17
		TOTAL		2,079.77
		TOTAL PARKS AND PLAYGROUNDS		2,079.77
MUNICIPAL DOCKS				
04575	DOOR COUNTY HARDWARE	WATR GAUGE/ STNE HRBR WINTRIZE	01-550-000-51850	15.99
04575		PLUG/ SWYR WTR LINE REPAIR	01-550-000-51850	4.58
04575		STAPLE/ SWYR WTR LINE REPAIRS	01-550-000-51850	3.99
04575		KEYS/ SWYER BATHROOM	01-550-000-51850	8.94
04575		CREDIT RETURN	01-550-000-51850	-4.58
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	351.53
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	9.02
19880		38 S NEENAH AVE RSTRM/FC	01-550-000-56150	171.61
19880		38 S NEENAH AVE RSTRM/FC	01-550-000-58650	28.92
23730	WPS	36 S NEENAH AVE	01-550-000-56600	13.06
		TOTAL		603.06
		TOTAL MUNICIPAL DOCKS		603.06
WATER WEED MANAGEMENT				
03075	CARQUEST OF DOOR COUNTY	DOOR HANDLE WTR WEED TRCK	01-560-000-51400	14.18
03075		AIR FILTERS	01-560-000-51400	17.00

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
03075		AIR FILTERS	01-560-000-51400	34.00
06012	FASTENAL COMPANY	DRILL BIT SET	01-560-000-54999	99.00
20725	T R COCHART TIRE CENTER	4 TIRES AND DISPOSALS	01-560-000-51400	1,120.00
TOTAL				1,284.18
TOTAL WATER WEED MANAGEMENT				1,284.18
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	ELECT TAPE & LITES/ XMAS TREE	01-570-000-51750	22.27
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY LIGHTS	01-570-000-56150	35.20
19880		DC MUSEUM PKG LOT LIGHTS	01-570-000-56150	199.10
TOTAL				256.57
TOTAL WATERFRONT PARKS & WALKWAYS				256.57
COMMUNITY & ECONOMIC DEVLPMT				
13582	WIS COMMERCIAL PORTS ASSOC.	2013 ASSOCIATION DUES	01-900-000-56000	100.00
13582		2014 ASSOCIATION DUES	01-900-000-56000	100.00
14401	CHERYL NAULT	NAULT 2013 MILEAGE REIMB	01-900-000-55600	62.72
TOTAL				262.72
TOTAL COMMUNITY & ECONOMIC DEVLPMT				262.72
TOTAL GENERAL FUND				72,446.99
CAPITAL FUND				
COMPUTER				
03101	CDW GOVERNMENT, INC.	3 MONITORS	10-125-000-59040	382.71
03101		EPSON PRINTER/COM DEV	10-125-000-59040	280.00
03101		11WYSE THIN CLIENTS	10-125-000-59040	3,177.02
03101		3 HP COMPUTERS	10-125-000-59040	2,672.22
TOTAL				6,511.95
TOTAL COMPUTER				6,511.95
PATROL				
04696	DOOR COUNTY TREASURER	TECH SUPPORT/PORT SEC GRANT	10-215-000-59999	5,648.10
TOTAL				5,648.10
TOTAL PATROL				5,648.10
TOTAL CAPITAL FUND				12,160.05

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
02975	CAMERA CORNER	CAMERA, CAMCORD & MONITOR	21-000-000-59070	4,415.97
03159	CHARTER COMMUNICATIONS	12/13 CB MUSIC SERVICE	21-000-000-56700	33.23
MANN	MANN COMMUNICATIONS, LLC	01/07/14 CONTRACT	21-000-000-55015	4,685.00
MANN		LEVENDUSKY C.C PREVIEW/OCT 13	21-000-000-58999	52.50
MANN		DVD DUBS TO LIBRARY /OCT 13	21-000-000-58999	45.00
MANN		LEVENDUSKY C.C PREVIEW/NOV 13	21-000-000-58999	52.50
MANN		DVD DUBS TO LIBRARY/ NOV 13	21-000-000-58999	45.00
MANN		DVD DUBS TO LIBRARY/DEC 13	21-000-000-58999	60.00
MANN		MILEAGE TO MILWAUKEE	21-000-000-55600	168.37
TOTAL CABLE TV / GENERAL				9,557.57
TOTAL CABLE TV / GENERAL				9,557.57
TOTAL CABLE TV				9,557.57
TID #3 DISTRICT				
TID #3 DISTRICT				
16555	PINKERT LAW FIRM, LLP	T3 NOV 2013 LEGAL FEES	27-330-000-55001	195.00
TOTAL				195.00
TOTAL TID #3 DISTRICT				195.00
TOTAL TID #3 DISTRICT				195.00
TID #4 DISTRICT				
TID #4 DISTRICT				
16555	PINKERT LAW FIRM, LLP	NOV 2013 T4 LEGAL	28-340-000-55001	1,305.50
AYRES	AYRES ASSOCIATES, INC	PROF SERV THRU 11.30.13	28-340-000-59130	1,341.42
TOTAL				2,646.92
TOTAL TID #4 DISTRICT				2,646.92
TOTAL TID #4 DISTRICT				2,646.92
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
02220	BAYLAKE BANK	REFUSE TRCK LOAN FEE	60-000-000-58999	250.00
04603	HALRON LUBRICANTS INC	55 GAL DRUM DEF	60-000-000-51650	140.12
04603		CORE RETURN	60-000-000-51650	-20.00
04696	DOOR COUNTY TREASURER	11/13 FUEL 982.49 G DSL @3.695	60-000-000-51650	3,630.29
DC WASTE	DOOR COUNTY WASTE & RECYCLING	188.96 TONS @ \$58.07/TON	60-000-000-58300	10,972.91
DC WASTE		79.76 TONS @ \$13.18/TON	60-000-000-58350	1,051.26
TRI CITY	TRI CITY GLASS	REPLACE PASS SIDE WHINDSHIELD	60-000-000-53000	176.66
TOTAL SOLID WASTE ENTERPRISE FUND				16,201.24
TOTAL SOLID WASTE ENTERPRISE FUND				16,201.24
TOTAL SOLID WASTE ENTERPRISE				16,201.24
TOTAL ALL FUNDS				113,207.77

MANUAL CHECKS

DOOR COUNTY TREASURER 12/12/13 Check #73899 Tax payment 01-000-000-24310	\$ 147.39
MINNESOTA LIFE INSURANCE 12/20/13 Check #73967 December Life Insurance 01-600-000-50552	\$ 1,703.31
SOUTHERN DOOR SCHOOL 12/20/13 Check #73968 Mobile Home Tax Payment 01-000-000-41300	\$ 229.43
STURGEON BAY SCHOOLS 12/20/13 Check #73969 Mobile Home Tax Payment 01-000-000-41300	\$ 3,084.54
PITNEY BOWES 12/30/13 Check # 73973 Postage 01-199-000-57250	\$ 500.00
PENINSULA TITLE 12/31/13 Check #73974 Ladderhouse Loan Closing 30-000-000-58960	\$200,000.00
McCLONE 01/02/14 Check # 73975 Short and Loan Term Disability Binder 01-000-000-21540	\$2,043.12
VISION INSURANCE PLAN of AMERICA 01/02/14 Check # 73976 Vision Binder 01-000-000-21540	\$710.10
TOTAL MANUAL CHECKS	\$208,417.89

DATE: 01/02/2014
TIME: 11:38:23
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/07/2014

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	72,446.99	280,864.88
CAPITAL FUND	12,160.05	
CABLE TV	9,557.57	
TID #3 DISTRICT	195.00	
TID #4 DISTRICT	2,646.92	
SOLID WASTE ENTERPRISE	16,201.24	
TOTAL ---- ALL FUNDS	113,207.77	321,625.66

COMMON COUNCIL
December 17, 2013

A regular meeting of the Common Council was called to order at 6:48 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Wiegand, Vandertie, Wiesner, Stutting, Fett and Schlicht were present. Ireland was excused.

Wiegand/Fett to adopt agenda. Carried.

Stutting/Schlicht to approve following bills: General Fund - \$149,600.83, Capital Fund - \$322.20, Cable TV - \$133.27, TID #3 - \$22,300.00, TID #4 - \$118,399.66, and Solid Waste Enterprise Fund - \$982.94 for a grand total of \$291,738.90. Roll call: All voted aye. Carried.

Fett/Schlicht to approve consent agenda:

- a. Approval of 12/3/13 regular Common Council minutes.
- b. Approval of following minutes:
 - (1) Waterfront Design Review Board – 11/18/13
 - (2) Industrial Park Development Review Team – 11/20/13
 - (3) Personnel Committee – 11/25/13
 - (4) Zoning Board of Appeals – 11/25/13
 - (5) Finance/Purchasing & Building Committee – 11/26/13
 - (6) Personnel Committee – 12/10/13
 - (7) Revolving Loan Review Committee – 12/11/13
- c. Place on file the following reports:
 - (1) Inspection Report – November 2013
 - (2) Police Department Report – November 2013
 - (3) Bank Reconciliation – November 2013
 - (4) Revenue & Expense Report – November 2013
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Personnel Committee recommendation re: Adopt City of Sturgeon Bay Personnel Policies & Employee Handbook.

Carried.

There were no mayoral appointments.

Wiegand/Schlicht to approve the preliminary resolution declaring intent to levy special assessments under Municipal Police Powers Pursuant to Section 66.0703, Wis. Stats. – Sewer & Watermain installation/extension to service the Maritime Plaza Development. Carried.

RECOMMENDATION

We, the Sturgeon Bay Revolving Loan Fund Committee, hereby recommend that a loan of \$200,000 be approved for Ken Glasheen and Steve Sauter DBA The Ladder House to be used for the purchase of 38 South Third Ave., Sturgeon Bay, WI and that the loan be approved subject to the following conditions:

- A. Interest Rate: 3.0%
- B. Term of Loan: 5 Years with a 15 -Year Amortization Period.
- C. Monthly payments of interest only for three months followed by principal and interest payments to the City of Sturgeon Bay until the loan is paid in full.
- D. The collateral for the loan will be a second mortgage on the property located at 38 South Third Avenue behind a loan from a commercial bank not to exceed \$250,000.00.

- E. The applicant will enter into a General Business Security Agreement, subordinate to the 1st mortgage holder. The applicant will also enter into an assignment of rents and leases.
- F. Kenneth Glasheen and Steve Sauter shall sign unlimited personal guarantees with spousal consents.
- G. The borrower shall secure other private financing not to exceed \$250,000.00 and contribute equity in the amount of \$50,000.
- H. The borrower shall obtain and keep insurance on all equipment and the real estate, with the City of Sturgeon Bay listed as loss payee.
- I. The applicant will create 16 FTE (full-time equivalency) jobs within three years of loan closing of which at least 51% shall be held or made available to persons of low to moderate income.
- J. The applicant shall provide the City's Loan Administrator with annual business income tax returns and financial statements by April 15th of each year.
- K. The applicant will pay all out-of-pocket loan-processing costs at closing including attorney fees for loan documentation.
- L. The applicant shall submit a complete application package, to the satisfaction of William Chaudoir, Executive Director, DCEDC.
- M. The loan recipient's business location must remain in the City of Sturgeon Bay or the loan immediately becomes due and payable.
- N. This commitment is valid for a 60-day period at which time the loan shall be closed or this commitment is null and void.

We further recommend that the City Attorney be authorized to prepare the loan agreement, promissory note, security instrument and other necessary legal documents and that the Mayor and City Clerk be authorized to sign the necessary documents to implement this action.

STURGEON BAY REVOLVING LOAN FUND COMMITTEE

By: Mike Gilson, Chr.

Carried.

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

A public hearing re: Vacating & Discontinuance of Certain Streets was opened at 7:02 pm and declared closed at 7:10 p.m. John Kolodziej, 842 Louisiana Street (representing the Door County YMCA Board) and Mark Holey, 410 North 19th spoke during the public hearing.

Wiegand/Stutting to adopt the Alternate Resolution which does not vacate a portion of Iowa Street and vacates a portion of 19th Drive and Iowa Street. Community Development Director Olejniczak summarized the resolution. Discussion took place regarding the desire of the YMCA and the desire of the neighbors. Vandertie/Schlicht to refer this matter back to the City Plan Commission. After further discussion, Vandertie and Schlicht withdrew their motion. Vote taken on the original motion. Carried.

No one spoke during public comment.

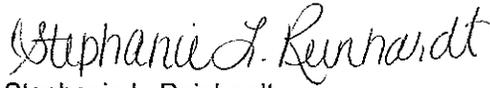
The Mayor made his comments.

After the Mayor announced the statutory basis, Schlicht/Fett to convene in closed session in accordance with the following exemption: Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session – Wis. Stats. 19.85(1)(e) – Consideration of: Collective bargaining agreements. Roll call: All voted aye. Carried. The meeting moved to closed session at 7:27 p.m. and reconvened in open session at 7:46 p.m.

Wiegand/Schlicht to approve the three bargaining agreements between the City of Sturgeon Bay and: LOCAL 1658, STURGEON BAY CITY EMPLOYEES, AFSCME, AFL-CIO; STURGEON BAY FIREFIGHTERS ASSOCIATION, LOCAL 2682 IAFF-CIO-CLC; and STURGEON BAY PROFESSIONAL POLICE OFFICERS' UNION WISCONSIN PROFESSIONAL POLICE ASSOCIATION/LEER DIVISION LOCAL 449. Carried.

Wiegand/Schlicht to adjourn. Carried. The meeting adjourned at 7:47 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, December 5, 2013

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:08 p.m. by Chairperson Bob Schlicht in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Bob Schlicht, Paul Anschutz, Rhonda Kolberg, Randy Watermolen, and Tony Depies were present. Members Laurel Brooks and Leni Spaude were absent. Member Nathan Hayes was excused. Also present were Municipal Secretary Colleen DeGrave and Police Assistant Candy Jeanquart.

Adoption of agenda: Moved by Mr. Depies, seconded by Mr. Watermolen to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from October 3, 2013.
 4. Consideration of: Criteria and goal setting for future meetings.
 5. Discussion of: Grant application updates.
 6. Discussion of: Door County bicycle issues updates.
 7. Consideration of: Safety and education programs.
 8. Consideration of: Bicycle and pedestrian 2014 budget/grant requests.
 9. Adjourn.
- All in favor. Carried.

Approval of minutes from October 3, 2013: Moved by Mr. Depies, seconded by Mr. Schlicht to approve the minutes from October 3, 2013. All in favor. Carried.

Consideration of: Criteria and goal setting for future meetings: Mr. Schlicht asked the members what the future goals of the Bicycle and Pedestrian board should be.

Mr. Anschutz requested setting a goal to improve the lines on the road to be more visible to the community and to add street lights. There was a discussion of trying a higher visibility or longer lasting paint. Mr. Depies suggested keeping the discussion on lights and lane improvements to the projects planned for 2015.

Mr. Schlicht requested setting a goal to educate the public to build support of biking in the community. Mr. Schlicht stated it can further be discussed in agenda item 7: Consideration of: Safety and Education programs.

Mr. Anschutz suggested completing the project of the Ahnapee bike trails. Mr. Watermolen suggested having specific recreational trails for pedestrians, such as a mountain biking trail. Mr. Depies stated the master plan has been completed and

approved by council. Mr. Depies explained work that can be implemented is based on the budget as well as the planning reports.

Mr. Schlicht asked the members of the board to bring final goals to the next meeting to be presented. Mr. Depies is going to put together a road review check list for the roads in the 2014 project plan to assist the board members with their review.

Discussion of: Grant Application updates: Mr Depies informed the board that the city has been authorized by the DOT to hire a consultant to help with the approval process and get the construction started as soon as possible on the SRTS grant. Even with consultant help construction will not start until 2015.

The DOT is accepting applications for their Transportation Alternatives Program(TAP) Grant. Mr. Depies has contacted Baudhuin Inc., the engineer for the Egg Harbor Road project, to explore the likelihood of TAP funding, because it is the only project large enough to meet the \$300,000 minimum project value to be eligible for funding.

Discussion of: Door County bicycle issues updates: Mr. Schlicht asked the members if there are any updates or any questions. Mr. Anschutz explained that he is working with International Mountain Biking Association and will keep the members updated.

Mr. Depies left at 4:52. He explained that he would provide information for Agenda item 8: Consideration of: Bicycle and Pedestrian 2014 budget/grant requests per email to the board members.

Consideration of: Safety and education programs: Mr. Schlicht asked the members if there are any planned events.

Mr. Anschutz suggested working with the Sturgeon Bay Police Department and working with the Share and Beware Program. He indicated there are programs where they will come to schools to educate both adults and children. Mr. Schlicht asked Mr. Anschutz to gather information for the next meeting.

Mr. Schlicht asked the members for suggestions on what type of education can be offered to increase adult awareness, such as mailings. Ms. Kolberg indicated that we need to approach them so it appeals to their needs to help them understand what the bicycle and pedestrian committee is about. Mr. Schlicht is going to contact Jessica Binder at the Wisconsin Bike Federation.

Ms. Kolberg brought an idea of giving blinking lights that attach to shoes, school bags, handlebars, etc. Mr. Schlicht is going to talk to the Sturgeon Bay Utilities to see if they would be interested in helping to fund this project. It was suggested to speak with the Sturgeon Bay Police Department to have the officers hand them out to kids when they are out in the community. Ms. Kolberg quoted a price of \$937.00 for 250 and \$1,750.00 for 500 blinking red and white lights.

Consideration of: Bicycle and Pedestrian 2014 budget/grant requests:

The 2014 capital and operating budget has been approved at this time. The board needs to discuss what items they want to be added to the 2015 budget before August of 2014.

Adjourn: Moved by Ms. Kolberg, seconded by Mr. Watermolen, to adjourn. All in favor. Carried. Meeting adjourned at 5:38 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Candy Jeanquart".

Candy Jeanquart
Police Assistant

FINANCE/PURCHASING & BUILDING COMMITTEE
December 10, 2013

A meeting of the Finance/Purchasing & Building Committee was called to order at 6:25 p.m. by Chairperson Stutting in the Council Chambers, City Hall, 421 Michigan Street. Roll call: Members Stutting and Schlicht were present, Alderperson Wiegand was excused. Also present: Alderperson Fett, City Administrator McNeil, Police Chief Porter, Municipal Services Director Bordeaux, Crew Supervisor Shefchik and Finance Director/City Treasurer Clarizio.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Marina Slip Fees
4. Consideration of: 2014-2016 Harmony on the Bay Contracts
5. Review of unfinished business list.
6. Review bills.
7. Adjourn.

Carried.

The Committee reconsidered the marina slip fees they considered at their meeting dated November 12, 2013. The Committee briefly discussed the concern they expressed at the previous meeting in regard to the City's preference that the City not be in direct competition with the "for profit" marinas. Due to the Committee's aforementioned concern, Municipal Services Director Bordeaux surveyed the marinas in the area in regard to their rate structure and amounts. Based upon the results, staff recommends a weekly rate in the amount of \$1.30 per foot per day and a monthly rate of \$.95 per foot per day.

A motion was made by Alderperson Schlicht, seconded by Alderperson Stutting to forward a resolution to the Common Council to set the weekly and monthly marina fees as follows. Carried.

<u>Fee</u>	<u>Proposed Rate</u>
Weekly Slip Rental	\$1.30 per foot per day plus tax
Monthly Slip Rental	\$.95 per foot per day plus tax

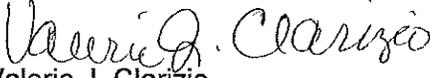
Alderperson Schlicht mentioned how pleased he is with the Harmony by the Bay concert series program. Additionally, he sees no reason to change the contracted service provider at this time, as Mr. Truckey, S.R.O. Events, Inc., has offered to extend his contract for an additional three year period with no compensatory increases during that timeframe. A motion was made by Alderperson Schlicht, second by Alderperson Stutting to recommend to the Common Council to renew the personal services contract with S.R.O. Events Inc. (Jim Truckey), for the management of the Harmony by the Bay concert series program for a three period beginning in 2014 and ending in 2016, in an amount of \$26,900 for each year. Carried.

The Committee reviewed the unfinished business list. City Administrator McNeil informed the Committee that staff is working with DCEDC to develop a new Industrial Park Policy which he plans to present to the Committee in the near future.

A motion was made by Alderperson Schlicht, seconded by Alderperson Stutting to accept the bills as presented and forward to the Common Council for payment. Carried.

A motion was made by Alderperson Schlicht, seconded by Alderperson Wiegand to adjourn. Carried. The meeting adjourned at 6:30 p.m.

Respectfully submitted,


Valerie J. Clarizio
Finance Director/City Treasurer

BOARD OF PUBLIC WORKS
December 17, 2013

A meeting of the Board of Public Works was called to order by Chairperson Schlicht at 6:04 p.m. Roll call: Members Wiegand, Wiesner, Stutting, Fett, Schlicht, and Mayor Birmingham were present. Vandertie & Ireland were excused.

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

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Five Year Capital Improvement Plan.
5. Adjourn.

Carried.

City Engineer Depies presented the five year capital improvement plan which includes projects from 2014 through 2018. Depies reviewed the specific 2014 projects which include: N. 3rd Ave from Iowa Street to Florida Street; N. 14th Ave from Michigan Street to 1,000 feet north of Michigan Street; W. Juniper Street from N. Hudson Ave to N. Fulton Ave; W. Spruce Drive from S. Duluth Ave to S. Geneva Ave; S. Elgin Court from W. Spruce Drive to End; Thorn Street from Oxford Ave to Marina View Subdivision (350'); Circle Ridge Road from Circle Ridge Place to State Highway 42/57; Michigan Street from 4th to 18th Ave. The review of these projects included estimated costs and the work that was anticipated to be performed.

Discussion took place regarding Pine Street (2018) in comparison to other street that are scheduled to be repaired and whether there would be any money left in 2014 to do some smaller projects later in the fall.

Discussion took place regarding 18th Ave from Florida to Alabama and the fact that it was not on the list, that it is one of the most developable parcels in the City, and that the Town of Sturgeon Bay would need some notice regarding a street project.

Discussion also took place regarding the road by the soccer field and considering whether or not to upgrade the road if the street would be vacated.

Wiegand/Mayor Birmingham to approve the 2014 projects as presented. Carried.

Moved by Ald. Stutting, seconded by Ald. Wiesner to adjourn. Carried. The meeting adjourned at 6:42 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

BEVERAGE OPERATOR LICENSES

1. Hitzman, Casandra J.
2. Kerscher, Jamie N.

8.

8.

Stephanie L. Reinhardt
City Clerk



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

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

Visit our website at: www.sturgeonbaywi.org

TO: Mayor & Common Council
FROM:  Stephanie L. Reinhardt, City Clerk
DATE: December 31, 2013
RE: Spring Primary

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

The State Statutes require that the Common Council must decide "not later than" three days after the filing deadline which is January 7, 2014. It would be appropriate for the Council to make a decision as to whether to hold a primary if three or more candidates qualify for an office(s).

NOTICE OF PUBLIC HEARING
ON SPECIAL ASSESSMENTS

PLEASE TAKE NOTICE, that the Common Council of the City of Sturgeon Bay has declared its intention to exercise its police power in accordance with 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by the improvement of the following streets and the installation Sanitary Sewer and Watermains thereon:

ASSESSMENT DISTRICT

A tract of land located in the west $\frac{1}{2}$ of the southwest $\frac{1}{4}$ of Section 12, Township 27 North, Range 26 East, City of Sturgeon Bay, Wisconsin, including Lots 1-6 of Maritime Landing Subdivision, and Lots 1-4 of Certified Survey #2414 recorded in Volume 14 of Certified Survey Map, Page 235, the right-of-ways of Grant Avenue, East Vibernum Street, and Sycamore Street and more particularly described as follows.

Commencing at the southwest corner of Section 12, thence N 01°55'52" W along the west line of southwest $\frac{1}{4}$ of Section 12 97.03 feet to the point of beginning, thence continue N 01°55'52" W along said west line 1461.51 feet to the northwest corner of Lot 1 of Maritime Landing Subdivision, thence N 88°04'08" E 628.92 feet to the northeast corner of Lot 5 of Maritime Landing Subdivision, thence S 00°46'24" E 141.95 feet, thence S 63°57'53" E 20.00 feet, thence southerly along the arc of a 185.00 foot radius curve to the left (delta angle = 26°48'31" , chord bearing S 12°37'51.5" W 85.77 feet) 86.56 feet, thence S 00°46'24" E 15.50 feet to the southeast corner of said Lot 5, thence N 89°13'36" E 239.93 feet to the northeast corner of Lot 6 of Maritime Landing Subdivision, thence S 01°33'07" E 1226.25 feet to the southeast corner of Lot 3 of Certified Survey #2414, thence S 89°22'08" W along the northerly right-of-way line of S.T.H. "42-57" 853.83 feet to the point of beginning.

Said tract contains 27.63 acres of land.

The report of the City Engineer and/or the Sturgeon Bay Utilities showing proposed plans and specifications, estimated cost of improvements and proposed assessment is on file in the Clerk's Office and may be inspected there during any business day between the hours of 8:00 A.M. and 4:30 P.M.

You are further notified that the Common Council of the City of Sturgeon Bay will hear all interested persons, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing the assessments and the report of the City Engineer and/or Sturgeon Bay Utilities at 7:00 P.M., or shortly thereafter on the 7th day of January 2014 in the Council Chambers in City Hall, 421 Michigan St. All objections will be considered at this hearing and thereafter the amount of the assessments will be finally determined.

The assessments may be deferred and also the assessment may be subject to installment payment privileges. The determination of whether or not an assessment is deferrable or subject to installment payments will be determined by the Common Council. Persons interested in obtaining a deferment should do so in writing at the office of the City Clerk.

Dated this 18th day of December 2013.

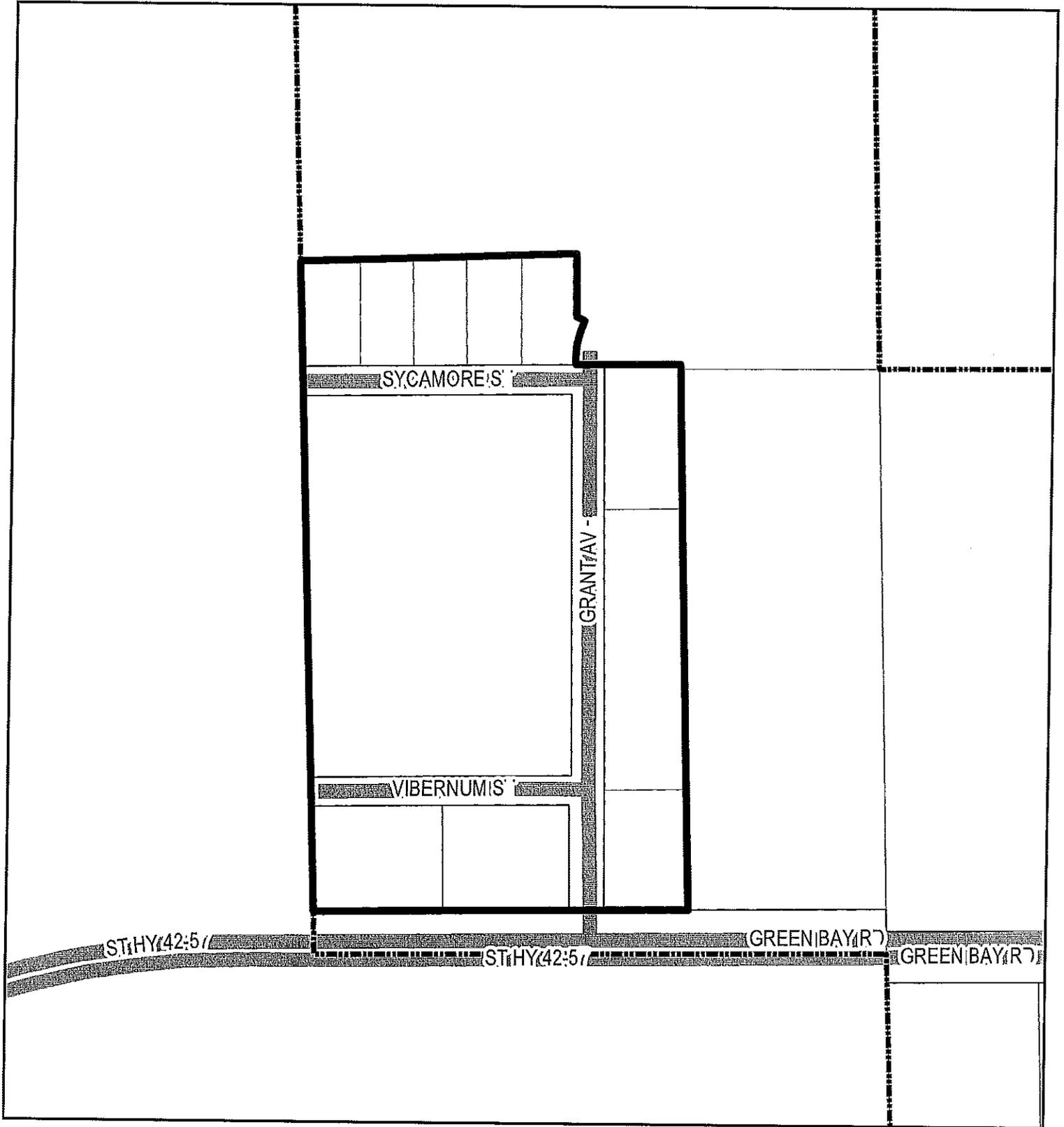
Stephanie L. Reinhardt
City Clerk

Schedule of Assessments - Maritime Plaza/Maritime Landing

Parcel #	Property Owner	Proposed Assessment	Payments Received to Date	Balance Due	
281-66-12003301	Veritas Asset Holdings, LLC	227,131.28	0.00	227,131.28	
281-66-12003301A	Veritas Asset Holdings, LLC	30,918.39	0.00	30,918.39	
281-66-12003301B	Randy & Paula Dvorak, LLC	30,738.22	30,738.22	0.00	Paid in full
281-66-12003301C	Veritas Asset Holdings, LLC	22,053.68	0.00	22,053.68	
281-66-12003301D	Veritas Asset Holdings, LLC	24,756.34	0.00	24,756.34	
281-66-1227250001	Harbor Winds Apartments, LLC	3,719.12	3,719.12	0.00	Paid in full
281-66-1227250002	Harbor Winds Apartments, LLC	3,719.14	3,719.14	0.00	Paid in full
281-66-1227250003	Harbor Winds Apartments, LLC	3,719.14	3,719.14	0.00	Paid in full
281-66-1227250004	Harbor Winds Apartments, LLC	3,719.14	3,719.14	0.00	Paid in full
281-66-1227250005	Harbor Winds Apartments, LLC	3,719.14	3,719.14	0.00	Paid in full
281-66-1227250006	Veritas Asset Holdings, LLC	24,756.34	0.00	24,756.34	
	Total	378,949.93	49,333.90	329,616.03	
				329,616.03	

12/18/2013

Location Map Public Hearing Maritime PLaza Special Assessment District



Subject Area

Note: Public Hearing to be held on January 7, 2014



RESOLUTION

WHEREAS, the Common Council of the City of Sturgeon Bay has determined that it is in the best interests of the City of Sturgeon Bay to charge Marina Slip Rental fees.

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

<u>Type</u>	<u>Fee</u>
Weekly Slip Rental	\$1.30 per foot per day plus tax
Monthly Slip Rental	\$.95 per foot per day plus tax

Introduced by _____.

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

Passed by the Council on the _____ day of _____, 2013.

Executive Summary

Title: Stone Harbor dockage rates

Background: In 2012 the City of Sturgeon Bay took over the operation of Stone Harbor Marina, at that time the only fee was a per foot per day fee. In 2013 we added a \$2,500.00 seasonal fee. (May through October) In 2013 we had numerous boaters ask about weekly or monthly fees. After some research we found that area marinas had some type of weekly or monthly fee and they are as follows;

Bay Marine

Weekly rate \$1.25 per foot per day

Monthly rate .90 per foot per day

Center Pointe Marina

Weekly rate \$2.00 per foot per day Sunday through Thursday

\$ 2.25 per foot per day Friday and Saturday

Quaterdeck

Weekly rate \$1.40 per foot per day with a 30 foot minimum charge

Fiscal Impacts: Unable to determine at this time

Options: 1) Set weekly and monthly rate for Stone Harbor Marina
2) Set weekly or monthly rate
3) Continue to operate as is

Recommendation: Staff recommends setting a weekly rate of \$1.30 per foot per day and a monthly rate of .95 per foot per day.

Prepared By:



Bob Bordeau
Municipal Services Director

Date:

12/4/2013

Reviewed By:



Valerie Clarizio
Finance Director/City Treasurer

Date:

12/4/13

Reviewed By:



Steven McNeil
City Administrator

Date:

12/4/13

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend renew the personal services contract with S.R.O. Events Inc. (Jim Truckey), for the management of the Harmony by the Bay concert series program for a three period beginning in 2014 and ending in 2016, in an amount of \$26,900 for each year.

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

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 10, 2013

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Common Council on the _____ day of _____,
2013.

EXECUTIVE SUMMARY

Title: 2014 Harmony by the Bay Concerts

Background: The City of Sturgeon Bay has been providing concerts for its residents for the past few years. The 2013 Harmony by the Bay Concert series was the most successful so far. City staff and several elected officials have received compliments on the series and the promoter, Jim Truckee of SRO Promotions. The contract with SRO Promotions has expired. Staff met with Mr. Truckee and he has agreed to extend his contract for a three year period at a fee of \$26,900.00, the same fee as 2013 and with no increase during the three year period.

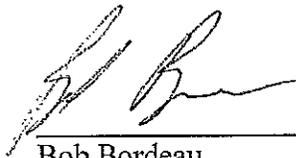
Fiscal Impacts: \$26,900

Options:

- 1) Enter into three year contract with SRO Promotions
- 2) Bid out concert series

Recommendation: Staff recommends entering into a three year contract with SRO Promotions.

Prepared By:

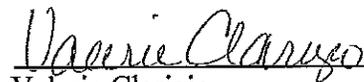


Bob Bordeau
Municipal Services Superintendent

Date:

12/4/2013

Reviewed By:

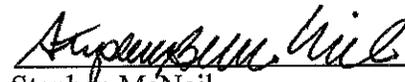


Valerie Clarizio
Finance Director/City Treasurer

Date:

12/4/13

Reviewed By:



Stephen McNeil
City Administrator

Date:

12/4/13

PERSONAL SERVICES CONTRACT

AGREEMENT made this 25th day of January, 2013, by and between the CITY OF STURGEON BAY, a Wisconsin municipal corporation, c/o Stephanie Reinhardt, City Clerk, 421 Michigan, Sturgeon Bay, Door County, Wisconsin 54235, hereafter referred to as CITY, and S.R.O. Events Inc., hereafter referred to as CONTRACTOR, for the purpose of defining the terms and conditions of personal services to be rendered for the CITY by the CONTRACTOR.

RECITALS:

WHEREAS, the CITY is in need of procuring certain personal services which are specifically defined as follows:

To provide professional services as event manager to provide and manage the musical talent for the 2013 Harmony by the Bay Summer Concert Series which will run for eleven weeks with eight artists/groups being booked by the event manager, and three additional Door County Maritime Museum events which shall be booked by CONTRACTOR in coordination with the Door Council Maritime Museum.

AND WHEREAS, the CONTRACTOR represents that it is ready, willing, and capable of providing said services to the City on the terms and conditions set forth below.

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. CONTRACTOR shall perform and provide the following:

1. **EVENT PRODUCTION.** CONTRACTOR shall professionally produce eleven concerts at Martin Park in Sturgeon Bay, Wisconsin on consecutive Wednesday evenings from 7:00 to 9:00 p.m. beginning June 19, 2013 and ending on August 28, 2013. Three of the concerts shall be booked as Maritime Museum Events with the Maritime Museum selecting the artists of their choice within the price range provided by CONTRACTOR. CONTRACTOR will also be responsible for booking eight other artists/groups to perform and will coordinate the dates with the three Maritime Events throughout the series.
2. **VENUE.** CITY has provided a stage sufficient for the needs under this agreement. CONTRACTOR shall secure an alternate venue (capable of handling at least 200 spectators) in case of inclement weather.

3. TALENT BOOKING. CONTRACTOR shall book artists that represent different genres which shall be family friendly in nature as not to play music that may be perceived as lewd or offensive by anyone. Artists booked shall include: 1 national touring artist, 4 mid-west touring artists, 3 northeast Wisconsin artists, and 3 local artists for the Maritime Museum Events. Artist selections must be reviewed and approved by the Municipal Service Superintendent or designee prior to booking. CONTRACTOR shall have one artist on retainer for the eight concerts in the event that an artist that was booked is unable to perform
4. SOUND AND LIGHT SERVICES. CONTRACTOR shall secure sound and light services for all eleven concerts, with all sound system equipment and needs to cover 100 decibels throughout venue, including all microphones, stands, cables, monitors, and other equipment as specified by performing artists. CONTRACTOR shall allow adequate time to perform sound checks with the performers prior to each concert.
5. CONTRACTOR or his/her designee must be present at all concerts to assist with artist needs and to promote the series by distributing promotional materials to spectators, announcing the upcoming concerts, etc.
6. COSTS. CONTRACTOR shall be responsible to cover all costs associated with the concert series including the three Maritime Events, including but not limited to:
 - a. Artist and band performance fees
 - b. Sound and light services
 - c. Music performance and licensing fees
 - d. Any costs requested by the artists and bands
 - e. Promotion and marketing.
 - f. Lodging and catering
 - g. Miscellaneous expenses
7. EVENT PROMOTION AND MARKETING. CONTRACTOR shall be responsible for promotion and marketing of the concert series including but not limited to:
 - a. Rack cards (minimum 5,000)
 - b. Posters (minimum 200)
 - c. Radio and newspaper advertising
 - d. Press releases for all concerts
 - e. Social media networking
8. No admission, parking or fees of any other kind may be charged to those attending the concert series.

9. CONTRACTOR may be allowed to generate additional revenues to support individual events with methods (i.e. sale of CD's and related artist materials) as approved by the City Administrator or his/her designated staff member.
10. CONTRACTOR shall be responsible for complete tear down and cleanup at the conclusion of each concert.
11. CONTRACTOR agrees to provide said services in a professional and commercially reasonable manner and of professional and commercially reasonable quality commensurate with other providers of such services in the regional area.
12. CONTRACTOR must ensure compliance with all City of Sturgeon Bay ordinances and regulations.

B. Contract Term. CONTRACTOR shall provide the above-described services to the CITY for the period of time commencing on June 19, 2013 and ending on August 28, 2013. In the event City desires to extend this contract for successive periods, it is agreed that Contractor shall have the first right to negotiate said new contract with City. If no agreement is reached between Contractor and City within 60 days after August 28, 2013, City may then solicit or otherwise arrange for provision of said services by another party other than Contractor.

C. Compensation. The City shall compensate Contractor for the above described services in the amount of Twenty Six Thousand Nine Hundred Dollars (\$26,900.00) payable in three equal installments of Eight Thousand Nine Hundred Sixty Six Dollars and Sixty Seven Cents (\$8,966.67) with the first installment payable on February 22, 2013, the second payment on May 17, 2013, and the third and final payment payable upon completion of the concert series on August 28, 2013.

D. 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:

1. Bodily Injury

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

2. Property Damage

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

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

4. Personal Injury with employment exclusion deleted

\$1,000,000	Annual Aggregate
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5. Bodily Injury

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

6. Property Damage

\$500,000	Each Occurrence
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7. Professional Liability (errors & Omissions)

\$1,000,000	
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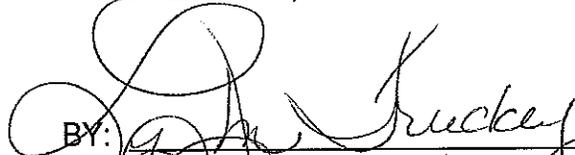
E. Worker's Compensation Insurance. Contractor shall maintain during the term of this Contract and any extended term hereafter worker's compensation insurance for all its employees at the site of the project and, in case any work is sublet, shall require any subcontractor to provide worker's compensation insurance covering any employee which is working upon the project which is the subject of this Agreement.

F. 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.

G. 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.

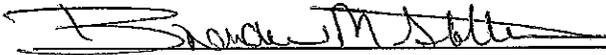
H. Default/Breach. In event of breach of the contract by Contractor, Contractor will be responsible for the City's cost of enforcement, including court costs, disbursements and attorneys fees.

S.R.O. EVENTS, INC.

BY:  President
 BY:  Secretary

STATE OF WISCONSIN)
) SS
 COUNTY OF DOOR)

Personally came before me this 18th day of January, 2013,
Lynn M Truckey, President, and Lynn M Truckey, Secretary of
 the above named corporation, to me known to be the persons who executed the
 foregoing instrument and to me known to be such officers of said corporation, and
 acknowledged that they executed the foregoing instrument as such officers as the deed
 of said corporation by its authority.



Notary Public, State of Wisconsin
 My Commission: 09/21/2014

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