



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, MAY 20, 2014
IMMEDIATELY FOLLOWING BOARD OF PUBLIC WORKS
WHICH BEGINS AT 6:30 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 – \$205,014.63, Capital Fund - \$32,550.25, Cable TV - \$100.00, TID #4 - \$10,685.88 and Solid Waste Enterprise Fund - \$13,515.29 for a grand total of \$261,866.05. [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 5/6/14 regular Common Council minutes.
 - * b. Approval of the following minutes:
 - (1) Police & Fire Commission – 4/28/14
 - (2) Finance/Purchasing & Building Committee – 4/29/14
 - (3) Bicycle & Pedestrian Advisory Board – 5/1/14
 - (4) Waterfront Redevelopment Authority – 5/2/14
 - (5) Community Protection & Services Committee – 5/8/14
 - * c. Place on file the following reports:
 - (1) Revenue & Expense Report – April 2014
 - (2) Bank Reconciliation - April 2014
 - (3) Inspection Department Report – April 2014
 - (4) Fire Department Report – April 2014
 - * d. Consideration of: Beverage Operator licenses.
 - * e. Consideration of: Temporary Class B Beer and Temporary Class B Wine for Sturgeon Bay Jaycees.
 - * f. Consideration of: Street Closure Application from Door County Triathlon.
7. First reading of ordinance re: Repeal and recreate Section 17.05 of the Municipal Code – Electrical Code.
8. First reading of ordinance re: Repeal and recreate Section 1.08(1)(a) of the Municipal Code – Salaries of Elected Officials.

9. **Second reading of ordinance re: Repeal and recreate Section 3.05 of the Municipal Code – Budget.**
10. **Second reading of ordinance re: Repeal Section 30.02, Accommodations Tax, Distribution of Revenue of the Municipal Code.**
11. **Resolution re: Mutual Aid Box Alarm System Agreement.**
12. **Consideration of: Combination Class B Beer & Class B Liquor license surrender from Neighborhood Pub, Inc. to John Martin Restaurant of Door County, LLC contingent upon license being issued to named applicant.**
13. **Consideration of: Sturgeon Bay Skatepark Bids.**
14. **Consideration of: Revised Street Plan for Marina View Subdivision.**
15. **Consideration of: “Old” Thorn Street options.**
16. **Finance/Purchasing & Building Committee recommendation re: Award the aquatic vegetation spraying contract to Stantec, Inc. in the amount of \$12,499.86.**
17. **Community Protection & Services Committee recommendation re: Change the recycling pick-up to every-other-week, starting September 2014; with a follow up report from Municipal Services to Community Protection & Services Committee after one year.**
18. **Committee Chairperson Reports:**
 - a. **Personnel Committee**
 - b. **Parking & Traffic Committee**
 - c. **Community Protection & Services Committee**
 - d. **Sturgeon Bay Utility Commission**
19. **Public comment on non-agenda items.**
20. **Mayor’s comments.**
21. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 5.16.14

Time: 12:00

By: JM

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
07901	DC HABITAT FOR HUMANITY	HABITAT/SNST PK SEC DEP REF	01-000-000-23162	50.00
MARINA	MARINA VIEW APARTMENTS, LLC	MARINA VIEW/50-031013 REFUND	01-000-000-23160	158.40
R0000464	LAKESHORE NATURAL RESOURCES	LAKESHORE/MRTN PRK SEC DEP REF	01-000-000-23162	50.00
R0001143	VIRGE TEMME	TEMME/SIGN DEP REFUND	01-000-000-23168	50.00
R0001144	BRANDON VAN WYK	VAN WYK GARAGE SALE FEE REF	01-000-000-48250	8.00
R0001146	JOY GUSTAFSON	GUSTAFSON/GARAGE SALE FEE REF	01-000-000-48250	8.00
R0001148	JENNY BRANDENBERG	BRANDENBRG/ GARGE SALE FEE REF	01-000-000-48250	8.00
R0001149	LOUANN PAPKE	PAPKE/GARAGE SALE FEE REF	01-000-000-48250	8.00
R0001150	HEATHER LIEN	LIEN/GARAGE SALE FEE REF	01-000-000-48250	8.00
TOTAL LIABILITIES				348.40
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	05/14 BALL FLD LIGHT	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				1,713.79
MAYOR				
04696	DOOR COUNTY TREASURER	04/14 MAYOR INTERNET USAGE	01-100-000-56700	2.70
TOTAL				2.70
TOTAL MAYOR				2.70
CITY CLERK-TREASURER				
03330	VALERIE CLARIZIO	CLARIZIO/MTAW CONF EXPENSES	01-115-000-55600	152.61
03940	STEPHANIE REINHARDT	REINHARDT/MILEAGE WMCA CONF	01-115-000-55600	91.84
04650	DOOR COUNTY REGISTER OF DEEDS	APRIL 14 CHARGES	01-115-000-56350	30.00
04696	DOOR COUNTY TREASURER	04/14 CLERKS INTERNET USAGE	01-115-000-56700	10.90
23825	WISCONSIN TAXPAYER ALLIANCE	1 YR SUBSCRIBE WI TAXPYER	01-115-000-56000	13.97
DC PRINT	DC PRINTING	2000 #10 WINDOW ENVELOPES	01-115-000-51600	133.00
TOTAL				432.32
TOTAL CITY CLERK-TREASURER				432.32
ADMINISTRATION				
04696	DOOR COUNTY TREASURER	04/14 ADMIN INTERNET USAGE	01-120-000-56700	2.70
TOTAL				2.70
TOTAL ADMINISTRATION				2.70
COMPUTER				
04696	DOOR COUNTY TREASURER	APRIL 14 TECH SUPPORT	01-125-000-55500	2,575.00
TOTAL				2,575.00

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL COMPUTER				2,575.00
CITY ASSESSOR				
04696	DOOR COUNTY TREASURER	04/14 ASSESSOR INTERNET USAGE	01-130-000-56700	5.40
ASSO APP	ASSOCIATED APPRAISAL	05/20/14 CONTRACT	01-130-000-55010	1,245.83
TOTAL				1,251.23
TOTAL CITY ASSESSOR				1,251.23
BUILDING/ZONING CODE ENFORCMENT				
04696	DOOR COUNTY TREASURER	04/14 INSPECT INTERNET USAGE	01-140-000-56700	2.70
09223	INDEPENDENT INSPECTIONS, LTD	APRIL PERMITS	01-140-000-55010	4,745.41
23617	WISCONSIN DEPT OF AGRICULTURE,	WEIGHT MEAS INSPECT 7/13-6/14	01-140-000-58700	6,000.00
TOTAL				10,748.11
TOTAL BUILDING/ZONING CODE ENFORCMENT				10,748.11
MUNICIPAL SERVICES ADMIN.				
04650	DOOR COUNTY REGISTER OF DEEDS	COPIES	01-145-000-51950	21.00
04696	DOOR COUNTY TREASURER	04/14 ENGINEER INTERNET USAGE	01-145-000-56700	5.40
TOTAL				26.40
TOTAL MUNICIPAL SERVICES ADMIN.				26.40
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	05/14 STREETS CELL SERVICE	01-150-000-58250	17.11
03133		05/14 BOB CELL SERVICE	01-150-000-58250	48.86
04696	DOOR COUNTY TREASURER	04/14 MUNI INTERNET USAGE	01-150-000-56700	6.75
TOTAL				72.72
TOTAL PUBLIC WORKS ADMINISTRATION				72.72
CITY HALL				
03806	CUMMINS NPOWER, LLC	ANNL PM CNTRCT GEN-TRNS SWTH	01-160-000-58999	1,189.00
04575	DOOR COUNTY HARDWARE	BATTERIES	01-160-000-54999	14.99
04575		BULB CHANGER	01-160-000-52700	9.99
04575		SILICON CAULK	01-160-000-54999	5.99
05500	ENERGY CONTROL AND DESIGN INC	REMOVE-REPLCE ON/OFF ZONE VLVE	01-160-000-58999	68.62
08280	HILL BUILDING MAINTENANCE INC	APRIL CLEANING/CITY HALL	01-160-000-55300	590.00
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	2,369.10
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHT BULBS	01-160-000-54999	20.40

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
VIKING		LIGHT BULBS	01-160-000-54999	21.65
VIKING		CITY HALL LIGHTS	01-160-000-54999	135.00
TOTAL				4,424.74
TOTAL CITY HALL				4,424.74
INSURANCE				
BH	BURKART HEISDORF INSURANCE	06/14 GEN LIABILITY 6 OF 12	01-165-000-56400	2,972.00
BH		06/14 POLICE LIABILITY 6 OF 12	01-165-000-57150	1,121.00
BH		06/14 PUBLIC OFFICIAL 6 OF 12	01-165-000-57400	1,128.00
BH		06/14 AUTO LIABILITY 6 OF 12	01-165-000-55200	1,597.00
BH		06/14 AUTO PHY. DAMAGE 6 OF 12	01-165-000-55200	1,225.00
BH		06/14 WORK COMP 6 OF 12	01-165-000-58750	17,081.00
TOTAL				25,124.00
TOTAL INSURANCE				25,124.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	04/14 CITY HALL PHONE SERVICE	01-199-000-58200	138.84
04696		04/14 FIRE PHONE SERVICE	01-199-000-58200	38.51
04696		04/14 MUNICIPAL PHONE SERVICE	01-199-000-58200	46.80
04696		04/14 POLICE PHONE SERVICE	01-199-000-58200	61.51
16354	PENINSULA TITLE	GRANT AVE PRP TTLE INS/VERITAS	01-199-000-58900	952.00
19085	SCHENCK BUSINESS SOLUTIONS	FINAL AUDIT BILLING YE 12/13	01-199-000-55150	3,375.00
MEDIVAN	MEDIVAN, INC	AUDIO SCREENING	01-199-000-55605	765.60
MEUW	MUNICIPAL ELECTRIC UTILITIES	MEUW SAFETY COORDINATION	01-199-000-55605	4,062.50
MEUW		JAN & FEB 2014	01-199-000-55605	2,083.33
TOTAL				11,524.09
TOTAL GENERAL EXPENDITURES				11,524.09
POLICE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	SPACKLE	01-200-000-51950	6.99
04696	DOOR COUNTY TREASURER	04/14 POLICE INTERNET USAGE	01-200-000-56700	37.80
15890	PACK AND SHIP PLUS	SHIPPING CHARGES	01-200-000-57250	20.91
15890		SHIPPING CHARGES	01-200-000-57250	8.00
15890		SHIPPING CHARGES	01-200-000-57250	8.80
23645	WISCONSIN DEPT JUSTICE TIME	CIB CONF REGIST/SPUDE	01-200-000-55600	150.00
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	4197 BLACK COPIES	01-200-000-55650	36.93
STAPLES		888 COLOR COPIES	01-200-000-55650	29.30
STAPLES		YLLW & CYAN TONERS/SQUAD RM	01-200-000-51950	511.06
TOTAL				809.79
TOTAL POLICE DEPARTMENT				809.79

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
POLICE DEPARTMENT/PATROL				
01766	AURORA MEDICAL GROUP	ROLLIN/NEW CSO DRUG SCREEN	01-215-000-57100	140.00
02208	BAYCOM INC.	REPAIR IPMOBILENET/SQUAD #20	01-215-000-58600	465.85
03133	CELLCOM WISCONSIN RSA 10	05/14 SQUAD PRINTERS	01-215-000-58999	311.46
04150	DE JARDIN CLEANERS LLC	SOUTH/UNIFORM LAUNDRY MAINT	01-215-000-56800	13.11
04545	DOOR COUNTY COOPERATIVE	KEY COPY/RANGE SHED	01-215-000-54999	1.29
04696	DOOR COUNTY TREASURER	04/14 FUEL 1630.80G@3.2830	01-215-000-51650	5,353.92
06592	FOX VALLEY TECHNICAL COLLEGE	SOUTH/LEGAL UPDTE INSRVCE	01-215-000-55600	70.00
11545	MAPLE STREET SIGN CO.	PROVIDE & INSTALL GRAPHICS #50	01-215-000-58600	467.50
19324	STEVEN SOUTH	SOUTH/MEAL REIMB/LEGAL TRNING	01-215-000-55600	34.99
19368	STAGE COACH CAR WASH LLC	72 CAR WASH TOKENS @ \$7.00 EA	01-215-000-58550	504.00
19880	STURGEON BAY UTILITIES	110 S NEENAH AVE CAMERA	01-215-000-56150	10.45
21450	THE UNIFORM SHOPPE	MOGEN/UNIFORM SHIRT	01-215-000-52900	66.45
23828	WITT PENINSULA FORD LINCOLN	CSO VEHICLE MAINT	01-215-000-58600	34.95
23828		EXPLRER/VEHICLE MAINTENANCE	01-215-000-58600	24.95
23828		VEHICLE MAINT/#60	01-215-000-58600	281.93
23828		VEHICLE MAINT/EXPLRER	01-215-000-58600	20.00
23828		VEHICLE MAIN/IMPALA	01-215-000-58600	20.00
23828		VEHICLE MAINT/#50	01-215-000-58600	134.94
23828		VEHICLE MAINT/#40	01-215-000-58600	137.40
GLOCK	GLOCK PROFESSIONAL, INC.	WATERSTRT/ARMORERS COURSE	01-215-000-55600	195.00
HENRY	CLINT HENRY	HENRY/MEAL & FUEL/COMM COLLEGE	01-215-000-55600	103.00
HOUGAARD	CHAD HOUGAARD	HOUGAARD/MEALS, GAS/ALZHMR TRN	01-215-000-55600	59.48
R0000608	AUTO ZONE, INC	BULB FOR VEHICLE LIGHTS	01-215-000-58600	5.39
WI TRANS	WIS. DEPT OF TRANSPORTATION	TASSOUL/FITNESS SPEC SCHOOL	01-215-000-55600	345.00
TOTAL				8,801.06
TOTAL POLICE DEPARTMENT/PATROL				8,801.06
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS	APRIL 14 CONTRACT FEE	01-225-000-57950	80.00
CHIEF CO	CHIEF SUPPLY CORPORATION	LIGHTWGHT RIPSTOP PANT/HENRY	01-225-000-52900	35.79
TOTAL				115.79
TOTAL POLICE DEPT. / INVESTIGATIONS				115.79
FIRE DEPARTMENT				
01469	AIRGAS NORTH CENTRAL	ACETYLENE	01-250-000-54999	39.28
03159	CHARTER COMMUNICATIONS	WST SDE FIRE CABLE	01-250-000-58999	191.03
04575	DOOR COUNTY HARDWARE	CLEANER/SPRAYER	01-250-000-54999	26.97
04575		CAP HEX 3/8" BLACK	01-250-000-54999	3.58
04575		MISC HARDWARE	01-250-000-54999	26.73
04575		YALE KEY	01-250-000-54999	4.98
04575		TORCH TRIGGR START	01-250-000-52700	29.99
04575		FASTENERS/FUEL HOSE	01-250-000-53000	12.71
04575		AIR HOSE/ASST SUPPLIES	01-250-000-53000	74.10
04575		AIR HOSES/ASST SUPPLIES	01-250-000-53000	21.08
04575		BULB	01-250-000-54999	10.49
04575		ASSORT SUPPLIES	01-250-000-53000	74.24
04575		FILTER & ASST SUPPLIES	01-250-000-54999	41.84
04575		CREDIT RETURN	01-250-000-54999	-21.67

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04575		FASTENERS	01-250-000-54999	3.02
04575		FASTENERS//TURNBKL	01-250-000-54999	11.72
04575		TIRE VALVE & VALVE TOOL	01-250-000-52700	4.08
04575		HARDWARE	01-250-000-54999	2.58
04575		DRILL BITS/CUT WHEELS	01-250-000-52700	28.53
04575		ADAPTR HOSE & CONNTECT	01-250-000-54999	23.96
04575		CONNTR/VELCRO TAPE	01-250-000-54999	45.44
04575		SURGE OUTLET	01-250-000-52700	29.97
04575		FLAP WHEEL	01-250-000-54999	5.99
04575		ANTI SIEZE LUBE	01-250-000-54999	9.49
04575		BONNT POLSH/FILE MILL	01-250-000-52700	19.48
04575		CREDIT RETURN	01-250-000-52700	-19.98
04575		METAL HANDLE/POLY FILM	01-250-000-54999	43.97
04575		CREDIT RETURN	01-250-000-54999	-19.46
04696	DOOR COUNTY TREASURER	04/14 FIRE INTERNET USAGE	01-250-000-56700	16.20
04696		APRIL FUEL CHARGES	01-250-000-51650	1,384.31
06400	FIVE ALARM FIRE SAFETY	STUEWER/FIRE BOOTS	01-250-000-52900	249.22
06456	KERRY FLEMING	GRILL SHIELD	01-250-000-54999	11.00
14875	NWTC GREEN BAY	CPR MASK	01-250-000-54999	7.95
18448	RENNERTS FIRE EQUIP SER INC	2 AIR VALVES & SHIPPING	01-250-000-53000	50.60
18448		SHIPPING	01-250-000-53000	12.93
18448		SWITCH ASSY	01-250-000-53000	120.41
18448		PUMP VALVE FLANGE/UNIT #6	01-250-000-53000	124.63
19880	STURGEON BAY UTILITIES	92 E MAPLE ST	01-250-000-56675	5.20
19880		421 MICHIGAN ST	01-250-000-56675	78.00
19880		421 MICHIGAN ST TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD SPRINKLER	01-250-000-56675	42.00
19880		MEM FLD WARM HOUSE	01-250-000-56675	42.00
19880		N 7TH PL GARLAND PARK	01-250-000-56675	5.20
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	42.00
19880		FIRE PROTECTION	01-250-000-56675	8,720.75
19880		QUINCY BAY SHIP PIT	01-250-000-56675	42.00
19880		N MADISON AVE SPRINKLG	01-250-000-56675	13.00
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	13.00
19880		1018 GREEN BAY RD SIREN	01-250-000-56150	15.45
19880		323 S 1ST AVE EAST SIDE DOCK	01-250-000-56675	5.20
19880		107 N 1ST AVE MARINA/RSTRM	01-250-000-56675	42.00
19880		122 KENTUCKY ST CITY PKG RAMP	01-250-000-56675	5.20
19880		48 KENTUCKY ST DOCK	01-250-000-56675	13.00
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	42.00
23897	W.S. DARLEY & CO.	TOOL KIT/AUSTAD	01-250-000-52900	87.90
CJ	CJ WORKS, LLC	APRIL LAUNDRY	01-250-000-56800	103.50
O'REILLY	O'REILLY AUTO PARTS	INJECTION CLEANER	01-250-000-53000	11.78
PAULCONW	PAUL CONWAY SHIELDS	8-GOGGLE GUARDS	01-250-000-52900	170.94
US CELL	US CELLULAR	AIR CARD	01-250-000-58250	48.32
VIKING	VIKING ELECTRIC SUPPLY, INC	CABLE CONNECTORS	01-250-000-54999	42.03
TOTAL				12,332.86
TOTAL FIRE DEPARTMENT				12,332.86
STORM SEWERS				
02435	BISSEN ASPHALT LLC	STRWBRRY LN CUL/BEACH STONE	01-300-000-54999	595.90
TOTAL				595.90

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
TOTAL STORM SEWERS				595.90
SOLID WASTE MGMT/SPRING/FALL				
DC WASTE	DOOR COUNTY WASTE & RECYCLING	3.12 TON GARBGE @58.96/TN	01-311-000-58400	183.96
TOTAL				183.96
TOTAL SOLID WASTE MGMT/SPRING/FALL				183.96
COMPOST/SOLID WASTE SITE				
02844	BRUCE MUNICIPAL EQUIPMENT INC	CHUTE LINER/#44 GIANT VAC	01-320-000-51400	393.02
03075	CARQUEST OF DOOR COUNTY	MICRO V BELT	01-320-000-51400	35.27
TOTAL				428.29
TOTAL COMPOST/SOLID WASTE SITE				428.29
STREET SWEEPING				
07765	GRAINGER INC	2 HOSE NOZZLES	01-330-000-51400	38.82
20725	T R COCHART TIRE CENTER	TIRES/#16 SWEEPER	01-330-000-51400	535.88
TOTAL				574.70
TOTAL STREET SWEEPING				574.70
ROADWAYS/STREETS				
04575	DOOR COUNTY HARDWARE	DRILL BITS	01-400-000-51400	35.99
06012	FASTENAL COMPANY	ASST BOLT,NUTS,WSHRS/CHIP BX	01-400-000-51400	19.82
08225	HERLACHE SMALL ENGINE	1 V-BELT/MAKITA CUT OFF SAW	01-400-000-51400	19.90
12100	LAMPERT YARDS INC	4--4X8 TREAT PLYWOOD/CHIP BOX	01-400-000-51400	165.96
12100		1--2X10X10 BOARD/CHIPPER BOX	01-400-000-51400	13.79
12100		2--2X4X10 BOARDS/CHIPPER BOX	01-400-000-51400	10.58
12900	MACHINE SERVICE INC	REPAIR IMBELLOR & BALANCE	01-400-000-51400	247.00
14825	NORTHEAST ASPHALT INC	13.64 TN COLDMX PATCH MATERIAL	01-400-000-52200	1,029.82
20725	T R COCHART TIRE CENTER	TIRES/#29	01-400-000-51400	256.00
O'REILLY	O'REILLY AUTO PARTS	3 GAL CHAIN SAW BAR OIL	01-400-000-51400	28.47
TOTAL				1,827.33
TOTAL ROADWAYS/STREETS				1,827.33
SNOW REMOVAL				
04696	DOOR COUNTY TREASURER	BRINE FROM 3/14/14 TO 4/12/14	01-410-000-52400	412.84
13825	MORTON SALT	142.57 TON SALT	01-410-000-52400	7,891.25
GRAY'S	GRAY'S INC.	2 12' PLOW BLADES	01-410-000-51400	600.00

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GRAY'S		3-8' PLOW BLADES	01-410-000-51400	600.00
GRAY'S		DELIVERY CHRGE	01-410-000-51400	40.00
GRAY'S		2-SNWBLWR CUTTNG EDGES/#25 BLW	01-410-000-51400	637.24
GRAY'S		SHIPPING	01-410-000-51400	30.00
R0000655	TRANSMOTION, LLC	8 HYD FTGS	01-410-000-51400	73.11
TOTAL				10,284.44
TOTAL SNOW REMOVAL				10,284.44
STREET SIGNS AND MARKINGS				
12100	LAMPERT YARDS INC	6 4x4x10' TREATED/ MAILBX REPR	01-420-000-52550	80.94
APPLIED	APPLIED INDUSTRIALTECH INC	10 FLASHER HEADS	01-420-000-52550	269.00
TOTAL				349.94
TOTAL STREET SIGNS AND MARKINGS				349.94
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	BEARING	01-450-000-52150	74.43
03075		MOLY ULTRA RED	01-450-000-53000	112.80
03075		FILTERS/CLEANER/CITROL	01-450-000-52150	204.44
03075		ROUGH SERVICE 100W/TF	01-450-000-52150	13.95
03075		OIL FILTER/TRCK #19	01-450-000-52150	2.89
03075		20MM COMB WRCH/TOOLS	01-450-000-52700	10.82
03075		AIR,OIL, HYD FILTERS	01-450-000-52150	225.55
03075		FILTERS/HYD OIL/CITROL	01-450-000-52150	227.28
03075		BATTERY TERMINAL & FREIGHT	01-450-000-52150	31.70
04575	DOOR COUNTY HARDWARE	CONNECTORS/COPPER TUBE	01-450-000-53000	8.23
04575		HARDWARE/FUEL HOSE	01-450-000-53000	29.41
13460	MILLER BRADFORD & RISBERG, INC	1 HEAD LIGHT/#15	01-450-000-53000	36.48
13460		1 FLOOD LIGHT/#15	01-450-000-53000	39.12
13460		1 HEAD LIGHT HOUSING/#15	01-450-000-53000	132.00
13460		SHIPPING	01-450-000-53000	11.90
19959	SUPERIOR CHEMICAL CORP	1 CASE ARMOUR COATING	01-450-000-53000	132.57
FLEETPRI	FLEETPRIDE	2- BRAKE CHAMBERS	01-450-000-53000	82.24
TOTAL				1,375.81
TOTAL STREET MACHINERY				1,375.81
CITY GARAGE				
03075	CARQUEST OF DOOR COUNTY	EZ-RED MEMORY SAVER	01-460-000-52700	75.00
03075		HONE BRAKE CYLINDER	01-460-000-52700	71.97
04575	DOOR COUNTY HARDWARE	CLEANER/PLUNGER/DRAIN OPEN	01-460-000-55300	24.47
04575		KEY/SCAPER/WINDEX	01-460-000-55300	16.47
04575		KEY	01-460-000-54999	1.49
04575		GORILLA GLUE	01-460-000-54999	3.79
12100	LAMPERT YARDS INC	ROOF MATERIALS/SALT SHED	01-460-000-54999	73.64
12100		CREDIT RETURN/SHINGLE BUNDLE	01-460-000-54999	-28.95

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-460-000-58650	714.62
		TOTAL		952.50
		TOTAL CITY GARAGE		952.50
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	OLD HWY RD SIGN	01-499-000-58000	11.28
19880		808 S DULUTH AVE SIGN	01-499-000-58000	8.24
19880		1536 EGG HRBR RD TRFEC LITE	01-499-000-58000	26.83
19880		N 14TH & EGG HRBR TRFC LITE	01-499-000-58000	27.05
19880		WS TRAFFC LIGHTS	01-499-000-58000	154.13
19880		ORNAMENTAL LIGHTS	01-499-000-58000	5,692.40
19880		OVERHEAD ST LIGHTS	01-499-000-58000	8,420.34
19880		WALNUT DR & LANSING SIGN	01-499-000-58000	9.23
19880		323 S 1ST AVE EAST SIDE DOCK	01-499-000-58000	55.27
19880		311 S 1ST AVE SHPYRD DVP LITES	01-499-000-58000	67.60
		TOTAL		14,472.37
		TOTAL HIGHWAYS - GENERAL		14,472.37
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	05/14 CELL SERVICE	01-500-000-58250	13.13
03133		05/14 SAWYER DCK CELL SERVICE	01-500-000-58250	14.12
03133		05/14 BOB CELL SERVICE	01-500-000-58250	48.86
03767	STAPLES ADVANTAGE	PRINTER INK	01-500-000-51950	32.99
04696	DOOR COUNTY TREASURER	04/14 PARKS INTERNET USAGE	01-500-000-56700	4.05
		TOTAL		113.15
		TOTAL PARK & RECREATION ADMIN		113.15
PARKS AND PLAYGROUNDS				
03075	CARQUEST OF DOOR COUNTY	BRAKE PADS/ P1	01-510-000-53000	48.50
03075		MOWER TRAILER WASHER	01-510-000-53000	0.44
04575	DOOR COUNTY HARDWARE	KNEE PAD/KNIFE BLADE	01-510-000-54999	20.98
04575		KNIFE BLADES	01-510-000-54999	6.99
04575		BAR HOLDER	01-510-000-53000	11.98
04575		TAPE RULE	01-510-000-51850	14.99
04575		MULCH SHOVEL	01-510-000-52700	20.99
04575		HINGE/ STAPLES	01-510-000-51760	9.28
04575		SPRAY PAINT	01-510-000-52100	8.98
04575		PUSHBROOM	01-510-000-52700	19.99
04575		SNAP BOLTS	01-510-000-54999	15.96
04575		BROOM/CLEANER	01-510-000-51850	13.48
04575		CLAMP/SOCKET WRENCH	01-510-000-54999	29.95
04575		PWR SNAKE AUGER	01-510-000-52700	18.99
04575		COUPLER/HOSE PLUG	01-510-000-53000	17.98
04575		SPNGE/SQUEEGEE/POLE	01-510-000-54999	61.96

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
06012	FASTENAL COMPANY	GLOVES	01-510-000-52350	66.18
12100	LAMPERT YARDS INC	STAPLES	01-510-000-54999	3.50
19880	STURGEON BAY UTILITIES	S 3RD & OREGAON MARTIN PARK	01-510-000-56150	10.45
19880		MEM FLD WARM HOUSE	01-510-000-56150	173.25
19880		MEM FLD WARM HOUSE	01-510-000-58650	125.49
19880		N 7TH PL GARLAND PARK	01-510-000-56150	8.24
19880		FLAG LGHT 5TH & MICH	01-510-000-56150	37.45
19880		MEM FLD PARKING LOT	01-510-000-56150	8.24
19880		GIRLS LITTLE LEAGUE	01-510-000-56150	85.14
AHERN	JF AHERN CO.	PRKS ANNL FIRE EXTINGH INSPECT	01-510-000-58999	737.85
WARNER	WARNER-WEXEL WHOLESALE &	MISC CLEAN SUPPLIES	01-510-000-51850	22.64
WARNER		MISC CLEANING SUPPLIES	01-510-000-51850	150.41
WARNER		SPRAY BOTTLES	01-510-000-51850	4.48
		TOTAL		1,754.76
		TOTAL PARKS AND PLAYGROUNDS		1,754.76
BALLFIELDS				
04575	DOOR COUNTY HARDWARE	TRIM SCREWS	01-520-000-54999	5.99
04575		STRING LINE	01-520-000-54999	8.99
04575		FLY TRAP/KEY/PBI	01-520-000-54999	3.98
04575		CLAMPS	01-520-000-54999	4.58
		TOTAL		23.54
		TOTAL BALLFIELDS		23.54
MUNICIPAL DOCKS				
04545	DOOR COUNTY COOPERATIVE	WATER HEAT ELEMNT/SWYR PRK	01-550-000-54999	9.89
		TOTAL		9.89
		TOTAL MUNICIPAL DOCKS		9.89
WATER WEED MANAGEMENT				
DAN'S	DAN'S PROP SHOP	FAST TRANS PROP REPAIR	01-560-000-51400	135.00
		TOTAL		135.00
		TOTAL WATER WEED MANAGEMENT		135.00
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	W LARCH ST WALKWAY LTS	01-570-000-56150	100.75
19880		W LARCH ST PARKING LOT	01-570-000-56150	57.25
19880		48 KENTUCKY ST WTR FRONT	01-570-000-56150	173.25
19880		107 N 1ST AVE MARINA/RSTRM	01-570-000-56150	85.74
19880		107 N 1ST AVE MARINA/RSTRM	01-570-000-58650	52.16

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		122 KENTUCKY ST CITY PRK RAMP	01-570-000-56150	339.41
		TOTAL		808.56
		TOTAL WATERFRONT PARKS & WALKWAYS		808.56
EMPLOYEE BENEFITS				
03780	COUNSELING ASSOCIATES OF DC	MONTHLY EAP	01-600-000-56553	150.83
		TOTAL		150.83
		TOTAL EMPLOYEE BENEFITS		150.83
COMMUNITY & ECONOMIC DEVLPMT				
04549	DOOR COUNTY ECONOMIC DEVELOPME	ADMINISTRATION OF PROGRAMS	01-900-000-55850	6,250.00
04549		2ND QTR 2014 CONTRIBUTION	01-900-000-55750	4,799.81
04696	DOOR COUNTY TREASURER	04/14 COMM DEV INTERNET USAGE	01-900-000-56700	5.40
		TOTAL		11,055.21
		TOTAL COMMUNITY & ECONOMIC DEVLPMT		11,055.21
		TOTAL GENERAL FUND		125,053.48
CAPITAL FUND				
REVENUE				
CUSTOMFA	CUSTOM FAB & BODY, LLC	TRADE IN	10-000-000-48100	-15,000.00
		TOTAL REVENUE		-15,000.00
		TOTAL		-15,000.00
COMPUTER				
03101	CDW GOVERNMENT, INC.	TABLET KEYBOARD	10-125-000-59040	54.53
		TOTAL		54.53
		TOTAL COMPUTER		54.53
FIRE DEPARTMENT				
EXPENSE				
06400	FIVE ALARM FIRE SAFETY	REMOTE SPOT LIGHT/UNIT #8	10-250-000-59060	284.35
CUSTOMFA	CUSTOM FAB & BODY, LLC	UNIT 8 RECHASSIS	10-250-000-59060	39,924.00
		TOTAL EXPENSE		40,208.35
		TOTAL FIRE DEPARTMENT		40,208.35

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
ROADWAYS/STREETS				
EXPENSE				
02130	BAUDHUIN INC	EGG HRBR RD GRANT APP	10-400-000-59096	5,320.00
TOTAL EXPENSE				5,320.00
TOTAL ROADWAYS/STREETS				5,320.00
CURB/GUTTER/SIDEWALK				
EXPENSE				
R0001142	TRISHA FILAR	REIMB JULY'13 CNCRTE WRK/SDWLK	10-440-000-59102	299.37
TOTAL EXPENSE				299.37
TOTAL CURB/GUTTER/SIDEWALK				299.37
PARKS AND PLAYGROUNDS				
EXPENSE				
06580	FOTH AND VAN DYKE	ENGINEER SRVCE BRADLY LAKE	10-510-000-59025	1,668.00
TOTAL EXPENSE				1,668.00
TOTAL PARKS AND PLAYGROUNDS				1,668.00
TOTAL CAPITAL FUND				32,550.25
CABLE TV				
CABLE TV / GENERAL				
EXPENSE				
04696	DOOR COUNTY TREASURER	04/14 PEG INTERNET USAGE	21-000-000-56700	100.00
TOTAL CABLE TV / GENERAL				100.00
TOTAL CABLE TV / GENERAL				100.00
TOTAL CABLE TV				100.00
TID #4 DISTRICT				
TID #4 DISTRICT				
VANDEW	VANDEWALLE & ASSOCIATES, INC	SERVICES THRU 4.20.14	28-340-000-58999	9,991.52
WASTEMAN	WASTE MANAGEMENT OF WI-MN	LANDFILL/CO-OP PROPERTY	28-340-000-59130	694.36
TOTAL				10,685.88
TOTAL TID #4 DISTRICT				10,685.88
TOTAL TID #4 DISTRICT				10,685.88
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
EXPENSE				
18945	S & R TRUCK CENTER	FRONT END ALIGNMNT/#41	60-000-000-56250	78.99

DATE: 05/13/2014
TIME: 15:39:19
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 12

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
20725	T R COCHART TIRE CENTER	REPAIR FLAT	60-000-000-52850	30.00
DC WASTE	DOOR COUNTY WASTE & RECYCLING	207.75 TN GARBAGE @58.96/TN	60-000-000-58300	12,249.38
DC WASTE		86.08 TN RECYCLE @13.44/TN	60-000-000-58350	1,156.92
TOTAL SOLID WASTE ENTERPRISE FUND				13,515.29
TOTAL SOLID WASTE ENTERPRISE FUND				13,515.29
TOTAL SOLID WASTE ENTERPRISE				13,515.29
TOTAL ALL FUNDS				181,904.90

MANUAL CHECKS

PIONEER FIRE COMPANY 05/01/14 Check #74683 USCG City Celebration 01-480-000-58999	\$7,500.00
DELTA DENTAL 05/01/14 Check #74684 May Dental Insurance Various Departmental Accounts	\$5,001.94
NETWORK HEALTH 05/08/14 Check # 74782 May Health Insurance Various Departmental Accounts	\$63,553.96
BENEFIT ADVANTAGE 05/08/14 Check #74783 May Billing HRA 01-600-000-50510	\$116.00
MINNESOTA LIFE 05/08/14 Check #74784 June Life Insurance 01-600-000-50552	\$1,721.06
SUN LIFE 05/08/14 Check # 74785 Long and Short Term Disability 01-000-000-21545	\$2,043.19
BENEFIT ADVANTAGE 05/12/14 Check #74791 April Cobra Fee 01-600-000-50510	\$25.00
TOTAL MANUAL CHECKS	\$79,961.15

INVOICES DUE ON/BEFORE 05/20/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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SUMMARY OF FUNDS:

GENERAL FUND	125,053.48	205,014.63
CAPITAL FUND	32,550.25	
CABLE TV	100.00	
TID #4 DISTRICT	10,685.88	
SOLID WASTE ENTERPRISE	13,515.29	
TOTAL --- ALL FUNDS	181,904.90	261,866.05

[Signature] 5-13-14
[Signature] 5-13-14
[Signature] 5-13-14

COMMON COUNCIL
May 6, 2014

A regular meeting of the Common Council was called to order at 7:04 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Wiegand, Vandertie, Ireland, Stutting, and Schlicht were present. Wiesner and Fett were excused.

Schlicht/Stutting to adopt the agenda moving items 7h, 7i, and 7m to the regular agenda. Carried.

A Proclamation was presented for National Safe Boating Week.

Stutting/Schlicht and to approve following bills: General Fund - \$85,549.50, Capital Fund - \$10,524.63, Cable TV - \$4,997.92, and Solid Waste Enterprise Fund - \$447.08 for a grand total of \$101,519.13. Roll call: All voted aye. Carried.

Schlicht/Vandertie to approve consent agenda:

- a. Approval of 4/15/14 regular and 4/23/14 special Common Council minutes.
- b. Approval of the following minutes:
 - (1) Finance/Purchasing & Building Committee – 4/8/14
 - (2) Community Protection & Services Committee – 4/16/14
 - (3) City Plan Commission – 4/16/14
 - (4) Waterfront Redevelopment Authority – 4/21/14
 - (5) Zoning Board of Appeals – 4/28/14
- c. Place on file the following reports:
 - (1) Police Department Report – March 2014
 - (2) Bank Statement – December 2013
 - (3) Financial Report – December 2013
 - (4) Bank Statement – March 2014
 - (5) Financial Report – March 2014
- d. Consideration of: Beverage Operator licenses.
- e. Consideration of: Six Month Class B Beer license for Aloha Classic, Inc.
- f. Consideration of: Temporary Class B Beer license for Volunteer Center of Door County, Sturgeon Bay Open Bass Tournament, and Sturgeon Bay Visitor Center.
- g. Consideration of: Temporary Class B Beer license and Temporary Class B Wine license for Side Port Fest.
- h. ~~Consideration of: Combination Class B Beer & Class B Liquor license surrender from Neighborhood Pub, Inc. to John Martin Restaurant of Door County, LLC contingent upon license being issued to name applicant. Moved to regular agenda.~~
- i. ~~Consideration of: Street Closure Application from Side Pork Fest. Moved to regular agenda.~~
- j. Finance/Purchasing & Building Committee recommendation re: Repeal and recreate Section 3.05 of the City of Sturgeon Bay Municipal Code – Budget.
- k. Finance/Purchasing & Building Committee recommendation re: Renew contract with Milliman to provide GASB Actuarial Valuation services for the City in the amount of \$7,000 from January 1, 2014 – December 31, 2016.
- l. Finance/Purchasing & Building Committee recommendation re: Contract with Ehlers & Associates, Inc. to provide arbitrage monitoring services for the City for \$5,420,000 bond issue dated December 30, 2013 with the option of contracting with Ehlers & Associates, Inc. for arbitrage monitoring services for future bond issues.
- m. ~~Finance/Purchasing & Building Committee recommendation re: Repeal Section 30.02, accommodation tax, distribution of revenue of the City of Sturgeon Bay. Moved to regular agenda.~~
- n. Finance/Purchasing & Building Committee recommendation re: Accept the Schenck Government & Non-For-Profit Solutions 2013 Financial Audit Report for the City of Sturgeon Bay and place on file.
- o. Community Protection & Services Committee recommendation re: Pull the April, 2013 recommendation amending the City's Electrical Code regarding local licensing of electricians.

Carried.

Upon request of the Council, City Attorney Nesbitt explained the background pertaining to the item: Consideration of: Combination Class B Beer & Class B Liquor license surrender from Neighborhood Pub, Inc. to John Martin Restaurant of Door County, LLC contingent upon license being issued to name applicant. City Attorney Nesbitt also explained the Council options which included approval, denial, or postponement of the item. Stutting/Ireland to postpone the decision on this item and have the City Administrator and City Attorney bring back different options and legal history regarding the issue. Carried with Schlicht voting no.

The Street Closure Application for Side Pork Fest was discussed. City Administrator McNeil reviewed the history and details of the request. Vandertie/Schlicht to approve the Street Closure Request for Side Pork Fest for May 31, 2014. Carried.

RECOMMADATION

We, the Finance/Purchasing & Building Committee, hereby recommend to repeal Section 30.02, Accommodations Tax, Distribution of Revenue, of City of Sturgeon Bay Municipal Code to read as follows:

Repeal 30.02 – Distribution of Revenue.

- (1) Beginning January 1, 2009, any amount the City collects over \$100,000.00 of its 30 percent share of revenue shall be remitted to the City of Sturgeon Bay Tourism Fund.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Joseph Stutting, Chr.

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

Stutting/Schlicht to read in title only for first reading the ordinance to repeal and recreate Section 3.05 of the Municipal Code – Budget. Carried.

Stutting/Schlicht to read in title only for first reading of the ordinance to repeal Section 30.02, Accommodations Tax, Distribution of Revenue, of the Municipal Code. Carried.

Vandertie/Wiegand to authorize the contract with Fahrner Asphalt to micro-surface Michigan Street from 4th to 18th Avenues for a unit price amount of \$89,000. It was noted that the work would begin as quickly as possible with a potential start time in the end of May or beginning of June. Carried.

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

No one spoke during public comment.

The Mayor made his comments.

Vandertie/Ireland to adjourn. Carried. The meeting adjourned at 7:51 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

POLICE AND FIRE COMMISSION

April 28, 2014

A meeting of the Police and Fire Commission (PFC) was called to order at 3:00 p.m. by Commissioner Michael VanDyke, in the Community Room at the Sturgeon Bay Municipal Building.

Roll Call: Commission members Michael VanDyke, Sandy Hurley and Dave Poulton were present. Commission members Barbara Herdina and Charles Brann were excused. Captain Dan Brinkman and Chief Porter were also in attendance.

Moved by Commissioner Poulton, seconded by Commissioner Hurley to adopt the following agenda:

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Discussion of: Scheduling process, testing and interviews for the Sergeant of Police position.
5. Set date for next meeting.
6. Adjourn

All ayes. Carried.

Discussion of: Scheduling process, testing and interviews for the Sergeant of Police position

Police Chief Porter began discussion informing the Commission the written exam will be administered May 22, 2014 by Lt. Henry. There will be two separate test times; 10am and 4pm. Completed tests will be sent in for scoring, with results coming back within 5-10 business days.

A decision to interview candidates was made; if all applicants pass the written test, there will be a total of eight interviews. The Commission will meet on Monday, June 2, 2014 at 3pm to go over interview questions and discuss protocol. A tentative interview date has been scheduled for the afternoon/evening of Tuesday, June 10, 2014.

Field notes, score sheets, ranking process and the rules according to the handbook will be discussed further with the Commission at the next meeting.

Set Date for Next Meeting: The next meeting of the Police and Fire Commission has been set for June 2, 2014 at 3:00 p.m. in the Community Room.

Moved by Commissioner Poulton, seconded by Commissioner Hurley, to adjourn the meeting of the Police and Fire Commission. All ayes. Carried. The meeting was adjourned at 3:51 p.m.

Respectfully submitted,

Sarah Spude-Olson
Police Department
Administrative Office Manager
April 30, 2014 at 1:00 p.m.

FINANCE/PURCHASING & BUILDING COMMITTEE
April 29, 2014

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:00 p.m. by Alderperson Stutting in the Council Chambers, City Hall. Roll call: Alderpersons Stutting and Schlicht were present. Alderperson Wiegand was excused. Also present: City Administrator McNeil, Finance Director/City Treasurer Clarizio, Municipal Services Director Bordeau, Sturgeon Bay Utilities General Manager Stawicki, Paul Denis and Greg Patel of Schenck, SC. and Receptionist Metzger.

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: 2013 Audit
4. Consideration of: Chemical Spraying of Aquatic Vegetation
5. Review bills.
6. Adjourn.

Carried.

Consideration of: 2013 Audit:

Greg Patel of Schenck, SC presented a brief summary of the findings and various financial statements that comprise the audit ending December 2013, for the City of Sturgeon Bay and Sturgeon Bay Utilities.

Moved by Alderperson Schlicht, seconded by Alderperson Stutting to recommend to Common Council to accept the Schenck Government & Not-For-Profit Solutions 2013 financial audit report for the City of Sturgeon Bay and place it on file. Carried.

Consideration of: Chemical Spraying of Aquatic Vegetation:

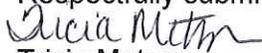
Municipal Services Director Bordeau stated that the City solicited bids from seven companies for the annual aquatic vegetation spraying. Only one company, Stantec, Inc., returned a bid in the amount of \$266.00 per acre for a total cost in the amount of \$12,499.86. Mr. Bordeau also stated that the majority of the cost for the spraying will be reimbursed to the City by the marina property owners.

Moved by Alderperson Schlicht, seconded by Alderperson Stutting to recommend to Common Council to award the aquatic vegetation spraying contract to Stantec, Inc. in the amount of \$12,499.86. Carried.

Review bills

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

Moved by Alderperson Stutting, seconded by Alderperson Schlicht to adjourn. Carried. The meeting adjourned at 7:15pm.

Respectfully submitted,

Tricia Metzger

Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, May 1, 2014

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:05 p.m. by Chairperson Bob Schlicht in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Bob Schlicht, Chad Shefchik, Rhonda Kolberg, Paul Anschutz, Leni Spaude, and Laurel Brooks were present. Member Mark Schuster was absent. Also present were Police Assistant Candy Jeanquart and Captain Dan Brinkman.

Adoption of agenda: Moved by Ms. Kolberg, Seconded by Ms. Brooks to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from March 6, 2014.
 4. Consideration of: City of Sturgeon Bay website / Bicycle and Pedestrian.
 5. Consideration of: Door County Programs / County Bike Plan.
 6. Consideration of: Safety and Education Programs
 7. Consideration of: Bicycle Signage / Striping Review
 8. Adjourn
- All in favor. Carried.

Approval of minutes from March 6, 2014: Moved by Mr. Shefchik, Seconded by Mr. Schlicht to approve the minutes from March 6, 2014. **All in favor. Carried.**

Mr. Watermolen entered at 4:10.

Consideration of: City of Sturgeon Bay website / Bicycle and Pedestrian:

Mr. Schlicht asked the board what changes or additions need to be made to the website. The board indicated the "Committee" section should be at the bottom instead of the very first item. Also, the board would like to see the "Calendar" or "Events" listed as the first item for visitors to view. In addition, the board would like to see the Bicycle and Pedestrian page listed under the "Community" section and the "Visitors" section on the website.

The board requested to change the name of the webpage from Bicycle & Pedestrian Safety & Education to Bicycle & Pedestrian Opportunities.

Under "Calendar" the board discussed listing bullet points with the current monthly events or activities still keeping the link to the website to view each month's activities. It was discussed to change "Calendar of Events" to "Local Bike Activities" or "Calendar of Local Events". No definite change was decided.

Captain Dan Brinkman left at 5:10.

Under "Bicycle and Pedestrian Routes", Mr. Shefchik suggested enlarged maps of the waterfront for visitors to know waterfront areas available to them. Mr. Watermolen suggested listing waterfront walkways, Ahnapee Trail, and other city routes as bullet points with the links to the maps.

Mr. Schlicht indicated the website should have the bicycle and pedestrian symbol and asked the board where it should be placed. Mr. Anschutz would like to see the symbol on the main page of the City of Sturgeon Bay website indicating bike friendly community. Mr. Schlicht and Mr. Watermolen need to verify with City Clerk Stephanie Reinhardt the procedure to adding a symbol to the website.

Mr. Schlicht explained procedures to adding information to the website. Items should be discussed in the meeting or sent to Mr. Watermolen. Mr. Watermolen will send the final product to City Clerk Stephanie Reinhardt for approval, who will then forward to Police Assistant Candy Jeanquart to be entered.

Consideration of: Door County Programs / County Bike Plan: There were no county members present. No discussion.

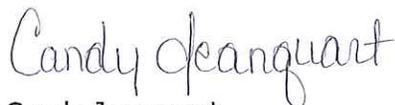
Consideration of: Safety and Education Programs: Mr. Anschutz asked for members of the board to volunteer for the Bike Rodeo. Mr. Watermolen stated that he will be there along with School Liaison Roxanne Dorner.

Mr. Anschutz informed the board DCSSA and Door County Memorial Hospital donated 350 lights to be passed out at the Bike Rodeo.

Consideration of: Bluebird and 14th Avenue Crosswalk: Mr. Anschutz requested a crosswalk going across 14th Avenue from Bluebird for the individuals he comes across in wheelchairs and walking to Econo Foods and Wal-Mart. Mr. Shefchik explained industry standards are no crosswalk without a sidewalk present, but that does not mean it will not be considered. Mr. Watermolen will discuss the crosswalk with Econo Foods. Mr. Schlicht will discuss with Parking and Traffic Board.

Adjourn: Moved by Ms. Brooks, Seconded by Ms. Spaude. **All in favor. Carried** Meeting adjourned at 5:47 p.m.

Respectfully submitted,



Candy Jeanquart
Police Assistant

WATERFRONT REDEVELOPMENT AUTHORITY

Friday, May 2, 2014

A meeting of the Waterfront Redevelopment Authority was called to order at 9:30 a.m. by Chairperson Tom Herlache in Community Room, City Hall, 421 Michigan Street.

Roll call: Members Joe Stutting, Thomas Wulf, William Galligan, Ross Schmelzer, John Asher, and Tom Herlache were present. Mr. Wiesner entered the meeting at 9:35 a.m. Also present were City Administrator Steve McNeil, Mayor Thad Birmingham, DCEDC Executive Director Bill Chaudoir, Alderman Ron Vanderite, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from April 21, 2014.
4. Consideration of: Update regarding West Waterfront Redevelopment activities.
5. Convene in closed session in accordance with the following exemption:
Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. 19.85(1)(e).
Consideration of: Development proposal for West Side redevelopment project.
Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Authority may adjourn in closed session.
6. Adjourn.

Carried.

Approval of minutes from April 21, 2014: Moved by Mr. Wulf, seconded by Mr. Schmelzer to approve the minutes from April 21, 2013. All ayes. Carried.

Consideration of: Update regarding West Waterfront Redevelopment activities: Mr. Olejniczak stated that the Knowles-Nelson Stewardship Grant application has been submitted. The amount of \$550,000.00 has been requested. Letters of support were also submitted from the County, Bayshore Outfitters, Frank Lasee, Gary Bies, Door County Economic Development Corporation, Door County Visitors Bureau, and the Sturgeon Bay Visitors Center.

Eric Mundy, the gentleman proposing to purchase Applebees, is working with Sonny's Pizza on occupying the restaurant. Bay Shore Outfitters is interested in Sonny's current building for expanding their business.

No action was needed.

Consideration of: Convene in closed session in accordance with the following exemption:

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

Consideration of: Development proposal for West Side redevelopment project.

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Authority may adjourn in closed session.

After Chairperson Herlache announced the statutory basis, it was moved by Mr. Wulf, seconded by Mr. Schmelzer to convene in closed session. All ayes. Carried. The meeting moved to closed session at 9:35 a.m.

Moved by Mr. Galligan, seconded by Mr. Wiesner to adjourn. Carried. The meeting adjourned in closed session at 11:15 a.m.

Respectfully Submitted,


Cheryl Nault
Community Development Secretary

COMMUNITY PROTECTION & SERVICES COMMITTEE
May 8, 2014

A meeting of the Community Protection & Services Committee was called to order at 5:00 p.m. by Chairperson Fett in Council Chambers, City Hall. **Roll Call:** Members Mr. Fett and Mr. Wiesner and Mr. Ireland were present. Also present were Steve McNeil and Bob Bordeau from Sturgeon Bay City Hall; and Alderman Schlicht.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Garbage/Recycling options
4. Adjourn

Carried.

Consideration of: Garbage/Recycling Options

Mr. Bordeau felt after researching and discussion recycling options, pick-up was not needed on a weekly basis. Mr. Schlicht is in favor of making the every-other-week move to recycling pick-up; but notice to the community has to be made communicating the reason. Mr. Ireland would like to see any money saved go back to the residents. Mr. McNeil explained that it would go into the enterprise fund, and the move would save on the life of the trucks.

Moved by Mr. Wiesner, seconded by Mr. Ireland that a recommendation to City Council changing the recycling pick-up to every-other-week, starting September 2014; with the option to bring it back to the Community Protection and Services Committee after one year. All ayes. Carried.

Moved by Mr. Ireland, seconded by Mr. Wiesner to adjourn the meeting of the Community Protection Services Committee. Carried. The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Sarah Spude-Olson
Police Department
Administrative Office Manager
May 13, 2014 at 12:30pm

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

6c1.

DEPARTMENT DESCRIPTION	FOR FUND: GENERAL FUND		APRIL 30, 2014		FISCAL YEAR	FISCAL YEAR-TO-DATE	
	APRIL BUDGET	APRIL ACTUAL	APRIL % VARI-ANCE	BUDGET		ACTUAL	% VARI-ANCE
REVENUES	892,908.47	283,320.70	(68.2)	10,714,905.00	4,665,694.25	(56.4)	
GENERAL FUND	892,908.47	283,320.70	(68.2)	10,714,905.00	4,665,694.25	(56.4)	
TOTAL REVENUES	892,908.47	283,320.70	(68.2)	10,714,905.00	4,665,694.25	(56.4)	
EXPENSES							
GENERAL FUND	48,125.18	1,365.39	97.1	577,505.00	194,730.66	66.2	
MAYOR	1,024.15	917.72	10.3	12,290.00	4,099.38	66.6	
CITY COUNCIL	4,477.91	4,069.17	9.1	53,735.00	19,099.84	64.4	
LAW/LEGAL	5,000.00	5,079.00	(1.5)	60,000.00	8,219.00	86.3	
CITY CLERK-TREASURER	31,209.11	28,731.35	7.9	374,510.00	111,145.59	70.3	
ADMINISTRATION	12,622.47	11,186.49	11.3	151,470.00	43,343.01	71.3	
COMPUTER	4,283.32	2,575.00	39.8	51,400.00	16,656.63	67.5	
CITY ASSESSOR	8,364.09	7,124.42	14.8	100,370.00	31,974.15	68.1	
BOARD OF REVIEW	139.15	0.00	100.0	1,670.00	0.00	100.0	
BUILDING/ZONING CODE ENFORCEMENT	5,179.57	1,995.46	61.4	62,155.00	9,749.52	84.3	
MUNICIPAL SERVICES ADMN.	18,117.87	16,136.90	10.9	217,415.00	62,157.25	71.4	
PUBLIC WORKS ADMINISTRATION	19,964.96	18,995.64	4.8	239,580.00	71,342.23	70.2	
ELECTIONS DEPARTMENT	1,727.46	5,166.99	(199.1)	20,730.00	6,665.41	67.8	
CITY HALL	12,374.51	11,852.37	4.2	148,495.00	38,960.98	73.7	
INSURANCE	29,130.39	25,124.00	13.7	349,565.00	152,020.64	56.5	
GENERAL EXPENDITURES	128,519.53	9,314.64	92.7	1,542,235.00	22,069.70	98.5	
POLICE DEPARTMENT	31,569.50	28,200.83	10.6	378,835.00	108,397.89	71.3	
PATROL BOAT	1,064.15	0.00	100.0	12,770.00	0.00	100.0	
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.0	
POLICE DEPARTMENT/PATROL	152,875.76	141,881.23	7.1	1,834,510.00	502,197.09	72.6	
POLICE DEPT. / INVESTIGATIONS	10,829.96	9,002.13	16.8	129,960.00	46,444.69	64.2	
FIRE DEPARTMENT	149,876.56	131,936.78	11.9	1,798,520.00	507,706.00	71.7	
STORM SEWERS	3,152.88	2,299.14	27.0	37,835.00	4,658.00	87.6	
SOLID WASTE MGMT/SPRING/FALL	4,677.88	54.36	98.8	56,135.00	59.42	99.8	
COMPOST/SOLID WASTE SITE	2,675.81	136.19	94.9	32,110.00	339.06	98.9	
STREET SWEEPING	3,194.14	884.68	72.3	38,330.00	884.68	97.6	
WEED ABATEMENT	572.07	0.00	100.0	6,865.00	0.00	100.0	
ROADWAYS/STREETS	13,213.72	17,225.04	(30.3)	158,565.00	39,790.58	74.9	
SNOW REMOVAL	17,067.49	8,833.95	48.2	204,810.00	134,861.26	34.1	
STREET SIGNS AND MARKINGS	4,921.22	3,077.69	37.4	59,055.00	8,807.44	85.0	
CURB/GUTTER/SIDEWALK	1,247.47	25.07	97.9	14,970.00	434.25	97.0	
STREET MACHINERY	15,873.69	18,460.16	(16.2)	190,485.00	53,237.37	72.0	
CITY GARAGE	4,844.95	10,282.89	(112.2)	58,140.00	27,886.33	52.0	
CELEBRATION & ENTERTAINMENT	3,831.22	7,550.27	(97.0)	45,975.00	18,717.72	59.2	
HIGHWAYS - GENERAL	42,695.79	36,586.60	14.3	512,350.00	135,381.44	73.5	
PARK & RECREATION ADMIN	8,439.11	7,632.52	9.5	101,270.00	26,420.73	73.9	
PARKS AND PLAYGROUNDS	33,811.98	24,315.48	28.0	405,745.00	99,672.44	75.4	
BALDFIELDS	2,747.47	3,616.94	(31.6)	32,970.00	3,814.14	88.4	
ICE RINKS	721.64	24.25	96.6	8,660.00	4,622.35	46.6	
BEACHES	216.23	0.00	100.0	2,595.00	0.00	100.0	

6c1.

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL 2014		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE
	APRIL BUDGET	APRIL ACTUAL			
EXPENSES					
MUNICIPAL DOCKS	4,037.46	186.93	48,450.00	622.55	98.7
WATER WEED MANAGEMENT	8,249.55	0.00	98,995.00	679.07	99.3
WATERFRONT PARKS & WALKWAYS	5,409.54	1,216.32	64,915.00	5,327.31	91.7
EMPLOYEE BENEFITS	2,108.30	1,090.38	25,300.00	6,727.45	73.4
PUBLIC FACILITIES	6,320.41	0.00	75,845.00	24,072.60	68.2
BOARDS AND COMMISSIONS	55.81	32.31	670.00	86.16	87.1
COMMUNITY & ECONOMIC DEVLPMNT	26,345.35	17,515.89	316,145.00	117,700.40	62.7
TOTAL EXPENSES	892,906.78	621,702.57	10,714,905.00	2,671,782.41	75.0
TOTAL FUND REVENUES	892,908.47	283,320.70	10,714,905.00	4,665,694.25	(56.4)
TOTAL FUND EXPENSES	892,906.78	621,702.57	10,714,905.00	2,671,782.41	75.0
SURPLUS (DEFICIT)	1.69	(338,381.87)	0.00	1,993,911.84	100.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL		VARI- ANCE	FISCAL YEAR BUDGET	FISCAL		VARI- ANCE
	BUDGET	ACTUAL			YEAR- TO- DATE ACTUAL		
REVENUES	132,239.54	11,655.31	(91.1)	1,586,875.00	560,959.67	(64.6)	
TOTAL REVENUES	132,239.54	11,655.31	(91.1)	1,586,875.00	560,959.67	(64.6)	
EXPENSES							
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.0	
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.0	
COMPUTER	1,083.33	0.00	100.0	13,000.00	0.00	100.0	
CITY ASSESSOR	833.33	0.00	100.0	10,000.00	0.00	100.0	
MUNICIPAL SERVICES ADMIN.	666.66	0.00	100.0	8,000.00	2,990.00	62.6	
CITY HALL	0.00	0.00	0.0	0.00	0.00	0.0	
GENERAL EXPENDITURES	833.33	0.00	100.0	10,000.00	0.00	100.0	
POLICE DEPARTMENT	0.00	2,259.00	100.0	0.00	2,259.00	100.0	
PATROL	3,815.00	216.66	94.3	45,780.00	36,255.62	20.8	
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.0	
FIRE DEPARTMENT	10,499.97	48,972.57	(366.4)	126,000.00	51,593.57	59.0	
STORM SEWERS	6,666.66	0.00	100.0	80,000.00	0.00	100.0	
SOLID WASTE MGMT/REFUSE/RECYCL	0.00	0.00	0.0	0.00	0.00	0.0	
SOLID WASTE MGMT/SPRING/FALL	0.00	0.00	0.0	0.00	0.00	0.0	
ROADWAYS/STREETS	55,291.65	79.76	99.8	663,500.00	79.76	99.9	
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.0	
CURB/GUTTER/SIDEWALK	27,207.91	0.00	100.0	326,495.00	250.00	99.9	
CITY GARAGE	0.00	0.00	0.0	0.00	0.00	0.0	
PARKS AND PLAYGROUNDS	21,666.65	0.00	100.0	260,000.00	0.00	100.0	
BALLFIELDS	416.66	0.00	100.0	5,000.00	4,487.00	10.2	
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.0	
BEACHES	0.00	0.00	0.0	0.00	0.00	0.0	
MUNICIPAL DOCKS	0.00	0.00	0.0	0.00	0.00	0.0	
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.0	
WATERFRONT PARKS & WALKWAYS	541.66	0.00	100.0	6,500.00	0.00	100.0	
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.0	
PUBLIC FACILITIES	0.00	0.00	0.0	0.00	0.00	0.0	
COMMUNITY & ECONOMIC DEVLPMNT	0.00	0.00	0.0	0.00	0.00	0.0	
TOTAL EXPENSES	129,522.81	51,527.99	60.2	1,554,275.00	97,914.95	93.7	
TOTAL FUND REVENUES	132,239.54	11,655.31	(91.1)	1,586,875.00	560,959.67	(64.6)	
TOTAL FUND EXPENSES	129,522.81	51,527.99	60.2	1,554,275.00	97,914.95	93.7	
SURPLUS (DEFICIT)	2,716.73	(39,872.68)	(1567.6)	32,600.00	463,044.72	1320.3	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL 30, 2014		FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE %
	APRIL BUDGET	APRIL ACTUAL			
REVENUES					
CABLE TV / GENERAL	10,333.33	0.00	124,000.00	31,436.89	(74.6)
TOTAL REVENUES	10,333.33	0.00	124,000.00	31,436.89	(74.6)
EXPENSES					
CABLE TV / GENERAL	8,631.18	5,591.42	103,575.00	20,754.12	79.9
TOTAL EXPENSES	8,631.18	5,591.42	103,575.00	20,754.12	79.9
TOTAL FUND REVENUES	10,333.33	0.00	124,000.00	31,436.89	(74.6)
TOTAL FUND EXPENSES	8,631.18	5,591.42	103,575.00	20,754.12	79.9
SURPLUS (DEFICIT)	1,702.15	(5,591.42)	20,425.00	10,682.77	(47.6)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
 FOR 4 PERIODS ENDING

APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL		VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
	BUDGET	ACTUAL				
REVENUES						
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
EXPENSES						
TOURISM COMMITTEE / GENERAL	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL BUDGET		APRIL ACTUAL		VARIANCE %		FISCAL YEAR BUDGET		FISCAL YEAR-TO-DATE ACTUAL		VARIANCE %	
REVENUES												
TID DISTRICT #2	125,787.71		15,724.42		(87.4)		1,509,453.00		849,357.35		(43.7)	
TOTAL REVENUES	125,787.71		15,724.42		(87.4)		1,509,453.00		849,357.35		(43.7)	
EXPENSES												
TID DISTRICT #2	237,868.72		150.00		99.9		2,854,425.00		399,096.89		86.0	
TOTAL EXPENSES	237,868.72		150.00		99.9		2,854,425.00		399,096.89		86.0	
TOTAL FUND REVENUES	125,787.71		15,724.42		(87.4)		1,509,453.00		849,357.35		(43.7)	
TOTAL FUND EXPENSES	237,868.72		150.00		99.9		2,854,425.00		399,096.89		86.0	
SURPLUS (DEFICIT)	(112,081.01)		15,574.42		(113.8)		(1,344,972.00)		450,260.46		(133.4)	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	VARI-ANCE %	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE %
REVENUES						
TID #1 DISTRICT	42,538.49	6,863.54	(83.8)	510,462.00	340,031.15	(33.3)
TOTAL REVENUES	42,538.49	6,863.54	(83.8)	510,462.00	340,031.15	(33.3)
EXPENSES						
TID #1 DISTRICT	41,166.75	0.00	100.0	494,001.00	0.00	100.0
TOTAL EXPENSES	41,166.75	0.00	100.0	494,001.00	0.00	100.0
TOTAL FUND REVENUES	42,538.49	6,863.54	(83.8)	510,462.00	340,031.15	(33.3)
TOTAL FUND EXPENSES	41,166.75	0.00	100.0	494,001.00	0.00	100.0
SURPLUS (DEFICIT)	1,371.74	6,863.54	400.3	16,461.00	340,031.15	1965.6

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	VARI-ANCE %	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE %
REVENUES						
TID #3 DISTRICT	18,960.15	155.70	(99.1)	227,522.00	26,637.74	(88.2)
TOTAL REVENUES	18,960.15	155.70	(99.1)	227,522.00	26,637.74	(88.2)
EXPENSES						
TID #3 DISTRICT	19,907.40	150.00	99.2	238,889.00	32,980.71	86.1
TOTAL EXPENSES	19,907.40	150.00	99.2	238,889.00	32,980.71	86.1
TOTAL FUND REVENUES	18,960.15	155.70	(99.1)	227,522.00	26,637.74	(88.2)
TOTAL FUND EXPENSES	19,907.40	150.00	99.2	238,889.00	32,980.71	86.1
SURPLUS (DEFICIT)	(947.25)	5.70	(100.6)	(11,367.00)	(6,342.97)	(44.1)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL BUDGET	APRIL ACTUAL	VARI-ANCE %	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE %
REVENUES						
TID #4 DISTRICT	427,940.00	0.00	100.0	5,135,280.00	0.00	100.0
TOTAL REVENUES	427,940.00	0.00	100.0	5,135,280.00	0.00	100.0
EXPENSES						
TID #4 DISTRICT	383,125.06	11,670.81	96.9	4,597,501.00	43,388.69	99.0
TOTAL EXPENSES	383,125.06	11,670.81	96.9	4,597,501.00	43,388.69	99.0
TOTAL FUND REVENUES	427,940.00	0.00	100.0	5,135,280.00	0.00	100.0
TOTAL FUND EXPENSES	383,125.06	11,670.81	96.9	4,597,501.00	43,388.69	99.0
SURPLUS (DEFICIT)	44,814.94	(11,670.81)	(126.0)	537,779.00	(43,388.69)	(108.0)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL BUDGET		APRIL ACTUAL		VARI-ANCE %	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE %
	BUDGET	ACTUAL	BUDGET	ACTUAL				
REVENUES								
REVOLVING LOAN FUND (STATE)	812.47	1,425.79	75.4	9,750.00	5,111.20	(47.5)		
TOTAL REVENUES	812.47	1,425.79	75.4	9,750.00	5,111.20	(47.5)		
EXPENSES								
REVOLVING LOAN FUND (STATE)	983.32	0.00	100.0	11,800.00	35,000.00	(196.6)		
TOTAL EXPENSES	983.32	0.00	100.0	11,800.00	35,000.00	(196.6)		
TOTAL FUND REVENUES	812.47	1,425.79	75.4	9,750.00	5,111.20	(47.5)		
TOTAL FUND EXPENSES	983.32	0.00	100.0	11,800.00	35,000.00	(196.6)		
SURPLUS (DEFICIT)	(170.85)	1,425.79	(934.5)	(2,050.00)	(29,888.80)	1357.9		

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 4 PERIODS ENDING APRIL 30, 2014

DEPARTMENT DESCRIPTION	APRIL BUDGET		APRIL ACTUAL		VARI-ANCE %	FISCAL YEAR BUDGET		FISCAL YEAR-TO-DATE ACTUAL		VARI-ANCE %
	BUDGET	ACTUAL	BUDGET	ACTUAL		BUDGET	ACTUAL			
REVENUES										
SOLID WASTE ENTERPRISE FUND	41,171.64	39,217.70	494,060.00	138,963.13	(4.7)	494,060.00	138,963.13	(71.8)		
TOTAL REVENUES	41,171.64	39,217.70	494,060.00	138,963.13	(4.7)	494,060.00	138,963.13	(71.8)		
EXPENSES										
SOLID WASTE ENTERPRISE FUND	40,094.91	27,308.69	481,140.00	128,126.35	31.8	481,140.00	128,126.35	73.3		
TOTAL EXPENSES	40,094.91	27,308.69	481,140.00	128,126.35	31.8	481,140.00	128,126.35	73.3		
TOTAL FUND REVENUES	41,171.64	39,217.70	494,060.00	138,963.13	(4.7)	494,060.00	138,963.13	(71.8)		
TOTAL FUND EXPENSES	40,094.91	27,308.69	481,140.00	128,126.35	31.8	481,140.00	128,126.35	73.3		
SURPLUS (DEFICIT)	1,076.73	11,909.01	12,920.00	10,836.78	1006.0	12,920.00	10,836.78	(16.1)		

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

DEPARTMENT DESCRIPTION	MUNICIPAL REPORT TOTALS				FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
	FOR 4 PERIODS ENDING	APRIL 30,	2014	%			
	APRIL BUDGET	APRIL ACTUAL	VARI-ANCE	%			
TOTAL MUNICIPAL REVENUES	1,692,691.80	358,363.16	(78.8)	20,312,307.00	6,618,191.38	(67.4)	
TOTAL MUNICIPAL EXPENSES	1,754,206.93	718,101.48	59.0	21,050,511.00	3,429,044.12	83.7	
SURPLUS (DEFICIT)	(61,515.13)	(359,738.32)	484.7	(738,204.00)	3,189,147.26	(532.0)	

APRIL 2014 BANK RECONCILIATION

CHECKING ACCOUNTS

	GENERAL FUND BAYLAKE	WDF BAYLAKE	SNAP BAYLAKE
PRIOR G/L BALANCE	2,024,128.24	36,278.27	2,384.69
REVENUE	457,079.80	11,259.82	0.00
DISBURSEMENTS	751,029.39	0.00	0.00
AMOUNT IN TRANSIT	3,151.08	0.00	0.00
ADJUSTMENTS	7,896.54	0.00	0.00
ENDING BALANCE	<u>1,734,924.11</u>	<u>47,538.09</u>	<u>2,384.69</u>
BANK BALANCE	1,745,409.92	47,538.09	2,384.69
LESS OUTS. CHECKS	10,485.81	0.00	0.00
	<u>1,734,924.11</u>	<u>47,538.09</u>	<u>2,384.69</u>

INVESTMENT ACCOUNTS

GENERAL/CAPITAL FUND INVESTMENTS
1,095,837.81
246.18
448,235.57
0.10
0.00
<u>647,848.32</u>
647,848.32
0.00
<u>647,848.32</u>

SAVINGS ACCOUNTS

GENERAL FUND STATE - #2	GENERAL FUND BAYLAKE BANK - MMBI	TIF #1 DEBT STATE - #11	WDF STATE - #4	CAPITAL - BUILDING DEBT STATE - #9	TIF #3 DEBT STATE - #08	TIF #3 CONSTRUCTION STATE - #14
4,496,745.88	13,186.26	489,663.63	116,151.80	5,951.43	509,339.53	95,064.73
448,576.59	11,992.08	6,863.54	8.74	0.45	148.55	7.15
22,499.34	1,480.83	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>4,922,823.13</u>	<u>23,697.51</u>	<u>496,527.17</u>	<u>116,160.54</u>	<u>5,951.88</u>	<u>509,488.08</u>	<u>95,071.88</u>
BANK BALANCE	4,922,823.13	496,527.17	116,160.54	5,951.88	509,488.08	95,071.88

TIF #2 BAYLAKE - MMBA	TIF #2 STATE - #3	TIF #2 DEBT 98A&B STATE - #10	TIF #2 AMENDED AREA CONST. - STATE - #06	TIF #2 AMENDED AREA CAP. INT. - STATE - #7	TIF #2-CAPITAL MAINT. STATE - #15	TIF #2 WFRDA DEBT RES. STATE - #13
3,723.85	14,833.02	352,556.05	63,074.23	22,830.09	123,722.03	1,654,495.07
0.15	8.03	12,811.68	4.75	2,772.89	9.31	124.52
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>3,724.00</u>	<u>14,841.05</u>	<u>365,367.73</u>	<u>63,078.98</u>	<u>25,602.98</u>	<u>123,731.34</u>	<u>1,654,619.59</u>
BANK BALANCE	3,724.00	365,367.73	63,078.98	25,602.98	123,731.34	1,654,619.59

CITY OF STURGEON BAY
INSPECTION DEPARTMENT
April 30, 2014

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF APRIL 2014

April-14	YEAR TO DATE		April-14	YEAR TO DATE
0	0	ONE FAMILY DWELLINGS	-----	-----
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
0	5	MANUFACTURED HOME	-----	51,250
0	0	C.B.R.F.	-----	-----
0	0	RESIDENTIAL ADDITIONS	-----	-----
3	17	RESIDENTIAL ALTERATIONS	86,000	284,175
2	2	RESIDENTIAL GARAGES/CARPORTS	11,500	11,500
0	0	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-----	-----
1	1	RESIDENTIAL STORAGE BUILDINGS	4,000	4,000
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
2	2	NEW COMMERCIAL BUILDINGS	1,271,077	1,271,077
0	0	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	-----	-----
0	1	NON-RESIDENTIAL ADDITIONS	-----	1,300,000
6	14	NON-RESIDENTIAL ALTERATIONS	744,007	861,007
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
14	42	TOTAL ESTIMATED COST OF CONSTRUCTION	\$2,116,584	\$3,783,009

April-14	YEAR TO DATE	TOTAL PERMITS ISSUED	April-14	YEAR TO DATE
14	42	BUILDING PERMITS	2,397	7,956
9	36	ELECTRICAL PERMITS	1,068	3,765
7	25	PLUMBING PERMITS	1,123	2,065
3	13	HEATING PERMITS	495	2,618
15	95	SIGN PERMITS	460	3,020
0	0	MISCELLANEOUS PERMITS	-----	-----
0	0	SUMP PUMP PERMITS	-----	-----
0	0	ELECTRICIAN LICENSES	-----	-----
0	0	EARLY STARTS	-----	-----
2	3	EROSION CONTROL	350	525
0	0	STATE PLAN APPROVALS	-----	-----
0	0	PARK & PLAYGROUND PAYMENTS	-----	-----
0	0	WISCONSIN PERMIT SEALS	-----	-----
1	1	ZONING BOARD OF APPEALS APPLICATIONS	300	300
0	0	ZONING CHANGES/P.U.D. APPLICATIONS	-----	-----
0	0	PLAN COMMISSION - CONDITIONAL USES	-----	-----
0	0	CERTIFIED SURVEY MAP REVIEWS	-----	-----
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	-----	-----
2	3	COMMERCIAL OCCUPANCY FEES	100	150
0	0	PIER PERMIT	-----	-----
0	0	DEMOLITION	-----	-----
0	0	REINSPECTION FEE	-----	-----
		ADMIN FEE	280	843
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$6,573.00	\$21,242.00

Cheryl Nault
Building Inspection Dept.

6c4.



CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St
Sturgeon Bay, WI 54235

6c4.

Tim Dietman
Assistant Fire Chief

920-746-2916 Station 920-746-2405 Office
920-746-2905 FAX
Email: tdietman@sturgeonbaywi.org

TO: The Sturgeon Bay Fire And Police Commission
FROM: Assistant Fire Chief Tim Dietman
SUBJECT: April 2014 Monthly Fire Report
DATE: May 14, 2014

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of April 2014.

CALLS FIRE DEPARTMENT RECEIVED: 93

<u>CITY CALLS:</u> 81	<u>Type of Call:</u>	<u>COUNTRY CALLS:</u> 12
East Side Calls: 63	Fire 30	Town of Sevastopol 05
West Side Calls: 18	EMS 63	Town of Sturgeon Bay 06
		Town of Nasewaupée 01

CALLS PER DAY:

Monday	17
Tuesday	15
Wednesday	18
Thursday	12
Friday	14
Saturday	10
Sunday	07

INCIDENT TYPE:

28 – Medical Non-Emergent	04 – Vehicle Accident
35 – Medical Emergent	01 – Special Outside Fire
01 – Cooking Fire	02 – Service Call
01 – Grass/Brush Fire	01 – Ice Rescue
05 – Carbon Monoxide Incident	01 – Gas Leak
01 – Smoke Scare/Odor of Smoke	01 – Oil Spill
01- Excessive Heat	01- Water Problem
01- Arching/Shorting Elec.	01- Public Service
02- Dispatch/Cancelled en route	01- Steam Vapor Scare
05- False Alarm/False call	

INPECTION REPORT:

Inspections within the city limits:	176
Number of violations:	145
Inspections outside the city limits:	37
Number of violations:	21
Total number of inspection hours:	215.34 hours

SPECIAL REPORTS, ACTIVITIES AND REPAIRS

TRUCK/STATION MAINTENANCE: Firefighters worked on repairing the service brakes on T1, replacing drums and brake pads on Unit 6. Performed annual pressure test on all fire hose, changed oil on unit 5, 10, and 11. Assisted the DPW with air monitoring for a confined space entry. Put new equipment into service on R1, put turnout gear together after cleaning. Calibrated the flow on units 6 and T1. Stocked new oil and put new maps into trucks. Worked on the Kawasaki Mule, replacing tires and many other new parts. Rewired city hall with coax. Replaced valve body on unit 6 discharge 1 and did the daily first on cleaning in both stations. Assisted Habitat with the Earth Day Recycling day.

TRAINING: 122.75 hours of training were conducted in April. Members of our Sturgeon Bay Honor Guard attended their monthly training. FF Daoust and FF Jorns attended FF 1 State Certification class and hands on at NWTC. Chief Herlache, Lt. Frangipane, FF Montevideo, FF Austad and FF Wiegand attended different EMT classes. On duty training with ropes and knots. Driver operator with newer part time ff's. Presented at the Driver Ed class.

OTHER: Firefighters attended various meetings. Attended the Healthy kids day at the YMCA, Leader Dog training at the Eastside station. Gave a fire safety talk at Big Hill apartments.

BEVERAGE OPERATOR LICENSES

1. Goetz, Marissa A.
2. Hall, Ashely A.
3. Hansen, Mary D.
4. Hucek, Holly J.
5. Jacobson, Dirk L.
6. Leidia, Cleis T.
7. Morse, James R.
8. Nessinger, Joni L.
9. O'Hern, Samantha M.
10. Peterson, Sharon A.
11. Stahl, Danielle M.
12. Surfus, Christine R.
13. Thunsader, Steven D.

6e.

6e.

TEMPORARY CLASS B BEER & TEMPORARY CLASS B WINE

Sturgeon Bay Jaycees
Agent: Jamie Kerscher
Sunset Park
Sturgeon Bay, WI 54235
May 24-25, 2014

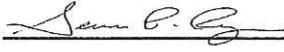
**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant: Sean Ryan
Name of Event: Door County Triathlon
Contact Phone Number: (920) 606-2458
Date(s) of Event: July 20, 2014 Time: 8:30 am - 10:00 am
Estimated # of Attendees: 1,000
Specific Location: Third Avenue/Memorial, from Alabama to South 18th

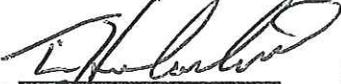
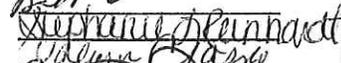
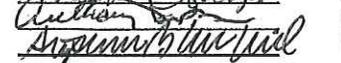
- Attach map of requested street closure area including barricade location, tent/booth location, or any street obstruction. This map must be in final form.
- Attach Certificate of Insurance with the City listed as additional insured. Limits as follows: Commercial General Liability - \$1,000,000 each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

What arrangements have been made for cleanup? No trash will be generated on Third Avenue. Water bottle handouts have volunteers and paid staff to handle clean up.

Other explanations: _____

Signature of Responsible Party: 
Address: 211 N. Broadway Suite 104, Green Bay, WI 54303
Date Submitted: May 29, 2013

Approval:

Fire Chief	By: <u></u>	Date: <u>5/11/14</u>
Police Chief	By: <u></u>	Date: <u>5/11/14</u>
Comm. Development	By: <u></u>	Date: <u>5/5/14</u>
Streets/Parks	By: <u></u>	Date: <u>5/5/14</u>
City Clerk	By: <u></u>	Date: <u>5/13/14</u>
Finance Director	By: <u></u>	Date: <u>5/13/14</u>
City Engineer	By: <u></u>	Date: <u>5/12/2014</u>
City Administrator	By: <u></u>	Date: <u>5/13/14</u>

Common Council: Date of Meeting: _____

ORDINANCE NO. _____

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

SECTION 1: Section 17.05 of the Municipal Code (Electrical Code) of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated as follows:

17.05 Licenses

(1) *Required.* No person, either individually, as a member of a firm or as an officer or employee of a corporation, shall conduct the business of electrical wiring, electrical construction or contracting unless such person shall have a license, registration, or certification as required by this chapter section 101.862 of the Wisconsin Statutes.

~~(2) *Electrical licenses.*~~

~~(a) *Contractor's license.* Before entering into a contract with a second party, firm, corporation or partnership to install, alter or repair any electrical wiring, fixtures, devices or equipment, and all electrical work as defined in section 17.02, such person shall be licensed as an electrical contractor by the city upon being found competent as to that person's technical qualifications and financial responsibilities. A contractor shall, with application for license or renewal thereof, file a certificate of insurance with the chief of the inspection department, showing that the contractor maintains public liability insurance in the amount of at least \$500,000.00 for each occurrence including products and completed operations and personal injury coverage. Each contractor shall also register all work executed by the contractor. Each contractor shall also register all journeymen and apprentices performing work for them in the city. All such journeymen and apprentices shall be licensed by the city.~~

~~(b) *Master electrician's license.* Before any person shall be licensed as a master electrician, that person must present a valid state master electrician certificate to the chief of the inspection department; however, any master electrician holding a valid city master electrician's license on May 1, 1986, may continue to renew that license without obtaining a state certificate.~~

~~(c) *Journeyman's license.* Before any person shall be licensed as a journeyman electrician, that person must present a validated journeyman license to the chief of the inspection department. However, any journeyman holding a valid city journeyman electrician license upon date of adoption may continue to renew that license without obtaining state certification.~~

~~(d) *Apprentice license.* Any person who does not hold a valid master electrician or journeyman license and is employed by a contractor to assist in the installation of electrical work shall be licensed as an apprentice electrician prior to performing any electrical work. No apprentice shall be allowed to work without direct supervision of a master or journeyman electrician.~~

~~(e) *Restricted electrical license.* Any person who is a full-time employee of a manufacturing firm, business, or institution, and holds a valid state master electrician license, may apply for a restricted electrical license to do maintenance and minor wiring within the firm, business, or institution for which they are employed. This class of license would not require the holder to have a city of electrical contractor's license.~~

~~(3) *Issuance.* Contractor's, master's, journeyman's and apprentice licenses shall be issued by the city subject to the provisions of this section. Such licenses shall not be assignable or transferable. Application for a license shall be made to the chief of the inspection department.~~

~~(4) *Exceptions.*~~

~~(a) Any public utility may perform electrical work on its own property or any property on which an easement has been granted to the public utility.~~

~~(b) A homeowner may personally perform electrical work in a single-family dwelling in which he/she resides beyond the main disconnect. A permit must be procured and work inspected and approved in the same manner as for a licensed contractor. An owner must conform with all rules and regulations of this chapter.~~

~~(5) *License fees.* Initial and annual renewal fees for the following licenses shall be in amounts as set by the common council:-~~

~~*License*~~

~~Contractor's-~~

~~Master's-~~

~~Master's Elec. Restricted-~~

~~Journeyman's-~~

~~Apprentice-~~

~~(6) *Renewal of license.* All licenses shall be issued for one year, commencing on July 1 and expiring on June 30 following, unless sooner revoked.~~

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

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk

EXECUTIVE SUMMARY

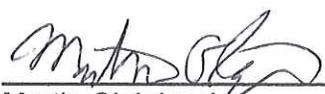
Title: Electrical Code Amendment Relating to Licensing of Electricians

Background: Chapter 17 of the municipal code is the electrical code. The code currently requires that anyone doing electrical contracting in the city shall have a license issued by the city. There are certain levels of electrical licenses (e.g. master electrician, apprentice, etc.)

The Wisconsin Statutes was amended to require state licensing of electricians. Furthermore, the statutes declare that as of April 1, 2014, a municipality may no longer have its own licensing requirements. Therefore, the city can no longer issue electricians licenses beginning April 1st. In order to avoid confusion and eliminate an unenforceable code, the amendment to Chapter 17 was reviewed the Community Protection & Services Committee and recommended for adoption. The amendment changes the requirement from a municipal license to the state license and repeals the subsection regarding the issuance of licenses.

Fiscal impact: Licenses are currently issued annually. In a typical year the city issues about 95 licenses for gross revenue of about \$1450.

Recommendation: Regardless of whether Chapter 17 is amended, the city licensing provisions are overridden by state statutes and are void. To keep the code consistent with state law, the recommendation is to approve the amendment as presented.

Prepared by: 
Martin Olejniczak
Community Development Director

5-15-14
Date

Reviewed by: _____
Steve McNeil
City Administrator

Date

ORDINANCE NO. _____

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

SECTION 1: Section 1.08(1)(a) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

(1) Salaries of elected officials.

(a) The salaries for alderpersons shall be ~~\$540.00~~ **\$600.00** per month effective immediately after the first reorganizational meeting in April of 2012 **2014**.

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

Approved:

Thad Birmingham, Mayor

Attest:

Stephanie L. Reinhardt, City Clerk

EXECUTIVE SUMMARY

TITLE: Ordinance repealing and recreating Section 1.08(1)(a) of the Municipal Code – Salaries of elected officials

BACKGROUND: During the 2014 budget process, salaries of election officials was changed.
This ordinance is necessary to put the budget action in place.

OPTIONS: Complete the first and second readings of repealing and recreating Section 1.08(1)(a) – Salaries of elected officials.

FISCAL IMPACT: None. Already placed in 2014 Budget.

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

APPROVED BY: Steve McNeil - SK
Steve McNeil, City Administrator

DATE: May 15, 2014

EXECUTIVE SUMMARY

TITLE: Municipal Code: Section 3.05 - Budget

BACKGROUND: Section 3.05 of the Municipal Code details the City's budget presentation and adoption process.

Through the years, the process has evolved from the Finance/Purchasing and Building Committee to the Committee of the Whole. Accordingly, this item is a housekeeping re-write of Section 3.05 of the Municipal Code to reflect the City's current practice.

Attached you will find a relined version of Section 3.05 of the City's Municipal Code, re: Budget Ordinance

FISCAL IMPACT: \$0

OPTIONS: Approve or deny the proposed revisions to the City's Budget Ordinance, Section 3.05 of the Municipal Code.

RECOMMENDATION:

Repeal and recreate Section 3.05 of the Municipal Code - Budget

PREPARED BY: Valerie J. Clarizio
Valerie J. Clarizio
Finance Director/City Treasurer

4/2/15
Date

APPROVED BY: Stephen McNeil
Stephen McNeil
City Administrator

4/2/14
Date

ORDINANCE NO. _____

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

SECTION 1: Section 3.05 of the Municipal of the City of Sturgeon Bay, Wisconsin is
hereby created as follows:

3.05 Budget.

- (1) *Departmental estimates.* On or before September 15 of each year, each officer, department or board shall file with the treasurer an itemized statement of disbursements made to carry out the powers and duty of such officer or department during the preceding fiscal year, and a detailed statement of the receipts and disbursements on account of any special fund under the supervision of such officer or department during such year, and of the condition and management of such fund; also detailed estimates of the same matters for the current fiscal year and for the ensuing fiscal year. Such statement shall be presented in the form prescribed by the treasurer and shall be designated as "Departmental Estimates," and shall be as nearly uniform as possible for the main divisions of all departments.
- (2) *Committee of the Whole to consider estimates.* The Committee of the Whole shall consider such departmental estimates in consultation with the department head, and shall then determine the total amount to be recommended in the budget for such department or activity.
- (3) *Committee of the Whole to prepare proposed budget.*
 - (a) *Information to be included.* On or before October 28 each year, the Committee of the Whole shall prepare and submit to the council a proposed budget presenting a financial plan for conducting the affairs of the city for the ensuing calendar year. The budget shall include the following information:
 1. The expense of conducting each department and activity of the city for the ensuing fiscal year and corresponding items for the current year and last preceding fiscal year.
 2. An itemization of all anticipated income of the city from sources other than general property taxes and bonds issued with a comparative statement of the amounts received by the

city from each of the same or similar sources for the last preceding and current fiscal year.

3. An itemization of the amount of money to be raised from general property taxes which, with income from other sources, will be necessary to meet the proposed expenditures.
4. Such other information as may be required by the council and by state law.
5. The council shall provide a reasonable number of copies of the budget thus prepared for distribution to citizens.

- (b) *Hearing.* The council shall hold a public hearing on the proposed levy as required by law. Budget/levy amendments will be conducted in accordance with Wisconsin Statutes.

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

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk

EXECUTIVE SUMMARY

TITLE: Municipal Code: Section 30.02, Accommodations Tax, Distribution of Revenue

BACKGROUND: Section 30.02 of the Municipal Code details the City's distribution of its 30 percent share of room tax revenue:

30.02 - Distribution of revenue.

(1) Beginning January 1, 2009, any amount the city collects over \$100,000.00 of its 30 percent share of revenue shall be remitted to the City of Sturgeon Bay Tourism Fund.

As you may recall, during the 2011 and 2012 budget cycles the Common Council chose not to appropriate the excess room tax dollars over \$100,000 to the Sturgeon Bay Tourism Fund. Additionally, the Common Council chose to close the Sturgeon Bay Tourism Fund by December 31, 2012.

The purpose of this agenda item is to repeal section 30.02, Accommodations Tax, Distribution of Revenue, to reflect the current City practice.

FISCAL IMPACT: \$0, as the 2014 City budget has been prepared according to the current practice.

OPTIONS: Approve or deny repealing section 30.02, Accommodations Tax, Distribution of Revenue.

RECOMMENDATION:

Repeal section 30.02, Accommodations Tax, Distribution of Revenue.

PREPARED BY: Valerie J. Clarizio 3/24/14
Valerie J. Clarizio Date
Finance Director/City Treasurer

REVIEWED BY: Stephanie L. Reinhardt 3/24/14
Stephanie L. Reinhardt Date
City Clerk/Human Resources Director

APPROVED BY: Stephen McNeil 3/24/14
Stephen McNeil Date
City Administrator

ORDINANCE NO. _____

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

SECTION 1: Section 30.02(1) of the Municipal Code of the City of Sturgeon Bay,
Wisconsin is hereby repealed:

30.02 - Distribution of revenue.

(1) Beginning January 1, 2009, any amount the city collects over
\$100,000.00 of its 30 percent share of revenue shall be remitted
to the City of Sturgeon Bay Tourism Fund.

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

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk

ADDENDUM C TO MUTUAL AID BOX ALARM SYSTEM AGREEMENT

RESOLUTION NO. _____

WHEREAS, the Wisconsin Statute 66.0301(2) authorizes any municipality to contract with other municipalities and with federally recognized Indian tribes and bands in this state for the receipt or furnishing of services, such as fire protection and emergency medical services. Such a contract may be with municipalities of another state, as provided in Wisconsin Statute 66.0303(3)(b); and

WHEREAS, the Wisconsin Statute, 323.13.(1)(d), provides that the standards for fire, rescue, and emergency medical services shall include the adoption of the intergovernmental cooperation Mutual Aid Box Alarm System (MABAS) as a mechanism that may be used for deploying personnel and equipment in a multi-jurisdictional or multi-agency emergency response throughout Wisconsin and neighboring states; and

WHEREAS, the Attorney General of the State of Wisconsin must approve any agreement between a Wisconsin municipality and a municipality of another state, and said agreement was approved by the Attorney General of the State of Wisconsin on December 22, 2000; and

WHEREAS, said agreement was submitted to the governor of the State of Wisconsin for his concurrence, which was obtained and later adopted under Wisconsin Statute 66.0303(3) (a) and (b); and

WHEREAS, the City of Sturgeon Bay, Common Council believes that intergovernmental cooperation for purposes of public safety and protection should be encouraged and that the Mutual Aid Box Alarm (MABAS) Agreement would afford these benefits to county residents by coordinating fire protection and emergency medical services, as recommended in Resolution number _____ Dated _____ ; and

WHEREAS, it is in the best interest of the Town of Baileys Harbor to enter into the proposed Mutual Aid Box Alarm System (MABAS) Agreement to provide for the coordination of fire protection and emergency medical services in the event of a large scale emergency, natural disaster, or man-made catastrophe.

NOW, THEREFORE, BE IT RESOLVED, that the Mutual Aid Box Alarm System (MABAS) Agreement, a copy of which is attached hereto and incorporated herein by reference, is hereby approved and the Town Chairman and Town Clerk, be authorized to execute the same on behalf of the Town of Baileys Harbor.

Dated this _____ day of _____, 2014

City of Sturgeon Bay

By: _____
Mayor

Attest: _____
City Clerk

EXCECUTIVE SUMMARY

DATE: February 17, 2014

TITLE: Mutual Aid Box Card System

BACKGROUND: The State of Wisconsin has adopted a state wide mutual aid system known as MABAS (Mutual Aid Box Alarm System). MABAS provides for free mutual aid to or from any Department throughout the State of Wisconsin and beyond should the need arise due to a major incident. All but four Counties in the State have signed this agreement. Should a major incident happen in Door County we would be able to activate MABAS and get whatever resources that we would need without charge for manpower or equipment. MABAS works through a box card alarm system where the Incident Commander simply calls for a predetermined Box Alarm which dispatches resources to the scene and/ or resources to cover stations that have been deployed to another incident.

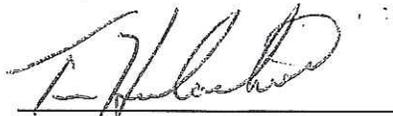
Sturgeon Bay has a similar agreement with all the Fire Departments in Door and Kewaunee Counties. It has been in effect for many years and has become a valuable tool when assistance is needed. Currently, should assistance be needed beyond the combined resources of Door and Kewaunee Counties we would be charged. Joining MABAS will ensure that help is available and well defined when that major incident occurs.

City Attorney Randy Nesbit has reviewed and approved the MABAS Contract.

FISCAL IMPACT: None

RECOMMENDATION: Adopt the State of Wisconsin Mutual Aid Box Card System

PREPARED BY:



Tim Herlache
Fire Chief

2/18/14
Date

APPROVED BY:



Stephen McNeil
City Administrator

2/18/14
Date

*Agreement was approved at 5/18/14 Council meeting.

EXECUTIVE SUMMARY

TITLE: Consideration of: Combination Class B Beer & Class B Liquor license surrender from Neighborhood Pub, Inc. to John Martin Restaurant of Door County, LLC contingent upon license being issued to named applicant.

BACKGROUND: At the May 6, 2014 Common Council meeting, the Council passed the following motion:

“To postpone the decision on this item and have the City Administrator and City Attorney bring back different options and legal history regarding the issue.”

City Attorney Nesbitt has researched the information and his summary is attached.

OPTIONS: See attached letter from City Attorney Nesbitt that outlines options.

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

APPROVED BY: Steve McNeil
Steve McNeil, City Administrator

DATE: May 13, 2014

**COMBINATION CLASS B BEER & CLASS B LIQUOR LICENSE
SURRENDER from NEIGHBORHOOD PUB, INC
CONTINGENT UPON LICENSE BEING ISSUED TO:**

John Martin Restaurant of Door County, LLC
Agent: Kim M. Engelbert
50 South Third Avenue
Sturgeon Bay, WI 54235
May 7, 2014 – June 30, 2014



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

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

HERMAN J. LEASUM (1910-2006)

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

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

WRITER'S E-MAIL rnesbitt@pinkertlawfirm.com

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

May 16, 2014

Mayor Thad Birmingham
Sturgeon Bay Common Council
421 Michigan Street
Sturgeon Bay, WI 54235

**Re: Request to Approve Surrender and Reissuance of
Class B Combination Liquor License**

Dear Mayor Birmingham and Council Members:

As you are aware, the owner of the former Neighborhood Pub, Paul Stoltman, has requested approval for a surrender and reissuance of his Class B combination liquor license to John Martin's Restaurant. The letter triggering the surrender indicates that the surrender is conditional upon reissuance of the license to John Martin's Restaurant. I will provide a summary of the options available, historical references, and legal references regarding the options available to the Common Council on this matter.

1. Status of Current License.

The license currently held by Paul Stoltman is valid and may be held until its expiration date of June 30, 2014. Based upon a 1939 Wisconsin Attorney General Opinion which has been cited by the League of Wisconsin Municipalities, the loss of a premises is not grounds for revocation of the license and a license is not lost when the premises is lost. The license is issued to a particular person for a specific premises, but it is the person that holds the license and not the place.

2. Conditional Surrender.

There is no indication that the type of conditional surrender engaged in by Mr. Stoltman is invalid. As a result, my recommendation is that the Common Council honor the

conditions of the surrender. In other words, if the Common Council chooses to reissue the license as requested, then the surrender should be accepted. If not, then the surrender is not accepted and the license remains under the control of Mr. Stoltman.

3. Past Practice in the City of Sturgeon Bay.

In assembling information regarding past instances where similar transfers have been made, I consulted with the current city clerk, Stephanie Reinhardt, the past city clerk, Kathy Schultz, and Mary Lou Allen. I was able to identify several instances where similar requests have been made. As you are aware, there have been no similar requests made in the City of Sturgeon Bay in the last 15 to 20 years. However, these license transfers were made in the past:

- A. Mac's Sports Bar operated on Sturgeon Bay's West Side. The bar was purchased by a local investor who closed it and built a bowling alley now known as Apple Valley Lanes. The Common Council was requested to and approved the transfer of that combination Class B liquor license from Mac's Sports Bar to Apple Valley Lanes, with the same owner retaining the license.
- B. Door County Racquet Club. The racquetball club on Georgia Street and 12th Avenue in the City of Sturgeon Bay had a Class B combination liquor license. In the late 80's or early 90's it closed as a bar and club and became a church. It is believed that a conditional surrender of that license was approved to transfer the person and premises licensed. It is unclear who is the holder of that license at this time.
- C. Nutz Deep. The Nutz Deep Tavern on Maple Street in Sturgeon Bay closed and was purchased by Baylake Bank to expand their West Side office. It is believed that involved a conditional surrender of that license which was approved by the Common Council to grant the license to Baylake Bank.
- D. Worley's Lanes on Fourth Avenue in Sturgeon Bay held a combination Class B liquor license upon its closure. That premises was purchased by Baylake Bank and it is believed that license was surrendered conditional upon its transfer to Baylake Bank, which was approved by the Common Council.
- E. Executive Motor Inn, the National and the Carmen Hotel all held combination Class B liquor licenses in the past and all were transferred both involving a transfer of person and premises. It is unclear where those licenses ended up.

From past history it is evident that the City of Sturgeon Bay has approved conditional transfers of license when it involves the same premises changing owners. As noted, there

have been no conditional surrenders of license involving a change of premises and change of owner. In the past, however, as late as the 1990's, such conditional surrenders had occurred in the city and were approved by the Common Council.

4. Municipal Code Section.

The following provision exists in the Sturgeon Bay Municipal Code entitled "Selection Procedure":

(7) Selection procedure. If a license for intoxicating liquors and/or fermented malt beverages is available for any reason and there are multiple applicants for the license that are qualified for issue of the license, the license shall be issued to the applicant randomly selected by lot at a time and place and under such conditions as the city council establishes. For the purposes of this section, a license that is surrendered to the city on the condition that it will be reissued to a designated person or corporation is not available except to the designated person or corporation.

The Municipal Code section of the City of Sturgeon Bay cited above is consistent with state law indicating that a license surrendered to the city on condition that it will be reissued to a designated person is not an available license. Interestingly, the section cited above does give direction as to how an available license will be issued when there is more than one applicant for an available license. Right now, however, there is no available license by the definition of this section.

5. Legal Perspective.

Municipal governing bodies have broad discretion regarding whether to issue a license to a particular applicant for a particular location. Wisconsin courts have held that state law does not confer upon a qualified applicant an absolute right to a license. *State ex rel Smith v. City of Oak Creek*, 139 Wis.2d 788 (1987). According to the League of Wisconsin Municipalities, "if a governing body conducts a proper review of the application, considers public sentiment and local concerns, and has a rational basis for denial, the courts will likely not interfere with the municipality's decision to deny." League of Wisconsin Municipalities, Municipal Licensing and Regulation of Alcohol Beverages Manual, p. 26. Wis. Stats. §125.12 (3m) provides that, when a governing body decides not to issue a new alcohol beverage license, it must notify the applicant in writing and set forth the reasons for the denial. Possible reasons suggested by the League of Wisconsin Municipalities were the following:

- Adverse impact on traffic

- Adverse impact on the peace, quiet and cleanliness of the neighborhood where the establishment is located
- Insufficient parking for patrons
- Proximity to other licensed establishments, residential areas, schools, churches or hospitals
- Ability or inability of the police to provide law enforcement services to the new establishment

In the case of this current request, if the Common Council elects not to accept the condition of the surrender, then the reason for denial of the liquor license application is that the city is not in possession of any Class B combination liquor license.

One case has been cited numerous times with regard to municipal authority regarding liquor licenses. The Wisconsin Court of Appeals' case of *Alberti v. City of Whitewater*, 109 Wis.2d 592 (1982) held that "a licensee has no absolute right to transfer his license to another place of business of his own choosing." It also held that "a municipal council is empowered but not required to authorize the complete relocation of premises." It held that the common council has discretion to act on a request for transfer. That same discretion would lie in this instance, where the Common Council is being asked not only to approve a transfer of location, but a transfer of owner of the license.

The statute governing liquor license transfers offers little guidance. It provides as follows:

Section 125.04 (12) Transfer of Licenses and Permits.

(a) *From place to place. Every alcohol beverage license or permit may be transferred to another place or premises within the same municipality. . . . Transfers shall be made by the issuing authority upon payment of a fee of \$10 to the issuing authority. No retail licensee, retail permittee, intoxicating liquor wholesaler or holder of a warehouse or winery permit is entitled to more than one transfer during the license or permit year.*

(b) *From person to person.*

1. *Licenses to sell alcohol beverages may be transferred to persons other than the licensee if the licensee, or an applicant for a subsequently granted license, dies, becomes bankrupt or*

makes an assignment for the benefit of creditors during the license year or after filing the application.

6. Options Available:

- A. Take no action. The current licensee has requested approval of a conditional surrender. If the Common Council takes no action, whether by tabling the issue or otherwise failing to approve any action, the request goes unapproved. Mr. Stoltman would continue to hold the license to June 30, 2014, subject to additional potential requests for transfer of the license.
- B. Approve the conditional surrender. If the Common Council is in favor of the issuance of the combination Class B liquor license to John Martin's Restaurant, then it should accept the conditional surrender of the license and authorize the reissuance of that same license to John Martin's Restaurant. If that action is taken, the reissuance could take place almost immediately, with the current license being issued on a pro rata basis subject to a June 30, 2014 expiration. Renewal would be handled as all other license renewals are handled.
- C. Deny the request for conditional surrender. If this is the direction the council wishes to take, then it should not be based upon finding what the council determines to be a better location for the liquor license. We must keep in mind that the current license continues to be under the control of Mr. Stoltman through June 30, 2014. The surrender is conditional upon reissuance as a condition. If that condition is not selected by the council, then Mr. Stoltman retains the license and it is not up to the council to find a more suitable location for it at this time.

Another reason to avoid discussion regarding a more suitable location for the liquor license is that there has been one court case in Wisconsin in which the court carefully evaluated the intentions of the city council where there was discussion about revoking a license from one party so that the council could grant it to another party that was more suitable in the eyes of the common council. While the court found that this was not the intention of the city in that case, it made it clear that, if such an intention were the reason for a licensing action, it may be subject to reversal by the court.

Therefore, keeping that in mind, the focus of the Common Council should be on a step-by-step evaluation. The only step under consideration now is whether the council wishes to approve of the conditional surrender, and thereby approve the condition of issuing the combination Class B liquor license to John Martin's Restaurant. This should not involve a

Mayor Thad Birmingham
Sturgeon Bay Common Council
May 16, 2014
Page 6

comparison of other potential locations or uses of that license. Any such discussion will subject the process to more scrutiny and potential reversal by a court.

If the Common Council is leaning toward a denial of the request, unless there are other specific reasons for that denial, the best reason might be because the council does not wish to have an existing license holder make the determination of what is the best use and best location for that liquor license. It may well be that the council wishes to preserve its discretion to act regarding that liquor license once that license becomes available to the city.

I hope this information provides sufficient background for your consideration. I will be present during the discussion of this matter to assist further with the discussion.

Sincerely,

PINKERT LAW FIRM LLP

A handwritten signature in blue ink, appearing to read "Randall J. Nesbitt", is written over a light blue horizontal line.

Randall J. Nesbitt

RJN:hb

cc: Mr. Steve McNeil, City Administrator

F:\Clients\S\Sturgeon Bay-City\Liquor Licenses\neighborhood pub license 05-15-14.docx

EXECUTIVE SUMMARY**DATE:** May 15, 2014**TITLE:** Sturgeon Bay Skatepark

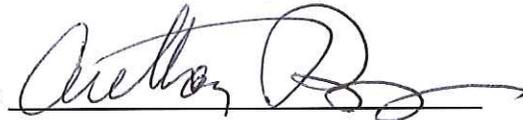
BACKGROUND: Bids were received for the construction of the Sturgeon Bay Skatepark on May 13th. The low bid was from Dreamland Skate Parks for a unit price in the amount of \$300,000.00, plus \$17,500.00 to use colored concrete, which is well within the amount raised or pledged to the Skatepark Initiative for this work.

The Skatepark is a 10,000 sq. ft. concrete facility with special concrete finishes, sloped sides, transition and ramps that are very popular with skateboarders and roller bladers.

The Skatepark Initiative is considering the possibility of completing some additional amenities that are part of their master plan, but thought to be beyond their funding at this time. Fortunately, the favorable bid from Dreamland may allow for some of the future work to be completed this year.

FISCAL IMPACT: The City has previously committed to provide short term funding in the amount of \$42,350 (returned to the city over the next 4 years) to bridge the gap between the already secured funding, and outstanding pledges. All other funding is from private donations and grants.

RECOMMENDATION: Authorize the contract with Dreamland Skate Parks for a bid amount of \$317,500.00 to construct the skatepark.

SUBMITTED BY:

Anthony Depies, City Engineer

REVIEWED BY:

Bob Bordeau, Parks Superintendent

REVIEWED BY:

Val Clarizio, Finance Director

Project 1405

Sturgeon Bay Skatepark

Bidders	Skatepark					Total	Color Concrete
	Mobilization	Earth Work	Facility	Turf Restoration			
Evergreen Skateparks	24,000	45,000	272,000	9,000	350,000	10,000	360,000
Dreamland Skate Parks	10,000	20,000	268,000	2,000	300,000	17,500	317,500
Grindline Skateparks	5,000	44,000	309,000	13,000	371,000	23,580	394,580

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to award the aquatic vegetation spraying contract to Stantec, Inc. in the amount of \$12,499.86.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Joseph Stutting, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 29, 2014

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2014.

Executive Summary

Title: Chemical Spraying of Aquatic Vegetation

Background: During the 2014 budget process \$18,000.00 was allocated for spraying 47 acres of Aquatic Vegetation in the Bay of Sturgeon Bay. The Municipal Services Department prepared and sent out bid specs as per our purchasing policy. The specs were sent out to seven companies and one was returned for our consideration. Stantec, Inc. from Stevens Point Wisconsin returned a bid of \$266.00 per acre or a total cost of \$12,499.86 and no charge for a second application if resprayed within 30 days of initial application.

Fiscal Impacts: \$12,499.86 most of this is reimbursed by marina owners

Options: 1) Award contract to Stantec, Inc.
2) Discontinue spray program for 2014

Recommendation: Staff recommends awarding contract to Stantec, Inc. for aquatic vegetation spraying at a cost not to exceed \$12,499.86.

Prepared By:



Bob Bordeau
Municipal Services Director

Date:

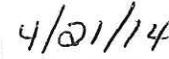


Reviewed By:



Valerie Clarizio
Finance Director/City Treasurer

Date:



Reviewed By:



Steven McNeil
City Administrator

Date:



2014

Application of Chemical Herbicides for Control of Aquatic Weeds

COMPANY NAME	ADDRESS	BID AMOUNT
Aquatic Biologists, Inc.	N4828 Hwy 45 Fond du Lac, WI 54935	
Aquatic Engineering, Inc.	P.O. Box 3634 LaCrosse, WI 54602	
Lake and Pond Solutions, LLC	N1025 Julius Drive Greenville, WI 54942	
Northern Environmental Technologies, Inc.	12075 N. Corporate Parkway Suite 210 Mequon, WI 53092	
KN Services	W4750 Spring Hill Dr. Sherwood, WI 54169	N20584 LaFave Drive Fence WI 54120
Stantec, Inc.	2841 Stanley Street Stevens Point, WI 54481	\$266.00/acre \$0.00 Second application \$12,499.86 Total 12,499.86 = Total
Jason Wilke	5285 Clarks Lake Road Sturgeon Bay WI	

**INVITATION TO BID
OFFICIAL NOTICE**

Notice is hereby given that sealed bids will be received at the office of the City Clerk of the City of Sturgeon Bay, 421 Michigan Street, Sturgeon Bay, Wisconsin 54235, until 3:00 p.m. on Thursday, April 17, 2014, and will publicly be opened at that location and time for:

*Application of Chemical Herbicides for the Control of Aquatic Weeds
in selected areas in the Bay of Sturgeon Bay*

Sealed bid proposal envelopes must be marked: "Sealed Bid for Application of Chemical Herbicides for the Control of Aquatic Weeds."

Bid proposal specifications and other documents may be obtained at the Park and Recreation office, 835 N. 14th Avenue, Sturgeon Bay, WI 54235.

The City of Sturgeon Bay reserves the right to reject any or all bid proposals or accept the bid proposal most advantageous to the City.

All bidders shall show proof of responsibility in accordance with Section 66.29 (2) Wisconsin Statutes. Proof of Responsibility shall show sufficient financial ability, equipment and experience to properly perform the contract.

*Robert W. Bordeau
Municipal Services Director*

INSTRUCTIONS TO BIDDERS

1. DESCRIPTION OF WORK: *The work included in this contract is for the initial application of chemical herbicides and the secondary applications required if the initial application did not control the aquatic weeds present. The contractor will spray the areas noted within and should be aware that vessels may be docked in place at time of application. Therefore, the contractor will have to spray around and under these vessels to ensure proper contact with the vegetation being sprayed. Chemical to be used is Reward, Cutrine, or generic equivalent, and Surfactant applied as per manufacturer's specifications.*
2. BIDDER RESPONSIBILITY FOR WORK CONDITIONS AND SITE: *Bidders are to inform themselves of the conditions under which the work is to be performed, the site of the work, the structure, the grounds, and any obstacles which may be encountered, and all other relevant matters concerning the work to be performed. The successful bidder will not be allowed any extra compensation or time by reason of any matter or thing about which such bidder might have fully informed himself prior to the bidding.*

INTERPRETATION OF CONTRACT DOCUMENT OBTAINABLE: *If any person*

4. REQUIREMENTS FOR SIGNING BIDS:

- a) *Bids which are not signed by the individual making same should have attached thereto a power of attorney evidencing authority to sign the bid in the name of the person for whom it is signed.*
 - b) *Bids which are signed for a partnership should be signed by all the partners or by an attorney-in-fact. If signed by an attorney-in-fact, there should be attached to the bid, a power of attorney evidencing authority to sign the bid, executed by the partners.*
 - c) *Bids which are signed for a corporation, should have correct corporate name thereof and the signature of the president or other authorized official of the corporation, manually written below the corporate name following the word "By _____". If such bid is manually signed by an official other than the president of the corporation, a certified copy of a resolution of the Board of Directors evidencing the authority of such official to sign the bid should be attached to it. Such bid should also bear the attesting signature of the secretary of the corporation and the impression of the corporate seal.*
5. WHEN AWARD EFFECTUAL: *The contract shall be deemed as having been awarded when formal notice of award shall have been duly served upon the intended awardee (i.e.), the bidder to whom the City contemplates awarding the contract by some officer or agent of the City duly authorized to give such notice.*

6. WITHDRAWAL OF BIDS: Any bidder may withdraw his bid at anytime prior to the scheduled time for the opening of bids, but no bid shall be withdrawn without the consent of the City for a period of thirty (30) days after the time of opening or bids is passed.
7. QUALIFICATION OF BIDDERS PRIOR TO CONTRACT LETTING: The owner (City) in contemplating the award of contract may require the following information from prospective bidders:
 - a. The bidder's performance record.
 - b. The address and description of the bidder's plant or permanent place of business.
 - c. An itemized list of all equipment expected to be used on the project with photographs (if possible).
 - d. A description, with references, of projects the bidder has completed in the past five years.
 - e. A complete and current financial statement.
 - f. Certification that the "DNR" has approved your operation for applying chemical herbicides.
 - g. Such additional information as will satisfy the owner (City) that the bidder is adequately prepared to fulfill the contract.
8. FORM OF PROPOSAL AND DETERMINATION OF LOW BID: All proposals shall be made on forms prepared by the City, which are attached hereto, otherwise they may not be considered. All prices shall be stated in words and in figures and in cases of conflict, the written amounts shall govern.
9. CONFLICTS: In the event any provision in a contract document is in conflict or inconsistent with any other paragraph or section, the provision contained in the first listed document in ARTICLE III of the CONTRACT shall govern and the other shall be void to the extent of such conflict or inconsistency unless specifically stated to the contrary.
10. REJECTION OF BIDS: The City reserves the right to reject without explanation, any or all bids and to waive any informalities in bidding. Bids must be prepared according to the instructions contained in the contract documents. No bid shall be prepared with a lead pencil; bids so prepared will be rejected without further consideration. Any/all corrections must be authenticated by the person signing the proposal/contract; such authentication shall consist of the person's handwritten initials.
11. SUBMISSION OF BID: Proposal must be placed in a sealed envelope addressed to the City Clerk, City of Sturgeon Bay, 421 Michigan Street, Sturgeon Bay, WI 54235, and plainly marked "Sealed Bid"/Proposal for Application of Chemical Herbicides for Aquatic Weed Control for the Bay of Sturgeon Bay".

12. *Chemical applicator will make available to the City: Chemical **Reward and Cutrine or generic equivalent** , application rates, and how much chemical used. The City of Sturgeon Bay reserves the right to send along a City representative during the chemical application.*
13. *Chemical applicator is responsible for all signage needed, as well as labor to post signs. The City of Sturgeon Bay will sign properties, if requested by applicator, however, will charge labor and materials to chemical applicator.*
14. *Chemical applicator must keep in contact with City of Sturgeon Bay Municipal Services Director as to when first application will be applied. Visual inspection must be made by chemical applicator before first application to ensure proper timing of first application. This should ensure adequate weed kill.*
15. *RE-INSPECTION OF SPRAY AREAS: Chemical applicator must do a visual inspection of spray areas to determine if second application is needed. Written report will be made to the Municipal Services Director as to second spray needs. 20% of bid will be withheld until second application process is complete.*

DESCRIPTION OF THE PROPOSED WORK

The work to be done under this contract to include the furnishing of labor, materials, tools and equipment necessary in performing all operations in connection with chemical application of herbicides in various locations of the Bay of Sturgeon Bay. At the time of application, the proper chemical, with a weighting agent to ensure adequate contact with submersed vegetation, will be determined by the consultant approved by a City representative and the DNR. **Chemical to be used is Reward, Cutrine or generic equivalent plus surfactant applied as per manufacturer's specifications.**

The proposal provided by the consultant will include assistance to the City of Sturgeon Bay in obtaining all applicable permits from the DNR. The consultant will also be required to attend up to a maximum of two (2) public informational meetings or public hearings as required and held by the City of Sturgeon Bay.

The following is a list of the areas to be treated with chemical herbicides. Treatment of these areas is to be late May to mid-June with the final determination to be made by the consultant and reviewed by the City representative and/or the DNR. The areas include acreage and water depths based upon 2002 water levels, the acreage shown is the maximum amount to be treated. The City of Sturgeon Bay reserves the right to withdraw or minimize any or all portions of the areas listed below at any time.

Sawyer Boat Launch	.55	acres	6'-7' Average Depth
Sunset Boat Launch	1.00	acres	4'-5' Average Depth
Stone Harbor Marina	1.30	acres	7' Average Depth
Door County Maritime Museum	.51	acres	6' Average Depth
Sturgeon Bay Marina	5.5	acres	6' Average Depth
Quarterdeck Marina	11.78	acres	5' Average Depth
Purves Lagoon	4.96	acres	5' Average Depth
Asher's Lagoon	.45	acres	5' Average Depth
Strawberry Creek	3.20	acres	10' Average Depth
Madelyn Marina	1.00	acres	5'-6' Average Depth
Snug Harbor Marina	.91	acres	4' Average Depth
Harbor Club/Skipper Buds Marina	7.08	acres	9' Average Depth
Center Pointe Marina	3.31	acres	9' Average Depth
Great Lakes Yacht Services	1.37	acres	12' Average Depth
Harbor Shores at the Bay	.75	acres	5' Average Depth
Bay Marine-around fuel dock	.20	acres	6' Average Depth
Sturgeon Bay Yacht Club	1.48	acres	6' Average Depth
"E" Dock-St. Bay Marina (D.Schott)	1.48	acres	6' Average Depth

Total Acres: 46.83

GENERAL CONDITIONS

The contract documents consist of the Advertisement, Instruction to Bidders, General Conditions, General and Specific Specifications, Proposal and Contract, each of which constitutes an integral part of the contract.

1. CONTRACTOR'S INSURANCE: The Contractor shall not commence work under this contract until he has obtained all insurance required under this paragraph and such insurance has been approved by the Owner, nor shall the contractor allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained and approved.
 - a. Compensation Insurance: The Contractor shall take out and maintain during the life of this contract, Worker's Compensation Insurance for all of his employees at the site of the project and, in case of any work is sublet, the contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the contractor. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under the Worker's Compensation statute, the contractor shall provide and shall cause for each subcontractor to provide and shall cause for each subcontractor to provide adequate insurance coverage for the protection of his employees not otherwise protected.
 - b. Public Liability and Property Damage Insurance: The Contractor shall take out and maintain during the life of this contract such Public Liability and Property Damage Insurance as shall protect him and any subcontractor performing work covered by this contract from claims for damages for personal injury, including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them and the amounts of such insurance shall be as follows:

Bodily Injury:

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

Property Damage:

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

Personal Injury with Employment Exclusion Deleted:

\$ 1,000,000	Annual Aggregate
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- c. Comprehensive Automobile Liability:

Bodily Injury:

\$ 1,000,000	Each Person
\$ 1,000,000	Each Accident

Property Damage

\$ 500,000 Each Occurrence

- d. Business Auto Insurance
\$ 1,000,000 Single Limit for bodily injury and/or Property Damage
- e. Excess Umbrella Liability Insurance:
\$2,000,000 Limit of Liability

2. PROOF OF COVERAGE OF INSURANCE: The contractor shall furnish the owner with satisfactory proof of coverage of the insurance required. Satisfactory proof shall normally consist of certificate(s) of insurance. The City of Sturgeon Bay shall be named as an additional insured.
3. PAYMENT OF EMPLOYEES: The Contractor and each of his subcontractors shall pay each of his employees engaged in work on the project under his contract in full (less only deductions made mandatory by law) in cash or check and not less than once each week.
4. ACCIDENT PREVENTION: Precaution shall be exercised at all times for the protection of all persons (including employees) and property. All hazardous conditions shall be guarded against or eliminated.
5. PAYMENTS TO CONTRACTOR: Not later than the twentieth (20th) day of each calendar month, the Owner will make payment to the contractor on the basis of a duly certified and approved estimate of the work performed under this contract, during the preceding calendar month. To obtain such payment, Contractor must submit authenticated statement/voucher detailing work completed to Owner not later than the third (3rd) working day of that calendar month. Statements/Vouchers received after the third (3rd) working day will be expeditiously processed, however, payment may be delayed up to thirty (30) days from receipt.
6. TERMINATION FOR BREACH: In the event that any of the provisions of this Contract are violated by the Contractor or his subcontractor(s), the Owner may serve written notice upon the Contractor of its intention to terminate such contract. Such notice shall contain the reasons for such intention to terminate the contract, and unless within five (5) days after serving of such notice upon the Contractor, satisfactory arrangement for correction be made, the contract shall upon the expiration of said five (5) days, cease and terminate.
7. ASSIGNMENT OF CONTRACT: The Contractor shall not assign this contract nor any part hereof, nor any monies due or to become due hereunder, without the written consent of the Owner. No assignment of this contract shall be valid unless it shall contain a provision that the funds to be paid to the Assignee under the assignment are subject to a prior lien for services rendered or materials supplied for the performance of work called for in said contract in favor of all persons, firms, or corporations rendering such services or supplying such materials.
8. SUBCONTRACTING: The Contractor shall not subcontract any work to be performed in the performance of this contract without the consent of the Owner. If the Contractor shall sublet any part of this contract, the Contractor shall be fully

responsible to the Owner for the acts and omissions of his subcontractor, as he is for the acts and omissions of persons directly employed by himself.

9. DEFINITIONS: The following terms as used in this contract are respectively defined as follows:

a. Contractor: The person, firm, corporation or business entity to whom the within contract is awarded by the Owner and who is subject to the terms thereof.

b. Subcontractor: The person, firm, corporation or business entity to whom the within contract is awarded by the Owner and who is subject to the terms thereof.

c. Owner or City: This is understood to mean the City of Sturgeon Bay, Wisconsin, represented by the Purchasing Agent (City Administrator).

CONTRACT

THIS CONTRACT made this _____ day of _____, 20____, by and between _____, hereinafter called the "Contractor", and City of Sturgeon Bay, hereinafter called the "Owner".

WITNESSETH, that the Contractor and the Owner for the Consideration stated herein agree as follows:

ARTICLE I, SCOPE OF WORK: The Contractor shall perform everything required to be performed and shall provide and furnish all of the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required to perform and complete in a workmanlike manner all of the work required for the application of chemical herbicides for the control of aquatic weeds in selected areas in the Bay of Sturgeon Bay. All to be accomplished in accordance with the Contract documents, including any and all addenda, prepared under the direction of the Purchasing Agent of said City of Sturgeon Bay, and in strict compliance with the Contractor's proposal and the other contract documents herein mentioned which are a part of this contract. The Contractor shall do everything required by this contract and other documents constituting any part hereof.

ARTICLE II, THE CONTRACT PRICE: The Owner shall pay to the Contractor for the performance of this contract, subject to any additions or deductions provided herein, in current funds, the contract price computed as follows:

Payments are to be made to the Contractor in accordance with, and subject to the provisions embodied in the documents made a part of this contract.

The actual sum to be paid, however, will be the aggregate total determined by the work actually performed by the Contractor calculated upon the unit prices set out in the Proposal and which are hereto attached and made a part thereof.

ARTICLE III, COMPONENT PARTS OF THIS CONTRACT: This contract consists of the following component parts, all of which are as fully a part of this contract as if herein set out verbatim or, if not attached, as if hereto attached:

- A. Advertisement for bids
- B. Instructions to bidders
- C. Contractor Proposal.
- D. General Conditions
- E. Contract
- F. Special Provision

In the event that any provision in any of the above component parts of this contract conflicts with a provision in any other of the component parts, the provision component part first enumerated above shall govern over any other component part which follows in numerically, except as may be otherwise specifically stated.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in two (2) original counterparts the day and year first above written.

(Name of Contractor)

(Seal)

By: _____

(Title)

Attest:

(Title)

(Title)

CITY OF STURGEON BAY

BY: _____
Mayor

Attest:

Stephen McNeil, City Administrator

Approved as to form _____
City Attorney

Date

Provision has been made to pay the liability that will accrue under this contract.

Stephen McNeil, City Administrator

Date

SPECIAL PROVISION

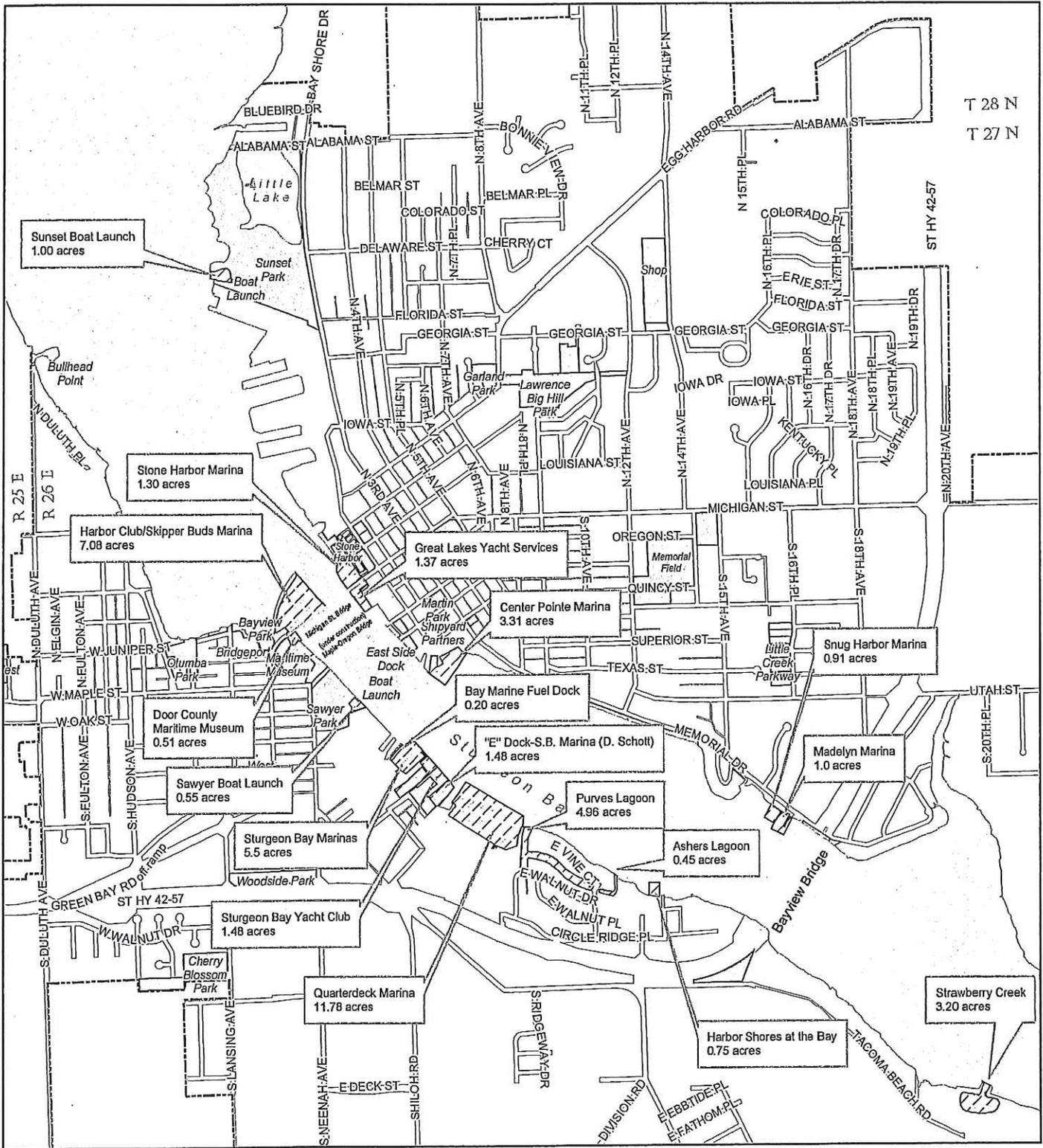
Project Quantities:

- a) *Payment for all work shall be based upon the unit prices within this contract. Final quantities can not be determined until spray areas are approved by the DNR and a permit issued by them to allow this work.*
- b) *Benefiting property owners will also be able to eliminate area from this contract, after bids are received, but not after contractors are signed.*
- c) *Spray area (attached).*

 Chemical Aquatic Plant Spray Areas



City of Sturgeon Bay CHEMICAL AQUATIC PLANT SPRAY AREAS



BID FORM & PROPOSAL FOR CITY OF STURGEON BAY
Bids to be received at City Hall, 421 Michigan St., Sturgeon Bay, WI 54235 until
Thursday, April 17, 2014 at 3:00 p.m., at which time bids will be opened.

TO: City Clerk, City of Sturgeon Bay
 421 Michigan Street
 Sturgeon Bay, WI 54235

The undersigned having familiarized himself with the local conditions affecting the cost of the work, and having read and examined the Advertisement for Bids, Description of work, Bid Form & Proposal and locations, hereby proposed to do all the work called for in this proposal and to furnish all labor, tools, equipment and materials necessary for the full completion of said work in a workmanlike manner at the sums, rates and unit prices for said work as follows:

The chemical herbicides _____ application for aquatic weed control to:

<u>AREA</u>	<u>ACREAGE</u>	<u>COST/ACRE</u>	<u>TOTAL</u>
1. SAWYER BOAT LAUNCH	.55		
First Application		\$ _____	\$ _____
Additional Application		\$ _____	\$ _____
2. SUNSET BOAT LAUNCH	1.00		
First Application		\$ _____	\$ _____
Additional Application		\$ _____	\$ _____
3. MADELYN MARINA	1.30		
First Application		\$ _____	\$ _____
Additional Application		\$ _____	\$ _____
4. DOOR COUNTY MARITIME MUSEUM	.51		
First Application		\$ _____	\$ _____
Additional Application		\$ _____	\$ _____
5. STURGEON BAY MARINA	5.5		
First Application		\$ _____	\$ _____
Additional Application		\$ _____	\$ _____
6. QUARTERDECK MARINA	11.78		
First Application		\$ _____	\$ _____
Additional Application		\$ _____	\$ _____

7. PURVES LAGOON	4.96		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
8. ASHERS LAGOON	.45		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
9. STRAWBERRY CREEK	3.20		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
10. LEATHEM SMITH MARINA	1.00		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
11. SNUG HARBOR MARINA	.91		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
12. HARBOR CLUB/SKIPPER BUDS	7.08		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
13. CENTER POINT MARINA	3.31		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
14. GREAT LAKES YACHT SERVICES	1.37		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
15. HARBOR SHORES AT THE BAY	.75		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
16. BAY MARINE (around fuel docks)	.20		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____

17. STURGEON BAY YACHT CLUB	1.48		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
18. "E" DOCK – ST. BAY MARINA	1.48		
<i>First Application</i>		\$ _____	\$ _____
<i>Additional Application</i>		\$ _____	\$ _____
		Grand Total:	\$ _____

Written Grand Total: _____

Submitted by: _____
 Company Name

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the city change the recycling pick-up to every-other-week, starting September 2014; with a follow-up report from Municipal Services to Community Protection and Services Committee after one year.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Stewart Fett, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 8, 2014

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2014.

Recycling Survey

February 17, 2014 through March 7, 2014

Data Collection completed by Darren Hesler, Tom Delchambre and Dick Stuewer

Data compiled by Colleen Degrave

The City of Sturgeon Bay switched garbage and recycling pick up from manual pick up to automated pick up in the fall of 2012. This switch cost the City \$426,045.00 dollars for new trucks and \$360,000.00 for garbage and recycling containers. The City had an option of using either a 64 or 95 gallon carts for the pickup. After talking with sales consultants, other communities that had made the switch to automated pick up, staff recommended using 95 gallon carts for the garbage and recycling pickup. After some concerns from some residents about the size of the 95 gallon carts the recommendation from the Sturgeon Bay Common Council was to allow the residents to choose either a 64 or 95 gallon cart. Businesses were also able to join the program as long as they put out no more waste than what a residential unit would put out.

In past years there was \$150,000.00 in tipping fees that was taxed for. During the 2013 budget process there was a decision made to include the \$150,000.00 in the Solid Waste User Fund and make garbage and recycling a true user fee based entity, meaning the only people that pay for the service is the people that use the service. If anyone thought the service was poor or the fees are too high could then opt out of the program and contract with whomever they wanted. During the 2014 budget process the city looked at fees and determined that our user fee had to be increased from \$5.78 to \$8.73 to cover the cost of the program.

The Municipal Services Department is always looking at ways to keep costs down, become more efficient and continue to be good stewards of the environment. One of our tasks was to look at the possibility of picking up recycling every other week. Picking up recycling every other week will not save the community huge amounts of money, it will however allow the department to become more efficient with its personnel while becoming more environmentally friendly.

Cost savings

A minimal cost saving will be in fuel and equipment maintenance. There should be a 25% savings in these areas.
(Approximately \$13,000.00)

Department efficiencies

The department efficiencies will come on the weeks that recycling is not picked up. We will have one more person in the department for road maintenance, park maintenance, snow plowing and will also make the sanitation department more efficient. When one of our Sanitation Engineers is off from work the other will be able to fill in, meaning the street crew will remain full strength. Every other week recycling will also give us more flexibility for the holiday pickups. Every year the department needs to move collection days around for the holidays. Every other week recycling will minimize this practice.

Environmental concerns

The City of Sturgeon Bay is committed to environmental protection. (Sweeping of streets, no phosphorous fertilization, minimizing invasive species on the land and water, building of detention/retention ponds, and our recycling program itself.) Going every other week for recycling pick up will also help our environment. Less driving time will mean fewer emissions into the air, less fossil fuel usage, and less all around pollutants coming from the vehicle.

Monday 1054 pick ups

23% residents never put out recycling
29% put out 25% of the time
21% put out 50% of the time
15% put out 75% of the time
12% put out every week

Tuesday 1107 pick ups

33% residents never put out
31% put out 25% of the time
20% put out 50% of the time
10% put out 75% of the time
6% put out every week

Wednesday 1095 pick ups

28% residents never put out
26% put out 25% of the time
24% put out 50 % of the time
13% put out 75% of the time
9% put out every week

Thursday 1027 pick ups

30 % residents never put out
25% put out 25% of the time
24% put out 50 % of the time
11% put out 75% of the time
10% put out every week

Monthly Totals

4283 Residential pick ups
29% of residents never put out recycling
28% put out 25% of the time
22% put out 50% of the time
12% put out 75% of the time
9% put out every week

The department took the survey one step further; we looked at the residents that put out recycling 3 out of 4 weeks and those that put out every week to see if they could break down the recycling. There were 525 residents that put out recycling three out of four weeks and 395 residents put out every week during our survey. Of those 920 residents only 19 had cans filled greater than 50% and would not be able to break down the recycling to fit more in the bin. Out of those 19 pickups 13 were businesses.

Let's do the math

The day with the most pickups is Tuesday with 1107, we will give the Sanitation Engineers 1.5 hours to dump recycling (twice at $\frac{1}{4}$ hour) so they have 6.5 hours to pick up 1107 stops. $1107/6.5 = 170.31$ stops per hour. $170.31/60 = 2.84$ stops per minute or one stop every 20 seconds. The City of Green Bay is picking up 2.48 stops per minute and the City of Depere is picking up 3.13 stops per minute. The company that sold us our trucks have stated that these trucks will pick up 4 stops per minute or one stop every 15 seconds depending on the refuse can spacing.