



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, AUGUST 4, 2015
12:00 p.m. NOON
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 – \$103,609.28, Capital Fund - \$916.50, Cable TV - \$4,863.77, TID #2 – \$2,315.00, TID #4 – \$24,898.00, and Solid Waste Enterprise Fund - \$2,512.43 for a grand total of \$139,114.98. [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 following regular Council minutes 7/21/15.

* b. Approval of the following minutes:

- (1) Sturgeon Bay Utility Commission – 6/9/15
- (2) Bicycle and Pedestrian Advisory Board – 7/2/15
- (3) Waterfront Redevelopment Authority – 7/20/15
- (4) Parking & Traffic Committee – 7/20/15
- (5) Board of Review – 7/21/15
- (6) Finance/Purchasing & Building Committee – 7/21/15

* c. Consideration of: Approval of beverage operator licenses.

* d. City Plan Commission recommendation re: Street to be placed on the Official Map extending 12th Avenue to Bonnie View Drive and to remove the existing plan for future 12th Avenue from the map.

* e. Parking & Traffic Committee recommendation re: Install seasonal speed bumps in the alley between S. 2nd Avenue and S. 3rd Avenue from Nebraska Street to Michigan Street, and if necessary, paint a ladder safety grid pattern, and any other safety measures deemed necessary by staff.

* f. Parking & Traffic Committee recommendation re: Paint a center line and parking spaces along the west side of N. 3rd Avenue between Iowa Street and Florida Street.

* g. Parking & Traffic Committee recommendation re: Extend the sidewalk on the north side of Michigan Street past the YMCA parcel to STH 42/57.

- * h. **Parking & Traffic Committee recommendation re: Place Bike Friendly and Tree City designation logos on the City of Sturgeon Bay website homepage.**
- 7. **Mayoral Appointments.**
- 8. **Waterfront Redevelopment Authority recommendation re: City proceed to work with Robert W. Baird to restructure the 2015 TID #2 debt and borrow for the October 1, 2015 debt payments.**
- 9. **Finance/Purchasing & Building Committee recommendation re: Proceed to work with Robert W. Baird to restructure the 2015 TID #2 debt and borrow for the October 1, 2015 debt payments.**
- 10. **Finance/Purchasing & Building Committee recommendation re: Proceed to work with Robert W. Baird to borrow for the Egg Harbor Road Improvements.**
- 11. **Resolution providing for the sale of \$2,100,000 General Obligation Promissory Notes, Series 2015.**
- 12. **Consideration of: Proposed Changes to the Sign Code Affecting Ground Signs.**
- 13. **Sturgeon Bay Revolving Loan Fund Committee recommendation re: The City grant a collateral change request for Sonny's Pizzeria, LLC. releasing the third position mortgage on the residence of Jason Estes, subject to conditions.**
- 14. **Committee Chairperson Reports:**
 - a. **City Plan Commission**
 - b. **Finance/Purchasing & Building Committee**
 - c. **Park & Recreation Committee**
- 15. **Public comment on non-agenda items.**
- 16. **Mayor's comments.**
- 17. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 7.31.15

Time: 12:00pm

By: jm

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
06330	FIRST BAPTIST CHURCH	FIRST BAPTIST-OTUMBA PARK REFND	01-000-000-23162	50.00
COUNTRY	CVF MAPLE LLC	COUNTRY 7.18.15 MARKET	01-000-000-21595	5.00
IDLEWILD	IDLEWILD HERBS	IDLEWILD 7.18.15 MARKET	01-000-000-21595	12.00
R0000984	CHARLES BORDEAU	BORDEAU 7.18.15 MARKET	01-000-000-21595	80.00
R0000985	SULLYS THUMBS UP PRODUCE	SULLYS 7.18.15 MARKET	01-000-000-21595	168.00
R0001074	RANDALL MANGES	MANGES 7.18.15 MARKET	01-000-000-21595	7.00
R0001080	YVONNE TANCK	TANCK 7.18.15 MARKET	01-000-000-21595	44.00
R0001123	D.C CUSTOM MEATS	DC MEATS 7.18.15 MARKET	01-000-000-21595	38.00
R0001127	CLARIO FARMS	CLARIO 7.18.15 MARKET	01-000-000-21595	28.00
R0001178	SONS OF NORWAY	SONS OF NORWAY SAWYER REF	01-000-000-23162	50.00
R0001285	CHRISTINE DEWITT	ELLINGSEN CHRRY BLSSOM REF	01-000-000-23162	50.00
R0001291	MAI LEE	MAI LEE 7.18.15 MARKET	01-000-000-21595	8.00
R0001292	CAROLL GLOTZBACH	GLOTZBACH CHRRY BLSSM REF	01-000-000-23162	50.00
R0001293	CARYN WICKMAN	WICKMAN OTUMBA PARK	01-000-000-23162	50.00
R0001294	WILLIAM BOSMAN	BOSMAN SAWYER PRK REF	01-000-000-23162	50.00
R0001295	BETH GUNDERSON	GUNDERSON SAWYER REF	01-000-000-23162	50.00
R0001297	JILL WHITMAN	WHITMAN-CHRRY BLSSM REF	01-000-000-23162	50.00
R0001298	KEN WHITFORD	WHITFORD-SUNSET PARK REFND	01-000-000-23162	50.00
R0001299	ROBERT CONLON	CONLON-OTUMBA PARK REFND	01-000-000-23162	50.00
R0001300	JENNIFER MEACHAM	MEACHAM-ZOO FLDTRIP REFND	01-000-000-46590	10.00
THORP	PAT THORP	PATCH 7.18.15 MARKET	01-000-000-21595	12.00

TOTAL LIABILITIES 912.00

TOTAL GENERAL FUND 912.00

CITY COUNCIL

16961	PUBLIC ADMINISTRATION ASSOC.	CONSULT SVC CITY ADMIN POS.	01-105-000-55600	9,212.18
R0001296	RYAN HEISE	HEISE INTERVIEW EXPNSE REIMB	01-105-000-55600	604.35

TOTAL 9,816.53

TOTAL CITY COUNCIL 9,816.53

LAW/LEGAL

16555	PINKERT LAW FIRM, LLP	06/15 TRAFFIC MATTERS	01-110-000-55010	720.00
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TOTAL 720.00

TOTAL LAW/LEGAL 720.00

CITY CLERK-TREASURER

VALUE	V.A.L.U.E IN LOCAL GOVERNMENT	ANNL VALUE IN LOCAL GVT DUES	01-115-000-56000	35.00
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TOTAL 35.00

TOTAL CITY CLERK-TREASURER 35.00

CITY ASSESSOR

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
ASSO APP	ASSOCIATED APPRAISAL	08/04/15 CONTRACT	01-130-000-55010	1,245.83
		TOTAL		1,245.83
		TOTAL CITY ASSESSOR		1,245.83
MUNICIPAL SERVICES ADMIN.				
UNIVWIS	UNIVERSITY OF WISCONSIN	SPETZ/COURSE #R498 REGISTER	01-145-000-55600	80.00
UNIVWIS		SHEFCHIK/COURSE #R498 REGISTER	01-145-000-55600	80.00
		TOTAL		160.00
		TOTAL MUNICIPAL SERVICES ADMIN.		160.00
PUBLIC WORKS ADMINISTRATION				
19700	CITY OF STURGEON BAY	STAMPS	01-150-000-51950	49.00
22800	WALMART COMMUNITY	BATTERIES & PENCILS	01-150-000-51950	44.82
		TOTAL		93.82
		TOTAL PUBLIC WORKS ADMINISTRATION		93.82
CITY HALL				
03806	CUMMINS NPOWER, LLC	OIL PAN HEATER REPAIR	01-160-000-58999	907.99
04696	DOOR COUNTY TREASURER	85.40G UNLEADED	01-160-000-51650	218.20
19275	SHERWIN WILLIAMS	PAINT	01-160-000-54999	61.13
23730	WPS	421 MICHIGAN ST-CITY HALL	01-160-000-56600	604.62
		TOTAL		1,791.94
		TOTAL CITY HALL		1,791.94
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	LEGAL PUBLICATIONS	01-199-000-57450	249.46
MEUW	MUNICIPAL ELECTRIC UTILITIES	3RD QTR PROGRAM FEES	01-199-000-55605	3,125.00
		TOTAL		3,374.46
		TOTAL GENERAL EXPENDITURES		3,374.46
POLICE DEPARTMENT				
22800	WALMART COMMUNITY	BATTERIES	01-200-000-51950	39.88
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	PRINTER REPAIR/ZAGER	01-200-000-55650	125.50
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER #30 OF 36	01-200-000-55650	181.00
		TOTAL		346.38

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
			TOTAL POLICE DEPARTMENT	346.38
PATROL BOAT				
02206	BAY MARINE	FUEL-PATROL BOAT	01-205-000-51650	486.07
			TOTAL PATROL BOAT	486.07
			TOTAL PATROL BOAT	486.07
POLICE DEPARTMENT/PATROL				
04696	DOOR COUNTY TREASURER	14089.90G UNL @ 2.5550	01-215-000-51650	3,602.29
19880	STURGEON BAY UTILITIES	724 SHORECREST RD CAMERA WWTP	01-215-000-56150	10.40
21450	THE UNIFORM SHOPPE	UNIFORM PANT/SHIRT/MOGEN	01-215-000-52900	125.40
23640	WISCONSIN DEPT OF JUSTICE	TIME SUPPRT ACCESS 07/15-09/15	01-215-000-58999	360.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	CROWN VIC #20 VEHICLE REPAIRS	01-215-000-58999	1,643.20
TASER	TASER INTERNATIONAL	X26P TASER REPAIR	01-215-000-51050	899.95
			TOTAL	6,641.24
			TOTAL POLICE DEPARTMENT/PATROL	6,641.24
FIRE DEPARTMENT				
01766	AURORA MEDICAL GROUP	PHYSICALS--ROOP, GORDN, GULLEY	01-250-000-57100	1,229.00
04696	DOOR COUNTY TREASURER	JUNE FUEL	01-250-000-51650	1,041.95
18448	RENNERTS FIRE EQUIP SER INC	PUMP PACKING	01-250-000-53000	269.27
18448		PUMP PACKING & TOOL	01-250-000-53000	332.77
19880	STURGEON BAY UTILITIES	835 N 14TH AVE SALT SHED	01-250-000-56675	5.20
19880		DUCK POND	01-250-000-56675	5.20
19880		SUNSET CNTR/NEW CONC	01-250-000-56675	42.00
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	13.00
19880		OTUMBA PARK	01-250-000-56675	5.20
19880		WEST SIDE WARM HOUSE	01-250-000-56675	5.20
19880		WEST SIDE FIRE STATION	01-250-000-56675	42.00
19880		WEST SIDE FIRE STATION	01-250-000-56150	32.23
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	5.20
19880		38 S NEENAH AVE RSTRM/FC	01-250-000-56675	26.00
19880		JAYCEES BALLFLD STAND	01-250-000-56675	13.00
19880		MICH ST JC BALLFLD SPRINKLER	01-250-000-56675	42.00
19880		WEST SIDE BALL FIELD LITES	01-250-000-56675	5.20
19880		916 N 14TH WARNING SIREN	01-250-000-56150	8.24
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	16.12
19880		SUNSET PRK STAR PLANT	01-250-000-56675	42.00
19880		835 N 14TH AVE SIGN SHED	01-250-000-56675	5.20
19880		CHERRY BLOSSOM PARK	01-250-000-56675	13.00
19880		CLAY BANKS SIREN	01-250-000-56150	18.07
23730	WPS	656 S OXFORD AVE- WS FIRE	01-250-000-56600	38.29
23897	W.S. DARLEY & CO.	FOAM	01-250-000-51350	657.50
MED TECH	MED-TECH RESOURCE INC.	WATERPROOF CASES	01-250-000-51350	170.08
O'REILLY	O'REILLY AUTO PARTS	TRAILER LIGHT SOCKET	01-250-000-53000	14.99

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PAULCONW	PAUL CONWAY SHIELDS	BOOTS-NEW HIRE	01-250-000-51350	160.00
PAULCONW		HELMET SHIELDS	01-250-000-51350	87.98
PAULCONW		SHIPPING	01-250-000-51350	12.50
PAULCONW		ROPE PULLEY & RESCUE RING	01-250-000-51350	151.50
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	JET& INSPECT DRAINS @ WSIDE	01-250-000-56250	253.75
SWANSON	SWANSONFLO	PRIMER ACTUATOR REPAIR KIT	01-250-000-53000	84.00
		TOTAL		4,847.64
		TOTAL FIRE DEPARTMENT		4,847.64
STREET SWEEPING				
19880	STURGEON BAY UTILITIES	SWEeper WATER	01-330-000-53050	26.13
		TOTAL		26.13
		TOTAL STREET SWEEPING		26.13
ROADWAYS/STREETS				
04545	DOOR COUNTY COOPERATIVE	ZFOLIAR GAINER	01-400-000-54999	33.75
		TOTAL		33.75
		TOTAL ROADWAYS/STREETS		33.75
STREET SIGNS AND MARKINGS				
04276	DIAMOND VOGEL PAINT CENTER	40G YELLOW PAINT	01-420-000-52100	430.00
19275	SHERWIN WILLIAMS	CREDIT RETURN 5 G BLUE PAINT	01-420-000-52100	-109.70
20070	TAPCO	SQUARE SIGN POST BASES	01-420-000-52550	317.14
		TOTAL		637.44
		TOTAL STREET SIGNS AND MARKINGS		637.44
CURB/GUTTER/SIDEWALK				
10750	PREMIER CONCRETE INC	SIDEWALK @ ST JOES	01-440-000-51200	221.75
		TOTAL		221.75
		TOTAL CURB/GUTTER/SIDEWALK		221.75
STREET MACHINERY				
04696	DOOR COUNTY TREASURER	437.59 G UNL FUEL	01-450-000-51650	1,118.04
04696		697.30G DIESEL FUEL	01-450-000-51650	2,063.31
12430	LINCOLN CONTRACTORS SUPPLY INC	FILTER FUEL KIT	01-450-000-53000	42.19
18945	S & R TRUCK CENTER	TRANSMISSION REPAIR & INSPECT	01-450-000-53000	37.71

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
			TOTAL	3,261.25
			TOTAL STREET MACHINERY	3,261.25
CITY GARAGE				
06012	FASTENAL COMPANY	SAFETY GLOVES	01-460-000-52350	132.48
19880	STURGEON BAY UTILITIES	835 N 14TH AVE SALT SHED	01-460-000-56150	8.35
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	42.00
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	890.89
19880		835 N 14TH AVE CITY GARAGE	01-460-000-58650	127.00
19880		SUNSET PRK BT LAUNCH	01-460-000-56150	10.40
23730	WPS	835 N 14TH AVE	01-460-000-56600	170.11
			TOTAL	1,381.23
			TOTAL CITY GARAGE	1,381.23
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	3 TRFC WARNING LGTS	01-499-000-58000	8.25
			TOTAL	8.25
			TOTAL HIGHWAYS - GENERAL	8.25
PARK & RECREATION ADMIN				
22800	WALMART COMMUNITY	CREDIT RETURN-CRAFT SUPPLIES	01-500-000-52250	-35.07
BAYSHORE	BAY SHORE OUTFITTERS, INC	KAYAK/PADDLEBOARD FLDTRIP	01-500-000-52250	300.00
KOBUSSEN	KOBUSSEN BUSES LTD	BUSSING-CLARK LAKE FLDTRIP	01-500-000-52250	130.63
WSTMA	WISCONSIN SPORTS TURF MANAGERS	ANNL SPRTS TURF DUES/BORDEAU	01-500-000-56000	45.00
			TOTAL	440.56
			TOTAL PARK & RECREATION ADMIN	440.56
PARKS AND PLAYGROUNDS				
03075	CARQUEST OF DOOR COUNTY	SPARK PLUG/EDGER	01-510-000-52850	2.78
03075		ASSORTED TOOLS	01-510-000-52700	45.01
03075		SWITCH	01-510-000-51900	16.63
03075		FAN & FUEL HOLDER/KUBOTA	01-510-000-52850	40.70
04545	DOOR COUNTY COOPERATIVE	CRDIT RETURN HILLMAN ROD	01-510-000-51750	-19.79
04545		DRAIN SNAKE & PLUNGER	01-510-000-54999	10.60
04545		WASP SPRAY	01-510-000-54999	3.86
04545		Z STRIKE	01-510-000-51750	76.39
04696	DOOR COUNTY TREASURER	788.02G UNLEADED	01-510-000-51650	2,013.39
04696		49.40G DIESEL	01-510-000-51650	146.18
08225	HERLACHE SMALL ENGINE	SPRING	01-510-000-51900	6.10
08225		MOWER CHUTE	01-510-000-51900	25.55

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
08225		CLUTCH RETURN	01-510-000-51900	-23.25
08225		EDGER BLADES	01-510-000-51900	9.00
12100	LAMPERT YARDS INC	6-2X6X8' TREATED	01-510-000-51800	43.14
19070	SCHARTNER IMPLEMENT INC	BRACKET & SIGN	01-510-000-52550	9.71
19880	STURGEON BAY UTILITIES	SUNSET CNTR/NEW CONC	01-510-000-56150	211.28
19880		SUNSET CNTR/NEW CONC	01-510-000-58650	156.44
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	92.95
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	80.22
19880		OTUMBA PARK	01-510-000-56150	58.73
19880		OTUMBA PARK	01-510-000-58650	35.15
19880		WEST SIDE WARM HOUSE	01-510-000-56150	214.18
19880		WEST SIDE WARM HOUSE	01-510-000-58650	28.34
19880		WEST SIDE FIRE STATION	01-510-000-58650	90.08
19880		JAYCEES BALLFLD STAND	01-510-000-56150	39.77
19880		JAYCEES BALLFLD STAND	01-510-000-58650	24.28
19880		MICH ST JC BALLFLD SPRINKLER	01-510-000-58650	27.00
19880		OTUMBA PK WALKWAY LITES	01-510-000-56150	31.78
19880		OTUMBA PK/STREET LTG	01-510-000-56150	151.76
19880		FLORIDA ST/SUNSET PK	01-510-000-56150	14.98
19880		835 N 14TH AVE SIGN SHED	01-510-000-56150	20.46
19880		835 N 14TH AVE SIGN SHED	01-510-000-58650	26.83
19880		CHERRY BLOSSOM PARK	01-510-000-56150	29.94
22800	WALMART COMMUNITY	NOZZLES & SALT	01-510-000-51750	6.76
23730	WPS	335 S 14TH AVE MEM FLD	01-510-000-56600	32.41
RO000556	D&A MACHINING, LLC	TANKER VALVE HANDLE	01-510-000-52850	40.00
TLB	TLB WOOD PRODUCTS CORP	72 YDS BROWN MULCH	01-510-000-51750	1,656.00
USDA	USDA-WILDLIFE SERVICES	CANADA GEESE REMOVAL PROJECT	01-510-000-58999	7,400.00
WARNER	WARNER-WEXEL WHOLESALE &	FLOOR MATS-MARTIN PARK	01-510-000-54999	196.96
WARNER		TOILET CLEANER	01-510-000-51850	14.94
		TOTAL		13,087.24
		TOTAL PARKS AND PLAYGROUNDS		13,087.24
BALLFIELDS				
04545	DOOR COUNTY COOPERATIVE	MILORGANITE	01-520-000-54999	23.38
10750	PREMIER CONCRETE INC	1.2 TN BALLFLD CHALK	01-520-000-54999	108.00
19275	SHERWIN WILLIAMS	GIRLS LL DUGOUT PAINT	01-520-000-54999	91.54
19275		PAINT-GIRLS LL DUGOUT	01-520-000-54999	91.54
19275		PAINT-GIRLS LL DUGOUT	01-520-000-54999	77.99
19275		PAINT/GIRLS LL	01-520-000-54999	45.77
		TOTAL		438.22
		TOTAL BALLFIELDS		438.22
MUNICIPAL DOCKS				
04545	DOOR COUNTY COOPERATIVE	BROOM	01-550-000-54999	8.99
04966	EAGLE MECHANICAL INC	URINAL-SAWYER PRK	01-550-000-51850	218.00
12100	LAMPERT YARDS INC	MATERIALS-SAWYER	01-550-000-54999	71.85
12100		EXTENSIONS-DOCK RAMP	01-550-000-54999	6.49
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	206.97

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	47.42
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	20.03
19880		38 S NEENAH AVE RSTRM/FC	01-550-000-56150	206.42
19880		38 S NEENAH AVE RSTRM/FC	01-550-000-58650	423.81
23730	WPS	36 S NEENAH AVE RESTROOM	01-550-000-56600	32.71
VIKING	VIKING ELECTRIC SUPPLY, INC	ELECTRIC REPAIRS-SWYR MEN BATH	01-550-000-54999	26.38
WARNER	WARNER-WEXEL WHOLESALE &	MAINT SUPPLIES	01-550-000-51850	160.10
WARNER		MAINTENANCE SUPPLIES	01-550-000-51850	139.50

TOTAL 1,568.67
 TOTAL MUNICIPAL DOCKS 1,568.67

WATER WEED MANAGEMENT

01675	AQUARIUS SYSTEMS	GEAR REDUCER	01-560-000-51400	1,482.45
03075	CARQUEST OF DOOR COUNTY	DOOR HANDLE-P-1	01-560-000-51400	12.00
03075		CREDIT RETURN DOOR HANDLE	01-560-000-51400	-12.00
03075		WATER WEED PARTS	01-560-000-51400	33.46
03075		WATER WEED PARTS	01-560-000-51400	31.42
04603	HALRON LUBRICANTS INC	HYDRO OIL-WEED CUTTERS	01-560-000-52050	1,800.00
04603		HYDRO OIL-WEED CUTTERS	01-560-000-51400	1,069.14
04696	DOOR COUNTY TREASURER	97.92G UNLEADED	01-560-000-51650	250.18
04696		157.20G DIESEL	01-560-000-51650	465.15
19070	SCHARTNER IMPLEMENT INC	WATER WEED PARTS	01-560-000-51400	112.73
R0000655	TRANSMOTION, LLC	HYDRAULIC CAP	01-560-000-51400	11.00
R0000655		HOSES & SLEEVES	01-560-000-51400	96.82
R0000655		CAP & PLUG KIT	01-560-000-51400	212.27
R0000655		2 HYDRAULIC MOTORS	01-560-000-51400	2,807.24
R0000655		ASSORTED PARTS	01-560-000-51400	103.28

TOTAL 8,475.14
 TOTAL WATER WEED MANAGEMENT 8,475.14

WATERFRONT PARKS & WALKWAYS

04545	DOOR COUNTY COOPERATIVE	ASSTD NUTS AND BOLTS	01-570-000-52650	3.79
19880	STURGEON BAY UTILITIES	LIGHTS-BAYVIEW	01-570-000-54999	55.12
19880		LIGHTS-SWYER & MUSEUM	01-570-000-54999	149.00
19880		LIGHTS-STONE HRBR	01-570-000-54999	185.63
19880		DC MUSEUM WALKWAY LIGHTS	01-570-000-56150	20.81
19880		DC MUSEUM PKG LOT LIGHTS	01-570-000-56150	152.51

TOTAL 566.86
 TOTAL WATERFRONT PARKS & WALKWAYS 566.86

PUBLIC FACILITIES

04696	DQOR COUNTY TREASURER	2015 2ND QTR MAINTENCE COSTS	01-700-000-56850	17,857.70
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TOTAL 17,857.70

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
			TOTAL PUBLIC FACILITIES	17,857.70
COMMUNITY & ECONOMIC DEVLPMT				
04549	DOOR COUNTY ECONOMIC DEVELOPME	ADMINISTRATION OF PROGRAMS	01-900-000-55850	6,250.00
04549		3RD QTR 2015 CONTRIBUTION	01-900-000-55750	4,943.75
		TOTAL		11,193.75
		TOTAL COMMUNITY & ECONOMIC DEVLPMT		11,193.75
		TOTAL GENERAL FUND		89,668.85
CAPITAL FUND				
FIRE DEPARTMENT				
EXPENSE				
12100	LAMPERT YARDS INC	PINE BOARDS	10-250-000-59015	63.90
PAULCONW	PAUL CONWAY SHIELDS	HLMT BOURKES, SHIELD, HLMT/HIRES	10-250-000-59050	402.83
VIKING	VIKING ELECTRIC SUPPLY, INC	LED BULBS	10-250-000-59015	193.41
VIKING		SENSORS	10-250-000-59015	124.10
VIKING		ROMEX & WIRENUTS	10-250-000-59015	118.76
VIKING		LED BULBS	10-250-000-59015	13.50
		TOTAL EXPENSE		916.50
		TOTAL FIRE DEPARTMENT		916.50
		TOTAL CAPITAL FUND		916.50
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	CHARTER COMMUNICATIONS	07/15 CB MUSIC SRVCE	21-000-000-58999	178.77
MANN	MANN COMMUNICATIONS, LLC	08/04/15 CONTRACT	21-000-000-55015	4,685.00
		TOTAL CABLE TV / GENERAL		4,863.77
		TOTAL CABLE TV / GENERAL		4,863.77
		TOTAL CABLE TV		4,863.77
TID #2 DISTRICT				
TID DISTRICT #2				
TRI CITY	TRI CITY GLASS	PARKING STRUCTURE NEW DOOR	25-320-000-59100	2,315.00
		TOTAL		2,315.00
		TOTAL TID DISTRICT #2		2,315.00
		TOTAL TID #2 DISTRICT		2,315.00

DATE: 07/28/2015
TIME: 14:25:47
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

PAGE: 9

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

TID #4 DISTRICT				
TID #4 DISTRICT				
16555	PINKERT LAW FIRM, LLP	06/15 TID 4 LEGAL	28-340-000-55001	1,898.00
R0000620	ROBERT W BAIRD & CO	T#4 FA FEES AND OS PREP	28-340-000-58999	23,000.00
		TOTAL		24,898.00
		TOTAL TID #4 DISTRICT		24,898.00
		TOTAL TID #4 DISTRICT		24,898.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04696	DOOR COUNTY TREASURER	849.08G DIESEL FUEL	60-000-000-51650	2,512.43
		TOTAL SOLID WASTE ENTERPRISE FUND		2,512.43
		TOTAL SOLID WASTE ENTERPRISE FUND		2,512.43
		TOTAL SOLID WASTE ENTERPRISE		2,512.43
		TOTAL ALL FUNDS		125,174.55

MANUAL CHECKS

PITNEY BOWES 07/22/15 Check # 77733 Postage Meter Refill 01-199-000-57250	\$6,025.00
SOUTHERN DOOR SCHOOL DISTRICT 07/24/15 Check # 77734 06/15 Mobile Home Tax Payment 01-000-000-41300	\$235.66
STURGEON BAY SCHOOL DISTRICT 07/22/15 Check # 77735 06/15 Mobile Home Tax Payment 01-000-000-41300	\$2,987.70
SUN LIFE FINANCIAL 07/22/15 Check #77736 August Short and Long Term Disability 01-000-000-21545	\$1,913.12
DEPARTMENT OF NATURAL RESOURCES 07/23/15 Check #77737 VPLE Fees 28-340-000-59130	\$2,000.00
SUPERIOR VISION INSURANCE 07/24/15 Check # 77739 August Vision Insurance 01-000-000-21540	\$778.95
TOTAL MANUAL CHECKS	\$ 13,940.43

INVOICES DUE ON/BEFORE 08/04/2015

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	89,668.85	103,609.28
CAPITAL FUND	916.50	
CABLE TV	4,863.77	
TID #2 DISTRICT	2,315.00	
TID #4 DISTRICT	24,898.00	
SOLID WASTE ENTERPRISE	2,512.43	
TOTAL --- ALL FUNDS	125,174.55	139,114.98

Shewart *Bitt*
7-28-15

Jim Bitt 7-28-15

COMMON COUNCIL
July 21, 2015

A regular meeting of the Common Council was called to order at 12:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Catarozoli, Vandertie, Ireland, Wiesner, Stults, Fett and Gregory were present.

Catarozoli/Gregory to adopt the agenda moving items 6i and 6k from the consent agenda to the regular agenda. Carried.

Fett/Ireland to approve the following bills - General Fund - \$208,697.01, Capital Fund - \$42,309.32, Cable TV - \$453.00, TID #4 - \$14,749.06 and Solid Waste Enterprise Fund - \$15,578.98 for a grand total of \$281,787.37. Carried.

Wiesner/Stults to approve consent agenda:

- a. Approval of following Council minutes: 6/19/15 special, 6/30/15 special, 7/2/15 special, 6/16/15 closed session, 7/7/15 closed session, 7/7/15 regular.
- b. Approval of the following minutes:
 - (1) Personnel Committee – 6/30/15
 - (2) Finance/Purchasing & Building Committee – 6/30/15
 - (3) City Plan Commission – 7/1/15
 - (4) Waterfront Design Review Board – 7/13/15
- c. Place the following reports on file:
 - (1) Fire Department Report – May 2015
 - (2) Fire Department Report – June 2015
 - (3) Police Department Report – June 2015
 - (4) Inspection Department Report – June 2015
 - (5) Bank Reconciliation – June 2015
 - (6) Revenue & Expense Report – June 2015
- d. Consideration of: Approval of beverage operator license.
- e. Consideration of: Temporary Class B Beer license.
- f. Consideration of: Street Closure Application for Anne Harrington for June 18, 2016.
- g. Consideration of: Street Closure Application for St. Joseph Church for July 26, 2015.
- h. Consideration of: Approval of Sidewalk Café permit for Door County Fire Company.
- i. ~~Finance/Purchasing & Building Committee recommendation re: Adopt the revised City of Sturgeon Bay Debt Section of the Fiscal Management Policy, changing the City imposed tax supported general obligation 50% debt limit, to that as established by the State of Wisconsin. Moved to regular agenda.~~
- j. Finance/Purchasing & Building Committee recommendation re: City continue to work with Foth for the engineering on Bradley Lake in the amount of \$78,900.
- k. ~~Finance/Purchasing & Building Committee recommendation re: Deny request from Ken Overland to waive deferred sewer and water special assessments in the amount of \$123,622.09 on South Columbia Avenue parcels. Moved to regular agenda.~~

Carried.

There were no mayoral appointments.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to adopt the revised City of Sturgeon Bay Debt Section of the Fiscal Management Policy as attached, changing the City imposed tax supported general obligation 50% debt limit to that as established by the State of Wisconsin.

FINANCE/PURCHASING & BUILDING COMMITTEE
By: Stewart Fett, Chr.

Introduced by Fett. Fett/Wiesner to adopt. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to deny the request from Ken Overland to waive the deferred sewer and water special assessments in the amount of \$123,622.09 on the following South Columbia Avenue parcels:

<u>Parcel #</u>	<u>Special Assessment</u>
281-66-1200-1401	\$11,908.74
281-66-1200-1402	\$10,135.10
281-66-1200-1403	\$10,135.10
281-66-1200-1404	\$10,135.10
281-66-1200-1405	\$10,135.10
281-66-1200-1406	\$12,355.70
281-66-1200-1501	\$10,557.73
281-66-1200-1502	\$10,476.65
281-66-1200-1504	\$13,653.11
281-66-1200-1505	<u>\$13,653.11</u>
Total	\$123,622.09

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Stewart Fett, Chr.

Introduced by Fett. Fett/Ireland to adopt. Discussion took place on whether or not to waive this amount and it was clarified that the request was for a waiver not a continued deferment. Carried.

The Egg Harbor Road improvements and bids were presented by Community Development Director Olejniczak. Fett/Gregory to enter into a contract with PTS Contractors, LLC for the unit price bid of \$1,022,390 and to begin the process of making the special assessments to the benefiting abutting property owners. Carried.

The following people spoke on the item: Satisfaction of Condition Precedent to City and WRA obligations under Section 8 of Development Agreement for Sawyer Hotel Development, LLC: Christie Weber, 311 Pennsylvania St; Linda Cockburn, 153 S. 3rd Ave; Hans Christian, 330 N. 3rd Ave; Bruce Joffe, 118 S. 5th Avenue.

Discussion took place regarding the OHWM and the DNR determination, the performance bond that is required by the builder, the title insurance and concurrence for the properties, the VPLE that the City needs to provide and is currently with the DNR, and that all Development Agreement provision be met prior to the developer proceeding with the project. Fett/Wiesner to approve the following items presented for compliance with the Sayer Hotel Development LLC Development Agreement: Project Cost Breakdown, Completion Schedule; Final Plans; Financing availability of funds to construct a hotel with a requirement that there be an unconditional financing commitment issued at least 24 hours prior to closing; Final Financial Agreement be approved by the Common Council. Discussion continued on the financing of the project and whether a 24 hour window prior to the closing was enough time for Council to meet. Carried with Catarozoli and Gregory voting no.

Personnel Committee Chair Vandertie, Parking & Traffic Committee Chair Ireland, Community Protection & Services Committee Chair Wiesner, and Sturgeon Bay Utility Commission Chr Fett presented reports for their respective committees/commissions.

The following people spoke during public participation: Mike Orlock, 947 Michigan St; Kelly Avenson, 26 N. 3rd Ave; Megal Lundahl, 321 S. Fulton Ave; Linda Cockburn, 153 S. 3rd Ave; Hans Christian, 330 N. 3rd Ave; Christie Weber, 311 Pennsylvania St.

The Mayor made his comments.

Catarozoli/Vandertie to adjourn. Carried. The meeting adjourned at 12:57 p.m.

Respectfully submitted,

Stephanie L. Reinhardt
City Clerk/Human Resources Director

STURGEON BAY UTILITIES
Regular Meeting
June 9th, 2015

President Stewart Fett called the regular meeting of the Utilities Commission to order at 12:02 p.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett, Mayor Thad Birmingham and Commissioners Cindy Weber, Matt Felhofer, Jerry Stults and Rick Wiesner were present. Also present were General Manager James Stawicki, Operations Manager Cliff White, Electric Supervisor Jason Bieri, and Recording Secretary Laurie Bauldry.

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

Weber/Birmingham to approve the minutes of the regular meeting held on May 12th, 2015. Motion carried.

Election of a commission secretary was next on the agenda. Fett/Wiesner to nominate Cindy Weber as Secretary and to close nominations and cast a unanimous vote. Motion carried.

The Commission proceeded to review the bills for May in the amount of \$1,541,564.51. Fett/Stults to approve payment of the bills. Motion carried.

The April 2015 financials were presented. Wiesner/Weber to accept the financials. Motion carried.

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

General Manager Stawicki then presented information regarding the extension of the all requirements contract with WPPI. The current contract expires in 2037 and in order to effectively procure longer power supply resources and provide stable rates, the termination date for the power supply contract between WPPI and its members should be in excess of 30 years. WPPI is seeking an extension of 20 years by the end of this calendar year. No formal action needs to be taken at this time.

Operations Manager White presented bids for the East Maple Street water and sewer improvements. This project will be completed in conjunction with the City's reconstruction of the road. Staff is seeking authorization to proceed and partner with the City in its agreement with PTS Contractors. SBU's costs are \$64,553.40 for water and \$44,729.00 for sewer. Birmingham/Stults to authorize the project subject to overall contract approval by the City Council. Motion carried.

The operations report was presented by Operations Manager White. Fett/Wiesner to accept the Operations Report for May. Motion carried.

There were no Council Member updates.

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

- a) Adjustments for the month

- b) Update on projects
 - 1. AMI update

Birmingham/Stults to adjourn. Motion carried. The meeting adjourned at 12:42 p.m.

Cindy Weber
Secretary

Approved for publication:

Stewart Fett
President

James Stawicki
General Manager

Date: _____

Date: _____

Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, July 2, 2015

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:00 p.m. by Chairperson Ed Ireland in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Ed Ireland, Chad Shefchik, Laurel Brooks, Becky Kerwin, and Randy Watermolen were present. Members Rhonda Kolberg and Leni Spaude were excused. Member Elizabeth Gilbert was absent. Also present was Police Assistant Candy Jeanquart.

Adoption of agenda: Moved by Mr. Shefchik, Seconded by Mr. Watermolen to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from June 4, 2015.
 4. Consideration of: Bike Rack Project
 5. Consideration of: Website: Bike Friendly and Tree City Designation
 6. Consideration of: Police on Potholes
 7. Consideration of: Utah/Michigan Multi-Modal Path Update
 8. Adjourn
- All in favor. Carried.

Approval of minutes from June 4, 2015: Moved by Mr. Shefchik, Seconded by Ms. Brooks to approve the minutes from June 4, 2015. Ms. Brooks requested to have Safety and Education as a regular item on the agenda each month. **All in favor. Carried.**

Consideration of: Bike Rack Project: Chad Shefchik provided a list of East and West side city maintained locations. After the committee reviewed the list, it was determined an additional 13 bike racks could be utilized. The committee agreed on requesting 20 bike racks to be made. Randy Watermolen spoke with Matt Goll, NWTC, about building the bike racks. Matt informed Randy the Welding Class is from May until beginning of July. Ed Ireland requested a material list prior to speaking with Stewart Fett.

Consideration of: Website: Bike Friendly and Tree City Designation: Chad Shefchik spoke with Stephanie Reinhardt and the estimated cost is \$200 per logo on the website. The process to have an item added is to make a motion to Parking and Traffic, if approved then Parking and Traffic will make a motion to the Common Council.

Motion to Parking and Traffic to have Bike Friendly and Tree City Designation Logo on the City of Sturgeon Bay website homepage. Moved by Ms. Brooks, Seconded by Ms. Kerwin. All in favor. Carried.

Adjourn: Due to lack of quorum at 4:50 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

WATERFRONT REDEVELOPMENT AUTHORITY

Monday, July 20, 2015

A meeting of the Waterfront Redevelopment Authority was called to order at 2:30 p.m. by Acting Chairperson Bill Galligan in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Bill Galligan, Rick Wiesner, John Asher, Cap Wulf, Chris Jeanquart, and Kelly Catarazoli were present. Excused: Member Tom Herlache. Also present were Mayor Thad Birmingham, City Administrator Steve McNeil, DCEDC Executive Director Bill Chaudoir, City Treasurer/Finance Director Val Clarizio, City Attorney Randy Nesbitt, Aldermen Ron Vandertie, Ed Ireland, Stewart Fett, and Will Gregory, Community Development Director Marty Olejniczak, Community Development Secretary Cheryl Nault, and several members of the public.

Adoption of agenda: Moved by Mr. Wulf, seconded by Mr. Asher to adopt the following agenda by moving item #6 after item #3:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from June 8, 2015.
4. Consideration of: Proposals for Redevelopment of Grain Elevator Site (selection process).
5. Update Regarding West Waterfront Redevelopment Activities.
6. Consideration of: Satisfaction of Conditions Precedent to City and WRA Obligations under Section 8 of Development Agreement for Sawyer Hotel Development, LLC.
7. Adjourn.

Carried.

Approval of minutes from June 8, 2015: Moved by Mr. Asher, seconded by Mr. Jeanquart to approve the minutes from June 8, 2015. All ayes. Carried.

Consideration of: Satisfaction of Conditions Precedent to City and WRA Obligations under Section 8 of Development Agreement for Sawyer Hotel Development, LLC: Mr. Olejniczak explained that in the development agreement there are things that the City and developer have to do to satisfy the agreement. There are conditions that are needed to be taken care of to keep the project moving forward. Section 8 includes several conditions that Mr. Papke needs to meet, including project cost breakdown, project schedule, financing, state approved plans, plans acceptable to the City, and no uncured defaults. There is also a minimum property value that needs to be met.

Mr. Olejniczak added that a performance bond also has to be submitted from the builder. The action needed today is to accept the materials submitted by Mr. Papke in order to keep the project going forward.

Ms. Catarazoli stated that accepting the materials for Section 8 are incomplete. More information is needed. She asked why the kitchenettes have changed on the plan, while in the development agreement it states the units will have kitchens. It makes a big difference for the value of the units. Developer Robert Papke responded that the larger units will have kitchens and the smaller units will have kitchenettes.

Ms. Catarazoli also asked for a more detailed cost breakdown. She wanted to know what kind of products were going into the building of the hotel, such as grade of concrete, lighting fixtures, doors, plumbing fixtures, etc. She also asked for a copy of the letter of approval from the assessor.

Moved by Mr. Wulf, seconded by Mr. Wiesner to accept the materials presented and move forward. Roll call vote: Carried, with Ms. Catarazoli voting no.

Consideration of: Proposals for Redevelopment of Grain Elevator Site (selection process): Mr. Olejniczak stated that there have been three formal proposals submitted, along with a concept submitted by Jerry Kobishop with a request for more time to fully develop the plan. The three proposals submitted include reuse of the grain elevator. Smet Construction Services proposed a brewery and restaurant. Titledown Brewery/Restaurant would be one of their partners. Another proposal is from Ryan Schabach, who would open up a tap room as part of a new brewery. They could also expand into other areas. The third proposal is from Dan Collins and Laurel Duffin Hauser. They have two visions. The first would be to open up the first floor of the granary building and provide a pavilion-type area to be used for different events. A second vision is longer term using the upper levels of the granary for offices, artist co-op, and other uses. Mr. Kobishop would like to do a feasibility analysis of a performing arts theme park and training center. He would use Ripon College to do the study. The WRA was to decide how to proceed.

Mr. Nesbitt explained the development agreement process.

Mr. Kobishop stated he needed the whole property for his proposal, including the hotel parcel. Since there was already a development agreement with Mr. Papke, he then withdrew his proposal and left the meeting.

It was the consensus of the Authority to read over the proposals and decide at the next meeting how to proceed.

Update regarding West Waterfront Redevelopment Activities: Mr. Olejniczak stated that Cedar Corp. & SRF Consulting are doing the engineering and design for the public areas of the waterfront project, in particular the promenade area. When something is submitted, another joint meeting will be held. Ayres Associates is doing the environmental work on the site. They submitted all the documentation needed under the Voluntary Party Liability Exemption program to the DNR. AECOM is working on the potential relocation sites for the tugboats. They looked at the wastewater treatment area as an option and that was ruled out due to the shallow depth over the existing sanitary sewer interceptor main under the bay. They are working on the other suggested sites.

Unfortunately, the City did not receive the Community Development Investment Grant from the state through the Wisconsin Economic Development Corporation (WEDC). There was concern about the opposition in the community and also concern about an old Commerce Grant for Sneakers and Boots that was defaulted on. Through the development agreement, the City is obligated to cover cost of pilings or other foundational support for the hotel. The hope was to receive the grant to help cover those costs.

Mr. Olejniczak added that Urban Apex is a potential developer for apartments on the Harbor Place site.

Ms. Catarazoli stated that she spoke with the DNR and that it was confirmed that the letter of concurrence for this property does not cover the former D.C. Co-op parcel. There is no high water mark determination for this parcel. It is in the City's best interest to pursue this and make sure the City is covered. Mr. Nesbitt responded there were two different properties. One the City owned from the 1940's, which is the property surrounding the Co-op and used to be partly in water. The City then purchased the Co-op property a few years ago. That property came with title insurance. The other property had an issue with the title insurance and the ordinary high water mark needed to be clarified before title insurance could be issued. After concurrence was obtained, the City took that back to the title insurer and asked for title insurance commitment as to that entire property. The title insurance company then agreed to remove any exceptions to that policy with respect to either filled in land or formerly submerged property and agreed to insure title to the entire property. There was never a question as to the title of the property purchased from the Door County Co-op.

Ms. Catarazoli asked that we protect ourselves and it would be in the City's best interest to at least give due diligence because the hotel sits on both parcels. The City needs to be responsible. She felt that a concurrence letter regarding the ordinary high water mark be obtained for the former Co-op parcel.

Adjourn: Moved by Mr. Wulf, seconded by Mr. Asher to adjourn. Meeting adjourned at 3:25 p.m. All ayes. Carried.

Respectfully Submitted,



Cheryl Nault
Community Development Secretary

PARKING & TRAFFIC COMMITTEE

July 20, 2015

A meeting of the Parking & Traffic Committee was called to order at 4:05 p.m. by Chairperson Ireland in Council Chambers, City Hall, 421 Michigan Street.

Members Kelly Catarozoli, Ron Vandertie and Ed Ireland were present. Also present: City Engineer Tony Depies, Police Chief Arleigh Porter, Public Works Crew Supervisor Chad Shefchik, Community Development Director Marty Olejniczak and Municipal Services Secretary Colleen DeGrave.

Moved by Ald. Vandertie, seconded by Ald. Catarozoli to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from 04/20/2015.
4. Public comment on non-agenda items.
5. Consideration of: Speed/child safety issues in the alley between S. 2nd Ave. and S. 3rd Ave. from Nebraska St. to Michigan St.
6. Consideration of: Painting parking spaces along the west side of N. 3rd Ave. between Iowa St. and Florida St.
7. Consideration of: Extension of sidewalks on Michigan Street in coordination with the construction of the Roundabout on STH 42/57.
8. Consideration of: Repair of potholes on city streets.
9. Consideration of: Placing Bike Friendly and Tree City designation logos on the City of Sturgeon Bay website homepage.
10. Adjourn.

All in favor. Carried.

Moved by Ald. Catarozoli, seconded by Ald. Vandertie, to approve the minutes from 04/20/2015. Carried.

Public comment on non-agenda items.

Linda Cockburn, 153 S. 3rd Ave. spoke regarding the sidewalks in the city being very uneven and in need of repair, and difficult for bicyclists and pedestrians, especially the elderly and children.

Scott Moore, 947 Pennsylvania St. stated he would like to see more parking stalls painted on the north side of Jefferson St. across from Ace Hardware, near 3rd Ave. Chief Porter supported that idea.

Consideration of: Speed/child safety issues in the alley between S. 2nd Ave. and S. 3rd Ave. from Nebraska St. to Michigan St.

Chief Porter reported the alley in this area has become a safety concern, particularly with the Boys & Girls Club located there. He explained they have placed fencing there as a temporary fix. With high traffic volume in that alley and speed being an issue, Chief Porter would like to see seasonal speed bumps installed, information posted on the website or social media to educate the public, and police enforcement in that area.

Motion by Ald. Vandertie, seconded by Ald. Catarozoli, to install seasonal speed bumps in the alley between S. 2nd Ave. and S. 3rd Ave. from Nebraska St. to Michigan St., and if necessary, paint a ladder safety grid pattern, and any other safety measures deemed necessary by staff. All in favor. Carried.

Consideration of: Painting parking spaces along the west side of N. 3rd Ave. between Iowa St. and Florida St.

Stewart Fett, 1324 N. 11th Pl., Alderman of District 6, and Production Manager at Bay Ship stated he felt the parking along the west side of N. 3rd Ave. between Iowa St. and Florida St. could be better utilized if the spaces were painted. Chief Porter supported that idea.

Motion by Ald. Catarozoli, seconded by Ald. Vandertie, to paint parking spaces along the west side of N. 3rd Ave. between Iowa St. and Florida St.

Tony Depies recommended painting a center line also.

Amended motion by Ald. Catarozoli, seconded by Ald. Vandertie, to paint a center line and parking spaces along the west side of N. 3rd Ave. between Iowa St. and Florida St. All in favor. Carried.

Consideration of: Extension of sidewalks on Michigan Street in coordination with the construction of the Roundabout on STH 42/57.

Tony Depies reported the roundabout construction at STH 42/57 is set to begin in the Spring of 2016, and would include bike and pedestrian lanes. He is recommending a connection to the roundabout by placing sidewalks on the north side of Michigan St. by the YMCA to the highway. He stated placing sidewalks on the south side of Michigan St. would be another possibility, but there are some grading issues that would be costly, both to the city and property owners.

Randy Watermolen, 314 N. Hudson Ave., T.J. Walker Middle School Principal, stated the Bike & Pedestrian Advisory Board that he is a member of, was initially in favor of sidewalks on the south side of Michigan St., but were not aware that residents would be responsible for a portion of that cost, and it no longer seemed feasible. He would like to see the City look for grant opportunities, as it is a heavily travelled street and he thought it should be a natural consideration.

Ralph Olson, 112 S. 16th Pl. stated placing sidewalks on the south side of Michigan St. would be a substantial expense for him, and that in his opinion, most people currently use the north side of Michigan St.

Lynn Lacrosse, 1605 Michigan St. spoke. He said he is concerned with putting sidewalks on the south side of Michigan due to all the guide wires, trees, and the school track, and thought it would be safer and cheaper both for the residents and the city to keep the sidewalk on the north side.

Janelle Peoter, 109 S. 16th Pl. stated she does not believe the benefit to the public would outweigh the cost of putting sidewalks on the south side of Michigan St.

Joseph Kohlbeck, 1613 Michigan St., did not feel there was enough foot traffic to warrant sidewalks on the south side of Michigan.

Motion by Ald. Vandertie, seconded by Ald. Ireland to extend the sidewalk on the north side of Michigan St. past the YMCA parcel to STH 42/57. All in favor. Carried.

Consideration of: Repair of potholes on city streets.

Ald. Catarozoli asked Public Works Crew Supervisor Chad Shefchik to explain the current pothole procedure. Mr. Shefchik explained complaints are received through the City of Sturgeon Bay website, alderpersons notifying the Street Dept., as well as phone calls from citizens to the Street Dept. It is then checked out and if it needs repairing it is taken care of. No action was taken.

Consideration of: Placing Bike Friendly and Tree City designation logos on the City of Sturgeon Bay website homepage.

Motion by Ald. Catarozoli, seconded by Ald. Vandertie to place Bike Friendly and Tree City designation logos on the City of Sturgeon Bay website homepage. All in favor. Carried.

Motion by Ald. Catarozoli, seconded by Ald. Vandertie to adjourn. All in favor. Carried.

Meeting adjourned at 5:00 p.m.

Respectfully Submitted,



Colleen DeGrave
Municipal Services Secretary

Board of Review
July 21, 2015

A meeting of the Board of Review was called to order at 9:00 a.m. by Chairperson Wiese in Council Chambers, City Hall. Roll call: Members Wiese, Allmann, Loss, Welhaven, and Wiegand. Ryan Anderson from Associated Appraisals, City Attorney Nesbitt, and City Clerk/Human Resources Director Reinhardt were also present.

Moved by Mr. Loss, seconded by Ms. Welhaven to adopt the following agenda:

1. Roll Call
2. Adoption of Agenda.
3. Receive objections/hear testimony as appropriate/examine the assessment roll for errors.
4. Adjournment will take place when all hearings and deliberations have been completed.

Carried.

The Board examined the assessment roll.

An objection for Lewis Krueger, Agent: Gary Kohlenberg, 107 North 1st Ave, parcel number 281-35-0727260400, was considered. Gary Kohlenberg was sworn in and gave testimony. Ryan Anderson, Associated Appraisals, was sworn in and gave testimony. Persons sworn in answered questions of the Board and each other. The Board deliberated testimony. Moved by Mr. Loss, seconded by Mr. Wiegand to accept the assessor's number for valuation for parcel number 281-35-0727260400. Carried.

An objection from David and Elizabeth Hoffman, 644 Tacoma Beach Road, parcel number 281-64-85000107 was considered. David and Elizabeth Hoffman were sworn in and gave testimony. It was noted that Ryan Anderson, Associated Appraisals, was previously sworn in and then he proceeded to give testimony. Persons sworn in answered questions of the Board and each other. The Board deliberated testimony. Moved by Mr. Loss, seconded by Ms. Wiese to accept the assessor's number for valuation for parcel number 281-64-85000107. Carried.

An objection for Dr. Morgan, Stearn Investment, Agent: Gary Kohlenberg, 1833 Egg Harbor Road, parcel number 281-70-33001202 was considered. It was noted that Gary Kohlenberg and Ryan Anderson, Associated Appraisals were previously sworn in. They then proceeded to give testimony. Persons sworn in answered questions of the Board and each other. The Board deliberated testimony. Moved by Mr. Loss, seconded by Ms. Welhaven to accept the assessor's number for valuation for parcel number 281-70-33001202. Carried.

Moved by Mr. Loss, seconded by Ms. Wiese for final adjournment. Carried. The meeting adjourned at 11:16 a.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

FINANCE/PURCHASING & BUILDING COMMITTEE
July 21, 2015

A meeting of the Finance/Purchasing & Building Committee was called to order at 11:45a.m. by Alderperson Fett in the Council Chambers, City Hall. Roll call: Alderpersons Fett, Stults and Ireland were present. Also present: Mayor Birmingham, Alderpersons Catarozoli and Gregory, City Attorney Nesbitt, City Administrator McNeil, Finance Director/City Treasurer Clarizio, City Clerk Reinhardt, Municipal Services Director Bordeau and Receptionist Metzger.

A motion was made by Alderperson Ireland, seconded by Alderperson Stults to adopt the following agenda:

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

Carried.

Review of Bills:

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

Moved by Alderperson Stults, seconded by Alderperson Ireland to adjourn. Carried. The meeting adjourned at 11:46a.m.

Respectfully submitted,


Tricia Metzger

BEVERAGE OPERATOR LICENSES

1. Ceranski, Jane E.
2. Schmelzer, Megan E

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend for a street to be placed on the Official Map extending 12th Avenue to Bonnie View Drive and to remove the existing plan for future 12th Avenue from the map.

Respectfully submitted:
CITY PLAN COMMISSION
By: Dan Wiegand, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: April 15, 2015

Introduced by _____.

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

Passed by the Council on the _____ day of _____, 2015.

Executive Summary

Title: Changes to the Official Map - N. 12th Avenue Extension

Background: The Official Map is a planning and regulatory tool allowed under Wisconsin Statutes. Among other things, it allows for the City to identify planned future roads and extensions of roads. It also prevents new improvements from being constructed within the future right-of-way unless granted by the City. For many years the City has maintained an Official Map, periodically making changes or additions.

The City has considered future streets for the area of the City to the north of Egg Harbor Road between Cherry Point Mall and Bonnie View Subdivision several times in the past. The most recent change to the official map occurred in 2003. The adopted plan at that time shifted N. 12th Avenue easterly to connect with Egg Harbor Road northerly from its current intersection. It would then run north along the lot line between the Krueger and Peil properties to connect with an extension of Alabama Place. Alabama Place would extend easterly and then turn north at the Cherry Point Mall to connect with N. 12th Place. (see map)

The Plan Commission reviewed several other alternatives for this region. These included connecting Bonnie View Drive to Egg Harbor Road, connecting Delaware to Egg Harbor Road, connecting Colorado to Egg Harbor Road, and extending 12th Avenue directly across Egg Harbor Road. The Commission considered the best alternative to promote traffic flow and connectivity, while allowing for sound future development of the area.

To adopt changes to the Official Map, a resolution (or ordinance) must be adopted by the Council following a public hearing. At this point it is unclear how the neighbors in that area feel about the potential changes to the street plan.

Plan Commission Action: The Plan Commission recommends extending 12th Avenue directly across Egg Harbor Road to connect with Bonnie View Drive just south of Colorado Place. The current alignment of 12th Avenue that runs along the Krueger/Peil lot line will be removed from the Official Map under the Plan Commission recommendation. The proposed map is attached.

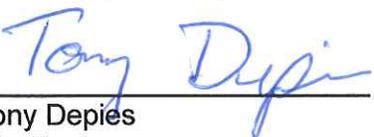
The recommended change has the advantage of providing a direct connection to Egg Harbor Road from Bonnie View Subdivision, if and when the street is constructed. It is noted that the building formerly occupied by Krueger Implement is within the proposed future street. This building, currently owned by Baylake Bank, could not be enlarged if the proposed street is added to the Official Map, unless approved by the Board of Appeals. The proposed street pattern also impacts the vacant lot at the south end of Bonnie View Drive. This lot is also owned by Baylake Bank.

Fiscal Impact: There is a minor cost to adopt to changes to the Official Map due to the required public hearing. The cost of constructing the future streets has several variables, including whether the construction is being done by the City or a developer. The plan recommended by the Plan Commission should be cheaper to construct since it does not involve the relocation of the portion of 12th Ave south of Egg Harbor Road. But, the new plan could require the City to purchase the former Krueger Implement building since it is in the proposed right-of-way.

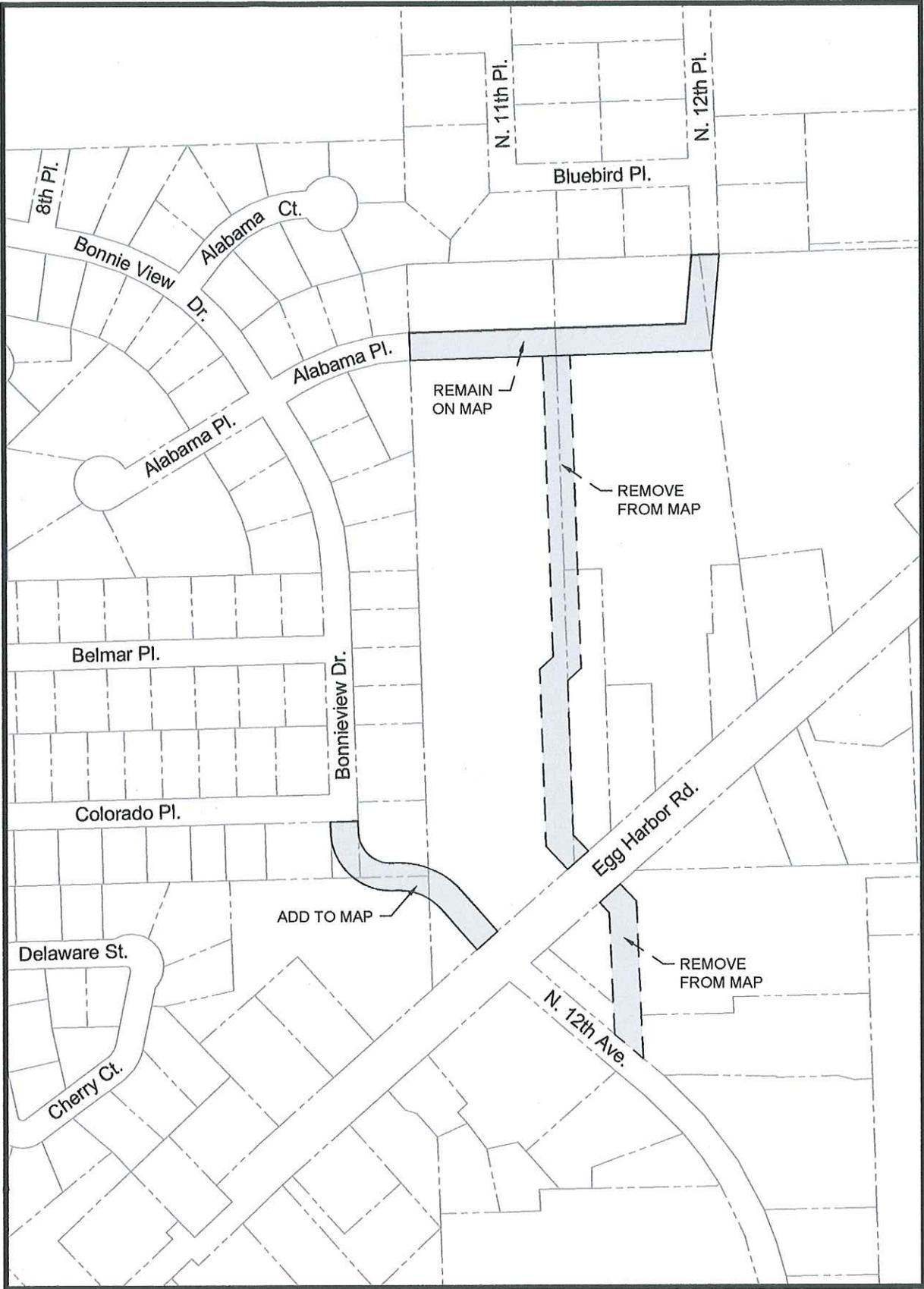
Recommendation: Staff recommends approving the Plan Commission recommendation and

proceeding with the public hearing and formal resolution to adopt the proposed Official Map changes.

Prepared by:  7-30-15
Martin Olejniczak Date
Community Development Director

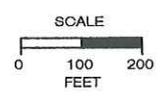
Reviewed by:  7-30-15
Tony Depies Date
City Engineer

Reviewed by:  7/30/15
Stephen McNeil Date
City Administrator



JULY, 2015

RECOMMENDED CHANGES TO OFFICIAL CITY MAP



RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to install seasonal speed bumps in the alley between S. 2nd Ave. and S. 3rd Ave. from Nebraska St. to Michigan St., and if necessary, paint a ladder safety grid pattern, and any other safety measures deemed necessary by staff.

Respectfully Submitted,
PARKING AND TRAFFIC COMMITTEE
Ed Ireland, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: July 21, 2015

* * * * *

Introduced by _____

Moved by Alderperson _____

Second by Alderperson _____ that said recommendation be Adopted.

Passed by the Council on the _____ day of _____, 2015.

EXECUTIVE SUMMARY

TITLE: Traffic Safety Concerns in The Alleyway Directly Behind Boys & Girls Club of Door County 55 South 3rd Ave. Sturgeon Bay, Wi.

BACKGROUND: On a daily basis the Boys & Girls Club serves in excess of 120 children. It was recently brought to our attention that the amount of vehicle traffic that utilizes the alleyway is a safety concern to the children that use a portion of the property to engage in physical activity. (see attached photo/s) Chief Herlache and I visited the property and observed the level of activity taking place and strongly agree that there are very legitimate safety issues with the vehicle traffic and the play area that the children are utilizing. Because of the obvious safety concerns Chief Herlache, myself, and Club Officials immediately placed a temporary snow fence barrier to assist with the safety concerns. (see attached photos) In the very near future the snow fence installation will be modified to improve safety even more efficiently.

In addition we believe efforts should be made to slow vehicle traffic down and also make motorists aware that children are in this area. Our proposal is to install seasonal Speed Bumps in the alley and if necessary paint a ladder safety grid pattern to alert vehicles of the presence of children and to identify an area that the children should use when crossing the alley.

FISCAL IMPACT: Minimal, the City has seasonal speed bumps and if needed any necessary paint. The labor costs to paint would also be minimal.

OPTIONS: None known.

RECOMMENDATIONS: In an effort to slow down vehicle traffic that uses this alleyway, install the City's available seasonal speed bumps and if City Staff determines that painting the alleyway with a ladder safety grid pattern is warranted, approve that as well.

PREPARED BY: Arleigh R. Porter 07-06-15
Arleigh R. Porter Date
Chief of Police Sturgeon Bay Police Department

REVIEWED BY: Tim Herlache 07-06-15
Tim Herlache Date
Chief Sturgeon Bay Fire Department

Reviewed By: Bob Bordeau 7/9/15
Bob Bordeau Date
Director Municipal Services

Over





RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to paint a center line and parking spaces along the west side of N. 3rd Ave. between Iowa St. and Florida St.

Respectfully Submitted,
PARKING AND TRAFFIC COMMITTEE
Ed Ireland, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: July 21, 2015

* * * * *

Introduced by _____

Moved by Alderperson _____

Second by Alderperson _____ that said recommendation be Adopted.

Passed by the Council on the _____ day of _____, 2015.

RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to extend the sidewalk on the north side of Michigan St. past the YMCA parcel to STH 42/57.

Respectfully Submitted,
PARKING AND TRAFFIC COMMITTEE
Ed Ireland, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: July 21, 2015

* * * * *

Introduced by _____

Moved by Alderperson _____

Second by Alderperson _____ that said recommendation be Adopted.

Passed by the Council on the _____ day of _____, 2015.

EXECUTIVE SUMMARY

DATE: July 29, 2015

TITLE: Sidewalk installation on Michigan St. to connect existing sidewalk system to the new roundabout at Highway 42/57

BACKGROUND: The roundabouts being installed next year on STH 42/57 at the intersections of both Michigan St and Egg Harbor Road include pedestrian improvements. The sidewalks going around the roundabouts are part of their standard plans to give bicyclist the option of riding through it like a motorist on the road or as a pedestrian on the sidewalks. The State will also install additional sidewalk leading to the roundabouts at the City's expense. The existing sidewalk on the north side of Michigan Street ends at the YMCA, which will leave a gap to the roundabout sidewalk. If the sidewalk is extended to the highway right-of-way, the estimated cost is about \$10,500. This expense would typically be assessed to the YMCA property.

The Parking and Traffic committee has recommended that a sidewalk be installed from the end of the current walkway on the north side of Michigan St to the roundabout.

No connecting sidewalks are available near the highway on Egg Harbor Road. The north side of the Egg Harbor Road and part of the south side in this region is located within the Town of Sevastopol. Therefore, adding sidewalks leading from the Egg Harbor Road roundabout is not practical at this time.

FISCAL IMPACT: Provided that the new sidewalk is specially assessed to the abutting property owner, there will be no fiscal impact. The estimated cost is \$10,500.

RECOMMENDATION: Approve the recommendation to install a sidewalk on the north side of Michigan St across the YMCA parcel in conjunction with the roundabout construction in 2016.

SUBMITTED BY: _____



Anthony Depies, City Engineer

REVIEWED BY: _____



Steve McNeil, City Administrator

REVIEWED BY: _____



Marty Olejniczak, Community Development Director

Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, June 4, 2014

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:06 p.m. by Chairperson Ed Ireland in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Ed Ireland, Chad Shefchik, Rhonda Kolberg, Laurel Brooks, Becky Kerwin, and Randy Watermolen were present. Member Leni Spaude was excused. Member Elizabeth Gilbert was absent. Also present was Police Assistant Candy Jeanquart.

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

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from October 2, 2014.
 4. Consideration of: Bike Rack Project
 5. Consideration of: Placing Bike Friendly designation on the website
 6. Consideration of: Bike Planning for 2015
 7. Consideration of: Bicycle Safety and Education
 8. Adjourn
- All in favor. Carried.

Approval of minutes from October 2, 2014: Moved by Ms. Kolberg, Seconded by Ms. Kerwin to approve the minutes from October 2, 2014. **All in favor. Carried.**

Consideration of: Bike Rack Project: Mr. Shefchik informed the committee there are currently about a dozen bike racks in the city. Ms. Kerwin suggested a map of where the current bike racks are located. Mr. Shefchik will research the map and provide to the committee for discussion in the next meeting as to where more bike racks are needed. Mr. Watermolen will talk with NWTC in regards to a timeline for making the bike racks. Mr. Ireland will talk with Stuart Fett at Bay Ship regarding the material.

Consideration of: Placing Bike Friendly designation on the website: The "Bike Friendly Community" logo is on the Bicycle and Pedestrian section on the City of Sturgeon Bay website. The committee would like to see the logo on the main page of the City of Sturgeon Bay website also. Another logo suggested to be added is "Tree City USA". Mr. Shefchik will send an email to Ms. Stephanie Reinhardt with these requests.

Consideration of: Bicycle Planning for 2015: Mr. Watermolen recommended getting an update on the planning process for the parks and trails, such as Potawatomi Park.

Ms. Brooks left at 4:35 p.m.

Ms. Kerwin questioned the status of improving the quality of paint that is used on the roadways. Mr. Shefchik explained that four different kinds have been used in the past 2 years. Epoxy paint requires specific equipment that the city does not have. Ms. Kerwin will talk with John Kolodziej, Highway Commissioner, regarding the price of the equipment and paint. Mr. Shefchik has instructed the painting crew to paint the bike lanes and stencils right after crosswalks and stop bars, which anticipate being done by the end of June. Mr. Shefchik will talk with Mr. Bordeau regarding other paint options.

Discussion was held regarding the roundabout and a sidewalk off Michigan St. Ms. Kerwin will research the project to verify sidewalks will be included in the roundabout. Mr. Shefchik recommends a sidewalk on the north side of Michigan if the sidewalk is included in the roundabout.

Motion for sidewalks on Michigan Street from 18th Avenue to the roundabout. Moved by Ms. Kolberg, Seconded by Ms. Kerwin. All in favor. Carried.

Ms. Kerwin left at 5:04 p.m.

Adjourn: Due to lack of quorum at 5:05 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

Modern roundabouts are a new form of intersection in the U.S. that provide safe and efficient traffic flow. They incorporate extensive safety and traffic volume research conducted over the past 25 years from other countries. Roundabouts are much smaller in size than older traffic circles that were built 30 to 50 years ago.

Roundabouts move traffic safely and efficiently through an intersection because of:

- ♦ slower speeds
- ♦ fewer conflict points
- ♦ easy decision making

Studies* show roundabouts provide a:

- ♦ 90% reduction in fatal crashes
- ♦ 76% reduction in injury crashes
- ♦ 30-40% reduction in pedestrian crashes
- ♦ 10% reduction in bicycle crashes

Before a roundabout is selected for an intersection, a thorough analysis must be completed and compared to other alternatives to determine the appropriate solution.

* Insurance Institute for Highway Safety study of 24 roundabout intersections in eight states

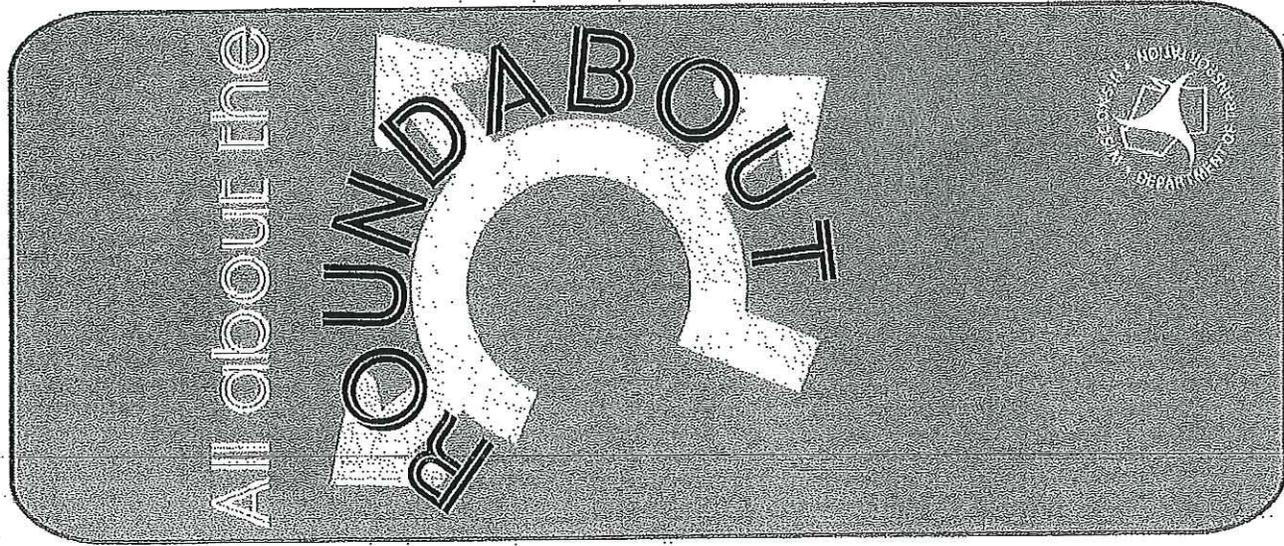
Note to bicyclists:

If you are riding on the shoulder or bike lane, merge into the traffic lane before the shoulder ends. Prepare for this move early, look over your shoulder, and signal your intent to move into traffic. Don't be intimidated; assert your position upon entering the roundabout.

Once in the roundabout, don't hug the curb. Ride close to the middle of the lane to prevent cars from passing and cutting you off. Watch for cars waiting to enter the roundabout, as they may not see you.

If you do not want to ride your bike in the roundabout, you may enter the sidewalk using the ramps, and proceed as a pedestrian.

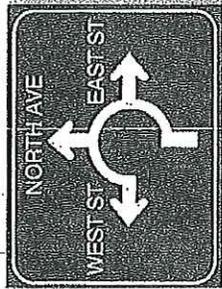
Roundabouts help move traffic safely and efficiently



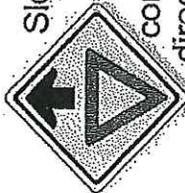
For additional brochures or information call (608)266-8486.



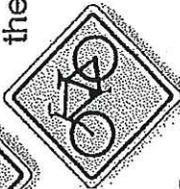
General rules for driving a roundabout



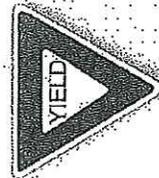
Slow down. Watch for traffic signs. Move into the correct lane for the direction you wish to travel.



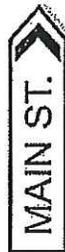
Yield to pedestrians and bicyclists as you enter and exit the roundabout.



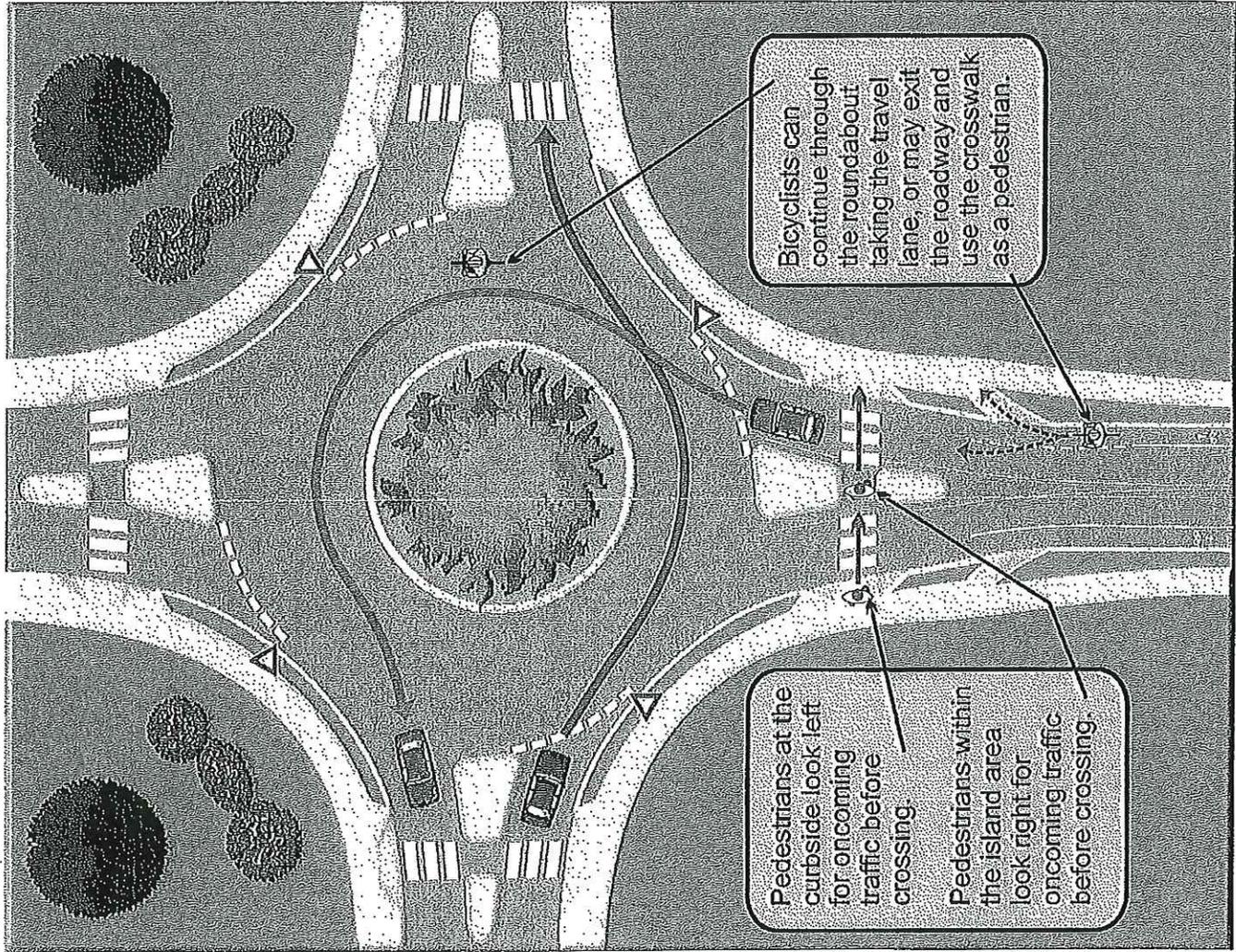
Look to the left for traffic. Enter when it is safe.



Keep your speed low within the roundabout.



Exit to your destination.



Bicyclists can continue through the roundabout taking the travel lane, or may exit the roadway and use the crosswalk as a pedestrian.

Pedestrians at the curbside look left for oncoming traffic before crossing. Pedestrians within the island area look right for oncoming traffic before crossing.

RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to place Bike Friendly and Tree City designation logos on the City of Sturgeon Bay website homepage.

Respectfully Submitted,
PARKING AND TRAFFIC COMMITTEE
Ed Ireland, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: July 21, 2015

* * * * *

Introduced by _____

Moved by Alderperson _____

Second by Alderperson _____ that said recommendation be Adopted.

Passed by the Council on the _____ day of _____, 2015.

Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, July 2, 2015

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:00 p.m. by Chairperson Ed Ireland in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Ed Ireland, Chad Shefchik, Laurel Brooks, Becky Kerwin, and Randy Watermolen were present. Members Rhonda Kolberg and Leni Spaude were excused. Member Elizabeth Gilbert was absent. Also present was Police Assistant Candy Jeanquart.

Adoption of agenda: Moved by Mr. Shefchik, Seconded by Mr. Watermolen to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from June 4, 2015.
 4. Consideration of: Bike Rack Project
 5. Consideration of: Website: Bike Friendly and Tree City Designation
 6. Consideration of: Police on Potholes
 7. Consideration of: Utah/Michigan Multi-Modal Path Update
 8. Adjourn
- All in favor. Carried.

Approval of minutes from June 4, 2015: Moved by Mr. Shefchik, Seconded by Ms. Brooks to approve the minutes from June 4, 2015. Ms. Brooks requested to have Safety and Education as a regular item on the agenda each month. **All in favor. Carried.**

Consideration of: Bike Rack Project: Chad Shefchik provided a list of East and West side city maintained locations. After the committee reviewed the list, it was determined an additional 13 bike racks could be utilized. The committee agreed on requesting 20 bike racks to be made. Randy Watermolen spoke with Matt Goll, NWTC, about building the bike racks. Matt informed Randy the Welding Class is from May until beginning of July. Ed Ireland requested a material list prior to speaking with Stewart Fett.

Consideration of: Website: Bike Friendly and Tree City Designation: Chad Shefchik spoke with Stephanie Reinhardt and the estimated cost is \$200 per logo on the website. The process to have an item added is to make a motion to Parking and Traffic, if approved then Parking and Traffic with make a motion to the Common Council.

Motion to Parking and Traffic to have Bike Friendly and Tree City Designation Logo on the City of Sturgeon Bay website homepage. Moved by Ms. Brooks, Seconded by Ms. Kerwin. All in favor. Carried.

Adjourn: Due to lack of quorum at 4:50 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Waterfront Redevelopment Authority, hereby recommend that the City proceed to work with Robert W. Baird to restructure the 2015 TID #2 debt and borrow for the October 1, 2015 debt payments.

Respectfully submitted:
WATERFRONT REDEVELOPMENT AUTHORITY
By: William Galligan, Acting Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: July 28, 2015

Introduced by _____.

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

Passed by the Council on the _____ day of _____, 2015.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend that the City proceed to work with Robert W. Baird to restructure the 2015 TID #2 debt and borrow for the October 1, 2015 debt payment.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Stewart Fett, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 28, 2015

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2015.

EXECUTIVE SUMMARY

TITLE: TID #2 (Waterfront District) Debt Restructuring and borrowing for the Egg Harbor Road Improvements

Combined debt issue:

- *\$1,115,000 is for TID #2 (Waterfront District) Debt Restructuring (Funds \$1,115,000 of the October 1, 2015 principal payment due on the 2006 RDA Lease Revenue Refunding Bonds)*
- *\$985,000 is for the Egg Harbor Road Improvements*

BACKGROUND:

TID #2 Debt Restructuring

The tax increments generated in 2015 for TID #2 are not enough to fully support the scheduled debt payments. The City has the option to either restructure the 2015 TID #2 debt through an additional borrowing or support the debt payments with general fund dollars. Restructuring the 2015 TID #2 debt and borrowing for the October 1, 2015 debt payments would give the City an additional ten years to recover its debt costs.

Egg Harbor Road Improvements

As per action of the Common Council on July 21, 2015, the City is moving forward with the Egg Harbor Road improvement project. There are several funding sources for the project including a contribution from Walmart, special assessments, and this proposed borrowing.

FISCAL IMPACT:

TID #2 Debt Restructuring

There is no fiscal impact on the General Fund of the City. The fiscal impact on the Tax Increment District will be provided by the City's financial consultant, Robert W. Baird, on September 1, 2015, the day of the Common Council meeting at which time the Council will consider the debt award resolution.

Egg Harbor Road Improvements

The annual estimated debt service payments on the proposed \$985,000 borrowing range from \$24,626 to \$133,575. The estimated interest rate used to calculate these payments is 2.16%. The payments and interest rate shown on the attachments are only estimates. The final fiscal impact to the general fund will be provided by the City's financial consultant, Robert W. Baird, on September 1, 2015, the day of the Common Council meeting at which time the Council will consider the debt award resolution.

RECOMMENDATION:

Waterfront Redevelopment Authority:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2015 TID #2 debt and borrow for the October, 1, 2015 debt payments.

Finance/Purchasing and Building Committee:

Recommend to the Common Council that the City proceed to work with Robert W. Baird to restructure the 2015 TID #2 debt and borrow for the October, 1, 2015 debt payments, and to borrow for the Egg Harbor Road Improvements.

PREPARED BY: Valerie J. Clarizio 7/23/15
Valerie J. Clarizio Date
Finance Director/City Treasurer

REVIEWED BY: Marty Olejniczak 7-23-15
Marty Olejniczak Date
Community Development Director

APPROVED BY: Stephen McNeil 7-23-15
Stephen McNeil Date
City Administrator

BAIRD

City of Sturgeon Bay

Finance Committee Meeting

July 28, 2015

Bradley D. Viegut, Managing Director

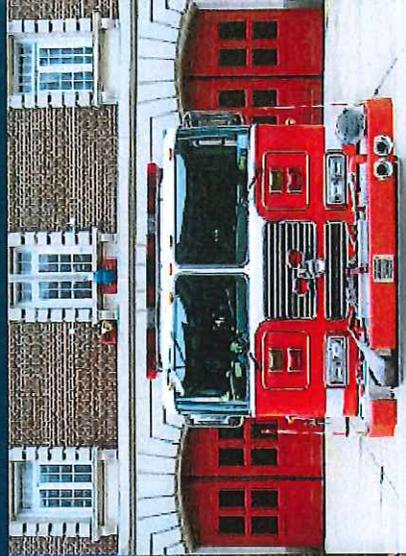
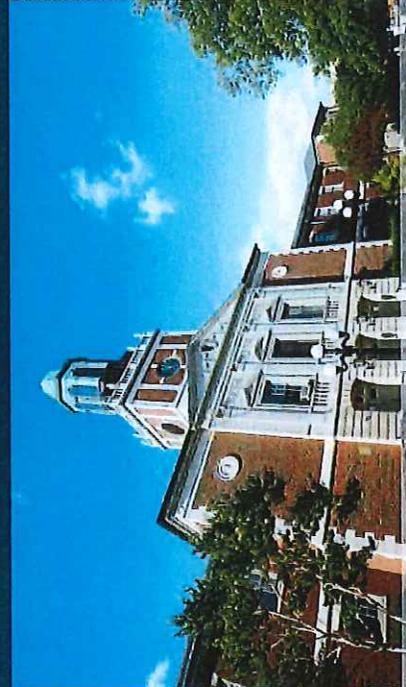
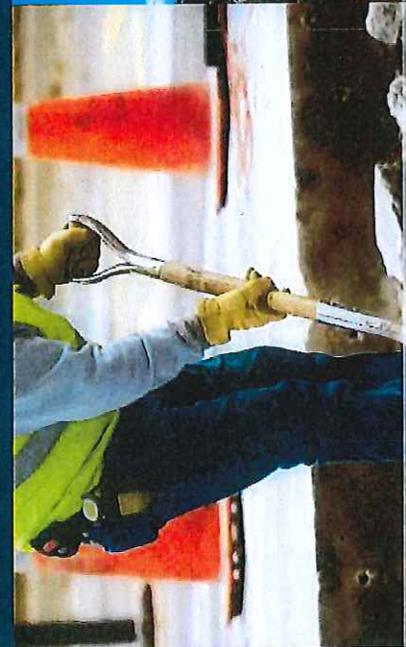
bviegut@rwbaird.com

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

Fax 414.298.7354



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City of Sturgeon Bay

Finance Committee Meeting

July 28, 2015

The logo for BAIRD is a blue parallelogram with the word "BAIRD" written in white, uppercase letters inside.

Timeline

- Finance Committee and Waterfront Redevelopment Authority consider plan of finance..... July 28, 2015
- Common Council considers Set Sale Resolution August 4, 2015
 - Preparations are made for issuance
 - ✓ Official Statement
 - ✓ Bond Rating
 - ✓ Marketing
- Common Council considers Award Resolution (finalizes terms and interest rates)September 1, 2015
- Closing (funds available).....September 22, 2015

City of Sturgeon Bay

Finance Committee Meeting

July 28, 2015



Borrowing Amount / Structure / Purpose

Amount:	\$2,100,000
Issue:	G.O. Promissory Notes
Maturity:	October 1, 2017 – September 1, 2025
First Interest:	April 1, 2016
Callable:	October 1, 2022
Purpose:	<ul style="list-style-type: none">• Egg Harbor Road Reconstruction - \$985,000• TID#2 Debt Restructuring - \$1,115,000 <p><i>Funds \$1,115,000 of the October 1, 2015 principal payment due on the 2006 RDA Lease Revenue Refunding Bonds</i></p>
Estimated Interest Rate:	2.35%
Estimated Savings:	-\$8,441.70 ¹

¹ Present value calculated using the All-Inclusive Cost (AIC) of 2.65% as the discount rate.

City of Sturgeon Bay

Finance Committee Meeting

July 28, 2015

Example Financing Plan (Egg Harbor Road Reconstruction)



		Levy Supported		Levy Supported		Levy Supported		Levy Supported	
YEAR DUE	EXISTING DEBT SERVICE	EXISTING DEBT SERVICE	PRINCIPAL (10/1) (final maturity 9/1)	INTEREST (4/1 & 10/1) TIC= 2.16%	TOTAL	COMBINED DEBT SERVICE	YEAR DUE	COMBINED DEBT SERVICE	YEAR DUE
2015	\$1,475,926	\$502,477				\$502,477	2015	\$502,477	2015
2016	\$1,503,703	\$544,327		\$24,626	\$24,626	\$568,953	2016	\$568,953	2016
2017	\$1,439,243	\$492,992	\$50,000	\$24,025	\$74,025	\$567,017	2017	\$567,017	2017
2018	\$1,837,288	\$384,262	\$110,000	\$23,025	\$133,025	\$517,287	2018	\$517,287	2018
2019	\$1,286,237	\$391,836	\$110,000	\$20,825	\$130,825	\$522,661	2019	\$522,661	2019
2020	\$1,238,844	\$342,118	\$110,000	\$18,625	\$128,625	\$470,743	2020	\$470,743	2020
2021	\$2,222,232	\$344,906	\$115,000	\$16,425	\$131,425	\$476,331	2021	\$476,331	2021
2022	\$2,501,748	\$196,900	\$115,000	\$14,125	\$129,125	\$326,025	2022	\$326,025	2022
2023	\$1,473,166	\$196,650	\$120,000	\$11,250	\$131,250	\$327,900	2023	\$327,900	2023
2024	\$1,039,031	\$196,250	\$125,000	\$7,650	\$132,650	\$328,900	2024	\$328,900	2024
2025	\$1,035,618	\$195,700	\$130,000	\$3,575	\$133,575	\$329,275	2025	\$329,275	2025
2026	\$132,845						2026		2026
2027	\$115,638						2027		2027
2028	\$117,195						2028		2028
2029	\$118,550						2029		2029
2030	\$119,513						2030		2030
2031	\$120,263						2031		2031
2032	\$120,406						2032		2032
2033	\$120,319						2033		2033
	\$18,017,765	\$3,788,418	\$985,000	\$164,151	\$1,149,151	\$4,937,569			

City of Sturgeon Bay

Finance Committee Meeting

July 28, 2015

Example Financing Plan (TID#2 Debt Restructuring)

\$1,115,000

G.O. PROMISSORY NOTES

Dated September 22, 2015

(First interest 4/1/16)

YEAR	PRINCIPAL (10/1) (final maturity 9/1)	INTEREST (4/1 & 10/1)	TOTAL
		TIC=	
		2.48%	
2016		\$34,286	\$34,286
2017		\$33,450	\$33,450
2018		\$33,450	\$33,450
2019		\$33,450	\$33,450
2020		\$33,450	\$33,450
2021		\$33,450	\$33,450
2022		\$33,450	\$33,450
2023	\$70,000	\$33,450	\$103,450
2024	\$515,000	\$31,350	\$546,350
2025	\$530,000	\$14,575	\$544,575

\$1,115,000	\$314,361	\$1,429,361
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City of Sturgeon Bay

Finance Committee Meeting

July 28, 2015

Important Disclosures

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If Baird is hired as financial advisor in connection with an issuance of municipal securities, Baird will provide municipal advisory services with respect to the issuance of municipal securities, including advice, recommendations and other assistance regarding the structure, timing, terms and other similar matters concerning the particular issuance of municipal securities for which you may be considering. As such, Baird will serve as a fiduciary and act solely in your best interest. Baird's fiduciary duties as your financial advisor will include the duty of care and the duty of loyalty. Under MSRB Rule G-23, if Baird is hired as financial advisor with respect to an issuance of municipal securities, Baird will not be able to serve as underwriter or placement agent for that issuance.

Should you want Baird serve in a different capacity, such as underwriter or placement agent, you should notify Baird of such decision immediately and Baird will provide additional disclosures to you which will describe the role of underwriter or placement agent and explain any actual or potential conflicts of interest inherent in that role.

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Any information or estimates contained in the Materials are based on publicly available data, including information about recent transactions believed to be comparable, and Baird's experience, and are subject to change without notice. Interested parties are advised to contact Baird for more information.

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IRS Circular 230 Disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that the Materials do not constitute tax advice and shall not be used for the purpose of (i) avoiding tax penalties or (ii) promoting, marketing or recommending to another party any transaction or matter addressed herein.

The logo for Baird, consisting of the word "BAIRD" in white, uppercase, sans-serif font, set against a blue parallelogram background that is wider at the top and tapers towards the bottom.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend that the City proceed to work with Robert W. Baird to borrow for the Egg Harbor Road Improvements.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Stewart Fett, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: July 28, 2015

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2015.

Resolution No. _____

RESOLUTION PROVIDING FOR THE SALE OF
\$2,100,000 GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS the City of Sturgeon Bay, Door County, Wisconsin (the "City") is presently in need of an amount not to exceed \$2,100,000 for public purposes, including street improvement projects and refunding a portion of the City's obligation to make the lease payment due under the Amended and Restated Lease Agreement dated August 31, 2006 entered into between the City and the Waterfront Redevelopment Authority of the City of Sturgeon Bay (the "Authority") relating to the October 1, 2015 principal and interest payment due on the Authority's Redevelopment Lease Revenue Refunding Bonds, Series 2006A; and

WHEREAS it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The Notes. The City shall issue its General Obligation Promissory Notes in an amount of \$2,100,000 (the "Notes") for the purposes above specified.

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

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

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

Adopted, approved and recorded August 4, 2015.

Thad Birmingham
Mayor

ATTEST:

Stephanie L. Reinhardt
City Clerk

(SEAL)

Proposed Changes to the Sign Code Affecting Ground Signs.

Currently, ground signs are not permitted on lots where the building is less than 25 feet from the street right-of-way. This provision has impacted several commercial lots, most notably along Jefferson Street. Numerous sign code variances have been granted over the years so most businesses along Jefferson Street have ground signs even though the buildings to which they pertain are closer than 25 feet to the street. The proposed changes are to eliminate the 25-foot building setback rule for ground signs, but to require that such signs be located at least 5 feet from the building. This will ensure that ground signs do not crowd either the street or the building. The 5-foot separation from the building, coupled with the minimum 5-foot street setback means that buildings will still need to be about 15 feet or so off the right-of-way in order to justify a ground sign.

One other sign code change is proposed. The street setback is currently 5 feet from the right-of-way for all districts except the Conservancy, Agricultural, and R-4 districts, which require 10 feet. For consistency sake, it is recommended to keep the setback at 5 feet for all districts.

The proposed ordinance changes affect section 27.13 of the Sign Code and are shown as follows:

27.13 - Signs permitted by zoning district.

Signs permitted by zoning district are as follows:

- (1) Conservancy and agriculture districts.
 - (a) Signs not requiring a permit.
 - (b) On-premises business identification signs for authorized, conditional or nonconforming uses.
 1. Permitted signs. Wall signs and one ground sign per frontage road if all buildings are set back at least 25 feet from the right-of-way line.
 2. Area restrictions. The total area of all signs shall not exceed 24 square feet.
 3. Height restrictions. All signs shall not exceed a height of 20 feet.
 4. Setbacks. All ground signs must be at least 30 feet from interior side or rear lot lines and set back at least ten five feet from the public right-of-way and also be located at least five feet from the nearest portion of a building.
- (2) R-1, R-2, R-3, and R-M residential districts.
 - (a) Signs not requiring a permit.
 - (b) On-premises signs for conditional uses, nonconforming uses, and public, charitable, educational or religious institutions.
 1. Permitted signs. Wall signs and one ground sign for each abutting street.
 2. Area restrictions. The total area of wall signs shall not exceed one-square-foot per linear foot of building facia to a limit of 50 square feet per building facia. The area of a ground sign shall not exceed 16 square feet on parcels one-half-acre (21,780 sq. ft.) or less, and shall not exceed 32 square feet on parcels larger than one-half-acre.

3. Height restrictions. All signs shall be limited to a height of 12 feet.
 4. Setbacks. All freestanding ground signs must be at least 15 feet from interior side and rear lot lines and set back at least five feet from the public right-of-way and also be located at least five feet from the nearest portion of a building.
- (c) Identification sign for an authorized subdivision or manufactured home/mobile home park.
1. Permitted signs. One ground sign. Additional ground sign(s) may be authorized by the plan commission for subdivisions or manufactured home parks with multiple entrances.
 2. Area restrictions. The area of the sign shall not exceed 32 square feet.
 3. Height restrictions. The ground sign shall be limited to a height of 12 feet.
 4. Setbacks. The ground sign shall be set back at least 15 feet from interior side and rear lot lines and at least five feet from the public right-of-way and also be located at least five feet from the nearest portion of a building.
- (3) R-4 residential district.
- (a) Signs not requiring a permit.
 - (b) Signs permitted in the R-1, R-2, R-3, and R-M residential districts.
 - (c) On-premises business identification signs for authorized, conditional and nonconforming uses, except that hospitals, medical or dental clinics, professional offices, and colleges or schools may erect on-premises business identification signs in conformance with section 27.13(4).
 1. Permitted signs. One wall sign, or one ground sign if all buildings are set back at least 25 feet from the road right-of-way.
 2. Area restrictions. The total area of the wall sign is not to exceed eight square feet and the area of the ground sign shall not exceed 15 square feet.
 3. Height restrictions. All signs are not to exceed a height of 12 feet.
 4. Setbacks. All ground signs must be at least 15 feet from interior side and rear lot lines and set back at least ten five feet from the public right-of-way and also be located at least five feet from the nearest portion of a building.
 5. Multiple occupancy. A building or parcel of land in multiple occupancy shall be entitled to one wall sign per occupant and one cooperative wall or ground sign for all occupants. A ground sign is permitted only if all buildings are set back at least 25 feet from the right-of-way. Each wall sign shall not exceed eight square feet and the area of the cooperative sign shall not exceed 20 square feet. Such signs shall meet all sign setback and height requirements for this district.
- (4) C-1 commercial, C-2 commercial, C-3 commercial, C-4 office/business park, I-1 industrial and I-2 industrial districts.
- (a) Signs not requiring a permit.
 - (b) Signs permitted in the R-1, R-2, R-3 and R-4 residential districts.
 - (c) No more than two on-premises signs facing each public right-of-way for each authorized, conditional and nonconforming use. For the purpose of this section, the waters of Sturgeon

Bay shall be considered a public right-of-way for uses located on property abutting the waters of Sturgeon Bay.

1. Limitation on purpose. All signs in this district shall be limited to the owner's, tenant's or occupant's name or business name, profession or trade, and approved art work, such as seals, symbols, crests, as well as the services offered or products sold within the building or on the premises to which the sign is attached or on which the sign is erected.
2. Permitted signs. Wall, permanent window, projecting and ground signs. ~~A ground sign is allowed only if all buildings are set back at least 25 feet from the street right-of-way line.~~ Signs facing the waters of Sturgeon Bay shall be wall signs or permanent window signs only.
3. Area restrictions. Ground signs shall not exceed 100 square feet facing each frontage road. Projecting signs shall not exceed 24 square feet facing each frontage road. Total area of wall signs for each frontage on a property shall not exceed one square foot per linear foot of building facia, except that signs facing the waters of Sturgeon Bay shall not exceed 24 square feet or one square foot per linear foot of building facia, whichever is greater.
4. Height restrictions. Ground signs, projecting signs and walls signs shall not exceed 20 feet in height.
5. Setbacks. Ground signs must be set back at least 15 feet from the interior side and rear lot lines and set back at least five feet from the street right-of-way line ~~and also be located at least five feet from the nearest portion of a building.~~ Projecting signs shall be at least 15 feet from all interior side lot lines.
6. Multiple occupancy. The type, size and number of signs permitted in multiple occupancy buildings or parcels shall depend upon the building setback and the type of building entrance.
 - a. Buildings with separate entrances for each occupant. Each occupant shall be permitted either of the following signs:
 - i. One wall sign, the area of which shall not exceed one square foot per linear foot of building facia occupied.
 - ii. One projecting sign, the area of which shall not exceed 24 square feet.
 - b. Buildings with common entrances.
 - i. Each occupant shall be permitted one wall sign. For buildings which are set back less than 15 feet from the public right-of-way, the maximum size of such signs shall be four square feet. For buildings which are set back 15 feet or more from the right-of-way, the total area of all wall signs shall not exceed one-half square foot per linear foot of building facia. The maximum size of an individual occupant's wall sign shall be in direct proportion to occupant's percent of total area occupied in the building or 24 square feet, whichever is greater.
 - c. Ground signs. All occupants, regardless of whether the buildings have separate entrances or common entrances, and regardless of the number of buildings, may share one cooperative ground sign, facing on each street abutting the building(s); ~~provided the building(s) is (are) set back at least 25 feet.~~ The area of the wall sign

shall not exceed one-half square foot per linear foot of building facia. The area of a projecting sign shall not exceed 24 square feet. The area of the ground sign shall not exceed 100 square feet.

(5) C-5 district.

- (a) Signs not requiring a sign permit.
- (b) Signs permitted in the R-1, R-2, R-3, and R-4 residential districts.
- (c) No more than two on-premises signs facing each direction for each authorized, conditional and nonconforming use.
 1. Limitation on purpose. All signs in this district shall be limited to the owner's, tenant's or occupant's name or business name, profession, or trade, and approved art work, such as seals, symbols, crests, as well as the services offered or products sold within the building or on the premises to which the sign is attached or on which the sign is erected.
 2. Types of signs permitted. Wall, window, projecting, and ground signs are permitted. ~~However, a ground sign is not permitted between a building and a public right-of-way, unless the building is set back at least 25 feet from that public right-of-way.~~
 3. Area restrictions. Ground signs shall not exceed 25 square feet facing each frontage. Projecting signs shall not exceed 16 square feet facing each frontage. The total size of all wall signs shall not exceed one square foot per linear foot of the building facia to which such signs are attached.
 4. Height restrictions. Ground signs shall not exceed eight feet in height. Projecting signs and wall signs shall not exceed 20 feet in height.
 5. Setbacks. Ground signs shall be set back at least 15 feet from side and rear lot lines and at least five feet from the street right-of-way line. Ground signs shall also be located at least five feet from the nearest portion of the building. Projecting signs shall be set back at least ten feet from all side and rear lot lines.
 6. Multiple occupancy. For buildings or parcels with multiple occupants, any combination of individual and cooperative signs may be used, provided the combined total number and size of signs shall not exceed the requirements listed above. The maximum size of an individual occupant's wall sign shall be in direct proportion to the occupant's percent of total area occupied in the building, unless the building owner has submitted a plan for a different allocation of the available area of wall signs.
 7. Illumination. Internally-illuminated signs must either be constructed with an opaque background and translucent text and symbols, or with a colored (not white, off-white, light gray, cream or yellow) background and generally lighter text and symbols. Externally-illuminated signs shall only use downward-directed lamps, which shall be shielded to prevent glare or spillover.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL

We, the Sturgeon Bay Revolving Loan Fund Committee, hereby recommend that the City grant the collateral change request for Sonny's Pizzeria LLC, releasing the third position mortgage on the residence of Jason Estes, subject to the following conditions:

- a) A review of the financial *pro formas* for all business entities involved;
- b) A review of the City's collateral position going forward;
- c) The loan must be made current;
- d) The mortgage satisfaction should be held in escrow with the title company until such time as the closing payment of \$12,000 is made to the City of Sturgeon Bay.
- e) The City will also receive an additional \$38,000 after 90 days of the residential close, approximately mid-November.

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

Respectfully submitted,
Sturgeon Bay Revolving Loan Fund Committee
By: Mike Gilson, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Dated: _____

Introduced by _____,

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____.

**MINUTES OF MEETING
CITY OF STURGEON BAY LOAN REVIEW COMMITTEE
July 30, 2015, 8:30 a.m.
Door County Business Development Center
185 E. Walnut Street, Sturgeon Bay, WI**

1. Call to Order

Chairman Mike Gilson called the meeting to order at 8:32 a.m. at the Door County Business Development Center.

2. Roll Call

Members present included Stewart Fett, Mike Gilson, Greg Stephan and Thad Birmingham. Also present were Sam Perlman and Bill Chaudoir - Door County Economic Development Corporation and Steve McNeil – City of Sturgeon Bay Administrator.

3. Adoption of Agenda

Motion by Fett seconded by Birmingham to adopt the agenda as presented. Motion carried.

4. Approval of Minutes – December 22, 2014

Motion by Birmingham seconded by Fett to approve the minutes of the December 22, 2014, City of Sturgeon Bay Loan Review Committee Meeting. Motion carried.

5. Status of Loans

Sam Perlman summarized the status of the City of Sturgeon Bay RLF Program and the program fund balance. Cash balance as of June 30, 2015 is \$176,417.19; outstanding principal balance is \$695,399.68 for total assets of \$871,816.87. All loans are current, with the exception of Sonny's Pizza. Not all funds are drawn for Dancing Bear and Door County Traders.

Motion by Stephan to approve the Status of Loans as presented. Seconded by Fett Motion carried.

6. Convene in closed session for the purpose of "...deliberating or negotiating the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session..." and/or "...for consideration of financial data of specific person which, if discussed in public, would be likely to have an adverse effect upon the reputation of any person referred to in such data..." per Sec.'s 19.85 (1) (e) and (f) Wis. Stats. Specifically, consideration of financial information.

Mike Gilson read the statutory exemption stated above authorizing the closed session.

Motion by Stephan seconded by Fett to meet in closed session. Roll call vote: Stewart Fett – aye, Mike Gilson – aye, Greg Stephan – aye and Thad Birmingham - aye. Motion carried. The closed session convened at 8:36 a.m.

Meeting went into closed session for the consideration of financial information presented for Sonny's Pizzeria, LLC in conjunction with their change of collateral request. Bill Rehn and Aaron Faulkner from Bank First National joined the meeting via phone at 8:50 a.m. to answer questions regarding the request; call ended at 9:18 a.m. Discussion followed.

7. Reconvene in Open Session.

Motion made by Fett seconded by Birmingham to reconvene in open session. Roll Call vote: Stewart Fett – aye, Mike Gilson – aye, Greg Stephan – aye and Thad Birmingham – aye. Motion carried. Reconvene in open session at 9:32 a.m.

8. Recommendation regarding collateral change request for Will Estes, LLC dba Sonny's Italian Kitchen and Pizzeria.

Greg Stephan made a motion, seconded by Thad Birmingham to recommend to the Common Council that the City grant the collateral change request for Sonny's Pizzeria LLC, releasing the third position mortgage on the residence of Jason Estes, subject to the following conditions:

- a) A review of the financial *pro formas* for all business entities involved;**
- b) A review of the City's collateral position going forward;**
- c) The loan must be made current;**
- d) The mortgage satisfaction should be held in escrow with the title company until such time as the closing payment of \$12,000 is made to the City of Sturgeon Bay.**
- e) The City will also receive an additional \$38,000 after 90 days of the residential close, approximately mid-November.**

Motion Carried.

9. Adjourn

Motion by Fett seconded by Birmingham to adjourn the meeting. Motion carried. Loan Committee Chairman Mike Gilson closed the meeting at 9:37 a.m.

Respectfully submitted,

Sam Perlman
Recording Secretary