

FINANCE/PURCHASING & BUILDING COMMITTEE
August 30, 2016

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 p.m. by Alderperson Fett in the Council Chambers, City Hall. Roll call: Alderpersons Fett and Ward were present. Alderperson Stults was excused. Also present: City Administrator VanLieshout, Finance Director/City Treasurer Clarizio, Community Development Director Olejniczak, Municipal Director Bordeau, Door County Economic Development Executive Director Bill Chaudoir, Sturgeon Bay Visitor Center Executive Director Pam Seiler, Jim Truckey, SRO Events and Receptionist Metzger.

A motion was made by Alderperson Ward, seconded by Alderperson Fett to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Request from Door County Economic Development Corporation for 2017 Funding re: Administration of City Programs.
4. Consideration of: Request from Sturgeon Bay Visitor Center for 2017 Funding.
5. Consideration of: Harmony by the Bay Management Agreement.
6. Review of unfinished business.
7. Review bills.
8. Adjourn.

Carried.

Consideration of: Request from Door County Economic Development Corporation for 2017 Funding re: Administration of City Programs.

Mr. Chaudoir led the discussion highlighting the economic programs the Door County Economic Development Corporation helps manage for the City. He reported on the growth within the Industrial Park. He stated that of the 25 acre land acquisition from Roger Anderson only 4 acres remain available for sale. Pro Products continues to expand with the current construction of an additional 5,625 sq. ft. building. Hatco has requested additional property to accommodate the growth of the business, while Therma Tron X completed an additional 3 acre land purchase with the option to purchase 4.4 acres for continued growth. Cadence finished construction on a 62,000sq ft. manufacturing plant. In addition, Key Industries and Murrock Landscaping have also completed business expansions. He mentioned that the Revolving Loan Fund currently has eight active loans. Because of mandated policies by the Wisconsin Department of Administration and the Federal Housing & Urban Development this program has been challenging to attract commercial businesses. DCEDC continues to research the option to de-federalize the program by joining with a regional partnership to own and manage the program, but at this time it is not feasible. Mr. Chaudoir mentioned that of the seventeen lots, twelve homes have been completed in the Sunset Hills Subdivision #2. A reorganized High School Construction Program anticipates building on one of the remaining five lots during the 2017/2018 school year. He briefly touched on the Business Retention Committee. Regarding the West Waterfront Redevelopment, the City has a commitment with a local developer for an \$8 million, 76 unit hotel/spa and a potential developer for the Granary project. Bay Loft, LLC, a 37 unit apartment project with first floor commercial space, is currently under construction. Sonny's Pizza relocated their business into the former Applebee's property. He stated the City and Coast Guard continue to improve and strengthen their relationship. Mr. Chaudoir highlighted the Workforce Development initiative. He stated that a Workforce Taskforce is working to address the challenges business are facing due to the shortage of workforce labor, and touched on the issues regarding the shortage of affordable workforce housing, recruiting strategies and retaining employees. He explained that DCEDC is working with the leadership of the school districts and NWTC to develop opportunities

presented by the new State of Wisconsin mandated Academic and Career Planning program, and strategies to effectively retain youth in the Community after High School or after post-secondary education..

Moved by Alderperson Fett, seconded by Alderperson Ward to direct staff to incorporate funding for Door County Economic Development Corporation into the 2017 City budget in the amount of \$30,000.00 to administer City programs. Carried.

Consideration of: Request form Sturgeon Bay Visitor Center for 2017 Funding:

Sturgeon Bay Visitor Center Executive Director Pam Seiler, 36 S. Third Ave., presented a power point presentation highlighting the programs, festivals and events they provide to promote the community. These include local gift certificates, Coast Guard welcome packets, Harmony on the Bay, Fine Art Fair, Fourth of July Fireworks, Jefferson Street Jubilee and more. She stated they promote and market the City thru various social media outlets, a redesigned website, e-newsletters and walking maps. Ms. Seiler continued, highlighting the budgeted expenses and revenues and indicated that they have increased the membership base to 219 members. Lastly, Bassmaster is expected to return to the City in 2018 as part of their regular season event.

Moved by Alderperson Fett, seconded by Alderperson Ward to direct staff to incorporate an additional \$5,000 of what was funded in 2016 for the Sturgeon Bay Visitor Center in the 2017 City budget. Carried.

Consideration of: Harmony by the Bay Management Agreement:

Municipal Services Director Bordeau stated that Jim Truckey, SRO Events has requested to continue managing the Harmony on the Bay concert series for an addition 3 years at the same contract fee in the amount \$26,900.00. He continued to explain that Mr. Truckey has also requested that he be the sole vendor for certain types of concession items. Mr. Bordeau stated that the City provides the entertainment series and the Sturgeon Bay Visitor Center is tasked with concessions. Discussions continued with the result that Mr. Truckey will submit the required vendor paperwork and payment directly to the Sturgeon Bay Visitor Center.

Moved by Alderperson Ward, seconded by Alderperson Fett to recommend to Common Council to enter into another 3 year contract with SRO Events in an amount not to exceed \$26,900 per year.

There were no items for review on the unfinished business list.

Review bills

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

Moved by Alderperson Fett, seconded by Alderperson Ward to adjourn. Carried. The meeting adjourned at 4:59pm.

Respectfully submitted,
Tricia Metzger