



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, FEBRUARY 16, 2016
7:00 P.M.
CITY OF STURGEON BAY COUNCIL CHAMBERS
421 MICHIGAN ST
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Presentation of: Donation from Fincantieri Bayship to Pioneer Fire Company for firefighting equipment.
6. Consideration of the following bills: General Fund – \$144,911.54, Capital Fund - \$43,586.35, Cable TV - \$279.54, TID #4 - \$67,573.75, and Solid Waste Enterprise Fund - \$1,987.00 for a grand total of \$258,338.18. [roll call]
7. 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 regular Common Council minutes from 2/2/16.
 - * b. Approval of the following minutes:
 - (1) City Plan Commission – 1/20/16
 - (2) Zoning Board of Appeals – 1/26/16
 - (3) Finance/Purchasing & Building Committee – 1/26/16
 - (4) Joint Park & Recreation Committee/Board – 1/27/16
 - (5) Bicycle & Pedestrian Advisory Board – 2/4/16
 - * c. Place the following reports on file:
 - (1) Fire Department Report – January 2016
 - * d. Consideration of: Approval of beverage operator licenses.
 - * e. Finance/Purchasing & Building Committee recommendation re: Approve purchase of a 2016 Ford F-250 ¾ ton pick-up with a Boss V plow attachment from Jim Olson Ford in an amount not to exceed \$27,424, and to approve the funds transfer from the capital contingency fund for the budget variance in the amount of \$424.
8. Mayoral Appointments.
9. Public hearing re: Proposed Text Amendments to Chapter 20 of the Municipal Code (Zoning Code – Tourist Rooming Houses.) [Continuance from 2/2/16 Common Council meeting.]

10. **First reading of ordinance re: Chapter 20 of the Municipal Code (Zoning Code – Tourist Rooming Houses.)**
11. **Second reading of ordinance re: Chapter 22 of the Municipal Code re: Minimum Heating Standards for Residential Rental Properties.**
12. **First reading of temporary ordinance re: Bayview Bridge Boating Ordinance.**
13. **Consideration of: Approval of 2015 Outdoor Recreation Plan.**
14. **Consideration of: Clay Banks Road/County Trunk Highway U – Jurisdictional Transfer Agreement.**
15. **Committee Chairperson Reports:**
 - a. **Personnel Committee**
 - b. **Parking & Traffic Committee**
 - c. **Community Protection & Services Committee**
 - d. **Sturgeon Bay Utility Commission**
16. **Public comment on non-agenda items.**
17. **Mayor's comments.**
18. **Convene in closed session in accordance with the following exemption:**

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

Consideration of: Purchase of Property.

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

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 2-12-14

Time: 12:00pm

By: WM

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	PBLC HRING SIGN RFND/JIM OLSON	01-000-000-23168	50.00
R0001362	LAURENCE BUSSE	SEASONAL SLIP REFUND/L BUSSE	01-000-000-46240	2,500.00
R0001362		STATE TAX REFUND/L BUSSE	01-000-000-24214	125.00
R0001362		COUNTY TAX REFUND/L BUSSE	01-000-000-24215	12.50
TOTAL LIABILITIES				2,687.50
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	02/16 ATHLETIC FLD LIGHTING	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				4,052.89
MAYOR				
04696	DOOR COUNTY TREASURER	01/16 MAYOR INTERNET	01-100-000-56700	2.70
TOTAL				2.70
TOTAL MAYOR				2.70
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	12/15 TRAFFIC MATTERS	01-110-000-55010	1,038.00
BUELOW	BUELOW, VETTER, BUIKEMA,	01/16 GENERAL LABOR LEGAL	01-110-000-57900	49.00
TOTAL				1,087.00
TOTAL LAW/LEGAL				1,087.00
CITY CLERK-TREASURER				
04696	DOOR COUNTY TREASURER	01/16 CLERK INTERNET	01-115-000-56700	10.90
17700	QUILL CORPORATION	TYPEWRITTER RIBBON	01-115-000-51950	11.38
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	OFFICE SUPPLIES	01-115-000-51950	132.95
BUBRICKS		LABELS	01-115-000-51950	13.87
FIRST	FIRST NATIONAL BANK OF OMAHA	ANNL WGFAO MEMRSHIP/CLARIZIO	01-115-000-56000	25.00
FIRST		REDEMPTION CREDIT	01-115-000-56000	-25.00
TOTAL				169.10
TOTAL CITY CLERK-TREASURER				169.10
ADMINISTRATION				
04696	DOOR COUNTY TREASURER	01/16 ADMIN INTERNET	01-120-000-56700	2.70
TOTAL				2.70
TOTAL ADMINISTRATION				2.70

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
COMPUTER				
03101	CDW GOVERNMENT, INC.	HDMI VIDEO ADAPTER	01-125-000-54999	10.85
04696	DOOR COUNTY TREASURER	01/16 TECH SUPPORT	01-125-000-55550	2,575.00
TOTAL				2,585.85
TOTAL COMPUTER				2,585.85
CITY ASSESSOR				
04696	DOOR COUNTY TREASURER	01/16 ASSESS INTERNET	01-130-000-56700	5.40
ASSO APP	ASSOCIATED APPRAISAL	02/16/16 CONTRACT	01-130-000-55010	1,245.84
TOTAL				1,251.24
TOTAL CITY ASSESSOR				1,251.24
BUILDING/ZONING CODE ENFORCEMT				
04696	DOOR COUNTY TREASURER	01/16 INSPECTION	01-140-000-56700	2.70
TOTAL				2.70
TOTAL BUILDING/ZONING CODE ENFORCEMT				2.70
MUNICIPAL SERVICES ADMIN.				
04696	DOOR COUNTY TREASURER	01/16 ENGINEERING INTERNET	01-145-000-56700	5.40
CHADSHEF	CHAD SHEFCHIK	MEAL EXPENSES/SHEFCHIK	01-145-000-55600	72.79
SPETZ	BRIAN SPETZ	MEAL/PRKING EXPENSE/SPETZ	01-145-000-55600	79.47
TOTAL				157.66
TOTAL MUNICIPAL SERVICES ADMIN.				157.66
PUBLIC WORKS ADMINISTRATION				
04696	DOOR COUNTY TREASURER	01/16 MUN SVC INTERNET	01-150-000-56700	6.75
TOTAL				6.75
TOTAL PUBLIC WORKS ADMINISTRATION				6.75
CITY HALL				
03159	CHARTER COMMUNICATIONS	01/16 FIRE CABLE	01-160-000-58999	99.81
03159		12/15 FIRE CABLE	01-160-000-58999	99.81
04575	DOOR COUNTY HARDWARE	REFUSE CAN	01-160-000-54999	31.98
05500	ENERGY CONTROL AND DESIGN INC	HEATING SYSTEM REPAIRS	01-160-000-58999	4,584.64
05500		AIR HANDLER MAINTENCE	01-160-000-58999	41.06
08280	HILL BUILDING MAINTENANCE INC	JANUARY CITY HALL CLEANING	01-160-000-55300	590.00
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	2,570.50

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		421 MICHIGAN ST	01-160-000-58650	159.42
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-54999	97.70
TOTAL				8,274.92
TOTAL CITY HALL				8,274.92
INSURANCE				
BH	BURKART HEISDORF INSURANCE	03/16 WORK COMP	01-165-000-58750	24,254.00
BH		03/16 GEN LIAB	01-165-000-56400	3,016.00
BH		03/16 POLICE LIAB	01-165-000-57150	1,138.00
BH		03/16 PUBLIC OFFICIAL	01-165-000-57400	1,145.00
BH		03/16 AUTO LIAB	01-165-000-55200	1,714.00
BH		03/16 AUTO PHY DAMAGE	01-165-000-55200	1,404.00
TOTAL				32,671.00
TOTAL INSURANCE				32,671.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	01/16 CITY HALL PHONE SVC	01-199-000-58200	155.16
04696		01/16 FIRE PHONE SVC	01-199-000-58200	39.32
04696		01/16 MUN SVC PHONE SVC	01-199-000-58200	41.40
04696		01/16 POLICE PHONE SVC	01-199-000-58200	75.49
19085	SCHENCK BUSINESS SOLUTIONS	2015 AUDIT	01-199-000-55150	6,000.00
TOTAL				6,311.37
TOTAL GENERAL EXPENDITURES				6,311.37
POLICE DEPARTMENT				
02790	DAN BRINKMAN	MEAL EXPNSE/BRINKMAN	01-200-000-55600	6.50
04696	DOOR COUNTY TREASURER	01/16 POLICE DEPT	01-200-000-56700	37.80
15890	PACK AND SHIP PLUS	SHIPPING/CHF ANDREW SMITH/PRTR	01-200-000-57250	8.12
C JEANQ	CANDY JEANQUART	MEAL EXPNSE/C JEANQUART	01-200-000-55600	4.51
SPUDE	SARAH SPUDE-OLSON	MEAL EXPNSE/OLSON	01-200-000-55600	8.05
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	BLACK COPIES	01-200-000-55650	52.91
STAPLES		COLOR COPIES	01-200-000-55650	67.07
STAPLES		458 BLACK COPIES	01-200-000-55650	4.90
STAPLES		164 COLOR COPIES	01-200-000-55650	6.54
WI TECH	WISCONSIN TECHNICAL COLLEGE	LAPTOP COMPUTERS	01-200-000-55500	315.00
TOTAL				511.40
TOTAL POLICE DEPARTMENT				511.40
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	RADIO REPAIR	01-215-000-57550	47.50

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
02005		RADIO BATTERY	01-215-000-57550	749.64
02005		(3) STUBBY ANTENNA @ 13.70EA	01-215-000-57550	41.10
02005		(3) VHF STUBBY ANTENNA @ 13.70	01-215-000-57550	41.10
02208	BAYCOM INC.	CUPHOLDER/SQ #30	01-215-000-58600	31.00
04150	DE JARDIN CLEANERS LLC	UNIFORM MAINTENANCE-SOUTH	01-215-000-56800	5.00
06650	GALLS, AN ARAMARK COMPANY	SHIRT/SOUTH	01-215-000-52900	62.13
19880	STURGEON BAY UTILITIES	110 S NEENAH AVE CAMERA	01-215-000-56150	12.41
23640	WISCONSIN DEPT OF JUSTICE	TIME SYSTM ACCESS-JAN-MAR	01-215-000-58999	360.00
25650	GREG ZAGER	OUT OF FUEL EXPNSE/ZAGER	01-215-000-51650	10.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	VEHICLE MAINTENANCE # 30	01-215-000-58600	80.84
JIM FORD		VEHICLE MAINT/B/W EXPLR	01-215-000-58600	24.95
JIM FORD		VEHICLE MAINTENANCE/#2005 EXPL	01-215-000-58600	20.00
JIM FORD		EXPEDITION WINDOW REPAIR	01-215-000-58600	257.00
PAULCONW	PAUL CONWAY SHIELDS	KDH POUCHES	01-215-000-52900	35.22
PAULCONW		KDH POUCHES	01-215-000-52900	450.00
		TOTAL		2,227.89
		TOTAL POLICE DEPARTMENT/PATROL		2,227.89
FIRE DEPARTMENT				
02005	BAY ELECTRONICS, INC.	RADIO PROGRAMMING	01-250-000-57550	35.00
03075	CARQUEST OF DOOR COUNTY	FUEL FILTER	01-250-000-53000	20.79
03075		THROTTLE ASSEMBLY	01-250-000-53000	21.96
03075		THROTTLE ASSEMBLY	01-250-000-53000	2.60
04696	DOOR COUNTY TREASURER	01/16 FIRE DEPT	01-250-000-56700	16.20
06012	FASTENAL COMPANY	FLIP TOGGLE	01-250-000-54999	17.03
06400	FIVE ALARM FIRE SAFETY	FIRE BOOTS	01-250-000-52900	276.49
16570	PIONEER FIRE COMPANY	CLOTHING ALLOWANCE UNIFORMS	01-250-000-52900	265.00
16570		UNIFORM SHIRT/GULLEY	01-250-000-52900	17.00
16570		DUTY SHIRTS	01-250-000-52900	119.00
16570		DUTY SHIRTS	01-250-000-52900	51.00
16570		UNIFORMS	01-250-000-52900	265.36
19880	STURGEON BAY UTILITIES	92 E MAPLE ST	01-250-000-56675	5.20
19880		207 S 3RD AVE MARTIN PRK BTHRM	01-250-000-56675	5.20
19880		421 MICHIGAN ST	01-250-000-56675	118.00
19880		421 MICHIGAN ST TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD SPRINKLER	01-250-000-56675	42.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	42.00
19880		435 N 7TH PL GARLAND PARK	01-250-000-56675	5.20
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	42.00
19880		FIRE PROTECTION	01-250-000-56675	8,720.75
19880		QUINCY BAY SHIP PIT	01-250-000-56675	42.00
19880		N MADISON AVE SPRINKLG	01-250-000-56675	13.00
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	13.00
19880		1018 GREEN BAY RD SIREN	01-250-000-56150	15.45
19880		323 S 1ST AVE EAST SIDE DOCK	01-250-000-56675	5.20
19880		107 N 1ST AVE MARINA/RSTRM	01-250-000-56675	42.00
19880		122 KENTUCKY ST CITY PKG RAMP	01-250-000-56675	5.20
19880		48 KENTUCKY ST DOCK	01-250-000-56675	13.00
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	42.00
CJ	CJ WORKS, LLC	JANUARY LAUNDRY	01-250-000-56800	66.00
O'REILLY	O'REILLY AUTO PARTS	FUEL FILTER	01-250-000-53000	41.90
O'REILLY		FUSE	01-250-000-53000	3.29

DATE: 02/09/2016
TIME: 15:04:55
ID: AP443000.CST

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
O'REILLY		ROCKER SWITCH	01-250-000-53000	10.13
PAULCONW	PAUL CONWAY SHIELDS	STRUCTURAL BOOTS	01-250-000-52900	364.50
PAULCONW		HI VIS PARKA	01-250-000-52900	234.50
		TOTAL		11,039.95
		TOTAL FIRE DEPARTMENT		11,039.95
STORM SEWERS				
03075	CARQUEST OF DOOR COUNTY	COM & TRACTOR BATTERY	01-300-000-56250	192.94
		TOTAL		192.94
		TOTAL STORM SEWERS		192.94
STREET SWEEPING				
03075	CARQUEST OF DOOR COUNTY	ASST FILTERS,OIL,LUBE	01-330-000-51400	684.84
		TOTAL		684.84
		TOTAL STREET SWEEPING		684.84
ROADWAYS/STREETS				
04696	DOOR COUNTY TREASURER	3000 TN BLACKTOP CRUSHED	01-400-000-55700	10,500.00
04696		BLCKTP CRUSH 4015.5TN @3.50/TN	01-400-000-55700	14,054.25
		TOTAL		24,554.25
		TOTAL ROADWAYS/STREETS		24,554.25
SNOW REMOVAL				
04696	DOOR COUNTY TREASURER	SALT BRINE	01-410-000-52400	509.61
		TOTAL		509.61
		TOTAL SNOW REMOVAL		509.61
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	HARDWARE	01-420-000-52100	8.37
		TOTAL		8.37
		TOTAL STREET SIGNS AND MARKINGS		8.37
STREET MACHINERY				

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
02005	BAY ELECTRONICS, INC.	TWO WAY RADIO REPAIR	01-450-000-57550	95.00
03075	CARQUEST OF DOOR COUNTY	BRAKE FLUID & SUPPLIES	01-450-000-53000	14.25
03075		COM & TRACTOR BATTERY	01-450-000-53000	192.94
03075		PIGGYBACK KIT	01-450-000-53000	96.96
03075		BRAKE CHAMBER	01-450-000-53000	99.30
03075		PIGGYBACK KIT	01-450-000-53000	-96.96
03075		MICRO V BELT	01-450-000-53000	44.21
03075		SWITCHES	01-450-000-53000	16.32
03075		SUPPLIES	01-450-000-53000	126.01
03075		BEARINGS & OIL STABILIZER	01-450-000-53000	22.86
03075		SWITCH	01-450-000-53000	12.59
03075		OIL SEAL	01-450-000-53000	5.59
03075		OIL SEAL	01-450-000-53000	11.18
03075		SUPPLIES	01-450-000-53000	22.26
03075		HEADLIGHT	01-450-000-53000	10.91
03075		SEALED BEAM	01-450-000-53000	12.17
03075		SEALED BEAM	01-450-000-53000	12.17
03075		SEALED BEAM	01-450-000-53000	19.58
04603	HALRON LUBRICANTS INC	PICK UP USED FILTERS	01-450-000-53000	35.00
13655	MONROE TRUCK EQUIPMENT, INC	LIGHT SWITCHES	01-450-000-53000	49.96
FLEETPRI	FLEETPRIDE	REAR DIFFERENTIAL-TRCK 3	01-450-000-53000	2,049.14
FLEETPRI		SPRINGS-TRCK 18	01-450-000-53000	798.47
FLEETPRI		MATERIALS	01-450-000-53000	64.83
O'REILLY	O'REILLY AUTO PARTS	BALL HONE	01-450-000-53000	16.32
O'REILLY		CREDIT RETURN RACK	01-450-000-53000	-6.99
O'REILLY		MAGNET TRAY	01-450-000-53000	15.98
QUALITY	QUALITY TRUCK CARE CENTER INC	TURN SWITCH	01-450-000-53000	511.27
QUALITY		EXHAUST PARTS	01-450-000-53000	932.43
R0000655	TRANSMOTION, LLC	FEMALE ADAPTR/GRADER	01-450-000-53000	9.01
		TOTAL		5,192.76
		TOTAL STREET MACHINERY		5,192.76
CITY GARAGE				
03075	CARQUEST OF DOOR COUNTY	TRACTOR FILTER WRENCH	01-460-000-52700	13.86
03075		CREDIT RETURN	01-460-000-51850	-128.10
03075		GREASE GUN	01-460-000-51850	22.44
03075		SUPPLIES	01-460-000-55300	126.62
03075		GAL CAR WASH	01-460-000-51850	12.50
04575	DOOR COUNTY HARDWARE	ANGLE PLUG	01-460-000-56250	16.99
04575		KEY KWIKSET	01-460-000-55300	11.92
04575		ELBOE,TEE & UNION JOINT	01-460-000-55300	71.95
04575		CREDIT RETURN	01-460-000-55300	-19.00
04575		BUSHING & NIPPLES	01-460-000-55300	23.47
04575		VALVE,COUPLERS,BUSHING	01-460-000-55300	29.76
04575		ELBOWS	01-460-000-55300	17.45
04575		UNION JOINT & COUPLER	01-460-000-55300	13.28
04575		FASTENERS	01-460-000-55300	2.20
06012	FASTENAL COMPANY	HARDWARE	01-460-000-52350	4.30
06012		HARDWARE	01-460-000-52350	26.28
19297	SHORE TO SHORE RENTAL, INC	TORCH TIP	01-460-000-56250	12.95
38290	HI TEC FABRICATION	LIFTING EYE	01-460-000-52350	128.88
APPLETON	APPLETON COMPRESSOR	1 COMPRESSOR PRE FILTER	01-460-000-54999	166.00

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
APPLETON		1 COMPRESSOR AFTER FILTER	01-460-000-54999	166.00
APPLETON		FREIGHT	01-460-000-54999	13.39
TOTAL				733.14
TOTAL CITY GARAGE				733.14
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	RE LAMP 2ND PARKING LOT	01-499-000-58000	1,046.05
19880		OLD HWY RD SIGN	01-499-000-58000	11.64
19880		808 S DULUTH AVE	01-499-000-58000	9.56
19880		1536 EGG HRBR RD TRAFFIC LITE	01-499-000-58000	12.30
19880		N 14TH & EGG HRBR TRF LITE	01-499-000-58000	34.57
19880		OVERHEAD ST LIGHTS	01-499-000-58000	8,436.38
19880		WALNUT DR & LANSING SIGN	01-499-000-58000	6.13
19880		323 S 1ST AVE EAST SIDE DOCK	01-499-000-58000	90.05
19880		311 S 1ST AVE SHIPYARD DVLP	01-499-000-58000	67.17
TOTAL				9,713.85
TOTAL HIGHWAYS - GENERAL				9,713.85
PARK & RECREATION ADMIN				
04696	DOOR COUNTY TREASURER	01/16 PARKS INTERNET	01-500-000-56700	4.05
23715	WISCONSIN PARK & REC ASSN	2016 MEMBERSHIP	01-500-000-56000	150.00
TOTAL				154.05
TOTAL PARK & RECREATION ADMIN				154.05
PARKS AND PLAYGROUNDS				
01469	AIRGAS NORTH CENTRAL	HAZMAT CHARGE	01-510-000-58999	93.38
01766	AURORA MEDICAL GROUP	PRE EMPLY SCRIN-BORDEAU	01-510-000-57100	67.00
01766		PRE-EMPLY SCRIN-MCFARLIN	01-510-000-57100	67.00
03075	CARQUEST OF DOOR COUNTY	REPLACEMENT MIRROR	01-510-000-53000	128.79
03075		OIL FILTERS/CASE TRACTOR	01-510-000-53000	15.11
03075		STEEL WOOL	01-510-000-53000	5.50
04575	DOOR COUNTY HARDWARE	ASSORTED MATERIALS	01-510-000-51850	51.88
04575		KNIFE AND BLADE	01-510-000-52700	8.48
04575		FASTENERS	01-510-000-56250	8.49
08225	HERLACHE SMALL ENGINE	CHAIN FILE & GAUGE	01-510-000-52700	59.80
13049	MAY'S SPORT CENTER	SAW CHAINS	01-510-000-52700	52.90
13049		WARRANTY WORK MOWER	01-510-000-51900	52.95
14000	NAPA AUTO PARTS	RETAINER & BROOM	01-510-000-53000	9.48
19240	SERVICE MOTOR CO	CUTTING EDGE	01-510-000-53000	35.95
19240		PLOW BOLT	01-510-000-53000	13.80
19880	STURGEON BAY UTILITIES	207 S 3RD AVE MARTIN PARK	01-510-000-56150	10.22
19880		MEM FLD WARMING HOUSE	01-510-000-56150	137.38
19880		MEM FLD WARMING HOUSE	01-510-000-58650	305.85
19880		435 N 7TH PL GARLAND PARK	01-510-000-56150	8.24

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		421 MICHIGAN FLAG LIGHT	01-510-000-56150	37.32
19880		MEM FLD PARKING LOT	01-510-000-56150	21.29
19880		MEM FLD COMPLEX	01-510-000-56150	237.58
R0001363	MOLLY BORDEAU	WORK PERMIT REIMBRSE/M BORDEAU	01-510-000-54999	10.00
TOTAL				1,438.39
TOTAL PARKS AND PLAYGROUNDS				1,438.39
ICE RINKS				
04575	DOOR COUNTY HARDWARE	KEY & LETTER KIT	01-530-000-54999	9.48
04575		HAND WARMERS	01-530-000-54999	12.99
04575		FACE SHIELD & SAFETY KIT	01-530-000-52350	39.48
04575		SPRAY PAINT	01-530-000-52350	11.98
04575		GARDEN HOSE	01-530-000-54999	35.99
TOTAL				109.92
TOTAL ICE RINKS				109.92
MUNICIPAL DOCKS				
16725	ESP PRODUCTS, INC	2015 DOCK REMOVAL	01-550-000-55900	625.00
TOTAL				625.00
TOTAL MUNICIPAL DOCKS				625.00
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	W LARCH ST WALKWAY LTS	01-570-000-56150	160.06
19880		W LARCH ST PARKING LOT	01-570-000-56150	100.85
19880		48 KENTUCKY ST WTR FRONT	01-570-000-56150	425.97
19880		107 N 1ST AVE MARINA/RSTRM	01-570-000-56150	230.97
19880		107 N 1ST AVE MARINA/RSTRM	01-570-000-58650	51.40
19880		122 KENTUCKY ST CITY PKG RAMP	01-570-000-56150	607.77
TOTAL				1,577.02
TOTAL WATERFRONT PARKS & WALKWAYS				1,577.02
EMPLOYEE BENEFITS				
23674	WISCONSIN DEPT OF WORFORCE	APRIL 15 UNEMPLOYMNT	01-600-000-50370	1.90
23674		JAN 16 UNEMPLOYMNT	01-600-000-50370	0.03
TOTAL				1.93
TOTAL EMPLOYEE BENEFITS				1.93

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	2015 4TH QTR LIBRARY CONTRACT	01-700-000-56850	23,305.90
		TOTAL		23,305.90
		TOTAL PUBLIC FACILITIES		23,305.90
COMMUNITY & ECONOMIC DEVLPMT				
04696	DOOR COUNTY TREASURER	01/16 COMM DEV INTERNET	01-900-000-56700	5.40
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	BLACK INK CARTRIDGE	01-900-000-51950	19.95
BUBRICKS		YELLOW INK CARTRIDGE	01-900-000-51950	20.57
BUBRICKS		#10 ENVELOPES	01-900-000-51950	8.44
		TOTAL		54.36
		TOTAL COMMUNITY & ECONOMIC DEVLPMT		54.36
		TOTAL GENERAL FUND		139,211.45
CAPITAL FUND				
FIRE DEPARTMENT				
EXPENSE				
01765	ATLAS OUTFITTERS	ICE RESCUE EQUIP	10-250-000-59050	324.00
01765		RESCUE HELMETS	10-250-000-59050	152.00
02005	BAY ELECTRONICS, INC.	PORTABLE RADIOS	10-250-000-59055	2,732.00
04966	EAGLE MECHANICAL INC	FURNACE REPLACEMENT-WST SIDE	10-250-000-59020	3,512.00
PAULCONW	PAUL CONWAY SHIELDS	STREAMLIGHT -LIGHT BOX	10-250-000-59070	543.32
PAULCONW		FLIR CAMERA	10-250-000-59070	4,873.14
		TOTAL EXPENSE		12,136.46
		TOTAL FIRE DEPARTMENT		12,136.46
ROADWAYS/STREETS				
EXPENSE				
02130	BAUDHUIN INC	EGG HARBOR RD	10-400-000-59096	693.00
		TOTAL EXPENSE		693.00
		ANNUAL RESURFACING & BASE REP.		
19880	STURGEON BAY UTILITIES	ELECTRICAL INSTALL-CADENCE	10-400-110-59095	26,757.89
		TOTAL ANNUAL RESURFACING & BASE REP.		26,757.89
		TOTAL ROADWAYS/STREETS		27,450.89
BALLFIELDS				
EXPENSE				
FORTRESS	FORTRESS FENCE	REFENCE MEM FLD OUTFLD PANELS	10-520-000-59075	3,999.00
		TOTAL EXPENSE		3,999.00
		TOTAL BALLFIELDS		3,999.00
		TOTAL CAPITAL FUND		43,586.35

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	CHARTER COMMUNICATIONS	01/16 CB MUSIC SVC	21-000-000-58999	179.54
04696	DOOR COUNTY TREASURER	01/16 PEG INTERNET	21-000-000-56700	100.00
TOTAL CABLE TV / GENERAL				279.54
TOTAL CABLE TV / GENERAL				279.54
TOTAL CABLE TV				279.54
TID #4 DISTRICT				
--- UNDEFINED CODE ---				
--- UNDEFINED CODE ---				
DEGROOT	DE GROOT, INC	TRANSITION LINER	28-199-000-51525	3,152.00
TOTAL --- UNDEFINED CODE ---				3,152.00
TOTAL --- UNDEFINED CODE ---				3,152.00
TID #4 DISTRICT				
CEDARCO	CEDAR CORPORATION	PROF SVC THRU 1.16.16	28-340-000-55001	4,131.82
DEGROOT	DE GROOT, INC	WST WTRFRNT SANT & STORM SWR	28-340-000-59115	56,824.93
WI DNR	STATE OF WISCONSIN	OVERSIGHT FEES	28-340-000-59130	1,732.50
WI DNR		OVERSIGHT FEES	28-340-000-59130	1,732.50
TOTAL				64,421.75
TOTAL TID #4 DISTRICT				64,421.75
TOTAL TID #4 DISTRICT				67,573.75
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04575	DOOR COUNTY HARDWARE	TARP	60-000-000-53000	39.99
JX ENT	JX ENTERPRISES, INC.	CLEAN EXHAUST SYSTEM	60-000-000-53000	1,947.01
TOTAL SOLID WASTE ENTERPRISE FUND				1,987.00
TOTAL SOLID WASTE ENTERPRISE FUND				1,987.00
TOTAL SOLID WASTE ENTERPRISE				1,987.00
TOTAL ALL FUNDS				252,638.09

MANUAL CHECKS

FIRST BANK 02/03/16 Check # 78963 Statement Charges 01-250-000-52900	\$131.75
SHELL FLEET PLUS 02/03/16 Check # 78964 Statement Charges 01-215-000-51650	\$20.88
US BANK EQUIPMENT FINANCE 02/03/16 Check # 78965 Personal Property Tax 01-200-000-55650	\$146.74
DELTA DENTAL 02/03/16 Check #78966 February Dental Insurance Various Departmental Accounts	\$5,400.72
TOTAL MANUAL CHECKS	\$5,700.09

INVOICES DUE ON/BEFORE 02/16/2016

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	139,211.45	144,911.54
CAPITAL FUND	43,586.35	
CABLE TV	279.54	
TID #4 DISTRICT	67,573.75	
SOLID WASTE ENTERPRISE	1,987.00	
TOTAL --- ALL FUNDS	252,638.09	258,338.18

Stewart Zett
2-9-16

Gregal Schultz
2-9-16

Ed Ireland

COMMON COUNCIL
February 2, 2016

A regular meeting of the Common Council was called to order at 7:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Catarozoli, Vandertie, Ireland, Wiesner, Stults, Fett and Gregory were present.

Catarozoli/Gregory to adopt agenda removing item #9. Carried.

Fett/Stults to approve the following bills - General Fund - \$113,953.59, Capital Fund - \$3,890.69, Cable TV - \$4,685.00, TID #2 - \$246.84, and Solid Waste Enterprise Fund - \$2,570.67 for a grand total of \$125,346.79. Carried.

Fett/Ireland to approve consent agenda:

- a. Approval of regular Common Council minutes from 1/19/16.
- b. Approval of the following minutes:
 - (1) Aesthetic Design & Site Plan Review Board – 1/11/16
 - (2) Zoning Board of Appeals – 1/12/16
 - (3) Community Protection & Services Committee – 1/14/16
 - (4) Parking & Traffic Committee – 1/18/16
 - (5) Finance/Purchasing & Building Committee – 1/19/16
- c. Place the following reports on file:
 - (1) Inspection Department Report – December 2015
 - (2) Police Department Report – December 2015
- d. Consideration of: Approval of beverage operator licenses.
- e. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine licenses for St. John Bosco School.
- f. Consideration of: Approval of Street Closure Applications for SBVC.
- g. Consideration of: Approval of Disallowance of Claim Resolution for Mary C. Lowerre.
- h. Parking & Traffic Committee recommendation re: Remove the Two Hour Parking sign located at 19 E. Pine. Street.

Carried.

There were no mayoral appointments.

A public hearing regarding proposed text amendments to Chapter 20 of the Municipal Code (Zoning Code – Tourist Rooming Houses) was opened at 7:04 p.m. Catarozoli/Gregory to continue the public hearing to the February 16 Common Council meeting. Carried.

Wiesner/Catarozoli to read in title only the first reading of the ordinance regarding Chapter 22 of the Municipal Code regarding minimum heating standards for residential rental properties. Carried.

Gregory/Catarozoli to rescind vote to approve the resolution to vacate a portion of 1st Avenue & Jefferson Street. Ald. Fett recused himself. Hans Christian, 330 N. 3rd Avenue spoke on this item. Discussion took place regarding whether more time was needed to review this item. City Attorney Nesbitt clarified what passing or not passing this motion meant. Stults/Wiesner to call for the question. Carried with Catarozoli and Gregory voting no. Vote taken on the original motion. Catarozoli and Gregory voted aye. Vandertie, Ireland, Wiesner, and Stults voted no. Motion failed.

RECOMMENDATION

We, the City Plan Commission, hereby recommend to approve the Preliminary Planned Unit Development for New Urban Focus, Inc. located at 49 N. Madison Avenue, subject to:

1. Appropriate changes to the building design, landscaping, and signage as determined by the Waterfront Design Review Board and the Plan Commission during the final PUD review process.
2. The following zoning parameters shall be incorporated into the PUD zoning ordinance.
 - a. Building height not to exceed 4 stories and 47 feet.
 - b. The proposed project is not to exceed 36 residential units.
 - c. Minimum yards and building setbacks shall conform to the final site plan, but in no case shall be less than 5 feet.
3. The City must approve the vacation of the portion of the right-of-way off of Madison Avenue and dedication of the 8-foot strip of right-of-way along Larch Street.

CITY PLAN COMMISSION

By: Dennis Statz, Chr.

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

City Plan Commission Chair Wiesner, Finance/Purchasing & Building Committee Chair Fett, and Park & Recreation Committee Chair Vandertie presented reports for their respective committees/commissions.

The following people spoke during public comment: Hans Christian, 330 N. 3rd Avenue; Kelly Avenson, 26 N. 3rd Avenue; Laurel Brooks, 920 Kentucky; Spencer Gustafson, 760 Quarterdeck Lane.

The Mayor did not have any comments.

Vandertie/Wiesner to adjourn. Carried. The meeting adjourned at 7:49 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

A meeting of the City Plan Commission was called to order at 7:00 p.m. by Vice-Chairperson Dennis Statz in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Ron Vandertie, Jeff Norland, Bob Starr, Dennis Statz, Laurel Brooks, and Mike Gilson were present. Excused: Member Rick Wiesner. Also present were Architect Joseph Lee, Contractor Jeff Gillis, Aldermen Jerry Stults, Stewart Fett, and Will Gregory, DCEDC Executive Director Bill Chaudoir, City Administrator Josh Van Lieshout, Planner/Zoning Administrator Ryan Kernosky, Community Development Director Marty Olejniczak, Community Development Secretary Cheryl Nault, and members of the public.

Adoption of agenda: Moved by Mr. Gilson, seconded by Ms. Brooks to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from December 16, 2015.
4. Public comment on non-agenda items.
5. Consideration of: Zoning map amendment from Light Industrial (I-1) to Single-Family Residential (R-1) for Arthur and Darlene Hohlfelder, for property located on Columbia Avenue, parcel #'s 281-66-12001401 and 281-66-12001402.
6. Preliminary Planned Unit Development for New Urban Focus, Inc., 49 N. Madison Avenue, parcel #281-24-15110103A.
 Presentation:
 Public Hearing:
 Consideration of:
7. Adjourn.

Carried.

Approval of minutes from December 16, 2015: Moved by Mr. Starr, seconded by Mr. Norland to approve the minutes from December 16, 2015. All ayes. Carried.

Public comment on non-agenda items: No one spoke during public comment.

Consideration of: Zoning map amendment from Light Industrial (I-1) to Single-Family Residential (R-1) for Arthur and Darlene Hohlfelder, for property located on Columbia Avenue, parcel #'s 281-66-12001401 and 281-66-12001402: Mr. Kernosky explained that the Hohlfelders would like to rezone their two lots from Light Industrial (I-1) to Single-Family Residential (R-1) and split them into four lots. Each lot is approximately two acres in size. Most of the lots in the area are in wetlands and unbuildable.

Mr. Gilson had concern with three sides of the property not being zoned, as they are located in Nasewaupsee. There is no control on who your neighbor may be.

Mr. Starr thought there was enough residential property in the area to make the request reasonable.

No action was needed. A public hearing is scheduled for February 17th.

Presentation: Preliminary Planned Unit Development for New Urban Focus, Inc., 49 N. Madison Avenue, parcel #281-24-15110103A: Mr. Olejniczak stated that a PUD is a special type of zoning district. It is often time used for a mixed use development. There is a much higher level of scrutiny by the Plan Commission and Council. This proposal is for the Harbor Place Shoppes site that had been destroyed by fire. It is part of the West Waterfront Redevelopment Plan. The Sturgeon Bay Comprehensive Plan calls for market rate residential.

Architect Joseph Lee and New Urban Focus, Inc. Contractor/Owner Jeff Gillis presented the proposal for a four story, 35 unit apartment building, with 37 underground parking stalls, along with 26 other stalls on site. The parking garage will be located on the west end of the building. The top floor will include a club room. A leasing office will be on the first floor, as well as a 2400 square foot retail shop. The first floor retail shop will contain creme colored brick veneer. The other three stories will have a metal panel system or a fiber cement system. Public space will be available along Madison Avenue.

Mr. Gillis explained that the corner of Madison Ave. and Larch St. will be squared off in exchange for eight feet to widen Larch Street. Mr. Olejniczak added that parallel parking will replace the current angle parking.

Mr. Olejniczak reminded members that this is just a preliminary PUD and that a lot of details come later on. This is a chance to weigh in their ideas. The Waterfront Design Review Board will also review the project.

Mr. Gillis stated that they have not gotten into determining the interior materials yet. Although he did explain the materials they used in a similar project in Middleton.

Public Hearing: Vice-Chairperson Statz opened the public hearing at 7:37 p.m.

Chris Kellems, 120 Alabama Street, spoke about architecture and addressed future needs. She went through a list of items that she had asked the developer regarding the building.

Scott Moore, 947 Pennsylvania Street, suggested that instead of using metal panels, natural material or brick all the way up the building should be used. An addition of a cornice would also soften up the box appearance.

Ralph Bergmann, partial owner of Bridgeport, stated that he is in favor of the development. He likes the architectural design. He suggested improving the facade facing Larch Street.

Bill Chaudoir, 324 Alabama Street, said he felt that the City found a good match with residential and retail. It is an important feature of development. It is upper scale, better quality of materials and visibility. He has seen other projects they have done. They have a good reputation.

Ryan Shaw, 15 N. 3rd Avenue, said it was difficult to find a place to live in Sturgeon Bay. This development should attract people to Sturgeon Bay.

There was no written correspondence in favor or against.

The public hearing was declared closed at 7:55 p.m.

Consideration of: Mr. Starr thought it would be appropriate to have Mr. Wiesner at the meeting before there is consideration. Mr. Gillis responded time is not crucial, but in late winter and early spring is the best time to get better bid numbers. They would like to break ground in April. Mr. Olejniczak added that special meetings could be scheduled to move this along.

Mr. Gilson stated this should move forward. This is just preliminary and they have to come back to Plan Commission for final PUD. Moved by Mr. Gilson, seconded by Mr. Norland to act on this item at this meeting. All ayes. Carried.

Mr. Olejniczak stated this is a recommendation to Council. It can be approved, approved with conditions, or denied.

Discussion continued. Staff recommended approval with the following conditions:

1. Appropriate changes to the building design, landscaping, and signage as determined by the Waterfront Design Review Board and Plan Commission during final review process.
2. The following zoning parameters shall be incorporated into the PUD zoning ordinance:
 - a. Building height is not to exceed 4 stories and 47 feet.
 - b. The proposed project is not to exceed 36 residential units.
 - c. Minimum yards and building setbacks shall conform to the final site plan, but in no case shall be less than 5 feet.
3. The City must approve of the vacation of the portion of the right-of-way off of Madison Avenue and dedication of the 8-foot strip of right-of-way along Larch street.

Moved by Mr. Gilson, seconded by Ms. Brooks to recommend to Council approval of the preliminary PUD, subject to staff's recommendations and to take under consideration ideas brought up during the hearing. The Waterfront Design Review Board will also be reviewing the project. All ayes. Carried.

Adjourn: Moved by Mr. Starr, seconded by Mr. Norland to adjourn. Carried. Meeting adjourned at 8:09 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

ZONING BOARD OF APPEALS
Tuesday, January 26, 2016

The City of Sturgeon Bay Zoning Board of Appeals meeting was called to order at 12:00 Noon by Vice-Chairperson Bill Chaudoir in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Bill Chaudoir, Jack Gigstead, James Goodwin and Alternates Wayne Spritka and Richard Jennings were present. Excused: Members Bill Murrock and Andrew Starr. Also present were Bayland Builders Representative Dave Phillips, Jim Olson Motors Representative Brian Woods, Engineer Pete Hurth, Planner/Zoning Administrator Ryan Kernosky, Community Development Director Marty Olejniczak, Community Development Secretary Cheryl Nault, and members of the public.

Adoption of agenda: Moved by Mr. Jennings, seconded by Mr. Goodwin to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from January 12, 2016.
4. Consideration of: Petition for variance from s. 20.27(1) (impervious surface ratio) to exceed the maximum impervious surface ratio for Jim Olson Chrysler and for the proposed Jim Olson Ford, parcel no. 281-58-0727260001.
5. Adjourn.

Carried.

Approval of minutes from January 12, 2016: Moved by Mr. Goodwin, seconded by Mr. Spritka to approve the minutes from January 12, 2016. Carried.

Consideration of: Petition for variance from s. 20.27(1) (impervious surface ratio) to exceed the maximum impervious surface ratio for Jim Olson Chrysler and for the proposed Jim Olson Ford, parcel no. 281-58-0727260001: Mr. Phillips gave a background on the previous meetings that were recently held at ZBA for Jim Olson Motors. He also mentioned the conditions that the Aesthetic Design and Site Plan Review Board had placed on approval of the project, such as locating the dumpsters on the SE corner of the property; Arborvitae trees are to be planted along the north property line and extending to the east property line 3' x 8' high, every 5' on center, and planted 7½ feet from the property line. Green plantings will be added along the building instead of the original proposal of beachstone. Light poles will extend 13 feet high along the north property line, with a 3 foot base and 10 foot pole, and the type of light will eliminate backlights. Signage will be presented at a later date for approval.

The impervious surface ratio was discussed. Mr. Spritka stated that the maximum 70% ratio is specified for a reason. If the sites were granted this over and over, areas beyond Sawyer School may be prone to more flooding. He was looking for a mitigation solution to make the site better than what it is. Mr. Phillips responded that with stormwater management on the Ford property, it makes the Chrysler property better. Nothing is changing on the Chrysler site. Snow will be plowed into the water quality areas.

Pete Hurth gave a short history on the stormwater plan. An additional 5484 square feet of asphalt will be removed and replaced with topsoil and seeded filter strips. Grass would need to be maintained at 2" high. The filter strips are very economical. Removing the asphalt would bring the ratio down to 74% instead of 78% impervious surface at Chrysler.

Dean Gordon, 423 S. Elgin Ct., said he appreciated that trees will be planted along the north property line and appreciated how things were going so far.

Chris Kellems, 120 Alabama St., asked if anyone considered a green roof.

Mr. Spritka asked about parking spaces and if trees needed to be planted in the parking area. Mr. Olejniczak responded that it wasn't necessary to meet the intent of the ordinance. The Board has the

authority to put conditions on the approval in order to support the variance. Mr. Chaudoir added that there are trees right behind the parking area.

Mr. Olejniczak mentioned that per ordinance, the tree screening must continue to the end of the parking stalls toward Duluth Avenue, which would be approximately another 25 feet.

Discussion continued. Moved by Mr. Gigstead, seconded by Mr. Jennings to accept the request to increase the impervious surface ratio on the Ford dealership lot to 71.34% and to increase the impervious surface ratio from 70% to 74% on the Chrysler parcel. It fits in with the neighborhood with all the other commercial buildings. The applicant has gone above and beyond to appease the community with the project. This property benefits from the fact that there is an extensive lawn area between the south property line and the highway that provides pervious surface. Aesthetically, it is an enhancement as well as filtering the water. A roll call vote was taken. All ayes. Carried.

Adjourn: Moved by Mr. Goodwin, seconded by Mr. Spritka to adjourn. Carried. Meeting adjourned at 12:40 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
January 26, 2016

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Alderperson Fett in the Council Chambers, City Hall. Roll call: Alderpersons Fett, Stults and Ireland were present. Also present: City Administrator Van Lieshout, Finance Director/City Treasurer Clarizio, Municipal Services Director Bordeau, Community Director Olejniczak and Receptionist Metzger. Mayor Birmingham entered at 4:08pm.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Purchase of 2016 ¾ Ton Plow Truck.
4. Convene in closed session in accordance with the following exceptions:

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

- a. Consideration of: Purchase of Property.

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

5. Review of unfinished business list.
6. Review bills.
7. Adjourn.

Carried.

Consideration of: Purchase of 2016 ¾ Ton Plow Truck:

Municipal Services Director Bordeau presented the following bids for the purchase of the ¾ ton plow truck:

	<u>Bid</u>	<u>Trade In</u>	<u>Final Cost</u>
Jim Olson Ford	\$33,424	\$6,000	\$27,424
Jim Olson Chevrolet	\$34,999	\$5,000	\$29,999

Mr. Bordeau stated that \$27,000 was approved in the 2016 capital budget for the purchase of ¾ ton plow truck. Bid specifications were requested with a V plow attachment. However the lowest bid from Jim Olson Ford was still over budget in the amount of \$27,424. Repricing with a straight blade option puts the bid \$492 under the allocated \$27,000 budget. Alderperson Stults questioned whether over the lifespan of the vehicle would the \$424 budget variance be recovered considering the efficiency of the V-plow compared to the straight blade.

Moved by Alderperson Stults, seconded by Alderperson Ireland to recommend to approve the purchase of a 2016 Ford F-250 ¾ ton pick-up with a Boss V plow attachment, from Jim Olson Ford in an amount not to exceed \$27,424, and to approve the funds transfer from the capital contingency fund for the budget overage in the amount of \$424. Carried.

After Alderperson Fett announced the statutory basis, it was moved by Alderperson Fett, seconded by Alderperson Stults to convene in closed session. Roll call: Alderperson Fett, Alderperson Stults and Alderperson Ireland voted aye. Carried. The meeting moved into closed session at 4:04pm. The meeting reconvened in open session at 4:18pm.

The unfinished business list was briefly discussed.

Review 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 Fett, seconded by Alderperson Ireland to adjourn. Carried. The meeting adjourned at 4:19pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tricia Metzer".

Tricia Metzer

JOINT PARK AND RECREATION COMMITTEE/BOARD

Wednesday, January 27, 2016

A meeting of the Joint Park and Recreation Committee/Board was called to order at 5:32 p.m. by Chairperson Vandertie in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Vandertie, Stults, Gregory, Larsen, Kleist, Hagman, Husby and Bordeau were present. Member Morrow was excused. Also present were City Administrator VanLieshout, Alderperson Catarazolli, and Municipal Services Assistant Lenius.

Adoption of Agenda: Moved by Mr. Stults, seconded by Mr. Hagman to adopt the following agenda:

1. Roll Call
 2. Adoption of Agenda
 3. Public Comment
 4. Consideration of: 5 Year Outdoor Recreation Plan
 5. Adjourn
- All in favor. Carried.

Public Comment: The following people spoke during public comment: Chris Kellems, 120 Alabama Street; Laurel Hauser, 854 S. 15th Avenue.

5 Year Outdoor Recreation Plan: Mr. Bordeau stated that this committee had recommended to Council to approve the 5 Year Outdoor Recreation Plan that was submitted, but it was sent back to this committee to allow the public more time to comment and give feedback on it. The department had received a few suggestions to discuss and decide if they would like to include them in the 5 Year Plan.

The first request came from Shawn Fairchild requesting the Cardy Paleoindian Campsite located at 322 W. Spruce Street be included in the plan as a historic site with hopes of promoting it as an educational venue. Mr. Bordeau explained that although this site has great significance, it is a historical site and not a recreational facility. The 5 Year Outdoor Recreation Plan includes other non-city owned recreational facilities, but no other historical sites are listed. The site is approximately ¼ acre in size and has a kiosk there explaining the history and significance of the site. It is not city owned and the City does not maintain this site. Mr. Bordeau suggested that this request should be brought to the Historic Preservation Commission.

Moved by Mr. Gregory, Seconded by Mr. Husby to refer the request of the Cardy Paleoindian Campsite to the Historic Preservation Commission for review. All in favor. Carried.

The second request came from Laurel Hauser to instill a long range plan to give the parks a title or brand to help market our area. She also suggested implementing more arts into our parks and asked if an Ad Hoc committee could be formed to help make that happen. Mr. Bordeau stated that Ad Hoc committees are set by the Mayor and he thought that since there is already a Park and Recreation Board that is advisory to the Park and Recreation Committee as well as a Local Arts Board that if a group or individual has an idea of an art project they would like to see in the parks, that they can bring it forward to him to discuss and if necessary, he will bring the idea before the appropriate board or committee.

Mr. VanLieshout stated that it was a great idea to talk about branding our parks as a means of marketing them. Mr. Larsen stated that the continuity of linking our parks is taken for granted and would like to have wording included in the plan to help implement this idea.

Moved by Mr. Larsen, Seconded by Mr. Gregory to have staff review the introduction and future planning portions of the 5 Year Outdoor Recreation Plan to include branding and marketing strategy of the parks that would link parks and connections between parks. All in favor. Carried.

Mr. Bordeau stated that the description of the Canal Property provided by Jodi Milske of the Door County Land Trust was a more accurate description and could easily be changed.

Moved by Mr. Larsen, Seconded by Mr. Stults to have staff change the wording in the 5 Year Outdoor Recreation Plan for the Sturgeon Bay Canal Property to that as suggested by Ms. Milske. All in favor. Carried.

Mr. Bordeau stated that Community Development Director Olejniczak suggested some wording changes to the plan as well.

Moved by Mr. Bordeau, Seconded by Mr. Husby to make the wording changes to the 5 Year Outdoor Recreation Plan as suggested by Mr. Olejniczak. All in favor. Carried.

Mr. Bordeau told the board and committee that the Bicycle and Pedestrian Advisory Board had discussed the possibility of creating mountain bike trails in Big Hill Park. Mr. Gregory stated that he had been at that meeting and heard a convincing case for installing mountain bike trails in Big Hill Park.

Moved by Mr. Gregory, Seconded by Mr. Hagman to include Mountain Bike Trails as an improvement to Big Hill Park in the 5 Year Outdoor Recreation Plan. All in Favor. Carried.

Mr. Bordeau stated that staff will send the board and committee members a copy of the revised 5 Year Outdoor Recreation Plan via email once the changes and additions have been made prior to sending it to Council for approval and that it would also be posted on the website.

Moved by Mr. Gregory, Seconded by Mr. Hagman to adjourn. All in favor. Carried. Meeting adjourned at 6:13.

Respectfully Submitted,



Jennifer Lenius

Municipal Services Assistant

Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, February 4, 2016

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 Rhonda Kolberg were present. Members Randy Watermolen and Mark Jenkins were excused. Also present were Police Assistant Candy Jeanquart.

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

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from January 7, 2016.
 4. Discussion of: 2019-2020 of 5 Year Capital Plan – Chad Shefchik
 5. Adjourn
- All in favor. Carried.

Approval of minutes from January 7, 2016: Moved by Ms. Kolberg, Seconded by Ms. Brooks to approve the minutes from January 7, 2016. **All in favor. Carried.**

Presentation of: 5 Year Capital Plan – Chad Shefchik: Mr. Shefchik presented 2019 of the 2016 5 Year Capital Plan and no improvements were identified.

2020 of the 5 Year Capital Plan will be presented at the next meeting.

Meeting ended at 4:59 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

7c1.



7c1.

CITY of STURGEON BAY FIRE DEPARTMENT

Kalin Monteideo
Assistant Fire Chief

421 Michigan St
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office
920-746-6901 FAX
Email: kmonteideo@sturgeonbaywi.org

TO: The Sturgeon Bay Fire & Police Commission/Sturgeon Bay Common Council
FROM: Assistant Fire Chief Kalin Monteideo
SUBJECT: January 2016 Monthly Fire Report
DATE: February 8, 2016

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of January 2016.

CALLS FIRE DEPARTMENT RECEIVED: 128

CITY CALLS: 109
East Side Calls: 80
West Side Calls: 29

Type of Call:
Fire: 33
EMS: 95

COUNTRY CALLS: 19
Town of Sevastopol: 08
Town of Sturgeon Bay: 11

INCIDENT TYPE

62 – Medical Non-Emergent	05 – Vehicle Accident	01 – Sprinkler Activation, No Fire
33 – Medical Emergent	04 – CO incident	04 – Alarm/Detect Activation, No Fire
04 – Dispatched & Cancelled	01 – Vehicle Fire	03 – Smoke Scare/Odor of Smoke
02 – Gas Leak	01 – Snowmobile Accident	01 – Oil/Combustible Liquid Spill
02 – Power Line Down	02 – Chimney Fire	01 – Good Intent Call
01 – Fire Investigation	01 – Assist Police	

CALLS PER DAY:

Monday	12
Tuesday	19
Wednesday	17
Thursday	09
Friday	31
Saturday	20
Sunday	20

INPECTION REPORT:

Inspections within the city limits: 0

Inspections outside the city limits: 0

Total number of inspection hours: 0 Hours

SPECIAL REPORTS, ACTIVITIES AND REPAIRS

TRUCK/STATION MAINTENANCE: Firefighters installed a battery maintainer on Squad 1; cleaned out the floor drains in WS garage; sharpened chain saw blades; painted tool compartment on Engine 6; removed decals on #10 & #11; changed oil in #10, #11, B8 & B5; installed tire chains on UTV; repaired bracket for truck exhaust system at WS; B8 to L&S Ford for repair to the turbo; hung coat rack for Police Dept.; inventoried all fire apparatus; cleaned mezzanine; repaired an ice rescue suit; made new cribbing for Engine 6; repaired B8 brake lights; installed headsets into Squad 1; installed a hand throttle on the UTV and repaired a vent fan in the men's bathroom at the ES station.

TRAINING: 514.16 hours of training were conducted in January. Part-time firefighters Bagnall and Gordon began Emergency Medical Responder training; all firefighters participated in multiple ice rescue trainings; members of the Honor Guard attended their monthly training; AC Montevideo & FF Wiegand attended a 3-day Ice Rescue training at White Bear Training Center and new Full-time FF Ethan Jorns completed a new firefighter orientation and on going Job Performance Requirement (JPR) training.

OTHER: Fire Chief and AC attended city and other town meetings.
Two car seats were installed.

BEVERAGE OPERATOR LICENSE

1. Johnson, Cheryl J.
2. Riederer, Braden D.
3. Schiesser, Brittany D.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the purchase of a 2016 Ford F-250 ¾ ton pick-up with a Boss V plow attachment, from Jim Olson Ford in an amount not to exceed \$27,424, and to approve the funds transfer from the capital contingency fund for the budget variance in the amount of \$424.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Stewart Fett, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: January 26, 2016

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2016.

Executive Summary

Title: Purchase of 2016 ¾ ton plow truck

Background: During the 2016 budget process \$27,000.00 was allocated for the purchase of a ¾ ton plow truck for the Municipal Services Department after trade-in. An RFP was prepared and sent out as per our purchasing policy with two companies returning bids to be considered. (see attached bidders list) Jim Olson Ford was low bidder at \$33,424.00 and a trade-in of \$6,000.00 for the 2002 GMC and a total bid of \$27,424.00 putting us \$424.00 over budget. To stay within budget we have decided to outfit the vehicle with a straight blade plow instead of the BOSS V plow and purchase from Jim Olson Ford Sturgeon Bay. This will save \$916.00 so the cost of the unit with the straight blade will be \$26,508.00 after trade-in.

Fiscal Impacts: \$26,508.00

Options: Purchase Ford F-250 ¾ ton pickup with plow attachment from Jim Olson Ford Sturgeon Bay.

Recommendation: Staff recommends purchasing 2016 ¾ ton Ford pickup, with plow attachment, from Jim Olson Ford Sturgeon Bay in an amount not to exceed \$26,508.00.

Prepared By:



Bob Bordeau
Municipal Services Director

Date:

1/18/2016

Reviewed By:



Valerie Clarizio
Finance Director/City Treasurer

Date:

1/20/16

Reviewed By:



Josh VanLieshout
City Administrator

Date:

1/21/16

**2016
3/4 Ton Truck**

Company Name	Address	Phone Number	Bid Amount
Jim Olson Chevrolet	632 Green Bay Road Sturgeon Bay, WI 54235		34,999.00 Trade In \$5,000.00 29,999.00 Total
Jim Olson Chrysler / Dodge	812 Green Bay Road Sturgeon Bay, WI 54235		
Jim Olson Ford	120 Green Bay Road Sturgeon Bay, WI 54235		33,424.00 Trade In \$6,000.00 \$27,424 Total
Charles Bordreau			Purchase Amount 3,755.00



QUOTATION
 Monroe Truck Equipment
 1151 W Main Avenue
 DePere, WI 54115
 Phone: 920-347-4189
 Fax: 920-336-8118
 Email: ddonohue@monroetruck.com
www.monroetruck.com

Quote Number: 2DD0000155
 Job Order Number:
 Quote Date: 12/23/2015
 Quote valid until: 1/22/2016
 Terms: NET 30
 Salesperson: REDFEARN, TROY
 Quoted By: Derek Donohue

Customer: STURGEON BAY, CITY OF, (6978860)
 421 MICHIGAN STREET
 STURGEON BAY, WI 54235-2217

Contact:
 Phone: 920-746-2912 Fax: 920-746-2906
 Email:

Dealer Code: _____
 P.O. Number: _____

REASSIGN (Required for pool units): Fleet Retail
 MSO/MCO (ONLY check if legally required): MSO MCO

Accepted by: _____ Date: _____
Customer must fill out the information above before the order can be processed.

Chassis Information

Year:	Make:	Model:	Chassis Color:	Cab Type:
Single/Dual:	Cab-to-Axle:	Wheelbase:	F.O. Number #:	Vin:

Comments:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

DESCRIPTION	AMOUNT
BOSS 8'2" V-XT PLOW - SMARTHITCH 2 - SMARTTOUCH 2 CONTROLLER - SMARTLIGHT 2 - SMARTSHIELD - SMARTLOCK CYLINDERS - 1/2" X 6" HIGH-PERFORMANCE CUTTING EDGE - HIGH-PERFORMANCE HYDRAULIC PACKAGE - ENCLOSED HYDRAULICS - CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM - FULL MOLDBOARD TRIP DESIGN - REINFORCED MOLDBOARD WITH FLARED WINGS - HEAVY-DUTY PUSH FRAME * RUBBER SNOW DEFLECTOR; INSTALLED * (3) BOSS PLOW SHOES - INSTALLED - TWO-YEAR LIMITED WARRANTY	\$7,018.00
ADDITIONAL ITEMS INCLUDED: - BACK-UP ALARM; INSTALLED - LED STROBE LIGHT; INSTALLED - 6-WAY TRAILER RECEPTACLE CONVERTER - 2 5/16" PINTLE BALL COMBO W/ DRAW BAR	
8' BOSS SUPER DUTY STEEL STRAIGHT BLADE SNOWPLOW - SMARTHITCH 2 - SMARTTOUCH 2 CONTROLLER - SMARTLIGHT 2 - SMARTSHIELD - HIGH-PERFORMANCE HYDRAULIC PACKAGE - ENCLOSED HYDRAULICS - CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM - HEAVY-DUTY PUSH FRAME - REINFORCED STEEL MOLDBOARD - CAST-IRON PLOW SHOES - INSTALLED * RUBBER SNOW DEFLECTOR, INSTALLED - TWO-YEAR LIMITED WARRANTY	\$6,102.00



QUOTATION
 Monroe Truck Equipment
 1151 W Main Avenue
 DePere, WI 54115
 Phone: 920-347-4189
 Fax: 920-336-8118
 Email: ddonohue@monroetruck.com
www.monroetruck.com

Quote Number: 2DD0000155
 Job Order Number:
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 Quote valid until: 1/22/2016
 Terms: NET 30
 Salesperson: REDFEARN, TROY
 Quoted By: Derek Donohue

Customer: STURGEON BAY, CITY OF, (6978860)
 421 MICHIGAN STREET
 STURGEON BAY, WI 54235-2217

Contact:
 Phone: 920-746-2912 Fax: 920-746-2906
 Email:

Dealer Code: _____
P.O. Number: _____

REASSIGN (Required for pool units): Fleet Retail
MSO/MCO (ONLY check if legally required): MSO MCO

Accepted by: _____
Customer must fill out the information above before the order can be processed.

Date: _____

Chassis Information

Year:	Make:	Model:	Chassis Color:	Cab Type:
Single/Dual:	Cab-to-Axle:	Wheelbase:	F.O. Number #:	Vin:

Comments:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

DESCRIPTION	AMOUNT
BOSS 8'2" V-XT PLOW	
- SMARTHITCH 2	
- SMARTTOUCH 2 CONTROLLER	
- SMARTLIGHT 2	
- SMARTSHIELD	
- SMARTLOCK CYLINDERS	
- 1/2" X 6" HIGH-PERFORMANCE CUTTING EDGE	
- HIGH-PERFORMANCE HYDRAULIC PACKAGE	
- ENCLOSED HYDRAULICS	
- CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM	
- FULL MOLDBOARD TRIP DESIGN	
- REINFORCED MOLDBOARD WITH FLARED WINGS	
- HEAVY-DUTY PUSH FRAME	
* RUBBER SNOW DEFLECTOR; INSTALLED	
* (3) BOSS PLOW SHOES	
- INSTALLED	
- TWO-YEAR LIMITED WARRANTY	
ADDITIONAL ITEMS INCLUDED:	
- BACK-UP ALARM; INSTALLED	
- LED STROBE LIGHT; INSTALLED	
- 6-WAY TRAILER RECEPTACLE CONVERTER	
- 2 5/16" PINTLE BALL COMBO W/ DRAW BAR	
Quote Total:	\$7,018.00

Additional Options:

DESCRIPTION	AMOUNT	ADD TO QUOTE
-------------	--------	--------------

Notes:

- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- ◆ State and Federal taxes will be added where applicable.

==>

2016 F-SERIES SD

Order No: 9999 Priority: C1 Ord FIN: QG664 Order Type: 5B Price Level: 640
Ord PEP: 600A Cust/Flt Name: SB PARK & REC PO Number:

RETAIL			RETAIL		
F2B	F250 4X4 SD R/C	\$35180	17F	XL DECOR PKG	\$220
	137" WHEELBASE		18B	MOLDED BLK STEP	320
N1	BLUE JEANS MET			10000# GVWR PKG	
A	VNYL 40/20/40		213	ELECTRONIC SOF	185
S	STEEL		41H	ENG BLK HEATER	NC
600A	PREF EQUIP PKG		473	SNOW PLOW PKG	85
	.XL TRIM		512	SPARE TIRE/WHL2	NC
	.TRAILER TOW PKG		52B	BRAKE CONTROLLR	270
572	.AIR CONDITIONER	NC	TOTAL BASE AND OPTIONS 38310		
	.AM/FM STER/CLK		TOTAL 38310		
996	.6.2L EFI V8 ENG	NC	*THIS IS NOT AN INVOICE*		
44P	6-SPD AUTOMATIC	NC			
TBM	LT245 BSW AT 17	165			
X3E	3.73 ELOCKING	390	* MORE ORDER INFO NEXT PAGE *		

==>

2016 F-SERIES SD

Order No: 9999 Priority: C1 Ord FIN: QG664 Order Type: 5B Price Level: 640
Ord PEP: 600A Cust/Flt Name: SB PARK & REC PO Number:

RETAIL			RETAIL		
592	ROOF CLEAR LGTS	\$55			
	JACK				
66S	UPFITTER SWITCH	125			
67D	XTR HVY DTY ALT	75			
942	DAY RUNNING LTS	45			
	SP DLR ACCT ADJ				
	SP FLT ACCT CR				
	FUEL CHARGE				
B4A	NET INV FLT OPT	NC			
	PRICED DORA	NC			
	DEST AND DELIV	1195			

TOTAL BASE AND OPTIONS 38310

TOTAL 38310

THIS IS NOT AN INVOICE

F7=Prev

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

FORM OF PROPOSAL/BID FORM

The undersigned proposes to furnish the following equipment meeting or exceeding the requirements of the attached minimum specifications.

The Purchase of One (1) 2016 ¾ Ton Truck with
Plow and Tow Package @

\$ 33,424.⁰⁰

Surplus Truck:
One (1) 2002 GMC ¾ Ton Truck with Plow Package @

\$ 6,000.⁰⁰

Total for new truck minus trade in

\$ 27,424.⁰⁰

Submitted By: Jim Olson Ford, Lincoln
Print Company Name

By: Match Harold
Signature

Title: Sales Consultant

Address: 120 Green Bay Rd.

Sturgeon Bay, WI 54235

Phone: (920) 746-1050

Date: 1/2/16

Bidders must return the specification checklist along with the bid form. Bids must be valid for a period of 60 days.

The city reserves the right to reject any and all bids for new or used equipment or accept the bid which best serves the needs of the city

Heavy duty receiver type pintal hook/ball combination
(24" ground to center of ball)

✓
/

Factory receiver hitch
drawbar and pintle ends

Trailer brake control

MISCELLANEOUS:

At time of delivery, vehicle and all components must meet or
Exceed any and all DOT and EPA regulations applicable

/

The vehicle must meet or exceed any noise, safety, lighting
and health standards set by Federal, State or Local regulations
and standards

/

Vehicle shall be delivered with current Wisconsin Truck Inspection
Certificate

/

Parts, work shop and operator manuals shall be supplied for the
vehicle and component parts fitted to same

✓

service DVD manual
+ Owners Manual

Current, up to date specifications and literature on vehicle
and components to be submitted with the bid.

/

A manufacturer's trim package can be substituted for the items
listed above

BACK UP ALARM:

One (1) back up alarm provided and installed

✓

MUD FLAPS:

One (1) pair of rubber mud flaps shall be provided and installed
behind the rear wheels

✓

STROBE LIGHT:

One (1) double flash strobe light shall be provided and mounted
(to be visible over the top of the dump body). The light shall be
manually activated by a heavy-duty illuminated rocker switch
mounted on the chassis dash

✓

PAINT:

Standard color to be selected by the City

/

DELIVERY:

Entire unit must be ready for delivery within ninety (90) days
of notice of award

/

WARRANTY:

Minimum three (3) years / 36,000 mile warranty

✓

**City of Sturgeon Bay
835 North 14th Avenue
Sturgeon Bay WI. 54235**

Request for Quotation:

2016 3/4 Ton Truck Equipment Specifications

The bidder must complete the following checklist stating whether or not each of the listed specification are met for the vehicle bid. If a specification is not met, indicate the variation in the space provided:

<u>Description:</u>	<u>Meets Specifications</u>		<u>Deviations</u>
	<u>Yes</u>	<u>No</u>	
VEHICLE:			
2016 Regular Cab. 3/4 ton 4 x 4 Truck	/	—	_____
8' Box	/	—	_____
ENGINE:			
6.2 Liter gas engine	/	—	_____
Engine block heater	/	—	_____
TRANSMISSION:			
6 speed automatic transmission	/	—	_____
Electronic shift on the fly 4 x 4	/	—	_____
Electronic axle locks	/	—	_____
FUEL TANK:			
Minimum capacity of twenty four (24) gallons	/	—	_____
ELECTRICAL SYSTEM:			
Twelve (12) volt, 770 CCA battery	—	/	650 CCA Battery
Extra heavy duty alternator	/	—	_____
BRAKES:			
4-wheel anti-lock	/	—	_____
GAUGES:			
Fuel, water temperature, oil pressure, speedometer/odometer And voltmeter	/	—	_____

CAB INTERIOR:

Three passenger bench seat

Rubber floor covering

Adjustable tilt steering wheel

AM/FM clock radio

12 volt auxiliary power outlet

Driver and passenger side sun visors

40/20/40 seat

CAB EXTERIOR:

Daytime running lights

Solid color paint

Standard bumper

Wheel flares

Amber roof marker lights

Tinted windows

Intermittent windshield wipers

Roof clearance lights

STEERING:

Power steering

TIRES:

LT245 BSW AT 17 tires

RUST PROOFING:

Entire vehicle rustproofed with full warranty

SNOW PLOW PACKAGE:

8' 2" VXT V-Plow with shoes and snow deflector

TOWING:

Towing package -- 9,000 towing capacity

6 pin round electrical hook up

*adaptor fits factory
7 pin RV*

Jim Olson

FORD • LINCOLN

120 Green Bay Road • Sturgeon Bay, Wisconsin 54235-3099
Telephone 920-746-1050

Sturgeon Bay Parks & Recreation Dept.
835 N. 14th Ave.
Sturgeon Bay, WI. 54235

01/07/16

To whom it may concern,

I would like to thank you for the opportunity to place a bid on your new 2016 Ford F-250 truck. All items are subject to the manufacturer's availability. My quote is as follows:

2016 F-250 R/C 4X4	\$35180.00
6.2L V8 gas engine	N/C
6-spd Auto trans.	N/C
LT245 BSW AT 17" tires	165.00
3.73 Electronic locking rear axle	390.00
XL décor pkg.	220.00
Molded black cab steps	320.00
Electronic shift on the fly 4X4	185.00
Eng. block htr.	N/C
Snow plow pkg.	85.00
Roof clearance lights	55.00
Upfitter switches	125.00

Jim Olson

FORD • LINCOLN

120 Green Bay Road • Sturgeon Bay, Wisconsin 54235-3099
Telephone 920-746-1050

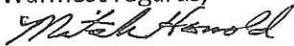
Built-in-brake controller	270.00
DVD Service manual	200.00
Extra heavy duty alternator	75.00
Day time running lights	45.00
Rubber rear mud flaps	63.00
Destination & delivery	1195.00

	\$38573.00
	-12167.00 Disc. & concessions

	\$26406.00
	6000.00 Trade

	20406.00
	+7018.00 8'2" Boss V-XT Plow, beacon, pintle
	----- Ball combo & draw bar, Back-up alarm
	\$ 27464.00 & 6 way trailer connector

Warmest regards,



Mitch Honold

Gentlemen:

Enclosed are bid documents which may be of interest to your company.

Please note the scheduled date and time for the public bid opening.

This bid document must be returned intact (the same order as received). Failure to do so may invalidate your proposal.

All bids shall be submitted in an opaque, sealed envelope addressed to:

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

Prior to the time and date set forth for the bid opening as indicated in the Notice to Bidders. Each bid, so addressed, shall bear on the face of the envelope, the name of the bidder, and a statement that it is a "SEALED BID", to be opened for the contract consideration, at the date and hour set forth in the Invitation to Bid.

Any questions concerning the bid document or the specification may be directed to the Municipal Services Superintendent at: (920) 746-2912.

Oral or written comments received from any other person, other than the appropriate persons, will not be considered, and may invalidate your proposal.

Respectfully,



Bob Bordeau
Municipal Services Director

CITY OF STURGEON BAY

INSTRUCTIONS TO BIDDERS

NOTE: By submitting a bid, the bidder warrants that he has familiarized himself with all requirements of the Contract Documents.

Definitions:

The following definitions shall apply wherever they appear in the contract documents.

City – City of Sturgeon Bay

Owner – City of Sturgeon Bay

Bid – The offer of the bidder

Bidder – Any individual, corporation or partnership who submits a bid.

Contract Documents – Invitation to Bid, Instructions, General Conditions, Specifications, Drawings, Addendums, Proposal (in so far as it is not inconsistent with other contract documents).

- 1. Bids – General: Instruction bids shall be made in accordance with the instructions. Failure to execute proposals as required may, in the discretion of the City, be cause for rejection of the bid.*
- 2. Forms: Bids shall be submitted on the forms provided by the City. Each bid must be submitted bound with the other contract documents.*
- 3. Blanks / Corrections: All blank spaces on any contract documents shall be filled in with typewritten figures or ink. Any erasures or corrections shall be dated and initialed by the bidder.*
- 4. Submission: Bids shall be submitted in an opaque sealed envelope to City of Sturgeon Bay, Attn: City Clerk, 421 Michigan Street, Sturgeon Bay, WI 54235, prior to the time and date set forth for bid opening in the Notice to Bidders. Each bid shall be addressed to the City Clerk and shall bear on the face of the envelope the name of the bidder, and a statement that it is a sealed bid to be opened for the contract at the date and hour as set forth in the invitation to bid.*
- 5. Execution: Proposals shall be signed by the bidder. If the bidder is a corporation, the proposal shall bear the name of the corporation, signed by an officer authorized to bind the corporation, and sealed with the corporate seal.*

6. Withdrawal: Bids may be withdrawn previous to the time of bid opening by written request; however, no bid shall be withdrawn within the thirty (30) day period after the time set for bid opening. Bidders withdrawing their bids prior to the time and date set for bid opening may still submit another bid if done in accord with these instructions.

7. Words and Figures: Where amounts are given in both words and figures, the words will govern.

8. Unit Prices: When unit prices are called for, bids shall include all unit cost items and alternatives shown on the proposal. When an error is made in extending total prices, the unit price shall govern.

9. Net Price: Bid prices shall be net, including therein transportation and handling charge F.O.B. City of Sturgeon Bay, and shall further include all charges whatsoever sort for labor and materials contained in the work or materials designated in the specifications and proposal.

10. Alternate Equipment or Materials:

a. Bids shall be evaluated and considered on equipment and/or material complying substantially with the contract specifications. If any bidder deviates from the contract specifications or provides a substitute for any required equipment and/or material listed in the contract specifications, that bidder shall list such deviations and/or substitutions, including technical data when applicable, in a letter attached to the bid or on a form that may be provided by the City with the bid documents.

b. Brand names which may be mentioned in the contract specifications are used only as a reference to the type and quality of equipment and/or materials desired. However, any deviation from or substitution in brand name stated in the contract specifications shall be listed as required.

c. The City reserves the right to determine whether any deviations and substitutions listed by the bidder are within the intent of the specifications and will reasonably meet the service requirements of the using department.

d. A bidder's failure to list any deviations from or substitutions in the specifications as required under paragraph (a) of this section may result in the rejection of the bid.

11. Descriptive Literature: Equipment or Materials: Each bidder bidding on contracts to furnish equipment or materials shall furnish with his proposal two (2) copies of descriptive literature on the supplies or equipment being bid and manufactures specifications in complete detail. Said brochure and manufacturer's specifications shall be in sufficient detail to permit proper evaluation of the bid.

12. City's Right to Accept or Reject: The City of Sturgeon Bay reserves the right to accept any bid, any part of a bid, or any combination of two (2) or more bids which may be deemed to be in the best interest of the City. The City further reserves the right to reject any or all bids.

13. Awarding of Contract: The lowest responsible bidder based on criteria as set forth in these documents and in accordance with applicable City ordinances and State statutes will be awarded the Contract.

14. Bid Performance Security: All bidders will be required to issue a certified check in the amount of 2 ½% (two and one half percent) of the bid, payable to the City of Sturgeon Bay, as a guarantee that the bid contract will be executed. The certified check will be returned to all unsuccessful bidders after awarding the contract to the lowest responsible bidder. The certified check of the lowest responsible bidder will be returned upon delivery of the equipment. Failure to submit the performance security may result in rejection of bid.

15. Lowest Responsible Bidder: The lowest responsible bidder for the purchase of equipment shall be the lowest priced bid that best meets the needs of the City as described in the specifications. Some deviation from the specifications is expected and will be evaluated as part of the owner's review and determination of the "lowest responsible bid".

INVITATION TO BID

OFFICIAL NOTICE

Sealed bids will be received by the City Clerk, 421 Michigan Street, Sturgeon Bay, WI 54235, until 3:00 P.M. local time on Friday, January 8, 2016. All bids will be publicly opened at 3:00 P.M. on Friday, January 8, 2016 at City Hall, 421 Michigan Street, Sturgeon Bay and read aloud for:

The purchase of One (1) 2016 ¾ Ton Truck with Plow and Tow Package

Trade In of One (1) 2002 GMC ¾ Ton Truck with Plow Package

Detailed specifications may be examined at the Municipal Services Office, 835 N. 14th Ave., Sturgeon Bay, WI 54235. There is no fee for the documents.

All bidders of materials and equipment will be required to post Performance Security in the amount of 2 ½% (two and one half percent) of the proposal. Security shall be in the form of a certified check payable to the City of Sturgeon Bay.

The City of Sturgeon Bay reserves the right to reject any or all bids, parts of any or all bids, or to waive technical errors or omissions in bids.

*Bob Bordeau
Municipal Services Director*

DATE: December 10, 2016

**City of Sturgeon Bay
835 North 14th Avenue
Sturgeon Bay WI. 54235**

Request for Quotation:

2016 3/4 Ton Truck Equipment Specifications

The bidder must complete the following checklist stating whether or not each of the listed specification are met for the vehicle bid. If a specification is not met, indicate the variation in the space provided.

<u>Description</u>	<u>Meets Specifications</u>		<u>Deviations</u>
	<u>Yes</u>	<u>No</u>	
VEHICLE:			
<i>2016 Regular Cab ¾ ton 4 x 4 Truck</i>	_____	_____	_____
<i>8' box</i>	_____	_____	_____
ENGINE:			
<i>6.2 Liter gas engine</i>	_____	_____	_____
<i>Engine block heater</i>	_____	_____	_____
TRANSMISSION:			
<i>6 speed automatic transmission</i>	_____	_____	_____
<i>Electronic shift on the fly 4 x 4</i>	_____	_____	_____
<i>Electronic axle locks</i>	_____	_____	_____
FUEL TANK:			
<i>Minimum capacity of twenty four (24) gallons</i>	_____	_____	_____
ELECTRICAL SYSTEM:			
<i>Twelve (12) volt, 770 CCA battery</i>	_____	_____	_____
<i>Extra heavy duty alternator</i>	_____	_____	_____
BRAKES:			
<i>4-wheel anti-lock</i>	_____	_____	_____
GAUGES:			
<i>Fuel, water temperature, oil pressure, speedometer/odometer And voltmeter</i>	_____	_____	_____

CAB INTERIOR:

Three passenger bench seat

Rubber floor covering

Adjustable tilt steering wheel

AM/FM clock radio

12 volt auxiliary power outlet

Driver and passenger side sun visors

40/20/40 seat

CAB EXTERIOR:

Daytime running lights

Solid color paint

Standard bumper

Wheel flares

Amber roof marker lights

Tinted windows

Intermittent windshield wipers

Roof clearance lights

STEERING:

Power steering

TIRES:

LT245 BSW AT 17 tires

RUST PROOFING:

Entire vehicle rustproofed with full warranty

SNOW PLOW PACKAGE:

8' 2" VXT V-Plow with shoes and snow deflector

TOWING:

Towing package – 9,000 towing capacity

6 pin round electrical hook up

Heavy duty receiver type pintal hook/ball combination
(24" ground to center of ball)

Trailer brake control

MISCELLANEOUS:

At time of delivery, vehicle and all components must meet or
Exceed any and all DOT and EPA regulations applicable

The vehicle must meet or exceed any noise, safety, lighting
and health standards set by Federal, State or Local regulations
and standards

Vehicle shall be delivered with current Wisconsin Truck Inspection
Certificate

Parts, work shop and operator manuals shall be supplied for the
vehicle and component parts fitted to same

Current, up to date specifications and literature on vehicle
and components to be submitted with the bid

A manufacturer's trim package can be substituted for the items
listed above

BACK UP ALARM:

One (1) back up alarm provided and installed

MUD FLAPS:

One (1) pair of rubber mud flaps shall be provided and installed
behind the rear wheels

STROBE LIGHT:

One (1) double-flash strobe light shall be provided and mounted
(to be visible over the top of the dump body). The light shall be
manually activated by a heavy-duty illuminated rocker switch
mounted on the chassis dash

PAINT:

Standard color to be selected by the City

DELLIVERY:

Entire unit must be ready for delivery within ninety (90) days
of notice of award

WARRANTY:

Minimum three (3) years / 36,000 mile warranty

FORM OF PROPOSAL/BID FORM

The undersigned proposes to furnish the following equipment meeting or exceeding the requirements of the attached minimum specifications.

*The Purchase of One (1) 2016 ¾ Ton Truck with
Plow and Tow Package @* \$ _____

*Surplus Truck:
One (1) 2002 GMC ¾ Ton Truck with Plow Package @* \$ _____

Total for new truck minus trade in \$ _____

Submitted By: _____
Print Company Name

By: _____
Signature

Title: _____

Address: _____

Phone: _____

Date: _____

Bidders must return the specification checklist along with the bid form. Bids must be valid for a period of 60 days.

The city reserves the right to reject any and all bids for new or used equipment or accept the bid which best serves the needs of the city

PUBLIC HEARING NOTICE

The City of Sturgeon Bay Common Council will hold a public hearing in the Council Chambers, 421 Michigan Street, Sturgeon Bay, Door County, Wisconsin on Tuesday, February 2, 2016, at 7:00 p.m. or shortly thereafter, for the purpose of considering proposed text amendments to Chapter 20 of the Municipal Code (Zoning Code). The proposed text amendments would permit tourist rooming houses in residential and agricultural districts subject to various standards. A copy of the proposed text amendments can be viewed on the City website at www.sturgeonbaywi.org, or in the Community Development Department, 421 Michigan Street, weekdays between 8:00 a.m. and 4:30 p.m. The public is invited to give testimony in favor or against the proposed amendments, either in person at the hearing or in writing.

By order of:
The City of Sturgeon Bay Common Council
Stephanie Reinhardt
City Clerk

ORDINANCE NO.

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

SECTION 1: Section 20.03 of the Municipal Code (zoning code) of the City of Sturgeon Bay, Wisconsin is hereby amended as follows:

Tourist rooming house: A dwelling unit in which sleeping accommodations are offered for pay to tourists or transients for periods of less than one calendar month or 30 days, whichever is less, counting the first day of the rental and not counting the last day of rental. It does not include a boardinghouse not accommodating tourists or transients, or bed & breakfast establishments. These facilities are sometimes referred to as vacation rentals.

SECTION 2: Section 20.09(1)(i) of the Municipal Code (zoning code) of the City of Sturgeon Bay, Wisconsin is hereby created as follows:

(i) Tourist rooming houses, subject to the following:

(1) The facilities shall be licensed by the Wisconsin Department of Health Services, the City of Sturgeon Bay, and the Door County Tourism Zone Commission.

a) New tourist rooming house permits issued by the City of Sturgeon Bay are valid for one year and expire on June 30. If a new tourist rooming house permit is issued after April 1, the City permit shall expire on June 30 the following year.

b) Renewal tourist rooming house permits are valid for two years and expire on June 30. Renewal Permits may be applied for no sooner than six months prior to expiration, but are not valid until July 1.

c) The Community Development Department will oversee the issuing or renewal of tourist rooming house permits. In the event City staff denies a permit, the applicant may appeal the denial decision to the City Plan Commission.

(2) The owner/operator must reside within Door, Kewaunee, or Brown Counties during periods in which the tourist rooming house is rented. This requirement may be waived if there is a

valid management contract with a management company located within Door County.

(3) Designated tourist rooming houses may have an unlit sign no larger than 2 square feet in size.

SECTION 3: Section 20.22(1)(k) of the Municipal Code (zoning code) of the City of Sturgeon Bay, Wisconsin is hereby created as follows:

(k) Tourist rooming houses. Subject to the requirements set forth in s. 20.09(1)(i).

SECTION 4: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk



EXECUTIVE SUMMARY

Tourist Rooming Houses – Zoning Code Amendment

Background: Over the last several years, the Community Development Department has received multiple inquiries from homeowners regarding the opportunity to rent their dwellings to individuals or families on short-term basis (commonly referred to as a tourist rooming house or vacation rental). Under the current Sturgeon Bay Municipal Code, short-term (transient) rentals of a dwelling are treated as a lodging house or boardinghouse, which are only allowed in multifamily (R-4) or commercial zoning districts. If a potential tourist rooming house is located in an R-1, R-2, or R-3 zoning district, it is not permitted.

Since 2005 the City Plan Commission has been discussing and recommending various zoning code amendments pertaining to tourist rooming houses being allowed in residential zoning districts. Multiple times the recommended changes have been sent back to Plan Commission for further review, and changes to the code have never been implemented. Most recently, the Council rejected a proposed Planned Unit Development that would have allowed a dwelling next to Otumba Park to be used as a tourist rooming house. The Council indicated at that time that it wasn't necessarily opposed to the proposed use of that particular dwelling, but felt the Plan Commission should come up with a set of standards that could be applied citywide rather than case by case through PUD zoning.

In addition, this last fall the Wisconsin Courts of Appeals made a decision regarding regulation of short-term rentals in the City of Cedarburg, WI. The City of Cedarburg regulated short-term rentals in a similar fashion as Sturgeon Bay in that such use was not allowed in the residential zoning districts. The Court struck down their prohibition of the short-term rentals. The issue cited by the court was that the zoning code did not explicitly state the restrictions regarding such use. The Sturgeon Bay City Attorney has expressed on several occasions that the Sturgeon Bay Zoning Code is fairly vague and could be challenged. The Cedarburg case increases that likelihood.

Therefore, the City needs to amend its zoning code to either explicitly prohibit tourist rooming house in the single-family and two-family residential districts or explicitly allow them with or without conditions. Over the last several months, City staff has diligently worked with the Plan Commission to create a comprehensive zoning code amendment that would permit tourist rooming houses and addresses previous concerns brought up by past councilmen and commissioners.

Recommended Amendments:

Create a definition of tourist rooming house under chapter 20.03

Tourist rooming house: A dwelling unit in which sleeping accommodations are offered for pay to tourists or transients for periods of less than one calendar month or 30 days, whichever is less, counting the first day of the rental and not counting the last day of rental. It does not include a boardinghouse not accommodating tourists or transients, or bed & breakfast establishments. These facilities are sometimes referred to as vacation rentals.

Note: The definition states the maximum duration of a short-term rental, that language was recently clarified by the Wisconsin Department of Revenue (DOR). Boardinghouses and bed & breakfast establishments are not regulated under the tourist rooming house amendment.

Create a permitted use for tourist rooming house under chapter 20.09(1)(i)

(1) The facilities shall be licensed by the Wisconsin Department of Health Services, the City of Sturgeon Bay, and the Door County Tourism Zone Commission.

a) New tourist rooming house permits issued by the City of Sturgeon Bay are valid for one year and expire on June 30. If a new tourist rooming house permit is issued after April 1, the City permit shall expire on June 30 the following year.

Note: The dates align with the State of Wisconsin Department of Health Services tourist rooming house licensing dates. New permits are good for one year, and owners must apply for a renewal permit after the permit is expired.

b) Renewal tourist rooming house permits are valid for two years and expire on June 30. Renewal Permits may be applied for no sooner than six months prior to expiration, but are not valid until July 1.

Note: Renewal tourist rooming house permits follow the same dates as new permits, but expire two years after being issued. Applicants can begin reapplying six months prior to the June 30th expiration date. This allows applicants to reapply before the heavy tourist season begins.

c) The Community Development Department will oversee the issuing or renewal of tourist rooming house permits. In the event City staff denies a permit, the applicant may appeal the denial decision to the City Plan Commission.

Note: The intent is that TRH operating within all requirements of the state and city would be administratively reviewed and automatically approved. Any TRH with complaints through the Police, Fire, or Building Inspection Departments could be reviewed more closely and referred to the Plan Commission, if deemed necessary. In that event, the Plan Commission could add conditions to the license or deny the renewal.

(2) The owner/operator must reside within Door, Kewaunee, or Brown Counties during periods in which the tourist rooming house is rented. This requirement may be waived if there is a valid management contract with a management company located within Door County.

Note: Concerns pertaining to response times to complaints and adequate oversight of tenants have been brought up numerous times in the last several years. By ensuring that the owner/operator resides within a reasonable driving time during the duration of the rental, or has a valid management contract with a management company in Door County, the City is ensuring that the aforementioned concerns are mitigated in a timely manner.

(3) Designated tourist rooming houses may have an unlit sign no larger than 2 square feet in size.

Note: This size matches the size allowed for identification signs for regular dwellings in the residential districts.

Create a permitted use for tourist rooming under s. 20.22(1)(k) as follows:

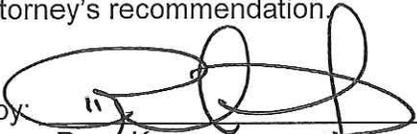
(i) Tourist rooming houses, subject to the following: The facilities shall be licensed by the Wisconsin Department of Health Services and the City of Sturgeon Bay. Must meet all requirements set forth in s. 20.09(1)(i).

Note: This would allow for tourist rooming houses to be a permitted use in the agricultural zoning districts, and would require that they follow the same rules and regulations as the residential zoning district tourist rooming houses.

Fiscal Impacts: Tourist rooming houses are required to have a room tax permit issued by the Door County Tourism Zone Commission, and must collect and remit room tax. The city retains 30% of the tax. Therefore, there would be a small increase in room tax revenue for the City of Sturgeon Bay. There would be some modest staff costs to administer the ordinance. This potentially could be offset by establishing a fee for the permit. Permit fees are established by the council after review and recommendation by the Finance Committee.

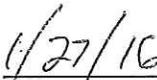
City Attorney Review: The City Attorney reviewed the ordinance, and has recommended to amend the ordinance removing the signage portion of the ordinance (s. 20.09(1)(i)(3)). Signage requirements are already within the City Sign Code (chapter 27) and therefore do not need to be repeated in this ordinance.

Staff Recommendation: City staff recommends adoption of the tourist rooming house ordinance with the City Attorney's recommendation.

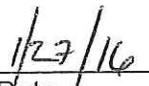
Prepared by: 
Ryan Kernosky
Planner & Zoning Administrator


Date

Reviewed by: 
Marty Olejniczak
Community Development Director


Date

Approved by: 
Josh Van Lieshout
City Administrator


Date

ORDINANCE NO.

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

SECTION 1: Section 22.01(12) of the Municipal Code (Housing Code) of the City of
Sturgeon Bay, Wisconsin is hereby repealed.

SECTION 2: Section 22.05(5) of the Municipal Code (Housing Code) of the City of
Sturgeon Bay, Wisconsin is hereby repealed and recreated as follows:

(5) *Heating facilities.* Every dwelling shall have heating facilities which
are properly installed, are maintained in safe and good working
condition, and are capable of safely and adequately heating all
habitable rooms, bathrooms and water closet compartments in every
dwelling unit located therein to a temperature of at least 67 degrees
Fahrenheit, during all seasons of the year in which the dwelling unit may
be occupied. Interior temperatures are to be measured at the
approximate center of the room, midway between floor and ceiling.

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

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk



EXECUTIVE SUMMARY

Minimum Heating Standards for Residential Rental Properties – Potential Housing Code Amendments

Background: The City has fielded complaints regarding managers of multiple-family dwellings not turning the heat on during fall and spring temperature fluctuations. These types of complaints, especially if taken late in the fall or early in the spring seasons, should be taken seriously as it directly impacts the health, wellbeing, and living conditions of renters.

The City of Sturgeon Bay regulates the minimum standards for light, ventilation, and heating are in chapter 22.05 of the City of Sturgeon Bay Municipal Code.

Section 5 of s 22.05 states "*adequate heating shall be provided to all habitable rooms in every dwelling unit to a temperature of at least 70 degrees Fahrenheit, at a distance of 30 inches above floor level, under ordinary minimum winter conditions.*"

S. 22.01(12) defines *ordinary minimum winter conditions* as the following: "*The temperature which is 15 degrees Fahrenheit above the lowest recorded temperature for the previous ten-year period. Figure, winter base temperature not less than -15 degrees Fahrenheit minimum for range. (Bathroom plus 80 degrees Fahrenheit.)*"

City Code currently does not address minimum heating standards throughout the rest of the year. Because of the extreme fluctuation of temperatures during Wisconsin fall and spring seasons (typically 20-60 degrees Fahrenheit), if the heat in the building is off, interior room temperatures can quickly drop into the 30-60 degree Fahrenheit range or less. To combat this, tenants are often left to provide additional heat in their units through plug-in electrical heaters, running hot water, or by turning the oven on as additional heating sources. This presents serious fire hazards and threats to public safety and wellbeing.

The Community Protection and Service Committee took up the issue during the December meeting and approved the recommended amendments, and have sent them to Common Council for a first and second reading.

Summary of Recommended Changes: The recommended changes to the City of Sturgeon Bay Housing Code include repealing s. 22.01 (12) (defining ordinary minimum winter conditions), and amending s. 22.05 (5) (minimum standards for heating facilities). These amendments better align our Housing Code with the Agriculture, Trade, and Consumer Protection chapter 134, Wisconsin Administrative Code (WAC), which addresses WI Residential Rental Practices and states that a landlord must disclose to a potential tenant if the heating facilities cannot maintain a minimum temperature of 67 degrees during all

weather seasons in which the dwelling is occupied. By taking this language and placing it within our Housing Code, we now require that, if the landlord has control over the heat, heating facilities are keeping individual dwelling units at a minimum of 67 degrees Fahrenheit through all seasons that the dwelling is occupied. This means that if a fall season comes early or winter stays late, landlords must keep heating facilities on to maintain a temperature of 67 degrees Fahrenheit.

Multi-family dwellings that allow for tenants to control the heat would just have to provide heating facilities that are able to provide 67 degrees Fahrenheit.

It is always in the City's best interest to protect its citizens. Because of the potential effects of landlords' not turning heat on within a reasonable time frame each fall and keeping heat on during the spring, this is a pertinent issue facing the City.

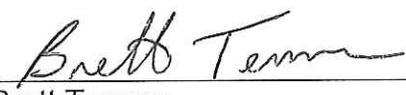
Please do not hesitate to contact Community Development or Building Inspection Departments with any further questions.

Prepared by: 
Ryan Kernosky
Planner & Zoning Administrator

12/22/15
Date

Reviewed by: 
Tim Herlache
City Fire Chief

12/22/15
Date

Reviewed by: 
Brett Temme
City Building Inspector

12/22/15
Date

Approved by: 
Josh Van Lieshout
City Administrator

12/22/15
Date

RK/cn

Executive Summary

Title: Bayview Bridge Temporary Boating Ordinance

Background: The Wisconsin Department of Transportation needs to have the city enact a temporary ordinance for restricted boat access in the Bay of Sturgeon Bay around the Bayview Bridge. There will be a 60' wide access for navigation within the channel at all times, however access underneath the bridge outside the 60 access channel will be restricted while maintenance work is being performed.

The Wisconsin Department of Transportation or contractor will set and maintain all regulatory buoys for this project.

Enforcement in this area can be enforced by any authorized law enforcement officer for the state of Wisconsin.

This temporary ordinance will be in effect from March until July 1, 2016 or upon completion of bridge work, whichever comes first.

Fiscal Impacts: None for the City of Sturgeon Bay

Options: Enact temporary ordinance for the safety of employees working on Bayview Bridge project.

Recommendation: Staff recommends adopting Bayview Bridge Temporary Boating Ordinance as attached.

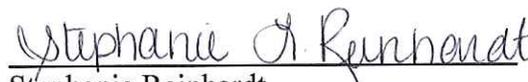
Prepared By:



Bob Bordeau
Municipal Services Director

Date: 2/10/2016

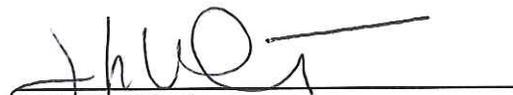
Reviewed By:



Stephanie Reinhardt
City Clerk/Personnel Director

Date: 2/10/2016

Reviewed By:



Josh VanLieshout
City Administrator

Date: 2/5/16

Ordinance No. _____

Wisconsin Department of Transportation – Bayview Bridge Rehabilitation Project

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

Section 14.11 of the City of Sturgeon Bay Municipal Code:

Section 1(a) Applicability, (b) Restrictions, (c) Enforcement (d) Repeal

(a) Applicability:

A sole ordinance to regulate boating upon the waters of Sturgeon Bay Ship Canal located in the City of Sturgeon Bay in the County of Door and prescribing penalties for violations thereof.

The Common Council of Sturgeon Bay, Door County, Wisconsin ordains as follows:

(b) Restrictions

Boat Restricted Areas

No person shall operate a boat within a water area which has been clearly marked by buoys as a restricted use area contrary to regulatory notice pursuant to s. 30.74 (2).

- For the purposes of the Wisconsin Department of Transportation (WisDOT) project regarding the rehabilitation of the Bayview Bridge this area is defined as 50 yards on both sides of the of the existing bridge footprint except for an area at least 60 feet wide marked clearly by waterway marker buoys in the navigation channel to provide for navigation.
- Buoys will be placed according to Global Positioning System coordinates contained within a waterway marker permit approved by the Wisconsin Department of Natural Resources

(c) Enforcement This ordinance shall be enforced by...

- Any law enforcement officer authorized to enforce the laws of the State of Wisconsin

Section 2 Intent

The intent of this ordinance is to provide for the safety, welfare, healthful conditions and enjoyment of recreational boating enthusiast and riparian landowners consistent with public rights, interests and capabilities of the waterways listed.

Section 3 State Boating and Definitions Adopted

State boating laws and definitions found in Wisconsin State Statutes 30.50 are adopted by reference.

Section 4 Waterway Marker (a) Placement (b) Maintenance (c) Buoy Standards (d) MOUs and Contracted Services

(a) Placement of Waterway Markers

An approved Waterway Marker Permit from the Wisconsin Department of Natural Resources is required prior to any buoy placement per Wisconsin Administrative Code NR 5.09(3).

(b) Maintenance of Waterway Markers

The Waterway Marker Permit Applicant is responsible for the placement, maintenance and upkeep of said buoys pursuant to NR 5.09(4).

(c) Buoy Standards

Buoys will conform to Specifications for Waterway Markers as stated in NR 5.09(6)

(d) MOUs and Contracted Services

Any and all waterway marker(s), buoys and or signs identified in this ordinance, after an approved waterway marker permit from the DNR has been issued whether regulatory and non-regulatory may be placed and maintained by memorandum of understanding or contracted services managed through the waterway marker permit applicant. In addition, the permit applicant may; at any time change, amend or terminate such agreement for any cause.

Section 5 (a) Posting and Publicizing of Boating Related Ordinance (b) Recording and Filing of Boating Related Ordinance

(a) Posting and Publicizing of Boating Related Ordinance

The City of Sturgeon Bay shall provide and maintain a sign with a minimum of 3 inch lettering stating "Local Ordinance" and be posted at each public landing. The sign shall list, in letters with a minimum height of one inch, a summary, synopsis, or outline of those regulations more restrictive than state law, or shall contain a map made of a durable material showing those areas with local restrictions, or both.

(b) Recording and Filing of Boating Related Ordinance

The City of Sturgeon Bay shall send a complete signed copy of the enacted ordinance to their local Department of Natural Resource Office or Recreational Safety Warden, per Wisconsin State Statute [30.77\(4\)](#) and [NR 5.15](#) Wisconsin Administrative Code.

Section 6 Penalties

Wisconsin State boating penalties as found in Wisconsin State Statutes [30.80](#), and deposits as established in the Uniform Deposit and Bail Schedule established by the Wisconsin Judicial Conference, are hereby adopted by reference and all references to fines amended to forfeitures and all references to imprisonment deleted.

Section 7 Severability

The provisions of this Ordinance shall be deemed severable and it is expressly declared that the City of Sturgeon Bay would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other persons or circumstances shall not be affected.

Section 8 Sunset Clause

This ordinance shall expire on July 1, 2016 or upon the completion of the project, whichever occurs first.

Section 9 Effective Date

This ordinance will become effective upon passage and the day after publication.

Approved: _____

Attest: _____

Date of 1st Reading: _____

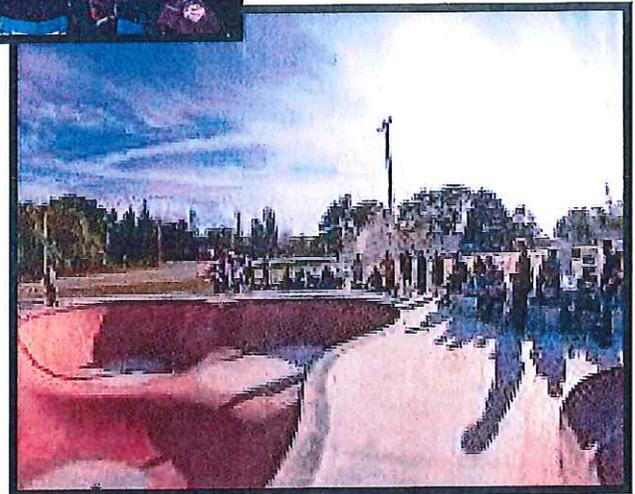
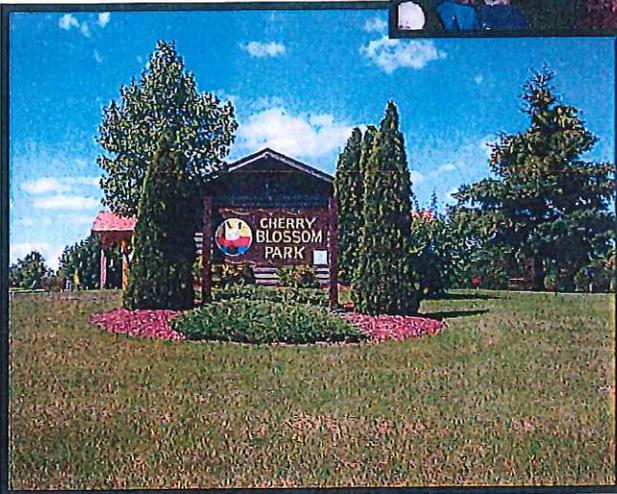
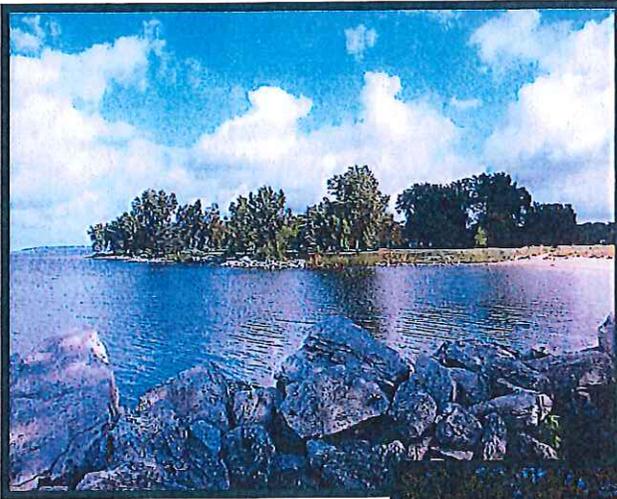
Date of 2nd Reading: _____

Adoption: _____

Publication: _____

Effective Date: _____

City of Sturgeon Bay 2015 Outdoor Recreation Plan



2015 OUTDOOR RECREATION PLAN FOR THE CITY OF STURGEON BAY

Prepared by:

**The City of Sturgeon Bay Parks and Recreation Department and Community
Development Director**

Adopted by:

The City of Sturgeon Bay Common Council on _____

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**City of Sturgeon Bay Park and Recreation's
Mission Statement**

Enhancing the quality of life through leisure opportunities in Sturgeon Bay

INTRODUCTION

A. Importance of Parks and Outdoor Recreation

For over 100 years the City of Sturgeon Bay has been involved with creating and maintaining parks for its citizens. The City has recognized the value that parks have toward the health, beauty and economic vitality of the community. People of every age and standard of living have need for some form of recreation and municipal parks and recreation facilities are able to meet such need. But the benefits of parks go beyond the basic recreation that they provide.

Parks are very effective in building a sense of community. They create shared space and a nucleus for its surrounding neighborhood. Often a neighborhood is defined by (and named after) its local park. Park improvements can benefit the image of an area and are a tangible product of local government action. The creation or improvement of a park is a tool for community revitalization and can lead to a turnaround of a distressed area. Sturgeon Bay has included parks and open space in the redevelopment of its downtown waterfront region.

Parks and other green space also provide economic benefits to the community. Real property values are increased adjacent to parks. The classic example is the incredible values for properties surrounding New York's Central Park, but the relationship holds true for smaller parks in smaller cities as well. People enjoy living near green space and are willing to pay a premium to do so. The increased property values translate to greater municipal tax revenues. The acquisition and improvement of parks can pay for itself through the property tax revenue. Beyond the fiscal benefits, parks assist in economic development by luring new residents. Today's population is increasingly mobile. Retirees and so called "knowledge workers" in the high-tech and service sector industries are attracted to communities with leisure activities, scenic beauty and quality of life. New residents (and retained residents) are then able to funnel money into the local economy.

There are environmental benefits to the provision of parks. Parkland is very useful in protecting environmentally sensitive areas, flood plains and other lands where development is inappropriate. The open space provided by parks can be used for storm water management in order to reduce flooding and improve water quality. Trees within vegetation can be reintroduced into the City (prairie, woods, meadows, flower gardens, etc.). Given the many benefits of parks, it is appropriate that the City plan for its parks and outdoor recreation facilities.

B. Park Planning

Sturgeon Bay has been involved with park and recreation planning for many years. The City's Comprehensive Plan of 1969 included a recreation element. Subsequent updates to the Comprehensive Plan have always had recreation components. Other City and County publications have focused on park and recreation issues for Sturgeon

Bay through the years. The first comprehensive outdoor recreation plan, the Outdoor Recreation Plan for the City of Sturgeon Bay, Wisconsin was adopted in 1987. It is this plan that has been continually updated approximately in five year intervals, with the previous update adopted by Common Council on January 4, 2011.

With the adoption of this updated Outdoor Recreation Plan, the City will extend its eligibility to participate in the Land and Water Conservation Fund Program (LAWCON) and various grants for a five year period 2015-2020. This program provided 50% grant assistance to municipalities for recreation acquisition, development and planning. Only those projects which are specifically identified in the plan may be considered for grant assistance by the Wisconsin Department of Natural Resources, the state administrator of this federal aid program. The City has received grant assistance from this program on several occasions.

C. Objectives of Plan

In general, this plan presents an inventory of existing recreation facilities, provides recreation planning criteria and conducts a needs analysis for Sturgeon Bay. The plan contains specific recommendations for individual parks as well as general development recommendations. Finally, it has information on implementation of the plan.

The objectives of this plan are as follows:

- 1. Provide a basic document identifying and detailing a coordinated outdoor recreation program to meet the needs and demands of Sturgeon Bay residents and visitors.*
- 2. Establish a rational basis for the provision of public recreation facilities based on appropriate standards, equivalent distribution in the City, established demand and the protection of unique natural features.*
- 3. Coordinate the City's recreation program with those of providers of recreation, such as the schools to maximize public benefits.*
- 4. Provide the City of Sturgeon Bay with a period of eligibility for state and federal cost sharing assistance.*

D. Types of Parks

In contrast to county, state and federal agencies, which have quite varied and extensive recreation and resource protection responsibilities, communities are most often concerned with meeting local, daily recreation needs. These local community needs can best be met by providing a variety of parks which serve all age groups of the population. The following selected definitions of parks are those considered most appropriate.

Play Lots or Tot Lots

Play lots or tot lots are frequently in high density neighborhoods or as part of a neighborhood in a small community. In either case, they substitute for the backyard as an area of supervision and play for small children. Play lots should be within short walking distance of home, generally no more than 1/8 mile. These areas can and should be equipped with safe and creative play devices, such as sand boxes, rubber tire and PVC play equipment.

Neighborhood Parks

A neighborhood park provides open space for passive recreation for all ages within a neighborhood, particularly for the elderly and mothers with young children. Neighborhood parks generally range from one to seven acres. Ideally, these parks should be located no more than ½ mile from home and, if possible, associated with a natural feature. Access to these recreation areas should be safe and easy, avoiding major thoroughfares and any other obstacles. Site development should include walkways, benches, landscaping shelter and a play lot for younger children.

Neighborhood Playgrounds

Neighborhood playgrounds serve approximately the same areas as neighborhood parks, but they provide school age children with playground and play field equipment. Frequently, these playgrounds are associated with an elementary school or a neighborhood park. Where associated with the latter, residents are afforded both passive and active outdoor recreation opportunities. The size of a neighborhood playground can vary, but these areas are generally larger than neighborhood parks to accommodate ballfields, basketball courts, open play fields, skating rinks in the winter, playground equipment and tennis courts.

Athletic Play Fields

The athletic play field provides active recreation space for older children, adolescents and adults. These areas frequently include lighted ballfields and athletic fields and are sites of organized activities. Because of the acreage demands of such activities, play fields are generally between ten and twenty acres, with twelve acres as a desirable minimum. Play fields have a tendency to be used by adults from throughout the community and from outlying regions as well.

Community Parks

The community park is generally a large park under municipal jurisdiction, which provides a variety of outdoor recreation facilities for residents. Community parks vary considerably in size and development, frequently containing a number of the following facilities: swimming facilities, picnic areas, shelter houses, play fields and equipment, tennis courts, restrooms, nature study areas, hiking trails, zoo facilities, boating

facilities, bandstands and winter related facilities. Community parks serve people of all ages. Community parks may also serve neighborhood park functions for a surrounding residential area.

Specialized Recreation Areas

These are areas which are limited in recreation value, limited as to who wishes to use them, or are undeveloped for recreation. Examples of these specialized recreation areas include conservancy areas, flood plains, historic sites, ski hills and golf courses. While these areas perform important functions and should be considered as part of the City's Outdoor Recreation system, they often are not included in calculations of current recreational areas.

INVENTORY OF OUTDOOR RECREATIONAL FACILITIES:

An inventory of all existing outdoor recreation/open space areas and facilities within the City of Sturgeon Bay was conducted. This inventory includes municipal and other public and quasi-public recreation properties and facilities.

A brief description of each recreation area including its location, size, facilities and function are presented below and summarized in **Table 1**. The locations of these areas are identified on the map shown in **Map 1**.

A. Municipal Facilities

1. Bay View Park

Bay View Park is located on the waterfront, northwest of Madison Avenue. It consists of a small green area with a gazebo, along with an adjoining earthen berm jutting approximately 850 feet into the bay. The berm is known as the old railroad spur since it supported a railroad bridge across Sturgeon Bay. There are waterfront walkways through and adjacent to Bay View Park that both lead to the end of the railroad spur and connect the foot of Michigan Street Bridge westward to Otumba Park. The total size of these waterfront parcels is 3.7 acres, but 1 acre is used for a municipal parking lot, most of which is reserved for use by an adjoining marina. Bay View Park is a great place to relax and view the waters of Sturgeon Bay, the shipbuilding industry, the historic bridge, and the adjoining recreational boating activity. The park functions as a neighborhood park and special recreation area. The walkways are handicapped accessible with ramped fishing decks and viewing area along the railroad spur.

2. Bullhead Point

Bullhead Point is located in the extreme northwest corner of the City along North Duluth Avenue. It contains 1.3 acres of which 1 acre is within the City limits and 0.3 acre is within the Town of Nasewaupsee. It consists of an unimproved earthen breakwater that was historically used for off-loading quarry stone. The property offers great views and fishing opportunities. There are three shipwrecks

immediately adjacent to the breakwater, making this parcel important for maritime history and underwater archeology. The site contains a recently erected marker commemorating the site as part of the Maritime Trails Program of the Wisconsin Historical Society. There are no other facilities in the park.

3. Cherry Blossom Park

This neighborhood park and playground is located at 919 S. Lansing Avenue and is 5.6 acres in size. It serves the residential area that is west of the Sturgeon Bay Industrial Park and south of Highway 42-57. The park's facilities include a handicapped accessible shelter building with restrooms, playground equipment, walking and biking trail, sand volleyball court and picnic facilities. The Ahnapee Trail extension runs through this park and provides access northward toward the downtown business district and southward through the industrial park toward the rest of the Ahnapee Trail. Immediately adjacent to the southwest corner of Cherry Blossom Park is additional City-owned property. Except for the land along the Ahnapee Trail, this property is slated for future streets and development but it could potentially be used to expand the park's acreage.

4. Eastside Waterfront Walkway/Stone Harbor Marina

This public walkway includes about 325 feet of shore frontage and runs north from the Michigan Street Bridge. It consists of the waterfront area adjacent to Stone Harbor Resort and Conference Center and ties back to Kentucky Street at First Avenue. There is also a public marina with 22 slips. Public restroom facilities are available on the Michigan Street side of Stone Harbor's building.

5. Franke Park

This neighborhood park consists of 6.5 acres in the southeast corner of Sturgeon Bay at 1700 Clay Banks Road. This land was donated to the City by the Franke Family to be preserved in its natural state, allowing for the opportunity to walk along the constructed quarter mile path and enjoy the wetland area with signs identifying the natural vegetation. The path is handicapped accessible from the parking area but no restroom facilities are available.

6. Garland Park

The park is Sturgeon Bay's first municipal park. Acquired in 1892 and known simply as "City Park", it was renamed Garland Park in 1916. This neighborhood park consists of 2.2 acres located at 435 N. 8th Avenue, between North 7th Place and Jefferson Street/8th Avenue. The park is covered by mature white pines. Amenities at the park include picnic facilities and a 296 foot long wheel chair exercise course. There are two small parking lots as well as restrooms.

7. Graham Park/East Side Dock

In 2004, the City purchased 1.2 acres of property adjacent to the municipal East Side Dock. The purchase was assisted by a grant from the Wisconsin Coastal Management Program. The land was part of the former PBI Shipyard and the creation of the waterfront park is a key part of the redevelopment efforts for the

shipyard. The park lies at the foot of Pennsylvania Street and Oregon Street. It contains 233 feet of dock wall. Graham Park is a passive recreation area which includes a waterfront walkway. The walkway connects the adjoining East Side Dock parcel and winds through the rest of the former PBI Shipyard to connect with Third Avenue. The City received a Brownfields Grant from the State of Wisconsin to assist in removing concrete, asphalt, and building foundations from the former shipyard in order to bring the park into a usable state. This work occurred in 2005.

Adjoining Graham Park is the East Side Dock. The facility contains 325 feet of dock wall and has been used for transportation purposes for decades, including docking space for the Goodrich passenger steamers that plied the Great Lakes years ago. The City received a Harbor Assistance Grant to reconstruct the failed dock wall and improve the site for the docking of cruise ships. The renovation was completed in 2004 and is now a first class facility for the cruising industry. When coupled with the new waterfront park, the municipally owned property totals about two acres with 559 feet of dock wall. This is used as a dock area for Great Lakes cruise ships and the tall ship festival.

8. Lawrence Big Hill Park

Lawrence Big Hill Park is centrally located within the City's east side. It contains the highest point in the City, with most of the land dedicated by the Lawrence Family. Hence, the name is appropriate. The park originally contained about 10 acres but subsequent additions now bring the total acreage to 13.2 acres. The main entrance to this park is 191 N. 9th Avenue with a small parking lot. There are secondary access points and potential access points to many surrounding streets. The park has been maintained in a mostly natural state with no formal play areas. There is a small picnic area but no restrooms. At the east end of the park, fronting North 12th Avenue, there is a sledding hill used by children in the winter months.

Grotto Park is the portion of Big Hill Park that is directly across 8th Avenue from Garland Park. You can gain access to the rest of Big Hill Park by using the stairway up the hill. The grotto includes a beautifully landscaped sitting area with bluff above. Numerous wedding pictures have been taken at this site.

9. Little Creek Parkway

This parkway consists of 6 acres located at 601 S. 16th Place. The property is mostly wooded with Little Creek running along the rear of the parcel. The parkway was acquired in 2001 using grants from the Wisconsin DNR and Door County Green Fund. The park has been left in a mostly natural state in order to protect the creek and its associated wetlands and flood plain. Walking paths and other facilities may be constructed in the future.

10. Market Square

This recreational area is in the heart of the City, between Michigan and Nebraska Streets at 4th Avenue. The Market Square portion is a little over an acre in area. The site was formerly known as Soukup field after the family from which the property was originally purchased in 1911. Historically, it was used as a ballfield and ice skating facility. Later, most of the land was paved for use as a municipal parking lot and the ballfield and skating facilities were relocated to other parts of the City. However, starting in 1975, the property was used for a Farmers Market for personally grown produce and hand crafted items. This popular event continues to occur on Saturdays during the summer / fall seasons. There is one building on the site, which is the former warming shelter for the skating rink. It now houses the Miller Art Museum annex. The northern edge of Market Square along Michigan Street was landscaped in 1976 as part of the bicentennial celebrations.

11. Martin Park

This park which is located at 207 S. 3rd Avenue is believed to be the oldest park within the City, dating back to the 1880's. The park was previously known as Tweedle Park and Vendome Park and was supported by the Door County Park and Pleasure Drive Association. The City acquired the park in 1920. It was renamed in the 1930's in honor of mayor James Martin, who is credited with spearheading efforts to improve the park. It is 1.0 acre in size and historically was the focal point for community activities in the downtown area, such as Memorial Day commemorations and local concerts. At various times, the park contained a bandstand, fountain and Veterans Memorial. In 1963 The Peterson Pool was erected on the site. The indoor pool operated until the new YMCA swimming facility opened in 2001. The vacant pool building was demolished in fall of 2008. In 2011 a stage was constructed to accommodate the Harmony by the Bay Concert Series and the Movie in the Park series. It is also a popular venue for other community events. Permanent bathroom facilities were installed in 2015.

12. Memorial Athletic Complex

This recreational area is comprised of several athletic fields under a combination of both municipal and school district jurisdiction. It is located on the east side of the city and is generally bordered by Michigan Street, South 12th Avenue, Rhode Island Street and South 15th Avenue. It is adjacent to the high school, middle school and Sunrise Elementary School. The City portion totals around 16.5 acres with another approximate 9 acres owned by the School District of Sturgeon Bay. The facilities were created from lands donated by the federal government which used the property for workers' housing during World War II.

The centerpiece is Memorial Field, a joint baseball/football field that features permanent bleachers with press boxes and a concession/restroom building. The field is used by the high school football and baseball teams, along with the American Legion baseball team. Jaycee Field, an adult softball field including

concession building with restrooms, is located at the corner of Michigan Street and South 15th Avenue. There are also three girls little league fields – Optimist Field and Bay Ship Field are located in the southwest park of the complex between Quincy Street and Rhode Island Streets. PBI Field is located behind the outfield of Memorial Field. The main parking lot off of 14th Avenue serves as a skating rink in the winter, with the concessions building doubling as the warming shelter.

The school district maintains two facilities at the complex. The track and field facilities are located along the south side of Michigan Street. They are conveniently located across the street from the high school and middle school in order to serve physical education classes and also as practice fields. The running track was widened to nine lanes. The soccer field is located between 14th and 15th Avenues. It is partially on school district property and partly on leased municipal property. The field is lighted and the school district erected permanent shelters for players in 2008.

13. Nautical Drive Launch Ramp

This boat launching facility is located on the west side of Sturgeon Bay. It is situated at the end of Nautical Drive, adjacent to the Sturgeon Bay Yacht Club. It consists of a two lane launch ramp that was previously leased by the Sturgeon Bay Yacht Harbor, a private marina. The Sail Training Foundation, a non-profit educational organization, maintains its sail boats from this location. The ramp is in deteriorating condition and needs upgrading. Although the City owns over two acres next to this facility, most of the property is leased to the Yacht Club and Sturgeon Bay Marine Center. Hence, the usability of this ramp by the public is somewhat limited. The City of Sturgeon Bay waterweed operation is run from this facility.

14. Otumba Park

Otumba Park is a very popular neighborhood park located on the west side waterfront at 225 W. Juniper Street. The name of the park honors the original name of the Sturgeon Bay region when it was organized as the Town of Otumba, after a Mexican Indian tribe. The park is a little under four acres in size and includes several amenities. There is a sand beach and swimming area which was improved in 2012 to help prevent beach closures due to storm water runoff. Otumba Park also includes a large playground, two tennis courts, basketball court, a sand volleyball court, a shelter pavilion with restrooms and various picnic facilities. A waterfront walkway leads towards Bay View Park to the east. There is a parking lot for about 25 vehicles.

15. Sawyer Park

Located at 36 S. Neenah Avenue, this is another of the City's waterfront parks. The west side of Sturgeon Bay was known as Sawyer prior to its merger with Sturgeon Bay in 1891. Sawyer Park contains 8.8 acres and is comprised of reclaimed industrial lands that the City acquired in the 1980's. The park is most

known for its large modern boat launching facility. This very popular launching site has six lanes within a protected basin, docking space, harbor master's building, restrooms/fish cleaning stations and large lighted parking area with room for about 170 vehicles with trailers. This facility was completed in 1991. Next to the launching facility is an expansive lawn area. This area is used for various fishing tournaments and other special events.

The Sturgeon Bay Open Bass Tournament and the Sturgeon Bay Rotary Club jointly funded construction of a large pavilion at Sawyer Park. The pavilion was completed in early 2006 and was enclosed in 2010 making it the only fully enclosed shelter within the City parks system.

The dock wall and the land adjacent to the water is currently leased to the U.S. Coast Guard. It is the mooring facility for the USCGC Mobile Bay, a buoy tender and ice breaker. The leased property is one of three U.S.C.G. facilities in the Sturgeon Bay area. The Coast Guard's presence is celebrated through the City of Sturgeon Bay being named an official Coast Guard City.

The most recent improvements to Sawyer Park include a pedestrian walkway winding through the park and under the Oregon Street Bridge. This walkway is intended to continue to connect with Bayview Park to the northwest. Historical signs and artifacts related to maritime history line the walkway.

16. Shiloh Road Dog Park

This fenced in four acre park located on Shiloh Road consists of two dog areas, a one acre area for small dogs and a three acre area for larger dogs. No other amenities are at this park. It continues to run largely on donations.

17. Skate Park

The newly constructed Skate Park is located adjacent to the West Side Field at 16 W. Spruce Street. The 10,000 square foot park opened in September of 2014. It contains street skate as well as vertical features and is open to skateboards, scooters and BMX bikes. The park was built from funds received through donations received from the community as well as grants received from the Tony Hawk Foundation and other local organizations.

18. Sunset Park

Sunset Park is the largest municipal park in Sturgeon Bay. It is located at 747 N. 3rd Avenue, is north of Bay Shipbuilding Company and is bounded by North Third Avenue, Florida Street, Alabama Street and the shore of Sturgeon Bay. The total size of the property is 63.2 acres, but approximately 20 acres of that is covered by Bradley Lake (Little Lake). This park was once the site of an early sawmill established in 1853 by Lyman Bradley and David Crandall. It was known as the "Lower Mill" and later the "Island Mill" since it is situated on a peninsula of land separated from the mainland by a swamp. Causeways were constructed and

over the years the region was filled by mill refuse and later by fill that was removed to construct Bay Shipbuilding Company's large graving dock.

In 1928 the City acquired the site. The land was used for workers' housing during World War II. In the 1950's the City transformed the property into Sunset Park. The park performs many functions and is regularly used. Facilities include the Frank Graass shelter building with restrooms, numerous picnic tables, grills and modern playground equipment. The park also boasts a fine sand beach and swimming area. The beach was reconstructed in 2010 with the help of Door County Soil & Water and Wisconsin Coastal Management. At the south edge there is a boat launch ramp and transient docking pier along with a trailer parking area. Athletic facilities include a new multi station exercise course, ½ mile walking/jogging trail, Frisbee golf course, basketball court, sand volleyball court, four tennis courts and three little league baseball fields – Kiwanis, Lions and Rotary Fields with bleachers, dug outs and concession stand. The park has sufficient parking and has been recently landscaped.

With about ½ mile of shore frontage, Sunset Park offers ample opportunity for shore fishing and enjoying the view across the bay. The lake is also used for fishing, especially by kids, and hosts a youth fishing tournament each Father's Day. Because of its large size and number of activities available, Sunset Park serves as the City's lone community park. The annual 4th of July Fireworks, Fine Art Fair, Kick off to Summer and the Door County Fall 50 is held at Sunset Park.

An engineered wetland is being constructed just north of the entrance adjacent to North 3rd Avenue to help filter the storm water runoff that is entering Bradley Lake and improve the water quality of the lake.

19. West Side Field

This athletic field is used as an adult softball facility. It contains 3.3 acres and is located along the west side of Madison Avenue at Redwood and Spruce Streets. Amenities include concrete bleachers, concession building with restrooms, lighted scoreboard and PA system with announcer's booth. There is a parking area serving the facility. West Side Field, in addition to serving adult softball leagues, hosts tournaments. There are no children's play facilities, although the field at one time was used as a skating rink in the wintertime.

20. Westside Waterfront

Located at the heart of the community, this underutilized stretch of prominent waterfront is located between the western approach to the two bridges, the Maple-Oregon Street and the Michigan Street bridges, which connect Sturgeon Bay's central business districts. This West Waterfront area offers a unique opportunity to revitalize a highly-visible and under used waterfront.

In 2011 the City of Sturgeon Bay began working on plans to improve this area. Goals for the project development include developing a busy, highly functional

waterfront area for community residents as well as improve the City's appearance and welcome visitors to the community. Improving public access to the waterfront and encouraging higher and best uses for prominent, valuable waterfront sites is key to developing this site. The current plan for developing the waterfront portion of this site into a recreation area includes creating a wide waterfront promenade between the bridges, establishing an approximate one-acre park area adjoining the promenade at the south end along the Oregon Street Bridge approach, and installing a large central pier. These potential improvements are part of the overall redevelopment effort for the West Waterfront area. Wisconsin Coastal Management Program grants and a Stewardship grant have been received for implementation of public improvements, but the actual construction will also depend upon tax increment financing from new private development. If the new private development occurs, the proposed park improvements could occur in 2016 or 2017.

21. Woods West Park

This is a neighborhood park on the City's west side that was acquired from the Woods family. Woods West Park is located at 1001 N. Cumberland Avenue, on the west side of Cumberland Avenue, just north of West Maple Street. The park totals 4.8 acres and is partially covered by orchard. This park has a gravel parking lot, a back stop for playing baseball/kickball and playground equipment.

22. Woodside Wildlife Preserve

This park, formerly known as Woodside Park, had its' name changed in March of 2015 to help recognize the many native wildflowers that are not found in many other places in the county. This specialized recreation area consists of five acres of wooded land. This park is a relatively narrow strip of land along the north side of Highway 42-57, between Lansing and Neenah Avenue. This park provides a buffer between the highway and Sawyer Elementary School. There is a ¼ mile walking/nature trail with various natural sitting areas located along the trail. This park is mostly used by Sawyer School students.

B. Other Public Outdoor Recreation Facilities:

23. Sawyer Elementary School

Sawyer Elementary School is located on Willow Drive on the City's west side. The total school site is 10.9 acres and most of the land is used for playground and recreation/open space purposes. The facility includes modular play equipment, along with surfaced area for basketball and other court games. There is a trail and a creek that winds through the partially wooded property. In conjunction with the adjoining 5-acre Woodside Wildlife Preserve, the property serves as a neighborhood park and playground, in addition to its school function.

24. Sunrise Elementary School

This facility is situated at the northwest corner of Rhode Island Street and South 15th Avenue. The total school parcel is about three acres, of which

approximately half is used for playground and recreations. In addition to the students, the playground serves the surrounding neighborhood. It includes a variety of play apparatuses and basketball court. The playground is adjacent to the Memorial Athletic Complex, which provides athletic fields for both the school and overall community.

25. Sunset Elementary School

The school is located at 827 N. 8th Avenue. The school parcel contains 2.8 acres with the playground facility located to the rear of the building. Like the other school playgrounds, it contains a multi-station play facility, various other equipment and a basketball court. In addition, the school district leases a vacant 5.4 acre parcel from the City. This land is across Erie Street from the school and provides an open field for various activities. The playground and open field serve the north central portion of the City.

26. T.J. Walker Middle School and Sturgeon Bay High School

The City's middle school and high school are located together on Michigan Street between 12th and 14th Avenues. The buildings and parking area take up much of the site, but there is about six acres of recreational property in the north part of the school property. This area contains three tennis courts and a large open field used as a practice facility for soccer and football.

27. Memorial Athletic Complex

The school district also owns a portion of the Memorial Athletic complex located directly across Michigan Street. The facilities within that property are described under the City owned facilities (#12).

28. Crossroads at Big Creek

Crossroads at Big Creek is a large recreation and education facility on the City's far east edge, to the east of Highway 42-57 between Michigan and Utah Streets. It is comprised of several parcels totaling about 115 acres. Ownership is under a variety of entities including Crossroads at Big Creek, Inc., Sturgeon Bay School District, Sturgeon Bay Education Foundation and Crossroads at Big Creek Land Management Trust. Crossroads is an independent donor-supported organization with focuses on recreation, environmental education, astronomy and history. Facilities include the Collins Learning Center, Leif Everson Observatory, an amphitheater, hiking/ski trails and a historical village featuring several notable buildings moved onto the site.

29. John Miles County Park

John Miles County Park is situated on the City's east side along North 14th Avenue. Total size of the county owned land is 65 acres, but the Door county Senior Center and former Door County Highway Shop use up about nine acres, leaving about 56 acres for recreational purposes. The park is dominated by the Door County Fairgrounds, which hosts the county fair each August. The park also contains Thunder Hill Raceway with races occurring each Sunday night

during the summer. In the northern part of the park there are three soccer fields that are used by the local youth leagues.

30. Ahnapee State Trail

Ahnapee State Trail is a recreational trail originally established over the former Ahnapee and Western Railroad right-of-way. The trail spans about 30 miles, connecting Sturgeon Bay to Algoma and then on to Casco. It is used for hiking, biking, horseback riding and snowmobiling. The trail enters Sturgeon Bay from the south at Wilson Road. There is a trail head with parking on Neenah Street just south of the Sturgeon Bay Industrial Park. There is a City trail extension that follows a path leading north to connect with Cherry Blossom Park and then into the City's west side downtown, ending at the intersection of Lansing Avenue and Green Bay Road. Total length of the Ahnapee Trail within the City limits is about 2.5 miles.

31. Big Creek Property

The Big Creek property is owned by the Wisconsin Department of Natural Resources and is comprised of mostly wetlands located at the mouth of Big Creek. Total size is about 20 acres. The property provides public access to this popular fishing site and provides protection for this largely natural area.

32. Strawberry Creek Property

The Wisconsin Department of Natural Resources has a long-term easement on 80 acres of property located south of Strawberry Lane. It provides public access to Strawberry Creek. Public fishing is allowed except from September 1st through December 31st when the area is designated as a fish refuge.

33. Sturgeon Bay Canal Property/Beach

In 2009, Sturgeon Bay Utilities sold 332 acres of land on the south side of the Ship Canal to the Door County Land Trust, retaining 50 acres for future use by SBU. The Land Trust operates the property as the "Sturgeon Bay Ship Canal Nature Preserve", which has grown to 445 acres through an additional acquisition. The preserve has 2.5 miles of rustic trails as well as 500 feet of sandy Lake Michigan shoreline at the end of Lake Lane. It is open to the public year round for activities such as hiking, snowshoeing, cross country skiing, birdwatching and some types of hunting. There are two parking lots, informational kiosks, a scenic overlook with a commanding view of the canal and seating benches throughout the preserve.

34. YMCA Peterson Park

This 11.5 acre park which is located on the north end of the Sturgeon Bay YMCA Program Center at 1900 Michigan Street is owned and operated by the Door County YMCA. The park is open free to the public and no membership is needed to use the park. Entry to the park can be made from the YMCA parking lot, or via two main entrances at 19th Avenue and 19th Place and also 19th Avenue and Iowa Street.

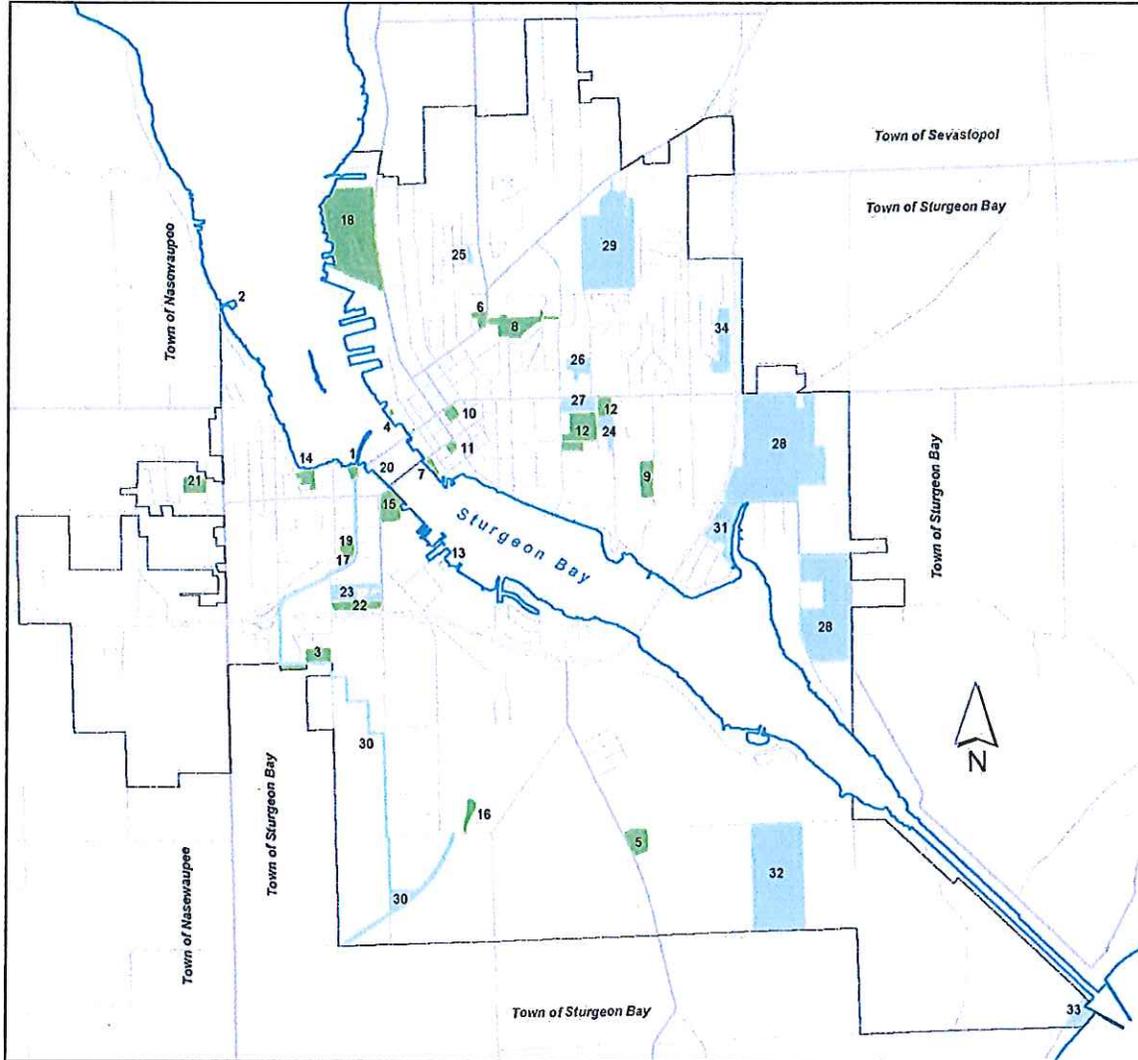
The land for the park, and the improvements which have been made, were the result of a 2013 gift from Ellsworth and Carla Peterson. The park space includes: two youth sports fields, a mini amphitheater, a pavilion, three quarter miles of walking paths, a prairie garden, public restroom and a KABOOM! Playground. The \$100,000 KABOOM! Baylake Bank Playground was built with private donations and was constructed in one day by 190 volunteers. Over 100 trees and bushes representing 18 types of plantings have been added to the park site. Dogs on leashes are permitted on the park grounds.

TABLE 1
SUMMARY OF EXISTING RECREATION AREAS

MUNICIPAL FACILITY	ACRES	FUNCTION
1. Bay View Park	2.7	<i>Neighborhood Park</i>
2. Bullhead Point	1.3	<i>Specialized Recreation</i>
3. Cherry Blossom Park	5.6	<i>Neighborhood Park / Playground</i>
4. Eastside Waterfront Walkway/ Stone Harbor Marina		<i>Specialized Recreation</i>
5. Franke Park	6.5	<i>Neighborhood Park</i>
6. Garland Park	2.2	<i>Neighborhood Park</i>
7. Graham Park/Eastside Dock	1.2	<i>Specialized Recreation</i>
8. Lawrence Big Hill Park	13.2	<i>Neighborhood Park</i>
9. Little Creek Parkway	6.0	<i>Specialized Recreation</i>
10. Market Square	1.3	<i>Specialized Recreation / Neighborhood Park</i>
11. Martin Park	1.0	<i>Neighborhood Park</i>
12. Memorial Athletic Complex (City Portion)	16.5	<i>Athletic Play Field</i>
13. Nautical Drive Launch Ramp		<i>Specialized Recreation</i>
14. Otumba Park	3.7	<i>Neighborhood Park / Playground</i>
15. Sawyer Park	8.8	<i>Specialized Recreations / Neighborhood Park</i>
16. Shiloh Road Dog Park	4	<i>Specialized Recreation / Neighborhood Park</i>
17. Skate Park	.5	<i>Specialized Recreation / Neighborhood Park</i>
18. Sunset Park	44 / 63.2	<i>Community Park / Neighborhood Playground</i>
19. Westside Field	3.3	<i>Athletic Play Field</i>
20. Westside Waterfront		<i>Specialized Recreation</i>
21. Woods West Park	4.8	<i>Neighborhood Park / Playground</i>
22. Woodside Wildlife Preserve	5.0	<i>Neighborhood Park</i>
23. Sawyer Elementary School	12.7	<i>Neighborhood Playground</i>
24. Sunrise Elementary School	3	<i>Neighborhood Playground</i>
25. Sunset Elementary School	2.7	<i>Neighborhood Playground</i>
26. T.J. Walker Middle School/ Sturgeon Bay High School	15.7	<i>Athletic Play Field</i>

27. <i>Memorial Athletic Complex (School Portion)</i>	9.0	<i>Athletic Play Field</i>
28. <i>Crossroads at Big Creek</i>	115.0	<i>Specialized Recreation</i>
29. <i>John Miles Fair Park</i>	56	<i>Specialized Recreation / Athletic Play Field</i>
30. <i>Ahnapee Recreation Trail</i>	2.5 miles	<i>Specialized Recreation</i>
31. <i>Big Creek Property</i>	20.0	<i>Specialized Recreation</i>
32. <i>Strawberry Creek Property</i>	80.0	<i>Specialized Recreation</i>
33. <i>Sturgeon Bay Canal Property/Beach</i>	3.0	<i>Specialized Recreation</i>
34. <i>YMCA Community Park</i>	5.0	<i>Neighborhood Park / Playground</i>

Map 1. City of Sturgeon Bay Outdoor Recreation Facilities



Municipal Outdoor Recreation Facilities

- | | |
|---|--|
| 1. Bay View Park | 12. Memorial Athletic Complex (City Portion) |
| 2. Bullhead Point | 13. Nautical Drive Launch Ramp |
| 3. Cherry Blossom Park | 14. Otumba Park |
| 4. East Side Waterfront Walkway/Stone Harbor Marina | 15. Sawyer Park |
| 5. Franke Park | 16. Shiloh Road Dog Park |
| 6. Garland Park | 17. Skate Park |
| 7. Graham Park/East Side Waterfront | 18. Sunset Park |
| 8. Lawrence Big Hill Park | 19. West Side Field |
| 9. Little Creek Parkway | 20. West Side Waterfront |
| 10. Market Square | 21. Woods West Park |
| 11. Martin Park | 22. Woodside Wildlife Preserve |



Other Public Outdoor Recreation Facilities

- | | |
|--|-------------------------------|
| 23. Sawyer Elementary School | 29. John Miles Fair Park |
| 24. Sunrise Elementary School | 30. Ahnapee Recreation Trail |
| 25. Sunset Elementary School | 31. Big Creek Property |
| 26. T.J. Walker Middle School/Sturgeon Bay High School | 32. Strawberry Creek Property |
| 27. Memorial Athletic Complex (School Portion) | 33. Canal Property Beach |
| 28. Crossroads at Big Creek | 34. YMCA Community Park |

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OUTDOOR RECREATION NEEDS ANALYSIS:

An important part of outdoor recreation planning is a facilities needs analysis. For Sturgeon Bay the needs analysis is considered in two ways. First, total amount of per capita parkland for each category of parks is reviewed against national standards. Secondly, the geographic distribution of various park types and their service areas are examined to see how well they serve the major residential parts of the City.

A. Acreage Analysis

Various acreage standards have been developed for use in assessing the park needs of a community. These figures have generally been adjusted over time based upon emerging trends for recreational activities and population characteristics. The National Recreation and Parks Association has established a desired ratio of 2.5 acres of neighborhood parks for each 1000 people in the community and 5 acres of community parks for each 1000 people. Overall, 10 acres of parkland is desired for each 1000 people served. It is noted that the ratios are intended as a general guide and that the individual preferences, conditions and trends need to be considered as well.

Sturgeon Bay's estimated population in the year was 2010 was 9,868. Thus, based upon the above standards, the City should have about 97 acres of total park land with at least 24.25 acres within its neighborhood parks and 48.5 acres of community park land. Currently there is 130.5 acres of municipally-owned parkland in the City, along with over 200 acres of other public outdoor recreation facilities. Even in the specialized recreation areas, such as the county fairgrounds, are removed from the total, there is still about 155 acres of neighborhood parks, neighborhood playgrounds, community parks and athletic play fields. Thus, even considering Sturgeon Bay's tourist and summer resident population, the City is well served with parkland from an overall acreage standpoint.

Including the elementary school playgrounds, the City has 68.7 acres that are classified as neighborhood parks or playgrounds. This figure easily meets the recommended minimum acreage for neighborhood parks.

The City's lone community park, Sunset Park, contains about 44 acres plus about 19 acres for Bradley Lake. Using the standard 5 acres per 1000 population, the City should have a minimum of 48.5 acres. Hence, the City is slightly low on community park acres if Bradley Lake is not included, but above the recommended acreage if the lake is included in the total. It is worth noting that large nearby recreational facilities such as Potawatomi State Park and the previously discussed Crossroads at Big Creek also provide some of the functions of a community park.

The overall conclusion from the acreage analysis is that the City currently exceeds the recommended acreage for overall parkland and for neighborhood parks. It is right about the recommended acreage for community parks, meaning that as the City grows, planning for another community park should be considered.

B. Service Area Analysis

Because a quantitative measurement says nothing about the diversity and location of the facilities available, its value is limited in determining whether residents are adequately served by the existing acreage. Service area criteria are used to assess the distribution of recreation areas in the City. It tests whether the parks are properly dispersed throughout the City and whether all major residential parts of the City are served by parks.

The service area for a neighborhood park or a neighborhood playground is ½ mile radius. This distance is relatively convenient for children to walk or bike. Because many of the park users are walking and biking, the effective service area is limited by major thoroughfares or other impedances such as bodies of water. Thus, in these cases, the actual size of a park's service area may require adjustment. Ideally, all residential areas of the City would be within ½ mile of a public outdoor recreation facility.

Map 2 identifies the ½ mile service area for all of the parks and other outdoor recreation areas included in this study and shows the residential regions that are not near a facility. From the map it is apparent that the outdoor recreation facilities within Sturgeon Bay are fairly well dispersed with only a few areas under served. Most of the residential areas that are not near a park are on the outskirts of the City, such as the northern part of North 12th Place and the Highland Heights Manufactured Home Park on the extreme west side. The only underserved area that is closer to the center of the City are portions of the Oxford Avenue/Ridgeway Drive/Purves Lagoon/Circle Ridge region on the City's west side. Some of these underserved areas are waterfront or large lot regions where the need for public open space is less acute and some of these regions are served by private common open space or recreation facilities.

Neighborhood Parks

The service area analysis also examined the distribution of certain types of outdoor recreation facilities, namely neighborhood parks, neighborhood playgrounds and community parks. Map 3 looks at the parks that are classified as neighborhood parks.

Sunset Park, though considered a community park, is included since it also provides neighborhood park functions. The analysis shows that the areas closest to downtown on both the east and west sides are well served by neighborhood parks, but that outlying areas, particularly on the east side, are under served.

The northernmost portion of the City (area 1), which includes North 11th and 12th Places and a portion of Bonnie View Drive, is not served by a neighborhood park. Given that there is adjoining land planned for future residential development, this region should be considered for a neighborhood park.

Area 2 is bound by Egg Harbor Road to the north, Alabama Street to the south and 18th Avenue to the east. This small area of land is zoned mostly commercial and agricultural and is not served by a neighborhood park. If the property to the south of Alabama Street is being sold, consideration should be given to the establishment of a neighborhood park.

Area 3 to the south of Michigan Street, east of South 12th Avenue also appears to lack a neighborhood park. However, this region is not as underserved as it appears. There are three public facilities in the area that help to meet the recreational needs of the residents. Memorial Athletic Complex provides a variety of play fields, Sunrise Elementary School supports a neighborhood playground and Little Creek Parkway provides natural open space. Taken together, these facilities provide the various functions that a neighborhood park would, though none are technically considered as such.

The region east of Highway 42-57 (area 4) contains no neighborhood park. This portion of the City is less densely settled and there are several large preserved tracts that provide open space, including Crossroads at Big Creek, the DNR's Big Creek property and the Nature Conservancy's 65 acre Ida Bay estate property. Because of the large tracts of surrounding open space and generally less dense development, a municipal neighborhood park is probably not warranted at this time. If the need becomes evident it would be better to work within these existing open spaces for neighborhood recreation facilities rather than purchase additional land.

On the west of Sturgeon Bay, there also are several residential areas not served by a neighborhood park. The homes along North Duluth Place (area 5) are not near a neighborhood park, but are adjacent to waters of Sturgeon Bay and Bullhead Point, a specialized recreation area. Thus, the need for a park in this vicinity is not apparent at this time.

Purves Lagoon and Circle Ridge residential areas are wedged between the bay and the highway (area 6). Thus, this area is isolated from the City's parks. It also is almost fully developed so there is little opportunity to acquire land for a municipal park. Purves Lagoon Subdivision does contain about two acres of waterfront common open space for use by its residents. Area 6 is not considered a high priority area for development of a municipal park.

Tacoma Beach Road (area 7) is the third waterfront area on the west side that is under served by a neighborhood park. Similar to area 6, this region contains a number of seasonal residents and is fairly isolated from the rest of the City. Most lots have water frontage and, thus, the overall need for a neighborhood park serving area 7 is not great.

The residential area to the south of Highway 42-57, including the multifamily development along Oxford Avenue and the Sand Hill Subdivision, is a growing region that is not near a park. The apartments on the north side of Oxford Avenue provide a private play area for the tenants, but the City should look to acquire land in this region (area 8) for a future neighborhood park. There are additional lands to the east along Clay Banks Road that are expected to develop residentially so park planning is vital in this area. Area 8 should be a priority area.

The final residential region that is under served by a neighborhood park is the Highland Heights manufactured Home Park on the far west side (area 9). This is an isolated development. Unless and until the County-owned property that surrounds the Door County Justice Center is residentially developed, a neighborhood park is not justified.

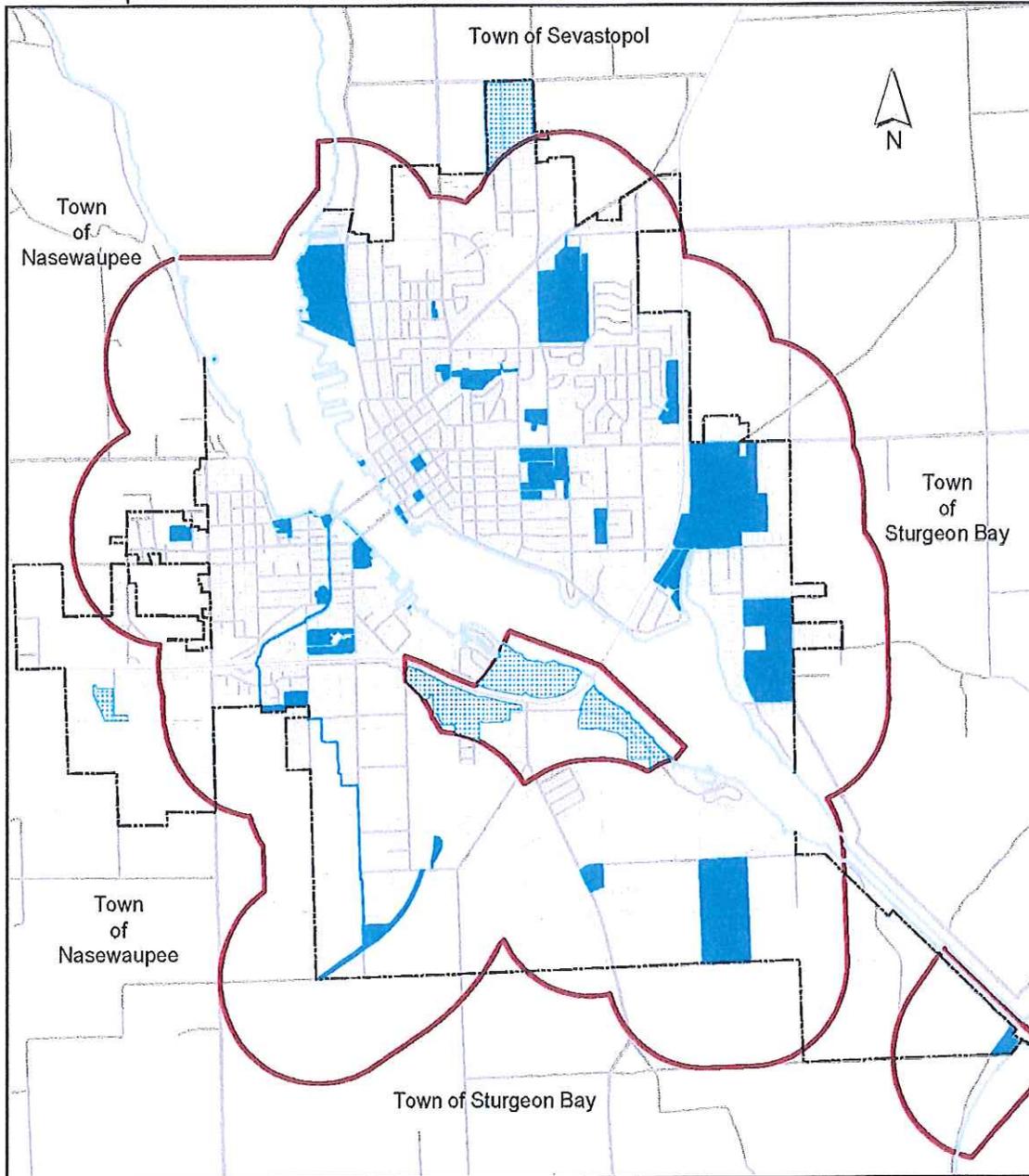
Neighborhood Playgrounds

Map 4 shows the service areas for the City's neighborhood playgrounds, which include the parks with play apparatuses, the three public elementary schools and the YMCA Peterson Park. The coverage is fairly similar to that of the neighborhood parks. Thus, for the most part, the conclusions are the same as stated above. There is just one additional underserved area to note. The Sawyer Subdivision off of Clay Banks Road is a development area near Franke Park, but the facility is devoted to natural area and passive recreation only. Thus, as Sawyer Subdivision and surrounding lands continue to receive new homes, a neighborhood playground becomes needed. One possibility is to place a new neighborhood park and playground between this development and the Sand Hill Subdivision area, thus serving both areas that currently lack a playground.

Community Park

*The two mile service area for Sunset Park, as seen in **Map 5**, covers nearly all of the east side and the bulk of the west side's residentially developed area. Thus, the conclusion is that Sturgeon Bay is still well served by its only community park. The southeast area of the city is beyond the desired service limit. This region contains several large vacant parcels that are planned for future residential subdivisions within the City's comprehensive Plan. As this area (and the City as a whole) grows, another community park will be warranted. Ideally, the new park would be situated in the southeast area to balance Sunset Park and provide service to this area.*

Map 2. Service Area for All Parks & Outdoor Recreation Areas

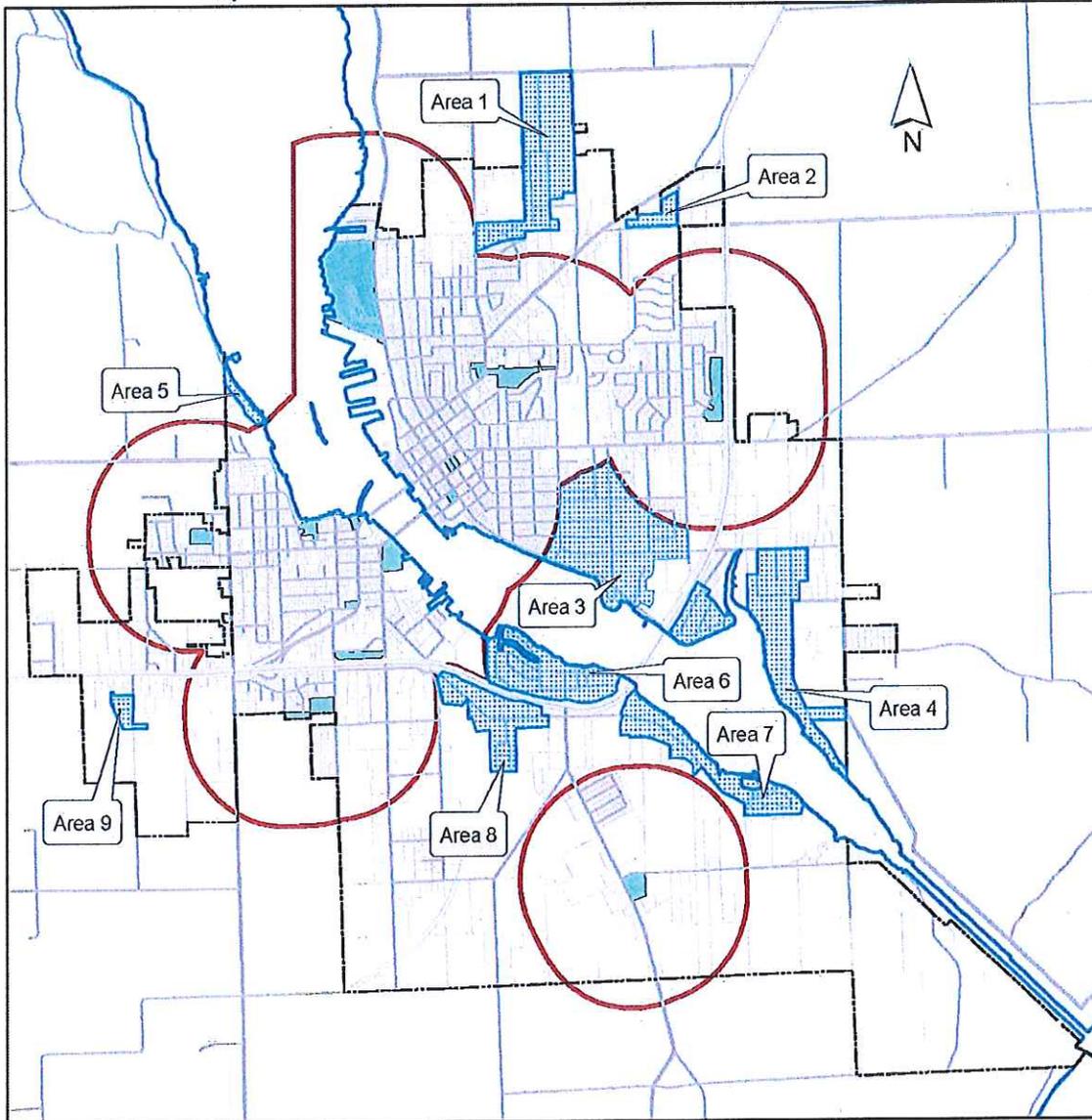


This map shows the existing residential areas of the City of Sturgeon Bay that are not within 0.5 mile of a neighborhood park or other public facility that is available for outdoor recreation. The 0.5 mile service radius is reduced in some spots due to the access barriers of the bay and Highway 42-57.

- 0.5 Mile Service Radius
- Public Outdoor Recreation Area
- Major Residential Area Not Within 0.5 mile of Public Outdoor Recreation Area

October, 2015

Map 3. Service Area for Neighborhood Parks

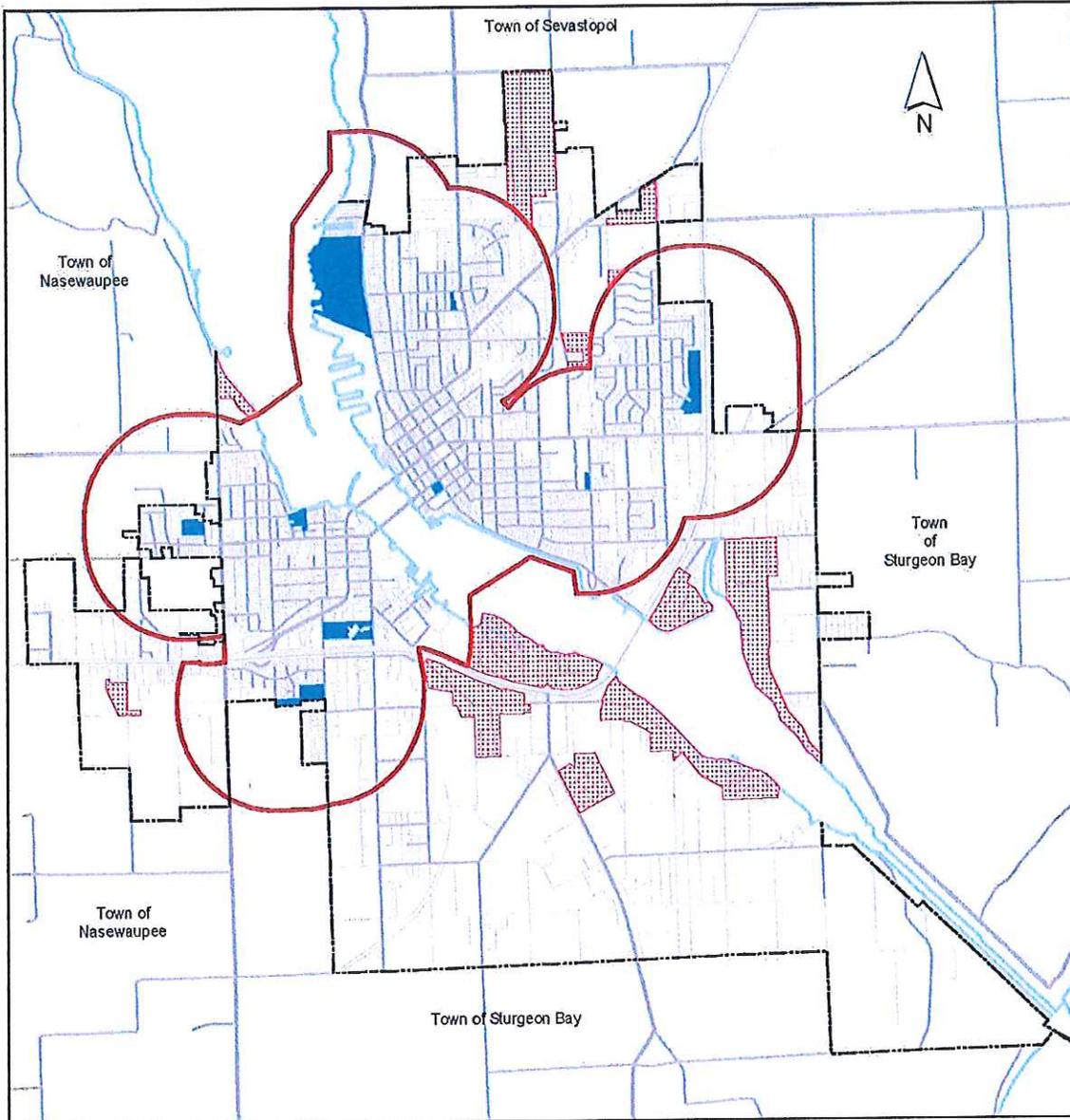


This map shows the existing residential areas of the City of Sturgeon Bay that are not within 0.5 mile of a neighborhood park. The 0.5 mile service radius is reduced in some spots due to the access barriers of the bay and Highway 42-57.



October, 2015

Map 4. Service Area for Neighborhood Playgrounds

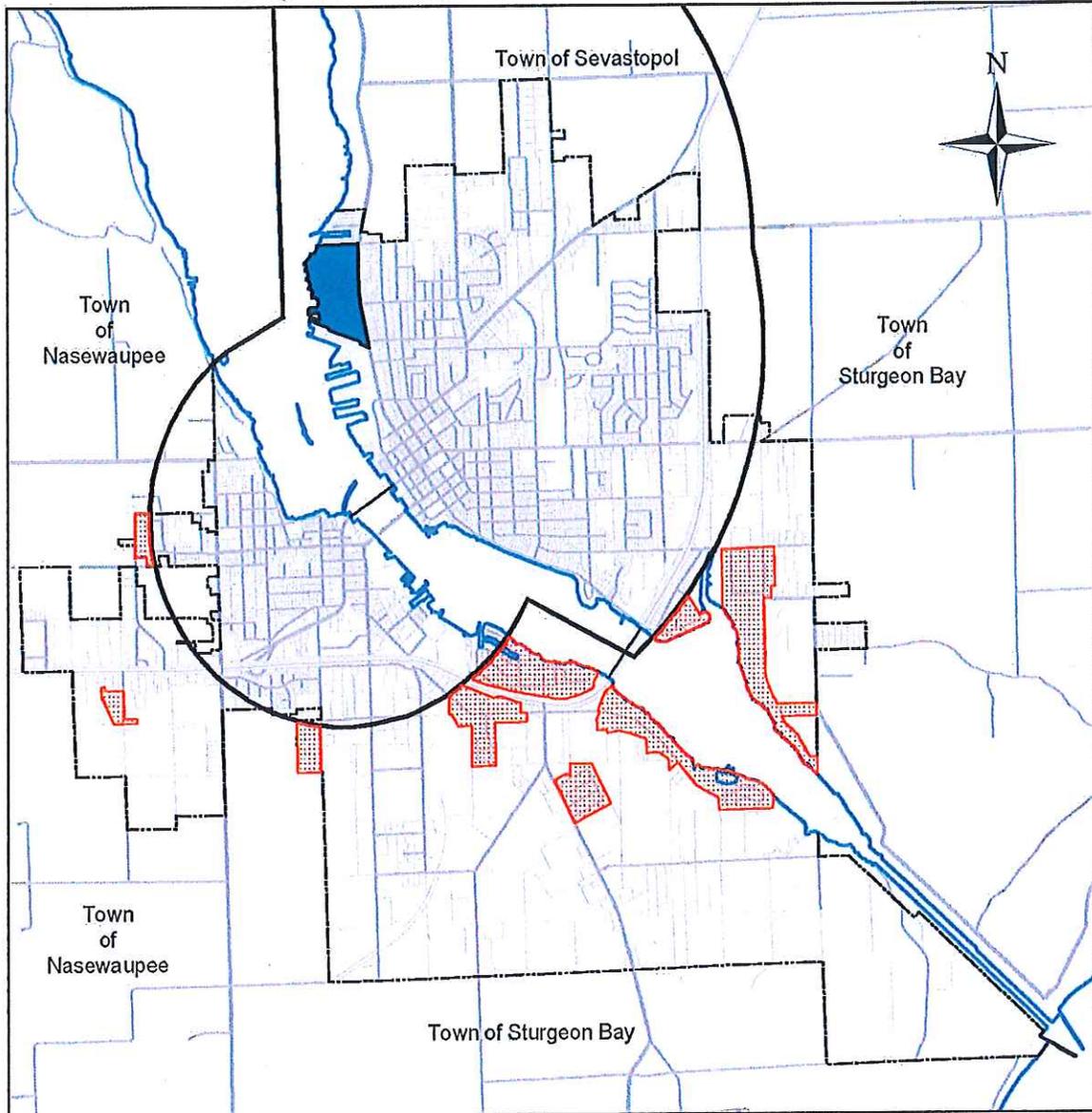


This map shows the existing residential areas of the City of Sturgeon Bay that are not within 0.5 mile of a neighborhood playground (city or public school). The 0.5 mile service radius is reduced in some spots due to the access barriers of the bay and Highway 42-57.

- 0.5 Mile Radius for Neighborhood Playgrounds
- Municipal and Public School Playgrounds
- Major Residential Area Underserved by Neighborhood Playground

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Map 5. Service Area for Community Park



This map shows the existing residential areas of the City of Sturgeon Bay that are not within 2 miles of a community park (Sunset Park). The 2-mile service radius is modified on the west side of the city to account for the bridge crossing of the bay.

- Community Park (Sunset Park)
- Major Residential Area Underserved by Community Park
- 2-Mile Service Radius for Sunset Park

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RECOMMENDATIONS:

This section of the Outdoor Recreation Plan identifies policies and park improvements that the City should strive to meet during the course of the next 5-year planning period. Certainly, not all of the recommendations can be implemented during this time frame, but by listing them it should keep the City moving forward as opportunities present themselves. By including projects within the plan it also makes them eligible for potential grant funding.

This section is broken into three parts. First, the recommendations for establishing new parks are presented. Next, the general policies and programs affecting the City's outdoor recreation facilities are outlined. Finally, specific recommendations for existing parks and recreation facilities are listed.

A. New Parks

*The Needs Analysis section of the plan identified the various residential areas of the City that are not located near existing neighborhood outdoor recreation facilities. As stated in that section, for most of these areas there is not a significant need to establish new park facilities at this time. There are just two regions that are priority areas for establishing neighborhood parks and it is recommended that the City focus its energies on these two regions. **Map 6** shows the location of potential neighborhood park sites.*

North 8th Avenue Region – *A future park should eventually be established to serve the overall region generally bounded by Bay Shore Drive, Gordon Road, 14th Avenue and Alabama Street. Much of this region is not currently within the City limits, but may eventually annex as development spreads north. Ideally, the park should be centrally located to serve this entire region and potential sites exist on both sides of North 8th Avenue (Cherry Road). Two of the sites are located near stubbed streets that are planned to extend west from the Apple Hills development and, thus, would provide convenient access to that existing neighborhood. A future neighborhood park could also be situated on the west side of 8th Avenue if the opportunity presents itself.*

Southeast Region – *This region includes the multifamily residences along Oxford Avenue, the Sand Hill and Sawyer subdivisions and potential new residential development along Clay Banks Road and Division Road. It is entirely within the current City limits and has great capacity for growth. Thus, it is a priority area for creating a neighborhood park.*

Several possible locations exist. Among them is the land along Samuelson Creek, immediately east of Sand Hill Subdivision (Ridgeway Drive). This location would be

close to the apartments on Oxford Avenue and the creek would provide a natural amenity. This location is fairly secluded, making convenient access a concern.

Another suggested site is located on the west side of Division Road immediately south of its junction with Clay Banks Road. The Wisconsin DNR recently acquired this 4.7 acre parcel as part of the project to extend the Ahnapee Trail through this region to the Bay View Bridge. The land is more than needed to accommodate the trail and plans for the remainder have not been determined yet.

Two other potential locations would be on either side of Division Street. These sites could potentially be part of a large residential development. The proposed extension of the Ahnapee Trail runs across both of these parcels, making a future neighborhood park that much more accessible, similar to Cherry Blossom Park.

Future Community Park – The needs analysis showed that most of the City is within the recommended two mile service radius of the City's lone community park – Sunset Park. The analysis also indicated that the overall acreage of the community park is about right for the current population. But another community park should eventually be considered if Sturgeon Bay's population increases significantly. A large new park situated in the southeast sector of the City would balance the existing Sunset Park and would be in an area with great residential growth potential. Although such a park is unlikely to be needed during this planning period, the City should begin to think about a location. **Map 6** identifies the general region where another community park in Sturgeon Bay makes sense. Notable, this suggested region includes the City-owned compost site, a 30 acre parcel that possibly could one day be converted to park use.

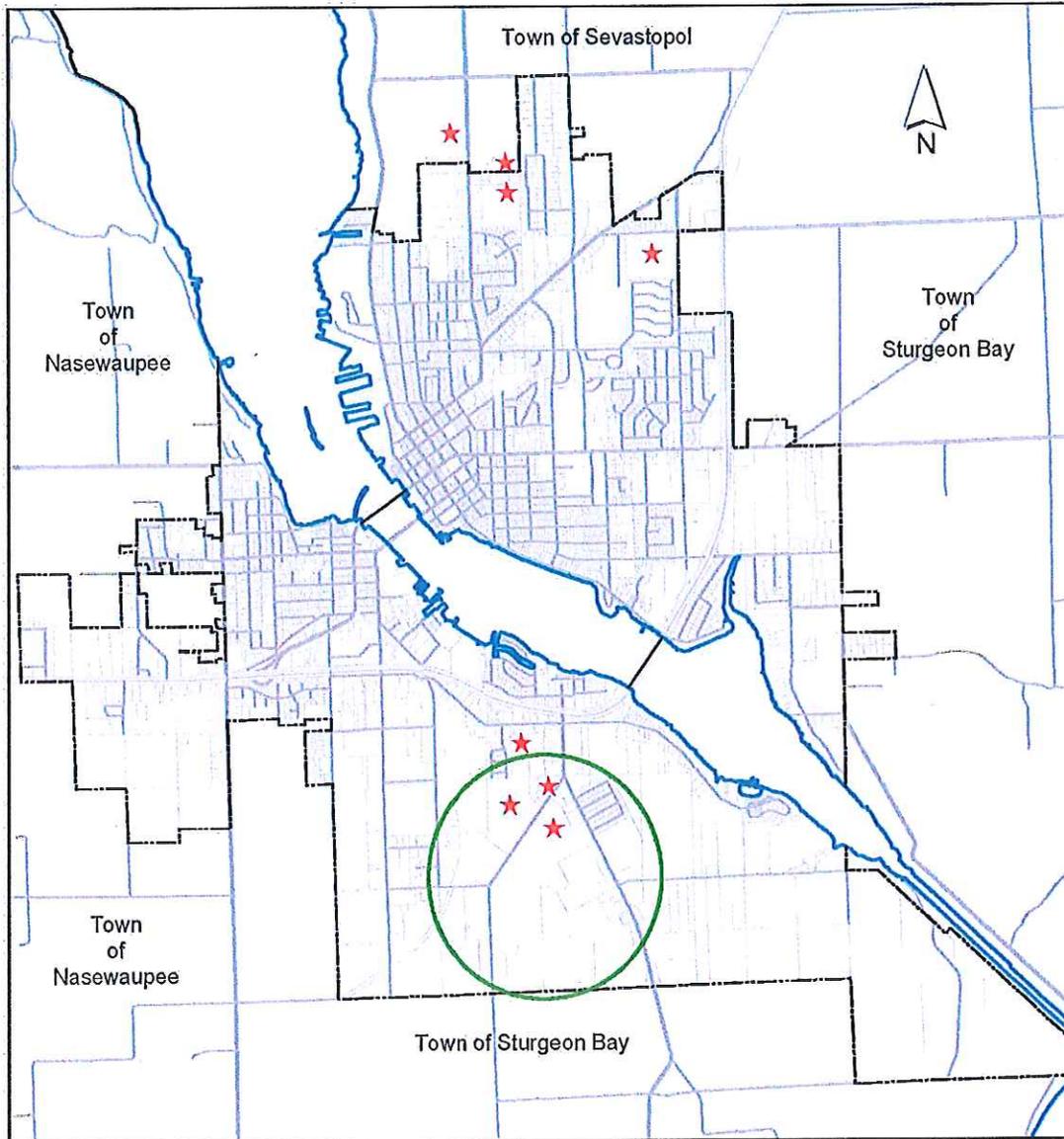
B. General Outdoor Recreation Policies and Programs

The following recommendations are not specific to any individual park.

Continue to utilize the full potential of existing park and school recreation sites and facilities. *Because opportunities for acquiring new park sites in the City will be limited, existing park sites should continue to be used effectively. The City should support and facilitate, where appropriate, the relationship established between the school and park systems. Adaptive reuse of existing facilities should be considered to meet an increase in demand for park and recreation facilities.*

Seek the continued development of youth, teen and senior citizen facilities and services. *The City should help to ensure the recreational needs of these groups are met for the future. Where appropriate, the City should assist or support such programs.*

Map 6. Locations for Potential Future Parks



This map shows possible areas for establishing neighborhood parks/playgrounds in the three priority regions. Only one location is needed for each region and other potential locations also exist. The map also shows the general area of the city where a future community park should be considered.

★ Potential Neighborhood Park/Playground

○ Region for Future Community Park

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The development of a Youth Center, either through the City or private organization should be considered.

The design and improvement of existing and new park and recreation facilities should incorporate pedestrian and bicycle routes. *Park improvements should provide an appropriate right-of-way through the park for use by cyclists and pedestrians and should include rest room locations, potable water and other facilities of convenience for cyclists, pedestrians and nearby residents. In addition, safe routes to parks should be implemented through sidewalks, bike lanes or other measures, as appropriate.*

Meet ADA compliance. *The City has strived to comply with the standards of the American with Disabilities Act. This should continue as new facilities are constructed and any existing barriers should be eliminated, where feasible.*

Improve Signage. *Consistent park identification signs should be erected at all recreation facilities where such signs are lacking. Existing signs should be examined for their consistency and replaced, if necessary. Direction (way finding) signs should also be erected or improved where needed to direct users to the recreation facilities.*

Assess existing recreational activities and implement new activities. *The City needs to continually monitor the usage of its current facilities. Obsolete activities or equipment should be replaced with new recreational facilities as warranted. Recently, the City has added horseshoe pits and Frisbee golf to its inventory and other activities could also be added or deleted as the tastes of the citizens change.*

Water / splash park facility. *During the planning period the City should investigate the costs and pros/cons of developing a water or splash park or outdoor swimming pool. Such facilities have been successfully implemented in other communities and could be a major draw for residents and visitors. The facility could also simply be a spray fountain or other less intensive facility that would be an additional amenity within one of the existing parks.*

Continue water weed cutting program. *The City currently harvests and disposes of water weeds during the summer months to enhance recreational boating and swimming opportunities and generally improve the appearance of the bay. This program should be continued and the City should seek to ensure adequate access points, disposal sites and greater efficiencies in the program. The City should promote erosion control measures and storm water management throughout the City in order to reduce nutrient levels in the water that support the aquatic plants. The aquatic management plan will be updated in 2016.*

Work with School District, service organizations, sporting associations and other entities regarding improvements and upkeep for the parks. *By partnering with such groups as the Boy Scouts, Jaycees, Rotary Club or Master Gardener's, the City can take advantage of additional expertise, fund-raising ability and support of park facilities and programs. The City has received support from various groups and individuals in the past and this had led to specific improvements in the parks or to support of various recreational programs.*

Use recycled materials. *Whenever possible the Park and Recreation Department should continue to use recycled materials for its improvements and programs.*

Continue to plant trees and other vegetation in the parks. *The City should continue its tree replacement program, both within the public parks and along the public right-of-ways. Trees add value to the parks and surrounding private property and provide many benefits. In larger parks, the City could consider recreating specific land cover types such as prairie restoration or wetland areas.*

Develop and create a marketing strategy to help promote the parks within the City of Sturgeon Bay. *Work to develop a brand for the parks that can be used in marketing and promotional materials that when people hear it they will be able to envision the Sturgeon Bay Parks system. Show the connection between the various parks and how they all link together throughout the City.*

C. Improvement of Existing Outdoor Recreation Areas:

The following are specific items that the City should strive to implement:

Bay View Park

- *Install sheet piling around train spur to prevent erosion*
- *Enhance the pedestrian connection across Michigan Street between the north and south sections of the walkway by making improvements to the existing cross-walk or via an underpass of the Michigan Street Bridge, if feasible*
- *Provide overlook and fishing platforms on the north side of train spur*
- *Obtain an engineering study of the train spur*
- *Maintain trees on train spur*
- *Acquire shore front property on the north side of Juniper Street between Bay View Park and Otumba Park*

Bullhead Point

- *Erect entrance sign*

- *Install picnic facilities*
- *Install fishing / observation platform*

Cherry Blossom Park

- *Acquire land to the south via a land swap idea (excess land at Hudson / Ithaca to Schartner for land immediately south of the park) See **Map 7***
- *Upgrade the electrical in the shelter*
- *Consider allowing portions of the west end of the park to return to a meadow*
- *Add to screening on South Lansing Street, replace with day lilies and hostas*

East Side Waterfront / Stone Harbor Marina

- *Improve lighting for marina and waterfront*
- *Review parking needs and if necessary, provide parking space within a portion of the park or on nearby properties*

Franke Park

- *Develop a program to publicize this particular park and its natural state to encourage additional usage*
- *Develop educational signs for the trail*
- *Develop educational signs for designating of trees and plants*

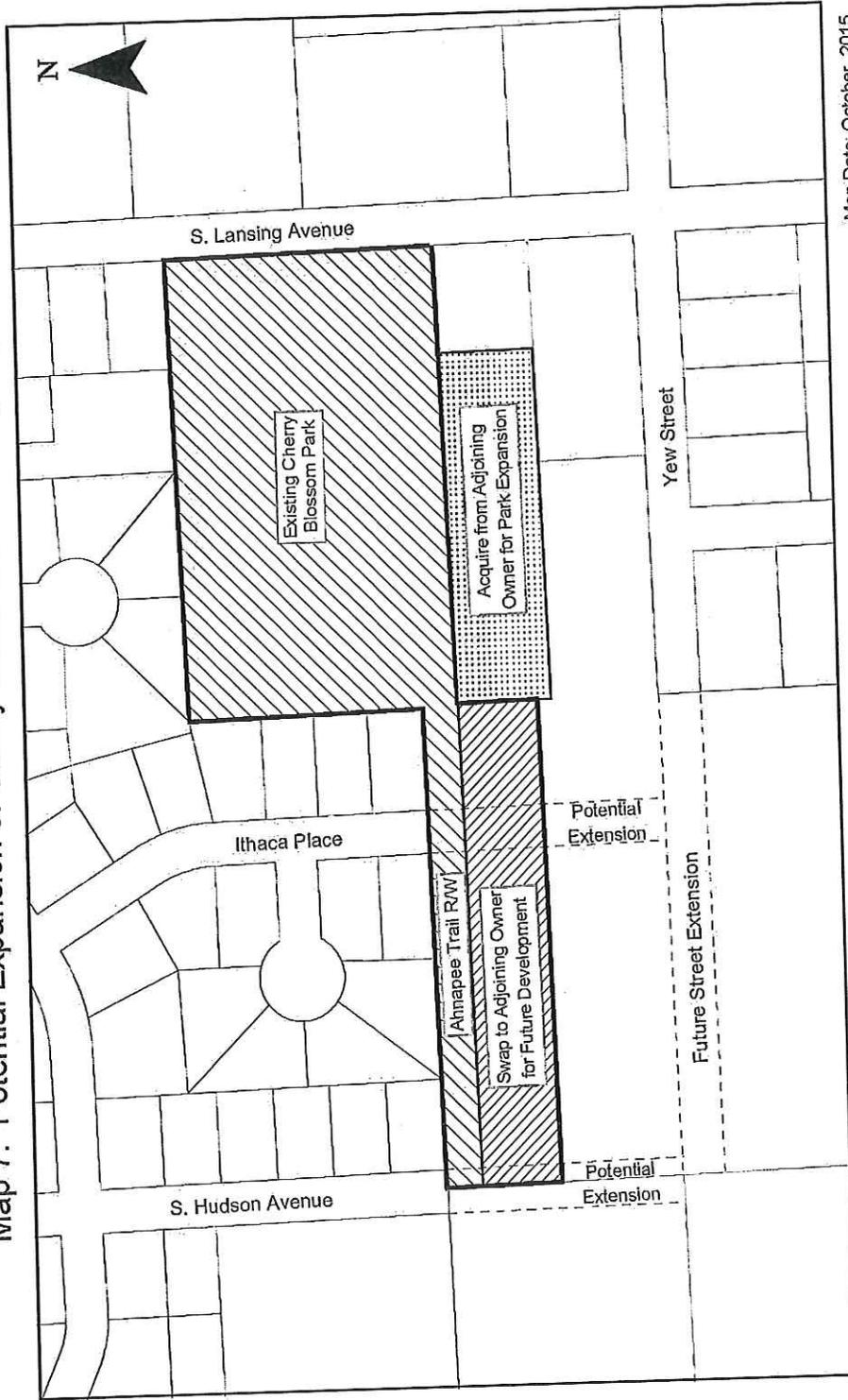
Garland Park

- *Install one or two pieces of playground equipment to enhance the neighborhood playground function of this park*
- *Consider expansion to the north if appropriate adjacent parcels become available*
- *Move public restrooms closer to Jefferson Street*
- *Install crosswalk to Big Hill Park*

Graham Park / East Side Waterfront

- *In conjunction with the redevelopment of the PBI Shipyard consider the reconfiguration of park properties within the waterfront area via property swaps or potential land acquisition*
- *Provide picnic facilities*
- *Create a pedestrian connection to Martin Park by installing a sidewalk on Pennsylvania Street from 1st to 2nd Avenue*
- *Move Graham Monument to this location*
- *Install a volleyball court in the grass area*

Map 7. Potential Expansion of Cherry Blossom Park - Property Swap



Existing City Ownership

Map Date: October, 2015

This map shows a potential swap of property between the City of Sturgeon Bay and the adjoining property owner to the south, whereby a portion of the city lands would be transferred for future development in exchange for lands for park expansion. The premise is that the contiguous land immediately south of the park would be more suitable for parkland, while the other portion is more suitable for future development fronting on potential street extensions. The map is not intended to show exact boundaries, but merely expresses a concept.

Lawrence Big Hill Park / Grotto Park

- *Provide additional picnic facilities and playground equipment to serve the needs of the neighborhood*
- *Provide pedestrian access to the park from all adjoining public streets, including Georgia Street, North 8th Avenue, North 9th Court, North 9th Avenue, North 10th Place, North 11th Place and North 12th Avenue with a walking trail linking these areas (See Map 8)*
- *Make improvements to the pedestrian path between Big Hill Park and Garland Park including a crosswalk across 8th Avenue and replacing steps up the hill*
- *Build a covered shelter with electrical power*
- *Develop a nature trail*
- *Install signage at various park entrances*
- *Create and implement overall landscaping plan including areas in unmowed natural state*
- *Develop plans for creating a mountain bike trail*
- *Consult a naturalist to help determine future use*

Little Creek Parkway

- *Develop landscape plan*
- *Construct nature trail / walking path*
- *Acquire access from the west via Texas Street*
- *Install picnic facilities*

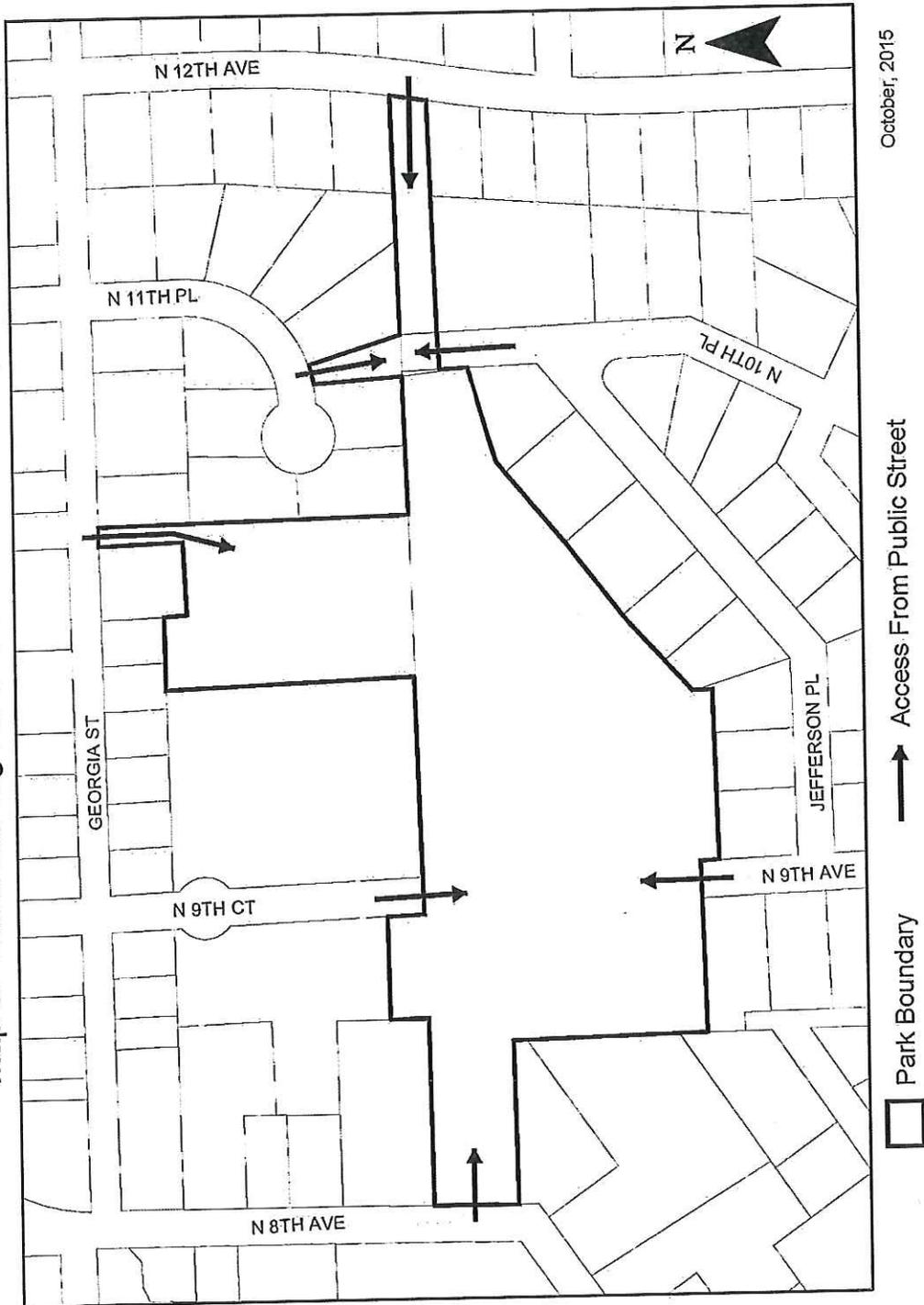
Market Square / Old School Park

- *Establish a family park at the corner of Michigan Street and South 5th Avenue with a fountain, plantings, sitting area and walkway*
- *Continue to promote the Farm Market within Market Square and look into expanding the market around the perimeter of the Municipal building*

Martin Park

- *Add park hours to sign*
- *Replace certain trees and make some additions to shrubbery*
- *Review parking needs and provide space on nearby properties, on the street or in the northwest corner of the park*
- *Move Graham Monument from Martin Park to new waterfront park*
- *Establish pedestrian link to Graham Park via either installing a sidewalk on Pennsylvania Street from 1st to 2nd Avenue*

Map 8. Lawrence Big Hill Park - Public Access Points



October, 2015

Access From Public Street

Park Boundary

Memorial Athletic Field Complex

- *Evaluate on-street parking in the vicinity of Jaycee Field and the Girls Little League Field to minimize auto / pedestrian conflicts in these congested areas*
- *Continue to work on and develop the Athletic Complex Master Plan:*
 - *Close Quincy Street and convert to a parking area*
 - *Develop a landscape plan for the entire area to improve the aesthetics of this large open recreation area*
 - *Move football field inside the current track field and fence in*
 - *Provide play equipment in the southwest part of the complex*
 - *Move the press box and bleachers*
 - *Abandon South 14th Avenue that runs through the complex, access would be via Oregon Street and Quincy Street*
 - *Build two more softball fields in the northeast corner of the complex*
 - *Build more parking spaces in the center of the complex and near Sunrise School*
 - *Establish areas for pole vault, long jump and discus*
 - *Establish storm water detention areas*
 - *Provide small ice rink at Memorial Complex*
- *Construct a concession stand under the press box at the baseball fields*
- *Fix stairs by skating rink*
- *Add plantings to the front of the building*

Otumba Park

- *Expand shelter capabilities*
- *Expand the park by continuing to acquire appropriate adjacent parcels*
- *Continue play equipment additions*
- *Add horseshoe pits*
- *Establish concrete plaza area*
- *Install a half wall for tennis*

Sawyer Park and Boat Launch

- *Complete the waterfront walkway extension from Maritime Museum under the Oregon Street Bridge*
- *Acquire a portion of the Roen parcel to the south of the park, if needed, for additional boat trailer parking*
- *Install additional lighting by the launch area*

Shiloh Road Dog Park

- *Add restroom and shade structure*
- *Add dog watering stations*

Skatepark

- *Install power and lighting to this area*
- *Add onto the parking lot*
- *Install a shade structure*

Sunset Park and Boat Launch

- *Filter storm water that enters Little Lake as in Phase 1 of the Little Lake Project*
- *Develop handicapped accessible fishing docks on Little Lake*
- *Dredge two large holes in Little Lake to create wintering depth for fish and work with the U.S. Fishery and the local DNR for stocking the Lake*
- *Pave the walking path and connect it to Delaware Street and Alabama Street*
- *Plant other varieties of trees in areas of ash trees*
- *Install permanent volleyball court*
- *Continue adding flower beds*
- *Pave parking lot south of launch ramp*
- *Pave around Little League concession stand*

Westside Softball Field

- *Install netting over the spectator area to provide for safer viewing*
- *Install a higher temporary net behind the outfield fence to protect vehicles and West Side School building*

Westside Waterfront

- *Complete the public improvements along the waterfront between Michigan Street Bridge and Oregon Street Bridge.*
- *Add additional plantings along walkways*
- *Ensure a distinct delineation between public areas and private development through changes in ground elevation, landscaping or other means*
- *Enhance visibility and access to the waterfront through signage and gateway elements.*

Woods West Park

- *Plant a select number of fruit trees*
- *Create a walking trail*
- *Add a shelter with restrooms*
- *Create an ice skating rink*
- *Monitor the usage of the park to consider if mowing should be decreased*

Woodside Wildlife Preserve

- *Coordinate use and improvements with Sawyer Elementary School and Master Gardener's Club*
- *Continue improvements to walking path*
- *Clean up creek area annually*
- *Improve signage*
- *Install log benches along the path*
- *Omit wildflower areas on Neenah*

Ahnapee Recreation Trail

- *The Ahnapee Trail currently ends at the corner of Lansing Avenue and Green Bay Road. The trail should be extended from its current termination point to the Sawyer Park Boat Launch located at Oak and Neenah Avenue*
- *Assist DNR and Door county in extending the trail from the current trail head on South Neenah Avenue to the Bay View Bridge – would require private property to be acquired*

Ice Age National Scenic Trail

- *Extend path through J. Baudhuin property to relocate trail from road right-of-way*

Memorial Drive Scenic Easement

- *Create a public walkway along the southwesterly side of Memorial Drive to connect the walkway at the PBI Shipyard redevelopment to the Ahnapee Trail extension at the Bay View Bridge*

Sturgeon Bay Canal Property/Beach

- *Consider potential for boat launching facility*

YMCA Peterson Park

- *The YMCA park master plan has provisions to add sand volleyball courts, an all-weather sports court and a splash pad as funding becomes available.*

EXECUTIVE SUMMARY

DATE: February 10, 2016

TITLE: Clay Banks Road / County Trunk Highway U - Jurisdictional Transfer Agreement

BACKGROUND:

At the 2015 and 2016 Board of Public Works Meetings the approved 5 Year Capital Plans included allocating payments to the County for the jurisdictional transfer of Clay Banks Road from WIS 42/57 to the City Limits. By doing this that segment of roadway will be added to the county trunk highway system thus extending CTH U to WIS 42/57. Due to the deteriorated condition of the roadway the agreement calls for the City pay the County \$420,000.00 to restore the roadway to county highway standards. In return the County will be reconstructing the roadway to county highway standards and slightly widening the roadway to include (2) 11' travel lines and (2) 3' paved shoulders. In addition, the County will assume responsibility for future maintenance and snow / ice removal. All of the typical utility entities were contacted regarding the potential jurisdictional transfer and reconstruction, and no issues or items of concern were presented. The full agreement has also been reviewed by Randy Nesbitt. Finally, the agreement also states that a change of address will not be necessary for the current residences along the affected section of the roadway.

FISCAL IMPACT:

The 2015 budget allocated \$130,000.00, the 2016 budget includes \$130,000.00, and the 2017 portion of the 5 Year Plan includes \$160,000.00 to allow for the \$420,000.00 payment to the County for the jurisdictional transfer. The cost estimate used to determine the amount of \$420,000.00 has been reviewed and all items of work listed within it are appropriate, and the unit costs of the work listed are consistent with pricing from recent roadway projects within the City of Sturgeon Bay.

RECOMMENDATION:

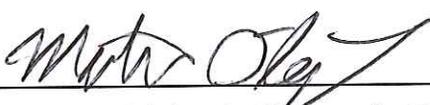
Approve the jurisdictional transfer agreement to transfer Clay Banks Road (from WIS 42/57 to the City Limits) to the County for its addition to the county trunk highway system.

SUBMITTED BY: 
Chad Shefchik, City Engineer

2-11-14
Date

REVIEWED BY: _____
Josh VanLieshout, City Administrator

Date

REVIEWED BY: 
Marty Olejniczak, Community Dev. Director

2-11-16
Date

**JURISDICTIONAL TRANSFER AGREEMENT
CITY OF STURGEON BAY
COUNTY TRUNK HIGHWAY U**

THIS AGREEMENT is entered into this ____ day of _____, 2016, by and between Door County (the "County"), a Wisconsin municipal body corporate, and the City of Sturgeon Bay (the "City"), a Wisconsin municipal corporation.

WHEREAS, §83.025(1)(a), Wis. Stats., permits a County Board to make additions to the county trunk highway system with the consent of the Wisconsin Department of Transportation ("Department") and the governing body of the city, village, or town in which the proposed addition is located; and

WHEREAS, County is agreeable to adding that segment of Clay Banks Road that lies within the jurisdictional limits of the City to the County Trunk Highway System; and

WHEREAS, City is agreeable to a transfer (i.e., jurisdictional reassignment) of that segment of Clay Banks Road that lies within the jurisdictional limits of the City to the County.

NOW, THEREFORE, it is agreed by and between the County and the City as follows:

1. City agrees to delete, in its entirety including any adjacent right-of-way, from the City Highway System that segment of Clay Banks Road that lies within the jurisdictional limits of the City and transfer the same to the County. The segment of Clay Banks Road to be deleted and transferred is more specifically described from State Highway 42/57 to the City Limits a total length of approximately 1.35 miles.
2. The County hereby consents to the proposed deletion, and accepts transfer (i.e., jurisdictional reassignment), of the segment of Clay Banks Road described in par. 1 above.
3. The County and the City acknowledge that approval of the deletion and transfer (i.e., jurisdictional reassignment) by the Wisconsin Department of Transportation ("WisDOT") is required and agree to timely and cooperatively take all necessary steps to obtain this approval.
4. Obligations of the City:
 - a. The City agrees that in lieu of any physical reconstruction of existing Clay Banks Road a cash payment equal to the agreed, estimated costs of improvements necessary to bring the subject segment up to jurisdictionally transferable conditions as defined by the County standards.
 - b. To pay the County \$ 420,000 for the County's acceptance of the transfer (i.e., jurisdictional reassignment) of CTH U and assumption of responsibility for future design, construction, and maintenance costs. Payment will be made in two installments as follows; \$260,000 on or before April 30, 2016 and \$160,000 on or before February 1, 2017.

5. Obligations of the County:

- a. The County agrees to accept \$ 420,000 from the City as full and final payment for acceptance (i.e., jurisdictional reassignment) of the segment of CTH U described in par. 1 above.
- b. The County assumes all responsibility for the segment of CTH U described in par. 1 above, including, but not limited to, the removal of snow, the removal, treatment and sanding of ice, interim repair of the Road surfaces and adjacent structures, traffic engineering, and all other operations, activities and processes required on a continuing basis for the preservation of the Road.
- c. The County agrees to use to funds from the City to perform construction repairs on the Road including new pavement consisting at a minimum of two 11 foot travel lanes and three foot paved shoulders, culvert replacements as necessary, roadside ditching improvements, signage upgrades, and pavement markings all constructed to County road standards.
- d. The County will rename the segment of Clay Banks Road described in par. 1 above to County Highway U for highway funding purposes. Residences and businesses situated along the affected section of Clay Banks Road will not, unless otherwise required to do so, need to change their address (road name / number) by virtue of this Agreement.
- e. The County agrees to deposit the payments into the Highway Department Fund for County Trunk Highway Maintenance.

6. The deletion and transfer (i.e., jurisdictional reassignment) will occur and be effective the earlier of 11:59 P.M. on _____ or upon WisDOT's approval of the same.

DOOR COUNTY BY:

CITY OF STURGEON BAY BY:

Daniel R. Austad
County Board Chairperson

Thad Birmingham
City Mayor

Date

Date

John P. Kolodziej, P.E.
Highway Commissioner

Stephanie Reinhardt
City Clerk

Date

Date