



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, OCTOBER 4, 2016
12:00 p.m. Noon
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
 2. Pledge of Allegiance.
 3. Roll call.
 4. Adoption of agenda.
 5. Public Comment on Agenda Items.
 6. Consideration of the following bills: General Fund – \$63,714.59, Capital Fund - \$9,603.38, Cable TV - \$4,685.00, TID #2 - \$15,500.00, and Solid Waste Enterprise - \$679.19 for a grand total of \$94,182.16. [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 9/20/16 regular Common Council minutes.
 - * b. Approval of the following minutes:
 - (1) Finance/Purchasing & Building Committee – 9/13/16
 - (2) City Plan Commission – 9/21/16
 - (3) Bicycle & Pedestrian Advisory Board – 9/22/16
 - (4) Community Protection & Services Committee – 9/22/16
 - (5) Community Protection & Services Committee – 9/28/16
 - * c. Place the following reports on file:
 - (1) Bank Reconciliation – August 2016
 - (2) Revenue & Expense Report – August 2016
 - * d. Consideration of: Approval of beverage operator license.
 - * e. Community Protection & Services Committee recommendation re: Approve a request from Ralph Thomas Hoffman, 1 Anytimeride, LLC to operate a taxicab in the City of Sturgeon Bay.
 - * f. City Plan Commission recommendation re: Repealing Chapter 29 Waterfront Design Review Code and make amendments to Section 20.43 of the Zoning Code to include the Waterfront Redevelopment Area for applicability and add two additional members to Aesthetic Design & Site Plan Review Board.

- * g. **Waterfront Redevelopment Authority recommendation re: Repealing Chapter 29 Waterfront Design Review Code and make amendments to Section 20.43 of the Zoning Code to include the Waterfront Redevelopment Area for applicability and add two additional members to Aesthetic Design & Site Plan Review Board.**
- 8. **Mayoral appointments.**
- 9. **Second reading of ordinance re: Repeal and recreate portions of Section 6 of the Municipal Code – Fire Department Codes.**
- 10. **Resolution re: Debt issuance for Fire Department Equipment: Truck Radio Headset and Turnout Gear, and Police Department Body Cameras.**
- 11. **City Plan Commission recommendation re: Amending Section 20.07(7)(c) of the Municipal Code – Zoning Code – Roof pitch.**
- 12. **Resolution re: Debt issuance for Tandem Axle Truck and Fire Truck.**
- 13. **Resolution re: Debt issuance for Road Improvements.**
- 14. **Committee Chairperson Reports:**
 - a. **City Plan Commission**
 - b. **Finance/Purchasing & Building Committee**
 - c. **Park & Recreation Committee**
- 15. **Public comment on Non-Agenda items.**
- 16. **Mayor's comments.**
- 17. **Convene in closed session in accordance with the following exemption:**

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

Consideration of: Amendments to Development Contract with Sawyer Hotel Development, LLC.

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.
- 18. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

9:30-16

Time:

12:00pm

By:

JM

DATE: 6.
TIME:
ID:

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

6.

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|----------------------------|--------------------------------|--------------------------------|------------------|------------|
| GENERAL FUND | | | | |
| GENERAL FUND | | | | |
| LIABILITIES | | | | |
| COUNTRY | CVF MAPLE LLC | 09.17.16 FOOD SHARE-COUNTRY | 01-000-000-21595 | 17.00 |
| COUNTRY | | 09.24.16 FOOD SHARE-COUNTRY | 01-000-000-21595 | 6.00 |
| R0000246 | STURGEON BAY JAYCEES | PARTIAL LIQ LIC RFND-SB JAYCEE | 01-000-000-44290 | 100.00 |
| R0000984 | CHARLES BORDEAU | 09.17.16 FOOD SHARE- BORDEAU | 01-000-000-21595 | 53.00 |
| R0000984 | | 09.24.16 FOOD SHARE-BORDEAU | 01-000-000-21595 | 55.00 |
| R0000985 | SULLYS THUMBS UP PRODUCE | 09.17.16 FOOD SHARE-SULLYS | 01-000-000-21595 | 24.00 |
| R0000985 | | 09.24.16 FOOD SHARE-SULLYS | 01-000-000-21595 | 45.00 |
| R0000991 | SPERBER FARMS | 09.24.16 FOOD SHARE-SPERBER | 01-000-000-21595 | 20.00 |
| R0000991 | | 9.17.16 FOOD SHARE-SPERBER | 01-000-000-21595 | 68.00 |
| R0001001 | RENARDS CHEESE | 09.24.16 FOOD SHARE-RENARDS | 01-000-000-21595 | 46.00 |
| R0001074 | RANDALL MANGES | 09.24.16 FOOD SHARE-MANGES | 01-000-000-21595 | 16.00 |
| R0001080 | YVONNE TANCK | 09.24.16 FOOD SHARE-TANCK | 01-000-000-21595 | 9.00 |
| R0001123 | D.C CUSTOM MEATS | 09.24.16 FOOD SHARE-DC MEATS | 01-000-000-21595 | 13.00 |
| R0001128 | MALVITZ FARMS | 09.24.16 FOOD SHARE-MALVITZ | 01-000-000-21595 | 80.00 |
| R0001291 | MAI LEE | 09.24.16 FOOD SHARE-MAI LEE | 01-000-000-21595 | 10.00 |
| R0001425 | BRIANNE SLEGER | HAZARD TAG REFND-B SLEGER | 01-000-000-48105 | 32.00 |
| R0001426 | GAIL MULLENDORE | HAZARD ITEM TAG REFUND | 01-000-000-48105 | 32.00 |
| THORP | PAT THORP | 09.17.16 FOOD SHARE-PATS PATCH | 01-000-000-21595 | 9.00 |
| THORP | | 09.24.16 FOOD SHARE-THORP | 01-000-000-21595 | 21.00 |
| TOTAL LIABILITIES | | | | 656.00 |
| TOTAL GENERAL FUND | | | | 656.00 |
| MAYOR | | | | |
| THAD | THAD BIRMINGHAM | MEAL EXPENSES CHIEF EXEC WRKSH | 01-100-000-55600 | 82.89 |
| TOTAL | | | | 82.89 |
| TOTAL MAYOR | | | | 82.89 |
| LAW/LEGAL | | | | |
| BUELOW | BUELOW, VETTER, BUIKEMA, | LABOR ISSUES | 01-110-000-57900 | 636.00 |
| TOTAL | | | | 636.00 |
| TOTAL LAW/LEGAL | | | | 636.00 |
| CITY CLERK-TREASURER | | | | |
| BUBRICKS | BUBRICK'S COMPLETE OFFICE, INC | OFFICE SUPPLIES | 01-115-000-51950 | 64.69 |
| CHASE | JP MORGAN CHASE BANK | MEAL | 01-115-000-55600 | 29.68 |
| CHASE | | HOTEL | 01-115-000-55600 | 198.00 |
| CHASE | | APT US & C MEMRSH-CLARIZIO | 01-115-000-56000 | 145.00 |
| CHASE | | ASSOC PUB TREAS CONF | 01-115-000-55600 | 856.75 |
| TOTAL | | | | 1,294.12 |
| TOTAL CITY CLERK-TREASURER | | | | 1,294.12 |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-------------------------------------|--------------------------------|---------------------------|------------------|------------|
| GENERAL FUND | | | | |
| ADMINISTRATION | | | | |
| CHASE | JP MORGAN CHASE BANK | FUEL-NEW DEVLPR MTG | 01-120-000-55600 | 20.00 |
| TOTAL | | | | 20.00 |
| TOTAL ADMINISTRATION | | | | 20.00 |
| COMPUTER | | | | |
| CHASE | JP MORGAN CHASE BANK | 2 VERIDESKS | 01-125-000-54999 | 790.00 |
| CHASE | | 2 MATTS | 01-125-000-54999 | 48.18 |
| TOTAL | | | | 838.18 |
| TOTAL COMPUTER | | | | 838.18 |
| CITY ASSESSOR | | | | |
| 22741 | WIS ASSOC. OF ASSESSING | 2017 REG ANNL DUES | 01-130-000-56000 | 50.00 |
| ASSO APP | ASSOCIATED APPRAISAL | 10/04/16 CONTRACT | 01-130-000-55010 | 1,245.83 |
| TOTAL | | | | 1,295.83 |
| TOTAL CITY ASSESSOR | | | | 1,295.83 |
| BUILDING/ZONING CODE ENFORCMT | | | | |
| SAFEBUILD | SAFE BUILT | JUNE PERMITS | 01-140-000-55010 | 23,821.76 |
| SAFEBUILD | | PLAN REVIEW | 01-140-000-55010 | 510.00 |
| TOTAL | | | | 24,331.76 |
| TOTAL BUILDING/ZONING CODE ENFORCMT | | | | 24,331.76 |
| PUBLIC WORKS ADMINISTRATION | | | | |
| BUBRICKS | BUBRICK'S COMPLETE OFFICE, INC | 4 CASES COPY PAPER | 01-150-000-52800 | 138.00 |
| TOTAL | | | | 138.00 |
| TOTAL PUBLIC WORKS ADMINISTRATION | | | | 138.00 |
| CITY HALL | | | | |
| 04966 | EAGLE MECHANICAL INC | AERATOR WRENCH | 01-160-000-55300 | 38.75 |
| 19880 | STURGEON BAY UTILITIES | RECYCLE FLUORESCENT BULBS | 01-160-000-55300 | 7.04 |
| 23730 | WPS | 421 MICHIGAN ST-CITY HALL | 01-160-000-56600 | 486.55 |
| WARNER | WARNER-WEXEL WHOLESALE & | PAPER PRODUCTS | 01-160-000-55300 | 72.74 |
| WARNER | | CLEANING SUPPLIES | 01-160-000-55300 | 31.56 |
| WARNER | | PAPER PRODUCTS | 01-160-000-51850 | 48.85 |
| TOTAL | | | | 685.49 |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|----------------------------|--------------------------------|--------------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| TOTAL CITY HALL | | | | 685.49 |
| GENERAL EXPENDITURES | | | | |
| BUBRICKS | BUBRICK'S COMPLETE OFFICE, INC | COPY PAPER | 01-199-000-55650 | 309.00 |
| CHASE | JP MORGAN CHASE BANK | FIRST AID KITS | 01-199-000-55605 | 116.75 |
| CHASE | | RAPID CARE FIRST AID KITS | 01-199-000-55605 | 126.40 |
| CHASE | | POLL WORKER LUNCH | 01-199-000-51525 | 54.20 |
| CHASE | | POLL WORKER DINNER | 01-199-000-51525 | 63.62 |
| CHASE | | CREDIT CARD PROCESSING FEE | 01-199-000-51520 | 0.03 |
| CHASE | | CREDIT CARD PROCESSING FEE | 01-199-000-51520 | 0.01 |
| TOTAL | | | | 670.01 |
| TOTAL GENERAL EXPENDITURES | | | | 670.01 |
| POLICE DEPARTMENT | | | | |
| 15890 | PACK AND SHIP PLUS | SHIPPING-TASER REPAIR | 01-200-000-57250 | 29.74 |
| 22800 | WALMART COMMUNITY | OFFICE SUPPLIES | 01-200-000-51950 | 40.35 |
| 22800 | | BATTERIES | 01-200-000-51950 | 8.97 |
| CHASE | JP MORGAN CHASE BANK | BUSINESS CARDS-PORTER | 01-200-000-51600 | 21.99 |
| TOTAL | | | | 101.05 |
| TOTAL POLICE DEPARTMENT | | | | 101.05 |
| PATROL BOAT | | | | |
| PATROL BOAT | | | | |
| 02206 | BAY MARINE | PATROL BOAT FUEL | 01-205-000-51650 | 204.80 |
| CHASE | JP MORGAN CHASE BANK | PATROL BOAT FUEL | 01-205-000-51650 | 60.32 |
| TOTAL PATROL BOAT | | | | 265.12 |
| TOTAL PATROL BOAT | | | | 265.12 |
| POLICE DEPARTMENT/PATROL | | | | |
| 02330 | JIM OLSON MOTORS | BODY SHOP REPAIRS-2010 IMPALA | 01-215-000-58600 | 776.43 |
| 04575 | DOOR COUNTY HARDWARE | 2 KEYS FOR FORD H75 | 01-215-000-58600 | 3.98 |
| 04590 | DOOR COUNTY HUMANE SOCIETY | 2016 4TH QTR ANIMAL CONTROL | 01-215-000-55100 | 2,562.17 |
| 06650 | GALLS, AN ARAMARK COMPANY | UNIFORM BOOTS/MOGEN | 01-215-000-52900 | 91.99 |
| 06650 | | UNIFORM PANT/MOGEN | 01-215-000-52900 | 65.20 |
| 19880 | STURGEON BAY UTILITIES | SUNSET PRK BT LAUNCH | 01-215-000-56150 | 10.39 |
| 19880 | | NAUTICAL DR CAMERA | 01-215-000-56150 | 10.50 |
| CHASE | JP MORGAN CHASE BANK | MEAL/HENRY | 01-215-000-55600 | 6.71 |
| CHASE | | BATTERIES & BANDAIDS | 01-215-000-54999 | 39.49 |
| CHASE | | OUT OF TOWN MEAL | 01-215-000-54999 | 27.25 |
| ENGEBOSE | KYLE ENGEBOSE | MEALS-LDERSHIP TRNING-ENGEBOSE | 01-215-000-55600 | 21.62 |
| WI JUVEN | WJOA | 2016 CONF REG-R MIELKE | 01-215-000-55600 | 200.00 |
| TOTAL | | | | 3,815.73 |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|--------------------------------|---------------------------|------------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| TOTAL POLICE DEPARTMENT/PATROL | | | | 3,815.73 |
| FIRE DEPARTMENT | | | | |
| 03101 | CDW GOVERNMENT, INC. | TENDER 1 MOUNT | 01-250-000-52700 | 48.01 |
| 04150 | DE JARDIN CLEANERS LLC | GEAR MAINTENANCE | 01-250-000-54999 | 8.44 |
| 04696 | DOOR COUNTY TREASURER | AUGUST FUEL | 01-250-000-51650 | 940.85 |
| 16570 | PIONEER FIRE COMPANY | UNIFORMS | 01-250-000-52900 | 109.97 |
| 19880 | STURGEON BAY UTILITIES | 835 N 14TH AVE SALT SHED | 01-250-000-56675 | 5.20 |
| 19880 | | 835 N 14TH AVE CITY GARAGE | 01-250-000-56675 | 42.00 |
| 19880 | | SUNSET CNTR CONC | 01-250-000-56675 | 42.00 |
| 19880 | | FRANK GRASSE MEM SHELTER | 01-250-000-56675 | 13.00 |
| 19880 | | OTUMBA PARK | 01-250-000-56675 | 5.20 |
| 19880 | | WEST SIDE WRMING HSE | 01-250-000-56675 | 5.20 |
| 19880 | | WEST SIDE FIRE STATION | 01-250-000-56675 | 42.00 |
| 19880 | | WEST SIDE FIRE STATION | 01-250-000-56150 | 153.35 |
| 19880 | | WEST SIDE FIRE STATION | 01-250-000-58650 | 97.22 |
| 19880 | | 38 S NEENAH AVE PAVILLION | 01-250-000-56675 | 5.20 |
| 19880 | | 38 S NEENAH AVE RESTRM | 01-250-000-56675 | 26.00 |
| 19880 | | JAYCEES BALLFLD STAND | 01-250-000-56675 | 13.00 |
| 19880 | | MICH ST JC BALLFLD SPRINK | 01-250-000-56675 | 42.00 |
| 19880 | | WEST SIDE BALLFLD LITES | 01-250-000-56675 | 5.20 |
| 19880 | | 916 N 14TH AVE WARNING SIREN | 01-250-000-56150 | 8.24 |
| 19880 | | COVE RD/CANAL RD SIREN | 01-250-000-56150 | 15.86 |
| 19880 | | 835 N 14TH AVE SIGN SHED | 01-250-000-56675 | 5.20 |
| 19880 | | CHERRY BLOSSOM PRK | 01-250-000-56675 | 13.00 |
| 19880 | | CLAY BANKS SIREN | 01-250-000-56150 | 17.26 |
| 22800 | WALMART COMMUNITY | MONITOR REPLACEMENT | 01-250-000-51350 | 332.92 |
| 22800 | | ELETRONIC REPLACEMENT | 01-250-000-51350 | 119.00 |
| 23730 | WPS | 656 S OXFORD AVE- W FIRE | 01-250-000-56600 | 34.24 |
| CHASE | JP MORGAN CHASE BANK | FIRE PREVENTION MANUALS | 01-250-000-52250 | 136.85 |
| CHASE | | MEAL | 01-250-000-55600 | 12.35 |
| CHASE | | MEAL | 01-250-000-55600 | 10.44 |
| CHASE | | HOTEL | 01-250-000-55600 | 149.99 |
| CHASE | | FUEL | 01-250-000-51650 | 89.21 |
| CHASE | | BRAKES #4 | 01-250-000-53000 | 446.56 |
| CHASE | | FUEL | 01-250-000-51650 | 32.90 |
| O'REILLY | O'REILLY AUTO PARTS | CREDIT RETURN BRK CALIPER | 01-250-000-53000 | -74.74 |
| O'REILLY | | A/C BRAKES | 01-250-000-53000 | 103.66 |
| US CELL | US CELLULAR | AUGUST DATA | 01-250-000-58250 | 62.76 |
| TOTAL | | | | 3,119.54 |
| TOTAL FIRE DEPARTMENT | | | | 3,119.54 |
| STORM SEWERS | | | | |
| FERGUSON | FERGUSON WATERWORKS #1476 | 20' STORM SEWER PIPE | 01-300-000-51150 | 367.60 |
| TOTAL | | | | 367.60 |
| TOTAL STORM SEWERS | | | | 367.60 |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|----------------------------|--------------------------------|----------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| STREET SWEEPING | | | | |
| 02844 | BRUCE MUNICIPAL EQUIPMENT INC | STREET SWEEPER PARTS | 01-330-000-51400 | 45.07 |
| TOTAL | | | | 45.07 |
| TOTAL STREET SWEEPING | | | | 45.07 |
| CURB/GUTTER/SIDEWALK | | | | |
| 10750 | PREMIER CONCRETE INC | CONCRETE FOR STORM SEWER | 01-440-000-51200 | 183.00 |
| 10750 | | FILL MUD BOX | 01-440-000-51200 | 49.50 |
| TOTAL | | | | 232.50 |
| TOTAL CURB/GUTTER/SIDEWALK | | | | 232.50 |
| STREET MACHINERY | | | | |
| 02005 | BAY ELECTRONICS, INC. | TRUCK RADIO MAINTENANCE | 01-450-000-57550 | 33.75 |
| 03075 | CARQUEST OF DOOR COUNTY | SUPPLIES | 01-450-000-53000 | 91.35 |
| 03075 | | 3/8 SOCKET RAIL | 01-450-000-52700 | 4.59 |
| 03075 | | DRI-PLATE | 01-450-000-52150 | 143.76 |
| 03075 | | FILTERS & CLEANERS | 01-450-000-52150 | 124.77 |
| 03075 | | TIMER & SHIPPING | 01-450-000-52150 | 82.00 |
| 06012 | FASTENAL COMPANY | 4" C-CLAMP | 01-450-000-52700 | 23.18 |
| 13460 | MILLER BRADFORD & RISBERG, INC | HOSE ASSEMBLY | 01-450-000-52150 | 98.76 |
| 13655 | MONROE TRUCK EQUIPMENT, INC | THROTTLE CONTROL | 01-450-000-53000 | 99.59 |
| 14000 | NAPA AUTO PARTS | PARKS -TRCK #10 | 01-450-000-52150 | 35.45 |
| 19070 | SCHARTNER IMPLEMENT INC | FORD TRACTOR REPAIR PARTS | 01-450-000-53000 | 348.85 |
| 20725 | T R COCHART TIRE CENTER | TIRE CHANGE-LOADER | 01-450-000-53000 | 75.00 |
| 20725 | | TIRES CHANGE/ #33 | 01-450-000-53000 | 117.00 |
| 20725 | | FLAT TIRE REPAIR | 01-450-000-53000 | 20.00 |
| FLEETPRI | FLEETPRIDE | STREET MACHINERY PARTS | 01-450-000-52150 | 235.68 |
| TOTAL | | | | 1,533.73 |
| TOTAL STREET MACHINERY | | | | 1,533.73 |
| CITY GARAGE | | | | |
| 03075 | CARQUEST OF DOOR COUNTY | REG AIR | 01-460-000-55300 | 52.64 |
| 03075 | | AIR FILTER | 01-460-000-55300 | 3.29 |
| 03075 | | IN LINE FUSE HOLDER | 01-460-000-52700 | 5.22 |
| 03075 | | OIL ABSORBENT | 01-460-000-55300 | 25.08 |
| 03075 | | 9 WAY SLIDE HAMMER | 01-460-000-52700 | 119.69 |
| 04603 | HALRON LUBRICANTS INC | WASTE OIL COLLECTION | 01-460-000-54999 | 52.50 |
| 14000 | NAPA AUTO PARTS | FLOOR DEBRIS PAN | 01-460-000-55300 | 17.49 |
| 19880 | STURGEON BAY UTILITIES | 835 N 14TH AVE SALT SHED | 01-460-000-56150 | 8.24 |
| 19880 | | 835 N 14TH AVE CITY GARAGE | 01-460-000-56150 | 996.05 |
| 19880 | | 835 N 14TH AVE CITY GARAGE | 01-460-000-58650 | 101.30 |
| 22800 | WALMART COMMUNITY | DEHUMIDIFIERS | 01-460-000-54999 | 412.00 |
| 23730 | WPS | 835 N 14TH AVE-CITY GARAGE | 01-460-000-56600 | 152.36 |
| TOTAL | | | | 1,945.86 |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-------------------------|--------------------------------|------------------------------|-------------------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| | | | TOTAL CITY GARAGE | 1,945.86 |
| | | | | |
| HIGHWAYS - GENERAL | | | | |
| 19880 | STURGEON BAY UTILITIES | 3 TRF WARNING LIGHTS | 01-499-000-58000 | 8.25 |
| DEGREEF | GARY DEGREEF | 2016 WORK BOOT REIMB-DEGREEF | 01-499-000-56800 | 100.00 |
| | | | TOTAL | 108.25 |
| | | | TOTAL HIGHWAYS - GENERAL | 108.25 |
| | | | | |
| PARK & RECREATION ADMIN | | | | |
| 15890 | PACK AND SHIP PLUS | NEWSLETTER SHIPPING | 01-500-000-51950 | 47.95 |
| ARBOR | ARBOR DAY FOUNDATION | ANNUAL DUES | 01-500-000-56000 | 15.00 |
| CHASE | JP MORGAN CHASE BANK | TOY STORY MOVIE | 01-500-000-52250 | 500.00 |
| CHASE | | THE GAME PLAN MOVIE | 01-500-000-52250 | 450.00 |
| STAPLES | WISCONSIN DOCUMENT IMAGING LLC | YELLOW TONER | 01-500-000-51250 | 204.46 |
| | | | TOTAL | 1,217.41 |
| | | | TOTAL PARK & RECREATION ADMIN | 1,217.41 |
| | | | | |
| PARKS AND PLAYGROUNDS | | | | |
| 13049 | MAY'S SPORT CENTER | MOWER PARTS | 01-510-000-51900 | 137.98 |
| 19240 | SERVICE MOTOR CO | MOWER PARTS | 01-510-000-58600 | 230.68 |
| 19880 | STURGEON BAY UTILITIES | SUNSET CNTR CONC | 01-510-000-56150 | 196.56 |
| 19880 | | SUNSET CNTR CONC | 01-510-000-58650 | 53.67 |
| 19880 | | FRANK GRASSE MEM SHELTER | 01-510-000-56150 | 87.57 |
| 19880 | | FRANK GRASSE SHELTER | 01-510-000-58650 | 82.49 |
| 19880 | | OTUMBA PARK | 01-510-000-56150 | 96.45 |
| 19880 | | OTUMBA PARK | 01-510-000-58650 | 37.42 |
| 19880 | | WEST SIDE WRMING HSE | 01-510-000-56150 | 265.25 |
| 19880 | | WEST SIDE WRMING HSE | 01-510-000-58650 | 65.39 |
| 19880 | | JAYCEES BALLFLD STAND | 01-510-000-56150 | 31.47 |
| 19880 | | JAYCEES BALLFLD STAND | 01-510-000-58650 | 27.30 |
| 19880 | | OTUMBA PK WALKWAY LITES | 01-510-000-56150 | 25.12 |
| 19880 | | FLORIDA ST/SUNSET PRK | 01-510-000-56150 | 15.44 |
| 19880 | | 835 N 14TH AVE SIGN SHED | 01-510-000-56150 | 19.43 |
| 19880 | | 835 N 14TH AVE SIGN SHED | 01-510-000-58650 | 26.08 |
| 19880 | | CHERRY BLOSSOM PRK | 01-510-000-56150 | 26.42 |
| 19880 | | CHERRY BLOSSOM PRK | 01-510-000-58650 | 34.86 |
| 20725 | T R COCHART TIRE CENTER | TIRE REPAIR | 01-510-000-56250 | 10.00 |
| 20725 | | TIRE REPAIR-KUBOTA MOWER | 01-510-000-53000 | 26.88 |
| 23730 | WPS | 335 N 14TH AVE MEM FLD | 01-510-000-56600 | 29.59 |
| L&P | L&P CONVENIENT STORE SBAY LLC | FUEL -SMALL ENGINES | 01-510-000-51650 | 9.01 |
| | | | TOTAL | 1,535.06 |
| | | | TOTAL PARKS AND PLAYGROUNDS | 1,535.06 |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------------------|--------------------------------|----------------------------|------------------|------------|
| GENERAL FUND | | | | |
| BALLFIELDS | | | | |
| 04545 | DOOR COUNTY COOPERATIVE | DEMON MAX WEED CONTROL | 01-520-000-56500 | 69.12 |
| WARNER | WARNER-WEXEL WHOLESALE & | BATHRM PARTITIONS-BALLFLDS | 01-520-000-54999 | 2,833.16 |
| TOTAL | | | | 2,902.28 |
| TOTAL BALLFIELDS | | | | 2,902.28 |
| MUNICIPAL DOCKS | | | | |
| 19880 | STURGEON BAY UTILITIES | 36 S NEENAH PKG LOT LTS | 01-550-000-56150 | 222.98 |
| 19880 | | 38 S NEENAH AVE PAVILLION | 01-550-000-56150 | 44.69 |
| 19880 | | 38 S NEENAH AVE PAVILLION | 01-550-000-58650 | 21.54 |
| 19880 | | 38 S NEENAH AVE RESTRM | 01-550-000-56150 | 224.03 |
| 19880 | | 38 S NEENAH AVE RESTRM | 01-550-000-58650 | 540.84 |
| 23730 | WPS | 36 S NEENAH AVE RSTRM | 01-550-000-56600 | 27.99 |
| TOTAL | | | | 1,082.07 |
| TOTAL MUNICIPAL DOCKS | | | | 1,082.07 |
| WATERFRONT PARKS & WALKWAYS | | | | |
| 04966 | EAGLE MECHANICAL INC | VALVE INSPECTION AT PARKS | 01-570-000-58999 | 347.88 |
| 19880 | STURGEON BAY UTILITIES | DC MUSEUM WALKWY LITES | 01-570-000-56150 | 14.05 |
| 19880 | | DC MUSEUM PKG LOT LIGHTS | 01-570-000-56150 | 159.91 |
| TOTAL | | | | 521.84 |
| TOTAL WATERFRONT PARKS & WALKWAYS | | | | 521.84 |
| TOTAL GENERAL FUND | | | | 49,441.39 |
| CAPITAL FUND | | | | |
| COMPUTER | | | | |
| 04696 | DOOR COUNTY TREASURER | CITY UPS INSTALL | 10-125-000-59040 | 509.13 |
| TOTAL | | | | 509.13 |
| TOTAL COMPUTER | | | | 509.13 |
| CURB/GUTTER/SIDEWALK | | | | |
| EXPENSE | | | | |
| SEILERBR | SEILER BROS. CONSTRUCTION, INC | N 8TH AVE | 10-440-000-59102 | 8,346.85 |
| TOTAL EXPENSE | | | | 8,346.85 |
| TOTAL CURB/GUTTER/SIDEWALK | | | | 8,346.85 |
| PARKS AND PLAYGROUNDS | | | | |
| EXPENSE | | | | |

INVOICES DUE ON/BEFORE 10/04/2016

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------------------|--------------------------------|-------------------------|------------------|------------|
| CAPITAL FUND | | | | |
| EXPENSE | | | | |
| EXPENSE | | | | |
| SEILERBR | SEILER BROS. CONSTRUCTION, INC | N 8TH AVE-DPW PORTION | 10-510-000-59075 | 747.40 |
| TOTAL EXPENSE | | | | 747.40 |
| TOTAL PARKS AND PLAYGROUNDS | | | | 747.40 |
| TOTAL CAPITAL FUND | | | | 9,603.38 |
| CABLE TV | | | | |
| CABLE TV / GENERAL | | | | |
| CABLE TV / GENERAL | | | | |
| MANN | MANN COMMUNICATIONS, LLC | 10/04/16 CONTRACT | 21-000-000-55015 | 4,685.00 |
| TOTAL CABLE TV / GENERAL | | | | 4,685.00 |
| TOTAL CABLE TV / GENERAL | | | | 4,685.00 |
| TOTAL CABLE TV | | | | 4,685.00 |
| TID #2 DISTRICT | | | | |
| TID DISTRICT #2 | | | | |
| T2 SERIES 2006A | | | | |
| QUARLES | REBECCA A SPECKHARD | GEN OB REF BOND 9/87/16 | 25-320-933-70002 | 15,500.00 |
| TOTAL T2 SERIES 2006A | | | | 15,500.00 |
| TOTAL TID DISTRICT #2 | | | | 15,500.00 |
| TOTAL TID #2 DISTRICT | | | | 15,500.00 |
| SOLID WASTE ENTERPRISE | | | | |
| SOLID WASTE ENTERPRISE FUND | | | | |
| SOLID WASTE ENTERPRISE FUND | | | | |
| 03075 | CARQUEST OF DOOR COUNTY | HI COUNT LED | 60-000-000-53000 | 15.80 |
| 03075 | | HALOGEN SEALED BEAM | 60-000-000-53000 | 6.85 |
| 03075 | | HI COUNT LED | 60-000-000-53000 | 47.40 |
| 03075 | | HOSES | 60-000-000-53000 | 33.12 |
| 18500 | R N O W INC | TIMER RELAY | 60-000-000-53000 | 148.02 |
| 20725 | T R COCHART TIRE CENTER | RECAPS | 60-000-000-52850 | 251.00 |
| APPLY MS | APPLIED MSS | GARBAGE TRUCK REPAIR | 60-000-000-53000 | 156.59 |
| JX ENT | JX ENTERPRISES, INC. | TENSION SPRING | 60-000-000-53000 | 20.41 |
| TOTAL SOLID WASTE ENTERPRISE FUND | | | | 679.19 |
| TOTAL SOLID WASTE ENTERPRISE FUND | | | | 679.19 |
| TOTAL SOLID WASTE ENTERPRISE | | | | 679.19 |
| TOTAL ALL FUNDS | | | | 79,908.96 |

MANUAL CHECKS

| | |
|---|--------------------|
| BENEFIT ADVANTAGE 09/13/16 Check # 80153 August Cobra Fees 01-600-000-50510 | \$25.00 |
| MINNESOTA LIFE INSURANCE 09/13/16 Check # 80154 10/16 Life Insurance 01-600-000-50552 | \$1,956.13 |
| PITNEY BOWES 09/27/16 Check # 80235 Quarterly rental and postage 01-199-000-57250 | \$5,642.00 |
| SOUTHERN DOOR SCHOOL 09/27/16 Check #80236 August Mobile Home Tax 01-000-000-41300 | \$237.67 |
| STURGEON BAY SCHOOLS 09/27/16 Check #80049 July Mobile Home Tax –Door Sandhill & August Mobile Home Tax 01-000-000-41300 | \$3,738.99 |
| SUN LIFE FINANCIAL 08/27/16 Check # 80238 October Short and Long Term Disability 01-000-000-21545 | \$1,897.46 |
| SUPERIOR VISION INSURANCE 09/27/16 Check # 80239 October Vision Insurance | \$775.95 |
| TOTAL MANUAL CHECKS | \$14,273.20 |

INVOICES DUE ON/BEFORE 10/04/2016

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

| | | |
|------------------------|-----------|----------------------|
| GENERAL FUND | 49,441.39 | 63,714.59 |
| CAPITAL FUND | 9,603.38 | |
| CABLE TV | 4,685.00 | |
| TID #2 DISTRICT | 15,500.00 | |
| SOLID WASTE ENTERPRISE | 679.19 | |
| TOTAL --- ALL FUNDS | 79,908.96 | 94,182.14 |

Stewart Zett 9-27-16

David Ward 9-27-16

David Ward 9-27-16

COMMON COUNCIL
September 20, 2016

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

Ward/Catarozoli to adopt agenda. Carried.

The following people spoke during public comment on agenda items: Russ Cockburn, 153 S. 3rd Ave; Scott Moore, 947 Pennsylvania St; Jamie Kerscher and Jaci Baermann, 6703 Hwy 42/57.

Fett/Stults to approve the following bills - General Fund - \$478,132.00, Capital Fund - \$197,283.63, Cable TV - \$202.39, TID #2 - \$9,723,811.90, TID #3 - \$128,631.25, TID #4 - \$22,488.00 and Solid Waste Enterprise Fund - \$17,975.88 for a grand total of \$10,568,525.05. Carried.

Stults/Wiesner to approve consent agenda:

- a. Approval of 9/6/16 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Bicycle & Pedestrian Advisory Board – 8/25/16
 - (2) Finance/Purchasing & Building Committee – 8/30/16
 - (3) Community Protection & Services Committee – 9/8/16
 - (4) Aesthetic Design & Site Plan Review Board – 9/12/16
- c. Place the following reports on file:
 - (1) Inspection Department Report – July 2016
 - (2) Inspection Department Report – August 2016
 - (3) Fire Department Report – August 2016
 - (4) Police Department Report – August 2016
- d. Consideration of: Approval of beverage operator licenses.
- e. Consideration of: Approval of Combination Class B Beer and Class B Liquor license for Old Mexico Mexican Bar & Grill Inc.
- f. Consideration of: Approval of Street Closure Application for Sturgeon Bay Visitor Center – Thrills on Third Avenue.

Carried.

There were no mayoral appointments.

Vandertie/Catarozoli to read in title only and adopt the second reading of ordinance re: Repeal and Recreate Section 10.19(1) of the Municipal Code – Noxious Weeds. Carried.

RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to repeal and recreate City of Sturgeon Bay Fire Department ordinances as attached.

Respectfully submitted,
By: Richard Wiesner, Chr.

Wiesner/Catarozoli to adopt. Carried.

Wiesner/Catarozoli to read in title only the first reading of ordinance re: Repeal and recreate portions of Section 6 of the Municipal Code – Fire Department Codes. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend entering into another three year contract with SRO Events in an amount not to exceed \$26,900 per year.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Stewart Fett, Chr.

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

RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to approve the renewal of the 2016-2017 Combination Class B Liquor/Beer license for the Sturgeon Bay Jaycees.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Rick Wiesner, Chr.

Wiesner/Catarozoli to adopt. Carried.

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

The following people spoke during public comment on non-agenda items: Chris Kellems, 120 Alabama St. and Scott Moore, 947 Pennsylvania St.

The Mayor did not have any comments.

After the Mayor announced the statutory basis, Fett/Wiesner to convene in closed session in accordance with the following exemptions: a. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis. Stats. 19.85(g) – Consideration of: Friends of Sturgeon Bay Public Waterfront et al v. City of Sturgeon Bay and Sturgeon Bay Waterfront Redevelopment Authority and; b. 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: Amendments to Development Contract with Sawyer Hotel Development, LLC. Roll call: Carried with Gregory voting no.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

FINANCE/PURCHASING & BUILDING COMMITTEE
September 13, 2016

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Fett in the Council Chambers, City Hall. Roll call: Alderpersons Fett, Stults and Ward were present. Also present: Finance Director/City Treasurer and Receptionist Metzger.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Debt Issuance for Tandem Axle Truck and Fire Truck.
4. Consideration of: Debt Issuance for Fire Department Equipment: Radio Headset and Turnout Gear and Police Department Body Cameras.
5. Consideration of: Debt Issuance for Road Improvements.
6. Review of unfinished business list.
7. Review bills.
8. Adjourn.

Carried.

Consideration of: Debt Issuance for Tandem Axle Truck and Fire Truck:

Finance Director/City Treasurer Clarizio stated the Tandem axle truck and Fire truck were both scheduled for borrowing. The loan is in the amount of \$409,509.00 with a payback period of five years and an interest rate of 2.50%.

Moved by Alderperson Stults, seconded by Alderperson Ward to recommend to Common Council to approve and authorize the Mayor and City Clerk to make application for a loan with the State of Wisconsin Board of Commissioners of Public Lands in the amount of \$409,500.00 with an interest rate of 2.50%, and a payback period of 5 years, for the purpose of purchasing a DPW truck and fire truck. Carried.

Consideration of: Debt Issuance for Fire Department Equipment: Radio Headset and Turnout Gear and Police Department Body Cameras:

Finance Director/City Treasurer Clarizio stated this loan is in the amount of \$36,300.00 with a three year payback period and an interest rate of 2.50%.

Moved by Alderperson Ward, seconded by Alderperson Stults to recommend to Common Council to approve and authorize the Mayor and City Clerk to make application for a loan with the State of Wisconsin Board of Commissioners of Public Lands in the amount of \$36,300.00 with an interest rate of 2.50%, and a payback period of 3 years, for the purpose of purchasing fire department equipment, a truck radio and body cameras. Carried.

Consideration of: Debt Issuance for Road Improvements:

Finance Director/City Treasurer Clarizio stated this loan is in the amount of \$100,605.00 with a ten year payback period and an interest rate of 3.0%.

Moved by Alderperson Stults, seconded by Alderperson Ward to recommend to Common Council to approve and authorize the Mayor and City Clerk to make application for a loan with the State of

Wisconsin Board of Commissioners of Public Lands in the amount of \$100,605.00 with an interest rate of 3.00%, and a payback period of 10 years, for road improvements. Carried.

There were no items on the unfinished business list.

Review bills

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

Moved by Alderperson Stults, seconded by Alderperson Ward to adjourn. Carried. The meeting adjourned at 4:16 pm.

Respectfully submitted,


Tricia Metz

CITY PLAN COMMISSION
Wednesday, September 21, 2016

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

Roll call: Members Rick Wiesner, Steven Hurley, Dennis Statz, Mike Gilson, Bob Starr, and Ron Vandertie were present. Excused: Member Jeff Norland. Also present were Planner/Zoning Administrator Ryan Kernosky, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Starr, seconded by Mr. Statz to adopt the following agenda by removing Item #7:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from July 20, 2016.
4. Presentation of: Zoning map amendment from Two-Family Residential (R-3) to Mixed Commercial Residential (C-5), for Maser DC 1, LLC, for a vacant parcel located on Iowa Street, between N. 5th Avenue and N. 6th Avenue, parcel #281-10-85400101.
5. Consideration of: Zoning Code amendment relating to minimum roof pitch for dwellings.
6. Consideration of: Elimination of the Waterfront Design Review Code.
- ~~7. Consideration of: Sign code update.~~
8. Public comment on Plan Commission related items.
9. Adjourn.

Carried.

Approval of minutes from July 20, 2016: Moved by Mr. Gilson, seconded by Mr. Hurley to approve the minutes from July 20, 2016. All ayes. Carried.

Presentation of: Zoning map amendment from Two-Family Residential (R-3) to Mixed Commercial Residential (C-5), for Maser DC 1, LLC, for a vacant parcel located on Iowa Street, between N. 5th Avenue and N. 6th Avenue, parcel #281-10-85400101: Mr. Kernosky stated that Maser DC 1, LLC, represented by Peter Hurth and Elliot Goettelman, are petitioning to rezone a vacant parcel from R-3 to C-5. Baudhuin Inc. has relocated into the former Wellness Center located across the alley from the subject parcel. They are proposing to build a storage shed and parking on the vacant parcel. According to the zoning code, the only options would be to rezone the parcel, go through the PUD process, obtain a variance, or build a home with an accessory structure. Rezoning the property would be the only realistic option for that parcel.

Peter Hurth presented the request for rezoning. Maser DC 1, LLC owns the property that Baudhuin now occupies on the 2nd floor. They are currently looking for a tenant for the first floor. There are currently five parking stalls on site. They have two survey trucks and seven employees. Parking is an issue. Maser DC 1, LLC has put in an offer to purchase the vacant lot, owned by Elliot Goettelman. They would like to install a minimum of five stalls for their survey trucks and employees and free up the existing parking for future first floor tenants. They would also like to construct a storage facility to store their equipment for their surveying company. They are currently renting a large storage unit for their equipment and 4-wheeler.

Mr. Olejniczak added that the Aesthetic Design & Site Plan Review Board would have to review any permits for a storage facility and review the site plan for the property.

Mr. Starr wondered if in the future they would be able to add a couple of more parking spaces. He also suggested to do some landscaping on the property.

Mr. Hurth stated that Mr. Goettelman previously received a variance to construct a duplex on the lot, but did not go through with the project.

Mr. Olejniczak wondered if sometime in the future Maser DC 1, LLC sells the property and what would then happen to that parcel. Occasionally, the City had put conditions on limiting the uses of the property. C-5 zoning still allows residential uses.

Mr. Kernosky mentioned that the rezoning is for the storage building. The parking lot can be done anytime as long as it meets codes.

Mr. Hurley wondered if there was an option of combining the parcels. Mr. Hurth responded that it would be difficult with the alley located between the two parcels.

Mr. Olejniczak added that a public hearing will be held in October. The neighbors will be notified of the public hearing.

Mr. Vandertie asked that a landscaping plan be brought along to the public hearing.

Consideration of: Zoning Code amendment relating to minimum roof pitch for dwellings: Mr. Kernosky stated that previously it was brought up at Plan Commission to either remove or amending the zoning code as it relates to roof pitch minimum. A recommendation was sent to Council to retain the roof pitch minimum in the code, but if someone wanted a less than 4:12 pitch, they would have to go before the Aesthetic Design & Site Plan Review Board for their approval. A public hearing was held at Council and they voted to eliminate the roof pitch requirement all together. It was then sent back to Plan Commission with an amendment to the recommendation striking the roof pitch minimum completely from the Zoning Code. A recommendation would then go back to Council to either keep the 4:12 pitch, with the Aesthetic Design & Site Plan Review Board reviewing it, take the amendment from Council and recommend it back to Council, or just ignore it.

Mr. Wiesner stated that there are certain roof pitches we need to keep. At some point it could be eliminated. He would like to see the original recommendation that was sent to Council be sent back again. Mr. Starr agreed. If eliminated, neighbors have no input.

After further discussion, it was moved by Mr. Starr, seconded by Mr. Statz to recommend to Council to amend Section 20.07(7)(c) of the Municipal Code (Zoning Code) as follows:

(c) Have a roof with a minimum pitch of four feet in height for each 12 feet in width, unless a lesser pitch is approved by the Aesthetic Design & Site Plan Review Board.

All ayes. Carried.

Consideration of: Elimination of the Waterfront Design Review Code: Mr. Olejniczak explained that the City has several different design review ordinances affecting different parts of the City. Recently, an overall Aesthetic Design & Site Plan Review Code was adopted in

the ordinance, which involves the entire City except for single and two-family developments and the historic, industrial, and waterfront redevelopment districts that are governed by different codes. At that time there was discussion about combining some of these districts. There have recently been a couple of member openings on the Waterfront Design Review Board and it was felt to see if there was an interest in combining the WDRB and the Aesthetic Design & Site Plan Review Board. The Waterfront Redevelopment Authority asked that the City talk to the Boards and there was no major objection to it. The WRA passed a recommendation to Council to eliminate the Waterfront Design Review Code and in exchange go from a five member Aesthetic Design Board to a seven member board.

A short discussion took place. Moved by Mr. Vandertie, seconded by Mr. Statz to recommend to combine the Waterfront Design Review Code and Aesthetic Design & Site Plan Review Code with the addition that two additional members be added to the Aesthetic Design & Site Plan Review Board. All ayes. Carried.

Public comment on Plan Commission related items: Mr. Olejniczak mentioned that Doneff has not followed through with their conditional use application for the apartments. They questioned whether it was financially feasible for them to continue.

Adjourn: Moved by Mr. Starr, seconded by Mr. Hurley to adjourn. Carried. Meeting adjourned at 7:38 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

**Bicycle and Pedestrian Advisory Board Meeting Minutes
Thursday, September 22, 2016**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 3:35 p.m. by Chairperson Jerry Stults in the 2nd floor Conference Room, City Hall, 421 Michigan Street.

Roll Call: Members Chad Shefchik, Laurel Brooks, Becky Kerwin, Mark Jinkins, and Rhonda Kolberg were present. Member Mark Smullen was absent. Also present were Josh VanLieshout and Police Assistant Candy Jeanquart.

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

1. Roll call.
 2. Approval of agenda.
 3. Public comment on agenda items
 4. Approval of minutes from August 25, 2016.
 5. Update of: Bike Rack Project
 6. Discussion of: Stencil/Signage for around schools and crosswalks
 7. Discussion of: Bikes on Sidewalks
 8. Discussion of: Website updates
 9. Discussion of: Development of Bicycle/Pedestrian Safety Tips/Media Outlets
 10. Discussion of: Painting crosswalks
 11. Presentation of: Remaining 2020 of 5 Year Capital Plan – Chad Shefchik
 12. Public comment on non agenda items
 13. Consideration of: Future agenda items or request to refer to City Committee
 14. Adjourn
- All in favor. Carried.

Public Comment on Agenda Items: No public present.

Approval of minutes from August 25, 2016: Moved by Ms. Kolberg, Seconded by Ms. Brooks to approve the minutes from August 25, 2016. **All in favor. Carried.**

Update of: Bike Rack Project: Mr. Shefchik explained the steel from Bayship needs to be pretreated and sandblasted before going to NWTC. There is no date set at this time and Bayship will contact Matt at NWTC when the material is ready. After the bike racks are completed by NWTC, they will go back to Bayship to be sandblasted and painted.

A "Thank you" will be done via the website and press release to Bayship and NWTC with a picture of the completed bike racks.

Discussion of: Stencil/Signage for around schools and crosswalks: Mr. Shefchik suggested public announcements and education on crosswalk safety in the schools. To stencil would cause distraction and would not look good in the long run. It was suggested the current signs be lowered, however legally have to be posted 6 feet up. No further action at this time.

Discussion of: Bikes on Sidewalks: No specific issues or concerns being addressed. No further action at this time.

Discussion of: Website Updates: Ms. Kerwin will be responsible for any changes to the website. For the next meeting Ms. Kerwin will review the website and bring any suggestions for changes/updates to the committee for approval.

Discussion of: Development of Bicycle/Pedestrian Safety Tips / Media Outlets: Mr. Stults asked if there is a member of the board willing to be the main person in charge of this topic. Mr. Jinkins feels the Sturgeon Bay Police Department should be involved. Mr. Shefchik suggested this topic be the main focus of Bicycle and Pedestrian Advisory Board and then provides information to the Sturgeon Bay Police Department to hand out. In addition, a variety of topics could be grouped to be applicable to the given season or time of year and the information could be shared with the public by determining appropriate media outlets. Ms. Kerwin suggested working with Mr. Smullen and the Visitor Center to help promote. Ms. Kolberg explained there are many websites to gather information and ideas. What is needed is a person in charge to measure the effectiveness of the media outlets. Mr. Jinkins suggested inviting the Visitor Center and a Sturgeon Bay Police Department representative to the next meeting. Ms. Kolberg will research the websites for resources for the board to use and start with the process of tips and media outlets for the next meeting.

Discussion of: Painting Crosswalks: No discussion. No further action at this time.

Presentation of: Remaining 2020 of 5 Year Capital Plan – Chad Shefchik: No Discussion

Public Comment on Non Agenda Items: No public present.

Mr. VanLieshout left: 4:25pm

Consideration of: Future Agenda items or request to refer to City Committee:

- Discussion of: Website Updates
- Discussion of: Development of Bicycle/Pedestrian Safety Tips and Media Outlets
- Presentation of: Remaining 2020 of 5 Year Capital Plan

Adjourned at 4:35 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

COMMUNITY PROTECTION & SERVICES COMMITTEE
September 22, 2016

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Wiesner in Council Chambers, City Hall. **Roll Call:** Members Mr. Wiesner and Ms. Catarozoli and Mr. Ward were present. Also present was City Administrator Josh VanLieshout, City Staff Member Captain Brinkman.

Moved by Ms. Catarozoli, seconded by Mr. Ward to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public Hearing: Request from Ralph Thomas Hoffman, 1 Anytimeride, LLC to operate taxicab in the City of Sturgeon Bay.
4. Adjourn

Carried.

Public Hearing

Ralph Thomas Hoffman, 11015 Cty. Rd. Y, Union, WI

Mr. Hoffman requested to apply for a taxi cab license for the City of Sturgeon Bay; operating at 1anytimeride, LLC. He states he does not believe there are enough cabs operating in the city, and feels there should be another service. His company would offer rides 24 hours a day, 7 days a week. He has plenty of staff ready to work. Mr. Wiesner offered that Mr. Hoffman has everything requested in regards to applying for a taxicab service in order. There were no additional questions from Mr. Ward or Ms. Catarozoli. Mr. VanLieShout and Captain Brinkman did not have any objection to granting Mr. Hoffman a taxicab license. Captain Brinkman expressed that Chief of Police Porter was not opposed as well.

Public Hearing Closed

Mr. Wiesner, committee chairperson, would like to have a recommendation fast-tracked onto the council agenda for October 4, 2016.

Moved by Mr. Ward, seconded by Ms. Catarozoli to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 4:47 p.m.

Respectfully submitted,



Sarah Spude-Olson
Police Department
Administrative Office Manager

COMMUNITY PROTECTION & SERVICES COMMITTEE
September 28, 2016

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Wiesner in Council Chambers, City Hall. **Roll Call:** Members Mr. Wiesner and Ms. Catarozoli and Mr. Ward were present. Also present was City Administrator Josh VanLieshout, City Staff Member Chief Porter.

Moved by Ms. Catarozoli, seconded by Mr. Ward to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Request from Ralph Thomas Hoffman, 1 Anytimeride, LLC to operate taxicab in the City of Sturgeon Bay.
4. Adjourn

Carried.

Consideration of: Request from Ralph Thomas Hoffman, 1 Anytimeride, LLC to operate taxicab in the City of Sturgeon Bay

History: At the September 22, 2016 Community Protection and Service Committee meeting Mr. Hoffman requested to apply for a taxi cab license for the City of Sturgeon Bay; operating at 1anytimeride, LLC. There was a public hearing with no objection.

Moved by Ms. Catarozoli, seconded by Mr. Ward that the Community Protection & Services Committee recommends to Common Council to approve the request from Ralph Thomas Hoffman, 1 Anytimeride, LLC to operate taxicab in the City of Sturgeon Bay.. All ayes. Carried.

Moved by Ms. Catarozoli, seconded by Mr. Ward to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 4:31 p.m.

Respectfully submitted,

Sarah Spude-Olson
Police Department
Administrative Office Manager

August 2016 BANK RECONCILIATION

CHECKING ACCOUNTS

INVESTMENT ACCOUNTS

| GENERAL FUND | WDF | SNAP | GENERAL/CAPITAL FUND |
|-------------------|--------------|------------|----------------------|
| BAYLAKE | BAYLAKE | BAYLAKE | INVESTMENTS |
| PRIOR G/L BALANCE | | | |
| REVENUE | 3,334,527.96 | 324,022.50 | 4,977.16 |
| DISBURSEMENTS | 2,846,702.38 | 16,544.88 | 612.00 |
| AMOUNT IN TRANSIT | 1,588,154.22 | 0.00 | 1,009.00 |
| ADJUSTMENTS | 0.00 | 0.00 | 0.00 |
| ENDING BALANCE | 7,890.31 | 0.00 | 0.00 |
| | 4,600,966.43 | 340,567.38 | 4,580.16 |

| | | | |
|-------------------|--------------|------------|----------|
| BANK BALANCE | 4,661,352.46 | 340,567.38 | 4,580.16 |
| LESS OUTS, CHECKS | 60,386.03 | 0.00 | 0.00 |
| | 4,600,966.43 | 340,567.38 | 4,580.16 |

SAVINGS ACCOUNTS

| GENERAL FUND | GENERAL FUND | TIF #1 DEBT | WDF | CAPITAL - BUILDING DEBT | CAPITAL - EH RD | TIF #3 DEBT | TIF #3 CONSTRUCTION |
|-------------------|---------------------|-------------|------------|-------------------------|-----------------|-------------|---------------------|
| STATE - #2 | BAYLAKE BANK - MMBA | STATE - #11 | STATE - #4 | STATE - #9 | STATE - #15 | STATE - #08 | STATE - #14 |
| PRIOR G/L BALANCE | 2,450,953.65 | 27,493.24 | 627,588.60 | 105,571.36 | 5,977.17 | 21,488.41 | 89,538.26 |
| REVENUE | 259,852.33 | 3,361.16 | 177,191.43 | 38.05 | 2.15 | 7.74 | 32.27 |
| DISBURSEMENTS | 529,464.46 | 265.66 | 583,376.90 | 0.00 | 0.00 | 0.00 | 0.00 |
| AMOUNT IN TRANSIT | 0.00 | 3,360.93 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ADJUSTMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ENDING BALANCE | 2,181,341.52 | 27,227.81 | 221,403.13 | 105,609.41 | 5,979.32 | 21,496.15 | 89,570.53 |
| | 2,181,341.52 | 27,227.81 | 221,403.13 | 105,609.41 | 5,979.32 | 21,496.15 | 89,570.53 |

| TIF #2 | TIF #2 | TIF #2 DEBT 98A&B | TIF #2 AMENDED AREA | TIF #2 AMENDED AREA | TIF #2 WFRDA DEBT RES. | TIF #4 DEBT SVC | TID #4 CONSTRUCTION |
|-------------------|------------|-------------------|----------------------|-----------------------|------------------------|-----------------|---------------------|
| BAYLAKE - MMBA | STATE - #3 | STATE - #10 | CONST. - STATE - #06 | CAP INT. - STATE - #7 | STATE - #13 | STATE - #12 | STATE - #01 |
| PRIOR G/L BALANCE | 3,728.00 | 56,900.52 | 732,682.21 | 56,830.23 | 5,998.93 | 1,554,889.83 | 1,752,879.47 |
| REVENUE | 0.03 | 20.51 | 820,311.47 | 20.48 | 62,403.21 | 596.40 | 631.71 |
| DISBURSEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| AMOUNT IN TRANSIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ADJUSTMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ENDING BALANCE | 3,728.03 | 56,921.03 | 1,552,993.68 | 56,850.71 | 68,402.14 | 1,655,486.23 | 1,753,511.18 |
| | 3,728.03 | 56,921.03 | 1,552,993.68 | 56,850.71 | 68,402.14 | 1,655,486.23 | 1,753,511.18 |

9/27/2016

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 8 PERIODS ENDING AUGUST 31, 2016

| DEPARTMENT DESCRIPTION | AUGUST | | VARI- ANCE | FISCAL | | YEAR-TO-DATE ACTUAL | VARI- ANCE |
|----------------------------------|------------|--------------|---------------|----------------|--------------|------------------------|---------------|
| | BUDGET | ACTUAL | | YEAR BUDGET | ACTUAL | | |
| REVENUES | 931,337.97 | 1,742,820.08 | 87.1 | 11,176,055.00 | 7,509,349.27 | (32.8) | |
| GENERAL FUND | 931,337.97 | 1,742,820.08 | 87.1 | 11,176,055.00 | 7,509,349.27 | (32.8) | |
| TOTAL REVENUES | 931,337.97 | 1,742,820.08 | 87.1 | 11,176,055.00 | 7,509,349.27 | (32.8) | |
| EXPENSES | 66,337.90 | 322,570.37 | (386.2) | 796,055.00 | 463,709.25 | 41.7 | |
| GENERAL FUND | 66,337.90 | 322,570.37 | (386.2) | 796,055.00 | 463,709.25 | 41.7 | |
| MAYOR | 1,044.99 | 1,077.72 | (3.1) | 12,540.00 | 7,962.56 | 36.5 | |
| CITY COUNCIL | 4,792.50 | 4,521.30 | 5.6 | 57,510.00 | 39,014.94 | 32.1 | |
| LAW/LEGAL | 4,583.33 | 3,955.00 | 13.7 | 55,000.00 | 20,673.00 | 62.4 | |
| CITY CLERK-TREASURER | 31,849.57 | 27,814.18 | 12.6 | 382,195.00 | 249,561.90 | 34.7 | |
| ADMINISTRATION | 11,525.43 | 9,836.10 | 14.6 | 138,305.00 | 86,799.87 | 47.1 | |
| COMPUTER | 4,383.33 | 2,916.66 | 33.4 | 52,600.00 | 27,793.27 | 37.2 | |
| CITY ASSESSOR | 8,258.32 | 6,194.72 | 24.9 | 99,100.00 | 60,177.83 | 39.2 | |
| BOARD OF REVIEW | 126.66 | 236.75 | (86.9) | 1,520.00 | 538.25 | 64.5 | |
| BUILDING/ZONING CODE ENFORCEMENT | 5,498.75 | 336.24 | 93.8 | 65,985.00 | 31,644.92 | 52.0 | |
| MUNICIPAL SERVICES ADMIN. | 18,217.92 | 15,429.70 | 15.3 | 218,615.00 | 142,763.53 | 34.6 | |
| PUBLIC WORKS ADMINISTRATION | 20,347.49 | 18,550.50 | 8.8 | 244,170.00 | 156,448.29 | 35.9 | |
| ELECTIONS DEPARTMENT | 1,717.50 | 4,293.86 | (150.0) | 20,610.00 | 13,886.19 | 32.6 | |
| CITY HALL | 12,296.66 | 10,353.07 | 15.8 | 147,560.00 | 77,351.29 | 47.5 | |
| INSURANCE | 35,175.84 | 32,708.00 | 7.0 | 422,110.00 | 311,558.86 | 26.1 | |
| GENERAL EXPENDITURES | 120,063.33 | 811.30 | 99.3 | 1,440,760.00 | 45,688.55 | 96.8 | |
| POLICE DEPARTMENT | 33,284.57 | 31,157.23 | 6.3 | 399,415.00 | 258,943.35 | 35.1 | |
| PATROL BOAT | 1,056.25 | 1,506.95 | (42.6) | 12,675.00 | 4,355.04 | 65.6 | |
| PARKING ENFORCEMENT | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 | |
| POLICE DEPARTMENT/PATROL | 167,066.65 | 153,392.98 | 8.1 | 2,004,800.00 | 1,213,827.90 | 39.4 | |
| POLICE DEPT. / INVESTIGATIONS | 11,219.18 | 9,054.17 | 19.2 | 134,630.00 | 97,894.15 | 27.2 | |
| FIRE DEPARTMENT | 154,309.98 | 140,393.69 | 9.0 | 1,851,720.00 | 1,201,390.58 | 35.1 | |
| STORM SEWERS | 2,780.42 | 3,906.19 | (40.4) | 33,365.00 | 9,337.07 | 72.0 | |
| SOLID WASTE MGMT/SPRING/FALL | 4,117.10 | 7,10.91 | 82.7 | 49,405.00 | 6,606.50 | 86.6 | |
| COMPOST/SOLID WASTE SITE | 2,619.58 | 6,858.21 | (161.8) | 31,435.00 | 12,965.14 | 58.7 | |
| STREET SWEEPING | 3,230.43 | 3,194.18 | 1.1 | 38,765.00 | 21,604.85 | 44.2 | |
| WEED ABATEMENT | 783.34 | 633.37 | 19.1 | 9,400.00 | 990.31 | 89.4 | |
| ROADWAYS/STREETS | 14,846.26 | 20,026.15 | (34.8) | 178,155.00 | 139,837.75 | 21.5 | |
| SNOW REMOVAL | 16,845.41 | 696.00 | 95.8 | 202,145.00 | 112,783.85 | 44.2 | |
| STREET SIGNS AND MARKINGS | 4,562.51 | 4,480.29 | 1.8 | 54,750.00 | 40,569.70 | 25.9 | |
| CURB/GUTTER/SIDEWALK | 1,241.67 | 1,278.39 | (2.9) | 14,900.00 | 1,553.71 | 89.5 | |
| STREET MACHINERY | 14,195.00 | 7,565.86 | 46.7 | 170,340.00 | 89,845.70 | 47.2 | |
| CITY GARAGE | 5,204.99 | 1,663.20 | 68.0 | 62,460.00 | 36,144.37 | 42.1 | |
| CELEBRATION & ENTERTAINMENT | 4,183.33 | 1,826.38 | 56.3 | 50,200.00 | 40,518.37 | 19.2 | |
| HIGHWAYS - GENERAL | 42,399.59 | 33,612.73 | 20.7 | 508,795.00 | 291,442.08 | 42.7 | |
| PARK & RECREATION ADMIN | 9,289.59 | 8,909.85 | 4.0 | 111,475.00 | 72,850.62 | 34.6 | |
| PARKS AND PLAYGROUNDS | 32,956.66 | 36,047.67 | (9.3) | 395,480.00 | 261,912.30 | 33.7 | |
| BALDFIELD | 2,657.92 | 5,491.36 | (106.6) | 31,895.00 | 23,025.13 | 27.8 | |
| ICE RINKS | 868.75 | 0.00 | 100.0 | 10,425.00 | 10,513.45 | (0.8) | |
| BEACHES | 101.25 | 0.00 | 100.0 | 1,215.00 | 0.00 | 100.0 | |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 8 PERIODS ENDING

| DEPARTMENT DESCRIPTION | AUGUST 31, 2016 | | FISCAL YEAR BUDGET | FISCAL YEAR-TO-DATE ACTUAL | % |
|-------------------------------|-----------------|---------------|--------------------|----------------------------|--------|
| | AUGUST BUDGET | AUGUST ACTUAL | | | |
| EXPENSES | | | | | |
| MUNICIPAL DOCKS | 4,107.09 | 6,310.95 | 49,285.00 | 28,611.39 | 41.9 |
| WATER WEED MANAGEMENT | 7,959.58 | 20,044.63 | 95,515.00 | 43,476.38 | 54.4 |
| WATERFRONT PARKS & WALKWAYS | 5,055.01 | 7,735.88 | 60,660.00 | 40,071.00 | 33.9 |
| EMPLOYEE BENEFITS | 2,054.18 | 1,029.52 | 24,650.00 | 10,612.16 | 56.9 |
| PUBLIC FACILITIES | 6,361.67 | 21,364.82 | 76,340.00 | 56,028.99 | 26.6 |
| BOARDS AND COMMISSIONS | 43.75 | 0.00 | 525.00 | 132.32 | 74.7 |
| COMMUNITY & ECONOMIC DEVLPMNT | 29,716.66 | 30,423.34 | 356,600.00 | 245,103.96 | 31.2 |
| TOTAL EXPENSES | 931,337.89 | 1,020,920.37 | 11,176,055.00 | 6,108,520.62 | 45.3 |
| REVENUES | | | | | |
| TOTAL FUND REVENUES | 931,337.97 | 1,742,820.08 | 11,176,055.00 | 7,509,349.27 | (32.8) |
| TOTAL FUND EXPENSES | 931,337.89 | 1,020,920.37 | 11,176,055.00 | 6,108,520.62 | 45.3 |
| SURPLUS (DEFICIT) | 0.08 | 721,899.71 | 0.00 | 1,400,828.65 | 100.0 |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
 FOR 8 PERIODS ENDING

AUGUST 31, 2016
 %
 VARI-

FISCAL
 YEAR
 BUDGET

FISCAL
 YEAR-TO-DATE
 ACTUAL

%
 VARI-

DEPARTMENT DESCRIPTION

REVENUES

| | | | | | | |
|----------------|------------|------------|-------|--------------|--------------|--------|
| TOTAL REVENUES | 201,495.50 | 536,712.54 | 166.3 | 2,417,946.00 | 1,564,470.14 | (35.2) |
|----------------|------------|------------|-------|--------------|--------------|--------|

EXPENSES

| | | | | | | |
|--------------------------------|------------|------------|----------|--------------|--------------|---------|
| CITY CLERK-TREASURER | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| ADMINISTRATION | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| COMPUTER | 1,500.00 | 62.25 | 95.8 | 18,000.00 | 2,433.14 | 86.4 |
| CITY ASSESSOR | 833.33 | 0.00 | 100.0 | 10,000.00 | 0.00 | 100.0 |
| MUNICIPAL SERVICES ADMIN. | 2,083.33 | 0.00 | 100.0 | 25,000.00 | 22,505.50 | 9.9 |
| ELECTIONS | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| CITY HALL | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| GENERAL EXPENDITURES | 7,916.66 | 0.00 | 100.0 | 95,000.00 | 319,153.10 | (235.9) |
| POLICE DEPARTMENT | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| PATROL | 11,466.66 | 0.00 | 100.0 | 137,600.00 | 77,029.21 | 44.0 |
| POLICE DEPT. / INVESTIGATIONS | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| FIRE DEPARTMENT | 44,128.83 | 198,788.00 | (350.4) | 529,546.00 | 349,246.46 | 34.0 |
| STORM SEWERS | 25,225.00 | 155.76 | 99.3 | 302,700.00 | 295,804.28 | 2.2 |
| SOLID WASTE MGMT/REFUSE/RECYCL | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| ROADWAYS/STREETS | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| SNOW REMOVAL | 77,300.00 | 1,742.24 | 97.7 | 927,600.00 | 398,585.68 | 57.0 |
| CURB/GUTTER/SIDEWALK | 416.67 | 0.00 | 100.0 | 5,000.00 | 3,530.00 | 29.4 |
| CITY GARAGE | 15,000.00 | 0.00 | 100.0 | 180,000.00 | 83,668.87 | 53.5 |
| PARKS AND PLAYGROUNDS | 833.33 | 2,568.50 | (208.2) | 10,000.00 | 2,568.50 | 74.3 |
| BALLFIELDS | 6,291.67 | 149,910.80 | (2282.6) | 75,500.00 | 192,739.34 | (155.2) |
| ICE RINKS | 4,416.67 | 0.00 | 100.0 | 53,000.00 | 100.0 | 100.0 |
| BEACHES | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| MUNICIPAL DOCKS | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| WATER WEED MANAGEMENT | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| WATERFRONT PARKS & WALKWAYS | 5,000.00 | 0.00 | 100.0 | 60,000.00 | 0.00 | 100.0 |
| SANITARY & WATER MAIN | 541.66 | 0.00 | 100.0 | 6,500.00 | 4,228.50 | 34.9 |
| PUBLIC FACILITIES | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| COMMUNITY & ECONOMIC DEVLPMNT | 0.00 | 0.00 | 0.0 | 0.00 | 0.00 | 0.0 |
| TOTAL EXPENSES | 202,953.81 | 353,227.55 | (74.0) | 2,435,446.00 | 1,751,492.58 | 28.0 |

| | | | | | | |
|---------------------|------------|------------|----------|--------------|--------------|--------|
| TOTAL FUND REVENUES | 201,495.50 | 536,712.54 | 166.3 | 2,417,946.00 | 1,564,470.14 | (35.2) |
| TOTAL FUND EXPENSES | 202,953.81 | 353,227.55 | (74.0) | 2,435,446.00 | 1,751,492.58 | 28.0 |
| SURPLUS (DEFICIT) | (1,458.31) | 183,484.99 | (2682.0) | (17,500.00) | (187,022.44) | 968.6 |

CITY OF SURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

| DEPARTMENT DESCRIPTION | FOR FUND: CABLE TV | | AUGUST 31, 2016 | | FISCAL YEAR | | FISCAL YEAR-TO-DATE | |
|------------------------|----------------------|---------------|-----------------|-------------|-------------|--------|---------------------|--|
| | FOR 8 PERIODS ENDING | AUGUST BUDGET | AUGUST ACTUAL | % VARI-ANCE | BUDGET | ACTUAL | % VARI-ANCE | |
| REVENUES | | | | | | | | |
| CABLE TV / GENERAL | 11,250.00 | 35,178.50 | 212.6 | 135,000.00 | 105,043.56 | (22.1) | | |
| TOTAL REVENUES | 11,250.00 | 35,178.50 | 212.6 | 135,000.00 | 105,043.56 | (22.1) | | |
| EXPENSES | | | | | | | | |
| CABLE TV / GENERAL | 8,775.00 | 4,964.54 | 43.4 | 105,300.00 | 41,441.44 | 60.6 | | |
| TOTAL EXPENSES | 8,775.00 | 4,964.54 | 43.4 | 105,300.00 | 41,441.44 | 60.6 | | |
| TOTAL FUND REVENUES | 11,250.00 | 35,178.50 | 212.6 | 135,000.00 | 105,043.56 | (22.1) | | |
| TOTAL FUND EXPENSES | 8,775.00 | 4,964.54 | 43.4 | 105,300.00 | 41,441.44 | 60.6 | | |
| SURPLUS (DEFICIT) | 2,475.00 | 30,213.96 | 1120.7 | 29,700.00 | 63,602.12 | 114.1 | | |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
 FOR 8 PERIODS ENDING

| DEPARTMENT DESCRIPTION | AUGUST 31, 2016 | | FISCAL YEAR BUDGET | FISCAL YEAR-TO-DATE ACTUAL | % VARI-ANCE |
|-----------------------------|-----------------|---------------|--------------------|----------------------------|-------------|
| | AUGUST BUDGET | AUGUST ACTUAL | | | |
| REVENUES | | | | | |
| TOURISM COMMITTEE / GENERAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |
| TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |
| EXPENSES | | | | | |
| TOURISM COMMITTEE / GENERAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |
| TOTAL EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |
| TOTAL FUND REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |
| TOTAL FUND EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |
| SURPLUS (DEFICIT) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0 |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT
 FOR 8 PERIODS ENDING AUGUST 31, 2016

| DEPARTMENT DESCRIPTION | AUGUST | | VARI- ANCE | AUGUST 31, | | FISCAL YEAR BUDGET | FISCAL | | VARI- ANCE |
|------------------------|--------------|------------|---------------|----------------|--------------|--------------------------|----------------|------------------------|---------------|
| | BUDGET | ACTUAL | | AUGUST 31, | 2016 | | YEAR BUDGET | YEAR-TO-DATE ACTUAL | |
| REVENUES | | | | | | | | | |
| TID DISTRICT #2 | 129,928.58 | 883,352.10 | 579.8 | 1,559,143.00 | 1,705,311.87 | 9.3 | | | |
| TOTAL REVENUES | 129,928.58 | 883,352.10 | 579.8 | 1,559,143.00 | 1,705,311.87 | 9.3 | | | |
| EXPENSES | | | | | | | | | |
| TID DISTRICT #2 | 232,831.68 | 37,012.02 | 84.1 | 2,793,980.00 | 411,864.09 | 85.2 | | | |
| TOTAL EXPENSES | 232,831.68 | 37,012.02 | 84.1 | 2,793,980.00 | 411,864.09 | 85.2 | | | |
| TOTAL FUND REVENUES | 129,928.58 | 883,352.10 | 579.8 | 1,559,143.00 | 1,705,311.87 | 9.3 | | | |
| TOTAL FUND EXPENSES | 232,831.68 | 37,012.02 | 84.1 | 2,793,980.00 | 411,864.09 | 85.2 | | | |
| SURPLUS (DEFICIT) | (102,903.10) | 846,340.08 | (922.4) | (1,234,837.00) | 1,293,447.78 | (204.7) | | | |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
 FOR 8 PERIODS ENDING AUGUST 31, 2016

| DEPARTMENT DESCRIPTION | AUGUST | | VARI- ANCE | FISCAL | | VARI- ANCE |
|------------------------|-----------|--------------|---------------|----------------|------------------------|---------------|
| | BUDGET | ACTUAL | | YEAR BUDGET | YEAR-TO-DATE ACTUAL | |
| REVENUES | | | | | | |
| TID #1 DISTRICT | 50,609.33 | 177,191.43 | 250.1 | 607,312.00 | 608,448.76 | 0.1 |
| TOTAL REVENUES | 50,609.33 | 177,191.43 | 250.1 | 607,312.00 | 608,448.76 | 0.1 |
| EXPENSES | | | | | | |
| TID #1 DISTRICT | 48,614.75 | 583,376.90 | (1099.9) | 583,377.00 | 583,376.90 | 0.0 |
| TOTAL EXPENSES | 48,614.75 | 583,376.90 | (1099.9) | 583,377.00 | 583,376.90 | 0.0 |
| TOTAL FUND REVENUES | 50,609.33 | 177,191.43 | 250.1 | 607,312.00 | 608,448.76 | 0.1 |
| TOTAL FUND EXPENSES | 48,614.75 | 583,376.90 | (1099.9) | 583,377.00 | 583,376.90 | 0.0 |
| SURPLUS (DEFICIT) | 1,994.58 | (406,185.47) | (464.4) | 23,935.00 | 25,071.86 | 4.7 |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 8 PERIODS ENDING AUGUST 31, 2016

| DEPARTMENT DESCRIPTION | AUGUST BUDGET | AUGUST ACTUAL | VARI-ANCE % | FISCAL YEAR BUDGET | FISCAL YEAR-TO-DATE ACTUAL | VARI-ANCE % |
|------------------------|---------------|---------------|-------------|--------------------|----------------------------|-------------|
| | | | | | | |
| REVENUES | | | | | | |
| TID #3 DISTRICT | 22,129.17 | 193,778.01 | 775.6 | 265,550.00 | 230,686.29 | (13.1) |
| TOTAL REVENUES | 22,129.17 | 193,778.01 | 775.6 | 265,550.00 | 230,686.29 | (13.1) |
| EXPENSES | | | | | | |
| TID #3 DISTRICT | 19,402.41 | 0.00 | 100.0 | 232,829.00 | 28,924.25 | 87.5 |
| TOTAL EXPENSES | 19,402.41 | 0.00 | 100.0 | 232,829.00 | 28,924.25 | 87.5 |
| TOTAL FUND REVENUES | 22,129.17 | 193,778.01 | 775.6 | 265,550.00 | 230,686.29 | (13.1) |
| TOTAL FUND EXPENSES | 19,402.41 | 0.00 | 100.0 | 232,829.00 | 28,924.25 | 87.5 |
| SURPLUS (DEFICIT) | 2,726.76 | 193,778.01 | 7006.5 | 32,721.00 | 201,762.04 | 516.6 |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
 FOR 8 PERIODS ENDING AUGUST 31, 2016

| DEPARTMENT DESCRIPTION | AUGUST | | VARI- ANCE | FISCAL | | VARI- ANCE |
|------------------------|--------------|------------|---------------|----------------|------------------------|---------------|
| | BUDGET | ACTUAL | | YEAR BUDGET | YEAR-TO-DATE ACTUAL | |
| REVENUES | | | | | | |
| TID #4 DISTRICT | 147,543.34 | 639.48 | (99.5) | 1,770,520.00 | 20,181.17 | (98.8) |
| TOTAL REVENUES | 147,543.34 | 639.48 | (99.5) | 1,770,520.00 | 20,181.17 | (98.8) |
| EXPENSES | | | | | | |
| TID #4 DISTRICT | 0.00 | 0.00 | 0.0 | 0.00 | 3,152.00 | 100.0 |
| TID #4 DISTRICT | 309,034.66 | 3,960.33 | 98.7 | 3,708,416.00 | 162,152.88 | 95.6 |
| TOTAL EXPENSES | 309,034.66 | 3,960.33 | 98.7 | 3,708,416.00 | 165,304.88 | 95.5 |
| TOTAL FUND REVENUES | 147,543.34 | 639.48 | (99.5) | 1,770,520.00 | 20,181.17 | (98.8) |
| TOTAL FUND EXPENSES | 309,034.66 | 3,960.33 | 98.7 | 3,708,416.00 | 165,304.88 | 95.5 |
| SURPLUS (DEFICIT) | (161,491.32) | (3,320.85) | (97.9) | (1,937,896.00) | (145,123.71) | (92.5) |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 8 PERIODS ENDING AUGUST 31, 2016

| DEPARTMENT DESCRIPTION | AUGUST BUDGET | | AUGUST ACTUAL | | VARI-ANCE | FISCAL YEAR BUDGET | FISCAL YEAR-TO-DATE ACTUAL | | VARI-ANCE |
|-----------------------------|---------------|--------|---------------|--------|-----------|--------------------|----------------------------|--------|-----------|
| | BUDGET | % | ACTUAL | % | | | ACTUAL | % | |
| REVENUES | | | | | | | | | |
| REVOLVING LOAN FUND (STATE) | 1,189.58 | (35.1) | 771.45 | (35.1) | | 14,275.00 | 8,186.01 | (42.6) | |
| TOTAL REVENUES | 1,189.58 | (35.1) | 771.45 | (35.1) | | 14,275.00 | 8,186.01 | (42.6) | |
| EXPENSES | | | | | | | | | |
| REVOLVING LOAN FUND (STATE) | 983.34 | 100.0 | 0.00 | 100.0 | | 11,800.00 | 0.00 | 100.0 | |
| TOTAL EXPENSES | 983.34 | 100.0 | 0.00 | 100.0 | | 11,800.00 | 0.00 | 100.0 | |
| TOTAL FUND REVENUES | 1,189.58 | (35.1) | 771.45 | (35.1) | | 14,275.00 | 8,186.01 | (42.6) | |
| TOTAL FUND EXPENSES | 983.34 | 100.0 | 0.00 | 100.0 | | 11,800.00 | 0.00 | 100.0 | |
| SURPLUS (DEFICIT) | 206.24 | 274.0 | 771.45 | 274.0 | | 2,475.00 | 8,186.01 | 230.7 | |

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

| DEPARTMENT DESCRIPTION | FOR FUND: SOLID WASTE ENTERPRISE | | FOR 8 PERIODS ENDING | | AUGUST 31, 2016 | | FISCAL YEAR | | FISCAL YEAR-TO-DATE | |
|-----------------------------|----------------------------------|---------------|----------------------|---|-----------------|------------|-------------|---|---------------------|------|
| | AUGUST BUDGET | AUGUST ACTUAL | ANCE | % | BUDGET | ACTUAL | ANCE | % | ACTUAL | ANCE |
| REVENUES | | | | | | | | | | |
| SOLID WASTE ENTERPRISE FUND | 41,470.83 | 40,877.91 | (1.4) | | 497,650.00 | 357,433.12 | (28.1) | | | |
| TOTAL REVENUES | 41,470.83 | 40,877.91 | (1.4) | | 497,650.00 | 357,433.12 | (28.1) | | | |
| EXPENSES | | | | | | | | | | |
| SOLID WASTE ENTERPRISE FUND | 42,796.68 | 16,715.38 | 60.9 | | 513,560.00 | 253,934.66 | 50.5 | | | |
| TOTAL EXPENSES | 42,796.68 | 16,715.38 | 60.9 | | 513,560.00 | 253,934.66 | 50.5 | | | |
| TOTAL FUND REVENUES | 41,470.83 | 40,877.91 | (1.4) | | 497,650.00 | 357,433.12 | (28.1) | | | |
| TOTAL FUND EXPENSES | 42,796.68 | 16,715.38 | 60.9 | | 513,560.00 | 253,934.66 | 50.5 | | | |
| SURPLUS (DEFICIT) | (1,325.85) | 24,162.53 | (1922.4) | | (15,910.00) | 103,498.46 | (750.5) | | | |

DATE: 09/27/2016
 TIME: 10:36:51
 ID: GL480000.WOW

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

| DEPARTMENT DESCRIPTION | MUNICIPAL REPORT TOTALS | | | | FISCAL YEAR BUDGET | FISCAL YEAR-TO-DATE ACTUAL | % VARI-ANCE |
|--------------------------|--------------------------------------|---------------|---------------|----------------|--------------------|----------------------------|-------------|
| | FOR 8 PERIODS ENDING AUGUST 31, 2016 | AUGUST BUDGET | AUGUST ACTUAL | % VARI-ANCE | | | |
| TOTAL MUNICIPAL REVENUES | 1,536,954.30 | 3,611,321.50 | 134.9 | 18,443,451.00 | 12,109,110.19 | (34.3) | |
| TOTAL MUNICIPAL EXPENSES | 1,796,730.22 | 2,020,177.09 | (12.4) | 21,560,763.00 | 9,344,859.42 | 56.6 | |
| SURPLUS (DEFICIT) | (259,775.92) | 1,591,144.41 | (712.5) | (3,117,312.00) | 2,764,250.77 | (188.6) | |

7d.

7d.

BEVERAGE OPERATOR LICENSES

1. Schraft, Jesse L.

R E C O M M E N D A T I O N

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend to approve a request from Ralph Thomas Hoffman, 1 Anytimeride, LLC to operate taxicab in the City of Sturgeon Bay.

Respectfully submitted,

COMMUNITY PROTECTION AND SERVICES COMMITTEE

By: Rick Wiesner, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: September 28, 2016

* * * * *

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

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

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend repealing Chapter 29 Waterfront Design Review Code and make amendments to section 20.43 of the zoning code to include the Waterfront Redevelopment Area for applicability and add two additional members to the Aesthetic Design & Site Plan Review Board.

Respectfully submitted,
CITY PLAN COMMISSION
By: Richard Wiesner, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: September 21, 2016

Introduced by _____.

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

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

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Waterfront Redevelopment Authority, hereby recommend repealing Chapter 29 Waterfront Design Review Code and make amendments to section 20.43 of the zoning code to include the Waterfront Redevelopment Area for applicability and add two additional members to the Aesthetic Design & Site Plan Review Board.

Respectfully submitted,
WATERFRONT REDEVELOPMENT AUTHORITY
By: Thomas Herlache, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: September 19, 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

Combining Waterfront Design Review Code and Aesthetic Design & Site Plan Review Code

Background: The Waterfront Design Review Code was adopted in the 1990's when the initial phase of waterfront redevelopment was getting underway. It applies to Waterfront Redevelopment District, which generally covers the downtown areas on both sides of the bay. At that time the area was not governed by any special design criteria for development (except for the Historic Preservation District along Third Ave). The WRA and Council felt that the new development and redevelopment should have to be reviewed and meet minimum standards for quality and design.

The City now has an overall design review section of the zoning code that applies to all nonresidential and multiple-family residential development in the city. A separate design review board handles the review of projects. But, the Waterfront Redevelopment District is exempt from that code since the Waterfront Design Review Code already applies. In addition, the Historic Preservation District and Industrial Park also have their own review boards and design criteria and are exempt from the overall design review code.

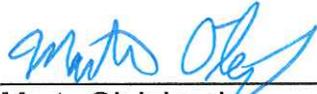
There has been previous consideration to combining some of the design districts/codes to streamline the review process. Since the guidelines and procedures for the Waterfront Redevelopment District are very similar to the overall design review code, perhaps the Waterfront Design Review Code could be repealed, with the overall Aesthetic Design and Site Plan Review Board taking over the review and approval of projects. The design standards for the Waterfront Redevelopment District could still be rolled into the overall citywide standards and used by the Design Review Board when considering projects in the waterfront area.

At recent meetings of their respective boards, the members of the Aesthetic Design and Site Plan Review Board and the Waterfront Design Review Board had no objection to combining the two ordinances into one design review code. The discussed proposal was to repeal the Chapter 29 (Waterfront Design Review Code) and to amend the design review section of the zoning code (s. 20.43) to include the waterfront redevelopment area into the purview of that overall design review code and to add two members to the Aesthetic Design & Site Plan Review Board. While the Mayor and Council have final authority over the appointments, the additional two members would presumably be taken from the Waterfront Design Review Board.

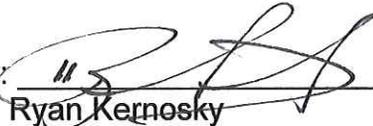
Action by Plan Commission and Waterfront Redevelopment Authority: Both the Plan Commission and the Waterfront Redevelopment Authority have considered this issue. Both bodies have issued recommendations to proceed with repealing the Waterfront Design Review Code and amending the design review section of the zoning code. To implement the insertion of the Waterfront Redevelopment Area into the design review ordinance, a public hearing and approval of the Common Council is required.

Staff Recommendation: City staff believes having one overall code will create consistency and streamline the process. The Waterfront Design Review Code served its purpose, but now that the overall City code is in place, it no longer is necessary.

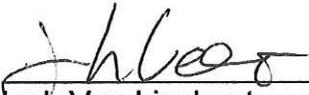
Therefore, staff recommends approving the recommendations from Plan Commission and Waterfront Redevelopment Authority to repeal Chapter 29 Waterfront Design Review Code and amend section 20.43 of the zoning code to include the Waterfront Redevelopment Area for applicability and to add two additional members to the Aesthetic Design & Site Plan Review Board.

Prepared by: 
Marty Olejniczak
Community Development Director

9/28/16
Date

Reviewed by: 
Ryan Kernosky
Planner/Zoning Administrator

9/28/16
Date

Reviewed by: 
Josh Van Lieshout
City Administrator

9/28/16
Date

ORDINANCE NO. _____

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

SECTION 1: Section 6.15 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.15 NFPA 1 Adopted.

Chapter 1 of the National Fire Protection Association Code is hereby adopted in its entirety and incorporated into this chapter by reference, including all amendments thereto.

SECTION 2: Section 6.17 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.17 Codes Relating to Fire Protection Adopted.

- (1) *Applicability.* Every building or structure hereafter erected, altered or moved, within or into the City of Sturgeon Bay, shall conform to the following requirements.
- (2) *Definitions.* Terms used in this section shall have the meanings as defined in the specific code section being enforced.
- (3) *Adopted codes.* The following chapters of the Wisconsin Administrative Code are adopted and incorporated in this chapter by reference, including all amendments thereto:

| | |
|-------------|---|
| ATCP 93 | State Flammable, Combustible and Hazardous Liquids Code |
| SPS 314 | Fire Prevention Code |
| SPS 340 | Gas Systems |
| SPS 361-366 | Commercial Building Codes |
| SPS 328 | Smoke Detectors and Carbon Monoxide Detectors |
| SPS 366 | Existing Buildings |

SECTION 3: Section 6.18 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.18 Enforcement.

- (1) *Primary Enforcement Responsibility.* The overall enforcement for this code is the responsibility of the fire chief/fire inspector. Normally, the building inspector has primary responsibility

during construction of the building, while the fire inspector has primary responsibility after the building is completed. The enforcement of many of the provisions of the code is the primary responsibility of the fire inspector, and compliance with these provisions should be of primary concern while conducting the fire prevention inspections mandated by § 101.14, Wis. Stats., and Wis. Adm. Code ILHR 50.02, for which the fire inspector has the primary enforcement responsibility. Note: Other state or municipal agencies may have adopted building or construction requirements that are either more restrictive or address other issues than those specified in this code.

- (2) *Modifications.* The fire chief may modify any of the provisions of section 6.17 upon application in writing by the owner or lessee or his/her authorized agent when there are practical difficulties in carrying out all requirements of this chapter, provided that the spirit of this chapter shall be observed, public safety secured and substantial justice done. The particulars of such modification when granted or allowed and the decision of the fire chief thereon shall be entered upon the records of the department and a signed copy shall be furnished to the applicant. A copy of each order of modification by the fire chief shall be filed with the chief of the inspection department and the city clerk-treasurer. The city clerk-treasurer shall present the same to the city council at its next regular meeting.
- (3) *Appeals.* Whenever the fire chief shall disapprove an application or refuse to grant a permit applied for or when it is claimed that the provisions of this chapter do not apply or that the true intent and meaning of this chapter has been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire chief to the zoning board of appeals within 30 days from the date of the decision of the fire chief.
- (4) *Bulk Oil Tanks Prohibited.* The storage of over 500 gallons of hazardous, flammable, combustible liquids or materials above ground on any premises within the City is prohibited.
- (5) *Inspection Fee.* Inspection fee for removal or installation of tanks:
 - (a) A fee of \$50.00 shall be charged by the city as follows:
 1. For all tanks whether above or below ground located in any zoning district within the city.

SECTION 4: Section 6.19 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.19 Fueling of Motor Vehicles.

- (1) *General.* The fueling of motor vehicles shall be in accordance with NFPA 30 and 30A, as revised, unless otherwise specified in this code.
- (2) *Emergency Fueling.* Emergency fueling of a motor vehicle from a portable container is allowed only with a container not exceeding a ten (10) gallon capacity.

SECTION 5: Section 6.20 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed.

SECTION 6: Section 6.22 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.22 Burning of Trash and Litter.

- (1) *Control of Outdoor Burning.* Burnable substances including, but not exclusively because of enumeration herein, trash, refuse, debris, rubbish, garbage, litter and material that is putrescent, but excluding therefrom any substance that is burned for the purpose of outdoor cooking in a broiler, rotisserie or any other appliance designed for that purpose, for the purpose of furnishing decorative lighting, or for the purpose of removing frost from the ground by public utility corporations, cemeteries or by building contractors, tobacco uses and fuels used in internal combustion engines, shall not be burned out of doors anywhere within the city, including both public and private property, unless a permit is authorized under subsection (3) below.
- (2) *Training Exercises.* The fire department may, however, in its usual training courses, either exclusively by the department or in conjunction with other industries or business, burn such substances as deemed appropriate by the department for the purpose of training either members of the fire department or persons employed by industry or business.
- (3) *Permits Authorized.* The fire chief is authorized to permit outside burning when in the judgment of the chief it is appropriate and provided application is made to the chief and the chief issues a permit in accordance with the application as he/she deems necessary for the purpose of determining whether or not such permit shall issue.

SECTION 7: Section 6.23 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.23 Fire Inspections.

(1) The fire chief shall inspect or cause to be inspected at least twice a year all buildings and premises, except the interior of private dwellings, for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire or any violations of the provisions or intent of any ordinance of the city affecting the fire hazard and exits in accordance with WI Admin Code SPS 314.01 (13).

(2) Correction of hazardous conditions.

(a) *Combustible Material; Obstructions.* Whenever any inspector shall find in any building or upon any premises combustible waste material or explosive matter which is so situated as to endanger property or shall find in any building or structure obstructions to or on fire escapes, stairs, passageways, doors or windows liable to interfere with the operations of the fire department or egress of occupants in case of fire, he/she shall order the same to be removed or remedied, in accordance with § 66.05, Wis. Stats.

(b) *Defective Buildings.*

1. When any inspector shall find any building or other structure which for want of repairs, lack of sufficient fire escapes, automatic or other fire alarm apparatus or fire extinguishing equipment, or by reason of age or dilapidated conditions or from any other cause, is especially liable to fire and which is so situated as to endanger other property or the occupants thereof, and whenever such inspector shall find conditions or materials in any building dangerous to the safety of such building or the occupants thereof, he/she shall order such dangerous conditions or materials to be removed or remedied.

2. If in any existing building exits are necessary or where repairs to any structural part of such building or structure are required, the inspector shall notify the building inspector, who shall

reinspect such building or structure, thereafter instituting the proper remedies as may be required.

(c) *Orders.*

1. *Service.* Any orders under this section shall be served in writing upon the occupant and owner of the premises. If the owner or occupant of the premises cannot be found, such written order shall be affixed in a conspicuous place on the entrance door to such building or structure or on the premises. Thereafter a copy of such order shall be mailed to the owner and occupant addressed to their last known post office address. No person shall remove such affixed notice without the written consent of the fire chief.
2. *Compliance.* Any such order shall forthwith be complied with by the owner and occupant of such building, structure or premises. The owner or occupant may within 24 hours appeal to the fire chief for a review of such order, who shall thereafter as soon as possible file his/her decision. Unless such order is revoked or modified by the fire chief, it shall remain in full force and be complied with within the time fixed in such order.

(3) *Exceptions.*

- (a) Provided, if any building or structure, whether above exempted or not, is especially liable to fire and is so situated as to endanger other buildings or property or contains any combustible or explosive material dangerous to the safety of any building or premises or the occupants thereof, or endangering or hindering firefighters in case of fire, such building or structure shall be subject to these orders so far as may be necessary to protect adjoining or other buildings and their occupants and firefighters.

SECTION 8: Section 6.26 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.26 Marina Fire Protection, Minimum Requirements.

- (1) The definition of "marina" as set forth in Section 20.03 of this Municipal Code is adopted by reference.
- (2) All marinas in the city are subject to the following requirements:
 - (a) *Portable Fire Extinguishers.*
 1. Placement of portable fire extinguishers shall be in accordance with Chapter 3, NFPA 10, Standard for Portable Fire Extinguishers.
 2. Fire extinguishers listed for Class A, Class B, and Class C fires shall be placed such that the maximum travel distance to an extinguisher does not exceed 75 feet.
 3. All portable fire extinguishers shall be maintained in accordance with Chapter 4 and 5, NFPA 10, Standard for Portable Fire Extinguishers, and shall be clearly visible and marked.
 - (b) *Fire Standpipe System.*
 1. Where marina docking facilities are inaccessible to fire department equipment, or exceed 150 feet from fire department vehicular access, a 2½-inch fire department siamese shall be provided. Location of siamese shall be approved by the fire department.
 2. A minimum 2½-inch supply line is required to reach all portions of the dock facility. A 2½-inch gated valve with a 2½-inch × 1½-inch reducer shall be provided at the T of interconnecting piers. A 2½-inch gated valve with a 2½-inch × 1½-inch reducer shall be provided every 150 feet or portion thereof of every pier. Layout of the fire standpipe system shall be approved by the fire department.
 3. Manual dry standpipes shall be permitted.
 4. Flexible connections shall be permitted on floating piers subject to the approval of the fire department.

5. Proprietors of all marina facilities to be erected or altered to increase the area by 50 percent or more shall provide, at the owner's expense, an approved fire standpipe system, when such facility is set back 150 feet from fire department vehicular access.

(c) *Transmittal of Fire Emergency.* All marinas shall have a means to rapidly notify the 9-1-1 communications center in the event of an emergency. A telephone shall be available for use at all times shall not require the use of coins, tokens, cards, or other such items. The street address of the marina and 9-1-1 number shall be prominently displayed on a sign at the telephone.

(d) *Marina Fire Protection Plans.* Prior to a building permit being issued under Chapter 15 of this Municipal Code, plans for implementing the requirement of this section shall be sent to the fire chief for approval. A two-week period must be allotted for the review process.

SECTION 9: Section 6.27 of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated to read as follows:

6.27 Explosive materials.

The general requirements, storage, transportation, use and manufacture of explosive materials and the blasting results thereof shall be in accordance with, WI Admin Code SPS 307 Explosives and Fireworks and is made part of this section by reference unless otherwise regulated herein.

(1) General requirements shall include the following in addition to WI Admin Code SPS 307:

(a) Underground gas release; near surface explosions, to breakup rock formations release large volumes of gases, including carbon monoxide (CO) that when not vented to the atmosphere can travel significant distances below ground. These gases can often be harmful if allowed to accumulate undetected in inhabited buildings.

(2) Storage of explosive materials shall include the following in addition to WI Admin Code SPS 307:

- (a) Explosive material storage shall be limited to the amount of material to be used in one day as approved on the "blasting permit".
 - (b) Explosives not used during a permitted day shall be removed from the city at the end of each day. A permit shall be issued by the Sturgeon Bay Fire Department before any explosive materials can be stored in the city.
- (3) Transportation of explosive materials shall include the following in addition to WI Admin Code SPS 307:
- (a) Warning signs shall be posted upon all vehicles carrying explosive materials per Trans. 325-328, Wis. Adm. Code.
- (4) Use of explosive materials shall include the following in addition to WI Admin Code SPS 307:
- (a) A permit shall be required to use any explosive material in the City of Sturgeon Bay.
 - (b) Permit applications shall be submitted to the Sturgeon Bay Fire Department.
 - (c) Permits will not be issued if:
 - 1. The permit application is not complete.
 - 2. The notification process per section 6.27 (b) has not yet been completed and provide for a minimum of 24 hours' notice.
 - 3. Certificate of competency. An applicant for such permit shall furnish satisfactory proof that he/she holds a certificate of competency and knowledge of explosives and blasting operations issued by the department of commerce.
 - 4. Insurance required. Blasting contractors are required to provide a copy of a certificate of insurance indicating they have a minimum of \$2,000,000.00 dollars bodily injury and \$1,000,000.00 dollars property damage coverage.
 - 5. Hours restricted. No blasting or detonating of explosives shall be carried on within the city

between 5:00 p.m. and 7:00 a.m. or on Sundays or holidays except under a special permit therefore issued by the fire department.

- (5) Manufacture of explosive materials. No person shall manufacture or compound any explosive mixtures within the City of Sturgeon Bay.
- (6) Blasting resultants shall include the following in addition to WI Admin Code SPS 307:
 - (a) Near surface blasting has resulted in the formation of significant quantities of carbon monoxide and possibly other gaseous compounds that under the right conditions are pressurized and migrate through the soil instead of being vented to the atmosphere. Blasted areas shall have the overburden removed on the day of blasting as soon as practical to encourage trapped gases to disburse.
 - (b) Preblasting notices describing this potential hazard shall be provided to all affected dwellings or other structures based upon the scaled distance equation plus an added safety factor of two, the added safety factor can be dropped when the notification distance increases to 250 feet.
 - (c) Notices shall be sent by first class mail, a minimum of five days prior to the scheduled blasting period. Notice period may be reduced to 24 hours, if required notices are delivered and received by an occupant of every affected dwelling or structure.
 - (d) Blasting periods shall be permitted for a maximum of 30 days. Extensions will be granted only if notices are reissued to all affected dwellings or structures.
 - (e) Notices shall provide the following information: Licensed blaster's name and company, 24-hour contact phone numbers and proposed blasting period. Also required is the blasting location and the reason that blasting is required.
 - (f) The fire chief shall have the authority to order reasonable measures to insure the safety of the occupants in affected buildings. Reasonable measures shall include, but not be limited to evacuation of the structure, building

and site ventilation measures and the termination of the existing blasting permits. The reissuance of the permit will be considered only after preventative measures are installed to protect the occupants of all affected structures.

- (g) The City of Sturgeon Bay reserves the right to prohibit blasting in any area of the city, or when ground or weather conditions create additional hazards.
- (h) Exceptions: Nothing in this section shall prevent or hinder the fire department in the use of explosives for demolition, or arresting a fire or conflagration.
- (i) Penalty for violation of this section, the forfeiture shall range from \$200.00 to \$2,000.00, plus expenses with a recommended forfeiture of \$500.00 for a first offense.

SECTION 10: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham, Mayor

Attest:

Stephanie L. Reinhardt, City Clerk

F:\Clients\S\Sturgeon Bay-City\Ordinances\Fire Department\Fire prevention rev 08-17-16.doc

EXECUTIVE SUMMARY

TITLE: Debt issuance for Fire Department Equipment: Truck Radio Headset and Turnout Gear, and Police Department Body Cameras

BACKGROUND: The City of Sturgeon Bay 2016 budget includes purchasing turnout gear, a truck radio headset and body cameras. The budget document also slated these items for financing.

Attached is an application for a State Trust Fund Loan in the amount of \$36,300.00 for these items. The State Trust Fund Loan Program requires that a borrowing resolution be passed. The attached resolution authorizes borrowing \$36,300.00 with a 3 year payback period and an interest rate of 2.50%.

FISCAL IMPACT: Estimated fiscal impact is approximately \$12,775.00 per year for three years for principal and interest payments.

- OPTIONS: 1) Approve the attached borrowing resolution/application.
- 2) Do not approve the attached borrowing resolution/application.

RECOMMENDATION:

Approve and authorize the Mayor and City Clerk to make application for a loan with the State of Wisconsin Board of Commissioners of Public Lands in the amount of \$36,300.00 with an interest rate of 2.50%, and a payback period of 3 years, for the purpose of purchasing fire department equipment, a truck radio and body cameras.

PREPARED BY:

Valerie J. Clarizio
Valerie J. Clarizio
Finance Director/City Treasurer

8/31/16
Date

APPROVED BY:

Joshua Van Lieshout
Joshua Van Lieshout
City Administrator

8/31/16
Date

STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943

APPLICATION FOR STATE TRUST FUND LOAN

CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF STURGEON BAY

Date sent: August 24, 2016

Received and filed in Madison, Wisconsin:

ID # 05604519

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned **Mayor** and clerk of the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Thirty Six Thousand Three Hundred And 00/100 Dollars (\$36,300.00)** from the Trust Funds of the State of Wisconsin for the purpose of financing the purchase of fire department equipment, truck radio and body cameras.

The loan is to be continued for a term of 3 years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of 2.50 percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the _____ day of _____, 20_____.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Thirty Six Thousand Three Hundred And 00/100 Dollars (\$36,300.00)** from the Trust Funds of the State of Wisconsin to the City of **Sturgeon Bay** in the County(ies) of **Door**, Wisconsin, for the purpose of financing the purchase of fire department equipment, truck radio and body cameras. That at the same time and place, the common council of the City of **Sturgeon Bay** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of **Sturgeon Bay**, certified to by the **Mayor** and clerk, accompanies this application.

Given under our hands in the City of **Sturgeon Bay** in the County(ies) of **Door**, Wisconsin, this _____ day of _____, 20_____.

Mayor, City of **Sturgeon Bay**

Clerk, City of **Sturgeon Bay**

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Thirty Six Thousand Three Hundred And 00/100 Dollars (\$36,300.00)** for the purpose of **financing the purchase of fire department equipment, truck radio and body cameras** and for no other purpose.

The loan is to be payable within 3 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **2.50** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Sturgeon Bay** by such loan from the state be applied or paid out for any purpose except **financing the purchase of fire department equipment, truck radio and body cameras** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **Mayor** and clerk of the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **Mayor** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

- | | | | |
|-----|----------------|-------|-------|
| 1. | Alderman _____ | voted | _____ |
| 2. | Alderman _____ | voted | _____ |
| 3. | Alderman _____ | voted | _____ |
| 4. | Alderman _____ | voted | _____ |
| 5. | Alderman _____ | voted | _____ |
| 6. | Alderman _____ | voted | _____ |
| 7. | Alderman _____ | voted | _____ |
| 8. | Alderman _____ | voted | _____ |
| 9. | Alderman _____ | voted | _____ |
| 10. | Alderman _____ | voted | _____ |
| 11. | Alderman _____ | voted | _____ |
| 12. | Alderman _____ | voted | _____ |

A majority of the members of the common council of the City of **Sturgeon Bay**, in the County(ies) of **Door**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN

County(ies) of **Door**

I, _____, Clerk of the City of **Sturgeon Bay**, in the County(ies) of **Door**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of **Sturgeon Bay** at a meeting held on the ____ day of _____, _____, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of **Sturgeon Bay**, County(ies) of **Door**, is constituted by law to have _____ members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of **Sturgeon Bay** this _____ day of _____, 20____.

Clerk (Signature)

Clerk (Print or Type Name)

City of Sturgeon Bay

County(ies) of **Door**

State of Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN
COUNTY(IES) OF **DOOR**

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the City of **Sturgeon Bay**, County(ies) of **Door**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Sturgeon Bay** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20_____ * \$_____

* Latest year available

I further certify that the whole existing indebtedness of the City of **Sturgeon Bay**, County(ies) of **Door**, State of Wisconsin, is as follows (list each item of indebtedness):

| NAME OF CREDITOR | PRINCIPAL BALANCE (EXCLUDING INTEREST) |
|---------------------|---|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL INDEBTEDNESS: | \$ _____ |

Clerk (Signature)

Clerk (Print or Type Name)

City of **Sturgeon Bay**

County(ies) of **Door**,

State of Wisconsin

_____, 20_____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend amending Section 20.07(7)(c) of the Municipal Code (Zoning Code) as follows:

(c) Have a roof with a minimum pitch of four feet in height for each 12 feet in width, unless a lesser pitch is approved by the Aesthetic Design and Site Plan Review Board.

Respectfully submitted,
CITY PLAN COMMISSION
By: Richard Wiesner, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: September 21, 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
Roof Pitch Minimums

Background: Under section 20.07(7)(c) of the Zoning Code, all dwellings in the residential districts are required to have a 4:12 roof pitch (four feet in height for each 12 feet in width). While several new dwellings that are submitted to the Community Development Department greatly exceed the 4:12 pitch requirement, many newer contemporary-style homes have a lower pitch for aesthetic reasons.

The City has received a few requests over the last several years to change this requirement within our zoning code. The Plan Commission reviewed the issue and determined that the general roof pitch requirement was OK, but that there needed to be some flexibility for architectural styles. Therefore, the Commission recommended to Council to amend the zoning code to allow the Aesthetic Design and Site Plan Review Board to approve a lower pitched roof, upon petition by a home builder.

The Common Council initially accepted the recommendation on July 5th and held a public hearing on August 2nd, 2016. Members of the public spoke in favor of Plan Commission amendment, and also in favor of completely removing the minimum roof pitch requirement from the code. The Council deliberated and the recommended zoning code change was amended to strike s. 20.07(7)(c), minimum roof pitch, from the zoning code completely. This amendment passed the Common Council 3-3 with Mayor Birmingham casting the deciding vote in favor of the amendment to eliminate the roof pitch requirement all together. Because the intention of the proposed amendment was changed by the Common Council, the new amendment is required to go through the statutory process for zoning code changes, including review and recommendation by the Plan Commission and another public hearing, prior to final adoption by the Common Council.

Plan Commission Recommendation: Members of the Plan Commission reviewed the Council's proposed amendment during the September Plan Commission meeting. Commissioners felt the original recommendation to have proposed homes with lower pitched roofs go through the Aesthetic Design and Site Plan Review Board (ADSPRB) for review and approval was still the most appropriate course of action. Commissioners felt it was a way for different housing types to develop and evolve while still protecting established neighborhoods by having the ADSPRB review any proposals for the less than 4:12 roof pitch. Therefore, the Plan Commission has sent back the same recommendation as originally proposed.

Common Council Options: The Common Council has the following options:

- 1) Approve the recommendation of the Plan Commission to have exemptions to the minimum roof pitch be reviewed and approved by the Aesthetic Design and Site Plan Review Board. If the Common Council approves the recommendation, it could move on to formal adoption of the ordinance to amend the zoning code

(presumably at the next Council meeting) since a public hearing was already held on that proposed amendment.

- 2) Reject the Plan Commission's recommendation and proceed with the Council's previous decision to eliminate the minimum roof pitch requirement altogether. A new public hearing would be noticed and held per statute (presumably at the October 25th meeting). Following that the Council could formally adopt the ordinance to repeal the requirement.

Staff Recommendations: City staff recognizes the need to update our zoning code to provide flexibility and reflect more contemporary building styles and trends. Both the Plan Commission's preferred amendment and the Council's preferred amendment move in that direction. Therefore, staff is supportive of either option.

Prepared by:  _____
Ryan Kernosky
Planner/Zoning Admin

9/28/16

Date

Prepared by:  _____
Marty Olejniczak
Community Development Director

9/20/16

Date

Reviewed by:  _____
Josh Van Lieshout
City Administrator

9/20/16

Date

EXECUTIVE SUMMARY

TITLE: Debt issuance for Tandem Axle Truck and Fire Truck

BACKGROUND: The City of Sturgeon Bay 2016 budget includes purchasing a tandem axle truck and fire truck. The budget document also slated these items for financing.

Attached is an application for a State Trust Fund Loan in the amount of \$409,500.00 for these items. The State Trust Fund Loan Program requires that a borrowing resolution be passed. The attached resolution authorizes borrowing \$409,500.00 with a 5 year payback period and an interest rate of 2.50%.

FISCAL IMPACT: Estimated fiscal impact is approximately \$88,585.00 per year for five years for principal and interest payments.

- OPTIONS: 1) Approve the attached borrowing resolution/application.
- 2) Do not approve the attached borrowing resolution/application.

RECOMMENDATION:

Approve and authorize the Mayor and City Clerk to make application for a loan with the State of Wisconsin Board of Commissioners of Public Lands in the amount of \$409,500.00 with an interest rate of 2.50%, and a payback period of 5 years, for the purpose of purchasing a DPW truck and fire truck.

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

8/31/16
 Date

APPROVED BY: Joshua Van Lieshout
 Joshua Van Lieshout
 City Administrator

8/31/16
 Date

STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943

APPLICATION FOR STATE TRUST FUND LOAN

CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF STURGEON BAY

Date sent: August 24, 2016

Received and filed in Madison, Wisconsin:

ID # 05604518

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned Mayor and clerk of the City of Sturgeon Bay, in the County(ies) of Door, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Four Hundred Nine Thousand Five Hundred And 00/100 Dollars (\$409,500.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing the purchase of DPW truck and fire truck.**

The loan is to be continued for a term of 5 years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of 2.50 percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of Sturgeon Bay, in the County(ies) of Door, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the _____ day of _____, 20____.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Four Hundred Nine Thousand Five Hundred And 00/100 Dollars (\$409,500.00)** from the Trust Funds of the State of Wisconsin to the City of Sturgeon Bay in the County(ies) of Door, Wisconsin, for the purpose of **financing the purchase of DPW truck and fire truck.** That at the same time and place, the common council of the City of Sturgeon Bay by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of Sturgeon Bay, certified to by the Mayor and clerk, accompanies this application.

Given under our hands in the City of Sturgeon Bay in the County(ies) of Door, Wisconsin, this _____ day of _____, 20____.

Mayor, City of Sturgeon Bay

Clerk, City of Sturgeon Bay

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Four Hundred Nine Thousand Five Hundred And 00/100 Dollars (\$409,500.00)** for the purpose of **financing the purchase of DPW truck and fire truck** and for no other purpose.

The loan is to be payable within **5** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **2.50** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Sturgeon Bay** by such loan from the state be applied or paid out for any purpose except **financing the purchase of DPW truck and fire truck** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **Mayor** and clerk of the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **Mayor** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

- | | | | |
|-----|----------------|-------|-------|
| 1. | Alderman _____ | voted | _____ |
| 2. | Alderman _____ | voted | _____ |
| 3. | Alderman _____ | voted | _____ |
| 4. | Alderman _____ | voted | _____ |
| 5. | Alderman _____ | voted | _____ |
| 6. | Alderman _____ | voted | _____ |
| 7. | Alderman _____ | voted | _____ |
| 8. | Alderman _____ | voted | _____ |
| 9. | Alderman _____ | voted | _____ |
| 10. | Alderman _____ | voted | _____ |
| 11. | Alderman _____ | voted | _____ |
| 12. | Alderman _____ | voted | _____ |

A majority of the members of the common council of the City of Sturgeon Bay, in the County(ies) of Door, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN

County(ies) of Door

I, _____, Clerk of the City of **Sturgeon Bay**, in the County(ies) of **Door**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of **Sturgeon Bay** at a meeting held on the ____ day of _____, _____, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of **Sturgeon Bay**, County(ies) of **Door**, is constituted by law to have _____ members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of **Sturgeon Bay** this _____ day of _____, 20____.

Clerk (Signature)

Clerk (Print or Type Name)

City of Sturgeon Bay

County(ies) of Door

State of Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN
COUNTY(IES) OF **DOOR**

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the City of **Sturgeon Bay**, County(ies) of **Door**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Sturgeon Bay** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20____ * \$ _____
* Latest year available

I further certify that the whole existing indebtedness of the City of **Sturgeon Bay**, County(ies) of **Door**, State of Wisconsin, is as follows (list each item of indebtedness):

| NAME OF CREDITOR | PRINCIPAL BALANCE (EXCLUDING INTEREST) |
|---------------------|---|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL INDEBTEDNESS: | \$ _____ |

Clerk (Signature)

Clerk (Print or Type Name)

City of **Sturgeon Bay**

County(ies) of **Door**,

State of Wisconsin

_____, 20____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

EXECUTIVE SUMMARY

TITLE: Debt issuance for Road Improvements

BACKGROUND: The City of Sturgeon Bay 2016 budget includes making improvements to roadways and extending Georgia Street. The budget document also slated these improvements for financing.

Attached is an application for a State Trust Fund Loan in the amount of \$100,605.00 for these items. The State Trust Fund Loan Program requires that a borrowing resolution be passed. The attached resolution authorizes borrowing \$100,605.00 with a 10 year payback period and an interest rate of 3.00%.

FISCAL IMPACT: Estimated fiscal impact is approximately \$11,865.00 per year for ten years for principal and interest payments.

- OPTIONS: 1) Approve the attached borrowing resolution/application.
- 2) Do not approve the attached borrowing resolution/application.

RECOMMENDATION:

Approve and authorize the Mayor and City Clerk to make application for a loan with the State of Wisconsin Board of Commissioners of Public Lands in the amount of \$100,605.00 with an interest rate of 3%, and a payback period of 10 years, for road improvements.

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

8/31/16
 Date

APPROVED BY: Joshua Van Lieshout
 Joshua Van Lieshout
 City Administrator

8/31/16
 Date

STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943

APPLICATION FOR STATE TRUST FUND LOAN

CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF STURGEON BAY

Date sent: August 24, 2016

Received and filed in Madison, Wisconsin:

ID # 05604520

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned Mayor and clerk of the City of Sturgeon Bay, in the County(ies) of Door, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **One Hundred Thousand Six Hundred Five And 00/100 Dollars (\$100,605.00)** from the Trust Funds of the State of Wisconsin for the purpose of financing road improvements.

The loan is to be continued for a term of 10 years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of 3.00 percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of Sturgeon Bay, in the County(ies) of Door, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the _____ day of _____, 20_____.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **One Hundred Thousand Six Hundred Five And 00/100 Dollars (\$100,605.00)** from the Trust Funds of the State of Wisconsin to the City of Sturgeon Bay in the County(ies) of Door, Wisconsin, for the purpose of **financing road improvements**. That at the same time and place, the common council of the City of Sturgeon Bay by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of Sturgeon Bay, certified to by the Mayor and clerk, accompanies this application.

Given under our hands in the City of Sturgeon Bay in the County(ies) of Door, Wisconsin; this _____ day of _____, 20_____.

Mayor, City of Sturgeon Bay

Clerk, City of Sturgeon Bay

FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **One Hundred Thousand Six Hundred Five And 00/100 Dollars (\$100,605.00)** for the purpose of **financing road improvements** and for no other purpose.

The loan is to be payable within **10** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **3.00** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Sturgeon Bay** by such loan from the state be applied or paid out for any purpose except **financing road improvements** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **Mayor** and clerk of the City of **Sturgeon Bay**, in the County(ies) of **Door**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **Mayor** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

- | | | | |
|-----|----------------|-------|-------|
| 1. | Alderman _____ | voted | _____ |
| 2. | Alderman _____ | voted | _____ |
| 3. | Alderman _____ | voted | _____ |
| 4. | Alderman _____ | voted | _____ |
| 5. | Alderman _____ | voted | _____ |
| 6. | Alderman _____ | voted | _____ |
| 7. | Alderman _____ | voted | _____ |
| 8. | Alderman _____ | voted | _____ |
| 9. | Alderman _____ | voted | _____ |
| 10. | Alderman _____ | voted | _____ |
| 11. | Alderman _____ | voted | _____ |
| 12. | Alderman _____ | voted | _____ |

A majority of the members of the common council of the City of Sturgeon Bay, in the County(ies) of Door, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

STATE OF WISCONSIN

County(ies) of Door

I, _____, Clerk of the City of Sturgeon Bay, in the County(ies) of Door, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of Sturgeon Bay at a meeting held on the ____ day of _____, _____, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of Sturgeon Bay, County(ies) of Door, is constituted by law to have _____ members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of Sturgeon Bay this _____ day of _____, 20_____.

Clerk (Signature)

Clerk (Print or Type Name)

City of Sturgeon Bay

County(ies) of Door

State of Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN
COUNTY(IES) OF DOOR

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the City of **Sturgeon Bay**, County(ies) of **Door**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Sturgeon Bay** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20_____ * \$ _____

*.Latest year available

I further certify that the whole existing indebtedness of the City of **Sturgeon Bay**, County(ies) of **Door**, State of Wisconsin, is as follows (list each item of indebtedness):

| NAME OF CREDITOR | PRINCIPAL BALANCE (EXCLUDING INTEREST) |
|---------------------|---|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL INDEBTEDNESS: | \$ _____ |

Clerk (Signature)

Clerk (Print or Type Name)

City of **Sturgeon Bay**

County(ies) of **Door**,

State of Wisconsin

_____, 20_____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY