



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, DECEMBER 15, 2020  
IMMEDIATELY FOLLOWING BOARD OF PUBLIC WORKS  
WHICH BEGINS AT 5:30 P.M.  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Public Comment on agenda items only.
6. Consideration of the following bills: General Fund – \$220,902.92, Capital Fund - \$77,562.15, Cable TV - \$74.93, TID #3 – 475.00, TID #4 - \$98,616.36 and Solid Waste Enterprise Fund - \$1,075.99 for a grand total of \$398,707.35. [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 12/1/20 regular Common Council minutes.
  - \* b. Place the following minutes on file:
    - (1) Finance/Purchasing & Building Committee – 11/24/20
  - \* c. Place the following reports on file:
    - (1) Fire Department Report – October 2020
    - (2) Fire Department Report – November 2020
    - (3) Bank Reconciliation – November 2020
    - (4) Revenue & Expense Report – November 2020
    - (5) Inspection Department Report – November 2020
    - (6) Police Department Report – November 2020
8. Mayoral Appointments.
9. Second reading of ordinance re: Repeal and recreate Section 20.175(1) of Municipal Code.
10. Second reading of ordinance re: Section 2.01 of the Municipal Code (Replacing Vacant Aldermanic Seat.)
11. Community Protection & Services recommendation re: Approve deactivating the emergency sirens in the City of Sturgeon Bay.

12. Finance/Purchasing & Building Committee recommendation re: Approve the second amendment to the Development Agreement between City of Sturgeon Bay and the Sturgeon Bay Historical Society.
13. City Administrator report.
14. Mayor's report
15. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 12-11-20

Time: 12:00 pm

By: Laurie S.

**NOTE: COUNCIL CHAMBERS WILL BE OPEN TO THE PUBLIC TO OBSERVE AND RENDER PUBLIC COMMENT ON AGENDA ITEMS ONLY. THE MEETING WILL BE LIVESTREAMED AT <https://sbtv.viebit.com/> AND CABLE ACCESS CHANNEL 988.**

**CITY OF STURGEON BAY**  
**GENERAL PROCEDURES FOR PUBLIC COMMENT AT COMMON COUNCIL MEETINGS**

Any citizen requesting to address the Council during the public comment portion of the meeting:

- Must fill out a "Request to Comment" form and turn it in to the City Clerk or Mayor PRIOR to the start of the meeting. Name and address must be filled in. Indicate the agenda item number that you are planning to provide public comment on. Public Comment will be restricted to Agenda Items only.
- Individuals will have a maximum of three (3) minutes to address the Council. A total of 30 minutes will be allotted to Public Comment per meeting, unless the Council body agrees to extend the time. The extensions will be 15 minute additional increments.
- Priority will be given to City residents.
- The speaker shall not engage in personal attacks against the Mayor, Council members, City staff or its representatives and remain courteous and respectful. The Council/Committee requests that all comments and interactions between those present be conducted in a constructive and respectful manner. Anyone acting in a disruptive or disrespectful manner will be asked to leave the meeting by the person presiding at the meeting.
- The Mayor/Chair may ask questions of the speaker for clarification purposes.
- The Mayor/Chair may allow, at his discretion, Council/Committee members or staff to respond to the speaker's comment. However, dialogue will not ensue.
- The Mayor/Chair may refer the matter to a committee or to the City Administrator for further follow up as needed.

IF EVERYONE ABIDES BY THESE GUIDELINES, OUR MEETINGS WILL MOVE ALONG SMOOTHLY AND BUSINESS WILL BE CONDUCTED IN AN EFFICIENT AND TIMELY MANNER. YOUR COOPERATION WILL BE APPRECIATED BY ALL PRESENT AT THE MEETING.

PLEASE NOTE THAT LETTERS WILL NOT BE READ INTO THE RECORD AS PUBLIC COMMENT. ONLY LETTERS RECEIVED FOR A PUBLIC HEARING WILL BE READ INTO THE RECORD.

NOTE: IF TOPICS THAT WILL GENERATE SIGNIFICANT POTENTIAL FOR PUBLIC COMMENT APPEAR ON THE COUNCIL AGENDA, A PUBLIC HEARING WILL TAKE PLACE PRIOR TO THE COUNCIL MEETING.

RESPECTFULLY,  
MAYOR DAVID J. WARD

REVISED: 6/2/20

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
ASSETS				
02960	C & W AUTO	TOW BILL CASE 20012232	01-000-000-16010	85.00
15890	PACK AND SHIP PLUS	SHIPPING FOOD SHARE MACHINE	01-000-000-21595	11.37
TOTAL ASSETS				96.37
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	ATHLETIC FLD LIGHT PROJECT	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				1,461.76
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	11/20 3 ALDERS CELLPHONES	01-105-000-58999	116.36
23830	WOLTER ENGRAVING	NAME PLATE/STATZ	01-105-000-54999	12.25
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	DESK PAD CALENDARS	01-105-000-54999	97.37
TOTAL				225.98
TOTAL CITY COUNCIL				225.98
LAW/LEGAL				
03950	DAVIS KUELTHAU	09/20 GENERAL LEGAL MATTERS	01-110-000-55010	2,990.00
16555	PINKERT LAW FIRM, LLP	09/20 LITIGATION MATTERS	01-110-000-55010	67.50
16555		10/20 TRAFFIC MATTERS	01-110-000-55010	855.00
16555		NUISANCE PROP/E HORNER	01-110-000-55010	45.00
16555		NUISANCE PROP-E HORNER	01-110-000-55010	1,163.00
16555		09/20 TREE REMOVAL/L TOMERLINE	01-110-000-55010	630.00
TOTAL				5,750.50
TOTAL LAW/LEGAL				5,750.50
CITY CLERK-TREASURER				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	CALENDARS/FOLDERS/PAPER	01-115-000-51950	102.51
R0000394	SAFEGUARD BUSINESS SYSTEMS	2020 W-2 FORMS	01-115-000-51600	78.86
R0000394		250 W-2 ENVELOPES	01-115-000-51600	98.05
R0000394		2020 1099 NEC	01-115-000-51600	81.94
R0000394		SHIPPING	01-115-000-51600	24.78
R0000394		2020 W-2	01-115-000-51600	78.86
R0000394		250 W-2 ENVELOPES	01-115-000-51600	98.05
R0000394		2020 1099 NEC/ENVELOPES	01-115-000-51600	81.94
R0000394		SHIPPING	01-115-000-51600	24.78
USBANK	US BANK	GFOA CLASS REGISTRATN/CLARIZIO	01-115-000-55600	100.00
TOTAL				769.77
TOTAL CITY CLERK-TREASURER				769.77



INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
COMPUTER				
USBANK	US BANK	BLUETOOTH MOUSE/CLERK	01-125-000-55550	32.99
TOTAL				32.99
COVID-19				
USBANK	US BANK	ZOOM	01-125-401-55550	63.99
TOTAL COVID-19				63.99
TOTAL COMPUTER				96.98
CITY ASSESSOR				
ASSO APP	ASSOCIATES APPRAISAL	POSTAGE FOR REVAL	01-130-000-55010	28.00
ASSO APP		12/20 CONTRACT	01-130-000-55010	5,111.15
TOTAL				5,139.15
TOTAL CITY ASSESSOR				5,139.15
BUILDING/ZONING CODE ENFORCMT				
DCI	DOOR COUNTY INSPECTIONS, LLC	11/30 PERMITS	01-140-000-55010	15,676.14
TOTAL				15,676.14
TOTAL BUILDING/ZONING CODE ENFORCMT				15,676.14
PUBLIC WORKS ADMINISTRATION				
22800	WALMART COMMUNITY	ASSORTED OFFICE SUPPLIES	01-150-000-51950	51.92
TOTAL				51.92
TOTAL PUBLIC WORKS ADMINISTRATION				51.92
ELECTIONS DEPARTMENT				
08280	HILL BUILDING MAINTENANCE INC	DEEP CLEANING BAYVIEW/JAYCEE	01-155-000-54999	765.00
USBANK	US BANK	CLEANING SUPPLIES/MASK TAPE	01-155-000-54999	57.24
USBANK		LUNCH/POLL WORKERS	01-155-000-54999	272.13
TOTAL				1,094.37
TOTAL ELECTIONS DEPARTMENT				1,094.37
CITY HALL				
03159	SPECTRUM	11/20 FIRE CABLE SVC	01-160-000-58999	138.25
23730	WPS	421 MICHIGAN STREET	01-160-000-56600	1,094.93
USBANK	US BANK	BOTANICLEAN-COVID SPRAY	01-160-000-55300	480.45

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
USBANK		SPRAYER/FOGGERS	01-160-000-55300	462.05
USBANK		BULLETIN BOARD	01-160-000-54999	358.77
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHTS	01-160-000-55300	20.93
WARNER	WARNER-WEXEL WHOLESALE &	PAPER TOWELS/BOWL CLEANERS	01-160-000-51850	82.39
WARNER		TRASH BAGS/BOWL CLEANER	01-160-000-51850	64.97
TOTAL				2,702.74
TOTAL CITY HALL				2,702.74
GENERAL EXPENDITURES				
MARC	MARC ISAKSEN DESIGN LLC	PRELIM DESIGN SOFTBALL FLD	01-199-000-57000	3,400.00
TOTAL				3,400.00
TOTAL GENERAL EXPENDITURES				3,400.00
POLICE DEPARTMENT				
15890	PACK AND SHIP PLUS	RETRN PROP NEXT OF KIN 2000778	01-200-000-57250	16.47
22800	WALMART COMMUNITY	ASSORTED SUPPLIES	01-200-000-51950	15.09
USBANK	US BANK	ID CARD PRINTER RIBBON	01-200-000-51950	49.04
USBANK		HANGING FILES	01-200-000-51950	19.99
USBANK		ANTIVIRUS RENEWAL	01-200-000-55500	73.84
USBANK		EXTERNAL HARDRIVE/CABLES	01-200-000-55500	57.47
USBANK		STYLUS/HOUGARRD	01-200-000-51950	41.13
TOTAL				273.03
TOTAL POLICE DEPARTMENT				273.03
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	EAR PIECE/A SCHMIDT	01-215-000-57550	30.00
19368	STAGE COACH CAR WASH LLC	95 TOKENS @ 6.00	01-215-000-58550	570.00
21450	THE UNIFORM SHOPPE	MISC UNIFORM ITEMS	01-215-000-52900	71.80
21450		MISC UNIFORM ITEMS/GORR	01-215-000-52900	330.70
21450		NAME PLATE/LOVAS	01-215-000-52900	35.90
21450		MISC UNIFORM ITEMS/DADAM	01-215-000-52900	273.70
ABEDNEGO	ABEDNEGO FIRE PROTECTION LLC	HYDRO SCUBA CYLINDER	01-215-000-54999	194.25
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	WEATHERSTRIP ADHESIVE	01-215-000-58600	5.81
BRANDT	JENNA BRANDT	BOOT REIMBURSE/J BRANDT	01-215-000-52900	100.00
HAJNY	JOHN HAJNY	BOOT REIMBURSE/HAJNY	01-215-000-52900	100.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 10 MAINTENANCE	01-215-000-58600	220.80
JIM FORD		SQUAD 40 MAINTENANCE	01-215-000-58600	230.27
JIM FORD		CSO VEHICLE MAINTENANCE	01-215-000-58600	713.52
JIM FORD		SQUAD 30 MAINTENANCE	01-215-000-58600	513.25
JIM FORD		SQUAD 80 MAINTENANCE	01-215-000-58600	461.13
USBANK	US BANK	FUEL	01-215-000-51650	25.15
USBANK		MEAL/CASE 20-010620 INVESTGATE	01-215-000-55600	9.09
USBANK		MEAL/CASE 20-011059/HOUGAARD	01-215-000-55600	8.23
USBANK		TASER CARTRIDGE HOLSTERS	01-215-000-51050	141.00

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
USBANK		TASER CARTRIDGE HOLSTERS	01-215-000-51050	70.50
USBANK		3 STREAMLIGHT FLASHLIGHTS	01-215-000-52900	385.32
USBANK		GOLD BADGE/HENRY	01-215-000-52900	66.90
USBANK		MARRIAGE LIC/CJP CASE	01-215-000-54999	20.00
USBANK		LAPTOP CASE/HOUGARRD	01-215-000-54999	42.19
TOTAL				4,619.51
COVID-19				
USBANK	US BANK	MASKS	01-215-401-54999	591.18
USBANK		4 INDUSTRIAL LOCKERS	01-215-401-54999	2,555.55
TOTAL COVID-19				3,146.73
TOTAL POLICE DEPARTMENT/PATROL				7,766.24
POLICE DEPT. / INVESTIGATIONS				
AMPLITEL	AMPLITEL TECHNOLOGIES, LLC	NETWRK CAMERA,BRACKET,DECODER	01-225-000-57950	9,516.98
TOTAL				9,516.98
TOTAL POLICE DEPT. / INVESTIGATIONS				9,516.98
FIRE DEPARTMENT				
02005	BAY ELECTRONICS, INC.	MIC'S	01-250-000-57550	596.00
02005		PAGER CASES	01-250-000-57550	50.00
04575	DOOR COUNTY HARDWARE	FREIGHT	01-250-000-54999	15.73
04575		PLUMBING SUPPLIES	01-250-000-54999	4.92
04575		BATTERIES	01-250-000-54999	16.99
04575		SUPPLIES	01-250-000-54999	3.29
04575		BATTERY/FLAG	01-250-000-54999	40.58
04575		FASTENERS/SUPPLIES	01-250-000-54999	30.63
04575		FASTENERS/TIEDOWN	01-250-000-54999	27.82
16570	PIONEER FIRE COMPANY	UNIFORMS	01-250-000-52900	326.00
19303	MIKE SMITH	MILEAGE REIMB/MIKE SMITH	01-250-000-55600	47.15
23730	WPS	656 S OXFORD AVE-WS FIRE	01-250-000-56600	116.24
ABEDNEGO	ABEDNEGO FIRE PROTECTION LLC	CASCADE BOTTLE HYDRO	01-250-000-56250	675.00
AMPLITEL	AMPLITEL TECHNOLOGIES, LLC	WIRELESS ACCESS POINT	01-250-000-57550	867.27
GARAGE	GARAGE DOOR SERVICES OF DC	OVERHEAD DOOR REPAIR	01-250-000-56250	141.50
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	DEF	01-250-000-53000	10.99
O'REILLY		DEF	01-250-000-53000	25.98
O'REILLY		DEF	01-250-000-53000	10.99
O'REILLY		DEF	01-250-000-53000	10.99
PAULCONW	PAUL CONWAY SHIELDS	STRUCTURE BOOTS/NEW HIRE	01-250-000-52950	159.50
USBANK	US BANK	DYMO LABELS	01-250-000-51950	28.46
USBANK		2020 DAILY PLANNER	01-250-000-51950	58.38
USBANK		MONTHLY DATA	01-250-000-58250	479.43
USBANK		EQUIPMENT REPLACEMENT	01-250-000-51350	399.99
USBANK		ACTIVE 911 ANNL SUBSCRIPTION	01-250-000-56000	393.14
USBANK		TOOL BUCKET REPLACEMENT	01-250-000-51350	66.24
USBANK		STRUCTURE BOOTS	01-250-000-52950	287.00
USBANK		RADIO MIC	01-250-000-57550	145.11

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
USBANK		PURELL SANITIZING WIPES	01-250-000-52350	407.83
USBANK		ASSORTED SUPPLIES	01-250-000-54999	73.09
USBANK		LAUNDRY SOAP & SINK SET	01-250-000-54999	31.30
USBANK		DECAL/E6	01-250-000-53000	257.69
WARNER	WARNER-WEXEL WHOLESALE &	TOLIET PAPER/GARBAGE BAGS	01-250-000-54999	81.12
TOTAL				5,886.35
COVID-19				
USBANK	US BANK	N95 MASKS	01-250-401-52350	134.94
TOTAL COVID-19				134.94
TOTAL FIRE DEPARTMENT				6,021.29
STORM SEWERS				
19880	STURGEON BAY UTILITIES	JETTER USAGE	01-300-000-57700	1.93
TOTAL				1.93
TOTAL STORM SEWERS				1.93
ROADWAYS/STREETS				
04575	DOOR COUNTY HARDWARE	DUAL TINE RAKE	01-400-000-51400	19.99
04575		DUAL TINE RAKE	01-400-000-51400	19.99
04696	DOOR COUNTY TREASURER	4 TONS HOT MIX	01-400-000-52200	189.39
TOTAL				229.37
TOTAL ROADWAYS/STREETS				229.37
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	SUPPLIES	01-450-000-53000	47.90
04545		SUPPLIES	01-450-000-53000	19.16
04545		SUPPLIES	01-450-000-53000	47.90
04545		SUPPLIES	01-450-000-53000	47.90
04545		FUEL FILTER/WRENCH	01-450-000-53000	77.98
04545		BATTERY	01-450-000-53000	207.90
06005	JFTCO, INC	4 GALLONS OF OIL	01-450-000-53000	268.40
06012	FASTENAL COMPANY	EXTENSION CORDS	01-450-000-52700	108.39
20725	T R COCHART TIRE CENTER	FLAT	01-450-000-52850	20.00
20725		DISMOUNT/MOUNTS TIRES	01-450-000-52850	335.12
20725		FLAT REPAIR	01-450-000-52850	40.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	OIL FILTERS	01-450-000-53000	6.87
JIM FORD		SPARK PLUGS	01-450-000-53000	88.16
JIM FORD		WIRE KIT	01-450-000-53000	141.82
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	DUAL WHEEL TRAILER JACK	01-450-000-53000	64.99
USBANK	US BANK	FUEL	01-450-000-51650	45.11
TOTAL				1,567.60

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
			TOTAL STREET MACHINERY	1,567.60
CITY GARAGE				
18950	SAFETY-KLEEN SYSTEMS, INC	PARTS-WASHER SERVICE	01-460-000-58999	256.18
23730	WPS	835 N 14TH AVE-CITY GARAGE	01-460-000-56600	871.67
		TOTAL		1,127.85
		TOTAL CITY GARAGE		1,127.85
HIGHWAYS - GENERAL				
07887	WALTER HANISKO	SAFETY CLOTHING REIMB/HANISKO	01-499-000-56800	84.38
07887		SAFETY REIMBURSE/HANISKO	01-499-000-56800	165.62
ROBILLAR	STEVE ROBILLAR	SAFETY REIMBURSE/ROBILLAR	01-499-000-56800	150.33
		TOTAL		400.33
		TOTAL HIGHWAYS - GENERAL		400.33
PARK & RECREATION ADMIN				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	MARKERS/BINDER CLIPS	01-500-000-51950	28.21
CASE COM	CASE COMMUNICATIONS	EMPLOYMENT ADVERT	01-500-000-57450	199.00
INFOSEND	INFOSEND, INC	OCT NEWSLETTER	01-500-000-57450	769.81
PULSE	PENINSULA PULSE	ADVERTISING	01-500-000-57450	295.20
		TOTAL		1,292.22
		TOTAL PARK & RECREATION ADMIN		1,292.22
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMODES INC	2 PORT A POTTI RENTALS	01-510-000-58999	180.00
20725	T R COCHART TIRE CENTER	TIRE REPAIR/KUBOTA	01-510-000-51900	30.00
22800	WALMART COMMUNITY	ANTIFREEZE	01-510-000-54999	206.40
23730	WPS	335 S 14TH AVE-MEM FLD	01-510-000-56600	120.19
MACCOUX	PHIL MACCOUX	SAFETY REIMBURSE/MACCOUX	01-510-000-56800	158.23
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	SPRAY ELECTRIC CLEANER	01-510-000-56250	9.29
O'REILLY		AIR FILTER	01-510-000-51900	25.66
O'REILLY		TERMINAL	01-510-000-51900	4.99
O'REILLY		BOLT	01-510-000-51900	6.99
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-510-000-51850	75.07
		TOTAL		816.82
		TOTAL PARKS AND PLAYGROUNDS		816.82
MUNICIPAL DOCKS				

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
20070	TAPCO	MONTHLY PAY STATION FEE	01-550-000-58999	50.00
23730	WPS	36 S NEENAH AVE RESTROOM	01-550-000-56600	23.54
DASHAQUA	DASH AQUATIC SERVICES LLC	ANNUAL BUOY REMOVAL	01-550-000-55350	2,661.83
PIER	PIER & WATERWAY SOLUTIONS,LLC	ANNUAL DOCK REMOVAL	01-550-000-55900	1,710.00
		TOTAL		4,445.37
		TOTAL MUNICIPAL DOCKS		4,445.37
COMMUNITY & ECONOMIC DEVLPMT				
17700	QUILL CORPORATION	2 11X17 PAPER	01-900-000-52800	101.98
17700		1 #10 ENVELOPES	01-900-000-52800	20.49
17700		2 LABELS	01-900-000-51950	31.98
17700		CORRECTION TAPE	01-900-000-51950	8.99
17700		YELLOW CARTRIDGE	01-900-000-51950	207.99
USBANK	US BANK	CTA RENEWAL/NAULT	01-900-000-54999	15.00
		TOTAL		386.43
		TOTAL COMMUNITY & ECONOMIC DEVLPMT		386.43
		TOTAL GENERAL FUND		70,214.77
CAPITAL FUND				
COMPUTER				
AMPLITEL	AMPLITEL TECHNOLOGIES, LLC	CAMERA REPLACEMENT	10-125-000-59040	10,000.00
		TOTAL		10,000.00
		TOTAL COMPUTER		10,000.00
CITY HALL				
COVID19				
USBANK	US BANK	ROOM/AIR PURIFIERS-CLEANERS	10-160-401-59999	20,590.00
		TOTAL COVID19		20,590.00
		TOTAL CITY HALL		20,590.00
PATROL				
PATROL				
02005	BAY ELECTRONICS, INC.	SQUAD CAR CHANGE OVER	10-215-000-59035	1,066.00
BELCO	BELCO VEHICLE SOLUTIONS,LLC	SQUAD 60 CHANGEOVER	10-215-000-59035	9,405.13
		TOTAL PATROL		10,471.13
		TOTAL PATROL		10,471.13
CURB/GUTTER/SIDEWALK				

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
EXPENSE				
EXPENSE				
ELITE	ELITE CUSTOM PATIO & HARDSCAPE	RETAIN WALL 5TH & LOUISIANA	10-440-000-59102	8,275.00
TOTAL EXPENSE				8,275.00
TOTAL CURB/GUTTER/SIDEWALK				8,275.00
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
CUSTOM	CUSTOM SERVICE INFORMATION LLC	4 STAINLESS STEEL GRILL GRATES	10-510-000-59015	2,600.00
TOTAL PARKS AND PLAYGROUNDS				2,600.00
TOTAL PARKS AND PLAYGROUNDS				2,600.00
PUBLIC FACILITIES				
EXPENSE				
04696	DOOR COUNTY TREASURER	LIBRARY BOILER REPLACE PROJCT	10-700-000-56850	25,626.02
TOTAL EXPENSE				25,626.02
TOTAL PUBLIC FACILITIES				25,626.02
TOTAL CAPITAL FUND				77,562.15
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM	11/20 CB MUSIC SERVICE	21-000-000-58999	40.01
22800	WALMART COMMUNITY	HDMI CABLE	21-000-000-52700	34.92
TOTAL CABLE TV / GENERAL				74.93
TOTAL CABLE TV / GENERAL				74.93
TOTAL CABLE TV				74.93
TID #3 DISTRICT				
TID #3 DISTRICT				
\$1.685 NOTES				
01761	ASSOCIATED TRUST COMPANY	PAY AGENT FEE/GO BOND 10.22.13	27-330-937-70002	475.00
TOTAL \$1.685 NOTES				475.00
TOTAL TID #3 DISTRICT				475.00
TOTAL TID #3 DISTRICT				475.00
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	09/20 GRANARY LEGAL MATTERS	28-340-000-55001	5,098.00

INVOICES DUE ON/BEFORE 12/15/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950		09/20 DEVELOPMNT LEGAL MATTERS	28-340-000-55001	1,764.00
BOARD	BOARD OF COMMISSIONERS	LEASE 180 ADMIN FEE	28-340-000-55001	500.00
BOARD		LEASE 180 ANNL PYMNT	28-340-000-58999	200.00
CEDARCO	CEDAR CORPORATION	FESTIVAL WTRFRNT PROJ	28-340-000-58999	19,638.11
PETERS	PETERS CONCRETE CO	PROJ 2004 PAY #2	28-340-000-59082	71,416.25
TOTAL TID #4 DISTRICT				98,616.36
TOTAL TID #4 DISTRICT				98,616.36
TOTAL TID #4 DISTRICT				98,616.36
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	HALOGEN SEALED BEAM	60-000-000-53000	24.98
13150	MASTERCRAFT WELDING SYSTEM	3/16 PLATE STEEL	60-000-000-53000	200.00
20725	T R COCHART TIRE CENTER	TIRE CHANGES/FLAT REPAIR	60-000-000-52850	90.00
JX ENT	JX ENTERPRISES, INC.	ELECTRICAL REPAIR #39	60-000-000-56250	761.01
TOTAL SOLID WASTE ENTERPRISE FUND				1,075.99
TOTAL SOLID WASTE ENTERPRISE FUND				1,075.99
TOTAL SOLID WASTE ENTERPRISE				1,075.99
TOTAL ALL FUNDS				248,019.20



**MANUAL CHECKS**

DELTA DENTAL	\$ 6,002.49
12/01/20	
Check # 87939	
12/20 Dental Insurance	
Various Departmental Accounts	

EFT GROUP INSURANCE	\$144,685.66
12/01/20	
Check # 87939	
12/20 Health Insurance	
Various Departmental Accounts	

<b>TOTAL MANUAL CHECKS</b>	<b>\$ 150,688.15</b>
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INVOICES DUE ON/BEFORE 12/15/2020

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	<del>79,214.77</del> 220,902.92
CAPITAL FUND	77,562.15
CABLE TV	74.93
TID #3 DISTRICT	475.00
TID #4 DISTRICT	98,616.36
SOLID WASTE ENTERPRISE	1,075.99
TOTAL --- ALL FUNDS	<del>248,019.20</del> 398,707.35

Heleen Bacon 12/8/2020  
Jim Wilk 12/8/2020

COMMON COUNCIL  
December 1, 2020

A regular meeting of the Common Council was called to order at 6:00 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Statz, Williams, Gustafson, Nault, Wiederanders and Reeths were present.

Williams/Bacon to adopt the agenda. Carried.

The following people spoke during public comment: Connie Bordeau, 928 N 6<sup>th</sup> Ave.

Bacon/Wiederanders to approve the following bills: General Fund - \$214,451.66, Capital Fund - \$54,667.43, Cable TV - \$6,775.55, and Solid Waste Enterprise Fund - \$21,478.07 for a grand total of \$297,372.71. Roll call: All voted aye. Carried.

Nault/Gustafson to approve the consent agenda:

- a. Approval of 11/17/20 regular Common Council minutes.
- b. Place the following minutes on file:
  - (1) Finance/Purchasing & Building Committee – 11/10/20
  - (2) City Plan Commission – 11/18/20
- c. Place the following reports on file:
  - (1) Bank Reconciliation – October 2020
  - (2) Revenue & Expense Report – October 2020
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Consideration of: Approval of Sidewalk Café Permit for Henry S. Baird Masonic Lodge.
- f. Consideration of: Approval of Street Closure Application from ATC for S. 1<sup>st</sup> Avenue just south of Nebraska Street.
- g. Consideration of: Approval of Street Closure Application from ATC for Intersection of S. Neenah Ave and W. Maple/Oregon Bridge.
- h. Finance/Purchasing & Building Committee recommendation re: Establish Public Art Reserve Account and update Reserve Policy of the Fiscal Management Policy accordingly.

Carried.

There were no mayoral appointments.

A resolution to update fees was presented by Administrator VanLieshout. VanLieshout summarized the budget process where the fees were discussed, alternative sources of revenue, that, in some instances, it has been seven years without a fee increase. Williams/Reeths to adopt the fee schedule as presented. Discussion took place regarding incrementally increasing fees over years, that doubling the farm market fees is a large increase, whether the City should be in the marina business, payment plan for 2021, and the budget discussion and agreement during the budget process. Bacon/Statz to amend the motion to increase the Farm Market fees by 50% for 2021. Carried. Vote taken on the original motion as amended. Carried.

A public hearing regarding the zoning code amendment to Section 20.175(1) – (C-5 Mixed Commercial/Residential District of the Municipal Code was opened at 6:34 pm and closed at 6:35 pm.

Gustafson/Bacon to read in title only the first reading of the ordinance re: repeal and recreate Section 20.175(1) of the Municipal Code. Carried.

Williams/Reeths to read in title only the first reading of the ordinance re: Section 2.01 of the Municipal Code (Replacing Vacant Aldermanic Seat.) Carried.

## RECOMMENDATION

We, the City Plan Commission, hereby recommend that the Common Council accept the revised development proposal from Northpointe Development Corporation for the West Waterfront Redevelopment.

CITY PLAN COMMISSION  
David Ward, Chr.

Introduced by Mayor Ward. Gustafson/Williams to adopt. Community Development Director Olejniczak summarized the history of the proposal. It was noted that the value was about \$6.5 million and that accepting the proposal is not the end result. There would still need to be a formal development agreement but approval gets the project started. Andy Dumke, Northpointe Development Corporation, address the Council regarding working with the City, developing a site plan, and reviewed the timeline/process with an anticipated lease date of Spring 2022. Vote taken on the motion. Carried.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Nault/Reeths to adjourn. Carried. The meeting adjourned at 6:55 p.m.

Respectfully submitted,



Stephanie Reinhardt  
City Clerk/HR Director

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**November 24, 2020**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Ald. Wiederanders appeared by zoom and Alders. Bacon and Williams appeared in person. Also present: Alder. Gustafson, City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, and Office Accounting Assistant II Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda removing item #4.

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: ~~Second Amendment to the Development Agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society.~~
5. Review bills.
6. Adjourn.

Carried.

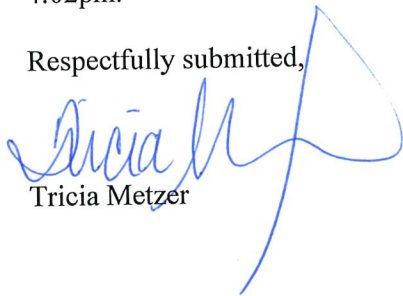
No one spoke during public comment on agenda items and other issues related to finance & purchasing.

Review bills

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

Moved by Alderperson Bacon, seconded by Alderperson Williams to adjourn. Carried. The meeting 4:02pm.

Respectfully submitted,



Tricia Metzger



Kalin Montevideo  
Assistant Fire Chief

## CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St  
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office  
Email: kmontevideo@sturgeonbaywi.org

### STURGEON BAY FIRE DEPARTMENT OCTOBER 2020 FIRE REPORT

OCTOBER INCIDENTS: 162  
2020 TOTAL INCIDENTS: 1,245

#### INCIDENTS BY JURISDICTION:

#### AVERAGE RESPONSE TIME:

**CITY - East Side:** 116 Year to Date: 825 EMERGENT: 4.31 Minutes NON-EMERGENT: 4.56 Minutes  
 101 – Medical Incident 02 – Vehicle Accident 05 – Alarm/Detector Activation, No Fire  
 02 – Carbon Monoxide Incident 02 – Structure Fire 01 – Smoke Scare/Odor of Smoke  
 01 – Gas Leak 01 – Excess Heat/Scorch, No Fire 01 – Assist Law Enforcement/Gmt Agency

**CITY - West Side:** 31 Year to Date: 284 EMERGENT: 3.35 Minutes NON-EMERGENT: 5.18 Minutes  
 27 – Medical Incident 01 – Carbon Monoxide Incident 01 – Alarm/Detector Activation, No Fire  
 01 – Gas Leak 01 – Citizen Complaint

**Town of Sevastopol:** 12 Year to Date: 67 EMERGENT: 9.28 Minutes NON-EMERGENT: N/A Minutes  
 02 – Alarm/Detector Activation, No Fire 01 – Carbon Monoxide Incident 02 – Assist Law Enforcement/Gmt Agency  
 01 – Extication/Rescue 03 – Vehicle Accident 01 – Watercraft Rescue  
 02 – Gas Leak

**Town of Sturgeon Bay:** 02 Year to Date: 51 EMERGENT: 8.43 Minutes NON-EMERGENT: 9.04 Minutes  
 01 – Medical Incident 01 – Alarm/Detector Activation, No Fire

#### MUTUAL AID/MABAS INCIDENTS

**Gibraltar:** 0 Year to Date: 01

**Southern Door:** 01 Year to Date: 10  
 01 – Structure Fire

**Egg Harbor:** 0 Year to Date: 01

**Brussels, Union, Gardner:** 0 Year to Date: 01

**Jacksonport:** 0 Year to Date: 02

**Sister Bay:** 0 Year to Date: 02

**Washington Island:** 0 Year to Date: 01

#### INPECTION REPORT:

	<u>Regular Inspections</u>	<u>Re Inspections</u>	<u>Occupancy Inspections</u>	<u>Hours</u>
Inspections – City of Sturgeon Bay:	<u>88</u>	<u>11</u>	<u>0</u>	<u>98.34</u>
Inspections – Town of Sevastopol:	<u>01</u>	<u>0</u>	<u>0</u>	<u>1.2</u>
Inspections – Town of Sturgeon Bay:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Inspections – Town of Jacksonport:	<u>02</u>	<u>0</u>	<u>0</u>	<u>1.38</u>

**Sevastopol Burn Permit:**

Permits Issued for Month: 04

Year to Date Permits Issued: 92

## **SPECIAL REPORTS, TRAINING AND MAINTENANCE**

### **MAINTENANCE:**

Firefighters repaired assembled and mounted lockers for SB Police Dept.; replace all SCBA heads up display (HUD) batteries; worked with our manufacturer to diagnose an electrical issue on Engine 6; built a frame in the back of the UTV to carry a stokes basket; winterized apparatus/pumps; replaced batteries in exhaust system sensors; installed a new wireless access point at westside apparatus bay; installed brace & mounting pole for port security cameras and winterized the light trailer/generator.

### **TRAINING:**

415.82 hours of training was conducted in October. Firefighters trained with driving and truck pump operations, auto extrication procedures including air bag systems & hydraulic tools, confined space equipment & air monitoring operations, fire attack procedures and five part-time firefighters continued Emergency Medical Responder (EMR) training held at NWTC.

### **Other:**

Fire Chief and AC attended City and other Town meetings. We presented fire safety presentations to St. Peters Lutheran School and Sunshine House; assisted Door County Library with moving a very large carpet to their new building; assisted Door County Sheriff Office with their fire extinguisher training/demo; hosted WI National Guard COVID testing in our eastside apparatus bay and participated with the community food distribution.

### **COVID-19 Update:**

We continue to see the number of positive COVID-19 cases continue to rise in our community. The additional precautions and cleaning processes are ongoing including wiping down of surfaces in the station and apparatus at the beginning of each duty shift and following interactions during calls. The process of changing in and out of duty gear continues for firefighters. These processes are to ensure we are decontaminating our gear, clothing and apparatus as much as possible and not taking any contaminants to our homes.





Kalin Montevideo  
Assistant Fire Chief

## CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St  
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office  
Email: kmontevideo@sturgeonbaywi.org

### STURGEON BAY FIRE DEPARTMENT NOVEMBER 2020 FIRE REPORT

NOVEMBER INCIDENTS: 128  
2020 TOTAL INCIDENTS: 1,373

#### INCIDENTS BY JURISDICTION:

CITY - East Side: 102 Year to Date: 927

86 – Medical Incident  
02 – Carbon Monoxide Incident  
01 – Gas Leak  
02 – Unauthorized Burning  
01 – Gas/Flammable Liquid Spill

#### AVERAGE RESPONSE TIME:

EMERGENT: 4.34 Minutes NON-EMERGENT: 5.03 Minutes

02 – Vehicle Accident  
01 – Structure Fire  
01 – Outside Grass/Rubbish Fire  
01 – Lock-Out  
02 – Alarm/Detector Activation, No Fire  
01 – Search for Person on Land  
01 – Cooking Fire, Confined to Container  
01 – Authorized/Controlled Burning

CITY - West Side: 17 Year to Date: 301

14 – Medical Incident

EMERGENT: 3.41 Minutes NON-EMERGENT: 4.43 Minutes

01 – Vehicle Accident  
02 – Alarm/Detector Activation, No Fire

Town of Sevastopol: 07 Year to Date: 74

03 – Alarm/Detector Activation, No Fire  
02 – Vehicle Accident

EMERGENT: 7.52 Minutes NON-EMERGENT: 10.36 Minutes

01 – Medical Incident  
01 – Unauthorized Burning

Town of Sturgeon Bay: 02 Year to Date: 53

01 – Medical Incident

EMERGENT: 6.29 Minutes NON-EMERGENT: N/A Minutes

01 – Electrical Equipment/Wiring Problem

#### MUTUAL AID/MABAS INCIDENTS

Gibraltar: 0 Year to Date: 01

Southern Door: 0 Year to Date: 10

Egg Harbor: 0 Year to Date: 01

Brussels, Union, Gardner: 0 Year to Date: 01

Jacksonport: 0 Year to Date: 02

Sister Bay: 0 Year to Date: 02

Washington Island: 0 Year to Date: 01

#### INPECTION REPORT:

	<u>Regular Inspections</u>	<u>Re Inspections</u>	<u>Occupancy Inspections</u>	<u>Hours</u>
Inspections – City of Sturgeon Bay:	<u>244</u>	<u>05</u>	<u>02</u>	<u>177.34</u>
Inspections – Town of Sevastopol:	<u>06</u>	<u>0</u>	<u>0</u>	<u>2.76</u>
Inspections – Town of Sturgeon Bay:	<u>02</u>	<u>0</u>	<u>0</u>	<u>1.20</u>
Inspections – Town of Jacksonport:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Sevastopol Burn Permit:

Permits Issued for Month: 07

Year to Date Permits Issued: 99



## **SPECIAL REPORTS, TRAINING AND MAINTENANCE**

### **MAINTENANCE:**

Firefighters finished building a frame in the back of the UTV to carry a stokes basket; installed heat pans on apparatus; replaced hinges on UTV; cleaned up training facility to get it ready for winter; replaced a belt on the snow blower & got both ready for the winter; removed & bled air from cascade systems to be hydro tested (bottle were hydro tested) and removed rope & flag from pole at Sawyer Park.

### **TRAINING:**

235.55 hours of training was conducted in November. Firefighters trained with driving and truck pump operations, auto extrication procedures hydraulic tools, five part-time firefighters continued Emergency Medical Responder (EMR) training held at NWTC; building pre-plans; SCBA; search & rescue procedures; water/ice rescue equipment and on-duty firefighters were able to train in a home that was to be torn down practicing roof ventilation operations, vent/enter/search procedures, ladder operations and forcible entry techniques.

### **Other:**

Fire Chief and AC attended City and other Town meetings. We hosted WI National Guard COVID testing in our eastside apparatus bay and fished a drone from the water off of Sunset Park.

### **COVID-19 Update:**

As we continue to see the number of positive COVID-19 cases continue to rise in our community, we continue to take additional precautions. These include wiping down of surfaces in the station and apparatus at the beginning of each duty shift and following interactions during calls. We are doing everything we can to keep our firefighters and community safe.

We continue to respond to all incidents and calls for service.

**NOVEMBER 2020 BANK RECONCILIATION**

**CHECKING ACCOUNTS**

GENERAL FUND	SNAP
NICOLET	NICOLET
PRIOR G/L BALANCE	9,456.81
REVENUE	0.00
DISBURSEMENTS	45.60
AMOUNT IN TRANSIT	0.00
ADJUSTMENTS	0.00
ENDING BALANCE	9,411.21

**INVESTMENT ACCOUNTS**

GENERAL/CAPITAL FUND	INVESTMENTS
PRIOR G/L BALANCE	499,589.13
REVENUE	687.31
DISBURSEMENTS	665.13
AMOUNT IN TRANSIT	0.00
ADJUSTMENTS	0.00
ENDING BALANCE	499,611.31

**SAVINGS ACCOUNTS**

GENERAL FUND	GENERAL FUND	WDF	CAPITAL - BUILDING DEBT	CAPITAL PROJECTS	CAPITAL PROJECTS DEBT	TIF #3 CONSTRUCTION	TIF #3 DEBT
STATE - #2	NICOLET BANK - MWBI	STATE - #4	STATE - #9	STATE - #13	STATE - #15	STATE - #14	STATE - #08
PRIOR G/L BALANCE	20,133.05	10,249.67	6,321.77	1,216,502.86	136,274.25	16,197.78	836,608.66
REVENUE	0.17	1.03	0.64	122.82	13.76	1.64	84.46
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	20,133.22	10,250.70	6,322.41	1,216,625.68	136,288.01	16,199.42	836,693.12
BANK BALANCE	20,133.22	10,250.70	6,322.41	1,216,625.68	136,288.01	16,199.42	836,693.12

TIF #1 DEBT	TIF #2	TIF #2 DEBT 98A&B	TIF #2 AMENDED AREA	TIF #2 AMENDED AREA	TIF #4 DEBT SVC	TID #4 CONSTRUCTION
STATE - #11	STATE - #3	STATE - #10	CONST. - STATE - #06	CAP. INT. - STATE - #7	STATE - #12	STATE - #01
PRIOR G/L BALANCE	15,493.63	3,191,884.46	56,679.65	38.26	94,793.76	712,851.01
REVENUE	1.56	322.18	5.72	0.00	9.57	33,068.83
DISBURSEMENTS	0.00	1,863.90	0.00	36.10	0.00	110,781.13
AMOUNT IN TRANSIT	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
ENDING BALANCE	15,495.19	3,190,342.74	56,685.37	2.16	94,803.33	635,138.71
BANK BALANCE	15,495.19	3,190,342.74	56,685.37	2.16	94,803.33	635,138.71

12/8/2020

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

7c4.

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	NOVEMBER		VARI- ANCE	FISCAL YEAR-TO-DATE ACTUAL	VARI- ANCE
	BUDGET	ACTUAL			ACTUAL	BUDGET			
REVENUES	12,387,430.00	715,852.71	(94.2)	12,387,430.00	12,387,430.00	9,804,647.36	(20.8)	9,804,647.36	(20.8)
GENERAL FUND	12,387,430.00	715,852.71	(94.2)	12,387,430.00	12,387,430.00	9,804,647.36	(20.8)	9,804,647.36	(20.8)
TOTAL REVENUES	12,387,430.00	715,852.71	(94.2)	12,387,430.00	12,387,430.00	9,804,647.36	(20.8)	9,804,647.36	(20.8)
EXPENSES	1,453,455.00	1,365.39	99.9	1,453,455.00	1,453,455.00	1,475,442.71	(1.5)	1,475,442.71	(1.5)
GENERAL FUND	1,453,455.00	1,365.39	99.9	1,453,455.00	1,453,455.00	1,475,442.71	(1.5)	1,475,442.71	(1.5)
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00	10,110.22	21.5	10,110.22	21.5
CITY COUNCIL	62,160.00	4,253.92	93.1	62,160.00	62,160.00	54,329.33	12.5	54,329.33	12.5
LAW/LEGAL	86,000.00	2,002.50	97.6	86,000.00	86,000.00	44,218.24	48.5	44,218.24	48.5
CITY CLERK-TREASURER	473,290.00	34,994.69	92.6	473,290.00	473,290.00	386,350.27	18.3	386,350.27	18.3
ADMINISTRATION	188,675.00	11,758.60	93.7	188,675.00	188,675.00	130,931.58	30.6	130,931.58	30.6
COMPUTER	111,750.00	11,428.10	89.7	111,750.00	111,750.00	101,110.01	9.5	101,110.01	9.5
CITY ASSESSOR	107,480.00	5,330.11	95.0	107,480.00	107,480.00	304,474.53	(183.2)	304,474.53	(183.2)
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00	210.00	86.1	210.00	86.1
BUILDING/ZONING CODE ENFORCEM	101,565.00	4,783.39	95.2	101,565.00	101,565.00	65,388.98	35.6	65,388.98	35.6
MUNICIPAL SERVICES ADMIN.	242,170.00	18,099.93	92.5	242,170.00	242,170.00	202,239.43	16.4	202,239.43	16.4
PUBLIC WORKS ADMINISTRATION	243,230.00	17,479.93	92.8	243,230.00	243,230.00	198,533.25	18.3	198,533.25	18.3
ELECTIONS DEPARTMENT	27,505.00	12,183.66	55.7	27,505.00	27,505.00	35,748.69	(29.9)	35,748.69	(29.9)
CITY HALL	153,670.00	7,998.50	94.7	153,670.00	153,670.00	117,333.86	23.6	117,333.86	23.6
INSURANCE	261,705.00	10,130.00	96.1	261,705.00	261,705.00	245,899.88	6.0	245,899.88	6.0
GENERAL EXPENDITURES	840,050.00	2,853.10	99.6	840,050.00	840,050.00	44,886.20	94.6	44,886.20	94.6
POLICE DEPARTMENT	508,815.00	34,355.93	93.2	508,815.00	508,815.00	448,124.74	11.9	448,124.74	11.9
PATROL BOAT	15,315.00	0.00	100.0	15,315.00	15,315.00	9,454.11	38.2	9,454.11	38.2
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0	0.00	0.0
POLICE DEPARTMENT/PATROL	2,198,620.00	173,510.07	92.1	2,198,620.00	2,198,620.00	1,806,466.16	17.8	1,806,466.16	17.8
POLICE DEPT. / INVESTIGATIONS	311,405.00	9,240.83	97.0	311,405.00	311,405.00	240,385.21	22.8	240,385.21	22.8
FIRE DEPARTMENT	2,097,945.00	158,170.23	92.4	2,097,945.00	2,097,945.00	1,841,945.30	12.2	1,841,945.30	12.2
STORM SEWERS	33,600.00	1,152.53	96.5	33,600.00	33,600.00	35,232.28	(4.8)	35,232.28	(4.8)
SOLID WASTE MGMT/SPRING/FALL	53,820.00	24,727.54	54.0	53,820.00	53,820.00	41,238.76	23.3	41,238.76	23.3
COMPOST/SOLID WASTE SITE	52,110.00	0.00	100.0	52,110.00	52,110.00	23.83	99.9	23.83	99.9
STREET SWEEPING	36,350.00	5,088.00	86.0	36,350.00	36,350.00	41,215.71	(13.3)	41,215.71	(13.3)
WEED ABATEMENT	4,005.00	31.92	99.2	4,005.00	4,005.00	1,432.32	64.4	1,432.32	64.4
ROADWAYS/STREETS	191,515.00	4,855.81	97.4	191,515.00	191,515.00	223,451.56	(16.6)	223,451.56	(16.6)
SNOW REMOVAL	223,500.00	0.00	100.0	223,500.00	223,500.00	47.4	47.4	47.4	47.4
STREET SIGNS AND MARKINGS	64,850.00	636.26	99.0	64,850.00	64,850.00	28,056.01	56.6	28,056.01	56.6
CURB/GUTTER/SIDEWALK	19,950.00	924.11	95.3	19,950.00	19,950.00	13,780.97	30.9	13,780.97	30.9
STREET MACHINERY	199,640.00	10,976.84	94.5	199,640.00	199,640.00	137,277.73	31.2	137,277.73	31.2
CITY GARAGE	58,935.00	1,646.23	97.2	58,935.00	58,935.00	35,150.67	40.3	35,150.67	40.3
CELEBRATION & ENTERTAINMENT	55,780.00	1,933.75	99.6	55,780.00	55,780.00	35,451.54	36.3	35,451.54	36.3
HIGHWAYS - GENERAL	506,805.00	22,037.51	95.6	506,805.00	506,805.00	407,571.73	19.5	407,571.73	19.5
PARK & RECREATION ADMIN	108,375.00	3,905.79	96.3	108,375.00	108,375.00	57,007.82	47.3	57,007.82	47.3
PARKS AND PLAYGROUNDS	509,615.00	26,550.63	94.7	509,615.00	509,615.00	420,544.58	17.4	420,544.58	17.4
BALLFIELDS	28,715.00	62.80	99.7	28,715.00	28,715.00	3,171.10	88.9	3,171.10	88.9

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CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL		VARI- ANCE
	BUDGET	ACTUAL				YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL	
EXPENSES								
ICE RINKS	12,130.00	0.00	100.0	12,130.00	12,130.00	66.84	99.4	
BEACHES	3,825.00	0.00	100.0	3,825.00	3,825.00	1,551.02	59.4	
MUNICIPAL DOCKS	47,270.00	211.26	99.5	47,270.00	47,270.00	30,249.18	36.0	
WATER WEED MANAGEMENT	87,240.00	11.14	99.9	87,240.00	87,240.00	42,900.53	50.8	
WATERFRONT PARKS & WALKWAYS	71,380.00	1,270.01	98.2	71,380.00	71,380.00	66,857.56	6.3	
EMPLOYEE BENEFITS	43,450.00	4,853.77	88.8	43,450.00	43,450.00	28,257.85	34.9	
PUBLIC FACILITIES	83,375.00	16,246.05	80.5	83,375.00	83,375.00	78,075.97	6.3	
BOARDS AND COMMISSIONS	970.00	203.85	78.9	970.00	970.00	688.35	29.0	
COMMUNITY & ECONOMIC DEVLPMNT	391,015.00	23,759.57	93.9	391,015.00	391,015.00	332,616.67	14.9	
TOTAL EXPENSES	12,387,430.00	670,199.27	94.5	12,387,430.00	12,387,430.00	9,943,050.07	19.7	
TOTAL FUND REVENUES	12,387,430.00	715,852.71	(94.2)	12,387,430.00	12,387,430.00	9,804,647.36	(20.8)	
TOTAL FUND EXPENSES	12,387,430.00	670,199.27	94.5	12,387,430.00	12,387,430.00	9,943,050.07	19.7	
SURPLUS (DEFICIT)	0.00	45,653.44	100.0	0.00	0.00	(138,402.71)	100.0	

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		%	FISCAL		%	FISCAL		%
	BUDGET	ACTUAL		YEAR-TO-DATE	ANNUAL		YEAR-TO-DATE	ACTUAL	
REVENUES	5,335,615.00	30,777.22	(99.4)	5,335,615.00	5,335,615.00	3,850,510.86	(27.8)		
PATROL									
TOTAL REVENUES	5,335,615.00	30,777.22	(99.4)	5,335,615.00	5,335,615.00	3,850,510.86	(27.8)		
EXPENSES									
CITY CLERK-TREASURER	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
ADMINISTRATION	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
COMPUTER	26,300.00	0.00	100.0	26,300.00	26,300.00	9,845.99	62.5		
CITY ASSESSOR	10,000.00	0.00	100.0	10,000.00	10,000.00	0.00	100.0		
MUNICIPAL SERVICES ADMIN.	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
ELECTIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
CITY HALL	719,497.00	2,179.40	99.6	719,497.00	719,497.00	164,591.02	77.1		
GENERAL EXPENDITURES	15,000.00	0.00	100.0	15,000.00	15,000.00	426,036.42	(2740.2)		
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
PATROL BOAT	1,033.34	0.00	100.0	11,366.66	12,400.00	12,306.51	0.7		
POLICE DEPT. / INVESTIGATIONS	133,640.00	0.00	100.0	133,640.00	133,640.00	94,464.78	29.3		
FIRE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
STORM SEWERS	102,775.00	130.00	99.8	102,775.00	102,775.00	131,020.83	(27.4)		
SOLID WASTE MGMT/REFUSE/RECYC	135,000.00	67.59	99.9	135,000.00	135,000.00	105,227.98	22.0		
ROADWAYS/STREETS	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
SNOW REMOVAL	2,168,503.00	0.00	100.0	2,168,503.00	2,168,503.00	1,589,195.21	26.7		
CURB/GUTTER/SIDEWALK	145,000.00	0.00	100.0	145,000.00	145,000.00	144,274.00	0.5		
CITY GARAGE	200,000.00	0.00	100.0	200,000.00	200,000.00	283,734.42	(41.8)		
PARKS AND PLAYGROUNDS	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
BALLFIELDS	1,161,000.00	3,110.00	99.7	1,161,000.00	1,161,000.00	37,848.73	96.7		
ICE RINKS	310,500.00	0.00	100.0	310,500.00	310,500.00	18,302.75	94.1		
BEACHES	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
MUNICIPAL DOCKS	18,000.00	0.00	100.0	18,000.00	18,000.00	0.00	100.0		
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
WATERFRONT PARKS & WALKWAYS	105,000.00	1,822.50	98.2	105,000.00	105,000.00	26,469.15	74.7		
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0		
PUBLIC FACILITIES	31,500.00	0.00	100.0	31,500.00	31,500.00	0.00	100.0		
COMMUNITY & ECONOMIC DEVLPMT	26,000.00	0.00	100.0	26,000.00	26,000.00	50,576.75	(94.5)		
TOTAL EXPENSES	5,308,748.34	7,309.49	99.8	5,319,081.66	5,320,115.00	3,093,894.54	41.8		
TOTAL FUND REVENUES	5,335,615.00	30,777.22	(99.4)	5,335,615.00	5,335,615.00	3,850,510.86	(27.8)		
TOTAL FUND EXPENSES	5,308,748.34	7,309.49	99.8	5,319,081.66	5,320,115.00	3,093,894.54	41.8		
SURPLUS (DEFICIT)	26,866.66	23,467.73	(12.6)	16,533.34	15,500.00	756,616.32	4781.3		

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL				
REVENUES									
CABLE TV / GENERAL	153,000.00	34,882.62	(77.2)	153,000.00	153,000.00	153,000.00	162,761.65	6.3	
TOTAL REVENUES	153,000.00	34,882.62	(77.2)	153,000.00	153,000.00	153,000.00	162,761.65	6.3	
EXPENSES									
CABLE TV / GENERAL	109,725.00	5,245.85	95.2	109,725.00	109,725.00	109,725.00	67,407.25	38.5	
TOTAL EXPENSES	109,725.00	5,245.85	95.2	109,725.00	109,725.00	109,725.00	67,407.25	38.5	
TOTAL FUND REVENUES	153,000.00	34,882.62	(77.2)	153,000.00	153,000.00	153,000.00	162,761.65	6.3	
TOTAL FUND EXPENSES	109,725.00	5,245.85	95.2	109,725.00	109,725.00	109,725.00	67,407.25	38.5	
SURPLUS (DEFICIT)	43,275.00	29,636.77	(31.5)	43,275.00	43,275.00	43,275.00	95,354.40	120.3	

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

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

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #2 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL		VARI-ANCE
	BUDGET	ACTUAL			NOVEMBER ACTUAL	NOVEMBER VARI-ANCE	
REVENUES							
TID DISTRICT #2	2,246,450.09	329.46	2,246,450.09	2,246,450.09	4,196,650.00	86.8	
TOTAL REVENUES	2,246,450.09	329.46	2,246,450.09	2,246,450.09	4,196,650.00	86.8	
EXPENSES							
TID DISTRICT #2	1,508,190.30	1,900.00	1,508,190.30	1,508,190.30	3,430,748.29	(127.4)	
TOTAL EXPENSES	1,508,190.30	1,900.00	1,508,190.30	1,508,190.30	3,430,748.29	(127.4)	
TOTAL FUND REVENUES	2,246,450.09	329.46	2,246,450.09	2,246,450.09	4,196,650.00	86.8	
TOTAL FUND EXPENSES	1,508,190.30	1,900.00	1,508,190.30	1,508,190.30	3,430,748.29	(127.4)	
SURPLUS (DEFICIT)	738,259.79	(1,570.54)	738,259.79	738,259.79	765,901.71	3.7	



CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL	
	BUDGET	ACTUAL				YEAR-TO-DATE ACTUAL	VARI- ANCE
REVENUES							
TID #1 DISTRICT	880,103.28	40.53	(99.9)	880,103.28	880,103.28	858,426.25	(2.4)
TOTAL REVENUES	880,103.28	40.53	(99.9)	880,103.28	880,103.28	858,426.25	(2.4)
EXPENSES							
TID #1 DISTRICT	816,778.28	0.00	100.0	816,778.28	816,778.28	808,636.53	0.9
TOTAL EXPENSES	816,778.28	0.00	100.0	816,778.28	816,778.28	808,636.53	0.9
TOTAL FUND REVENUES	880,103.28	40.53	(99.9)	880,103.28	880,103.28	858,426.25	(2.4)
TOTAL FUND EXPENSES	816,778.28	0.00	100.0	816,778.28	816,778.28	808,636.53	0.9
SURPLUS (DEFICIT)	63,325.00	40.53	(99.9)	63,325.00	63,325.00	49,789.72	(21.3)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER	NOVEMBER	VARI- ANCE	FISCAL	ANNUAL	FISCAL	VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET		YEAR-TO-DATE ACTUAL	
REVENUES							
TID #3 DISTRICT	70,299.22	86.10	(99.8)	70,299.22	70,299.22	52,319.79	(25.5)
TOTAL REVENUES	70,299.22	86.10	(99.8)	70,299.22	70,299.22	52,319.79	(25.5)
EXPENSES							
TID #3 DISTRICT	130,172.87	0.00	100.0	130,172.87	130,172.87	114,849.40	11.7
TOTAL EXPENSES	130,172.87	0.00	100.0	130,172.87	130,172.87	114,849.40	11.7
TOTAL FUND REVENUES	70,299.22	86.10	(99.8)	70,299.22	70,299.22	52,319.79	(25.5)
TOTAL FUND EXPENSES	130,172.87	0.00	100.0	130,172.87	130,172.87	114,849.40	11.7
SURPLUS (DEFICIT)	(59,873.65)	86.10	(100.1)	(59,873.65)	(59,873.65)	(62,529.61)	4.4

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		VARI- ANCE	FISCAL		ANNUAL BUDGET	FISCAL		VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL				
REVENUES									
TID #4 DISTRICT	3,812,507.04	33,078.40	(99.1)	3,812,507.04	3,812,507.04	3,812,507.04	3,686,964.38	(3.2)	
TOTAL REVENUES	3,812,507.04	33,078.40	(99.1)	3,812,507.04	3,812,507.04	3,812,507.04	3,686,964.38	(3.2)	
EXPENSES									
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0	
TID #4 DISTRICT	6,035,578.23	105,034.63	98.2	6,035,578.23	6,035,578.23	6,035,578.23	3,950,579.22	34.5	
TOTAL EXPENSES	6,035,578.23	105,034.63	98.2	6,035,578.23	6,035,578.23	6,035,578.23	3,950,579.22	34.5	
TOTAL FUND REVENUES	3,812,507.04	33,078.40	(99.1)	3,812,507.04	3,812,507.04	3,812,507.04	3,686,964.38	(3.2)	
TOTAL FUND EXPENSES	6,035,578.23	105,034.63	98.2	6,035,578.23	6,035,578.23	6,035,578.23	3,950,579.22	34.5	
SURPLUS (DEFICIT)	(2,223,071.19)	(71,956.23)	(96.7)	(2,223,071.19)	(2,223,071.19)	(2,223,071.19)	(263,614.84)	(88.1)	

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: REVOLVING LOAN FUND (STATE)  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER	NOVEMBER	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL					
REVENUES							
REVOLVING LOAN FUND (STATE)	14,785.00	1.03	(99.9)	14,785.00	14,785.00	6,925.73	(53.1)
TOTAL REVENUES	14,785.00	1.03	(99.9)	14,785.00	14,785.00	6,925.73	(53.1)
EXPENSES							
REVOLVING LOAN FUND (STATE)	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00	(4256.5)
TOTAL EXPENSES	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00	(4256.5)
TOTAL FUND REVENUES	14,785.00	1.03	(99.9)	14,785.00	14,785.00	6,925.73	(53.1)
TOTAL FUND EXPENSES	11,300.00	0.00	100.0	11,300.00	11,300.00	492,292.00	(4256.5)
SURPLUS (DEFICIT)	3,485.00	1.03	(99.9)	3,485.00	3,485.00	(485,366.27)	(4027.2)

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		FISCAL YEAR-TO-DATE BUDGET	NOVEMBER		FISCAL YEAR-TO-DATE ACTUAL	%
	BUDGET	ANCE		ACTUAL	ANCE		
REVENUES							
SOLID WASTE ENTERPRISE FUND	541,705.00		541,705.00	46,202.02	(91.4)	541,705.00	(4.4)
TOTAL REVENUES	541,705.00		541,705.00	46,202.02	(91.4)	541,705.00	(4.4)
EXPENSES							
SOLID WASTE ENTERPRISE FUND	500,560.00		500,560.00	39,233.53	92.1	500,560.00	22.6
TOTAL EXPENSES	500,560.00		500,560.00	39,233.53	92.1	500,560.00	22.6
TOTAL FUND REVENUES	541,705.00		541,705.00	46,202.02	(91.4)	541,705.00	(4.4)
TOTAL FUND EXPENSES	500,560.00		500,560.00	39,233.53	92.1	500,560.00	22.6
SURPLUS (DEFICIT)	41,145.00		41,145.00	6,968.49	(83.0)	41,145.00	216.2

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER		FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE	
	BUDGET	ACTUAL			ACTUAL	ACTUAL
REVENUES						
COMPOST SITE ENTERPRISE FUND	0.00	218.85	100.0	0.00	12,164.62	100.0
TOTAL REVENUES	0.00	218.85	100.0	0.00	12,164.62	100.0
EXPENSES						
COMPOST SITE ENTERPRISE FUND	0.00	4,999.35	100.0	0.00	59,136.29	100.0
TOTAL EXPENSES	0.00	4,999.35	100.0	0.00	59,136.29	100.0
TOTAL FUND REVENUES	0.00	218.85	100.0	0.00	12,164.62	100.0
TOTAL FUND EXPENSES	0.00	4,999.35	100.0	0.00	59,136.29	100.0
SURPLUS (DEFICIT)	0.00	(4,780.50)	100.0	0.00	(46,971.67)	100.0

CITY OF STURGEON BAY  
 SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS  
 FOR 11 PERIODS ENDING NOVEMBER 30, 2020

DEPARTMENT DESCRIPTION	NOVEMBER	NOVEMBER	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL		VARIA-	YEAR-TO-DATE	BUDGET	
			ANCE	BUDGET	BUDGET	ACTUAL	ANCE
TOTAL MUNICIPAL REVENUES	25,441,894.63	861,468.94	(96.6)	25,441,894.63	25,441,894.63	23,148,761.47	(9.0)
TOTAL MUNICIPAL EXPENSES	26,808,483.02	833,922.12	96.8	26,818,816.34	26,819,849.68	22,347,883.22	16.6
SURPLUS (DEFICIT)	(1,366,588.39)	27,546.82	(102.0)	(1,376,921.71)	(1,377,955.05)	800,878.25	(158.1)

CITY OF STURGEON BAY  
INSPECTION DEPARTMENT

November 30, 2020

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF NOVEMBER, 2020

November-20	YEAR TO DATE		November-20	YEAR TO DATE
0	6	ONE FAMILY DWELLINGS	-- ----	1,481,551
1	2	TWO FAMILY DWELLINGS	383,000	650,900
0	0	MULTIPLE FAMILY DWELLINGS	-- ----	-- ----
1	5	MANUFACTURED HOME	30,000	271,300
0	0	C.B.R.F.	-- ----	-- ----
0	4	RESIDENTIAL ADDITIONS	-- ----	548,398
2	48	RESIDENTIAL ALTERATIONS	5,300	701,589
0	12	RESIDENTIAL GARAGES/CARPORTS	-- ----	268,221
0	2	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-- ----	5,800
0	10	RESIDENTIAL STORAGE BUILDINGS	-- ----	92,945
0	0	RESIDENTIAL SWIMMING POOLS	-- ----	-- ----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-- ----	-- ----
3	6	NEW COMMERCIAL BUILDINGS	1,300,000	1,998,445
1	3	NON-RESIDENTIAL ADDITIONS	14,000,000	19,025,000
4	47	NON-RESIDENTIAL ALTERATIONS	261,432	3,487,856
0	0	MUNICIPAL BUILDINGS	-- ----	-- ----
0	0	WAREHOUSES	-- ----	-- ----
0	0	FACTORY & SHOP	-- ----	-- ----
0	0	COMMUNICATION TOWER	-- ----	-- ----
0	0	SUBSTATION	-- ----	-- ----
0	0	AGRICULTURAL BUILDINGS	-- ----	-- ----
12	145	<b>TOTAL ESTIMATED COST OF CONSTRUCTION</b>	<b>\$15,979,732</b>	<b>\$27,050,454</b>

November-20	YEAR TO DATE	TOTAL PERMITS ISSUED	November-20	YEAR TO DATE
12	145	BUILDING PERMITS	13,368	38,799
14	142	ELECTRICAL PERMITS	1,326	14,937
5	76	PLUMBING PERMITS	526	8,076
2	49	HEATING PERMITS	359	8,788
3	99	SIGN PERMITS	150	3,240
0	10	MISCELLANEOUS PERMITS	-- ----	250
0	0	SUMP PUMP PERMITS	-- ----	-- ----
0	1	REINSPECTION FEE	-- ----	40
0	2	EARLY STARTS	-- ----	200
3	16	EROSION CONTROL	450	1,875
0	0	STATE PLAN APPROVALS	-- ----	-- ----
2	10	PARK & PLAYGROUND PAYMENTS	600	3,000
1	12	WISCONSIN PERMIT SEALS	35	420
0	5	ZONING BOARD OF APPEALS APPLICATIONS	-- ----	1,500
0	1	ZONING CHANGES/P.U.D. APPLICATIONS	-- ----	400
0	2	PLAN COMMISSION - CONDITIONAL USES	-- ----	600
0	3	CERTIFIED SURVEY MAP REVIEWS	-- ----	85
0	0	SUBDIVISION PLATTING REVIEW	-- ----	-- ----
0	0	MISCELLANEOUS REVENUE	-- ----	-- ----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-- ----	-- ----
0	0	RESIDENTIAL BUILDINGS MOVED	-- ----	-- ----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-- ----	-- ----
0	1	CHANGE OF USE	-- ----	277
0	0	RESIDENTIAL OCCUPANCY FEES	-- ----	-- ----
5	22	COMMERCIAL OCCUPANCY FEES	250	1,500
0	0	PIER PERMIT	-- ----	-- ----
1	2	DEMOLITION	25	50
5	30	PLAN REVIEW FEE	8,500	15,970
		ADMIN FEE	800	3,943
<b>TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER</b>			<b>\$26,389.00</b>	<b>\$103,950.00</b>

Cheryl Nault  
Building Inspection Dept.





# STURGEON BAY POLICE DEPARTMENT



*The mission of the Sturgeon Bay Police Department is to serve, protect, and work in partnership with the community to ensure a safe, nurturing environment.*

To:           The Honorable Mayor  
                   Members of the Common Council  
                   Members of the Police and Fire Commission  
                   City Administrator Josh VanLieshout

From:         Captain Daniel J. Brinkman

Subject:      Monthly Report for November, 2020

Date:         December 3, 2020

The following is a summary of the Police Department’s activities for the month of November that includes crimes investigated, traffic accidents investigated, training completed, and public education provided by department members.

**Crimes Investigated**

The Department, during the month, investigated a total of 58 crimes.

These crimes can be broken down and classified as follows.

Disorderly Conduct.....	05
Possess Controlled Substance.....	02
Fraud / Forgery.....	09
Domestic Abuse.....	03
Theft.....	10
Identity Theft.....	01
Criminal Damage to Property.....	03
Bail Jumping.....	02
Custodial Interference.....	09
Sex Offenses.....	02
Threats to Injure.....	02
Violate Court Order.....	04
ICAC Investigations.....	04
Burglary.....	01
Resist / Obstruct Officer Investigation.....	01
<b>TOTAL 58</b>	

The above crimes resulted in the loss of \$2,770 to the community, of which \$1,870 has been recovered.

**Arrests**

The Department completed a total of 88 arrests during the month. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

**A. Felony Crime Arrest**

Bail Jumping.....	04
Possess Controlled Substance.....	02
Internet Crimes against Children.....	01
Interfere w/ Child Custody.....	03
Deliver Controlled Substance.....	01
Burglary.....	02
Possess Drug Paraphernalia.....	02
<b>TOTAL</b>	<b>15</b>

**B. Misdemeanor Crime Arrests**

Disorderly Conduct.....	02
Intimidate Witness.....	01
Possess Controlled Substance.....	05
Bail Jump.....	01
Theft.....	03
4 <sup>th</sup> Deg Sexual Assault.....	01
Possess Drug Paraphernalia.....	02
Resist / Obstruct Officer.....	01
<b>TOTAL</b>	<b>16</b>

<b>Wisconsin Probation &amp; Parole Arrests / Warrant Arrests.....</b>	<b>06</b>
<b>TOTAL</b>	<b>06</b>

**C. Ordinance Violation Arrests**

Disorderly Conduct .....	03
Retail Theft.....	01
Disorderly Conduct w/Vehicle .....	01
Resist/Interfere w/Officer .....	02
Possess /Consume Alcohol Underage.....	02
Habitual Truant Student .....	05
<b>TOTAL</b>	<b>14</b>

**D. Traffic Crime Arrests**

Operate Motor Vehicle while Revoked .....	03
Knowingly Flee/Elude Officer.....	01
No Ignition Interlock Device .....	01
<b>TOTAL</b>	<b>05</b>

<b>E. Traffic Violation Arrests</b>	
Operate Motor Vehicle w/o Insurance.....	04
Operate Motor Vehicle while Intoxicated.....	04
Operate Motor Vehicle while Suspended/Revoked.....	03
Speeding.....	06
No Valid Driver's License.....	03
Miscellaneous Violations.....	12
	<b>TOTAL 32</b>

In addition to the preceding arrests, the Department conducted a total of 115 traffic stops during the month and logged 16 violations for various motor vehicle defects and local ordinances and issued 14 written warnings for those violations. A total of 08 parking ticket was issued for parking violations throughout the city.

**Traffic Accidents**

The Department during the month investigated a total of 11 vehicle accidents. These accidents are categorized into four types.

A. Motor Vehicle Accidents Involving Fatalities .....	00
B. Motor Vehicle Accidents Involving Injuries.....	01
C. Motor Vehicle Accidents Involving Property Damage .....	09
(greater than \$1,000.00)	
D. Motor Vehicle Accidents Involving Property Damage .....	01
(less than \$1,000.00)	
	<b>TOTAL 11</b>

**Police Service Calls**

Department members handled 397 service calls during the month. These calls consist of both citizen requests for police service as described below (322), crimes investigated (58), traffic accidents investigated (11), and Wisconsin Probation and Parole Assists (06).

A. Traffic and Road Incidents.....	54
<p>This category consists of all assignments involving assists to stranded motorists, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing obstructions from roadways, and all parking problem complaints.</p>	
B. Noise Complaints.....	03
<p>These complaints involve private parties, licensed liquor establishments, and parties in public places.</p>	
C. Sick and Injured Persons.....	11
<p>Assistance rendered to the Ambulance Service and sick or injured persons.</p>	
D. Alarms.....	22
<p>Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms.</p>	
E. Complaints Involving Animals.....	14
<p>Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.</p>	

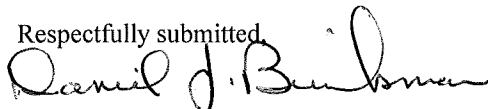
F. Civil Disputes.....	06
Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	
G. Escorts.....	02
Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.	
H. Citizen Assist .....	58
This category is broad and involves such services as assistance in gas drive-off, emergency notifications, attempts to locate people, retrieval of personal property, and vehicle registration assistance.	
I. Assistance Rendered to Other Agencies.....	08
Includes assistance to other law enforcement and government agencies.	
J. Suspicious Person / Vehicle / Circumstance .....	25
Involves both citizen complaints and observations by officers on patrol who took investigative action in regard to the suspicious behavior of vehicles and people.	
K. Self-Initiated Field Activity.....	02
All initiated activity by the officer to include, but not limited to, routine security checks of area industries, businesses, city parks, residences, and compliance checks of local liquor establishments.	
L. Juvenile Problems .....	04
Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.	
M. Miscellaneous Incidents .....	98
Includes arrest warrants served, recovered property calls, and all unfounded calls for police service. This category includes 9-1-1 calls investigated by Department members during the month.	
N. Welfare Checks .....	15
Includes calls to check on the well-being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.	

**TOTAL 322**

**Department Training**

The Joint SWAT Team and Dive Team completed their monthly training.

Respectfully submitted,



Captain Daniel J. Brinkman

ORDINANCE NO. \_\_\_\_\_

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

SECTION 1: Section 20.175 (1) of the Municipal Code (Zoning Code) is hereby repealed  
and recreated as follows:

- (a) Single-family dwellings established within an existing building, including repairs/reconstruction of such dwellings and additions up to 50 percent of the original floor area.
- (b) Two-family dwellings established within an existing building, including repairs/reconstruction of such dwellings and additions up to 50 percent of the original floor area.
- (c) Buildings containing a mixture of residential uses and commercial uses including home occupation. There shall be no maximum floor area restrictions between the uses. Home occupations shall not be limited to the standards outlined in section 20.09(2)(a) (1-7).
- (d) ~~(e)~~ Any use listed as a permitted use in the C-2 district, except bus depots and those uses listed separately as conditional uses under subsection (2). Such uses shall only occupy an existing building or occupy a new building with a building footprint not exceeding 3,000 square feet.

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

Approved:

\_\_\_\_\_  
David Ward  
Mayor

Attest:

\_\_\_\_\_  
Stephanie Reinhardt  
City Clerk

**An Ordinance to Amending Section 2.01  
of the City of Sturgeon Bay  
Code of Ordinance, Common Council Membership.**

The Common Council of the City of Sturgeon Bay, Door County, Wisconsin, do ordain as follows:

**SECTION 1.** Section 2.01 of the Sturgeon Bay Code of Ordinances; Common Council, Membership is hereby amended by the creation of paragraph 2.01 (2), Replacing a Vacant Aldermanic Seat, which shall read as follows:

(2) Replacing Vacant Aldermanic Seat:

(a) Upon notification by an Alderperson to the Mayor that the Alderperson will be unable to fill out their entire term:

1. The Mayor shall, as soon as reasonably possible, notify the City Administrator of the pending vacancy.
2. The City Administrator and or City Clerk will solicit interested applicants to fill the vacancy.
3. The process for interested citizens to apply shall take no longer that 14 business days from the last day of the vacating Alderpersons date of departure.
4. If no interested citizens apply, the Mayor may submit a candidate for consideration.
5. At the first regular Common Council Meeting after the application deadline, the applicants will be presented to the Common Council. Each candidate will be given 5 minutes to introduce him/herself.
6. After the candidate presentation, the chair will ask for nominations from the Alder that are present
7. A motion to nominate an individual will require a second in order for that person to become eligible for election to the Council.
8. The chair will ask the body to close nominations after each sitting alder has had a chance to nominate a candidate.
9. If there is just one nomination, the chair will ask for a motion to elect the

nominated individual by acclamation.

10. If there are two or more nominations, the chair will ask for a roll call vote and each alder will announce his/her vote.

11. If a candidate gets 4 or more votes, that person will be elected to fill the remaining term of the former alderman.

12. If no candidate gets 4 votes and there will be subsequent rounds of voting until a candidate gets the needed 4 votes.

13. In case of a tie between 2 candidates, the matter will be settled by a coin flip.

SECTION 2. All ordinances or resolutions in conflict with this ordinance is hereby revoked.

SECTION 3. This Ordinance shall take effect upon passage by majority vote of the membership of the Common Council and publishing as provided by law.

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this \_\_\_ day of \_\_\_\_\_, 2020.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve deactivating the emergency warning sirens in the City of Sturgeon Bay.

Respectfully submitted,  
COMMUNITY PROTECTION AND SERVICES COMMITTEE  
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: November 5, 2020

\* \* \* \* \*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_, seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.



## EXECUTIVE SUMMARY

TITLE: City of Sturgeon Bay Emergency Warning Sirens

BACKGROUND: The City of Sturgeon Bay Outdoor Warning Siren System consists of 6 Outdoor Tornado Warning Sirens strategically placed in the City for optimal coverage, which were installed approximately 24 years ago. These sirens serve as an early Tornado warning device to alert citizens to take shelter indoors and seek additional information. While the outdoor warning system can be an effective method of notifying those that are outdoors, to seek shelter indoors, it is only one component of a comprehensive emergency warning system. In addition, you should obtain a NOAA weather radio and tune in to local media reports from television, radio, or social media.

Designed as an Outdoor Warning System, the sirens SHOULD NOT be relied upon to provide sufficient warning INDOORS or in NOISY AREAS. Additionally, air conditioning, thunder, wind, rain, and other conditions can cause the sirens not to be heard indoors or outdoors, even if sirens can be heard during monthly tests.


Currently, 2 of the 6 warning sirens require substantial repairs and within the next 1-2 years, all sirens will need to be replaced at a cost of approximately \$25,000 each.

Sirens are also subject to lightning strikes and other equipment malfunction. Because the sirens are constantly exposed to the elements and other hazards, the City of Sturgeon Bay cannot guarantee that the sirens will function correctly. For these reasons, everyone is encouraged to have multiple ways to receive information about severe weather.


Wireless Emergency Alerts (WEA) are emergency messages sent by authorized government alerting authorities through the major mobile carriers. WEA is targeted to a defined geographical area. This capability allows for both the residents of a given jurisdiction and persons visiting the jurisdiction to be notified. WEA is presented differently than a typical text alert to differentiate it from regular notifications. They offer a unique alert tone and vibration accompanied by a brief push notification displayed uniquely on the end user's mobile device. The public does not need to register for this service. WEA is an opt-out system. Mobile device users will receive the WEA notification unless they choose to deactivate the service on their mobile device

FISCAL IMPACT: No impact for removal of sirens.

RECOMMENDATION: Approve the recommendation to de-energize the Warning Sirens in the City of Sturgeon Bay and provide education to the public as to where accurate and timely information regarding emergency notification can be obtained, and in 2021 dismantle and remove all warning sirens in the City of Sturgeon Bay.

PREPARED BY:   
\_\_\_\_\_  
Tim Dietman  
Fire Chief

12/8/20  
Date

REVIEWED BY:   
\_\_\_\_\_  
Josh VanLieshout  
City Administrator

12/9/20  
Date

**RECOMMENDATION**

**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the second amendment to the development agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society as presented.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE  
By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 8, 2020.

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_ seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.



City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235  
jvanlieshout@sturgeonbaywi.org

Joshua J. Van Lieshout  
City Administrator

920-746-6905 (Voice)  
920-746-2905 (Fax)

## Memorandum

To: Finance Committee

From: Josh Van Lieshout, Administrator

Re: Agenda Items

Date: December 4, 2020

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**Item:** Consideration of: Second Amendment to the Development Agreement Between the City and the Sturgeon Bay Historical Society RE: Granary

**Discussion:** Attached to this memo is a review, provided by City Attorney Jim Kalny, of the proposed draft second amendment to the Development Agreement. This draft has been shared with and reviewed by SBHSF's counsel and appears to be acceptable. Attorney Kalny will be joining the Finance Committee by Zoom.

**Recommendation:** To recommend approval to the Common Council. If the Committee chooses to approve the amendments, then it would be placed on the December 15, 2020 Common Council meeting agenda.

**Item:** Consideration of: Memo of Understanding between the City and Bay Shipbuilding/Fincantieri Re: Beautification of 3<sup>rd</sup> Avenue

**Discussion:** During the review and permitting process of the recent Fincantieri/Bay Ship (FBS) expansion plans, a condition was imposed by the Zoning Board of Appeals, and later a similar condition by the Plan Commission as part of a rezoning. The conditions imposed require FBS to complete a beautification plan incorporating FBS's 3<sup>rd</sup> Avenue frontage through a cooperative effort with the City of Sturgeon Bay. During the formulation of the 2021 Budget, the Common Council budgeted funds to participate in development of this plan for the 3<sup>rd</sup> Avenue Corridor.

As a result of these actions, staff met with representatives of FBS and agreed that a memorandum of understanding between the City and FBS would be an appropriate means to provide a framework for the plan, planning process and City participation. This MOU sets the framework for the project and the City's relationship and investment.

**Recommendation:** To recommend approval to the Common Council. This item would be placed on the December 15, 2020 Common Council agenda.



## MEMORANDUM

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*To:* Mr. Josh Van Lieshout  
*From:* James M. Kalny  
*Date:* December 4, 2020  
*Subject:* Second Amendment to Development Agreement (Tewels/Brandeis)

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### **Second Amendment to the Development Agreement Regarding the Renovation of the Tewels and Brandeis Gran Elevator (Granary)**

#### **INTRODUCTION**

This Granary project has changed considerably since its inception in early 2019. Originally the project was to be a restoration and repair project placing the repaired shell of the Granary at its original site for use as a shelter to be owned and maintained by the City. While from the beginning the SBHS expressed the intention to eventually improve the Granary into a more functional event center; the initial development agreement proposed a modest project compared to what is presented now.

As this project evolved and due to Ordinary High Water Mark (OHWM) regulation, the Granary project required several agreements to facilitate the development. This report is not an exhaustive recounting of each and every provision of those agreements; those agreements were individually considered and adopted by the council and are too involved and voluminous to review with significant detail. The intent of this report is to provide the context for the Second Amendment of the original Development Agreement (Agreement) to illustrate why this amendment is necessary and what it needed to address.

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## **BACKGROUND:**

### **Development Agreement**

In March of 2019, the Common Council approved an agreement with the Sturgeon Bay Historical Society (SBHS) providing for the relocation and restoration of the Granary at its original location on the City's west side waterfront (Agreement). Initially, the Agreement provided that the SBHS would undertake repair and restoration of the Granary, and upon completion turn the structure over to the City, at no cost to the City.

At the time of initial approval of the Agreement, the Granary was not at its original site, so the Agreement provided for moving the Granary back to a temporary placement at the west side waterfront site to eventually place it on its original location. The area that was intended to be the location of the temporary placement of the Granary, the original location of the Granary and a construction area and temporary access area (consisting of approximately 30' around the original Granary footprint) was identified as the "Project Site". The Agreement provided for a staged site plan submission to the Property Committee to demonstrate the Granary could be safely placed on the Project Site pending final placement.

In early 2019, the Project Site was determined to be below the OHWM. Consequently, while the City holds riparian rights to the site, the State of Wisconsin holds the property in public trust and the Project Site can only be used for certain maritime related purposes. Also, a submerged land lease from the Board of Commissioners of Public Lands (BCPL) is required to permit use of trust property. The process for obtaining a submerged lands lease includes review and input from the Wisconsin Department of Natural Resources (DNR). The Agreement acknowledged the need to obtain the submerged land lease to enable the City to lease the Project Site and then a sublease of the Project Site to the SBHS to allow the SBHS to occupy the site to place and renovate the Granary before conveying the Granary to the City.

The Project Site and surrounding areas are also subject to a remediation plan of the DNR. The Agreement charges the SBHS to address remediation concerns within the Project Site.

To insure the financial ability to complete the project the Agreement includes written assurance from the Door County Community Foundation that a minimum of \$1,250,000 has been pledged to the project and that \$130,000 is in escrow that can be used by the City to remove the Granary if the renovation is not timely completed or the Agreement otherwise materially breached. If the escrowed funds were not used to remove the Granary those would be given to the City to be used to offset maintenance costs.

With regard to construction activities, the Agreement provided SBHS early access to assess site feasibility, construction access, inspection access and plan submission and approval provisions. Required insurance and indemnification obligations for SBHS as well as project inspection and code compliance reviews were also addressed.

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Upon completion of the restoration the Agreement provided for the conveyance of the Granary to the City.

### **Development Progress and First Amendment**

The SBHS went to the Finance Committee and presented its staging plan on June 21, 2019. On June 24 the Granary was returned to the Project Site. The SBHS made some repairs and improvements to the exterior of the structure and did a thorough cleaning of the interior of the structure, and City staff began the process of obtaining a submerged land lease working with the SBHS on necessary submissions to the DNR and attempting to schedule meeting and negotiation sessions with the BCPL.

In early 2020, the parties considered the possibility that the SBHS maintain ownership of the Granary. The SBHS stated that they would like to install plumbing improvements for a catering kitchen and restroom facilities and would otherwise renovate the facility beyond repair and restoration in a manner to increase the utility of the Granary. The parties negotiated and agreed to amend the developer's agreement.

The First Amendment altered the Agreement to permit the Granary to remain in SBHS ownership. The transfer provisions were removed, and the escrow provisions and lease provision modified to reflect the continued ownership. A new plan was adopted providing the following minimum scope of the project:

- Restore existing piles and construct new pile caps, foundations and floor slab.
- Restored ground floor columns and any necessary additional shear walls and structural supports.
- Reposition upper floors of the Granary on supporting structure noted above.
- New one-story addition, including public entry, coat check, catering kitchen, mechanical equipment, storage, and restroom(s) to include one restroom that is accessible from the exterior without the need to pass through the other interior spaces.
- New windows, doors, lighting, electrical, plumbing, HVAC and Interior finishes as necessary for public access and use of the renovated ground floor space.
- New and/or renovated roofing and cladding for the entire existing building and new addition.
- New windows on the upper level to replace missing existing windows.

- 
- Entry ramp(s) and landscaping in the immediate vicinity of the Granary.

As the Agreement was being negotiated the City initiated the promenade project and the Agreement was generally amended to reference the need of the parties to cooperate regarding that project.

The Agreement was amended to permit SBHS to operate the Granary, including allowing private parties to use the Granary so long as no profit was realized, and provided the property was used in a manner consistent with the Public Purpose Doctrine. SBHS is to maintain the Granary and surrounding property. The City agreed to undertake the cost of extension of water to the facility in exchange for the public bathroom which was to be constructed at SBHS cost. The parties also agreed to cooperate regarding the environmental remediation.

### **The Master Lease, Promenade Project and Sublease**

While staff was pursuing the submerged land lease for the Project Site, the BCPL became aware of the City's desire to develop the remaining property below the OHWM on the west side riverfront, including the promenade project. Rather than negotiate and enter into two submerged land leases, the BCPL encouraged the City to enter into a submerged land lease incorporating all those portions of property below the OHWM in one master lease. The City amended the submission to the DNR expanding the property needed for the Granary project and including and referencing the Promenade Project and Sarter Marine. The BCPL and City staff reached agreement in August and the Master Lease was executed in late September. The rent was set by the Master lease at \$200.00 per year over a 50-year term, the BCPL reserving the right to increase rent depending on revenues generated and received by the City from operations on lease property.

Having obtained the Master Lease, pursuant to the Agreement the parties met and negotiated a sublease. The sublease leased the ground under the Granary to SBHS for a period matching the Master Lease. The rent, the amount due under the Master Lease. The sublease also provides the SBHS with 4 easements:

- A construction easement including temporary construction ingress to facilitate construction activities.
- A maintenance easement for properties immediately surrounding the Granary. This easement allows the SBHS to make certain improvements and requires them to maintain the site.
- An access easement assuring access to the Granary site. This easement may be moved by the City to accommodate future development.



- 
- A fire access easement required for fire prevention purposes. The SBHS has to level and may further improve the site. If the fire easement becomes the sole access to the Granary site, and is used for other development, the City will reimburse the SBHS the cost of the improvements to the fire easement.

There are damage and insurance indemnification provisions pertaining to the easements, as well as general maintenance provisions and default and hold over language.

As the sublease was created after most of the planning for the Promenade Project was completed, the easements take into consideration the existence of that project. The easements and footprint anticipated by the sublease are different from the original Project Site in the Agreement.

As mentioned when the sublease was approved, upon the finalization of the promenade plans including construction and utility provisions and final concept plans of the SBHS, another amendment to the agreement to tie up loose ends would be presented at a later date.

### **The Second Amendment**

The Second Amendment to the Agreement is intended to tie up the loose ends and provide a sound basis for the project to continue. The Second Amendment makes the following changes:

1. Exhibit F is substituted for the original site plan exhibit. This plan includes the references in the sublease and takes into consideration the property needed for the promenade and the addition to the Granary.
2. The executed sublease is inserted in the Agreement instead of the form place holder.
3. The final site for purposes of development and remediation responsibilities is redefined to the subleased premises (the Granary footprint) and the maintenance and fire access easement as defined in the sublease. This redefining was due in part to the to the proximity of the promenade to the Granary and to consistently reference the terms used in the sublease.
4. A new Exhibit E is substituted setting the minimum project scope as follows:
  - Install new piles and new concrete pile caps, grade beams and structural floor slab for Granary to be returned to its original location, and to support the new Granary Addition immediately adjacent.
  - Install restored ground floor columns and any necessary additional shear walls and structural supports.
  - Reposition upper floors of the Granary on supporting structure noted above.

- 
- New one story Addition, including public entry, prep kitchen, mechanical equipment, storage, and two restroom(s) including one restroom that is accessible to the public from the exterior.
  - New windows, doors, lighting, electrical, plumbing, HVAC, sprinkler system and interior finishes as necessary for public access and use of the renovated Granary and Addition.
  - New polished concrete finished floor slab in Granary and Addition, with hydronic radiant in-floor heating. Addition to be year-round use, Granary Ground Floor to be 3-season use, and Granary upper levels to be unheated.
  - New and/or renovated roofing and cladding for the entire existing building and new addition.
  - New windows on the upper level to replace missing existing windows.
  - Entry ramp(s) and landscaping within the Maintenance Easement of the Granary.
  - Rain gardens to collect runoff from Granary perimeter drainage strip and Addition roof drains.
  - Fire Access Easement along the south edge of the Maintenance Easement, to accommodate emergency vehicles.

The Exhibit E includes a Schematic Site Plan, Floor Plan and Schematic Renderings with the following caveat:

Note that drawings are in process, and may change as code compliance, details and pricing are confirmed. Renderings include some expanded scope areas such as stairs, mezzanines, and additional windows intended to allow the public to access the Granary upper levels, to view the interior spaces, structure and mechanical. These additional conditions are planned for but are not included in the minimum scope described above.

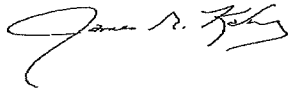
5. Provides for the review of all final plans in accord with state, federal and local law for this project and allows for similar review if there are any further improvements.
6. Inserts reference to the Fire Access Easement into the Agreement to address reimbursement for improvement cost if that access is later used as a public access serving other development.

- 
7. Provides for cooperation with the Parks Department during operation of the Granary.
  8. Limits the use of the property to non-profit use subject to the Public Purpose Doctrine.
  9. Addresses maintenance issues in Granary, the Fire and Access easement areas.
  10. Requires the City to contract for and provide sewer and water services to the Granary at its cost except that the City will be reimbursed for the cost of the sprinkler lateral that shall be reimbursed by the SBHS.

The Second Amendment amends the Agreement to incorporate the changes to the project that have occurred over the last year as the project evolved and was impacted by the proximate City development of the west side waterfront. In so doing, it also encompasses the updated plans for the project and facilitates clearer interpretation of the all the agreements required for this project. For clarity and consistency in administering this project and to establish the minimum project scope, my office recommends adoption of the Amendment.

Respectfully Submitted,

Davis & Kuelthau, sc



James M. Kalny  
City Attorney

JMK:bh

## SECOND AMENDMENT TO DEVELOPMENT AGREEMENT

THIS SECOND AMENDMENT TO DEVELOPMENT AGREEMENT (this “Amendment”) is made as of the 20th day of October, 2020, between The CITY OF STURGEON BAY (the “City”) and STURGEON BAY HISTORICAL SOCIETY (“SBHS”). The City and SBHS may be individually referred to as “Party” and collectively referred to as “Parties”.

### RECITALS

A. The City has title to a parcel of real property legally described on the attached Exhibit A (the “Property”).

B. Included within the legal description of the Property is land that lies below the ordinary high water mark of the waters of the State of Wisconsin and, therefore, irrespective of its legal description and any riparian rights held by the City, is owned by and subject to the jurisdiction of the State of Wisconsin.

C. The Property on which the Granary is to be located is in part below the ordinary high water mark of Lake Michigan and has become subject to the terms and conditions of a Lakebed Lease between the State of Wisconsin as lessor and the City as lessee, effective as of October 20, 2020.

D. SBHS owns a structure known as the Teweles and Brandeis Grain Elevator (the “Granary”), which is officially listed on the Wisconsin Registry of Historic Places and on the National Registry of Historic Places and was formerly located upon the existing pilings on the Property.

E. On July 22, 2019, the City approved a Development Agreement, by which the Parties set forth the terms by which SBHS would restore the Granary, as defined therein, on the Property. On March 16, 2020, the City approved a First Amendment to Development Agreement which modified certain terms and exhibits of the Development Agreement. The Development Agreement, as amended by the First Amendment to Development Agreement, is referred to herein as the “Agreement”. Capitalized terms used in this Second Amendment shall have the meaning given to them in the Agreement, except as otherwise defined in this Second Amendment.

F. SBHS desires to repair and restore the foundation and structural integrity of the Granary and make the first floor of the Granary comply with applicable codes for public use, including the addition of two bathrooms and catering kitchen facilities. Such required repair, restoration and additions, together with the restoration of the Granary to its former location as are more particularly described in the attached amended Exhibit E (the “Project”).

H. SBHS shall retain ownership of the Granary after the Project is completed and shall lease from the City that portion of the Property described in a sublease under the Lakebed Lease, a copy of which is attached hereto as amended Exhibit L (the “Sublease”), approved by the City on October 6, 2020.

J. The Remediation Plan previously approved by WDNR in connection with BRRTS File Nos. 03-15-000659, 920150544253 and 950150559637 has expired, but the Property remains an active remediation site. SBHS shall prepare a new remediation plan that covers the subleased Premises, Maintenance Easement and Fire Access Easement, all as described and depicted in the attached amended Exhibit L, and shall cooperate with the City in obtaining WDNR approval, and implement the new remediation plan as part of the Project (“Granary Remediation Plan”).

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. Incorporation of Agreement. The Agreement is hereby incorporated into this Second Amendment in its entirety, except to the extent modified by this Second Amendment. Reference to “this Second Amendment” shall include the Agreement as modified.

2. Recitals Part of Amendment. The recitals above are true and are an integral part of this Second Amendment on which the Parties are relying in entering into this Second Amendment.

3. Identification of Project Site. The Project Site, as that term is used in the Agreement, shall mean the Construction Easement and Temporary Construction/Access Easement depicted on the attached amended Exhibit F.

4. Modifications and Deletions of Sections of Agreement. The provisions corresponding to the section numbers referred to below shall be replaced with the provisions set forth below:

(a) Section 1(b). Lakebed Sublease is amended as follows:

The Parties have entered into a Lakebed Sublease effective October 6, 2020, which replaces Exhibit L to the Agreement. Among other things, the Lakebed Sublease provides for Maintenance and Fire Access Easements as depicted in second amended Exhibit E, attached hereto, which supersede the term “Final Site” as used in this Agreement.

(b) Section 1(e). Plans is amended as follows:

SBHS shall have submitted plans (the “Plans”) for the minimum restoration and additions described in second amended Exhibit E showing that the Project will conform to all applicable federal, state and local laws, including the International Existing Building Code, aesthetic review under Section 20.43 of the City Code of Ordinances, and the Granary Remediation Plan

(collectively, "Codes") aThe Plans shall include provisions for the landscaping or ground cover of the Maintenance Easement. Provided that such Plans are compliant with the Codes, the City shall review and act on the Plans within thirty (30) days of submittal. Nothing in this Agreement shall preclude SBHS from undertaking work on the Granary in addition to the Project requirements, upon obtaining all required permits and approvals and in conformity with all applicable Codes. SBHS may submit proposed revisions to the approved Plans to enhance the achievement of the objectives of this Agreement and improve and refine previously approved Plans. Revised Plans that comply with the Codes shall be approved within thirty (30) days of submittal.

(c) New subsection 1(q) is created as follows:

(d) Fire Access Easement. SBHS shall grade and surface the Fire Access Easement depicted in second amended Exhibit E as required by the Granary Remediation Plan and Fire Code If the Fire Access Easement becomes Lessee's sole vehicular access and the Lessor extends the access to serve other portions of the Property, Lessor shall reimburse the Lessee for its actual costs incurred in improving the Fire Access pursuant.

(d) Section 5. Operation of Granary is amended as follows:

(a) Maintenance and Operation. Throughout the Sublease term, SBHS shall operate the Granary in accordance with the terms of the Sublease and in the manner described in the Plan of Operation set forth in amended Exhibit D to the Agreement. During the term of the Sublease, SBHS shall meet and coordinate activities with the City Park and Recreation Board to facilitate cooperative and consistent use of the Granary and surrounding park facilities.

(b) Private Use. SBHS may rent the Granary to private parties or otherwise allow private parties to use the Granary, provided no profit is made from that transaction and the rental or use is otherwise in a manner consistent with the Public Purpose Doctrine. In any event, rental shall not be the primary or dominant use of the Granary.

(c) Structure and Area Maintenance. SBHS shall keep the Maintenance Easement and Granary, including the public restrooms, in a neat and orderly manner and repair throughout the lease term. SBHS shall not have any plowing, salting, maintenance, repair or upkeep responsibilities with respect to the General Access Easement or Fire Access Easement, except in the latter case as may be required by the Granary Remediation Plan or Fire Code.

(d) Section 1(p), Extension of Utilities, shall be amended as follows:

The City shall be responsible for the construction of sewer and domestic water supply laterals extended to the subleased Premises, at the City's cost. The City shall also construct a sprinkler lateral to serve the Premises, the cost of which shall be reimbursed by SBHS. After extension and connection, SBHS shall be responsible for adequate maintenance of the laterals as may be required during the term of the Sublease and any extensions thereof, at SBHS's cost.

5. Reaffirmation of Representations and Warranties. Each of the Parties hereby represents and warrants to the other that the representations and warranties made by such Party in the Agreement remain true in all material respects.

6. Due Authority. Each person signing this Agreement represents to the other that each person signing this Amendment on such Party's behalf has been authorized by all necessary action to execute and deliver this Amendment and to bind such Party to its terms.

7. No Course of Dealing; Correction of Errors. In entering into this Second Amendment, no course of dealing is created. Neither Party shall be obligated to enter into any further amendments to this Agreement, except to correct obvious errors in the Agreement, which shall be corrected promptly upon request of either of the Parties.

8. Entire Agreement. The Agreement as modified by this Second Amendment, constitutes the entire agreement between the Parties regarding the subject matter hereof.

9. Counterparts. This Second Amendment may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same document.

[Signature pages and amended exhibits follow.]

IN WITNESS WHEREOF, the Parties have entered into this Second Amendment to Development Agreement effective the day and year first written above.

**CITY OF STURGEON BAY**

By: \_\_\_\_\_  
David J. Ward, Mayor

By: \_\_\_\_\_  
Stephanie Reinhardt, Clerk

**ACKNOWLEDGMENT**

STATE OF WISCONSIN :  
   : SS.  
COUNTY OF DOOR        :

Personally came before me this \_\_\_day of \_\_\_\_\_, 2020, the above-named David J. Ward, the mayor of the City of Sturgeon Bay, to me known to be the mayor of that city and the person who executed the foregoing instrument and acknowledged the same as the act of that city by its authority.

\_\_\_\_\_  
\* \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

STATE OF WISCONSIN :  
   : SS.  
COUNTY OF DOOR        :

Personally came before me this \_\_\_day of \_\_\_\_\_, 2020, the above-named Stephanie Reinhardt, the clerk of the City of Sturgeon Bay, to me known to be the clerk of that city and the person who executed the foregoing instrument and acknowledged the same as the act of that city by its authority.

\_\_\_\_\_  
\* \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

STATE OF WISCONSIN :  
   : SS.  
COUNTY OF DOOR :



**STURGEON BAY HISTORICAL SOCIETY  
FOUNDATION, INC.**

By: \_\_\_\_\_  
Christie Weber, President

**ACKNOWLEDGMENT**

STATE OF WISCONSIN :  
: SS.  
COUNTY OF DOOR :

Personally came before me this \_\_\_ day of \_\_\_\_\_, 2020, the above-named Christie Weber, as President of the Sturgeon Bay Historical Society Foundation, Inc., a Wisconsin non-stock corporation, to me known to be the President of that corporation and the person who executed the foregoing instrument and acknowledged the same as the act of that corporation by its authority.

\_\_\_\_\_  
\* \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

**AMENDED EXHIBIT E  
MINIMUM BUILDOUT, SITE PLANS AND RENDERINGS OF PROJECT**

BOSTON  
2 Bradley Street, Suite S-10  
Somerville, MA 02145 USA  
t: 617.718.0741

MILWAUKEE  
PO Box 510076  
Milwaukee, WI 53203-0021 USA  
t: 414.687.7038

LA DALLMAN

[www.ladallman.com](http://www.ladallman.com)

December 2, 2020

## EXHIBIT E

### TEWELES and BRANDEIS GRANARY: SUMMARY MINIMUM PROJECT SCOPE

Following is a summary of minimum project scope planned for the Teweles and Brandeis Granary Project. See additional images attached for clarification.

- Install new piles and new concrete pile caps, grade beams and structural floor slab for Granary to be returned to its original location, and to support the new Granary Addition immediately adjacent.
- Install restored ground floor columns and any necessary additional shear walls and structural supports.
- Reposition upper floors of the Granary on supporting structure noted above.
- New one-story Addition, including public entry, prep kitchen, mechanical equipment, storage, and two restroom(s) including one restroom that is accessible to the public from the exterior.
- New windows, doors, lighting, electrical, plumbing, HVAC, sprinkler system and interior finishes as necessary for public access and use of the renovated Granary and Addition.
- New polished concrete finished floor slab in Granary and Addition, with hydronic radiant in-floor heating. Addition to be year-round use, Granary Ground Floor to be 3-season use, and Granary upper levels to be unheated.
- New and/or renovated roofing and cladding for the entire existing building and new addition.
- New windows on the upper level to replace missing existing windows.
- Entry ramp(s) and landscaping within the Maintenance Easement of the Granary.
- Rain gardens to collect runoff from Granary perimeter drainage strip and Addition roof drains.
- Fire Access Easement along the south edge of the Maintenance Easement, to accommodate emergency vehicles.

See attached drawings for reference:

- Exhibit E1: Schematic Site Plan / Enlarged
- Exhibit E2: Schematic Floor Plan / Enlarged
- Exhibit E3: Schematic Renderings

Note that drawings are in process, and may change as code compliance, details and pricing are confirmed.

Renderings include some expanded scope areas such as stairs, mezzanines, and additional windows intended to allow the public to access the Granary upper levels, to view the interior spaces, structure and mechanical systems. These additional conditions are planned for but are not included in the minimum scope described above.

Respectfully Submitted,  
James Dallman AIA  
LA DALLMAN Architects Inc.



Exhibit E1: Schematic Site Plan

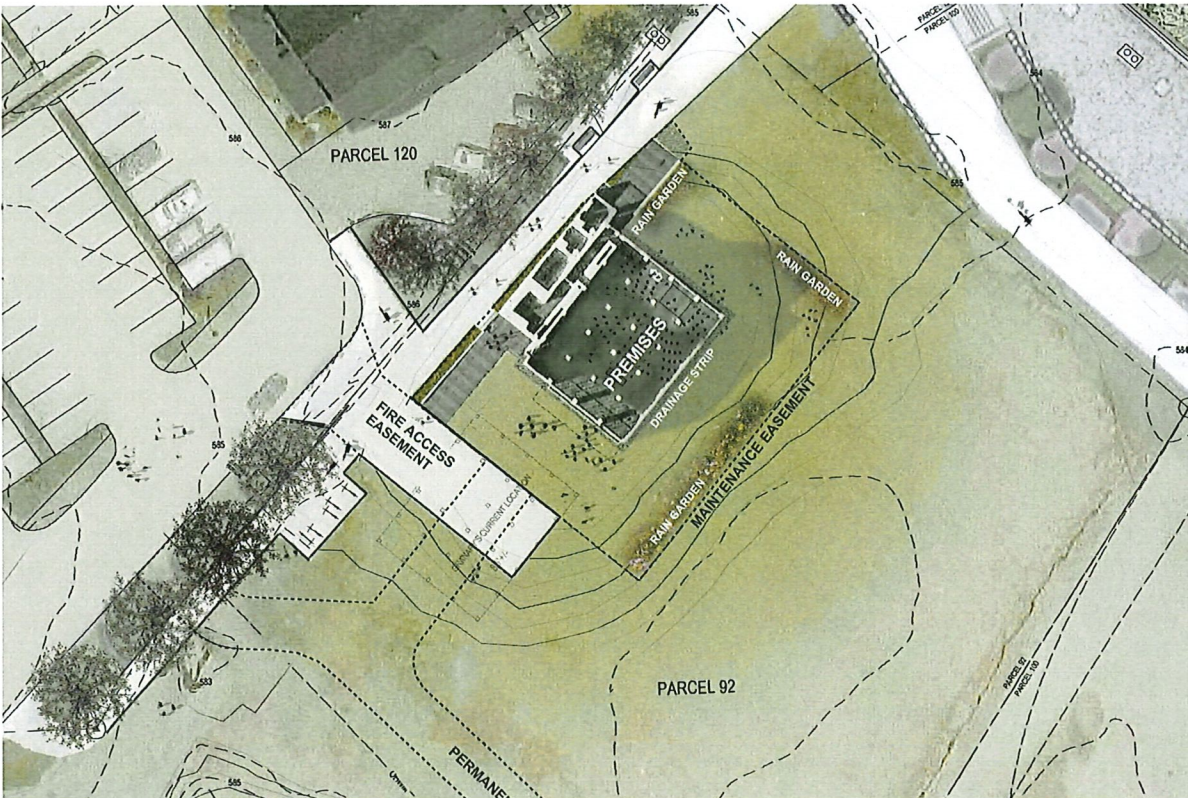


Exhibit E1: Schematic Site Plan – Enlarged



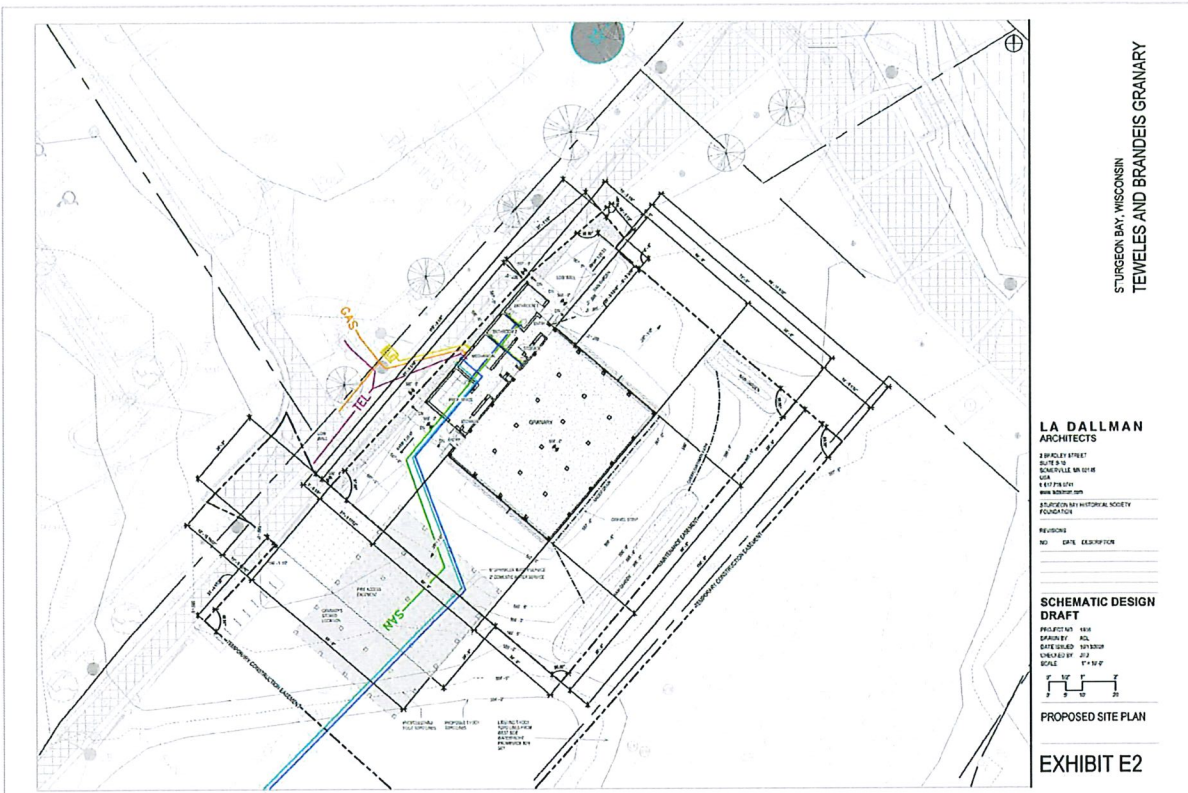


Exhibit E2: Schematic Floor Plan

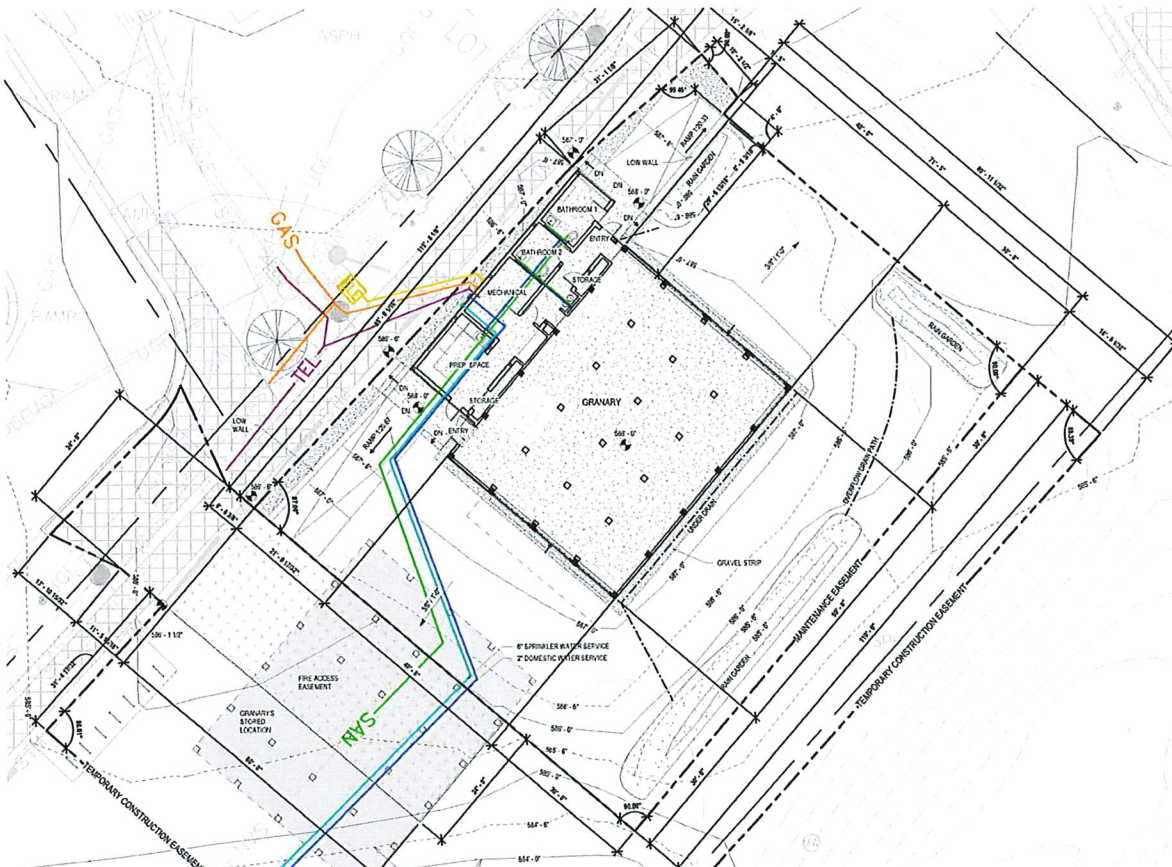


Exhibit E2: Schematic Floor Plan - Enlarged





Exhibit E3: Schematic Renderings - Exterior Looking North



Interior Looking Northeast



Interior Looking Northeast with windows open

**AMENDED EXHIBIT F  
CONSTRUCTION SITE PLAN**



**LA DALLMAN  
 ARCHITECTS**

2 BRADLEY STREET  
 SUITE 6-10  
 SCHEWVILLE, WI 53145  
 T 617.718.0741  
 www.ladallman.com

STURGEON BAY HISTORICAL SOCIETY  
 FOUNDATION

REVISIONS  
 NO. DATE DESCRIPTION

**SCHEMATIC DESIGN  
 DRAFT**

PROJECT NO. 186  
 PROJECT NAME  
 DATE ISSUED: 01/03/2020  
 CHECKED BY: JTD  
 SCALE: 1/32" = 1'



SITE PLAN WITH WATER  
 FRONT PROMENADE

**EXHIBIT F**





**AMENDED EXHIBIT L  
LAKEBED SUBLEASE**