



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, NOVEMBER 2, 2021
6:00 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 – \$228,496.99, Capital Fund - \$30,542.19, Cable TV - \$5,205.83, TID #2 - \$1,425.00, Solid Waste Enterprise Fund - \$4,191.45 for a grand total of \$269,861.46 [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 10/11/21 special and 10/19/21 regular Common Council minutes.
 - * b. Place the following minutes on file:
 - (1) Community Protection & Services Committee – 9/9/21
 - (2) Police & Fire Commission – 9/21/21
 - (3) Finance/Purchasing & Building Committee – 10/12/21
 - (4) Local Arts Board – 10/13/21
 - (5) Parking & Traffic Committee – 10/25/21
 - * c. Place the following reports on file:
 - (1) Bank Reconciliation – September 2021
 - (2) Revenue & Expense Report – September 2021
 - * d. Consideration of: Approval of Beverage Operator license.
 - * e. Community Protection & Services Committee recommendation re: Approve the changes as presented in Section 24 – Communication Towers – Municipal Code.
 - * f. City Plan Commission recommendation re: Rezone the westerly 190 feet of parcel #281-70-32001410C, located at 1361 N 14th Avenue and currently owned by Estes Investments LLP from Agricultural (A) to General Commercial (C-1).
 - * g. City Plan Commission recommendation re: Rezone four parcels located on N 8th Avenue from Planned Unit Development (PUD) to Single-Family Residential (R-2).

- * h. Parking & Traffic Committee recommendation re: Approve five bike racks to be built by NWTC and placed at multiple locations.
- * i. Consideration of: Approval of Street Closure Application from Roen Salvage Company.
- 8. Mayoral Appointments.
- 9. First reading of ordinance re: Repeal and recreate Section 24 of the Municipal Code – Communication Tower.
- 10. First reading of ordinance re: Amend the Sturgeon Bay Comprehensive Plan.
- 11. First reading of ordinance re: Rezone portion of Parcel #281-17-032001410C located at 1361 N 14th Avenue from Agricultural (A) to General Commercial (C-1).
- 12. First reading of ordinance re: Rezone Parcels #281-62-0900107, #281-62-09000108, #281-12-60020501, and #281-12-60020502 located on N 8th Avenue from Planned Unit Development (PUD) to Single-Family Residential (R-2).
- 13. Resolution re: Wisconsin Ready for Reuse Loan and Grant Program.
- 14. Finance/Purchasing & Building Committee recommendation re: Approve the reallocation of \$10,000 designated for the child care study to the Child Care Revolving Loan Fund Program, transferring funds from miscellaneous consultants, 01-199-000-57000 to DCEDC administration of programs 01-900-000-55850. [¾ vote required = 6 votes]
- 15. Consideration of: Extension of time frame of initial sale period for DCEDC and/or Destination Sturgeon Bay for Zak Property Sale.
- 16. City Administrator report.
- 17. Mayor's report.
- 18. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 10-29-21

Time: 12:00pm

By: JM

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

6.

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
2020 CAPITAL PROJ & EQUIPMENT				
01761	ASSOCIATED TRUST COMPANY	GO PROM NOTES 9.22.20	01-000-907-70002	475.00
TOTAL 2020 CAPITAL PROJ & EQUIPMENT				475.00
TOTAL GENERAL FUND				475.00
CITY COUNCIL				
12300	LEAGUE OF WI MUNICIPALITIES	ANNL CONF REGISTRATION/BACON	01-105-000-55600	270.00
TOTAL				270.00
TOTAL CITY COUNCIL				270.00
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	FILING FEES	01-115-000-56350	36.00
10800	JP COOKE CO	2022 CAT LICENSE	01-115-000-54999	50.00
10800		SHIPPING-2022 CAT LICENSE	01-115-000-54999	10.50
DC PRINT	DC PRINTING	50 PURCHASE ORDER BOOKS	01-115-000-51600	545.00
USBANK	US BANK	LODGING/CLARIZIO	01-115-000-55600	164.00
USBANK		CONFERENCE REG/REINHARDT	01-115-000-55600	45.00
USBANK		BUSINESS CARDS/REINHARDT	01-115-000-51600	29.74
TOTAL				880.24
TOTAL CITY CLERK-TREASURER				880.24
ADMINISTRATION				
USBANK	US BANK	PARKING FEE	01-120-000-55600	6.00
USBANK		DCEDC MANF DAY REG 3 PLP	01-120-000-56650	150.00
USBANK		NFPA ANNL MEMBERSHIP	01-120-000-56000	175.00
USBANK		BUNN COFFEE DECANter	01-120-000-54999	15.81
USBANK		LUNCHEON EXPENSE 3 PLP	01-120-000-55600	33.97
TOTAL				380.78
TOTAL ADMINISTRATION				380.78
COMPUTER				
03101	CDW GOVERNMENT, INC.	CAT 5 GREEN/BLK CABLES	01-125-000-54999	12.70
USBANK	US BANK	ZOOM	01-125-000-55550	63.99
TOTAL				76.69
TOTAL COMPUTER				76.69
MUNICIPAL SERVICES ADMIN.				

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
03133	CELLCOM WISCONSIN RSA 10	09/21 CHAD CELL SVC	01-145-000-58250	41.93
		TOTAL		41.93
		TOTAL MUNICIPAL SERVICES ADMIN.		41.93
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	09/21 STEVE CELL SVC	01-150-000-58250	32.62
03133		09/21 MIKE B CELL SVC	01-150-000-58250	51.33
		TOTAL		83.95
		TOTAL PUBLIC WORKS ADMINISTRATION		83.95
CITY HALL				
03159	SPECTRUM	09/21 CB MUSIC SERVICE	01-160-000-58999	141.96
04575	DOOR COUNTY HARDWARE	BATTERIES/SPIDER SPRAY	01-160-000-51850	39.97
04575		VAC BELT	01-160-000-51850	3.99
BLISS	LIFESTYLES BY BLISS, INC	OCT-DEC'21 PUBL RESTRM MAINT	01-160-000-58999	2,250.00
VANS	VANS FIRE & SAFETY, INC	FIRE EXTINGUISHER INSPECT/REPR	01-160-000-58999	1,000.31
VANS		FIRE EXTINGUISHER INSPECT/REPR	01-160-000-58999	622.80
WARNER	WARNER-WEXEL LLC	PAPER PRODUCTS	01-160-000-51850	125.56
		TOTAL		4,184.59
		TOTAL CITY HALL		4,184.59
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	PHN-MURPHY ZBA	01-199-000-57450	45.85
08167		ACKERMAN STREET	01-199-000-57450	237.38
08167		07/21 COUNCIL MINS PUBLICATION	01-199-000-57450	53.75
08167		08/21 COUNCIL MINS PUBLICATION	01-199-000-57450	53.75
08167		PHN-COMP PLAN AMEND-ESTES	01-199-000-57450	26.72
08167		PHN-ZONE MAP AMEND-ESTES	01-199-000-57450	28.15
US BANK	US BANK EQUIPMENT FINANCE	10/21 FIRE COPIER	01-199-000-55650	99.50
US BANK		10/21 COPY OVERAGES	01-199-000-55650	48.79
		TOTAL		593.89
		TOTAL GENERAL EXPENDITURES		593.89
POLICE DEPARTMENT				
HENRY	CLINT HENRY	UNIFORM ALLOWANACE/HENRY	01-200-000-52900	79.08
HOUGAARD	CHAD HOUGAARD	UNIFORM ALLOW/HOUGAARD	01-200-000-52900	179.84
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 19 OF 48	01-200-000-55650	209.35
US BANK		COPY OVERAGES	01-200-000-55650	74.09
USBANK	US BANK	NRA RANGE SAFETY INSTRCT/HNRY	01-200-000-55600	60.00
USBANK		BUSINESS CARDS/CRABB	01-200-000-51600	26.88

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
USBANK		DATA CARTRIDGES	01-200-000-55500	133.33
USBANK		CHARGING CABLES/STATION	01-200-000-55500	122.33
USBANK		COMPUTER DESK CHAIR	01-200-000-51950	122.34
		TOTAL		1,007.24
		TOTAL POLICE DEPARTMENT		1,007.24
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT FUEL	01-205-000-51650	152.71
		TOTAL PATROL BOAT		152.71
		TOTAL PATROL BOAT		152.71
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	09/21 CRADELPOINT PORT SEC	01-215-000-58999	52.97
04575	DOOR COUNTY HARDWARE	TACK CLOTH/O-RING	01-215-000-54999	4.17
04696	DOOR COUNTY TREASURER	09/21 FUEL	01-215-000-51650	4,004.19
21450	THE UNIFORM SHOPPE	UNIFORM/GANDER	01-215-000-52900	134.90
23640	WISCONSIN DEPT OF JUSTICE	3 TIME ACCESS CHARGES	01-215-000-58999	180.00
23640		20 OFFICER SUPPORT CHARGES	01-215-000-58999	255.00
USBANK	US BANK	STREAMLIGHT/ENGEBOSE	01-215-000-54999	122.33
USBANK		DETECTIVE ACADEMY REG/DEIBELE	01-215-000-55600	195.00
		TOTAL		4,948.56
		TOTAL POLICE DEPARTMENT/PATROL		4,948.56
POLICE DEPT. / INVESTIGATIONS				
AMPLITEL	AMPLITEL TECHNOLOGIES, LLC	REPLACE CAMERA SWITCH-SUNSET	01-225-000-51500	286.49
		TOTAL		286.49
		TOTAL POLICE DEPT. / INVESTIGATIONS		286.49
FIRE DEPARTMENT				
04696	DOOR COUNTY TREASURER	09/21 FUEL	01-250-000-51650	1,852.77
06650	GALLS, AN ARAMARK COMPANY	UNIFORM BELT	01-250-000-52900	24.25
06650		UNIFORM BELT	01-250-000-52900	47.71
18448	RENNERTS FIRE EQUIP SER INC	ANNL PUMP TEST & MAINTENANCE	01-250-000-56250	3,478.36
18448		DOOR PARTS SQL	01-250-000-53000	390.99
18448		SEAL & CASTEL NUT/DRVESHFT/E4	01-250-000-53000	113.45
19303	MIKE SMITH	UNIFORM REIMBUSER/MIKE SMITH	01-250-000-52900	220.76
CLEANAIR	MAGNEGRIP	EXHAUST PARTS-BUILDING SYSTEM	01-250-000-56250	224.76
HANSON B	BRIAN HANSON	UNIFORM REIMBURSE/B HANSON	01-250-000-52900	13.99
PACKER	PACKER CITY TRUCKS, INC	DRUM T3	01-250-000-53000	407.68
PACKER		DRUM T3	01-250-000-53000	407.68

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
USBANK	US BANK	CREDIT RETURN	01-250-000-57550	-257.96
USBANK		MEDICAL GLOVES	01-250-000-52350	332.91
USBANK		UNIFORM BELT	01-250-000-52900	47.71
USBANK		DATA	01-250-000-58250	386.59
USBANK		HARD HATS	01-250-000-52700	47.52
USBANK		DRONE REPAIR	01-250-000-56250	942.00
USBANK		DRONE REPLACEMENT BATTERIES	01-250-000-52700	378.00
USBANK		SUPPLIES-WALMART	01-250-000-54999	111.82
USBANK		SUPPLIES-WALMART	01-250-000-54999	6.14
USBANK		CLEANING SUPPLIES	01-250-000-54999	33.21
TOTAL				9,210.34
TOTAL FIRE DEPARTMENT				9,210.34
ROADWAYS/STREETS				
06012	FASTENAL COMPANY	MARKING PAINT	01-400-000-54999	232.09
TOTAL				232.09
TOTAL ROADWAYS/STREETS				232.09
SNOW REMOVAL				
SNOW REMOVAL				
USBANK	US BANK	SALT SCALE	01-410-000-51400	699.00
TOTAL SNOW REMOVAL				699.00
TOTAL SNOW REMOVAL				699.00
STREET SIGNS AND MARKINGS				
20070	TAPCO	15 SIGN BLANKS	01-420-000-52550	184.50
20070		SIGN BLANKS SHIPPING	01-420-000-52550	31.27
TOTAL				215.77
TOTAL STREET SIGNS AND MARKINGS				215.77
CURB/GUTTER/SIDEWALK				
04575	DOOR COUNTY HARDWARE	PATCH DRIVE TROWEL	01-440-000-54999	14.99
USBANK	US BANK	WADERS	01-440-000-54999	90.74
TOTAL				105.73
TOTAL CURB/GUTTER/SIDEWALK				105.73
STREET MACHINERY				

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	OIL FILTER	01-450-000-53000	28.02
04575	DOOR COUNTY HARDWARE	SPRING SNAP	01-450-000-53000	2.39
04575		TARP	01-450-000-51400	109.99
04696	DOOR COUNTY TREASURER	09/21 FUEL 420.52 G	01-450-000-51650	1,210.26
04696		09/21 DSL FUEL 639.43 G	01-450-000-51650	1,952.83
06012	FASTENAL COMPANY	LIFTING EYES	01-450-000-53000	14.04
06012		HARDWARE	01-450-000-53000	23.73
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	BLUE DEF	01-450-000-53000	25.98
SERWE	SERWE IMPLEMENT MUNICIPAL SALE	FLAIL	01-450-000-53000	38.40
SERWE		CLEVIS FLAIL	01-450-000-53000	87.00
SERWE		BOLT	01-450-000-53000	20.00
SERWE		NYLOCK NUT	01-450-000-53000	3.60
SERWE		SHIPPING	01-450-000-53000	18.29
TOTAL				3,534.53
TOTAL STREET MACHINERY				3,534.53
CITY GARAGE				
USBANK	US BANK	GLOVES	01-460-000-52350	255.47
TOTAL				255.47
TOTAL CITY GARAGE				255.47
HIGHWAYS - GENERAL				
CHRISTEN	CHARLES N. CHRISTENSEN	C CHRISTENSEN-SAFETY BOOTS	01-499-000-56800	211.00
TOTAL				211.00
TOTAL HIGHWAYS - GENERAL				211.00
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	09/21 MIKE B CELL SVC	01-500-000-58250	51.32
03133		09/21 CELL SVC	01-500-000-58250	25.69
CASE COM	CASE COMMUNICATIONS	ADVERTISING -FARM MARKET	01-500-000-52250	79.60
TOTAL				156.61
TOTAL PARK & RECREATION ADMIN				156.61
PARKS AND PLAYGROUNDS				
04575	DOOR COUNTY HARDWARE	CHAIN JACK	01-510-000-53000	5.56
04575		PWERCENTER	01-510-000-56250	9.99
04575		FASTENERS	01-510-000-56250	78.72
04575		MATERIALS	01-510-000-56250	1.98
04575		ANT DUST	01-510-000-56250	19.18
04575		MARKING PAINT	01-510-000-52100	6.99

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575		VINYL TUBING	01-510-000-51850	0.46
04575		SUPPLIES	01-510-000-56250	0.99
04575		AUTOMOTIVE SQUEEGE	01-510-000-53000	7.99
04575		MARKING PAINT	01-510-000-52100	13.98
04575		SUPERGLUE	01-510-000-51850	3.99
04575		BY PASS PRUNER	01-510-000-56250	16.99
04696	DOOR COUNTY TREASURER	09/21 FUEL 437.95 G	01-510-000-51650	1,260.42
04696		09/21 DSL FUEL 23.02 G	01-510-000-51650	70.30
SALZ	SALZSIEDER LANDSCAPE & NURSERY	1 SERVICEBERRY	01-510-000-58450	195.00
SALZ		1 FLOWERING ADIRONDACK CRAB	01-510-000-58450	195.00
USBANK	US BANK	SHACKLE STRAPS & BUSHINGS	01-510-000-51900	29.51
TOTAL				1,917.05
TOTAL PARKS AND PLAYGROUNDS				1,917.05
MUNICIPAL DOCKS				
04575	DOOR COUNTY HARDWARE	TOLIET SEAT	01-550-000-51850	24.99
USBANK	US BANK	CREDIT	01-550-000-58999	-14.00
TOTAL				10.99
TOTAL MUNICIPAL DOCKS				10.99
WATER WEED MANAGEMENT				
04575	DOOR COUNTY HARDWARE	ROUGHNECK REFUSE CAN	01-560-000-51400	18.99
TOTAL				18.99
TOTAL WATER WEED MANAGEMENT				18.99
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	TROWEL/QUIK MUD/POSTHOLE DIGGR	01-570-000-54999	75.97
04575		FASTENERS	01-570-000-54999	21.48
TOTAL				97.45
TOTAL WATERFRONT PARKS & WALKWAYS				97.45
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	3RD QTR MAINTENANCE	01-700-000-56850	23,607.64
TOTAL				23,607.64
TOTAL PUBLIC FACILITIES				23,607.64
COMMUNITY & ECONOMIC DEVLPMT				

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
01510	AMERICAN PLANNING ASSOC	ANNL MEMBERSHIP DUES	01-900-000-56000	599.00
USBANK	US BANK	PAPERCLIPS	01-900-000-51950	24.31
USBANK		REGISTRATION/SULLIVAN-ROBINSON	01-900-000-56000	70.00
USBANK		CREDIT	01-900-000-56000	-225.00
TOTAL				468.31
TOTAL COMMUNITY & ECONOMIC DEVLPMT				468.31
TOTAL GENERAL FUND				54,123.04
CAPITAL FUND				
CITY HALL				
EXPENSE				
05500	ENERGY CONTROL AND DESIGN INC	CHILLED WATER PUMP REPLACEMNT	10-160-000-59999	3,300.00
ATMOSHER	ATMOSPHERE COMMERCIAL INTERIOR	POLICE OFFICE REMODEL	10-160-000-59040	9,290.21
ATMOSHER		POLICE OFFICE SET UPS	10-160-000-59040	113.87
TOTAL EXPENSE				12,704.08
TOTAL CITY HALL				12,704.08
GENERAL EXPENDITURES				
02435	BISSEN ASPHALT LLC	ASPHALT PATCHING-SBU PORTION	10-199-000-51525	3,077.60
TOTAL				3,077.60
TOTAL GENERAL EXPENDITURES				3,077.60
PATROL				
PATROL				
11545	MAPLE STREET SIGN CO.	PROVIDE/INSTALL SRO GRAPHICS	10-215-000-59035	876.33
TOTAL PATROL				876.33
TOTAL PATROL				876.33
STORM SEWERS				
EXPENSE				
COUNTY	COUNTY MATERIALS CORPORATION	STORM MANHOLE-WS SCHOOL	10-300-000-59115	370.00
TOTAL EXPENSE				370.00
TOTAL STORM SEWERS				370.00
ROADWAYS/STREETS				
ANNUAL RESURFACING & BASE REP.				
02435	BISSEN ASPHALT LLC	ASPHALT PATCHING-CITY PORTION	10-400-110-59095	3,905.40
TOTAL ANNUAL RESURFACING & BASE REP.				3,905.40

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
	ANNUAL RESURFACING & BASE REP.			
	ANNUAL RESURFACING & BASE REP.			
		TOTAL ROADWAYS/STREETS		3,905.40
PARKS AND PLAYGROUNDS				
	PARKS AND PLAYGROUNDS			
06580	FOTH AND VAN DYKE	PROJCT MGMNT-BRADLEY	10-510-000-59025	71.00
06580		GRANT FUNDING REALLOCCTE BRADLY	10-510-000-59025	7,260.50
06580		SUB CONSULTANTS	10-510-000-59025	2,277.28
		TOTAL PARKS AND PLAYGROUNDS		9,608.78
		TOTAL PARKS AND PLAYGROUNDS		9,608.78
		TOTAL CAPITAL FUND		30,542.19
CABLE TV				
	CABLE TV / GENERAL			
	CABLE TV / GENERAL			
MANN	MANN COMMUNICATIONS, LLC	11.2.21 CONTRACT	21-000-000-55015	5,205.83
		TOTAL CABLE TV / GENERAL		5,205.83
		TOTAL CABLE TV / GENERAL		5,205.83
		TOTAL CABLE TV		5,205.83
TID #2 DISTRICT				
	TID DISTRICT #2			
	T2 SERIES 2006A			
01761	ASSOCIATED TRUST COMPANY	GO REFUNDING BOND 9.7.16	25-320-933-70002	475.00
01761		GO REFUNDING BOND 9.9.14	25-320-933-70002	475.00
01761		GO PROM NOTE 9.22.15	25-320-933-70002	475.00
		TOTAL T2 SERIES 2006A		1,425.00
		TOTAL TID DISTRICT #2		1,425.00
		TOTAL TID #2 DISTRICT		1,425.00
SOLID WASTE ENTERPRISE				
	SOLID WASTE ENTERPRISE FUND			
	SOLID WASTE ENTERPRISE FUND			
04696	DOOR COUNTY TREASURER	09/21 DSL FUEL 993.28 G	60-000-000-51650	3,033.47
JX ENT	JX ENTERPRISES, INC.	PARTS/LABOR FOR TRUCK 39	60-000-000-53000	1,012.12
USBANK	US BANK	ANNL DNR SOLID WASTE TRNS FEE	60-000-000-54999	145.86
		TOTAL SOLID WASTE ENTERPRISE FUND		4,191.45
		TOTAL SOLID WASTE ENTERPRISE FUND		4,191.45
		TOTAL SOLID WASTE ENTERPRISE		4,191.45
		TOTAL ALL FUNDS		95,487.51

MANUAL CHECKS

SECURIAN FINANCIAL GROUP INC 10/13/21 Check # 89368 11/21 Life Insurance 01-600-000-50552	\$2,425.58
AT&T MOBILITY 10/13/21 Check # 89369 09/21 Police Dept Cellphone Charges 01-215-000-58250	\$2,653.76
PENINSULA TITLE COMPANY 10/18/21 Check # 89371 S Hudson Ave-Kobishop Purchase 10-199-000-59080	\$50,777.86
THIRD AVE PLAYHOUSE 10/18/2021 Check 89372 CDI Grant Disbursement 10-199-000-59999	\$110,591.50
EBC CORP 10/18/21 Check # 89373 10/ 2021 HRA, FSA, Cobra Fees 01-600-000-50510	\$242.00
SUN LIFE FINANCIAL 10/18/21 Check # 89374 11/21 Short/Long Term Disability 01-000-000-21545	\$2,126.47
SUPERIOR VISION 10/18/21 Check # 89375 11/21 Vision Insurance 01-000-000-21540	\$871.89
STURGEON BAY SCHOOL DISTRICT 10/21/21 Check # 89433 09/21 Mobile Home Tax Payment 01-000-000-41300	\$ 4,548.39

DOOR COUNTY CLERK OF COURT \$10.00
10/21/21
Check # 89434
Satisfaction of Judgement-Jeffrey Slavik
01-115-000-56350

PITNEY BOWES \$126.50
10/21/21 Check # 89436
Postage Meter Rental Charges
01-199-000-57250

TOTAL MANUAL CHECKS \$174,373.95

INVOICES DUE ON/BEFORE 11/02/2021

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	54,123.04	228,496.99
CAPITAL FUND	30,542.19	
CABLE TV	5,205.83	
TID #2 DISTRICT	1,425.00	
SOLID WASTE ENTERPRISE	4,191.45	
TOTAL --- ALL FUNDS	95,487.51	269,861.46

Heleen Bacon October 10/26/2021
Jan Wimmer 10/26/21
Jan Wimmer 10/26/2021

COMMON COUNCIL
October 11, 2021

A special meeting of the Common Council was called to order at 4:00 pm 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 agenda. Carried.

Statz/Nault to suspend the rules to allow for first and second reading of an ordinance. Carried.

Reeths/Gustafson to read in title only and adopt the first and second reading of the ordinance regarding Redistricting. Carried.

The City Administrator summarized the changes to the 2022 budget that were made at the Committee of the Whole meeting and presented the TIF Funds, Cable TV Fund, ARPA Fund, Compost Enterprise and Solid Waste Enterprise Funds to the Council.

Wiederanders/Nault to approve the 2022 budget at presented. Carried.

Williams/Reeths to set the public hearing on the 2022 budget for November 1, 2021 at 4:00 p.m. Carried.

Wiederanders/Bacon to adjourn. Carried. The meeting adjourned at 4:39 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

COMMON COUNCIL
October 19, 2021

A meeting of the Common Council was called to order at 6:01 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Statz, Williams, Gustafson, Nault, Wiederanders and Reeths were present.

Williams/Reeths to adopt the amended agenda. Carried.

No one spoke during public comment.

Bacon/Wiederanders to approve following bills: General Fund - \$284,347.82, Capital Fund - \$55,776.86, Cable TV - \$39.57, TID #4 - \$9,156.93, Solid Waste Enterprise Fund - \$21,894.74 and Compost Site Enterprise Fund - \$535.42 for a grand total of \$371,751.34. Roll call: All voted aye. Carried.

Nault/Gustafson to approve consent agenda:

- a. Approval of 10/5/21 regular Common Council minutes.
- b. Place the following minutes on file:
 1. Sturgeon Bay Utility Commission – 8/10/21
 2. Bicycle & Pedestrian Advisory Board – 9/13/21
 3. Aesthetic Design & Site Plan Review Board – 9/13/21
 4. Zoning Board of Appeals – 9/28/21
 5. Finance/Purchasing & Building Committee – 9/28/21
 6. Waterfront Redevelopment Authority – 9/29/21
 7. Committee of the Whole – 10/4/21
 8. Ad Hoc NERR Advisory Committee – 10/8/21
- c. Place the following reports on file:
 1. Fire Department Report – August 2021
 2. Police Department Report – September 2021
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Consideration of: Approval of Temporary Class B Beer & Wine license for Crossroads at Big Creek.
- f. Finance/Purchasing & Building Committee recommendation re: Approve contracting with Energy Control & Design for the control and monitoring panel upgrades in City Hall in the amount of \$27,710.
- g. Finance/Purchasing & Building Committee recommendation re: Accept the transfer of ownership of Outlot 1 for stormwater detention.
- h. Consideration of: Approval of Street Closure Application from Destination Sturgeon Bay on behalf of Davin Lindwall/Childe Productions.

Carried.

There were no mayoral appointments.

Bacon/Williams to read in title only and adopt the second reading of the ordinance re: Repeal and recreate Section 1.166 – Local Arts Board. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the increase of \$10,390 over the original estimate for the removal of dock pilings at E-dock, transferring the funds from miscellaneous capital contingency 10-199-000-59999 to 10-460-000-59070.

FINANCE/PURCHASING & BUILDING COMMITTEE
By: Helen Bacon, Chr.

Introduced by Bacon. Bacon/Nault to approve. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to share the listing for approximately 2 acres of parcel #281-64-73000102, 1317 Shiloh Road, with Door County Economic Development and/or Destination Sturgeon Bay for two weeks and if a committed cash offer is not received then obtain an assessment for fair market value and list with a real estate agent.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Introduced by Bacon. Bacon/Wiederanders to approve with Statz abstaining. Carried

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to award the bid to Bissen Asphalt, LLC for the Juniper Street shoreline protection in the amount of \$31,378.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Introduced by Bacon. Bacon/Williams to approve. Carried.

Statz/Nault to approve the release of the right of first refusal for the Sunset School parcel and direct staff to send written notification to the Sturgeon Bay School District. Carried.

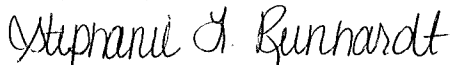
Reeths/Williams to approve the Development Agreement with S.C. Swiderski for the Sunset School redevelopment project. Carried.

The City Administrator gave his report.

The Mayor gave his report.

Nault/Wiederanders to adjourn. Carried. The meeting adjourned at 6:26 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

COMMUNITY PROTECTION & SERVICES COMMITTEE
September 9, 2021

A meeting of the Community Protection & Services Committee was called to order at 4:40 p.m. by Chairperson Williams in the Council Chambers, City Hall. **Roll Call:** Members Ald. Williams, Ald. Reeths and Ald. Wiederanders were present. Also present from City Departments were Chief Henry and Ald. Gustafson.

Moved by Ald. Reeths, seconded by Ald. Wiederanders to adopt the following agenda:

1. Roll Call
2. Adoption of Agenda
3. Approval of Minutes from August 5, 2021
4. Public Comment on Agenda Items
5. Consideration of: 2022 Cable TV Budget
6. Consideration of: Review of Ordinances for Possible Revision
 - a. Chapter 10.09 – Unreasonably and Excessive Noise
 - b. Fence Ordinance
 - c. Chapter 24 – Communication Towers
 - d. Chapter 1 – General Government
7. Adjourn

All Ayes. Carried.

Approval of Meeting Minutes

Moved by Ald. Wiederanders, seconded by Ald. Reeths to approve the August 5, 2021 minutes. All Ayes. Carried.

Public Comment

None

Cable TV Budget

Cable Communication Advisory Council approved the 2022 Cable TV budget prior.

Moved by Ald. Reeths, seconded by Ald. Wiederanders recommend the Common Council approve the 2022 Cable TV budget as presented. All ayes. Carried.

Review of Ordinances for Possible Revision

The purpose of the review process of City of Sturgeon Bay ordinances on file is to determine validity, enforceability, and relevance. After reviewing, if an ordinance needs to be updated it will be discussed then presented to Council.

- Chapter 10.09 – Unreasonable and Excessive Noise

There was nothing to bring forward at this time. Establishing a time frame and decibel levels are still being thought-out. Place on agenda for next meeting.

- Fence Ordinance

Memo presented. Place on agenda for next meeting.

- Chapter 24 – Communication Towers

Changes were made to the ordinance making it compliant with State's statute. There is no limit to the number of towers that can be put up, as questioned by Ald. Reeths.

Moved by Ald. Wiederanders, seconded by Ald. Reeths to recommend the Common Council approve the changes as presented in Chapter 24 – Communication Towers, of the City of Sturgeon Bay Municipal Code. All ayes. Carried.

- Chapter 1 – General Government
Place on next agenda for discussion.

Moved by Ald. Reeths, seconded by Ald. Wiederanders to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 4:57 p.m.

Respectfully submitted,


Sarah Spude-Olson
Police Department Office Manager

POLICE AND FIRE COMMISSION

September 21, 2021

A meeting of the Police and Fire Commission was called to order at 2:00 p.m. by Commission President Wayne Spritka in the Community Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Hurley, Commissioner Herdina and Commissioner Spritka were present. Also present from City Hall was Chief Henry, Chief Dietman and Assistant Chief Montevideo.

Moved by Commissioner VanDyke, seconded by Commissioner Poulton to adopt the following agenda:

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes from July 20, 2021 Meeting
5. Discussion of: Draft Rules and Regulations
6. Convene in Closed Session in accordance with the following exemption:

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Wis. Stats. 19.85(1)(c)

- a. Consideration of: Interview for the Fire Lieutenant eligibility list
- b. Consideration of: Review part-time candidate letters of intent for the full-time firefighter eligibility list

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

7. Reconvene in open session
8. Approve an eligibility list for Fire Lieutenant position
9. Set next meeting date
10. Adjourn.

All ayes. Carried.

Approval of Minutes:

Moved by Commissioner Herdina, seconded by Commissioner Hurley to approve the minutes from the July 20, 2021 meeting. All ayes. Carried.

Rules and Regulations

A draft of Fire Department section was distributed and reviewed. Changes will be made and a new draft will be presented at the next meeting. Included in the review will be testing process for hiring, eliminating the scoring section. This may include additions such as a practical operational exam, written test, aptitude exam and physical agility. Another antiquated area in the rules and regulations is the job descriptions; change would need to come from the commission, however.

Convene in Closed Session:

Moved by Commissioner VanDyke, seconded by Commissioner Hurley to convene in closed session. All ayes. Carried. Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina and Wayne Spritka were present.

Reconvene in Open Session:

Moved by Commissioner Poulton, seconded by Commissioner Herdina to reconvene in open session. All ayes. Carried. Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina and Wayne Spritka were present.

Fire Lieutenant Eligibility List:

Moved by Commissioner Spritka, seconded by Commissioner Hurley to place Ethan Jorns on an eligibility list for the Fire Lieutenant position; amended by Commissioner VanDyke to include the list is good for a period of one year. All ayes. Carried.

Next Meeting: Thursday, October 21, 2021 at 2:30pm in the Community Room.

Adjourn: *Moved by Commissioner Hurley, seconded by Commissioner Herdina to adjourn. All ayes. Carried. Time of 3:35 p.m.*

Respectfully submitted,



Sarah Spude-Olson
Office Manager

FINANCE/PURCHASING & BUILDING COMMITTEE
October 12, 2021

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, Williams and Wiederanders were present. Also present: Alderperson Nault, City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, Municipal Services Director Barker, and Office Accounting Assistant II Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following amended agenda.

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Liquidation of Parcel # 281-64-73000102 re: 1317 Shiloh Rd.
5. Consideration of: Award of Bid for Juniper Street Shoreline Protection Work.
6. Consideration of: Transfer Funds re: Removal of Dock Pilings at E Dock.
7. Consideration of: Control/Monitoring Panel Upgrades.
8. Review bills.
9. Adjourn.

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

Consideration of: Liquidation of Parcel #281-64-73000102 re: 1317 Shiloh Rd.

City Administrator Van Lieshout stated the City purchased 20 acres located at 1317 Shiloh Rd this summer. Approximately 2 acres of this property includes a home and several accessory buildings in relatively good condition. The home and buildings don't have value to the City. The intent of the purchase was to expand and grow opportunities in the Industrial Park. There are several options for the home and buildings. The City could share the listing with Door County Economic Development, request they share the opportunity with their members with the possibility that an Industrial Park member buys it for use as housing or temporary housing. List the 2 acres with a real estate agent, sell the home and buildings to a buyer who moves the building off site or raze the buildings. He stated the best options lean toward sharing the listing or listing with a real estate agent. Alderperson Williams questioned whether selling part of the parcel would affect the City's options for industrial development in the future. Mr. Van Lieshout commented that only 2 acres of the 20 purchased would be sold, there is still room for road construction and lot developments. The concern is that the buyer has a clear understanding that they may at some point be surrounded by development. City Treasurer/Finance Director Clarizio suggested that potentially the property could sell to someone in the Industrial Park, the City could get the right of first refusal if the buyer ever chose to sell. At some point the property next to this one will develop. The Committee briefly discussed the assessment value of the 2 acres to determine a sale price and timeframe of the listing.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to share the listing for approximately 2 acres of parcel # 281-64-73000102, 1317 Shiloh Road, with Door County Economic Development and/or Destination Sturgeon Bay for two weeks and if a committed cash offer is not received then obtain an assessment for fair market value and list with a real estate agent. Carried.

Consideration of: Award of Bid for Juniper Street Shoreline Protection Work:

Municipal Services Director Barker presented bids for the Juniper Street shoreline protection work. He stated the bids ranged from \$31,378 to \$86,450. Bissen Asphalt, LLC was the lowest bid in the amount of \$31,378. The 2021 capital budget allocated \$75,000 for the shoreline protection work.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to recommend to Common Council to award the bid to Bissen Asphalt, LLC for the Juniper Street shoreline protection in the amount of \$31,378. Carried.

Consideration of: Transfer Funds re: Removal of Dock Pilings at E Dock:

Municipal Services Director Barker explained the original bid approved by the Common Council on March 16, 2021, estimated 50 dock pilings since there are no records to obtain an accurate count of the pilings. The contractor, Deaths Door Marine, Inc dove and confirmed 71 pilings. Using the unit pricing per piling the project cost will increase by \$13,965 which is \$10,390 over the original \$40,000 budgeted for 2021. The additional \$10,390 can be transferred from miscellaneous capital contingency, 10-199-000-59999 to 10-460-000-59070. A ¾ vote is needed from the Common Council to transfer the funds.

Moved by Alderperson William, seconded by Alderperson Bacon to recommend to Common Council to approve the increase of \$10,390 over the original estimate for the removal of dock pilings at E-dock, transferring the funds from miscellaneous capital contingency 10-199-000-59999 to 10-460-000-59070. Carried.

Consideration of: Control/Monitoring Panel Upgrades:

City Administrator Van Lieshout explained that during the budget process discussions were held regarding upgrades to the HVAC system at City Hall for 2022. Part of this project is improving the buildings automation control system. This system controls all the boxes that regulate various systems such as turning on fans, regulating hot and cold water etc. The current system is original to the building, the proposal is to replace and upgrade the system in the amount of \$27,710 contracting with Energy Control & Design.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve contracting with Energy Control & Design for the control and monitoring panel upgrades in the amount of \$ 27,710. Carried.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 4:23pm.

Respectfully submitted,



Tricia Metzger

CITY OF STURGEON BAY
LOCAL ARTS BOARD MEETING
Wednesday, October 13, 2021
Council Chambers, City Hall, 421 Michigan Street
9:00 A.M.

A meeting of the Local Arts Board was called to order at 9:21 A.M., by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Helen Bacon, Claire Morkin, Margaret Lockwood and melaniejane. Stephanie Trenchard was absent. Also present – City Engineer, Chad Shefchik, City Administrator, Josh VanLieshout, Director of Municipal Services, Mike Barker, Municipal Services Secretary, Patty Quinn, and City Administrative Assistant, Suzanne Miller.

Adoption of the Agenda: Moved by Ms. melaniejane and seconded by Ms. Morkin to adopt the agenda. Per Ald. Bacon, Agenda item #9 moved up to #3.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from September 8, 2021
4. Chair's report
5. Public comment on agenda items
6. Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park
7. Discussion on the development of a cultural matrix/roadmap for art acquisition
8. Consideration on standardized wording for press releases
9. Discussion on poetry/verse on City sidewalks
10. Adjourn

All in favor. Carried.

Discussion on poetry/verse on City sidewalks: City Engineer, Chad Shefchik, after having spoken to other municipalities, provided insight and made suggestions on the placement of any poetry/verse on sidewalks. He provided info on pedestrian safety, what to avoid, and maintenance of these sidewalks. Suggestions were made of possible sites for poetry/verse and where it would be feasible.

Another municipality is willing to let the City use or rent a template for a test placement. Mr. Shefchik in agreement to do a test and Ald. Bacon will follow up with Dir. Barker and Mr. Shefchik for the next steps in a possible test in 2022.

Review of Minutes from September 8, 2021: Mr. VanLieshout provided info on the meaning of any meeting's minutes and spoke on the dos and don'ts, and outlined that the most important pieces are any motions and who made the first motion and who seconded it. Questions were asked by the board on other various aspects of the minutes.

Chair's report: Chairperson/Ald. Bacon touched on a ribbon cutting ceremony for Woolly Mammoth. Dir. Barker added that nothing else new in the near future for art placement.

Public comment on agenda items: No comments.

Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park: Chris Kellems, 120 Alabama St., presented the quotes she received on for the plaque honoring those who

made large donations, and answered questions from the board on the layout through a distributed rendering of that plaque. This plaque to be mounted on a sizable rock. Ald. Bacon made a motion to approve and seconded by melaniejane. All in favor. Carried.

Additional plaque, explained Ms. Miller, would be to list the artist's name, the art piece's title, date created and materials used. Discussion followed on placement of this plaque and type of metal that could be used. Motion to approve by Ms. Morkin and seconded by melaniejane. All in favor. Carried.

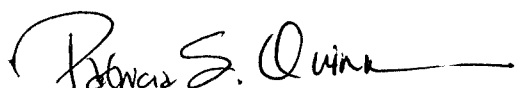
Discussion on the development of a cultural matrix/roadmap for art acquisition: This was tabled and will be on the next agenda.

Discussion on standardized working for press releases: This was tabled and will be on the next agenda.

Next Meeting Date: Wednesday, November 10, 2021 @ 9 A.M. – Council Chambers, City Hall.

Motion to adjourn by Ms. melaniejane and seconded by Ms. Morkin. All in favor. Carried. Meeting adjourned at 10:15 A.M.

Respectfully submitted,

A handwritten signature in black ink that reads "Patricia S. Quinn". The signature is written in a cursive style with a long horizontal line extending to the right.

Patricia S. Quinn
Municipal Services Secretary

**Parking & Traffic
October 25, 2021**

A meeting of the Parking & Traffic Committee was called to order at 4:35 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths and Spencer Gustafson were present. Dennis Statz was absent. Also present: Municipal Services Director Mike Barker, City Engineer Chad Shefchik, Community Development Director Marty Olejniczak, Ald. Helen Bacon and Municipal Services Assistant Colleen DeGrave.

Moved by Ald. Reeths, seconded by Ald. Gustafson to adopt the following agenda:

1. **Roll call.**
2. **Adoption of agenda.**
3. **Public comment.**
4. **Consideration of: Recommendation from the Bike & Pedestrian Committee to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza, Market Square. Door County Skate Park has donated theirs to the City and that one will be placed at Garland Park.**
5. **Discussion of: Adding or moving the handicap parking space in front of the Masonic Temple on 3rd Avenue from the west side to the east side of the street in front of more businesses.**
6. **Discussion of: Pedestrian crosswalk from Oregon Street Bridge to Graham Park.**
7. **Discussion of: Walkway from Tacoma Beach Road to under Bayview Bridge.**
8. **Adjourn.**

All in favor. Carried.

Public comment.

No public comment.

Consideration of: Recommendation from the Bike & Pedestrian Committee to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza, Market Square. Door County Skate Park has donated theirs to the City and that one will be placed at Garland Park. Ald. Reeths explained Matt Marit of the Bike & Pedestrian Committee was working on updating a map that Destination Sturgeon Bay has available showing where all the bike racks are located in the City. Ald. Reeths stated she has reached out to NWTC, and the City would purchase the materials and NWTC would construct the bike racks. She is also looking at the painting of the racks possibly being donated. City Engineer Chad Shefchik presented a design that the Bike & Pedestrian Committee had come up with in 2016 that he thought would work well. The design holds four bikes but can be made to hold 6 or 8 bikes. He recommended four, based on the length of the rack which is about four feet long if made to hold four bikes. Discussion took place on location of bike racks.

Moved by Ald. Gustafson, seconded by Ald. Reeths, to recommend to Council the recommendation of the Bike & Pedestrian Committee to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza (Ald. Gustafson asked for it to be called the West Waterfront Promenade), Market Square. Door County Skate Park has donated (also asked to be corrected to given back to the City) and that one will be placed at Garland Park. All in favor. Carried.

Discussion of: Adding or moving the handicap parking space in front of the Masonic Temple on 3rd Avenue from the west side to the east side of the street in front of more businesses. Ald. Reeths explained a resident had asked her if the handicapped parking space in front of the Masonic Temple could be moved to the other side of the street since there are more businesses on that side, or if another could be added on the opposite side of the street. Municipal Services Director Mike Barker explained that when a handicapped parking space is placed, it becomes difficult during snow removal operations to get to each one in a timely fashion to clear the snow to allow access to the sidewalk or actual business. Discussion took place regarding the other handicapped parking spaces in and around that area, and it was decided not to move it or add any additional spaces.

Discussion of: Pedestrian crosswalk from Oregon Street Bridge to Graham Park. City Engineer Chad Shefchik stated a resident had made the request for a crosswalk from the north side of Oregon Street Bridge to the south side near Graham Park. Mr. Shefchik stated it could be a safety hazard placing a crosswalk at that location, and suggested signage be added to the Northwest corner of the north side of the bridge to indicate that there is access to Graham Park from the north side. Ald. Reeths and Ald. Gustafson agreed and directed the City Engineer and Municipal Services Director to come up with the verbiage and place the sign at that location.

5:12 p.m. Planning/Zoning Administrator Christopher Sullivan-Robinson entered.

Discussion of: Walkway from Tacoma Beach Road to under Bayview Bridge. Community Development Director Marty Olejniczak and City Engineer Chad Shefchik explained that since 2018 the City had been looking at placing a boardwalk under the bridge to connect to the trail located at Tacoma Beach Road. They stated permission has been granted from the DOT for the City to place the boardwalk in the DOT right of way as long as the City would maintain it, and that the design is about 90% complete. Mr. Shefchik stated the City has been waiting for the water to recede which would make constructability much easier.

Moved by Ald. Reeths, seconded by Ald. Gustafson to adjourn. Meeting adjourned at 5:27 p.m.

Respectfully Submitted,



Colleen DeGrave

Municipal Services Administrative Assistant

SEPTEMBER 2021 BANK RECONCILIATION

CHECKING ACCOUNTS

GENERAL FUND	ARRA
NICOLET	NICOLET
PRIOR G/L BALANCE	467,576.34
REVENUE	11.53
DISBURSEMENTS	0.00
AMOUNT IN TRANSIT	0.00
ADJUSTMENTS	0.00
ENDING BALANCE	467,587.87

BANK BALANCE	2,018,133.94	467,587.87
LESS OUTS, CHECKS	25,864.61	0.00
	1,992,269.33	467,587.87

INVESTMENT ACCOUNTS

GENERAL/CAPITAL FUND
INVESTMENTS
254,913.75
338.37
338.37
0.00
0.00
254,913.75

254,913.75	0.00
254,913.75	

SAVINGS ACCOUNTS

GENERAL FUND	GENERAL FUND	CAPITAL - BUILDING DEBT	CAPITAL PROJECTS	CAPITAL PROJECTS DEBT	TIF #3 CONSTRUCTION	TIF #3 DEBT
STATE - #2	NICOLET BANK - MMBI	STATE - #9	STATE - #13	STATE - #15	STATE - #14	STATE - #08
PRIOR G/L BALANCE	5,905,890.47	20,134.73	6,325.36	367,130.47	136,351.70	6,814.73
REVENUE	10,018,727.82	0.17	0.28	1,870,076.34	78,412.20	0.30
DISBURSEMENTS	11,060,261.03	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
ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
ENDING BALANCE	4,864,357.26	20,134.90	6,325.64	2,237,206.81	214,763.90	6,815.03
BANK BALANCE	4,864,357.26	20,134.90	6,325.64	2,237,206.81	214,763.90	6,815.03

TIF #1 DEBT	TIF #2	TIF #2 DEBT 98A&B	TIF #2 AMENDED AREA	TIF #2 AMENDED AREA	TIF #3 CONSTRUCTION	TID #4 CONSTRUCTION
STATE - #11	STATE - #3	STATE - #10	CONST. - STATE - #06	CAP. INT. - STATE - #7	STATE - #12	STATE - #01
PRIOR G/L BALANCE	453,728.43	13,318.95	5,371,658.27	56,268.73	116,741.73	110,326.86
REVENUE	19.92	0.58	1,914,259.25	2.47	157,435.12	1,000,531.72
DISBURSEMENTS	0.00	0.00	3,498,524.27	0.00	259,000.00	926,170.71
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	2,200.00
ENDING BALANCE	453,748.35	13,319.53	3,787,393.25	56,271.20	34.41	186,887.87
BANK BALANCE	453,748.35	13,319.53	3,787,393.25	56,271.20	34.41	186,887.87

10/18/2021

FOR FUND: GENERAL FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

7c2.

DEPARTMENT DESCRIPTION	SEPTMBER		VARI- ANCE	FISCAL		VARI- ANCE	
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	ANNUAL BUDGET		
REVENUES	13,011,245.00	106,415.39	(99.1)	13,011,245.00	13,011,245.00	9,430,861.66	(27.5)
GENERAL FUND	13,011,245.00	106,415.39	(99.1)	13,011,245.00	13,011,245.00	9,430,861.66	(27.5)
TOTAL REVENUES	13,011,245.00	106,415.39	(99.1)	13,011,245.00	13,011,245.00	9,430,861.66	(27.5)
EXPENSES	1,165,775.00	1,193,616.13	(2.3)	1,265,775.00	1,303,275.00	1,313,355.01	(0.7)
GENERAL FUND	1,165,775.00	1,193,616.13	(2.3)	1,265,775.00	1,303,275.00	1,313,355.01	(0.7)
MAYOR	12,885.00	915.02	92.8	12,885.00	12,885.00	8,235.18	36.0
CITY COUNCIL	71,420.00	4,995.36	93.0	71,420.00	71,420.00	47,536.61	33.4
LAW/LEGAL	86,000.00	13,590.00	84.1	86,000.00	86,000.00	59,202.12	31.1
CITY CLERK-TREASURER	450,630.00	37,122.93	91.7	450,630.00	450,630.00	335,085.22	25.6
ADMINISTRATION	180,040.00	15,183.21	91.5	180,040.00	180,040.00	137,993.36	23.3
COMPUTER	121,750.00	4,799.50	96.0	121,750.00	121,750.00	76,369.59	37.2
CITY ASSESSOR	89,708.34	9,833.34	89.0	89,774.98	89,800.00	50,530.56	43.7
BOARD OF REVIEW	1,520.00	0.00	100.0	1,520.00	1,520.00	0.00	100.0
BUILDING/ZONING CODE ENFORCEM	104,505.00	7,931.35	92.4	104,505.00	104,505.00	78,425.66	24.9
MUNICIPAL SERVICES ADMIN.	241,535.00	19,475.70	91.9	241,535.00	241,535.00	178,041.43	26.2
PUBLIC WORKS ADMINISTRATION	232,335.00	18,285.43	92.1	232,335.00	232,335.00	169,835.64	26.9
ELECTIONS DEPARTMENT	27,180.00	0.00	100.0	27,180.00	27,180.00	12,872.82	52.6
CITY HALL	165,715.00	21,878.32	86.7	165,715.00	165,715.00	129,226.63	22.0
INSURANCE	288,290.00	40,398.00	85.9	288,290.00	288,290.00	235,013.43	18.4
GENERAL EXPENDITURES	1,482,665.00	104,651.30	92.9	1,482,665.00	1,482,665.00	165,366.01	88.8
POLICE DEPARTMENT	472,875.00	45,327.25	90.4	472,875.00	472,875.00	354,858.45	24.9
PATROL BOAT	15,310.00	1,360.71	91.1	15,310.00	15,310.00	8,198.45	46.4
PARKING ENFORCEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
POLICE DEPARTMENT/PATROL	2,301,730.00	165,382.61	92.8	2,301,730.00	2,301,730.00	1,675,718.15	27.1
POLICE DEPT. / INVESTIGATIONS	294,740.00	11,426.10	96.1	294,740.00	294,740.00	119,207.87	59.5
FIRE DEPARTMENT	2,055,590.00	165,871.55	91.9	2,055,590.00	2,055,590.00	1,486,952.16	27.6
STORM SEWERS	36,110.00	234.94	99.3	36,110.00	36,110.00	25,996.15	28.0
LARGE ITEM PICKUP / LEAF COLL	53,845.00	228.84	99.5	53,845.00	53,845.00	1,704.39	96.8
COMPOST/SOLID WASTE SITE	0.00	0.00	0.0	0.00	0.00	0.00	0.0
STREET SWEEPING	43,675.00	1,371.16	96.8	43,675.00	43,675.00	28,163.31	35.5
WEED ABATEMENT	4,005.00	7.67	99.8	4,005.00	4,005.00	1,352.90	66.2
ROADWAYS/STREETS	241,115.00	13,056.42	94.5	241,115.00	241,115.00	136,859.14	43.2
SNOW REMOVAL	223,000.00	7,654.62	96.5	223,000.00	223,000.00	108,745.05	51.2
STREET SIGNS AND MARKINGS	52,375.00	11,844.74	77.3	52,375.00	52,375.00	23,562.12	55.0
CURB/GUTTER/SIDEWALK	24,365.00	3,580.35	85.3	24,365.00	24,365.00	25,188.94	(3.3)
STREET MACHINERY	215,050.00	16,082.81	92.5	215,050.00	215,050.00	104,217.94	51.5
CITY GARAGE	64,590.00	2,303.52	96.4	64,590.00	64,590.00	44,450.11	31.1
CELEBRATION & ENTERTAINMENT	43,020.00	736.78	98.2	43,020.00	43,020.00	33,120.54	23.0
HIGHWAYS - GENERAL	492,000.00	33,808.17	93.1	492,000.00	492,000.00	320,488.67	34.8
PARK & RECREATION ADMIN	104,785.00	7,538.46	92.8	104,785.00	104,785.00	71,543.83	31.7
PARKS AND PLAYGROUNDS	514,830.00	53,258.81	89.6	514,830.00	514,830.00	391,375.02	23.9
BALLFIELDS	29,520.00	471.87	98.4	29,520.00	29,520.00	8,573.65	70.9

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VARI- ANCE	FISCAL		FISCAL		VARI- ANCE
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
EXPENSES								
ICE RINKS	12,130.00	0.00	100.0	12,130.00	12,130.00	7,232.32	40.3	
BEACHES	5,400.00	0.00	100.0	5,400.00	5,400.00	223.90	95.8	
MUNICIPAL DOCKS	48,780.00	1,673.33	96.5	48,780.00	48,780.00	19,277.37	60.4	
WATER WEED MANAGEMENT	86,115.00	1,121.74	98.6	86,115.00	86,115.00	47,131.91	45.2	
WATERFRONT PARKS & WALKWAYS	77,365.00	8,922.65	88.4	77,365.00	77,365.00	64,947.24	16.0	
EMPLOYEE BENEFITS	44,700.00	8,254.31	81.5	44,700.00	44,700.00	30,904.85	30.8	
PUBLIC FACILITIES	81,000.00	0.00	100.0	81,000.00	81,000.00	50,673.78	37.4	
BOARDS AND COMMISSIONS	880.00	0.00	100.0	880.00	880.00	326.90	62.8	
COMMUNITY & ECONOMIC DEVLPMT	419,460.00	49,644.77	88.1	419,460.00	419,460.00	295,358.33	29.5	
TOTAL EXPENSES	12,780,313.34	2,103,839.77	83.5	12,880,379.98	12,917,905.00	8,483,442.71	34.3	
TOTAL FUND REVENUES	13,011,245.00	106,415.39	(99.1)	13,011,245.00	13,011,245.00	9,430,861.66	(27.5)	
TOTAL FUND EXPENSES	12,780,313.34	2,103,839.77	83.5	12,880,379.98	12,917,905.00	8,483,442.71	34.3	
SURPLUS (DEFICIT)	230,931.66	(1,997,424.38)	(964.9)	130,865.02	93,340.00	947,418.95	915.0	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CAPITAL FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER		VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL	
	BUDGET	ACTUAL				YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL
REVENUES	2,729,375.00	1,985,063.57	(27.2)	2,729,375.00	2,729,375.00	2,713,314.30	(0.5)
PATROL							
TOTAL REVENUES	2,729,375.00	1,985,063.57	(27.2)	2,729,375.00	2,729,375.00	2,713,314.30	(0.5)
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	29,500.00	0.00	100.0	29,500.00	29,500.00	14,500.00	50.8
CITY ASSESSOR	5,000.00	0.00	100.0	5,000.00	5,000.00	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	454,583.34	744.41	99.8	571,249.98	615,000.00	304,039.93	50.5
GENERAL EXPENDITURES	15,000.00	12,161.75	18.9	15,000.00	15,000.00	1,022,140.42	(6714.2)
POLICE DEPARTMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL BOAT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PATROL	238,735.00	0.00	100.0	238,735.00	238,735.00	131,608.91	44.8
POLICE DEPT. / INVESTIGATIONS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
FIRE DEPARTMENT	34,800.00	290.00	99.1	34,800.00	34,800.00	70,079.47	(101.3)
STORM SEWERS	70,000.00	0.00	100.0	70,000.00	70,000.00	15,159.77	78.3
SOLID WASTE MGMT/REFUSE/RECYC	0.00	0.00	0.0	0.00	0.00	0.00	0.0
SOLID WASTE MGMT/SPRING/FALL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ROADWAYS/STREETS	1,090,000.00	45,134.50	95.8	1,090,000.00	1,090,000.00	1,055,851.63	3.1
SNOW REMOVAL	0.00	0.00	0.0	0.00	0.00	0.00	0.0
CURB/GUTTER/SIDEWALK	132,500.00	39,556.19	70.1	132,500.00	132,500.00	155,406.30	(17.2)
CITY GARAGE	15,000.00	0.00	100.0	15,000.00	15,000.00	16,543.79	(10.2)
PARKS AND PLAYGROUNDS	288,430.00	109,973.50	61.8	288,430.00	288,430.00	216,587.32	24.9
BALLFIELDS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
ICE RINKS	0.00	0.00	0.0	0.00	0.00	0.00	0.0
BEACHES	166.67	0.00	100.0	1,499.99	2,000.00	0.00	100.0
MUNICIPAL DOCKS	50,500.00	0.00	100.0	50,500.00	50,500.00	0.00	100.0
WATER WEED MANAGEMENT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
WATERFRONT PARKS & WALKWAYS	115,000.00	0.00	100.0	115,000.00	115,000.00	26,078.50	77.3
SANITARY & WATER MAIN	0.00	0.00	0.0	0.00	0.00	0.00	0.0
PUBLIC FACILITIES	14,910.00	0.00	100.0	14,910.00	14,910.00	0.00	100.0
COMMUNITY & ECONOMIC DEVELPMT	0.00	0.00	0.0	0.00	0.00	0.00	0.0
TOTAL EXPENSES	2,554,125.01	207,860.35	91.8	2,672,124.97	2,716,375.00	3,027,996.04	(11.4)
TOTAL FUND REVENUES	2,729,375.00	1,985,063.57	(27.2)	2,729,375.00	2,729,375.00	2,713,314.30	(0.5)
TOTAL FUND EXPENSES	2,554,125.01	207,860.35	91.8	2,672,124.97	2,716,375.00	3,027,996.04	(11.4)
SURPLUS (DEFICIT)	175,249.99	1,777,203.22	914.0	57,250.03	13,000.00	(314,681.74)	(2520.6)

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: ARPA -AMERICAN RESCUE PLAN ACT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
REVENUES							
ARPA / GENERAL	0.00	11.53	100.0	0.00	0.00	467,587.87	100.0
TOTAL REVENUES	0.00	11.53	100.0	0.00	0.00	467,587.87	100.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: CABLE TV
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VARI- ANCE	FISCAL		FISCAL		VARI- ANCE
				YEAR-TO-DATE BUDGET	ANNUAL BUDGET	YEAR-TO-DATE ACTUAL	ANNUAL ACTUAL	
REVENUES								
CABLE TV / GENERAL	123,057.09	0.00	100.0	143,273.73	150,855.00	154,516.11	2.4	
TOTAL REVENUES	123,057.09	0.00	100.0	143,273.73	150,855.00	154,516.11	2.4	
EXPENSES								
CABLE TV / GENERAL	112,625.00	4,857.79	95.6	112,625.00	112,625.00	95,602.68	15.1	
TOTAL EXPENSES	112,625.00	4,857.79	95.6	112,625.00	112,625.00	95,602.68	15.1	
TOTAL FUND REVENUES	123,057.09	0.00	100.0	143,273.73	150,855.00	154,516.11	2.4	
TOTAL FUND EXPENSES	112,625.00	4,857.79	95.6	112,625.00	112,625.00	95,602.68	15.1	
SURPLUS (DEFICIT)	10,432.09	(4,857.79)	(146.5)	30,648.73	38,230.00	58,913.43	54.1	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TOURISM FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VAR- ANGE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VAR- ANGE
REVENUES							
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							
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 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER	SEPTEMBER	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL		YEAR-TO-DATE		BUDGET	
			VARI-ANCE				VARI-ANCE
REVENUES							
TID DISTRICT #2	2,610,230.00	2,085,690.92	(20.0)	2,610,230.00	2,610,230.00	4,688,916.63	79.6
TOTAL REVENUES	2,610,230.00	2,085,690.92	(20.0)	2,610,230.00	2,610,230.00	4,688,916.63	79.6
EXPENSES							
TID DISTRICT #2	1,976,242.00	3,771,517.77	(90.8)	1,976,242.00	1,976,242.00	3,987,322.87	(101.7)
TOTAL EXPENSES	1,976,242.00	3,771,517.77	(90.8)	1,976,242.00	1,976,242.00	3,987,322.87	(101.7)
TOTAL FUND REVENUES	2,610,230.00	2,085,690.92	(20.0)	2,610,230.00	2,610,230.00	4,688,916.63	79.6
TOTAL FUND EXPENSES	1,976,242.00	3,771,517.77	(90.8)	1,976,242.00	1,976,242.00	3,987,322.87	(101.7)
SURPLUS (DEFICIT)	633,988.00	(1,685,826.85)	(365.9)	633,988.00	633,988.00	701,593.76	10.6

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #1 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER	SEPTEMBER	VARI- ANCE	FISCAL	ANNUAL	FISCAL	VARI- ANCE
	BUDGET	ACTUAL		YEAR-TO-DATE BUDGET	BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES							
TID #1 DISTRICT	941,158.00	19.92	(99.9)	941,158.00	941,158.00	940,529.42	0.0
TOTAL REVENUES	941,158.00	19.92	(99.9)	941,158.00	941,158.00	940,529.42	0.0
EXPENSES							
TID #1 DISTRICT	888,298.00	0.00	100.0	888,298.00	888,298.00	888,298.43	0.0
TOTAL EXPENSES	888,298.00	0.00	100.0	888,298.00	888,298.00	888,298.43	0.0
TOTAL FUND REVENUES	941,158.00	19.92	(99.9)	941,158.00	941,158.00	940,529.42	0.0
TOTAL FUND EXPENSES	888,298.00	0.00	100.0	888,298.00	888,298.00	888,298.43	0.0
SURPLUS (DEFICIT)	52,860.00	19.92	(99.9)	52,860.00	52,860.00	52,230.99	(1.1)

CITY OF SUDGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #3 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	VARI-ANCE
REVENUES							
TID #3 DISTRICT	61,841.00	37.79	(99.9)	61,841.00	61,841.00	61,109.79	(1.1)
TOTAL REVENUES	61,841.00	37.79	(99.9)	61,841.00	61,841.00	61,109.79	(1.1)
EXPENSES							
TID #3 DISTRICT	126,796.00	88,118.75	30.5	126,796.00	126,796.00	119,962.50	5.3
TOTAL EXPENSES	126,796.00	88,118.75	30.5	126,796.00	126,796.00	119,962.50	5.3
TOTAL FUND REVENUES	61,841.00	37.79	(99.9)	61,841.00	61,841.00	61,109.79	(1.1)
TOTAL FUND EXPENSES	126,796.00	88,118.75	30.5	126,796.00	126,796.00	119,962.50	5.3
SURPLUS (DEFICIT)	(64,955.00)	(88,080.96)	35.6	(64,955.00)	(64,955.00)	(58,852.71)	(9.3)

CITY OF SPURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #4 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VARI-ANCE	FISCAL		FISCAL		VARI-ANCE
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES								
TID #4 DISTRICT	1,906,605.34	1,150,655.85	(39.6)	1,968,831.98	1,992,167.00	1,300,776.44	(34.7)	
TOTAL REVENUES	1,906,605.34	1,150,655.85	(39.6)	1,968,831.98	1,992,167.00	1,300,776.44	(34.7)	
EXPENSES								
TID #4 DISTRICT	2,067,848.34	264,388.53	87.2	2,136,914.98	2,162,815.00	1,535,283.14	29.0	
TID #4 DISTRICT	0.00	0.00	0.0	0.00	0.00	0.00	0.0	
TOTAL EXPENSES	2,067,848.34	264,388.53	87.2	2,136,914.98	2,162,815.00	1,535,283.14	29.0	
TOTAL FUND REVENUES	1,906,605.34	1,150,655.85	(39.6)	1,968,831.98	1,992,167.00	1,300,776.44	(34.7)	
TOTAL FUND EXPENSES	2,067,848.34	264,388.53	87.2	2,136,914.98	2,162,815.00	1,535,283.14	29.0	
SURPLUS (DEFICIT)	(161,243.00)	886,267.32	(649.6)	(168,083.00)	(170,648.00)	(234,506.70)	37.4	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: TID #5 DISTRICT
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	% VARI-ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
EXPENSES							
TID #5 DISTRICT	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

FOR FUND: REVOLVING LOAN FUND (STATE)
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTMBER		FISCAL	FISCAL		ANNUAL	FISCAL	
	BUDGET	ACTUAL		YEAR-TO-DATE	YEAR-TO-DATE		BUDGET	ACTUAL
								ANCE
REVENUES								
REVOLVING LOAN FUND (STATE)	0.00	0.00	0.0	0.00	0.00	0.00	1.74	100.0
TOTAL REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	1.74	100.0
EXPENSES								
REVOLVING LOAN FUND (STATE)	0.00	0.00	0.0	0.00	0.00	0.00	1.74	100.0
TOTAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	1.74	100.0
TOTAL FUND REVENUES	0.00	0.00	0.0	0.00	0.00	0.00	1.74	100.0
TOTAL FUND EXPENSES	0.00	0.00	0.0	0.00	0.00	0.00	1.74	100.0
SURPLUS (DEFICIT)	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.0

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: SOLID WASTE ENTERPRISE
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VARI- ANCE	FISCAL		FISCAL		VARI- ANCE
				YEAR-TO-DATE BUDGET	ANNUAL BUDGET	YEAR-TO-DATE ACTUAL	ANNUAL BUDGET	
REVENUES								
SOLID WASTE ENTERPRISE FUND	1,333,365.00	47,614.97	(96.4)	1,333,365.00	1,333,365.00	403,551.09	(69.7)	
TOTAL REVENUES	1,333,365.00	47,614.97	(96.4)	1,333,365.00	1,333,365.00	403,551.09	(69.7)	
EXPENSES								
SOLID WASTE ENTERPRISE FUND	638,480.43	47,718.65	92.5	1,148,963.71	1,340,395.00	790,818.33	41.0	
TOTAL EXPENSES	638,480.43	47,718.65	92.5	1,148,963.71	1,340,395.00	790,818.33	41.0	
TOTAL FUND REVENUES	1,333,365.00	47,614.97	(96.4)	1,333,365.00	1,333,365.00	403,551.09	(69.7)	
TOTAL FUND EXPENSES	638,480.43	47,718.65	92.5	1,148,963.71	1,340,395.00	790,818.33	41.0	
SURPLUS (DEFICIT)	694,884.57	(103.68)	(100.0)	184,401.29	(7,030.00)	(387,267.24)	5408.7	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: COMPOST SITE ENTERPRISE FUND
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER BUDGET	SEPTEMBER ACTUAL	VARI-ANCE	FISCAL		FISCAL		VARI-ANCE
				YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	
REVENUES								
COMPOST SITE ENTERPRISE FUND	15,567.51	14,336.71	(7.9)	108,107.47	142,810.00	98,721.49	(30.8)	
TOTAL REVENUES	15,567.51	14,336.71	(7.9)	108,107.47	142,810.00	98,721.49	(30.8)	
EXPENSES								
COMPOST SITE ENTERPRISE FUND	5,807.15	6,787.88	(16.8)	52,263.55	69,685.00	61,091.64	12.3	
TOTAL EXPENSES	5,807.15	6,787.88	(16.8)	52,263.55	69,685.00	61,091.64	12.3	
TOTAL FUND REVENUES	15,567.51	14,336.71	(7.9)	108,107.47	142,810.00	98,721.49	(30.8)	
TOTAL FUND EXPENSES	5,807.15	6,787.88	(16.8)	52,263.55	69,685.00	61,091.64	12.3	
SURPLUS (DEFICIT)	9,760.36	7,548.83	(22.6)	55,843.92	73,125.00	37,629.85	(48.5)	

CITY OF STURGEON BAY
 SUMMARIZED REVENUE & EXPENSE REPORT

MUNICIPAL REPORT TOTALS
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2021

DEPARTMENT DESCRIPTION	SEPTEMBER	SEPTEMBER	%	FISCAL	ANNUAL	FISCAL	%
	BUDGET	ACTUAL		YEAR-TO-DATE	BUDGET	YEAR-TO-DATE	
			VARI-ANCE	BUDGET	BUDGET	ACTUAL	VARI-ANCE
TOTAL MUNICIPAL REVENUES	22,732,443.94	5,389,846.65	(76.2)	22,907,427.18	22,973,046.00	20,259,886.54	(11.8)
TOTAL MUNICIPAL EXPENSES	21,150,535.27	6,495,089.49	69.2	21,994,608.19	22,311,136.00	18,989,820.08	14.8
SURPLUS (DEFICIT)	1,581,908.67	(1,105,242.84)	(169.8)	912,818.99	661,910.00	1,270,066.46	91.8

BEVERAGE OPERATOR LICENSES

1. Papke, Joseph
2. Shepard, Jacob

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the changes as presented in Section 24 – Communication Towers, of the City of Sturgeon Bay Municipal Code.

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

RESOLVED, that the foregoing recommendation be adopted.

Dated: October 13, 2021

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.

ORDINANCE NO. _____

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

SECTION 1: Chapter 24 of the Municipal Code is hereby repealed and recreated as follows:

24.01 – Title.

This chapter shall be known as the “City of Sturgeon Bay Communication Tower Ordinance”, hereinafter referred to as “this chapter.”

24.02 – Authority.

This chapter is adopted pursuant to §66.0101, and 66.0404, Wis. Stats.

24.03 – Applicability.

(1) This chapter shall apply to all properties within the corporate limits of the City of Sturgeon Bay.

(2) The following are exempt from this chapter:

- (a) Residential satellite dishes, residential television antennas, or other antennas that are used privately, provided that the antenna use constitutes ancillary or secondary use, not primary use, of the property.
- (b) Towers and masts for amateur radio antennas that are owned and/or operated by a federally licensed amateur radio operator.
- (c) Mobile communication towers and masts providing public information coverage of news events of a temporary or emergency nature.
- (d) Any wireless facility (§66.0414(1)(z), Wis. Stats.) located outside a right-of-way (§66.0414(1)(t), Wis. Stats.) meeting the definition of a small wireless facility (§66.0414(1)(u), Wis. Stats)
- (e) Small wireless facilities permissibly located in rights-of-way (§66.0414(2)(e), Wis. Stats.) provided the following height requirements are met, as applicable.

1. The height of a utility pole installed, or modified, in a right-of-way may not exceed the greater of:

a. A height that is ten percent (10%) taller than the tallest existing utility pole as of July 12, 2019, that is located within five hundred (500) feet of the new or modified utility pole in the same right-of-way.

b. Fifty (50) feet above ground level.

2. The height of a small wireless facility installed, or modified, in a right-of-way may not exceed the greater of:

a. A height that is ten percent (10%) taller than the existing utility pole or wireless support structure on which the small wireless facility is located.

b. Fifty (50) feet above ground level.

24.04 – Purpose.

The purposes of this chapter are:

1. Provide a uniform and comprehensive set of standards for the siting, construction, and modification of support structures and related facilities, including mobile service support structures and facilities.

2. Minimize adverse effects of support structures and mobile service facilities through siting standards.

3. To maintain and ensure a broad range of mobile services and high-quality mobile service infrastructure in order to serve the City of Sturgeon Bay

4. To promote and protect public health, safety, and general welfare.

24.05 – Compliance.

No communications tower shall be installed or maintained except in full compliance with this chapter.

24.06 – Abrogation.

It is not intended by this chapter to repeal, abrogate, annul, impair, or interfere with any existing ordinance.

24.07 – Severability.

If a court of competent jurisdiction adjudges any section, paragraph, clause, provision, or portion of this chapter unconstitutional or invalid, the remainder of this chapter shall not be affected thereby.

24.08 – Warning and Disclaimer of Liability.

This chapter shall not create a duty or liability on the part of or a cause of action against the City of Sturgeon Bay, its officers or employees thereof, for any damages that may result from administration of or reliance on this chapter.

24.09 – Definitions.

Antenna: Communications equipment that transmits and receives electromagnetic radio signals and is used in the provision of mobile services.

Applicant: The owner(s) or lessee(s) of the land upon which the structure and facilities are proposed to be located.

Class 1 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free-standing support structure for the facility but does need to engage in substantial modification.

Class 2 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free-standing support structure for the facility or engage in substantial modification.

Collocation: A class 1 or class 2 collocation or both.

Critical Public Safety Communications Corridor: The area within an existing line-of-site communications path that is used by public safety entities for critical safety-of-life communications.

Equipment Compound: An area surrounding or adjacent to the base of an existing support structure within which is located the related mobile service facilities.

Existing Structure: A support structure that exists at the time a request for permission to place any type of mobile service facility on or near the support structure is filed with a political subdivision.

Fall Zone: the area over which a mobile support structure is designed to collapse.

Mobile Service: The meaning given in 47 USC 153 (33).

Mobile Service Facility: All equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and associated equipment necessary to provide mobile service to a discrete geographic area that are placed on or around a support structure, but does not include the underlying support structure.

Mobile Service Provider: Any person who provides mobile service, including a person that builds and operates mobile service support structures or facilities, whether or not licensed by the Federal Communications Commission.

Mobile Service Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Permit: A permit issued hereunder which authorizes any of the following by an applicant: A Class 1 collocation; or construction of a support structure, including a mobile service support structure.

Operator: The person who owns or operates a support structure or related facilities.

Search Ring: A shape drawn on a map to indicate the general area within which a mobile service support structure should be located to meet radio frequency engineering requirements, taking into account other factors including topography and the demographics of the service area.

Substantial Modification: The modification of a support structure (e.g., mobile service support structure), including the mounting of an antenna on such a structure, that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.
3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for co-location.
4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Utility Pole: A structure owned or operated by an alternative telecommunications utility, as defined in §196.01(1d), Wis. Stats.; public utility, as defined in §196.01(5), Wis. Stats.; telecommunications utility, as defined in §196.01(10), Wis. Stats.; political subdivision; or cooperative association organized under Ch. 185, Wis. Stats.; and that is designed specifically for and used to carry lines, cables, or wires for telecommunications service, as defined in §182.017(1g)(cq), Wis. Stats.

24.10 – Communication Tower Permit Procedure.

(1) *Permit Required.* A permit is required hereunder, subject to the provision and limitations of §66.0404, Wis. Stats., for any of the following activities:

- a. The siting and construction of a new mobile service support structures and facilities:
- b. A class 1 collocation

(2) *Permit Application.* The application shall consist of a letter addressed to the Community Development Director or the designee requesting a communication tower permit under this chapter and attachment to the letter as necessary to provide the following:

- a. The name, address, telephone number, and original signature of the property owner.
- b. The name, address, and phone number of each known operator if different than the applicant.
- c. A site plan, drawn at a scale that produces a clearly legible drawing, showing the parcel boundaries, communication tower location, the NAD 83 latitude and longitude coordinates for the proposed tower, communication tower support facilities location, access, fencing, lighting, landscaping, scale, north arrow, construction plans, and written legal description of the parcel.
- d. In the case of a leased site, a lease agreement. Additionally, the lease agreement shall show that the tower owner may enter into agreement with competing providers for antenna space on the tower.

- e. Evidence of Federal Communication Commission approval of the proposed mobile service support structure.
- f. A copy of a determination of no hazard to air navigation from the Federal Aviation Administration.
- g. A report prepared by a licensed engineer certifying the structural design of the mobile service support structure.
- h. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting the collocation within the applicants search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.
- i. Proof of a performance bond as security for removal.
- j. Application fee.

(3) Application Fee. A nonrefundable fee as established by the common council shall accompany an application for a communication tower permit.

(4) Technical Review. After determining that all application materials have been satisfactorily submitted, the community development department may employ an independent technical expert to review the submitted materials. The applicant shall pay all the costs of such review. Payment to the City of Sturgeon Bay shall be due upon receipt of the invoice.

(5) Application Review.

- a. The Community Development Department will oversee the review and determine if an application is complete based on the requirements of this chapter.
- b. If an application is determined to be incomplete, the Community Development Department shall notify the applicant in writing within 10 days for new construction and class 1 collocation.
- c. Within 90 days after the application is determined complete, the Community Development Department shall complete all of the following or the applicant may consider the application approved,

except that the applicant and Community Development Department may agree in writing to an extension of the review period.

- i. Review the application to determine whether it complies with all applicable City ordinances (subject to the limitations of §66.0404, Wis. Stats).
 - ii. Make a final decision whether to approve or disapprove the application
 - iii. Notify the applicant in writing, of the final decision. If the decision is to disapprove the application, the decision shall include substantive supporting evidence with the written notification.
- d. The Community Development Department may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicants search ring and provide the sworn statement as required in this chapter.

24.11 – Mobile Service Support Structure and Facility Requirements.

(1) Support Structure Requirements

- a. Mobile service support structures shall be constructed out of nonflammable and nonreflective material.
- b. Mobile services support structures shall not interfere with or obstruct existing or proposed public safety, fire protection, or supervisory controlled automated data acquisition (SCADA) communication systems. The applicant at no cost to Sturgeon Bay or the affected agency shall correct any actual interference and/or obstruction.
- c. Mobile services support structures shall comply with the Door County Cherryland Airport Height Limitation Ordinance.

(2) Facility Requirements

- a. Mobile service support facilities shall be constructed out of nonreflective materials (visible exterior surfaces only).
- b. Mobile service support facilities shall not exceed 15 feet in height, measured from the original grade at the base of the facility to the top of the structure.

(3) Site development, driveways and access.

- a. The minimum land area devoted to placement of mobile service support structures and facilities shall be either of the following:
 - i. If a leased site, the minimum land area shall be that necessary to accommodate the setbacks
 - ii. If an owned site, the minimum land area shall be as specified in i. above, or the minimum lot area requirement for the applicable zoning district as specified in the Sturgeon Bay Zoning Code (chapter 20), whichever is greater.
- b. All sites must be served by an access driveway with a turnaround of the minimum size necessary to provide maneuverability for service and emergency vehicles.
- c. All mobile service support structure sites shall use existing access points and roads whenever possible.
- d. All mobile service support structures and facilities shall be reasonably protected against unauthorized access.

(4) Setbacks.

- a. The setback and/or fall zone requirement for new mobile service support structures or substantial modification of facilities and support structures is the height of the structure from any property where single-family residential uses are permitted under the zoning code.
- b. If an applicant provides the City with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the setback or fall zone area required above, that setback or fall zone requirement does not apply to such a structure unless The City provides the applicant with substantial evidence that the engineering certification is flawed.
- c. No mobile service support structure or mobile service facility shall be permitted in wetlands.
- d. The perimeter of the equipment compound shall be located within 50 feet of the associated support structure, as measured from the center of the support structure.

(5) *Signs.* A sign giving warning of the danger from electrical equipment and unauthorized climbing of the tower and identifying the owner of the tower and telephone number for contact in case of emergency shall be installed adjacent to communication towers and communication tower support facilities. The sign shall be no larger than six square feet. No commercial advertising signs shall be located on communication towers or communication tower support facilities.

(6) *Exemption.* Communication towers shall be exempt from Aesthetic Design and Site Plan Board approval

20.12 – Permits transferable.

All communication tower permits issued under this chapter shall be transferable to subsequent owners of applicable property or communication towers. All subsequent holders of such permits shall be subject to all applicable requirements of this chapter and any permit conditions that may exist.

20.13 – Ceased operation.

(1) *Restoration requirement.* Any communication tower that is not actively energized and operating for its intended purpose for one year, excluding time spent on repairs or improvements, shall be considered as having ceased operation. Within six months of the tower owner being notified that a communication tower is considered to have ceased operation, the communication tower shall be removed from the property and the property cleaned up as herein required:

- a. All communication towers and aboveground improvements shall be removed from the property.
- b. All items in outdoor storage shall be removed from the property.
- c. All building foundations, tower pads, guy wire anchor pads, and buried electrical improvements shall be removed to a depth of four feet below the ground surface. All excavated areas shall be filled in with unconsolidated soil material, of which the top four or more inches shall be topsoil. The excavated area shall be made level with the ground surface surrounding the excavated area.
- d. Any hazardous material, either in containers or spilled upon or in the ground, shall be removed and disposed of in a manner prescribed by applicable state and federal law.

- (2) Security for removal. The communication tower owner shall provide to the City of Sturgeon Bay a continuously valid performance bond for each tower in the amount of \$20,000.00 or a bond equal to a written estimate from a qualified tower removal contractor to guarantee that the communication tower will be removed when no longer in operation. The City of Sturgeon Bay will be named as obligee in the bond and must approve the bonding company.

24.14 – Administration, Appeal, and Enforcement.

- (1) *Administration.* The community development director, or designee, shall be empowered to administer this chapter.
- (2) *Appeals.* Any person aggrieved by the final decision of the City to approved or disapprove an application hereunder may only pursue the remedy set forth in §66.0404(2)(f), Wis. Stats., or §66.0404(3)(d), Wis. Stats.
- (3) *Violations.* It shall be unlawful to construct, install, maintain, reconstruct, substantially repair, improve, extend, enlarge, relocate, or convert any communication tower or communication tower support facility in violation of the provisions of this chapter. It shall also be unlawful to fail to obtain a communication tower permit.
- (4) *Prosecution.* Compliance with this chapter may be enforced by an injunction order or judgement issued by a court of competent jurisdiction upon civil suit by the city, or any lawful enforcement method deemed appropriate and necessary.
- (5) *Penalties.* Any person, firm, association, corporation, or representative agent who fails to comply with the provisions of this chapter shall be subject to a penalty as provided in section 20.37 of the Sturgeon Bay Municipal Code.

SECTION 2: The ordinance shall take effect on the day after its publication.

Approved:

Attest:

David J. Ward
Mayor

Stephanie Reinhardt
City Clerk

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend to rezone the westerly 190 feet of parcel #281-70-32001410C, located at 1361 N. 14th Avenue and currently owned by Estes Investments LLP from Agricultural (A) to General Commercial (C-1)

Respectfully submitted,
City Plan Commission
By: David Ward, Chair

RESOLVED, that the foregoing recommendation be adopted.

Date: October 20, 2021

Introduced by _____;

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

Passed by the Council on the _____ day of _____, 2021.

Executive Summary - REVISED

Zoning Map Amendment from Agricultural to General Commercial (C-1): 1361 N 14th Ave

Summary: Dave Phillips, representing Estes Investment, LLP, is petitioning the City to rezone the property located at 1361 N 14th Avenue from Agricultural (A) to General Commercial (C-1). The property owner intends to redevelop the back half of the property into 15 commercial storage buildings. Commercial Storage is not an allowed use within the agriculture zone; thus, a rezoning is necessary.

Existing Conditions: The property is approximately 1.87 acres and contains four buildings in mostly poor conditions. This includes a cottage, mobile home, 40' x 60' pole building, a 45' x 140' storage building, silo, and small shed. North and south of the property are single-family dwellings. Walmart is located east of this property, and multiple-family residential is west. There is a mix of zoning classification surrounding this property including PUD C-1, Agricultural, Single-Family Residential R-1, and Multiple-Family Residential R-4.

Commercial storage is not an allowed use within the Agriculture zone. In addition, sewer and water services ends at the corner of Bluebird St / N 14th Ave, so there no sewer and water services available to this property.

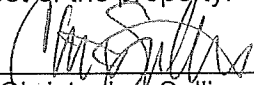
Comprehensive Plan: The future land use map of the Comprehensive Plan designates this property for Higher Density Residential. This area is intended for a variety of residential units but is primarily comprised of multiple family residential to be developed at a density up to 12.4 units per acre. If the property is to be rezoned, R-3 or R-4 would be the most appropriate district. The proposal does not comply with the comprehensive plan. If the City, does move forward with allowing this use, then the comprehensive plan will also need to be amended to a classification that is consistent with the proposal.

Review Process: The Plan Commission conducted a public hearing on September 15, 2021. No decision was made at that time. The next step is for the Plan Commission to make a formal recommendation to Council. Once a recommendation is made, Council will act on that recommendation at their next scheduled meeting. An ordinance must be drafted and approved by Council with 2 separate readings. The zoning change is active once the ordinance is published in the newspaper.


Additional Considerations: Since the last Plan Commission meeting, City staff and representatives of the property discussed the possibility of extending sanitary sewer and water to the site. It appears that the extensions are physically possible and the City could incentivize the development of the site by covering some or all of the costs associated with the utilities. The property owners have submitted a new plan which shows the rear half of the site being developed with unsewered commercial storage buildings but the front half being developed with a multiple-family residential building that would be built after utilities become available. The property owners intend to split the development due to the elevation drop making it harder for sewer development to occur even after utilities are extended and the uncertainty of when the utilities would be available.

Options: The commission can recommend to approve or deny the petition. The Commission can also recommend that only the rear portion of the property gets rezoned, leaving the remainder to stay agricultural for the time being. The property owner would then need to return with a new rezoning petition once sewer and water become available and a formal plan for the front half is created.

Recommendation: Staff recommends approval from agricultural to General Commercial for the westerly 190 feet of the property.

Prepared By: 
Christopher Sullivan-Robinson
Planner / Zoning Administrator

10.15.2021
Date

Reviewed By: 
Martin Olejniczak
Community Development Director

10-15-2021
Date

Date Received: 7-13-2021
 Fee Paid: \$ 450.00
 Received By: CSR

CITY OF STURGEON BAY ZONING/REZONING APPLICATION

	APPLICANT/AGENT	LEGAL PROPERTY OWNER
Name	STEVE ESTES / JASON ESTES	
Company	ESTES / ESTES STORAGE UNIT	ESTES INVESTMENTS LLC
Street Address	4606 BECHTEL RD.	
City/State/Zip	STURGEON BAY WI, 54235	
Daytime Telephone No.	920-493-8663	
Fax No.		

STREET ADDRESS OF SUBJECT PROPERTY: 1361 N. 14TH AVE
 Location if not assigned a common address:

TAX PARCEL NUMBER: 2817032001410C

CURRENT ZONING CLASSIFICATION: AGRICULTURAL

CURRENT USE AND IMPROVEMENTS:
3 STORAGE BUILDINGS AND A MOBIL HOME

ZONING DISTRICT REQUESTED: C-1 GENERAL COMMERCIAL

COMPREHENSIVE PLAN DESIGNATION OF SUBJECT PROPERTY: HIGHER DENSITY RES

PROPOSED USE OF SURROUNDING PROPERTY UNDER COMPREHENSIVE PLAN:
 North: HIGHER DENSITY RESIDENTIAL
 South: HIGHER DENSITY RESIDENTIAL
 East: REGIONAL COMMERCIAL
 West: HIGHER DENSITY RESIDENTIAL


ZONING AND USES OF ADJACENT SURROUNDING PROPERTIES:

North: SINGLE FAMILY
South: SINGLE FAMILY
East: WALMART
West: RENTAL APARTMENTS

HAVE THERE BEEN ANY VARIANCES, CONDITIONAL USE PERMITS, ETC. GRANTED PREVIOUSLY FOR THIS PROPERTY? NO IF YES, EXPLAIN:

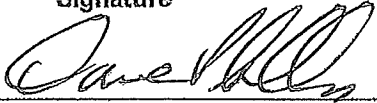
Attach a full legal description (preferably on disk), 8-1/2" X 11" location map, and Agreement for Reimbursement of expenses.

STEVE ESTES
Property Owner (Print Name)


Signature

7/15/2021
Date

DAVE PHILLIPS
Applicant/Agent (Print Name)


Signature

7-15-21
Date

I, _____, have attended a review meeting with at least one member of staff and understand that I am responsible for sign placement and following all stages listed on the check list in regard to the applicant.

8-17-21
Date of review meeting

Applicant Signature


Staff Signature

Attachments:
Procedure & Check List
Agreement For Reimbursement of Expenses

STAFF USE ONLY

Application conditions of approval or denial:

Date

Community Development Director

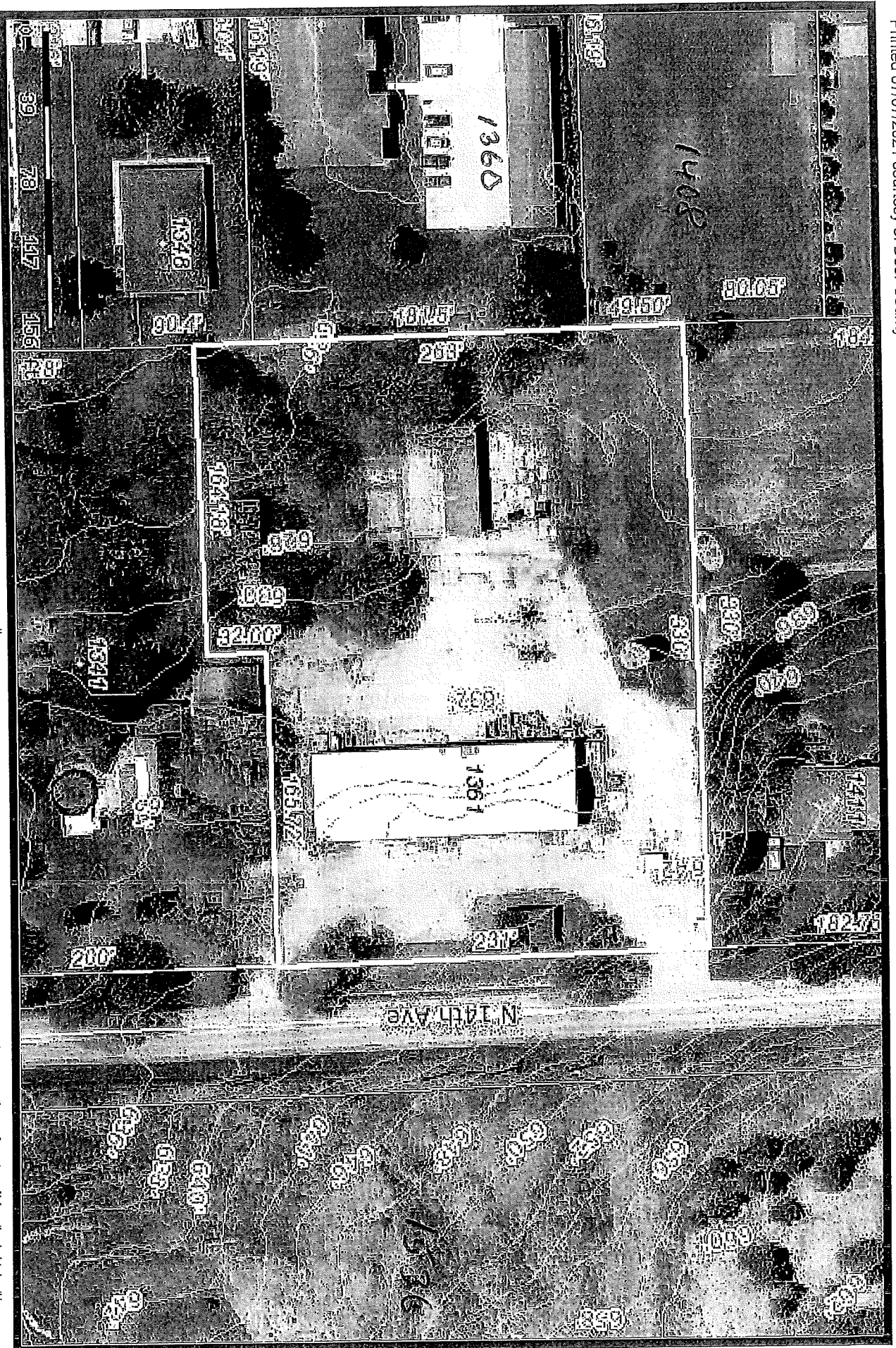
Map

Printed 07/07/2021 courtesy of Door County Land Information Office

... from the Web Map of ...
([//www.co.door.wi.gov](http://www.co.door.wi.gov))

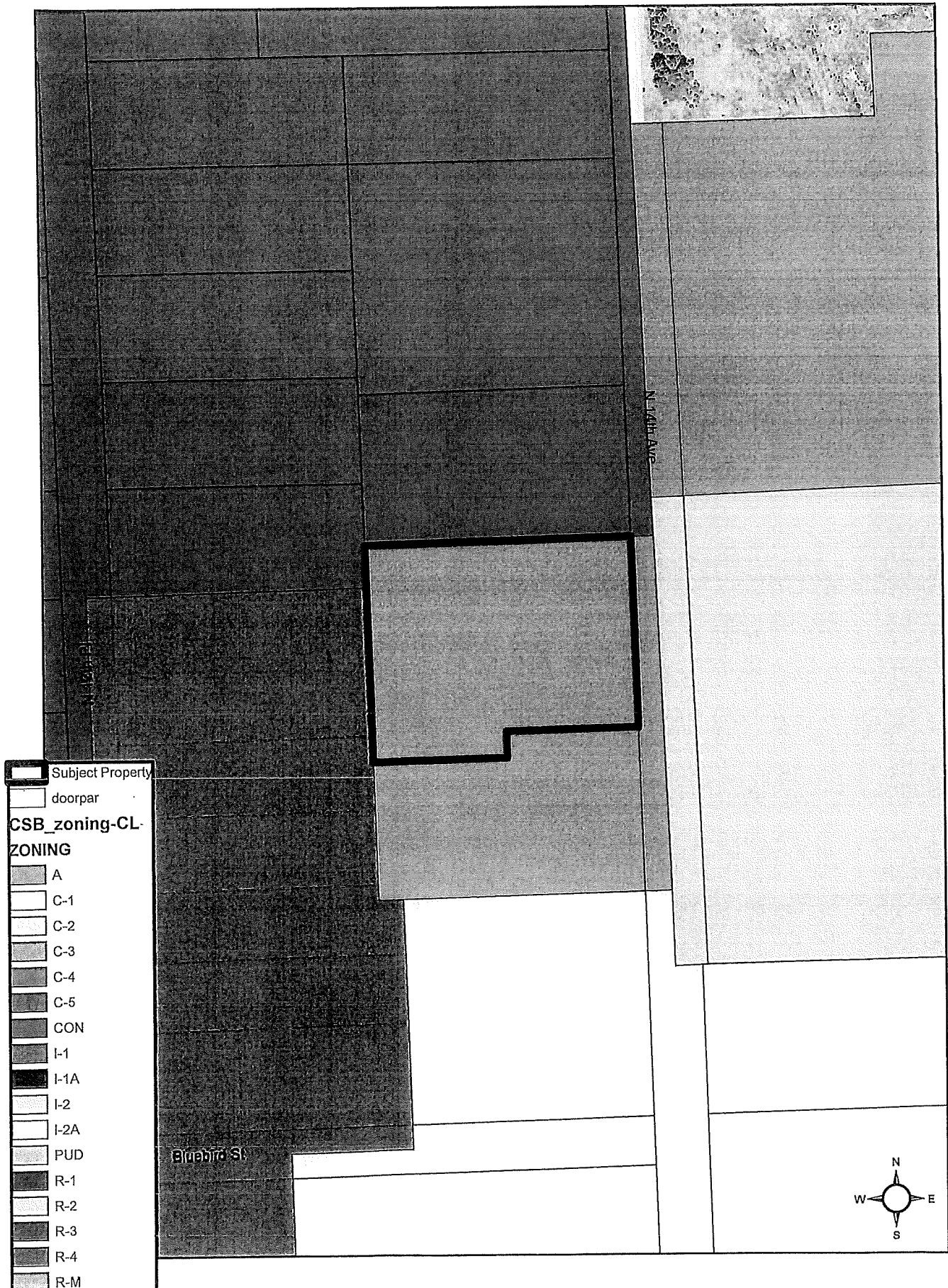


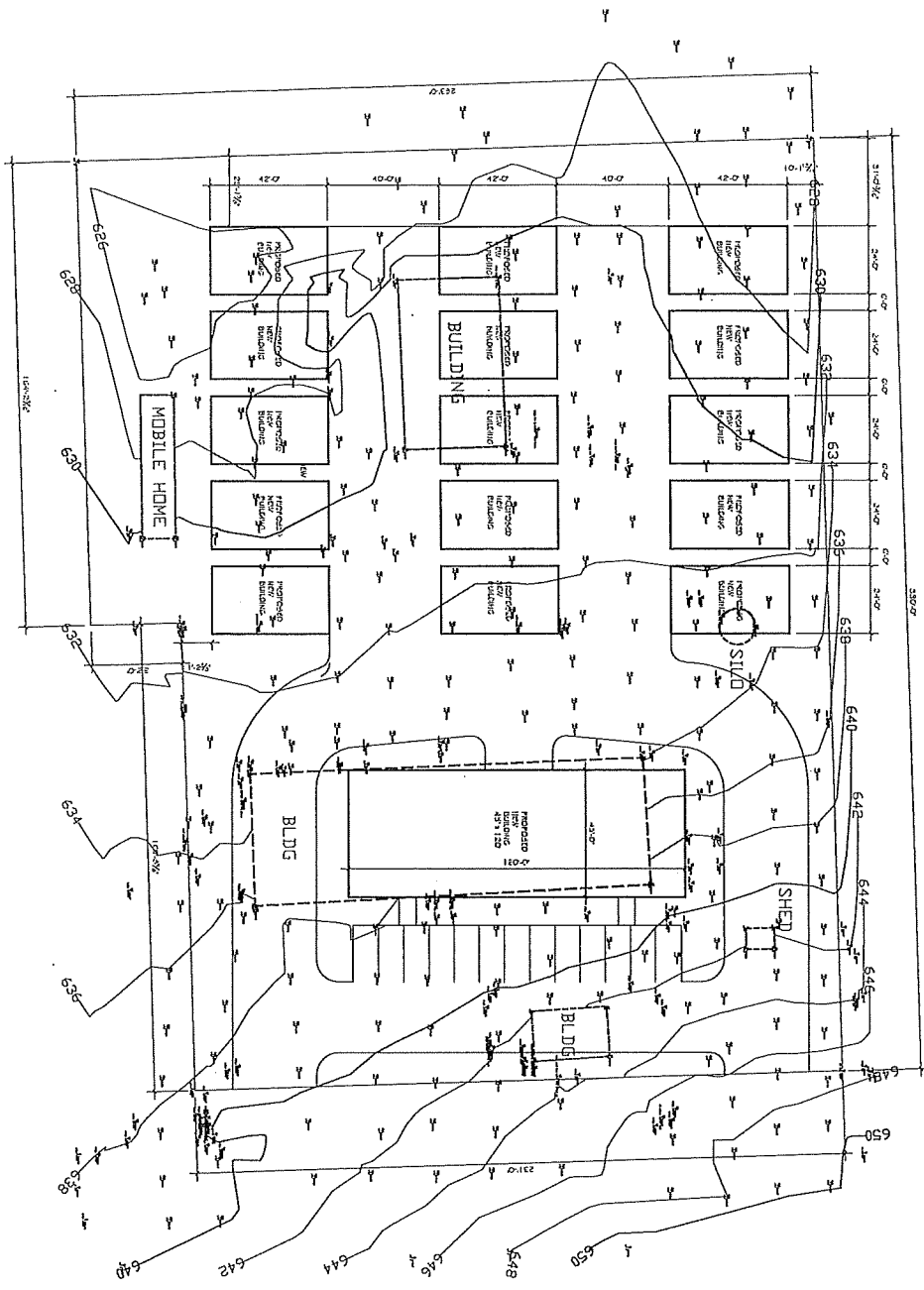
Door County, Wisconsin
... for all seasons!



Door County can not and does not make any representation regarding the accuracy or completeness, nor the error-free nature, of information depicted on this map. This information is provided to users "as is". The user of this information assumes any and all risks associated with this information. Door County makes no warranty or representation, either express or implied, as to the accuracy, completeness, or fitness for a particular purpose of this information. The Web Map is only a compilation of information and is NOT to be considered a legally recorded map or a legal land survey to be relied upon.

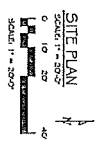
Location Map - 1361 N 14th Ave Zoning Map





Proprietary Survey
 LOCATION IN
 THE SW 1/4 OF THE SE 1/4 OF SECTION 18E, T. 23N. R. 26E. E.
 CITY OF STURZENEGGER, COOK COUNTY, ILLINOIS

PREPARED FOR:
 CHRYSLER FINANCIAL GROUP, LLC
 4000 WESTERN AVENUE
 STURZENEGGER, ILLINOIS 60151
 PREPARED BY:
 BAYLAND BUILDINGS
 1711 UNIVERSITY ROAD
 STURZENEGGER, ILLINOIS 60151
 PHONE: 815-426-1100



C1.0

SHEET

LEGEND

PRELIMINARY

BID SET

CONSTRUCTION

DATE: 8-17-2021

REVISIONS:

SALES REP: DAVE PHILLIPS

DRAWN BY: DPO

DATE: 8-17-2021

REVISIONS:

JOB NUMBER:

SCALE: VERIFICATION

DATE: 8-17-2021

SCALE: VERIFICATION

DATE: 8-17-2021

SCALE: VERIFICATION

DATE: 8-17-2021

SCALE: VERIFICATION

DATE: 8-17-2021

SCALE: VERIFICATION

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DATE: 8-17-2021

SCALE: VERIFICATION

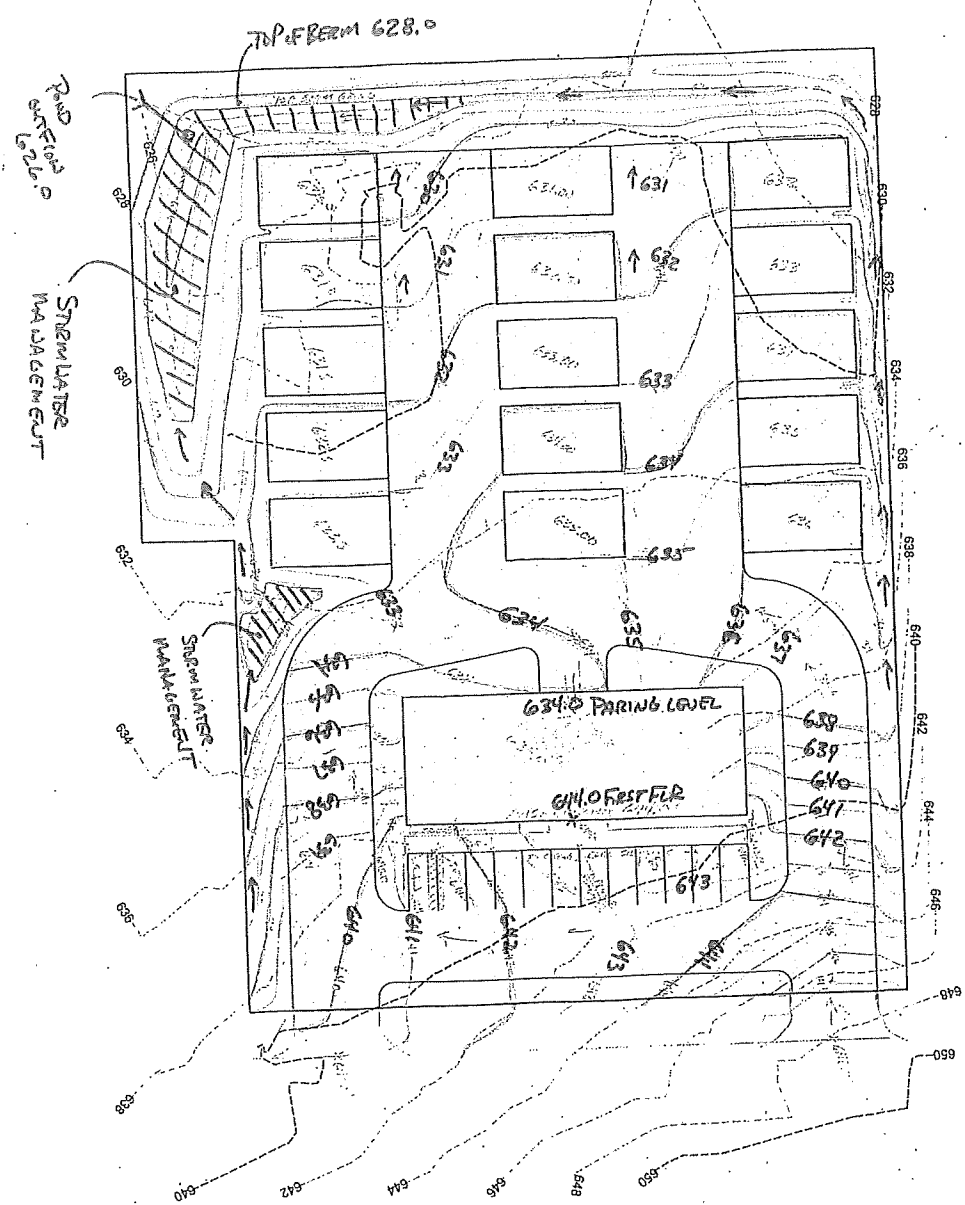
DATE: 8-17-2021

SCALE: VERIFICATION

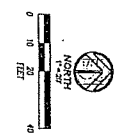
DATE: 8-17-2021

BAYLAND
 BAYLAND BUILDINGS
 P.O. BOX 15701 GREEN BAY, WI 54307
 (920) 468-0000 FAX (920) 468-0003
 GREEN BAY, WI 54307
 DESIGN & BUILD GENERAL CONTRACTOR

PROPOSED BUILDING FOR:
21-4744
 , WISCONSIN; COUNTY OF:



10-8-21
Draft



C100
 REUSE OF DOCUMENTS
 THIS DOCUMENT HAS BEEN REDESIGNED FOR A
 SPECIFIC APPLICATION AND IS NOT FOR GENERAL
 USE. THE USER SHALL BE RESPONSIBLE FOR
 THE PROPER APPROVAL OF ALL SUCH
 INDIVIDUALS, AS PROVIDED IN THE SOLE
 RESPONSIBILITY OF THE CONTRACTOR.

SITE
PLAN

Bayland Buildings

BAUDHUIN
 SURVEYING &
 ENGINEERING

312 N. 5TH AVE.
 P.O. BOX 109
 STURGEON BAY, WI.
 54235
 PHONE: 920-743-8211

DATE	DESCRIPTION	BY
10/8/21	PROJECT PRELIM	JL
11/2/21	REVISED	JL
11/2/21	REVISED	JL
11/2/21	REVISED	JL
11/2/21	REVISED	JL

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend to rezone the following four parcels from Planned Unit Development (PUD) to Single-Family Residential (R-2):

- 281-62-09000107 located at 1118 N 8th Ave currently owned by James W Parsons Trust
- 281-12-60020502 located north of 1118 N 8th Ave (vacant parcel) currently owned by James W Parsons Trust
- 281-12-60020501 located at 1152 N 8th Ave currently owned by Joshua Knaapen and Sarah Ewaskowitz
- 281-62-09000108 located at 1164 N 8th Ave currently owned by James Robert Lottes

Respectfully submitted,
City Plan Commission
By: David Ward, Chair

RESOLVED, that the foregoing recommendation be adopted.

Date: October 20, 2021

Introduced by _____;

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

Passed by the Council on the _____ day of _____, 2021.

Executive Summary

Title: Zoning Map Amendment – PUD to R-2 – N. 8th Avenue parcels

Background: There are four parcels located along the east side of N. 8th Avenue that appear to have incorrect zoning classifications according to the Sturgeon Bay Zoning Map. Three of the parcels contain single-family dwellings and the fourth parcel is vacant. The zoning map identifies all four parcels as being zoned Planned Unit Development (PUD). The issues are that two of the parcels (1118 & 1164 N. 8th Ave) have no underlying zoning classification and, therefore, have no permitted uses or other zoning requirements associated with the parcels. The other two parcels (1152 N. 8th Ave and the vacant lot immediately south) have underlying zoning that is restricted to office use even though 1152 N. 8th Ave contains a single-family dwelling and the vacant lot does not appear conducive for office uses. As a result of these inconsistencies, the Plan Commission authorized staff to initiate a zoning map amendment procedure to rezone the parcels to residential. The Single-Family Residential (R-2) district was selected by staff as being the most appropriate and that district is used within the required public hearing notice.

Surrounding Zoning & Uses: The surrounding uses and zoning districts are mixed. To the north and east are apartments, two-family dwellings and single-family dwellings with either PUD (R-1) or PUD (R-4) zoning. To the west across N. 8th Avenue are single-family dwellings zoned R-1. To the south are single-family dwellings zoned R-2.

Comprehensive Plan: The Future Land Use Map from the Comprehensive Plan shows the subject parcels within the Lower Density Residential land use category. It is surrounded by Lower Density Residential except for Medium Density Residential to the west across 8th Avenue.

Considerations: Letters were sent to the affected property owners advising them of the zoning map issues and the proposed amendment. While no formal correspondence was received, phone conversations were held with the owners of three of the four lots. Those owners indicated that they are in favor of the amendment for Single-Family Residential (R-2).

Fiscal Impact: There should be no fiscal impact.

Recommendation: Staff recommends approval of the zoning map amendment to change the classification of parcels 281-62-09000107, 281-62-09000108, 281-12-60020501, and 281-12-60020502 from PUD to R-2.

Prepared by: 
Martin Olejniczak
Community Development Director

10-15-2021
Date

Reviewed by: 
Chris Sullivan-Robinson
Planner/Zoning Administrator

10-15-2021
Date

NOTICE OF PUBLIC HEARING

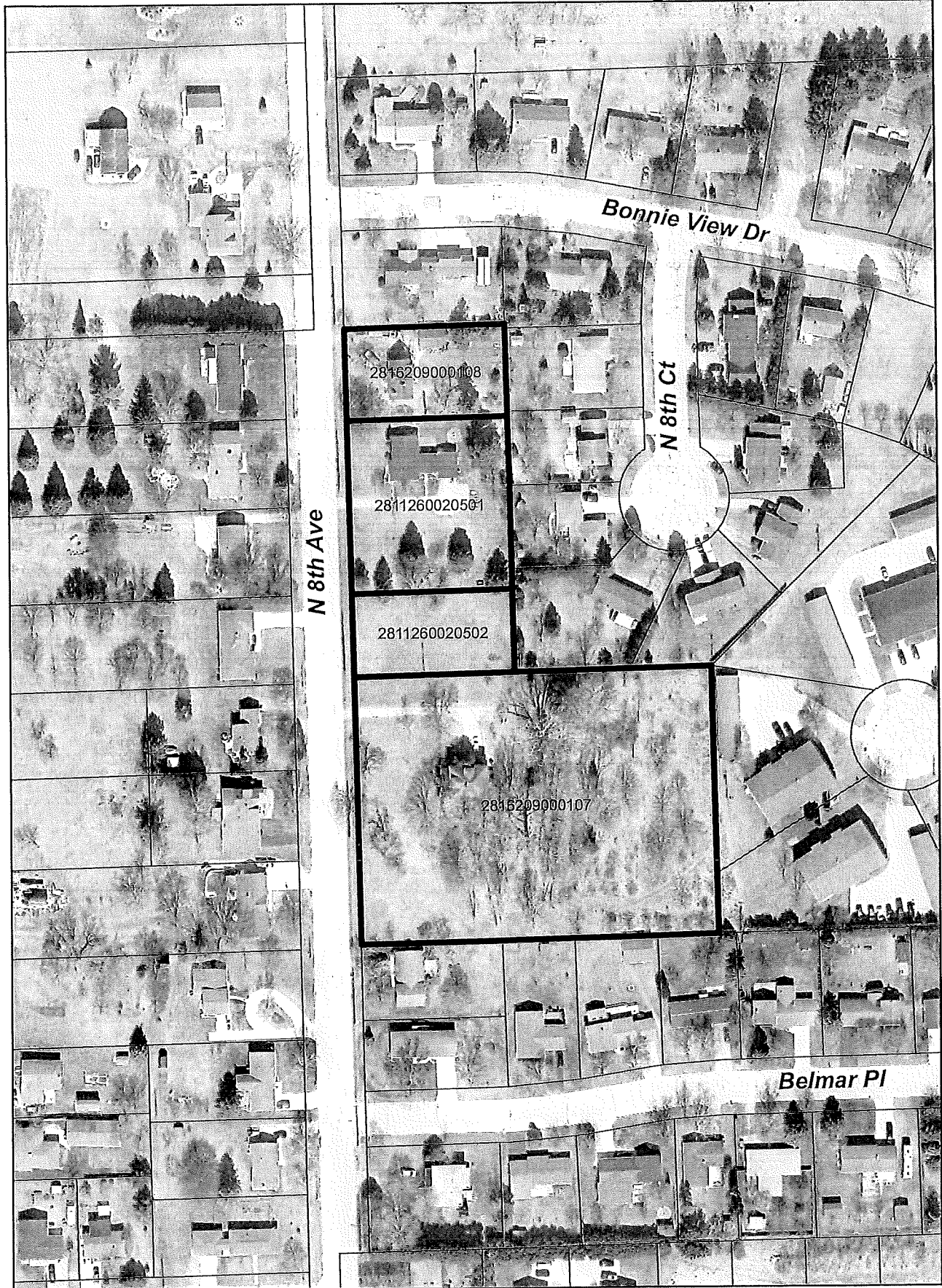
The City of Sturgeon Bay Plan Commission will hold a public hearing in the Council Chambers, 421 Michigan Street, Sturgeon Bay, Wisconsin on Wednesday, October 20, 2021 at 6:00 p.m. or shortly thereafter for the purpose of considering a zoning map amendment under Chapter 20 of the Sturgeon Bay Municipal Code (Zoning Code). The Plan Commission has requested to change the zoning classification from Planned Unit Development (PUD) to Single-Family Residential (R-2) for the following four properties:

- 1118 N 8th Ave currently owned by James W Parsons Trust
- Vacant parcel north of 1118 N 8th Ave currently owned by James W Parsons Trust (281-12-60020502)
- 1152 N 8th Ave currently owned by Joshua Knaapen
- 1164 N 8th Ave currently owned by James Robert Lottes

The rezoning application is on file with the Community Development Department and can be viewed at City Hall, 421 Michigan Street, weekdays between 8:00 a.m. and 4:30 p.m. or on the City's website at www.sturgeonbaywi.org. The public is invited to attend the hearing and give testimony in support or opposition to the proposed rezoning either in person at the hearing or in writing.

By order of:
City of Sturgeon Bay Plan Commission

Public Hearing Location Map N 8th Ave - Rezoning



Subject Properties

Please Note: Plan Commission Public Hearing to be Held on October 20, 2021.



Date Received: 9-23-2021
 Fee Paid: \$ N/A
 Received By: G.M.O.

CITY OF STURGEON BAY ZONING/REZONING APPLICATION

	APPLICANT/AGENT	LEGAL PROPERTY OWNER
Name	<u>S.B. Plan Commission</u>	<u>Multiple:</u>
Company	<u>421 Michigan St</u>	<u>① James W. Parsons Trust</u>
Street Address	<u>Sturgeon Bay WI</u>	<u>1118 N. 8th Ave S.B. WI</u>
City/State/Zip		<u>② Joshua Knappes</u> <u>1152 N. 8th Ave S.B., WI</u>
Daytime Telephone No.		<u>③ James Robert Lottes</u>
Fax No.		<u>1164 N. 8th Ave S.B. WI</u>
STREET ADDRESS OF SUBJECT PROPERTY: <u>① 1118 N. 8th Ave ; ② Vacant lot north of</u> Location if not assigned a common address: <u>1118 N. 8th Ave ; ③ 1152 N. 8th Ave ; ④ 1164 N. 8th Ave</u>		
TAX PARCEL NUMBER: <u>281-62-09000107 ; 281-12-60020502 ;</u> <u>281-12-60020501 ; 281-62-09000108</u>		
CURRENT ZONING CLASSIFICATION: <u>Planned Unit Devel. (PUD)</u>		
CURRENT USE AND IMPROVEMENTS: <u>Three single-family dwellings and a vacant lot</u>		
ZONING DISTRICT REQUESTED: <u>Single-Family Residential (R-2)</u>		
COMPREHENSIVE PLAN DESIGNATION OF SUBJECT PROPERTY: <u>Lower Density Residential</u>		
PROPOSED USE OF SURROUNDING PROPERTY UNDER COMPREHENSIVE PLAN: North: <u>Lower Density Residential</u> South: <u>" " "</u> East: <u>" " "</u> West: <u>Medium Density Residential</u>		

ZONING AND USES OF ADJACENT SURROUNDING PROPERTIES:

North: PUD ; Single-family dwellings and two-family dwellings
South: R-2 ; Single-family dwellings
East: PUD ; Single-family dwellings and multiple-family dwellings
West: R-1 ; Single-family dwellings

HAVE THERE BEEN ANY VARIANCES, CONDITIONAL USE PERMITS, ETC. GRANTED PREVIOUSLY FOR THIS PROPERTY? No IF YES, EXPLAIN:

Attach a full legal description (preferably on disk), 8-1/2" X 11" location map, and Agreement for Reimbursement of expenses.

Property Owner (Print Name)

Signature

Date

Martin Olejniczak
Applicant/Agent (Print Name)

Martin Olejniczak, secretary
Signature S.B. Plan Commission

9/23/2021
Date

I, _____, have attended a review meeting with at least one member of staff and understand that I am responsible for sign placement and following all stages listed on the check list in regard to the applicant.

N/A

Date of review meeting

Applicant Signature

Staff Signature

Attachments:

Procedure & Check List

Agreement For Reimbursement of Expenses

STAFF USE ONLY

Application conditions of approval or denial:

Date

Community Development Director

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

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Parking & Traffic Committee, hereby recommend to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza (corrected to West Waterfront Promenade), Market Square. Door County Skate Park has donated (corrected to given back to the City) theirs, and that one will be placed at Garland Park.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kirsten Reeths, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: October 25, 2021

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.

Parking & Traffic
October 25, 2021

A meeting of the Parking & Traffic Committee was called to order at 4:35 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths and Spencer Gustafson were present. Dennis Statz was absent. Also present: Municipal Services Director Mike Barker, City Engineer Chad Shefchik, Community Development Director Marty Olejniczak, Ald. Helen Bacon and Municipal Services Assistant Colleen DeGrave.

Moved by Ald. Reeths, seconded by Ald. Gustafson to adopt the following agenda:

1. **Roll call.**
2. **Adoption of agenda.**
3. **Public comment.**
4. **Consideration of: Recommendation from the Bike & Pedestrian Committee to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza, Market Square. Door County Skate Park has donated theirs to the City and that one will be placed at Garland Park.**
5. **Discussion of: Adding or moving the handicap parking space in front of the Masonic Temple on 3rd Avenue from the west side to the east side of the street in front of more businesses.**
6. **Discussion of: Pedestrian crosswalk from Oregon Street Bridge to Graham Park.**
7. **Discussion of: Walkway from Tacoma Beach Road to under Bayview Bridge.**
8. **Adjourn.**

All in favor. Carried.

Public comment.

No public comment.

Consideration of: Recommendation from the Bike & Pedestrian Committee to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza, Market Square. Door County Skate Park has donated theirs to the City and that one will be placed at Garland Park. Ald. Reeths explained Matt Marit of the Bike & Pedestrian Committee was working on updating a map that Destination Sturgeon Bay has available showing where all the bike racks are located in the City. Ald. Reeths stated she has reached out to NWTC, and the City would purchase the materials and NWTC would construct the bike racks. She is also looking at the painting of the racks possibly being donated. City Engineer Chad Shefchik presented a design that the Bike & Pedestrian Committee had come up with in 2016 that he thought would work well. The design holds four bikes but can be made to hold 6 or 8 bikes. He recommended four, based on the length of the rack which is about four feet long if made to hold four bikes. Discussion took place on location of bike racks.

Moved by Ald. Gustafson, seconded by Ald. Reeths, to recommend to Council the recommendation of the Bike & Pedestrian Committee to approve five bike racks to be built by NWTC and placed at the following locations: Sunset Park, Otumba Park, Graham Park, The Plaza (Ald. Gustafson asked for it to be called the West Waterfront Promenade), Market Square. Door County Skate Park has donated (also asked to be corrected to given back to the City) and that one will be placed at Garland Park. All in favor. Carried.

Discussion of: Adding or moving the handicap parking space in front of the Masonic Temple on 3rd Avenue from the west side to the east side of the street in front of more businesses. Ald. Reeths explained a resident had asked her if the handicapped parking space in front of the Masonic Temple could be moved to the other side of the street since there are more businesses on that side, or if another could be added on the opposite side of the street. Municipal Services Director Mike Barker explained that when a handicapped parking space is placed, it becomes difficult during snow removal operations to get to each one in a timely fashion to clear the snow to allow access to the sidewalk or actual business. Discussion took place regarding the other handicapped parking spaces in and around that area, and it was decided not to move it or add any additional spaces.

Discussion of: Pedestrian crosswalk from Oregon Street Bridge to Graham Park. City Engineer Chad Shefchik stated a resident had made the request for a crosswalk from the north side of Oregon Street Bridge to the south side near Graham Park. Mr. Shefchik stated it could be a safety hazard placing a crosswalk at that location, and suggested signage be added to the Northwest corner of the north side of the bridge to indicate that there is access to Graham Park from the north side. Ald. Reeths and Ald. Gustafson agreed and directed the City Engineer and Municipal Services Director to come up with the verbiage and place the sign at that location.

5:12 p.m. Planning/Zoning Administrator Christopher Sullivan-Robinson entered.

Discussion of: Walkway from Tacoma Beach Road to under Bayview Bridge. Community Development Director Marty Olejniczak and City Engineer Chad Shefchik explained that since 2018 the City had been looking at placing a boardwalk under the bridge to connect to the trail located at Tacoma Beach Road. They stated permission has been granted from the DOT for the City to place the boardwalk in the DOT right of way as long as the City would maintain it, and that the design is about 90% complete. Mr. Shefchik stated the City has been waiting for the water to recede which would make constructability much easier.

Moved by Ald. Reeths, seconded by Ald. Gustafson to adjourn. Meeting adjourned at 5:27 p.m.

Respectfully Submitted,



Colleen DeGrave
Municipal Services Administrative Assistant

**Bicycle and Pedestrian Advisory Board Meeting Minutes
Monday, September 13, 2021**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:30 p.m. by Chairperson Kirsten Reeths in 1st Floor Community Room, City Hall, 421 Michigan Street.

Roll Call: Members Chairperson Kirsten Reeths, Vice-Chairperson Chris Sullivan Robinson, Matt Marit, Matt Young, and Mark Smullen were present. Excused was Becky Kerwin. Also present was Police Assistant Candy Jeanquart.

Adoption of agenda: Moved by Mr. Sullivan-Robinson, Seconded by Mr. Young to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from July 12, 2021.
 4. Public comment
 5. Discussion of: Public Bike Racks within City of Sturgeon Bay – Adding new locations
 6. Discussion of: City Calendar/Public Service Announcements – Upcoming event so add
 7. Discussion of: Bicycle and Pedestrian meeting adjustments
 8. Future agenda items
 9. Adjourn
- All in favor. Carried.

Approval of minutes from August 3, 2020: Moved by Ms. Reeths, Seconded by Mr. Smullen to approve the minutes from July 12, 2021. **All in favor. Carried.**

Public comment on non-agenda items: Paul Anschutz, 221 N 6th Avenue

Discussion of: Public Bike Racks within City of Sturgeon Bay – Adding new locations: Mr. Marit distributed a city bike map indicating where bike racks are located and questioned where else they are needed. Mr. Young asked if the three bike racks located downtown are on the sidewalk and Mr. Marit confirmed they are. Mr. Young indicated a bike rack was donated to the skatepark that doesn't get utilized and could repurpose that to an area it would get used. Ms. Reeths suggested bike racks at Otumba Park, Sunset Park, Graham Park, an area on Madison Avenue, new plaza area, and the public boat launch. Mr. Reeths contacted Mr. Barker to consider adding 4-5 new bikes racks to the city. Mr. Marit suggested adding a bike rack to the new plaza and Mr. Sullivan Robinson will talk with those in charge of the new plaza project about location for the bike rack.

4:42 pm Ms. Kerwin arrived.

Ms. Reeths asked where the committee would like to see new bike racks located. Ms. Smullen suggested the parks first, then looking into the rest of the city. Mr. Marit stated the new apartment complex/plaza area. Areas being suggested for bike racks are; Sunset Park, Otumba Park, Graham Park, Garland Park, new construction area with apartments/plaza, and Market Square.

Ms. Reeths suggested talking with the Visitor's Center about having a bike map including the bike racks. Mr. Marit with talk with Destination Door County to verify what they currently have and then see what needs to be revised/updated. Ms. Reeths questioned if the Ice Age Trail is included in the map, which Mr. Sullivan-Robinson confirmed it's listed.

Mr. Smullen brought up looking into bike stations also, which provides tools to repair bikes. Ms. Reeths suggested adding to the map bike repair/sales stores to the map. Ms. Reeths is going to talk with The Spoon about having a bike station.

The Board directed Ms. Reeths to consider adding 5 additional bike racks to the city budget at Sunset Park, Otumba Park, Graham Park, Garland Park, new apartment complex/plaza, and Market Square at the next Parking and Traffic Committee meeting.

Discussion of: City Calendar/Public Service Announcements – Upcoming events to add: Ms.

Reeths reviewed the Wisconsin Running events which includes all events for remaining 2021 which she gave to Mr. Sullivan-Robinson for posting on social media. Ms. Reeths asked Mr. Sullivan-Robinson if he didn't have time to post on social media who could also post. Mr. Sullivan-Robinson indicated there are a few individuals that have access to the city Facebook page.

Bike Rodeo should be added, which will be held May 7, 2022, sponsored by City of Sturgeon Bay with help from the Sturgeon Bay Police Department and Sturgeon Bay Schools. Alderperson Gustafson is a certified bike instructor who will be doing the training. The event will be held at Market Square. Ms. Reeths would like to have vendors, such as Bayshore Outfitters, NorDor Sports, Door County Skateboard Alliance, bike shops, along with food vendors and non-profit organizations.

Mr. Marit questioned the status of having announcements on the radio. Ms. Reeths asked if the schools have anything on bike safety and crossing intersections. Mr. Smullen stated not that he was aware of, as there hasn't been issues with not a lot of kids riding bikes to school. Ms. Reeths asked if there are signs being used for drivers informing them of kids walking or biking in the crosswalks. Mr. Sullivan-Robinson indicated there are signs available however unsure if they are being utilized. Mr. Reeths will talk with Municipal Services regarding signage.

Discussion of: Bicycle and Pedestrian meeting adjustments: Ms. Reeths stated the meetings are the first Monday of every month at 1:00 pm right now, however is there a different day and/or time that would work better for the committee to have a consistent quorum. Mr. Young suggested 4:00 pm or 4:30 pm. Ms. Kerwin requested 4:00 pm. Mr. Marit and Mr. Smullen stated anytime would work. Ms. Reeths suggested the first Monday of the month at 4:00 pm and everyone agreed. However, the next meeting will be November 8th instead of November 1st at 4:00 pm per Ms. Reeths.

Future agenda items:

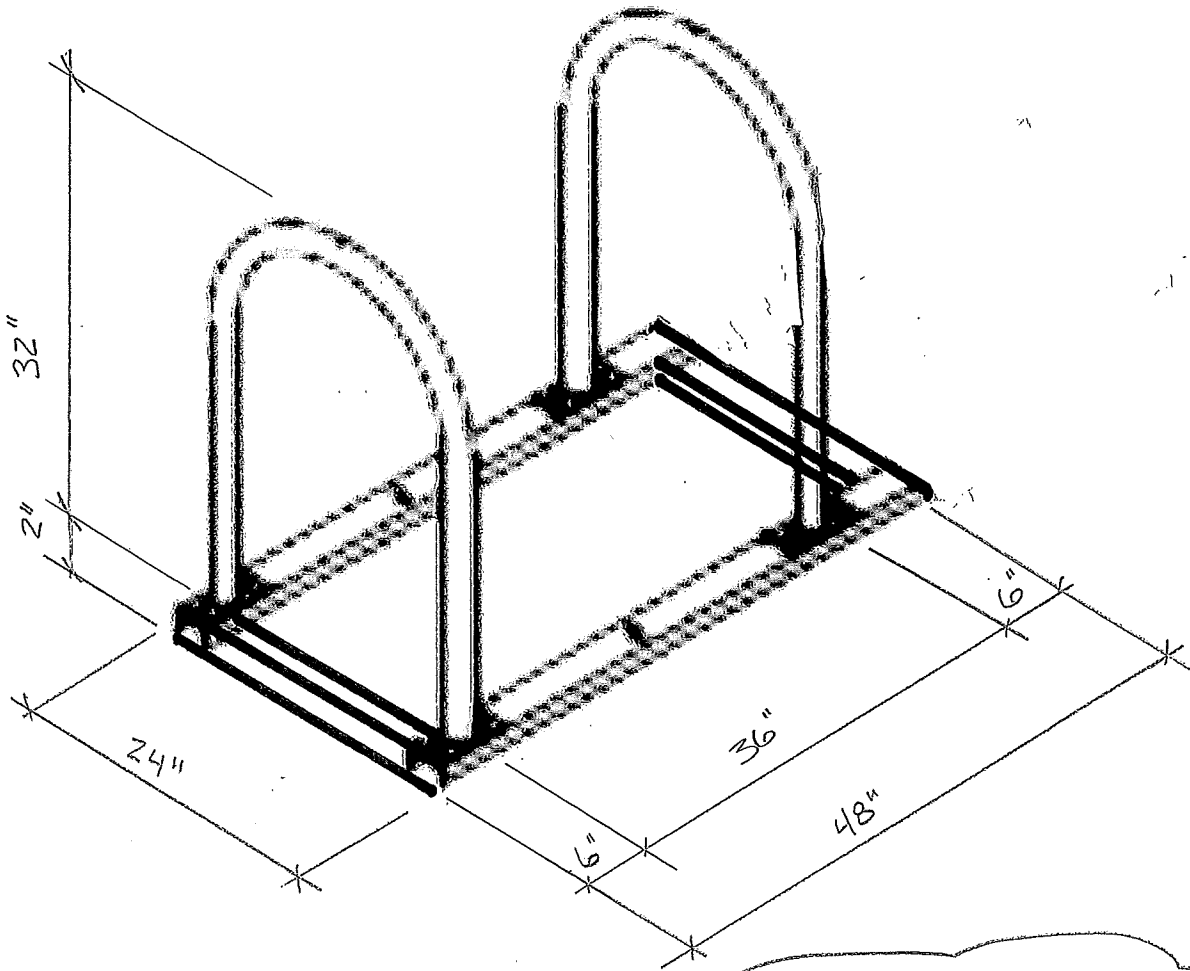
- **Discussion of: Crossing Guards**
- **Discussion of: 2022 Bike Rodeo**
- **Discussion of: Bike stations within City of Sturgeon Bay**
- **Discussion of: City Calendar/Public Service Announcements**

Move to adjourn. All in favor. Carried. Meeting adjourned at 5:33 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant



- VERTICAL HOOP (N) IS 1.5" SCHEDULE 40 GALV. PIPE (1.9" OD)
- BASE IS 2x2x3/16" GALV STEEL SQUARE TUBING

**CITY OF STURGEON BAY
STREET CLOSURE APPLICATION**

Name of Applicant: Roen Salvage Company

Name of Event: Disposal of dredge material at SBU site

Contact Phone #: Barry Kuzay 920-743-6533 x 123

Date(s) of Event: Nov 1 - Dec 31, 2021 Time: 24/7

Estimated # of Attendees: 0

Specific Location: Dead end of Barge Road at Sturgeon Bay Utilities'
dredge material disposal site

- Attach map of requested street closure area including barricades location, tent/booth location, or any street obstruction. The map must be in final form.
- Attach Certificate of Insurance with the City listed as ADDITIONAL INSURED. Limits as follows: Commercial General Liability - \$1,000,000 each occurrence limit; Fire Damage Limit - \$50,000 any one fire; Medical Expense Limit - \$5,000 any one person; and Workers Compensation - As required by the State of Wisconsin.
- Temporary Beer and/or Wine license has been applied for, approximately four weeks prior to the event date, by a qualified organization and fee paid. (If applicable.)
- Hold Harmless Agreement has been signed of Officer(s) of Event/Organization.
- Agreement for Reimbursement of Expenses has been signed by Officer(s) of Event/Organization.
- If tents larger than 20 x 20 are used, must agree to contact the Fire Department for inspection, prior to event.

What arrangements are made for clean up? Coordination with USACE and SBU to inspect site, regrade, add gravel

Other comments or explanation: Part of a dredging project for US Army Corps of Engineers.

Signature of Responsible Party: *Barry Kuzay*

Address: 180 E Redwood St, Sturgeon Bay, WI 54235

Date Submitted: 10/26/2021

(Street Closure applications may not be submitted/approved more than 90 days in advance of event date.)

*OK PROVIDED
ATK, SBU, ETC
LAN ACCESS
SITE IF NEEDED
TO GET TO
TRANSFORMER
STATION*

Approval:	Fire Chief:	<u><i>Kevin Mueller</i></u>	Date:	<u>10-27-2021</u>
	Police Chief:	<u><i>Cliff</i></u>	Date:	<u>10-27-2021</u>
	Comm. Dev:	<u><i>Mark Stiles</i></u>	Date:	<u>10-27-2021</u>
	Streets/Parks:	<u><i>M/S</i></u>	Date:	<u>27 OCT 2021</u>
	City Clerk:	<u><i>Wernhardt</i></u>	Date:	<u>10/27/21</u>
	Finance Dir:	<u><i>D. Clares</i></u>	Date:	<u>10/27/21</u>
	City Engineer:	<u><i>Chris</i></u>	Date:	<u>10-27-21</u>
	City Admin:	<u><i>John</i></u>	Date:	<u>10/28/21</u>

Common Council Approval Date: _____

- Copy of Approved Street Closure Application sent to EMS Director.

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The undersigned certifies that he or she is a duly authorized agent of Roen Salvage Company, and is duly empowered and authorized to execute this hold harmless and indemnification agreement on behalf of the above referenced party.

The undersigned in consideration of being allowed to use City property to haul dredge material to SBU disposal site _____, which shall encroach in the public right-of-way adjacent to property located at the end of Barge Road near the shipping canal, do hereby release, acquit, and forever discharge the City of Sturgeon Bay, its officers, agents, and employees (hereinafter known as City), from any and all actions, causes of action, claims, demands, costs, expenses and compensation related to property damages, personal injury or death arising out of any accident or occurrence while maintaining said encroachment in the public right-of-way. The undersigned further agrees to hold harmless and defend the City from any claims or actions arising from said hauling operations as an encroachment in the public right-of-way.

The undersigned agrees that as a condition of the City approving the use as an encroachment in the public right-of-way, it will maintain usage, and continue to provide a minimum of six foot unobstructed area for public use and passage in said public right-of-way.

Dated this 26th day of October, 2021.

By: Barry Kuzay Barry Kuzay
Vice President
Roen Salvage Company

By: _____

**CITY OF STURGEON BAY
AGREEMENT FOR REIMBURSEMENT OF EXPENSES**


WHEREAS the City of Sturgeon Bay has created Section 3.035 of the Municipal Code authorizing the City Clerk - Treasurer to charge for reimbursement of legal, consulting, incidental, and special events expenses incurred on behalf of and/or for the benefit of third parties for services rendered by the City of Sturgeon Bay;

AND WHEREAS the undersigned has requested services and/or authorizations of the City of Sturgeon Bay which will result in the necessity to incur legal, consulting, incidental, or special event expenses on behalf of the undersigned or in consideration of the request submitted by the undersigned;

NOW, THEREFORE, IT IS AGREED that the undersigned will reimburse the City of Sturgeon Bay by providing payment to the City Clerk - Treasurer within fourteen (14) days of receiving an invoice, for all legal, consulting, incidental, and special event expenses incurred by the City of Sturgeon Bay for the benefit of the undersigned or for the consideration of the request submitted by the undersigned. These expenses are likely to include the following: Planning and engineering review, legal review and document preparation, recording, publication, special events, and miscellaneous expenses.

This Agreement must be signed prior to the initiation of any action by the City of Sturgeon Bay.

Dated: 10/26/2021


Barry Kuzay
Vice President
Roen Salvage Company

Dated: _____

Company Name (if applicable): Roen Salvage Company

Billing Address: 180 E Redwood St

Sturgeon Bay, WI 54235

Telephone: 920-743-6533

SBU Placement Site

Legend

- Cell #1 (North)
- Cell #2 (Center)
- Cell #3 (South)

CELL #1

CELL #2

Closure Location

Baige Rd

Google Earth

© 2021 Google



800 ft

Executive Summary
Revised Communication Tower Ordinance

Background: The City adopted an ordinance in the early 2000's, which regulated the siting and design of communication towers and related support facilities. In the past, any newly added or modified facility would have required a conditional use approval reviewed by the City's Plan Commission. Due to changes to Wisconsin State Statute (§66.0404), much of the City's Communication Tower Ordinance (Chapter 24) is unenforceable. City staff at the direction of the Community Protection and Services Committee revised the ordinance to be complicit with state statute.

The most notable changes include eliminating the need for a conditional use permit and adopting the states permit process. The city will require permits for the construction of new towers and support facilities (Class 1 Collocations). Some language has been added exempting small cell infrastructure which are smaller towers located within the right-of-way and typically attached to existing utility poles. Many of the rules regarding overall height, setbacks, and aesthetics have been removed or revised to match the County's ordinance and/or the statute.

Options: The Council has the ability to approve as presented or with modifications, reject the ordinance, or send back to committee for other consideration.

Recommendation: Staff recommends approval to repeal and recreate Chapter 24 – City of Sturgeon Bay Communication Tower Ordinance as recommended by the Community Protection and Services Committee.

Prepared by: Christopher Sullivan-Robinson Planner / Zoning Administrator
Date: 11.28.2021

Reviewed by: Marty Olejniczak Community Development Director
Date: 10.28.2021

Reviewed by: Josh Van Lieshout City Administrator
Date:

ORDINANCE NO. _____

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

SECTION 1: Chapter 24 of the Municipal Code is hereby repealed and recreated as follows:

24.01 – Title.

This chapter shall be known as the “City of Sturgeon Bay Communication Tower Ordinance”, hereinafter referred to as “this chapter.”

24.02 – Authority.

This chapter is adopted pursuant to §66.0101, and 66.0404, Wis. Stats.

24.03 – Applicability.

(1) This chapter shall apply to all properties within the corporate limits of the City of Sturgeon Bay.

(2) The following are exempt from this chapter:

- (a) Residential satellite dishes, residential television antennas, or other antennas that are used privately, provided that the antenna use constitutes ancillary or secondary use, not primary use, of the property.
- (b) Towers and masts for amateur radio antennas that are owned and/or operated by a federally licensed amateur radio operator.
- (c) Mobile communication towers and masts providing public information coverage of news events of a temporary or emergency nature.
- (d) Any wireless facility (§66.0414(1)(z), Wis. Stats.) located outside a right-of-way (§66.0414(1)(t), Wis. Stats.) meeting the definition of a small wireless facility (§66.0414(1)(u), Wis. Stats)
- (e) Small wireless facilities permissibly located in rights-of-way (§66.0414(2)(e), Wis. Stats.) provided the following height requirements are met, as applicable.

1. The height of a utility pole installed, or modified, in a right-of-way may not exceed the greater of:

- a. A height that is ten percent (10%) taller than the tallest existing utility pole as of July 12, 2019, that is located within five hundred (500) feet of the new or modified utility pole in the same right-of-way.
 - b. Fifty (50) feet above ground level.
2. The height of a small wireless facility installed, or modified, in a right-of-way may not exceed the greater of:
- a. A height that is ten percent (10%) taller than the existing utility pole or wireless support structure on which the small wireless facility is located.
 - b. Fifty (50) feet above ground level.

24.04 – Purpose.

The purposes of this chapter are:

1. Provide a uniform and comprehensive set of standards for the siting, construction, and modification of support structures and related facilities, including mobile service support structures and facilities.
2. Minimize adverse effects of support structures and mobile service facilities through siting standards.
3. To maintain and ensure a broad range of mobile services and high-quality mobile service infrastructure in order to serve the City of Sturgeon Bay
4. To promote and protect public health, safety, and general welfare.

24.05 – Compliance.

No communications tower shall be installed or maintained except in full compliance with this chapter.

24.06 – Abrogation.

It is not intended by this chapter to repeal, abrogate, annul, impair, or interfere with any existing ordinance.

24.07 – Severability.

If a court of competent jurisdiction adjudges any section, paragraph, clause, provision, or portion of this chapter unconstitutional or invalid, the remainder of this chapter shall not be affected thereby.

24.08 – Warning and Disclaimer of Liability.

This chapter shall not create a duty or liability on the part of or a cause of action against the City of Sturgeon Bay, its officers or employees thereof, for any damages that may result from administration of or reliance on this chapter.

24.09 – Definitions.

Antenna: Communications equipment that transmits and receives electromagnetic radio signals and is used in the provision of mobile services.

Applicant: The owner(s) or lessee(s) of the land upon which the structure and facilities are proposed to be located.

Class 1 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free-standing support structure for the facility but does need to engage in substantial modification.

Class 2 collocation: The placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free-standing support structure for the facility or engage in substantial modification.

Collocation: A class 1 or class 2 collocation or both.

Critical Public Safety Communications Corridor: The area within an existing line-of-site communications path that is used by public safety entities for critical safety-of-life communications.

Equipment Compound: An area surrounding or adjacent to the base of an existing support structure within which is located the related mobile service facilities.

Existing Structure: A support structure that exists at the time a request for permission to place any type of mobile service facility on or near the support structure is filed with a political subdivision.

Fall Zone: the area over which a mobile support structure is designed to collapse.

Mobile Service: The meaning given in 47 USC 153 (33).

Mobile Service Facility: All equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and associated equipment necessary to provide mobile service to a discrete geographic area that are placed on or around a support structure, but does not include the underlying support structure.

Mobile Service Provider: Any person who provides mobile service, including a person that builds and operates mobile service support structures or facilities, whether or not licensed by the Federal Communications Commission.

Mobile Service Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Permit: A permit issued hereunder which authorizes any of the following by an applicant: A Class 1 collocation; or construction of a support structure, including a mobile service support structure.

Operator: The person who owns or operates a support structure or related facilities.

Search Ring: A shape drawn on a map to indicate the general area within which a mobile service support structure should be located to meet radio frequency engineering requirements, taking into account other factors including topography and the demographics of the service area.

Substantial Modification: The modification of a support structure (e.g., mobile service support structure), including the mounting of an antenna on such a structure, that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.
3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for co-location.
4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

Support Structure: An existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

Utility Pole: A structure owned or operated by an alternative telecommunications utility, as defined in §196.01(1d), Wis. Stats.; public utility, as defined in §196.01(5), Wis. Stats.; telecommunications utility, as defined in §196.01(10), Wis. Stats.; political subdivision; or cooperative association organized under Ch. 185, Wis. Stats.; and that is designed specifically for and used to carry lines, cables, or wires for telecommunications service, as defined in §182.017(1g)(cq), Wis. Stats.

24.10 – Communication Tower Permit Procedure.

(1) *Permit Required.* A permit is required hereunder, subject to the provision and limitations of §66.0404, Wis. Stats., for any of the following activities:

- a. The siting and construction of a new mobile service support structures and facilities:
- b. A class 1 collocation

(2) *Permit Application.* The application shall consist of a letter addressed to the Community Development Director or the designee requesting a communication tower permit under this chapter and attachment to the letter as necessary to provide the following:

- a. The name, address, telephone number, and original signature of the property owner.
- b. The name, address, and phone number of each known operator if different than the applicant.
- c. A site plan, drawn at a scale that produces a clearly legible drawing, showing the parcel boundaries, communication tower location, the NAD 83 latitude and longitude coordinates for the proposed tower, communication tower support facilities location, access, fencing, lighting, landscaping, scale, north arrow, construction plans, and written legal description of the parcel.
- d. In the case of a leased site, a lease agreement. Additionally, the lease agreement shall show that the tower owner may enter into agreement with competing providers for antenna space on the tower.

- e. Evidence of Federal Communication Commission approval of the proposed mobile service support structure.
- f. A copy of a determination of no hazard to air navigation from the Federal Aviation Administration.
- g. A report prepared by a licensed engineer certifying the structural design of the mobile service support structure.
- h. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting the collocation within the applicants search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.
- i. Proof of a performance bond as security for removal.
- j. Application fee.

(3) Application Fee. A nonrefundable fee as established by the common council shall accompany an application for a communication tower permit.

(4) Technical Review. After determining that all application materials have been satisfactorily submitted, the community development department may employ an independent technical expert to review the submitted materials. The applicant shall pay all the costs of such review. Payment to the City of Sturgeon Bay shall be due upon receipt of the invoice.

(5) Application Review.

- a. The Community Development Department will oversee the review and determine if an application is complete based on the requirements of this chapter.
- b. If an application is determined to be incomplete, the Community Development Department shall notify the applicant in writing within 10 days for new construction and class 1 collocation.
- c. Within 90 days after the application is determined complete, the Community Development Department shall complete all of the following or the applicant may consider the application approved,

except that the applicant and Community Development Department may agree in writing to an extension of the review period.

- i. Review the application to determine whether it complies with all applicable City ordinances (subject to the limitations of §66.0404, Wis. Stats).
 - ii. Make a final decision whether to approve or disapprove the application
 - iii. Notify the applicant in writing, of the final decision. If the decision is to disapprove the application, the decision shall include substantive supporting evidence with the written notification.
- d. The Community Development Department may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicants search ring and provide the sworn statement as required in this chapter.

24.11 – Mobile Service Support Structure and Facility Requirements.

(1) Support Structure Requirements

- a. Mobile service support structures shall be constructed out of nonflammable and nonreflective material.
- b. Mobile services support structures shall not interfere with or obstruct existing or proposed public safety, fire protection, or supervisory controlled automated data acquisition (SCADA) communication systems. The applicant at no cost to Sturgeon Bay or the affected agency shall correct any actual interference and/or obstruction.
- c. Mobile services support structures shall comply with the Door County Cherryland Airport Height Limitation Ordinance.

(2) Facility Requirements

- a. Mobile service support facilities shall be constructed out of nonreflective materials (visible exterior surfaces only).
- b. Mobile service support facilities shall not exceed 15 feet in height, measured from the original grade at the base of the facility to the top of the structure.

(3) Site development, driveways and access.

- a. The minimum land area devoted to placement of mobile service support structures and facilities shall be either of the following:
 - i. If a leased site, the minimum land area shall be that necessary to accommodate the setbacks
 - ii. If an owned site, the minimum land area shall be as specified in i. above, or the minimum lot area requirement for the applicable zoning district as specified in the Sturgeon Bay Zoning Code (chapter 20), whichever is greater.
- b. All sites must be served by an access driveway with a turnaround of the minimum size necessary to provide maneuverability for service and emergency vehicles.
- c. All mobile service support structure sites shall use existing access points and roads whenever possible.
- d. All mobile service support structures and facilities shall be reasonably protected against unauthorized access.

(4) Setbacks.

- a. The setback and/or fall zone requirement for new mobile service support structures or substantial modification of facilities and support structures is the height of the structure from any property where single-family residential uses are permitted under the zoning code.
- b. If an applicant provides the City with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the setback or fall zone area required above, that setback or fall zone requirement does not apply to such a structure unless The City provides the applicant with substantial evidence that the engineering certification is flawed.
- c. No mobile service support structure or mobile service facility shall be permitted in wetlands.
- d. The perimeter of the equipment compound shall be located within 50 feet of the associated support structure, as measured from the center of the support structure.

(5) *Signs.* A sign giving warning of the danger from electrical equipment and unauthorized climbing of the tower and identifying the owner of the tower and telephone number for contact in case of emergency shall be installed adjacent to communication towers and communication tower support facilities. The sign shall be no larger than six square feet. No commercial advertising signs shall be located on communication towers or communication tower support facilities.

(6) *Exemption.* Communication towers shall be exempt from Aesthetic Design and Site Plan Board approval

20.12 – Permits transferable.

All communication tower permits issued under this chapter shall be transferable to subsequent owners of applicable property or communication towers. All subsequent holders of such permits shall be subject to all applicable requirements of this chapter and any permit conditions that may exist.

20.13 – Ceased operation.

(1) *Restoration requirement.* Any communication tower that is not actively energized and operating for its intended purpose for one year, excluding time spent on repairs or improvements, shall be considered as having ceased operation. Within six months of the tower owner being notified that a communication tower is considered to have ceased operation, the communication tower shall be removed from the property and the property cleaned up as herein required:

- a. All communication towers and aboveground improvements shall be removed from the property.
- b. All items in outdoor storage shall be removed from the property.
- c. All building foundations, tower pads, guy wire anchor pads, and buried electrical improvements shall be removed to a depth of four feet below the ground surface. All excavated areas shall be filled in with unconsolidated soil material, of which the top four or more inches shall be topsoil. The excavated area shall be made level with the ground surface surrounding the excavated area.
- d. Any hazardous material, either in containers or spilled upon or in the ground, shall be removed and disposed of in a manner prescribed by applicable state and federal law.

- (2) Security for removal. The communication tower owner shall provide to the City of Sturgeon Bay a continuously valid performance bond for each tower in the amount of \$20,000.00 or a bond equal to a written estimate from a qualified tower removal contractor to guarantee that the communication tower will be removed when no longer in operation. The City of Sturgeon Bay will be named as obligee in the bond and must approve the bonding company.

24.14 – Administration, Appeal, and Enforcement.

- (1) *Administration.* The community development director, or designee, shall be empowered to administer this chapter.
- (2) *Appeals.* Any person aggrieved by the final decision of the City to approved or disapprove an application hereunder may only pursue the remedy set forth in §66.0404(2)(f), Wis. Stats., or §66.0404(3)(d), Wis. Stats.
- (3) *Violations.* It shall be unlawful to construct, install, maintain, reconstruct, substantially repair, improve, extend, enlarge, relocate, or convert any communication tower or communication tower support facility in violation of the provisions of this chapter. It shall also be unlawful to fail to obtain a communication tower permit.
- (4) *Prosecution.* Compliance with this chapter may be enforced by an injunction order or judgement issued by a court of competent jurisdiction upon civil suit by the city, or any lawful enforcement method deemed appropriate and necessary.
- (5) *Penalties.* Any person, firm, association, corporation, or representative agent who fails to comply with the provisions of this chapter shall be subject to a penalty as provided in section 20.37 of the Sturgeon Bay Municipal Code.

SECTION 2: The ordinance shall take effect on the day after its publication.

Approved:

Attest:

David J. Ward
Mayor

Stephanie Reinhardt
City Clerk

ORDINANCE NO. _____

An Ordinance to Amend the Sturgeon Bay Comprehensive Plan

WHEREAS, the City of Sturgeon Bay has adopted a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2), Wisconsin Statutes; and

WHEREAS, the comprehensive plan may be amended under section 66.1001(4), Wisconsin Statutes; and

WHEREAS, The Plan Commission by a majority vote of the entire commission has adopted a resolution recommending to the Common Council an amendment to the Future Land Use Map of the Comprehensive Plan; and

WHEREAS, The City of Sturgeon Bay has held a public hearing on this amendment, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Common Council of the City of Sturgeon Bay, Wisconsin ordains as follows:

SECTION 1: The Future Land Use Map classification of the westerly 190 feet of parcel no. 281-17-032001410C located at 1361 N. 14th Avenue is changed from Higher Density Residential to Unsewered Commercial, more particularly described as follows:

The westerly 190 feet of Lot 1 of CSM #477 recorded in volume 2, page 379 and located in the SW ¼ of the SE ¼ of Section 32, Town 28 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin.

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

Approved:

David Ward
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk

CITY OF STURGEON BAY PLAN COMMISSION

RESOLUTION NO. 2021-02

A RESOLUTION TO RECOMMEND AMENDING THE "CITY OF STURGEON BAY COMPREHENSIVE PLAN" PURSUANT TO WISCONSIN STATUTES SECTION 66.1001

WHEREAS, the City of Sturgeon Bay has the authority to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2), Wisconsin Statutes; and

WHEREAS, the comprehensive plan may be amended under section 66.1001(4), Wisconsin Statutes; and

WHEREAS, the land use element of the comprehensive plan recommends future land use types for properties within and near the city as designated on the Future Land Use Map; and

WHEREAS, the owner of the 1.87-acre parcel no. 281-17-032001410C located at 1361 N. 14th Avenue has requested a change of the Future Land Use Map of the comprehensive plan from Higher Density Residential to a commercial designation in order to facilitate the development of commercial storage buildings; and

WHEREAS, a public hearing regarding the proposed amendment to the City of Sturgeon Bay Comprehensive Plan was held before the Plan Commission on September 15, 2021 in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes; and

WHEREAS, the City of Sturgeon Bay Plan Commission finds that due to the difficulty in serving the rear (west) portion of the parcel with sanitary sewer and water facilities, the development of unsewered commercial uses on the rear portion of the subject parcel is appropriate for the current and future needs of the City of Sturgeon Bay and will further the orderly growth and development of the municipality; and

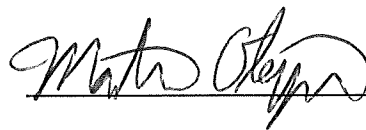
WHEREAS, the City of Sturgeon Bay Plan Commission finds that the front (east) portion of the subject parcel is appropriate for higher density residential land uses in the future, such that a change in the Future Land Use Map of the comprehensive plan is not advisable for that portion of the parcel;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Plan Commission for the City of Sturgeon Bay, Door County, Wisconsin, recommends the Common Council adopt an amendment to the City of Sturgeon Bay Comprehensive Plan to change the Future Land Use Map classification of the westerly 190 feet of parcel no. 281-17-032001410C located at 1361 N. 14th Avenue from Higher Density Residential to Unsewered Commercial.

ADOPTED this 20th day of October, 2021 by a majority vote of the entire Commission.



David J. Ward, Ph.D., Chair



Martin Olejniczak, Secretary

Executive Summary - REVISED
Comprehensive Plan Amendment
Future Land Use Classification for 1361 N 14th Ave

Background: The 2040 Sturgeon Bay Comprehensive Plan was adopted in October of 2020. Chapter 7 defines current and future land uses in and around the City. More specifically, Maps 5a & 5b identify future land uses. This chapter is used to guide decision making for several things including review of conditional uses, rezoning requests, and planned unit developments. Under state law, land use related decisions of the municipality, such as zoning map amendments, must be consistent with the Comprehensive Plan.

David Phillips representing Estes Investments, LLP, is requesting the City rezone the property located 1361 N 14th Ave to General Commercial (C-1), so they can redevelop and use the property for commercial storage facility. However, the future land use map identifies the future land use as being Higher Density Residential. If the City decides to approve the rezoning request, then the Comp Plan's Future Land Use designation should be modified to be consistent with the rezoning.

Existing Conditions: The property is approximately 1.87 acres and contains four buildings in mostly poor conditions. This includes a cottage, mobile home, 40' x 60' pole building, a 45' x 140' storage building, silo, and small shed. North and south of the property are single-family dwellings. Walmart is located east of this property, and multiple-family residential is to the west. There is a mix of zoning classifications surrounding this property including PUD(C-1), Agricultural, Single-Family Residential R-1, and Multiple-Family Residential R-4.

The Future Land Use Map designates the abutting property to the north, south, and west for Higher Density Residential. The properties to the west are designated as Regional Commercial and Planned Neighborhood.

Process: The Comp Plan Amendment processes is similar to a Zoning Map Amendments. A public hearing is required followed by approval of a resolution by the Plan Commission and finally adoption of the amendment by ordinance by the Common Council. Based upon the proposed development and the discussion at the previous meeting, the following land use categories appear to have the most merit for use at 1361 N. 14th Avenue.

Higher Density Residential: This is the current future land use category. The City could decide not to change the map and leave the current designation. The abutting properties to the north and south also have the same designation. Together, these properties could make up one larger residential development. Otherwise, the likelihood of getting a smaller development is lower due to the relatively small size of the property, lack of sanitary sewer and the sloping nature of the site. If Higher Density Residential is kept as the Future Land Use classification, the most appropriate zoning district would be R-3 or R-4 at the time of development.

Regional Commercial: This would be appropriate designation for the proposed commercial storage facility and it would abut other properties with the same designations to the west. The most appropriate zoning district would be General Commercial (C-1) for rezoning purposes.

Unsewered Commercial: This would also be an appropriate future land use category since there is no public sanitary sewer or water facilities extending along this stretch of N. 14th Ave and the proposed development is low intensity. There is no specific zone for unsewered commercial so the General Commercial (C-1) district would be the most appropriate zone if the property is rezoned.

Additional Considerations: Since the last Plan Commission meeting, City staff and representatives of the property discussed the possibility of extending sanitary sewer and water to the site. It appears that the extensions are physically possible and the City could incentivize the development of the site by covering some or all of the costs associated with the utilities. The property owners have submitted a new plan which shows the rear half of the site being developed with unsewered commercial storage buildings but the front half being developed with a multiple-family residential building that would be built after utilities become available. The property owners to split the development due to the elevation drop making it harder for sewer development to occur even after utilities are extended and the uncertainty of when the utilities would be available.

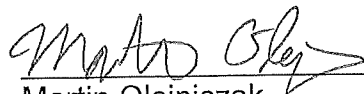
Recommendation: The latest proposal for unsewered commercial development in the rear and higher density residential development in the front is a reasonable compromise given the circumstances. Staff is not opposed to amending the comprehensive plan to accommodate the proposed commercial storage facility. Given the lack of sanitary sewer and the less customer intensive nature of the proposed use, the Unsewered Commercial designation would be most appropriate. Therefore, the recommendation is to amend the Future Land Use Map for the westerly 190 feet of the parcel located at 1361 N. 14th Avenue to Unsewered Commercial, but leave the remaining property as Higher Density Residential.

Prepared By:



Christopher Sullivan-Robinson
Planner / Zoning Administrator

10.15.2021
Date



Martin Olejniczak
Community Development Director

10-14-2021
Date

Location Map - 1361 N 14th Ave. Future Land Use Map



- Subject Property
- doorpar
- VA_CitySturgeonBayFLU_NewCategories_2020**
- Future Land Use (within ETJ)**
- Right-of-Way
- Agricultural/Rural
- Rural Residential
- Lower Density Residential
- Medium Density Residential
- Higher Density Residential
- Planned Neighborhood
- Unsewered Commercial
- Regional Commercial
- Neighborhood Mixed Use
- Downtown Mixed Use
- Office
- Business Park
- Industrial
- Public and Institutional
- Open Space and Recreation



Unsewered Commercial

Description

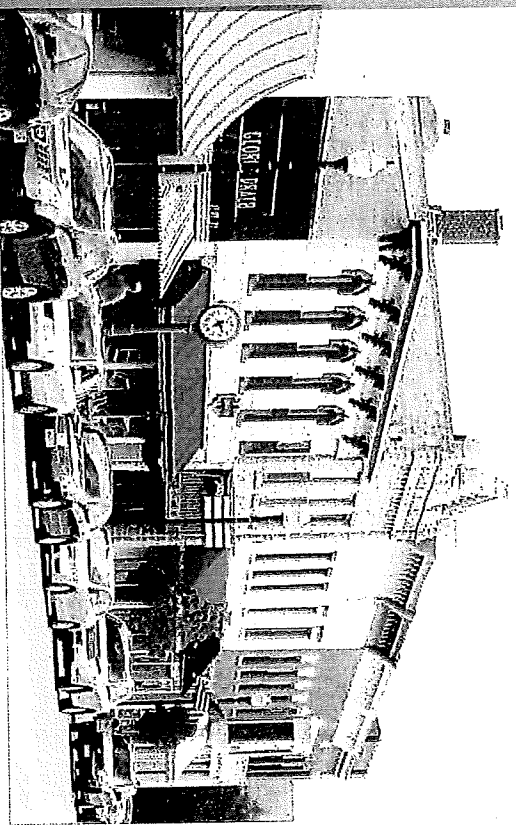
This future land use category is intended for smaller-scale office and local-supporting institutional, retail, and commercial uses that are less customer and traffic intensive but require larger land areas.

Recommended Zoning

The City's C-1 zoning districts will accommodate this future land use category. The City may consider creating a new zoning district for Unsewered Commercial that could include a limit on the total square footage and impervious surface area of development to maintain the rural feel of the area.

Policies and Programs

- a. Require that all proposed commercial projects submit a detailed site plan, building elevations, lighting plan, grading/stormwater management plan, and signage plan prior to development approval.
- b. In unsewered commercial areas, require the use of high-quality building materials and designs that are compatible with residential areas, including residential roof materials such as shingles; generous window placements; and exterior materials such as wood, cement board, vinyl siding, brick, decorative block, stone, etc.



Regional Commercial

Description

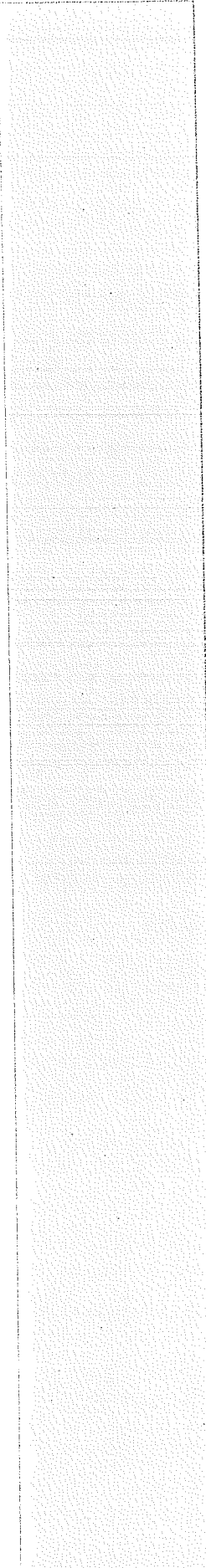
This future land use category includes large-scale commercial and office land uses, including national and regional retailers, which serve the entire community and people from nearby communities on public sewer, public water, and other urban services and infrastructure.

Recommended Zoning

The City's C-1 zoning district is appropriate for areas within this future land use category.

Policies and Programs

- a. Adhere to site, building, signage, landscaping, and lighting design guidelines for commercial, large scale retail, and mixed-use development projects.
- b. Require that all commercial projects submit and have approved detailed building elevations and site plans, showing the proposed locations of the



Higher Density Residential

Description

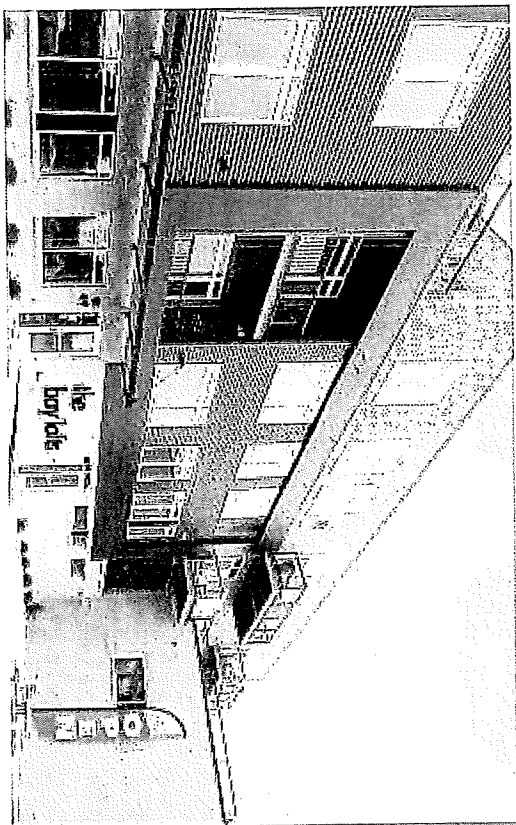
This future land use category is intended for a variety of residential units but is primarily comprised of multi-family housing (3+ unit buildings), usually developed at densities up to 12.4 units per acre.

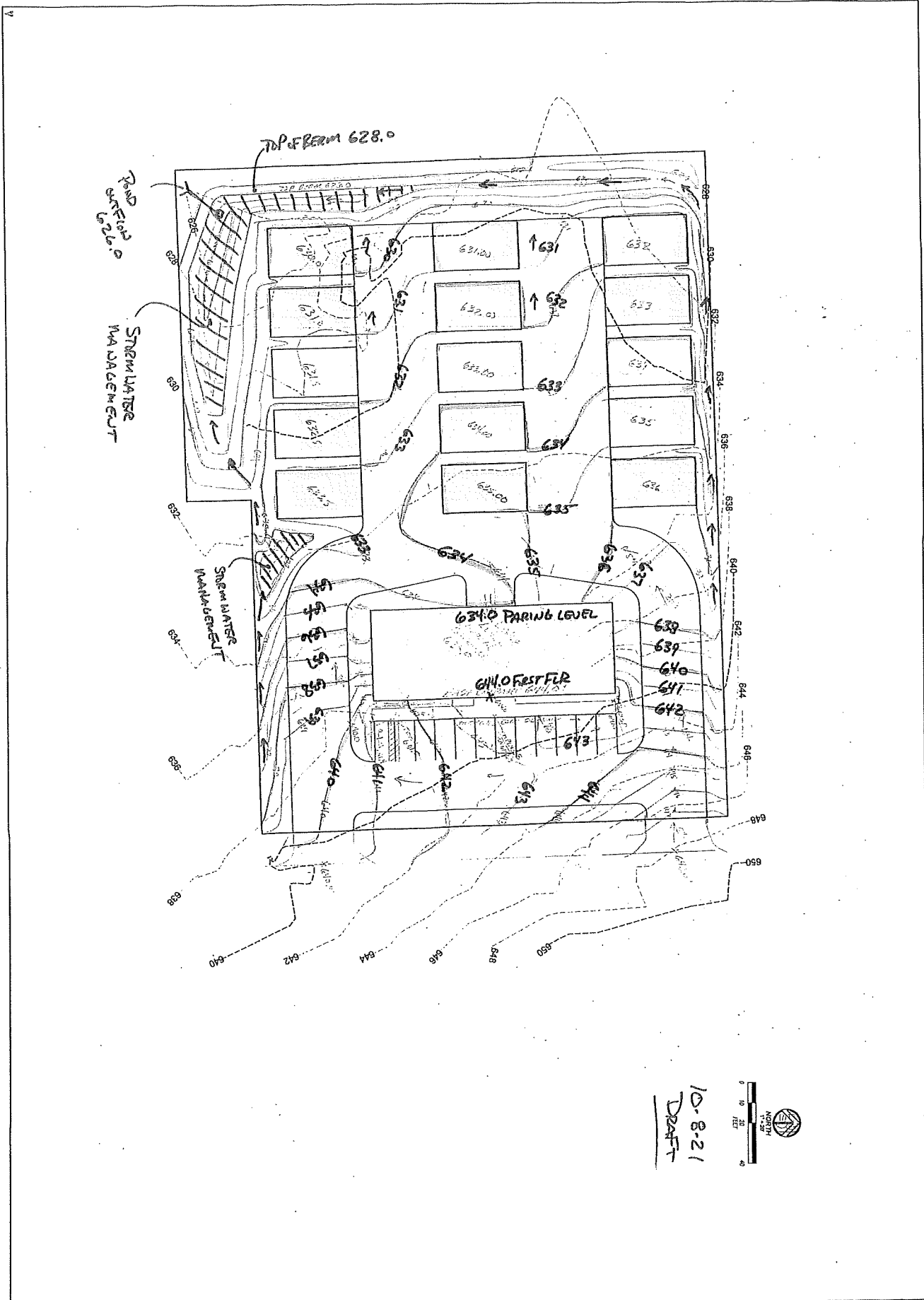
Recommended Zoning

The City's R-3 and R-4 zoning districts are the most appropriate districts to implement this future land use category.

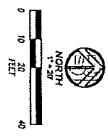
Policies and Programs

- a. Meet minimum site, building, landscape, lighting, and other design standards included in the zoning ordinance.
- b. Support projects that include a strong program for maintaining the quality, value, and safety of the development over time.
- c. Work with development partners to provide a wide range of housing types such as condos, townhomes, and multi-unit dwellings.
- d. Pursue opportunities to increase multi-family housing to address attainable workforce housing as described in Chapter Four: Housing.
- e. Update detailed design standards for multi-family developments from Chapter Four of this Plan.





10-8-21
DRAFT



C100 <small>REUSE OF DOCUMENTS</small> <small>THIS DOCUMENT HAS BEEN DEVELOPED FOR A SPECIFIC PROJECT AND IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN APPROVAL OF BAUDHUIN. UNAUTHORIZED UNAPPROVED USE IS THE SOLE RESPONSIBILITY OF THE USER/CLIENT.</small>	SITE PLAN	Bayland Buildings	BAUDHUIN SURVEYING & ENGINEERING <small>312 N. 5TH AVE. P.O. BOX 109 STURGEON BAY, WI 54235 PHONE: 920-743-8211</small>	<small>DATE</small> 10/8/21	<small>PROJECT DIRECTOR</small> [Name]	<small>DRAWN BY</small> [Name]
				<small>DATE</small> 10/8/21	<small>PROJECT DIRECTOR</small> [Name]	<small>DRAWN BY</small> [Name]

ORDINANCE NO. _____

An Ordinance to Rezone a Portion of Parcel #281-17-032001410C
located at 1361 N. 14th Avenue

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

SECTION 1: The following described property, located at 1361 N. 14th Avenue, is hereby rezoned from Agricultural (A) to General Commercial (C-1):

A tract of land located in the East ½ of the Southeast ¼ of Section 32, Township 28 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin being the westerly 190 feet of Tract 1 of Certified Survey No. 477 recorded as Document No. 545047 in Volume 2 of Certified Surveys, Page 379 and more particularly described as follows:

Commencing at the northwest corner of said Tract 1 of Certified Survey No. 477, thence S 00°00'45" W 263.00 feet to the southwest corner of said Tract 1, thence along the southerly line of said Tract 1 as follows, S 89°48'46" E 164.18 feet, N 00°11'14" E 32.00 feet, and S 89°48'46" E 25.72 feet, thence N 00°00'45" E 231.00 feet to the intersection with the northerly line of said Tract 1, thence N 89°48'46" W 190.00 feet to the point of commencement.

Said tract contains 49,145 square feet (1.128 acres) of land.

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

Approved:

David Ward
Mayor

Attest:

Stephanie Reinhardt
City Clerk

1361 N 14th Ave - Site Map



ORDINANCE NO. _____

An Ordinance to Rezone Parcels 281-62-09000107, 281-62-09000108, 281-12-60020501, and 281-12-60020502 from PUD to R-2

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

SECTION 1: The following described property, located along the east side of N. 8th Avenue, is hereby rezoned from Planned Unit Development (PUD) to Single-Family Residential (R-2):

A tract of land located in the Northeast ¼ of the Northwest ¼ (also known as Subdivision 9), Section 5, Township 27 North, Range 26 East, including all of Lot 5, Block 2 of Bonnie View Heights Subdivision, City of Sturgeon Bay, Door County, Wisconsin and described as follows:

Commencing at the southwest corner of Lot 1, Block 2 of Bonnie View Heights Subdivision, thence S 89°16'45" E 175.0 feet to the southeast corner of said Lot 1, Block 2, thence S 00°54'45" W along the westerly lines of Lots 2, 3, 4, and 6, Block 2 of Bonnie View Heights Subdivision 377.68 feet to the shared southwest corner of Lots 6 and 7, Block 2 of Bonnie View Heights Subdivision, also being the southeast corner of Lot 5, Block 2 of Bonnie View Heights Subdivision, thence S 89°17' E 215.0 to the southeast corner of Lot 7, Block 2, thence S 00°54'45" W along the westerly lines of Lots 8 and 16, Block 2 of Bonnie View Subdivision 290.0 feet to the shared southwest corner of Lots 16 and 17, Block 2 of Bonnie View Subdivision, also being the northerly line of Greenbriar Subdivision, thence westerly along said northerly line of Greenbriar Subdivision 390 feet to the intersection with the easterly right-of-way line of North 8th Avenue, thence northerly along said easterly right-of-way line of North 8th Avenue 667.71 feet to the point of commencement.

Said tract contains 4.1 acres of land more or less.

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

Approved:

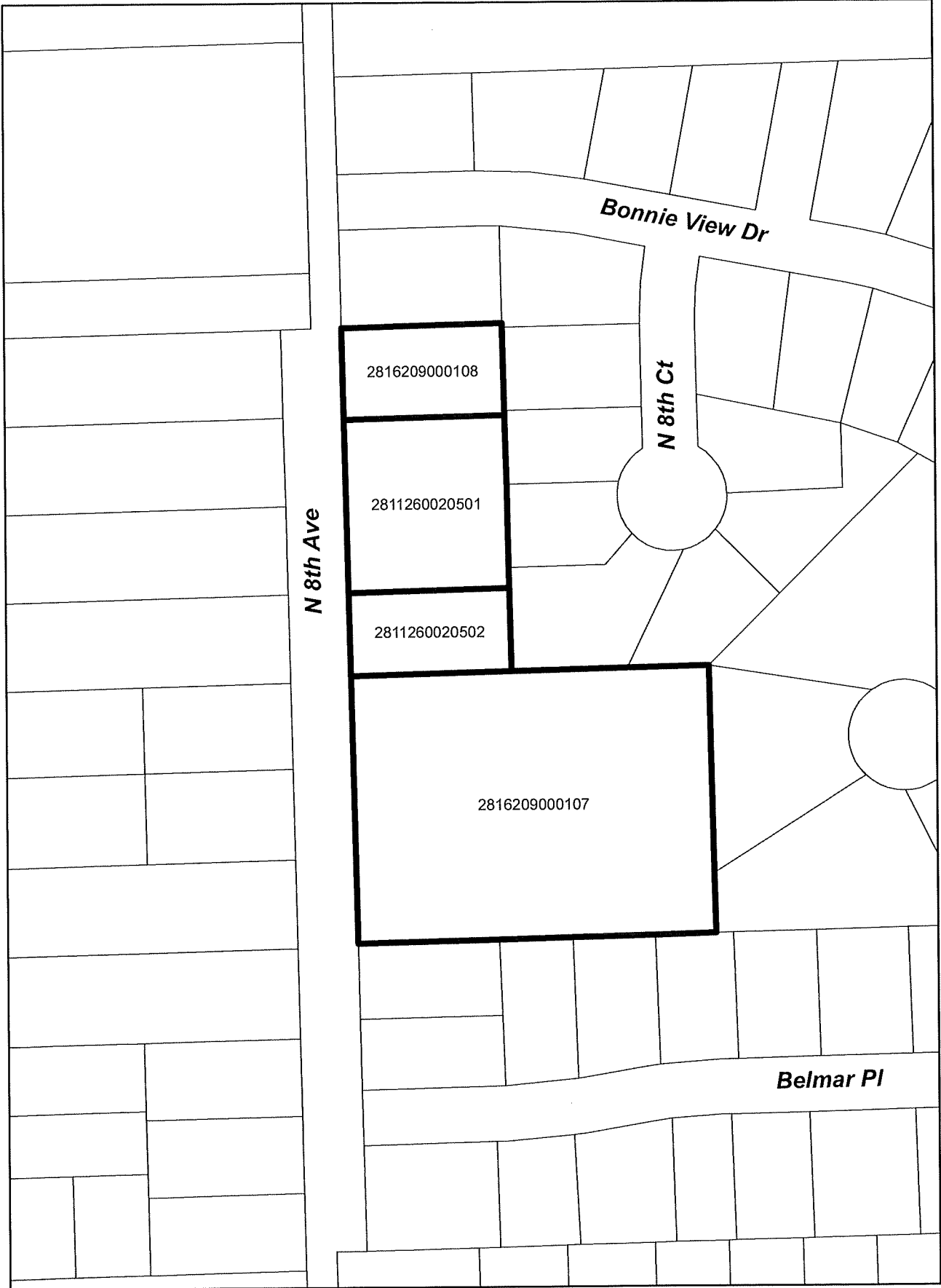
Attest:


David Ward
Mayor

Stephanie Reinhardt
City Clerk

Site Map

N 8th Ave - Rezoning



 Subject Properties



EXECUTIVE SUMMARY

Title: Resolution authorizing the submittal of a Ready for Reuse brownfield grant application

Background: The City has a development agreement and a lease with the Sturgeon Bay Historical Society Foundation governing the renovation and use of the Teweles and Brandeis Grain Elevator at the West Waterfront. Under the agreement the Foundation is responsible for complying with the environmental remediation requirements for their site. The development agreement also calls for the City to cooperate with the Foundation on grants that potentially are available to assist the project.

The Ready for Reuse grant program is operated by the Wisconsin DNR. It provides grants and loans to local governments and nonprofits to help clean up environmental contamination at brownfields. The West Waterfront Redevelopment is an active brownfield under the DNR's jurisdiction. In order to close the brownfield site the approved remediation plan requires various actions, including removal of disturbed contaminated soils, methane collection and/or mitigation, capping redevelopment sites with clean fill or impervious surfaces, and monitoring of groundwater. These activities are eligible for funding under the Ready for Reuse program. The Foundation wants to obtain Ready for Ready funds for the environmental related aspects of their project, but the application needs to come from the property owner. It is unclear if a lessee is eligible.


The City plans to construct a parking lot and possibly other improvements in the West Waterfront area. While the parking itself is not eligible for funding, there are aspects of that project that would be eligible. Therefore, if the City elects to apply on behalf of the Foundation, it could include the eligible costs for the City project. It is noted that the Foundation would be responsible for all costs not covered by the grant (consistent for the development agreement) and the City would be responsible for its parking lot project costs. The grant dollars allocated toward the grain elevator renovation project would be passed through the City, similar to the state grants for the Maritime Museum, Bliss, and Third Avenue Playworks projects.

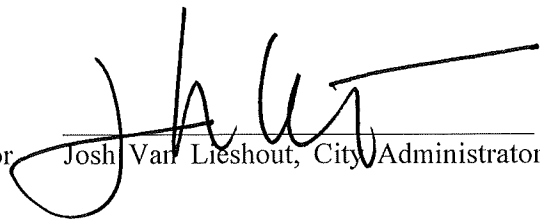
The total dollar amount requested is unknown at the time of writing this report. GEI Consultants is computing the cost estimates for the eligible items on behalf of the Foundation's project and Cedar Corp is estimating the eligible costs on behalf of the City project. Those costs will then be inserted into the request for the grant.

The application requires a resolution from the Common Council. The resolution has been drafted and the Foundation and City staff request that the Council approve it so that the application can be submitted when ready.

Fiscal Impact: To apply for the Ready for Reuse grant, there are no expenses other than limited staff time. Any grant funds that are awarded would reduce the financial liability of the Foundation and City for their portions of the project, respectively.

Recommendation: Approve the resolution authorizing the submission of the Ready for Reuse grant application.

Prepared by: 
 Date: October 28, 2021


 Josh Van Lieshout, City Administrator

Resolution
Wisconsin Ready for Reuse Loan and Grant Program

Resolution of the City of Sturgeon Bay Common Council

A RESOLUTION authorizing the submittal of a grant application for the West Waterfront Redevelopment property (also known as Parcels 92 and 100) located along the north side of E. Maple Street by the City Administrator and the subsequent appropriation of City of Sturgeon Bay and Sturgeon Bay Historical Society funds for a Wisconsin Ready for Reuse Grant.

WHEREAS, the City of Sturgeon Bay recognizes that the remediation and redevelopment of brownfields is an important part of protecting Wisconsin's resources; and

WHEREAS, the planned parking and recreation improvements by the City of Sturgeon Bay and the planned renovation of the Teweles & Brandeis Grain Elevator by the Sturgeon Bay Historical Society Foundation, both located within the West Waterfront Redevelopment property, involve the remediation and reuse of a documented brownfield site; and

WHEREAS, in this action the Common Council has declared its intent to complete the Ready for Reuse Grant activities described in the application if awarded funds; and

WHEREAS, the City of Sturgeon Bay as owner and Sturgeon Bay Historical Society Foundation as lessee will maintain records documenting all expenditures made during the Ready for Reuse Grant period; and

WHEREAS, the City of Sturgeon Bay as owner and Sturgeon Bay Historical Society Foundation as lessee will allow employees from the Department of Natural Resources access to inspect the grant site or facility and grant records; and

WHEREAS, the City of Sturgeon Bay will submit a final report to the Department which will accompany the final payment request.

IT IS, THEREFORE RESOLVED THAT:

The Sturgeon Bay Common Council requests funds and assistance available from the Wisconsin Department of Natural Resources under the Ready for Reuse Program and will comply with state rules for the program; and

HEREBY AUTHORIZES the City Administrator to act on the behalf of the City of Sturgeon Bay to: submit an application to the State of Wisconsin for financial aid for Ready for Reuse Grant purposes, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

Adopted this ____ day of _____, 2021 by a vote of: ____ in favor, ____ opposed, and ____ abstain.

BY: _____, Stephanie Reinhardt, City Clerk



Remediation and Redevelopment Program

Wisconsin Ready for Reuse Program Hazardous Substance Loans & Grants

Ready for Reuse is a Wisconsin Department of Natural Resources (DNR) program that offers grant and loans to local governments and non-profits to help clean up environmental contamination at brownfields.

The DNR receives funding for this program through U. S. Environmental Protection Agency (EPA) Revolving Loan Fund grants.

Hazardous Substance Funding

Loan and grant funds can be used for eligible costs incurred during the grant or loan agreement period for cleanup of contamination from hazardous substances or hazardous substances commingled with petroleum.

Funds may not be used for expenses that are eligible for reimbursement through the Petroleum Environmental Cleanup Fund Act (PECFA) or the Agricultural Chemical Cleanup Program (ACCP).

The total amount of available hazardous substance funding changes frequently. For current information, check the Ready for Reuse web page at: dnr.wi.gov, search "Ready for Reuse".

Loans

All loans are zero-interest and are generally awarded for projects that require amounts of \$250,000 or more. Loan amounts are subject to available funding.

Grants

The maximum grant amount is \$200,000 per site. Grants will be awarded to projects that can be completed in two years. Grant applicants must own the property.

Financial Requirements

Loan and grant applicants must provide a minimum of 22 percent of the requested funds as a match contribution. Other state or local (but not federal) grants may be used as match, provided that the grant and loan periods overlap, the grants are for eligible cleanup activities and those activities will be incurred during the same time period.

Required Criteria

To be eligible for hazardous substance funding through the Ready for Reuse Program and receive priority funding, all the following criteria must be met:

- The site must meet the federal definition of an "eligible brownfield site."
- Grants: The applicant must be an eligible governmental entity, tribe (or other eligible tribal entity) or an eligible non-profit organization.
- Loans: The applicant must be an eligible governmental entity.

- If applying for a grant, the applicant must own the site.
- The applicant must have no CERCLA (i.e. Superfund) liability for the site.
- Cleanup is for hazardous substance contamination only (or for hazardous substances co-mingled with petroleum products, where the hazardous substances are the main contaminants of concern).
- The Wis. Admin. Code ch. NR 716 Site Investigation, for the site is complete, and has been at least submitted to the DNR, if not approved.
- The applicant has secured financing in place to complete the cleanup and redevelopment.
- A municipal resolution authorizing the governmental entity to apply for and receive Ready for Reuse funding has been passed (not applicable to non-profits).
- A borrower or grantee is prepared and able to complete quarterly tracking forms for the Ready for Reuse Program, to meet federal and state reporting requirements.

Eligible Sites

The site must meet the federal definition of an eligible brownfield, which is “real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.” For more information on sites that need property-specific determinations, or sites that are never eligible for brownfields funding, visit the DNR’s Ready for Reuse web pages.

Eligible Applicants

Grants

The following entities are eligible to apply for Reuse for Reuse grants:

- general purpose unit of local government, including the following:
 - county, city, town, or village;
 - redevelopment authority under Wis. Stats. § 66.1333;
 - community development authority under Wis. Stats. § 66.1335;
 - housing authority under Wis. Stats. § 66.1201; and
 - any local public authority (including any public and Indian housing agency under the United States Housing Act of 1937), school district, special district, intrastate district, council of governments (whether or not incorporated as a nonprofit corporation under State law), any other regional or interstate government entity, or any agency or instrumentality of a local government;
- tribe, or other eligible tribal entity under 40 CFR 31.3; and
- non-profit organization (for the purposes of the brownfields grant program, the term “nonprofit organization” means any corporation, trust, association, cooperative, or other organization that is operated mainly for scientific, educational, service, charitable, or similar purpose in the public interest; is not organized primarily for profit; and uses net proceeds to maintain, improve, or expand the operation of the organization; nonprofit organizations exempt from taxation under Section 501(c)(4) of the Internal Revenue Code that lobby are not eligible for EPA grant funding).

Loans

Only a “municipality,” as defined in Wis. Stats. § 67.01(5), may apply for a Ready for Reuse loan.

Municipal Obligations for Loans

To be approved for a Ready for Reuse loan, a municipality must agree to issue an obligation authorized under one of the following provisions of Chapter 67 of the Wisconsin Statutes as security for the Ready for Reuse loan:

1. A **general obligation Promissory Note issued under Wis. Stats. § 67.12.(12)**.
2. A **Note Anticipation Note issued under Wis. Stats. § 67.12(1)(b)2**, which provides as follows:
 - Any municipality may issue municipal obligations in anticipation of receiving proceeds from brownfields revolving loan program loans or grants under the program described in s. 292.72 if the municipality has received written notification from the department of natural resources that the department intends to distribute such proceeds to the municipality. The obligation shall be repaid within 10 years after the original date of the obligation, except that the obligation may be refunded one or more times. Any refundings shall be repaid within 20 years after the original date of the original obligation.

Applicant Liability

The applicant cannot have liability under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). For more information about CERCLA liability defenses, visit the Ready for Reuse Program web pages at dnr.wi.gov, search “Ready for Reuse”.

- The applicant may not have caused the contamination; and
- The applicant must demonstrate that they have no CERCLA (i.e. Superfund) liability by making one or more of the following defenses.
 - **Bona Fide Prospective Purchaser Defense (BFPP)** – for property acquired after January 11, 2002, where proper environmental due diligence was conducted in accordance with the All Appropriate Inquiry (AAI) standard in effect at the time; there is no affiliation with the liable party; and the specified continuing obligations (e.g., compliance with a land use control) are met. See the following two RR Program web pages for additional information:
 - **BFPP:** dnr.wi.gov, search “BFPP”; and
 - **AAI:** dnr.wi.gov, search “All Appropriate Inquiry”.
 - **Involuntary Acquisition or Transfer Defense** – for property involuntarily acquired by or transferred to a governmental agency, such as through tax delinquency, escheat, foreclosure, abandonment, condemnation, or slum clearance or blight determinations. This defense is generally available only to governmental entities. See the following RR Program web page for more information:
 - **Liability Tools for Local Governments:**
dnr.wi.gov, search “Local Government Brownfields”.
 - **Standard Practice for Due Diligence** – for property acquired prior to January 11, 2002. This defense is used when the applicant can demonstrate that the level of environmental due diligence conducted prior to acquisition was “standard practice” at that time. The standard for sites purchased in the last several years is a Phase 1 Environmental Site Assessment conducted in accordance with American Society for Testing and Materials (ASTM) guideline that was in effect at the time the assessment was conducted.

Eligible Activities

The following eligible costs can be paid for only during the DNR-approved loan or grant period.

- **Cleanup actions.** Includes actions associated with removing, mitigating or preventing the release or threat of a release of a hazardous substance, pollutant, contaminant or controlled substance into the environment (e.g. air, land or water).
- **Preparation/Finalization of the Remedial Action Plan.**
- **Demolition or Site Preparation.** Only if necessary to implement a remedial action plan (RAP), and only if the demolition is required to access contaminated soils beneath a structure. Demolition must be pre-approved by the DNR and the EPA.
- **Asbestos Abatement or Lead Mitigation Costs.** Only if a necessary component of a pre-approved demolition.
- **Short-term Site Monitoring.** Includes reasonable and necessary sampling and analysis during the cleanup process and determining the final effectiveness of the cleanup.
- **Environmental Consulting Fees.** Includes only those fees necessary to implement the cleanup.
- **Public Participation Costs.** Includes any costs associated with meeting community involvement requirements, worker health and safety activities and interagency coordination.
- **DNR Fees.** Includes fees for the review of cleanup plans and activities, including fees for the Voluntary Party Liability Exemption (VPLE), under chs. NR 749 or 750, Wis. Admin. Code.

Please Note: *All eligible activities must be conducted starting AFTER the recipient signs a financial agreement with the DNR and receives official approval from the DNR to begin work. In some situations, the DNR and the EPA may give pre-authorization for certain activities to take place. Work closely with the DNR on the timing of any project-related activities.*

Ineligible Activities

- Site Investigation and Phase I or II environmental assessments.
- Cleanup of petroleum contamination (unless commingled with hazardous substances).
- Demolition (and associated asbestos abatement or removal) that is not necessary to access the contaminated area in order to conduct the cleanup activities.
- Administrative costs, such as appraisal costs, meals, meeting costs, application costs and contingencies.
- Acquisition or relocation costs.
- Development costs that are not remedial activities.
- Public improvements or infrastructure costs.
- Expenses imposed by other regulatory programs (e.g. site erosion control plans, stormwater management, etc.) that are not related to the cleanup.
- Cost of compliance with any federal law, excluding compliance with laws applicable to the cleanup.
- Legal fees.

Restrictions on Demolition and Asbestos Abatement

Funds from the Ready for Reuse program may only be used by a Grantee or Borrower for demolition activities that are necessary to implement a remedial action plan and only if the demolition is required to access contaminated soils beneath a structure. Asbestos abatement activities may be eligible for funding when asbestos removal is a necessary component of a pre-approved demolition. Notify the department immediately to re-verify eligibility if the remedy requiring demolition changes during the design/implementation phase. All demolition and asbestos abatement activities must be pre-approved by the DNR and the EPA.

Applications

There is no deadline to apply for Ready for Reuse funding. However, it is highly recommended that you meet with DNR staff prior to submitting an application. Use Ready for Reuse - [Hazardous Substance Loan and Grant Application \(Form 4400-238\)](#) to apply. Contact Gena Larson (608-261-5404, gena.larson@wisconsin.gov) to discuss your project.

Contact Information

Contact Gena Larson at 608-261-5404 or gena.larson@wisconsin.gov with any questions about the Ready for Reuse program.

This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. This guidance does not establish or affect legal rights or obligations and is not finally determinative of any of the issues addressed. This guidance does not create any rights enforceable by any party in litigation with the State of Wisconsin or the Department of Natural Resources. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts.

The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Chief, Public Civil Rights, Office of Civil Rights, U.S. Department of the Interior, 1849 C. Street, NW, Washington, D.C. 20240.

This publication is available in alternative format (large print, Braille, etc.) upon request. Please call for more information. Note: If you need technical assistance or more information, call the Accessibility Coordinator at 608-267-7490 / TTY Access via relay - 711

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the reallocation of \$10,000 designated for the child care study to the Child Care Revolving Loan Fund Program, transferring funds from miscellaneous consultants 01-199-000-57000 to DCEDC administration of programs 01-900-000-55850.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: October 26, 2021

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.



Proposal

Child Care Revolving Loan Fund Program

Some issues contribute to the shortage and operations of child care services in Door County:

- Lack of qualified in-home and group providers
- Training and education of providers
- Financing and startup costs

DCEDC is developing a child care entrepreneurship program that will be a collaboration with NWTC, UW-Green Bay and other collaborators. The program will be designed to prepare in-home and group providers to efficiently operate child care facilities and services. We will also be working with the State of Wisconsin to tie completion of the program to certification issuance. The program will provide mentors and a process of evaluation of operations over a 3-year period to support the viability and sustainability of graduated operators.

DCEDC also will be establishing a very low interest loan program for child care operators (home-based and group). This will be a revolving loan program administered by DCEDC. The County has agreed to allow the use of its 2021 \$20,000 allocated funds, originally designated for a study, for the loan program. There is more than sufficient data on the issue and another study is not necessary. This will allow a productive solution to commence quickly. We are requesting that the City's 2021 budgeted allocation of \$10,000 for a child care study also be designated for the loan fund. DCEDC is also exploring the diversion of some of its RLF funds to the program and will immediately seek additional grant funds to support the fund. We believe that we will be able to secure 1:1 matching funds to create a revolving loan fund of at least \$60,000.

The low cost loans will reduce startup costs for critically needed facilities which will contribute to lower operating costs for the providers.



Joshua J. Van Lieshout
City Administrator

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

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

Memorandum

To: Common Council

From: Josh Van Lieshout, Administrator

Re: Clarifications on Zak property

Date: October 28, 2021

Item: Clarifications on Zak Property Sale

Discussion: Previously the Finance Committee and Common Council approved the sale of the homestead and surrounding agricultural buildings from the recently acquired “Zak Property” located on Shiloh Road in the City’s Industrial Park. At Tuesday’s weekly economic development meeting, it was suggested that additional information be assembled for review prior to commencing the sale process and collecting offers from interested parties. It was also asked that an appraisal be acquired before the sale the process be extended to January 1, 2022.

The details of the property to be sold include the following and is depicted on the attached map.

- Approximately 1.75 acre land area
- Approximately 2,000 square foot home with basement
- Approximately 500 square foot cottage
- 14 x 22 detached garage
- 30 x 60 barn
- 25 x 31 shed
- 12 x 20 shed

The parcel does not extend to the north property line, this area, when combined with a future purchase of the Munch property to north would make for very nice smaller size lots, similar to what is found on Jib Street, Keel Court and the south end of Shiloh Rd or right of way should it be necessary.

SITE PLAN PROPOSED LOT - ZAK PROPERTY



DESCRIPTION: PROPOSED LOT - ZAK PROPERTY

A tract of land located in the Northeast one-quarter of the Southeast one-quarter, also known as Subdivision 73, of Section 18, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin and described as follows.

Commencing at the East one-quarter of said Section 18, thence S 01°35'18" E along the East line of the Southeast one-quarter of Section 18 658.61 feet, thence S 88°05'08" W 30.00 feet to the intersection with the westerly right-of-way line of Shiloh Road, thence S 01°35'18" E along said westerly right-of-way line 115.00 feet to the point of beginning, thence continue S 01°35'18" E along said westerly right-of-way line 240.00 feet, thence S 88°05'08" W 320.00 feet, thence N 01°35'18" W 240.00 feet, thence N 88°05'08" E 320.00 feet to the point of beginning.

Said tract contains 76.799 square feet (1.76 acres) of land.



SCALE

