



## BOARD OF TRUSTEES MEETING AGENDA

Tuesday, August 19, 2014 at 6:00 P.M.

Sister Bay Fire Station 2258 Mill Road

For additional information check: [www.sisterbaywi.gov](http://www.sisterbaywi.gov)

*In order for everyone to hear the discussion please, turn off your cell phone. Thank you.*

**Call Meeting to Order**

**Roll Call**

**Approval of minutes as published**

**Comments and Correspondence**

**Deviations from the agenda order shown may occur.**

### **New Village Board Business Items**

1. Consider a motion to approve Ordinance No. 230-081914 amending numerous portions of the Official Map for the Village of Sister Bay which relates to the areas East of Canterbury Ln and South of Maple Dr, South of Cherrywood Ln and West of STH 57.
2. Consider a motion to approve a recommendation of the Bay Shore Dr. Committee to add individual property service upgrades to Bay Shore Dr. Project Costs.
3. Consider a motion to act on the recommendation of the Finance and Water, Wastewater and Stormsewer Committee to approve Resolution 293-081914, authorizing a PILOT on Sister Bay's Water Utility.
4. Consider a motion to change the name of the Water, Wastewater and Stormsewer Committee to the Water, Sewer, and Stormsewer Committee in the Village Bylaws.
5. Consider a motion to accept a recommendation of the Finance Committee to reallocate administrative personnel costs by adopting Resolution No. 294-081914.
6. Consider a motion to accept a recommendation of the Finance Committee to reallocate several capital reserve funds by adopting Resolution 295-081914.
7. Consider a motion to confirm and appoint President Lienau's nomination of a qualified citizen to fill Pam Abshire's vacant seat on the Village Board of Trustees for the remainder of the unexpired term and to serve on various committees.
8. Consider a motion to confirm and appoint President Lienau's nomination of a Trustee to fill the Vacancy on the SBAA Board of Directors.
9. Report on County activities from the County Supervisor, Dave Lienau.
10. Review of the financial statements and consideration of a motion to approve the monthly bills.
11. Discussion regarding matters to be placed on a future agenda or referred to a Committee, official or employee.

**Committee Reports** (Committees may approve the minutes of their meetings that are presented in unapproved form.)

- |                      |                              |                          |
|----------------------|------------------------------|--------------------------|
| 1. Administrative    | 2. Bay Shore Oversight       | 3. Coastal Byways        |
| 4. DCEDC             | 5. Economic Development      | 6. Finance               |
| 7. Fire              | 8. Fire District Exploratory | 9. Historical Society    |
| 10. Library Building | 11. Marina and Marina Fest   | 12. Parks                |
| 13. Personnel        | 14. Plan                     | 15. Comm / Tech          |
| 16. SBAA             | 17. Teen Center              | 18. TZC                  |
| 19. Utility          | 20. Admin and Comp Oversight | 21. Waterfront Oversight |

### **Adjournment**

#### **Public Notice**

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at [zeke.jackson@sisterbaywi.gov](mailto:zeke.jackson@sisterbaywi.gov).

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 2383 Maple Drive during operating hours. (8 a.m. – 4 p.m. weekdays).

1 **VILLAGE OF SISTER BAY BOARD OF TRUSTEES MEETING MINUTES**  
2 **TUESDAY, JULY 15, 2014**  
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**  
4 **UNAPPROVED VERSION**  
5

6 The July 15, 2014 meeting of the Village of Sister Bay Board of Trustees was called to order by  
7 Village President Dave Lienau at 6:00 PM.  
8

9 **Present:** Village President Dave Lienau and Trustees Pam Abshire, Scott Baker, John Clove,  
10 Shane Solomon and Nora Zacek. Pat Duffy arrived at 6:02 P.M.  
11

12 **Staff Members:** Village Administrator Zeke Jackson and Janal Suppanz, Administrative  
13 Assistant.  
14

15 **Others:** Laddie Chapman, and Greg Colthurst and Krista Lutzke of the Door County Soil &  
16 Water Department.  
17

18 **Approval of minutes as published:**

19 **As to the minutes for the June 17, 2014 meeting of the Village Board:**

20 *A motion was made by Solomon, seconded by Clove to approve the minutes for the June 17,*  
21 *2014 meeting of the Village Board as presented. Motion carried - All ayes.*  
22

23 **Comments and Correspondenc**

24 Lienau asked if anyone wished to address a non-agenda item. No one responded.  
25

26 **New Village Board Business**

27 **Item No. 1. Presentation by Greg Coulthurst of the Door County Soil & Water Department**  
28 **regarding Phragmites eradication efforts:**

29 Greg Coulthurst and Krista Lutzke of the Door County Soil & Water Department indicated that  
30 they and their co-workers are currently focusing on eradication of Phragmites. Phragmites are a  
31 very aggressive invasive species and typically exceed 10' in height. A County-wide Phragmites  
32 inventory has been taken, and unfortunately a few plants were found in Sister Bay. The  
33 determination was made that County-wide eradication efforts will be required, and to date  
34 there has been a 95% success rate in the areas which were treated, but follow-up treatments  
35 will be required. DNR grant funds were obtained for the treatment efforts, but only  
36 environmentally sensitive areas were approved for treatment. Therefore, Door County officials  
37 initiated their own eradication program. Since funds are limited Coulthurst and Lutzke are  
38 asking that all the municipalities in Door County as well as affected property owners support  
39 and endorse the Phragmites eradication program. Informational letters will be sent to Door  
40 County residents and property owners in the near future.  
41

42 *It was the consensus that Coulthurst and Lutzke's request shall be referred to the Finance*  
43 *Committee.*  
44

45 **Item No. 2. Consider a motion to discuss and act on a recommendation from the Plan**  
46 **Commission to amend the fee schedule for zoning and development fees:**

47 At its June meeting the Plan Commission recommended that some zoning and development  
48 fees be adjusted. The amendment would support the Village's public policy agenda and would  
49 favor non-profit organizations. Further, no fees would be required for replacement signs. In  
50 theory this would incentivize businesses to upgrade/replace signs more frequently. The Village

1 President and Administrator have been given authority to approve most signs, so the approval  
2 process has been streamlined considerably.

3  
4 *A motion was made by Duffy, seconded by Baker that the Village Board accepts the*  
5 *recommendation of the Plan Commission and approves the revised Zoning and Development*  
6 *Fee Schedule for the Village of Sister Bay which was included in the meeting packets as*  
7 *presented. Motion carried – All ayes.*

8  
9 **Item No. 3. Consider a motion to discuss and act on a recommendation of the Plan**  
10 **Commission to approve a final plat for Stony Ridge Subdivision:**

11 The Plan Commission has recommended that the subdivision plat for Stony Ridge which was  
12 included in the meeting packets be approved. The proposed development includes 24  
13 apartments, 16 condo units, 13 single family homes and conditional use on-site storage.

14  
15 *A motion was made by Clove, seconded by Abshire that the Village Board accepts the*  
16 *recommendation of the Plan Commission and approves the subdivision plat for Stony Ridge*  
17 *which was reviewed at this meeting as presented.*

18  
19 During discussion concerns were voiced about the fact that there is potential for the storage  
20 units to be utilized by persons who do not live in the development, and it was the consensus  
21 that there shall be a provision in the Development Agreement which states that the units may  
22 only be used by Stony Ridge residents.

23  
24 *A vote was taken on the previously mentioned motion and it carried – All ayes.*

25  
26 **Item No. 4. Consider a motion to pass and adopt Resolution No. 289, authorizing the**  
27 **appointment of Special Voter Registration Deputies:**

28 Wis. Stats., §6.55(2) states that voter registration must be performed by Special Registration  
29 Deputies appointed by the Municipal Clerk. The County Clerk has recommended that all the  
30 municipalities in Door County pass an applicable Resolution.

31  
32 *A motion was made by Lienau, seconded by Abshire that the Village Board passes and adopts*  
33 *Resolution No. 289, authorizing the appointment of Special Voter Registration Deputies, as*  
34 *presented. Motion carried – All ayes.*

35  
36 **Item No. 5. Consider a motion to accept the resignation of Trustee Pam Abshire:**

37 Unfortunately Pam Abshire has found it necessary to resign from the Village Board as she has  
38 gotten a different job and will be moving out of the area.

39  
40 *A motion was made by Abshire, seconded by Solomon that the Village Board accepts Pam*  
41 *Abshire's resignation from the Village Board. Motion carried – All ayes.*

42  
43 The Board members indicated that Abshire will be missed and thanked her for all her  
44 assistance.

45  
46 **Item No. 6. Consider a motion to confirm and appoint President Lienau's nomination of a**  
47 **qualified citizen to fill Pam Abshire's vacant seat on the Village Board for the remainder of**  
48 **her unexpired term and serve on various Village committees:**

49 Lienau indicated that he will not be nominating anyone to fill Pam Abshire's vacant seat on the  
50 Village Board yet, but anticipates that someone will be nominated at next month's Village  
51 Board Meeting. If anyone is interested in filling the vacancy they should contact him.

1 **Item No. 7. Consider a motion to pass and adopt Resolution No. 290 – An Expression of**  
 2 **Thanks and Appreciation to Pam Abshire for her service to the Village:**

3 A draft of a Resolution thanking and recognizing Pam Abshire for all her service to the Village  
 4 was included in the in the meeting packets and Lienau read that Resolution aloud. He also  
 5 presented a plaque to her.

6  
 7 *A motion was made by Clove, seconded by Baker that the Village Board passes and adopts*  
 8 *Resolution No. 290 – An Expression of Thanks and Appreciation to Pam Abshire for her service*  
 9 *to the Village. Motion carried – All ayes.*

10  
 11 **Item No. 8. Consider a motion to pass and adopt Resolution No. 291 – An Expression of**  
 12 **Thanks and Appreciation to Donna Scattergood for her service to the Village:**

13 A draft of a Resolution thanking and recognizing Donna Scattergood for all her service to the  
 14 Village was also included in the meeting packets, and Lienau read that Resolution aloud. He  
 15 also presented a plaque to her.

16  
 17 *A motion was made by Clove, seconded by Baker that the Village Board passes and adopts*  
 18 *Resolution No. 291 – An Expression of Thanks and Appreciation to Donna Scattergood for her*  
 19 *service to the Village, as presented. Motion carried – All ayes.*

20  
 21 **Item No. 9. Report on County activities from the County Supervisor, Dave Lienau:**

22 Lienau gave the following oral report:

- 23 • *The County's 2015 budget process has commenced. Highway maintenance is always a*  
 24 *very costly item which must be taken into consideration at budget time. A few years ago*  
 25 *the County Board approved a tower project and that will also be quite costly. County-*  
 26 *wide installation of fiber optic lines is being considered and the County Board will be*  
 27 *addressing that issue in the near future.*

28  
 29 **Item No. 10. Review of the financial statements and consideration of a motion to approve the**  
 30 **monthly bills:**

31 Payment Approval Reports for the period June 19, 2014 through July 15, 2014 were included in  
 32 the meeting packets, and the Board members jointly reviewed those documents.

33  
 34 *A motion was made by Abshire, seconded by Zacek that the monthly bills depicted on the*  
 35 *reports which were included in the meeting packets totaling \$1,014,044.60 are all approved.*

36  
 37 *During discussion Clove voiced concerns about how costly the Village's flowers were this year.*  
 38 *It was the consensus that this issue shall be referred to the Parks Committee.*

39  
 40 Jackson indicated that he wanted to publicly thank the Door County Highway Commissioner,  
 41 John Kolodziej, for ensuring that budgetary constraints were met when work was done on  
 42 Village road repairs.

43  
 44 *A vote was taken on the previously mentioned motion and it carried – All ayes.*

45  
 46 **Item No. 16. Discussion regarding matters to be placed on a future agenda or referred to a**  
 47 **committee, official or employee:**

48 *It was the consensus that from now on the digital meeting packet materials shall be displayed*  
 49 *on the large screen at the front of the meeting room. It was also the consensus that the*  
 50 *following issues shall be placed on a future agenda or referred to committee, official or*  
 51 *employee:*

- 1
- 2 • *Coulthurst and Lutzke's request for funding for Door County's Phragmites Eradication*
- 3 *Program shall be referred to the Finance Committee.*
- 4 • *The Parks Committee shall be asked to evaluate the costs associated with flower bed*
- 5 *planting and maintenance.*
- 6 • *There is currently a provision in the Municipal Code that there is a limit on the number*
- 7 *of delivery trucks which can frequent residences in the Village. Since this is "the age of*
- 8 *on-line shopping" this regulation no longer makes sense. This issue shall be referred to*
- 9 *the Plan Commission.*
- 10 • *Solomon believes the condition on liquor licenses issued in the Village which states that*
- 11 *licensees must see that the licensed premise is kept free of weeds is excessive. This issue*
- 12 *was referred to the Parks Committee.*
- 13 • *Jackson was asked to see that the parking lot and grounds around the Maintenance*
- 14 *Building be maintained better as they are becoming quite unsightly.*
- 15 • *Discussion regarding the possibility of allowing wind turbines in the Village shall be*
- 16 *referred to the Plan Commission.*
- 17 • *Complaints have been received that some properties in the Village do not satisfy the*
- 18 *mowing standards delineated in the Municipal Code. Lieanu will discuss this issue with*
- 19 *Jackson.*
- 20

21 **Committee Reports:**

22 **(1) Administrative Committee/Public Relations Committee**

23 The Administrative Committee has not met.

24

25 **(2) Bay Shore Drive Reconstruction Oversight Ad Hoc Committee**

26 The Bay Shore Drive Reconstruction Oversight Ad Hoc Committee will be meeting tomorrow.

27

28 **(3) Communication and Technology Committee**

29 The Communication and Technology Committee has not met recently. Next week the

30 employees from the County's I.T. Department will be coming up to do some work on the server

31 and will be discussing operational issues with Jackson.

32

33 **(4) Door County Coastal Byways Commission**

34 No action based on the minutes which were included in the meeting packets. A check for

35 approximately \$5,000 was received from the Coastal Byways Commission.

36

37 **(5) DCEDC**

38 The regular monthly meeting of the DCEDC was conducted yesterday. A couple vacancies on

39 the Board were filled.

40

41 **(6) Economic Development Committee**

42 The Economic Development Committee has not met recently.

43

44 **(7) Finance Committee**

45 The Finance Committee will be meeting at 2:30 P.M. on July 23, 2014. Duffy noted that he will

46 not be able to attend that meeting.

47

48 **(8) Fire Board and Fire District Exploratory Committee:**

49 Neither the Fire Board nor the Fire District Exploratory Committee have met recently.

50

**(9) Historical Society**

The Historical Society has not met recently. A State Archaeologist recently did a dig in the park and found some interesting artifacts.

**(10) Library Commission**

No action based on the minutes which were included in the meeting packets. The Garden Dedication Ceremony was well attended and was very nice.

**(11) Marina Committee and Marina Fest Committee:**

The Marina Committee met on July 10, 2014 but those minutes have not been completed yet. The Marina Fest Committee met last night and those minutes have likewise not been completed yet. The next Marina Fest Committee Meeting has been scheduled for August 7, 2014 at 7:00 P.M. The Marina building is being painted as time permits and it looks very nice.

Lienau noted that there appears to be a misunderstanding regarding how much money is actually budgeted for Marina Fest. There have been statements made that \$8,500 has been budgeted for that event, but that is not correct. In reality between \$14,000 and \$16,000 has always been budgeted for Marina Fest, but that amount is typically offset by donations.

**(12) Parks**

No action based on the minutes which were included in the meeting packets. The new pavilion looks very nice.

**(13) Personnel Committee**

The Personnel Committee has not met recently.

**(14) Plan Commission**

No action based on the minutes which were included in the meeting packets.

**(15) SBAA**

No action based on the minutes which were included in the meeting packets. Due to the lack of a quorum no SBAA meeting was conducted in July, but an informal "brainstorming" session took place and several good suggestions were made.

A quarterly financial report for the SBAA was included in the meeting packets and the Board members jointly reviewed that document.

*A motion was made by Clove, seconded by Zacek that the quarterly support for the SBAA shall be released ASAP. Motion carried – All ayes.*

**(16) Teen Center**

The Teen Center Board has not met recently.

**(17) Tourism Zone Commission**

No action based on the minutes which included in the meeting packets.

**(18) Utilities – WWTP and Water, Wastewater Collection, and Storm Sewer Committees**

No action based on the minutes which were included in the meeting packets.

**(19) Administration/Compensation Oversight**

No action based on the minutes which were included in the meeting packets.

1 **(20) Waterfront Oversight**

2 The Waterfront Oversight Committee has not met recently.

3

4 **Adjournment:**5 *A motion was made by Abshire, seconded by Baker to adjourn the meeting of the Board of*6 *Trustees at 7:52 P.M. Motion carried – All ayes,*

7

8

9 Respectfully submitted,



10

11 Janal Suppanz,

12 Administrative Assistant

13

1 **VILLAGE OF SISTER BAY BOARD OF TRUSTEES MEETING MINUTES**  
2 **THURSDAY, JULY 31, 2014**  
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**  
4 **UNAPPROVED VERSION**  
5

6 The July 31, 2014 special meeting of the Village of Sister Bay Board of Trustees was called to  
7 order by Village President Dave Lienau at 2:05 PM.  
8

9 **Present:** Village President Dave Lienau and Trustees Scott Baker, John Clove, and Shane  
10 Solomon. Lienau declared a quorum to have been established. (Trustee Pat Duffy arrived at  
11 2:06 PM)

12 **Staff Members:** Village Administrator Zeke Jackson and Finance Director Juliana Neuman

13 **Others:** Allen and Tara Gokey of Packerland Builders.

14 **Also Present:** Village property owner Kim Erzinger, who arrived at 2:09 PM.  
15

16 **Comments and Correspondence**

17 None.  
18

19 **New Village Board Business**

20 **1. Consider an offer from Al Gokey of Packerland Builders for the purchase of the Old School**  
21 **Property.**

22 Lienau invited questions from Baker and Clove, who had been present for the discussion by  
23 Finance. Clove asked why the interest on financing had been set at 5.5%. Gokey replied that he  
24 is hoping for some investor financing and wanted to make the rate more attractive than a bank  
25 rate of perhaps 4%.  
26

27 When Duffy arrived, Lienau explained that the Finance Committee had recommended approval  
28 of the offer to purchase, which is contingent upon financing for the project.  
29

30 Baker asked about the fate of the Old Schoolhouse. Jackson replied that it's up to the  
31 developer. The Village has no obligation to move, rehabilitate or demolish the building. Gokey  
32 stated that he would like to keep the building if possible, but that at the very least he would use  
33 the building for "reclaim" purposes.  
34

35 Jackson added that the Gokeys' original offer to purchase had included a request for some  
36 credit back from the TIF; he made it clear that this offer contains no such wording.  
37

38 Hearing no further discussion, Lienau requested a motion.

39 *Clove moved that the Village Board approve the purchase agreement with the Allen and Tara*  
40 *Gokey, as amended with utility easements. Baker seconded the motion and all voted Aye.*  
41

42 *Lienau then moved that the Board adopt Resolution 292-073114, Sale of the Old School*  
43 *Parcels. Solomon seconded the motion and all voted Aye.*  
44

45 Cokey volunteered that he would really like to build the first structure before the snow flies.  
46 Lienau noted that the next step will be a presentation to the Village Plan Commission.  
47

48 **2. Discussion regarding matters to be placed on a future agenda or referred to a committee,**  
49 **official or employee:**

50 -- none

1

2 **Adjournment:**3 *A motion was made by Solomon, seconded by Baker to adjourn the meeting of the Board of*  
4 *Trustees at 2:13 P.M. Motion carried – All Ayes.*

5

6

7 Respectfully submitted,



8

9 Juliana Neuman

10 Finance Director

11



## VILLAGE OF SISTER BAY BOARD REPORT

For additional information: <http://www.sisterbaywi.info>

**Meeting Date:** 08/19/14

**Item No.** 1

**Recommendation:** that the Board accept the recommendation of the Plan Commission and approve Ordinance No. 230-082614, which amends the portion of the Official Map for the Village of Sister Bay which relates to the area East of Canterbury Ln and South of Maple Dr, South of Cherrywood Ln and West of STH 57 as shown on the attached Draft Diagram.

**Background:** This amendment to the Official Map was primarily driven by a desire to clean up some of the portions to reflect roadways which have been planned by developers and approved by the Plan Commission and Board at previous meetings. As those roads are built and dedicated pursuant to Village Ordinances, they will transition from Officially Mapped Streets to Official Streets.

On July 22, 2014 the Plan Commission conducted a public hearing regarding the Official Map amendments proposed, and based upon those comments and the information presented the Commission is recommending that the Official Map be amended in the fashion depicted on the previously mentioned diagram.

**Fiscal Impact:** None.

Respectfully submitted,

Zeke Jackson  
Village Administrator



## ORDINANCE NO. 230-082614

### AN ORDINANCE AMENDING THE PORTION OF THE OFFICIAL MAP FOR THE VILLAGE OF SISTER BAY WHICH RELATES TO THE AREA EAST OF CANTERBURY LN AND SOUTH OF MAPLE DR, SOUTH OF CHERRYWOOD LN AND WEST OF STH 57.

**WHEREAS**, the Plan Commission has reviewed the existing Official Map dated July 2014, and determined that in order for orderly growth to occur, the portion of the map which relates to the area East of Canterbury Ln and South of Maple Dr, South of Cherrywood Ln and West of STH 57 needs to be revised, and,

**WHEREAS**, on July 22, 2014 the Plan Commission conducted a properly noticed public hearing to determine the public need for such a change, and,

**WHEREAS**, based upon the comments received at the July 22, 2014 public hearing the Plan Commission has recommended that the Official Map be amended in the fashion depicted on the attached diagram.

**NOW, THEREFORE**, the Village Board of Trustees of the Village of Sister Bay, Door County, Wisconsin, does hereby ordain as follows:

#### **Section 1 - Authority**

This Ordinance is enacted under the authority granted under Wis. Stats., §62.23(6) and §54.51 of the Municipal Code.

#### **Section 2 – Amendment of Official Map**

The portion of the Official Map for the Village of Sister Bay which relates to the areas East of Canterbury Ln and South of Maple Dr, South of Cherrywood Ln and West of STH 57. is amended in the fashion depicted on the attached diagram.

#### **Section 3 – Other Conflicts**

All other Ordinances in conflict herewith are hereby repealed.

#### **Section 4 – Effective Date**

This Ordinance shall take effect and be in full force from and after its passage and publication according to law.

#### **Section 5 – Severability**

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

**Village of Sister Bay**

**Attest:**

By: \_\_\_\_\_  
David W. Lienau, President

\_\_\_\_\_  
Christine M. Sully, Clerk WCPC, MMC

Date Introduced August 26, 2014

Date Adopted: \_\_\_\_\_

Publication Date: \_\_\_\_\_



## VILLAGE OF SISTER BAY BOARD REPORT

For additional information: <http://www.sisterbaywi.info>

**Meeting Date:** 08/19/14

**Item No.** 2

**Recommendation:** that the Board accept the recommendation of the Bay Shore Drive Committee to add individual property service upgrade costs to the Overhead Utility Burial Project.

**Background:** Mike Maltby of Action Electric has been engaged by the Village to consult with private property owners and facilitate service requests and upgrades necessary to move forward with the Overhead Utilities Burial Project. Action Electric developed the preliminary cost of upgrades for private service (see attachment). These costs total \$42,500 and are estimates only. The Committee recommended reimbursement of expenses up to the amounts shown on the estimates sheet. Affected properties would submit invoices for upgrades to the Village; we would pay up to the amounts shown on the estimate.

**Fiscal Impact:** Up to \$42,500.

Respectfully submitted,

Zeke Jackson  
Village Administrator

**ACTION ELECTRIC**

2071 Green Road  
 Sister Bay, WI 54234  
 920-854-4070 phone  
 920-854-4464 fax  
 ESTIMATE

Date: July 16, 2014

Name: Village of Sister Bay – Highway 42 project

These are our rough estimates for changing electrical services from overhead to underground in the Village of Sister Bay.

<b>Hwy 57 to Maple Drive.....</b>	<b>Total \$5,000.00</b>
Motel 1-400amp overhead change to underground.....	\$2,000.00
2 – 200amp overhead change to underground.....	\$3,000.00
Ace Hardware (overhead fed from the back)	
Mission Grille (underground fed from the back)	
On Deck Clothing (underground fed from the side)	
<b>Maple Drive to Mill Road.....</b>	<b>Total \$23,500.00</b>
Husby's (overhead fed from the back)	
10647 Hwy 42 2-200amp overhead change to underground.....	\$3,000.00
1-100amp overhead change to underground.....	\$1,500.00
Drink Coffee 1-200amp 3phase overhead change to underground – feed from back	
Creamery 1-200amp 3phase underground	
Moesta 1-200amp underground	
Grasse's Grill 1-400amp overhead - feed from back	
Confectionary 1-200amp underground	
Sister Bay Bowl 1-200amp 3phase overhead change to underground.....	\$8,000.00
1-400amp overhead change to underground.....	\$8,000.00
1-200amp overhead change to underground.....	\$1,500.00
Sister Bay Bowl residence 1-100amp overhead change to underground.....	\$1,500.00
<b>Mill Road to Sunset Drive.....</b>	<b>Total \$9,000.00</b>
Wiltse Building 1-200amp underground	
Cedar Shops underground meter pack	
Wild Tomato Sister Bay 1-400amp overhead from the back	
Sister Bay Post Office 1-200amp overhead from the back	
David Greene 1-200amp overhead change to underground.....	\$1,500.00
Village Hall 1-400amp underground	
Boat House 1-200amp underground	
Al Johnson's underground back of building	
Casperson's 1-underground	
1-100amp overhead on back of garage.....	\$1,500.00
Sister Bay Marina all underground services	
Annika Johnson 1-100amp overhead change to underground.....	\$1,500.00
Mark Antczak 1-400amp overhead with CT cabinet.....	\$3,000.00
Marina View 1-200amp overhead change to underground.....	\$1,500.00
<b>Sunset Drive to Scandia Road.....</b>	<b>Total \$5,000.00</b>
Kellstrom Ray Agency 1-200amp overhead with panel outside.....	\$2,000.00
Ecology Sports 1-underground	
Second Hand Sue's 1-200amp overhead, no disconnect change to underground.....	\$1,500.00
Bhirdo's 1-200amp overhead, no disconnect change to underground.....	\$1,500.00



## VILLAGE OF SISTER BAY BOARD REPORT

For additional information: <http://www.sisterbaywi.info>

**Meeting Date:** 08/19/14

**Item No.** 3

**Recommendation:** that the Board accepts the recommendation of the Finance as well as the Water, Wastewater and Storm Sewer Committee and approves Resolution, No. 293-081914, Establishing a PILOT on the Village of Sister Bay Water Utility.

**Background:** The Village has elected to waive a PILOT on the Water utility on an annual basis per authorizing resolution. PSC regulates PILOT payments on public water utilities, and as such, determines the allowable PILOT amount on our Water Utility. The recommendation of the Finance Committee was to reduce the PILOT on the Marina by an amount equal to the amount of the Water Utility Pilot. This Resolution will have to be submitted to PSC for a rate case to determine the ultimate impact on rates. Once submitted, PSC has 120 days to review. It is anticipated that the new rates would not be able to come into effect until Q2 2015. It is contemplated that the base rate will increase by approximately \$9.66 per quarter per customer.

**Fiscal Impact:** Up to \$41,249 in increased fees to Utility Customers; Decrease of \$41,249 in Marina PILOT.

Respectfully submitted,

Zeke Jackson  
Village Administrator

**PUBLIC SERVICE COMMISSION OF WISCONSIN**

**INVESTIGATION INTO MUNICIPAL UTILITY PAYMENT IN LIEU OF TAXES (PILOT)**

**Staff Report**

**Docket 5-GF-215**

**January 30, 2013**

**Denise Schmidt, Program and Policy Analyst**

**Jeffrey Ripp, Assistant Administrator**

**Division of Water, Compliance, and Consumer Affairs**

## **Introduction**

Municipally owned water and electric utilities in Wisconsin are subject to a payment in lieu of local general property taxes, or PILOT. In contrast, investor-owned utilities pay a gross receipts tax. For rate-making purposes, the Commission makes an allowance for PILOT as a component of a utility's total revenue requirements. Over time, the PILOT payments have become a substantial portion of the revenue requirements for municipal water utilities.

Commission staff and others have raised concerns about the PILOT payment's impact on utility costs and rates, primarily with respect to municipal water utilities. On January 25, 2012, the Commission opened an investigation on the PILOT calculation for municipal utilities and directed staff to investigate the following issues:

1. The statutory authority for municipalities to collect a PILOT from municipal utilities;
2. The Commission's procedures for calculating the PILOT amount;
3. Whether municipalities distribute PILOT revenues to other local taxing jurisdictions, including school districts;
4. The amount that municipal water and electric utilities paid in lieu of taxes in calendar years 2010 and 2011;
5. The percentage of municipal utility revenue requirements attributable to PILOT in 2010 and 2011;
6. An estimate of the amount that would have been paid as a gross receipts tax, had such a tax been in place, for municipal water and electric utilities in 2010 and 2011;
7. The number of utilities that paid less in PILOT to their municipality than the maximum authorized amount for 2010 and 2011;

8. The statutory exemption from PILOT for sewer utilities and town sanitary districts, and;
9. The capital intensity of municipal water and electric utilities in Wisconsin.

Commission staff conducted an analysis of these nine issues and prepared a draft report of findings dated September 28, 2012. On October 11, 2012, staff presented the draft report and received feedback from interveners and other interested parties in a meeting held at Commission offices. In addition, the Commission has received written comments on the report and its findings. A list of attendees from the October 11 meeting are provided in Appendix 1, and the public comments appear in Appendix 2.

#### **Issue 1: Statutory Authority for PILOT**

In estimating a municipally owned water utility's operating expenses for rate-making purposes, the Commission has made an allowance for local taxes since 1918. See *Re Edgerton*, 1918B PUR 724 (December 31, 1917). See also *Re City of Milwaukee*, 1927B PUR 229 (December 9, 1926). In 1937, the Legislature codified the Commission's practice by amending Wis. Stat. § 66.06(11)(c), to include local and school tax equivalents among the valid expenses of a municipally owned utility that is tax exempt:

“The income of a public utility owned by a municipality shall first be used to meet operation, maintenance, depreciation, interest, and sinking-fund requirements, *local and school tax equivalents*, additions and improvements, and other necessary disbursements or indebtedness ...” (Emphasis added.)

## Issue 2: Commission Procedures for Calculating PILOT

In 1955, the Commission established a rule for determining the tax equivalent for municipal utilities. *Re Tax Equivalent for Municipal Utilities*, Docket No. 2-U-4447 (July 11, 1955). In *Re Tax Equivalent*, the Commission adopted Wis. Admin.

Code ch. PSC 125, providing in part:

**ch. PSC 125.01. Electric and/or water utilities; computing tax equivalent.** An acceptable 'tax equivalent' for all municipal electric and/or water utilities may be determined by either of the following methods:

- (1) Apply the local and school tax rate to the gross book value of plant plus materials and supplies multiplied by the ratio of assessed value to full value as found by the Wisconsin Department of Taxation for the community involved; or
- (2) Apply the local and school tax rate to the net book value of plant plus materials and supplies.

The Commission adopted ch. PSC 125, and later ch. PSC 109, which superseded ch. PSC 125, to govern calculation of the tax equivalent. By 1985, however, property taxes for privately owned utilities were replaced with a gross receipts tax.

PSC regulations establish a formula for the maximum allowable PILOT charge in Wis. Admin. Code § PSC 109.02 which provides:

**§ PSC 109.02. Municipal utilities; computing tax equivalent.** The maximum "tax equivalent" for any municipal utility (except a sewer utility) shall be determined by applying the local and school tax rates for the calendar year to the gross book value for the calendar year of plant plus materials and supplies multiplied by the assessment ratio for the municipality involved.

These regulations also give authority to the Commission to establish a charge in excess of the maximum allowable:

**§ PSC 109.03. Municipal utilities; higher tax equivalent.** If a tax equivalent greater than that obtained by the method in s. PSC 109.02 is desired, the written approval of the commission must be obtained.

In 1994, the Commission opened a docket to consider changes to Wis. Admin. Code ch. PSC 109 “[i]n order to return the tax equivalent to its original purpose of achieving rough equivalence with privately-owned utilities.” *Revisions of Chapter PSC 109, Tax Equivalent for Municipal Utilities*, Docket 1-AC-145, 1995 WL 867887 (Sept. 15, 1995). Because ch. PSC 109 remained unchanged since 1985 when property taxes for privately-owned utilities were replaced with the gross receipts tax, the tax equivalent under ch. PSC 109 substantially exceeded what would be calculated under the gross receipts tax. *Id.* “For some municipal utilities, the tax equivalent now comprises a substantial portion of the revenue requirement.” *Id.*

In 1995, the Legislature established a minimum PILOT payment because utilities’ tax equivalents were expected to decrease as a result of property tax relief provisions in 1995 Wis. Act 27. See COMPARATIVE SUMMARY OF BUDGET PROVISIONS ENACTED AS 1995 ACTS 27 AND 113, at 945 (WI Legislative Fiscal Bureau, 1995). Act 27 amended Wis. Stat. § 66.069(1)(c) (previously § 66.06(11)(c)), , adding that “[b]eginning with taxes levied in 1995, payable in 1996, payments for local and school tax equivalents shall at least be equal to the payment made on the property for taxes levied in 1994, payable in 1995, unless a lower payment is authorized by the governing body of the municipality.” 1995 Wis. Act 27, § 3316m. Later, 1999 Wis. Act 150 renumbered Wis. Stat. § 66.069(1)(c) as § 66.0811(2).

All calculations of PILOT are based on the gross book value of total utility plant, which includes plant that is contributed by outside sources. The gross book value is calculated using the original cost of a utility’s investment in plant.

### **Issue 3: Municipalities' Distribution of PILOT Revenues to Other Local Taxing**

#### **Jurisdictions**

The formula used to compute the maximum PILOT for municipal utilities is found in Wis. Admin. Code § PSC 109.02. This formula includes both a local and school tax component. The Commission expressed an interest in determining whether municipalities receiving PILOT revenues shared these revenues with the local school districts. Staff was unable to discover any instances of PILOT revenue sharing through conversations with interveners and other stakeholders. In general, staff found that revenues collected through PILOT remain within the municipalities and are not distributed to school districts or to the other taxing jurisdictions included in the PILOT calculation. However, a more detailed analysis could reveal one or two exceptions to this general practice.

#### **Issue 4: Amount of PILOT Paid**

Municipal water utilities made PILOT payments totaling \$87.4 million in 2010 and \$92.9 million in 2011. During the same time period, municipal electric utilities made PILOT payments totaling \$18.4 million and \$19.3 million, respectively. Table 1 provides detailed PILOT amounts by utility class.

**TABLE 1**  
**Total PILOT Amount Paid**

<b>Utility Type</b>	<b>2010</b>		<b>2011</b>	
	<b><u>Amount</u></b>	<b><u>No. of Utilities</u></b>	<b><u>Amount</u></b>	<b><u>No. of Utilities</u></b>
<b>Water</b>				
Class AB	\$62,916,059	96	\$67,137,268	97
Class C	16,898,934	139	17,765,683	138
Class D	<u>7,549,271</u>	<u>274</u>	<u>7,954,143</u>	<u>276</u>
<b>Total</b>	<b>\$87,364,264</b>	<b>509</b>	<b>\$92,857,094</b>	<b>511</b>
<b>Electric</b>				
Class AB	\$13,831,927	32	\$14,549,677	32
Class C	4,531,082	49	4,700,368	49
Class D	<u>11,025</u>	<u>1</u>	<u>11,025</u>	<u>1</u>
<b>Total</b>	<b>\$18,374,034</b>	<b>82</b>	<b>\$19,261,070</b>	<b>82</b>

**Issue 5: Percentage of Total Revenue Requirements the PILOT Payment Represents**

Table 2 displays the authorized PILOT as a percentage of the revenue requirement for municipal utilities, by class. Water utilities' PILOT payments amounted to, on average, 14.9 percent of the total revenue requirement in 2010 and 14.8 percent in 2011. Ironton Water Utility in Sauk County paid the largest PILOT, by percentage, at approximately 66 percent of its total revenue requirement in both 2010 and 2011. At the other end of the range were those water utilities authorized by their municipalities to pay no PILOT, with 57 water utilities so authorized in 2010 and 62 in 2011, as shown in Table 3.

In contrast, municipal electric utilities' PILOT payments averaged 2.6 percent of their total revenue requirement in both 2010 and 2011. The maximum percentage paid was 7.0 percent in 2010 and 6.3 percent in 2011, with one municipal electric utility authorized to pay no PILOT in both years.

Detailed summaries of PILOT payments for each municipal water and electric utility in 2010 and 2011 are included as Appendices 3 and 4 (water) and 5 and 6 (electric).

TABLE 2

**PILOT as Percentage of Total Revenue Requirement**  
(All Numbers in %)

Utility Type	2010				2011			
	<u>Avg.</u>	<u>Min.</u>	<u>Max.</u>	<u>Median</u>	<u>Avg.</u>	<u>Min.</u>	<u>Max.</u>	<u>Median</u>
<b><u>Water</u></b>								
Class AB	14.5	0.0	27.9	15.2	14.3	0.0	27.9	15.0
Class C	16.2	0.0	33.1	16.9	16.7	0.0	43.5	17.2
Class D	15.2	0.0	65.6	16.4	16.0	0.0	66.2	16.5
<b>All Utilities</b>	<b>14.9</b>	<b>0.0</b>	<b>65.6</b>	<b>16.2</b>	<b>14.8</b>	<b>0.0</b>	<b>66.2</b>	<b>16.3</b>
<b><u>Electric</u></b>								
Class AB	2.5	1.2	5.2	2.5	2.6	1.3	4.9	2.7
Class C	2.7	0.0	7.0	2.5	2.7	0.0	6.3	2.6
Class D	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
<b>All Utilities</b>	<b>2.6</b>	<b>0.0</b>	<b>7.0</b>	<b>2.5</b>	<b>2.6</b>	<b>0.0</b>	<b>6.3</b>	<b>2.6</b>

**TABLE 3**  
**Number of Utilities Authorized to Pay \$0 in PILOT**

<u>Utility Type</u>	<u>2010</u>	<u>2011</u>
<b><u>Water</u></b>		
Class AB	1	1
Class C	3	3
Class D	<u>54</u>	<u>59</u>
<b>All Utilities</b>	<b>57</b>	<b>62</b>
<b><u>Electric</u></b>		
Class AB	0	0
Class C	1	1
Class D	<u>0</u>	<u>0</u>
<b>All Utilities</b>	<b>1</b>	<b>1</b>

### Issue 6: Gross Receipts Tax Calculation

If municipally owned water and electric utilities were assessed taxes in the same manner as privately-owned utilities, they would pay a 3.19 percent gross receipts tax, as outlined in Wis. Stat. § 76.28(2)(c)2. The gross receipts tax is collected by the State, while PILOT is collected and retained locally. Table 4 examines what the gross receipts tax would have been in 2010 and 2011 for municipal utilities. To be consistent with the tax calculation method applied to privately-owned utilities, the revenues used to calculate the gross receipts tax exclude interdepartmental sales, interdepartmental rents, and deductions from sales and use taxes.

**TABLE 4**  
**Equivalent Gross Receipts Tax**  
(3.19% of Revenues)

<u>Utility Type</u>	<u>2010</u>	<u>2011</u>
<b><u>Water</u></b>		
Class AB	\$13,048,574	\$14,150,361
Class C	3,301,426	3,383,024
Class D	<u>1,573,737</u>	<u>1,585,895</u>
<b>Total</b>	<b>\$17,923,738</b>	<b>\$19,119,280</b>
<b><u>Electric</u></b>		
Class AB	\$17,334,681	\$17,952,251
Class C	5,291,255	5,593,502
Class D	<u>11,881</u>	<u>11,841</u>
<b>Total</b>	<b>\$22,637,817</b>	<b>\$23,557,594</b>

Had the gross receipts tax been in place, water utilities would have paid \$17.9 million in 2010 and \$19.1 million in 2011. In other words, municipal water ratepayers would have paid between \$69.4 million and \$73.7 million less had the municipal water utilities paid taxes in the same manner as privately-owned utilities. In contrast, municipal electric customers would have

paid approximately \$4.3 million more in both 2010 and 2011 had a gross receipts tax been in place.

**Issue 7: Number of Municipal Utilities with PILOT Payments Lower Than the Maximum Authorized Amount**

Wisconsin Stat. § 66.0811(2) provides a statutory formula for determining the minimum allowable amount of the PILOT. This statute does not explicitly identify who has the authority to set the minimum PILOT and does not contain any reference to the Commission's authority to review or adjust this amount. It does, however give explicit authority to the governing body of the municipality to set an amount lower than the statutory minimum. In *Revisions of Chapter PSC 109*, the Commission observed:

- The statutory change essentially provides the governing body of a municipality which owns a public utility the discretion as to the appropriate level of tax equivalent.
- This statutory language allows the municipality to 'freeze' the tax equivalent payment at the 1994 level. In application, future tax equivalents could be at the prior year's level, the level of the 1994 base amount or an amount equal to the current calculation under ch. PSC 109, Wis. Adm. Code. The choice is up to the municipality.
- Pursuant to s. 66.069(1)(c), Wis. Stats., the determination of the level of the municipal tax equivalent is the responsibility of the local municipal officials. Utility personnel will need to work with their municipal officials in establishing an appropriate level of tax equivalent for their situation. The utility will be responsible to report this dollar amount in the filing of all its financial statements, rate case applications and other miscellaneous reporting requirements before the Commission.

Table 5 displays the number of municipal utilities that received authorization to pay less than the maximum authorized amount of PILOT in 2010 and 2011. In both years, approximately 23 percent of the municipal water utilities had a lower PILOT authorized, resulting in a reduction in total payments of \$5.8 million in 2010 and \$5.9

million in 2011. In 2010, four municipal electric utilities paid \$78,262 less than the calculated PILOT amount. In 2011, seven utilities paid \$123,987 less than the calculated PILOT amount. Table 5 includes those utilities that paid no PILOT in 2010 and 2011.

**TABLE 5**  
**Utilities With Lower Tax Equivalent Authorized**

Utility Type	2010			2011		
	<u>Number</u>	<u>%</u>	<u>Difference</u>	<u>Number</u>	<u>%</u>	<u>Difference</u>
<b>Water</b>						
Class A/B	12	12.5	\$2,130,997	15	15.5	\$2,345,364
Class C	18	12.9	1,562,784	14	10.1	1,171,205
Class D	<u>86</u>	31.4	<u>2,113,161</u>	<u>89</u>	32.2	<u>2,359,788</u>
<b>All Utilities</b>	<b>116</b>	<b>22.8</b>	<b>\$5,806,942</b>	<b>118</b>	<b>23.1</b>	<b>\$5,876,357</b>
<b>Electric</b>						
Class A/B	1	3.1	\$24,337	3	9.4	\$65,909
Class C	3	6.1	53,925	4	8.2	58,078
Class D	<u>0</u>	0.0	<u>0</u>	<u>0</u>	0.0	<u>0</u>
<b>All Utilities</b>	<b>4</b>	<b>4.9</b>	<b>\$78,262</b>	<b>7</b>	<b>8.5</b>	<b>\$123,987</b>

**Issue #8: Exemption from PILOT for Sewer Utilities and Sanitary Sewer Districts**

Municipal sewer utilities are exempt from PILOT under Wis. Admin. Code § PSC 109.05, and town sanitary districts that own and operate water utilities are exempt under Wis. Admin. Code § PSC 109.06. Municipal sewer utilities are not subject to Commission jurisdiction, as the definition of a 'public utility' under Wis. Stat. § 196.01(5)(a)1. does not include a governmental unit, "who furnishes services by means of a sewerage system either directly or indirectly to or for the public." A combined water-sewer sanitary district may by ordinance be considered a single public utility subject to PSC jurisdiction under Wis. Stat. § 66.0819(2). However, the PSC is required to treat the water and sewer systems separately in terms of rates, accounting, extension rules, service standards or other regulations, unless the Commission finds that the public interest requires otherwise.

**Issue #9: Capital Intensity of Municipal Water and Electric Utilities**

In general, the municipal water industry is far more capital-intensive than the municipal electric industry. As a measure of capital intensity, Table 6 examines the dollars invested in gross utility plant for every dollar of gross utility revenue. For the 2010 and 2011 reporting years, water utilities had between \$2.76 and \$152.25 invested in plant for every dollar in revenue, with a median of \$10.66 invested per dollar of revenue. In contrast, the electric utility amounts ranged between \$0.62 and \$4.02, with a median of \$1.58 invested for every dollar in revenue.

**TABLE 6**  
**\$ Gross Plant per \$ Gross Revenues**

<b>Utility Type</b>	<b>2010</b>				<b>2011</b>			
<b><u>Water</u></b>	<b><u>Avg.</u></b>	<b><u>Min.</u></b>	<b><u>Max.</u></b>	<b><u>Median</u></b>	<b><u>Avg.</u></b>	<b><u>Min.</u></b>	<b><u>Max.</u></b>	<b><u>Median</u></b>
Class A/B	\$9.16	\$3.69	\$17.00	\$9.22	\$8.80	\$3.52	\$16.63	\$9.22
Class C	10.82	2.76	21.11	10.23	10.66	2.98	21.13	10.22
Class D	11.79	3.35	152.25	11.76	12.40	0.00	147.85	11.86
<b>All Utilities</b>	<b>\$9.67</b>	<b>\$2.76</b>	<b>\$152.25</b>	<b>\$10.62</b>	<b>\$9.40</b>	<b>\$0.00</b>	<b>\$147.85</b>	<b>\$10.71</b>
<b><u>Electric</u></b>	<b><u>Avg.</u></b>	<b><u>Min.</u></b>	<b><u>Max.</u></b>	<b><u>Median</u></b>	<b><u>Avg.</u></b>	<b><u>Min.</u></b>	<b><u>Max.</u></b>	<b><u>Median</u></b>
Class A/B	\$1.67	\$0.63	\$3.25	\$1.52	\$1.67	\$0.62	\$2.87	\$1.61
Class C	1.63	0.64	3.81	1.52	1.60	0.64	4.02	1.47
Class D	1.86	1.86	1.86	1.86	1.87	1.87	1.87	1.87
<b>All Utilities</b>	<b>\$1.66</b>	<b>\$0.63</b>	<b>\$3.81</b>	<b>\$1.54</b>	<b>\$1.65</b>	<b>\$0.62</b>	<b>\$4.02</b>	<b>\$1.61</b>

### **Conclusion**

The cost of PILOT payments is passed on to ratepayers in the form of higher rates. PILOT payments can be a significant component of a municipal water utility's revenue requirement, meaning a large portion of a customer's water bill is actually being paid to support local government operations rather than water production and distribution. In contrast, PILOT is a much smaller component of the revenue requirement for municipal electric utilities. Because water utilities are capital-intensive, the current method for calculating PILOT may be a disincentive to replacing aging infrastructure and making improvements necessary to ensure adequate service and protect public health. In addition, while the original purpose of providing for a tax equivalent was to ensure that municipal utilities were treated on par with privately owned utilities that paid a property tax, property taxes for privately owned utilities were replaced with a gross receipts tax in

1985. As shown by this analysis, PILOT payments for most municipal water systems exceed the amount that they would otherwise pay as a gross receipts tax.

**PROPERTY TAX EQUIVALENT (WATER)**

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service (total of utility financed and contributed plant), property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.0811(2). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Door				1
<b>SUMMARY OF TAX RATES</b>							
State tax rate	mills		0.160725				2
County tax rate	mills		3.466396				3
Local tax rate	mills		4.693573				4
School tax rate	mills		2.543109				5
Voc. school tax rate	mills		1.571086				6
Other tax rate - Local	mills		0.000000				7
Other tax rate - Non-Local	mills		0.000000				8
<b>Total tax rate</b>	<b>mills</b>		<b>12.434889</b>				9
Less: state credit	mills		0.443781				10
<b>Net tax rate</b>	<b>mills</b>		<b>11.991108</b>				11
<b>PROPERTY TAX EQUIVALENT CALCULATION</b>							
Local Tax Rate	mills		4.693573				12
Combined School Tax Rate	mills		4.114195				13
Other Tax Rate - Local	mills		0.000000				14
<b>Total Local &amp; School Tax</b>	<b>mills</b>		<b>8.807768</b>				15
<b>Total Tax Rate</b>	<b>mills</b>		<b>12.434889</b>				16
Ratio of Local and School Tax to Total	dec.		0.708311				17
<b>Total tax net of state credit</b>	<b>mills</b>		<b>11.991108</b>				18
<b>Net Local and School Tax Rate</b>	<b>mills</b>		<b>8.493433</b>				19
Utility Plant, Jan. 1	\$	4,568,901	4,568,901				20
Materials & Supplies	\$	30,702	30,702				21
<b>Subtotal</b>	<b>\$</b>	<b>4,599,603</b>	<b>4,599,603</b>				22
Less: Plant Outside Limits	\$	0	0				23
<b>Taxable Assets</b>	<b>\$</b>	<b>4,599,603</b>	<b>4,599,603</b>				24
Assessment Ratio	dec.		1.055871				25
<b>Assessed Value</b>	<b>\$</b>	<b>4,856,587</b>	<b>4,856,587</b>				26
<b>Net Local &amp; School Rate</b>	<b>mills</b>		<b>8.493433</b>				27
<b>Tax Equiv. Computed for Current Year</b>	<b>\$</b>	<b>41,249</b>	<b>41,249</b>				28
<b>Tax Equivalent per 1994 PSC Report</b>	<b>\$</b>	<b>23,137</b>					29
Any lower tax equivalent as authorized by municipality (see note 6)	\$	23,137					30
<b>Tax equiv. for current year (see note 6)</b>	<b>\$</b>	<b>23,137</b>					31
Footnotes			*				32

**RESOLUTION № 293-081914**

**ESTABLISHING A PAYMENT IN LIEU OF TAXES (PILOT) FOR THE  
VILLAGE OF SISTER BAY WATER UTILITY**

**WHEREAS**, at the inception of the Sister Bay Water Utility, the Village of Sister Bay Board of Trustees approved a resolution which waived the Water Utility of an annual PILOT payment to the Village; and

**WHEREAS**, in accordance with PSC Chapter 109, Section 109.02, the PILOT "shall be determined by applying the local and school tax rates for the calendar year to the gross book value for the calendar year of plant plus materials and supplies multiplied by the assessment ratio for the municipality",

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of the Village of Sister Bay does hereby impose an annual PILOT payment, amount to be determined annually by the Wisconsin Public Service Commission, upon the Village of Sister Bay Water Utility.

**INTRODUCED** at a regular meeting of the Board of Trustees of the Village of Sister Bay conducted on the 18<sup>th</sup> day of August, 2014.

Passed and adopted this \_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
David W. Lienau, President

**ATTEST:**

\_\_\_\_\_  
Christy Sully, Village Clerk WCPC/MMC

VOTE: Ayes \_\_\_\_\_ Noes \_\_\_\_\_



# Village of Sister Bay

## BOARD REPORT

For additional information: [www.sisterbaywi.gov](http://www.sisterbaywi.gov)

**Meeting Date:** 8/19/14  
**Item No.:** 5

**Recommendation:** That the Board accepts the recommendation of the Finance Committee to reallocate administrative personnel costs and approves Resolution No. 294-081914, Amending the Administrative Transfers in the 2014 Budget.

**Background:** When the 2014 Budget was prepared, the position of Village Administrator remained vacant, so allocations of administrative personnel costs were left at 2013 rates. In February of 2014, Auditor Konecny noted that the Village's allocation of these costs to certain funds appeared low, given time spent on the Bay Shore Drive utility project and increased activity in the TIF district. Neuman and Jackson subsequently met to revise the administrative allocations and presented new figures to the Finance Committee at its July 24, 2014 meeting. The Committee recommended amending the budget accordingly.

**Fiscal Impact:** The Administrative transfers to the TIF are increased by a factor of 4.055 and to Utilities by a factor of 1.573. The General Fund is positively affected by a total factor of minus 5.623.

Respectfully submitted,

A handwritten signature in black ink that reads "Juliana Neuman".

Juliana Neuman  
Village Finance Director

**RESOLUTION № 294-081914**

**AMENDING THE ADMINISTRATIVE TRANSFERS IN THE 2014 BUDGET**

**WHEREAS**, on November 12, 2013 the Village of Sister Bay Board of Trustees approved Resolution No. 272-111213 adopting the 2014 Annual Budget; and

**WHEREAS**, when the 2014 Budget was prepared Zeke Jackson had not yet assumed the position of Village Administrator; and

**WHEREAS**, Village auditor Mike Konecny noted in February of 2014 that the Village's allocation of administrative costs to certain funds is low, given the Bay Shore Drive utility project and an increase in activity within the TIF District; and

**WHEREAS**, the Village of Sister Bay Administrator and Finance Director have discussed the administrative transfers contained in the 2014 Salary and Wage Cost Estimates with the Village's Finance Committee and have proposed increases in transfers of cost to the Bay Shore Drive project, the Utility departments, and the TID fund,

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of the Village of Sister Bay does hereby increase the 2014 Administrative Transfers by a factor of 1.573 to Utilities and by a factor of 4.055 to the TIF.

**INTRODUCED** at a regular meeting of the Board of Trustees of the Village of Sister Bay conducted on the \_\_\_\_ day of \_\_\_\_ 2014.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
David W. Lienau, President

**ATTEST:**

\_\_\_\_\_  
Christy Sully, Village Clerk WCPC/MMC

VOTE: Ayes \_\_\_\_\_ Noes \_\_\_\_\_



# Village of Sister Bay

## BOARD REPORT

For additional information: [www.sisterbaywi.gov](http://www.sisterbaywi.gov)

**Meeting Date:** 8/19/14  
**Item No.:** 6

**Recommendation:** That the Board accepts the recommendation of the Finance Committee to reallocate several capital reserve funds and approves Resolution No. 295-0081914, Amending the 2014 Capital Projects Budget.

**Background:** At its July 24, 2014 meeting, the Finance Committee reviewed available capital reserve fund balances and made a series of recommendations regarding reallocation of some of those funds:

- 1) The Parks Department sold a lawnmower earlier this year and has requested that the proceeds of that sale be used to help cover the cost of a blower/bagger that was purchased in April, 2014. The Finance Committee affirmed this request and further recommended that the remaining negative balance (-\$495.81) in the Parks Equipment line be merged with the Various Parks Project reserves, along with the \$3,442.70 remainder in the Baseball Field Improvements.
- 2) The remaining \$2,283.30 in the Paperless Meeting fund should be merged with the Information Technology fund, for a new total there of \$24,829.89.
- 3) Interest earned on the Stewardship grant (including that from the loan to the Marina) should be used for the Beach Project. This adds a total of \$90,661.75 to the amount available for the beach, for a new total of \$429,286.33.
- 4) The \$7,722.12 shortfall in Streets Resurfacing could be reduced by applying revenue from TIF computer aids (\$4,153 plus another \$655 to be received in 2014, for a total of \$4,808). The additional \$2,914.12 needed in Streets Resurfacing could come from the Election Machine replacement line.

**Fiscal Impact:** Other than removing the lawnmower sale proceeds (\$2,121) from the General Fund revenue stream, all of the above changes help to cover existing capital project needs by using money that is no longer needed for its original purpose.

Respectfully submitted,

A handwritten signature in black ink that reads "Juliana Neuman".

Juliana Neuman  
Village Finance Director

# Village of Sister Bay Capital Reserve Balances

Cumulative Major Project Reserves as of 6/30/14		YTD balance 2013	budget funding for 2014	opening balance 2014	re-allocated 4/14/14	re-allocation proposed 7/24/14	added in 2014	expended in 2014	YTD balance 2014
03 13	Fire Truck Available	331,066.50	25,000	356,066.50	-115,000.00		901.93		241,968.43
03 15	Waterfront Property Acquisition	0.00		0.00					0.00
04 08	Streets Resurfacing	70,605.89	18,000	88,605.89		7,722.12	15,000.00	111,328.01	0.00
04 17	Old School Remodel/Razing	0.00		0.00					0.00
04 18	Old Fire Station Demolition/Upgrades	50,000.00		50,000.00				25,375.05	24,624.95
04 24	Parks Bldg/Beach Restrooms/Visitor Cntr.	347,698.00		347,698.00					347,698.00
07 46	Waterfront Development'	552,324.18	150,000	702,324.18	-365,000.00	90,661.75		7,699.60	420,286.33
09 56	Various Parks Projects	16,069.40	10,000	26,069.40		2,946.89			29,016.29
09 57	Vehicle Replacement	19,711.00	10,000	29,711.00					29,711.00
10 58	Village Hall acoustics & A/C	43,909.32		43,909.32					43,909.32
10 59	Parks Equipment	262.98		262.98			2,121.21	2,880.00	0.00
11 65	OS Election Machine replacement	5,500.00		5,500.00		495.81			2,585.88
11 68	Helms Debt Reserves	252,618.00		252,618.00		-2,914.12		17,617.98	235,000.02
12 69	Skatepark Polished Slab	20,000.00		20,000.00					20,000.00
12 70	Coastal Byways Kiosk/Grant	17,714.00		17,714.00					17,714.00
12 71	Paperless Meeting Computers	2,283.30		2,283.30					0.00
12 72	Redevelopment Planning (TIF)	-34,839.21		-34,839.21		-2,283.30			-34,839.21
13 75	Baseball field improvements	3,442.70		3,442.70		-3,442.70			0.00
13 76	Trackless snow machine replacement	25,000.00	25,000	50,000.00				26,815.00	23,185.00
14 77	Information/Technology upgrades	0.00	30,000	30,000.00		2,283.30		7,453.41	24,829.89
14 78	Cash receipting software	0.00	3,700	3,700.00					3,700.00
14 80	Canterbury/Maple bypass	-3,697.03		-3,697.03	115,000.00				111,302.97
11 67	Bay Shore Drive reconstruction	64,822.80		64,822.80	365,000.00			121,512.75	308,310.05
14 79	BSD Stormwater							162,451.09	-162,451.09
14 81	BSD Overhead Line Burial		50,000	50,000.00					50,000.00
14 82	BSD Lighting							4,760.00	-4,760.00
14 83	Marina Capital Projects							25,000.00	0.00
	Unallocated	0.00	25,000	25,000.00					0.00
	CIP Interest Income (Stewardship grant)	17,926.58		17,926.58					17,926.58
	CIP Transfers In & Out	18,708.83		18,708.83		-19,995.67	1,286.84		0.00
	TIF Computer Aids	4,153.00		4,153.00					0.00
	TIF Stewardship Grant & loan to Marina	70,666.08		70,666.08		-4,808.00	655.00		0.00
13 74 (TIF)	Pavilion/Donations	8,032.50		8,032.50		-70,666.08			0.00
	TIF Fees	-2,450.00		-2,450.00			435,000.00	351,851.87	91,180.63
	TIF Consulting: CIP & TIF	-5,793.00		-5,793.00				150.00	-2,600.00
	TIF Other TIF exp.	-17,514.06		-17,514.06				1,597.75	-7,390.75
	TIF Interest on Debt	-24,743.66		-24,743.66				5,055.03	-22,569.09
	TIF Transfers Out	-140,320.57		-140,320.57				32,416.50	-24,743.66
	<b>Totals</b>	<b>1,713,157.53</b>	<b>346,700</b>	<b>2,059,857.53</b>		<b>-</b>	<b>454,964.98</b>	<b>903,964.04</b>	<b>1,610,858.47</b>

**RESOLUTION № 295-081914****AMENDING THE 2014 CAPITAL PROJECTS BUDGET**

**WHEREAS**, on November 12, 2013 the Village of Sister Bay Board of Trustees approved Resolution No. 273-111213 adopting the 2014 Annual Budget and Capital Improvement Program; and

**WHEREAS**, there is a need for funding for the upcoming completion of the Beach Project and to cover the shortfall of \$7,722.12 for the recent repair of Scandia and Woodcrest Roads as well as the cost of a recent purchase of a bagger/blower for the Parks Department; and

**WHEREAS**, the Tax Incremental District has received revenues as of 6/30/14 from loan repayments and interest totaling \$90,661.75 and from computer aids totaling \$4,808 as of 7/28/14; and

**WHEREAS**, the Parks Department sold a lawnmower in April of 2014 for \$2,121; and

**WHEREAS**, the Village of Sister Bay Finance Committee has recommended that \$90,661.75 be added to the Beach Project line item in the Capital Projects budget, that \$4,808 be applied to the Streets Resurfacing shortfall, and that the lawnmower proceeds of \$2,121 be used to defray the cost of the new bagger/blower; and

**WHEREAS**, the Finance Committee has further recommended that the remaining Streets Resurfacing shortfall be eliminated with a transfer of \$2,914.12 from the excess available in the Election Replacement line item; and

**WHEREAS**, the Finance Committee has also recommended that the small balances remaining in the Baseball Field Improvements line item (\$3,442.70) and the Parks Equipment line item (-\$495.81) be merged with the Various Parks Project line item for a new total of \$29,016.29 and that the remaining balance in the Paperless Meeting Computers line item (\$2,283.30) be merged with the Information Technology Upgrades line item for a new total of \$24,829.89;

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of the Village of Sister Bay does hereby amend the 2014 Capital Projects Budget by adding \$90,661.75 to the Beach Project line item and a total of \$7,722.12 to the Streets Resurfacing line item and \$2,121 to the Parks Equipment line item; and

**BE IT FURTHER RESOLVED** that the Baseball Field Improvements and the Park Equipment line items in the Capital Improvements Budget be merged with the Various Parks Projects line item and that the Paperless Meeting Computers line item be merged with the Information Technology Upgrades line item.

**INTRODUCED** at a regular meeting of the Board of Trustees of the Village of Sister Bay conducted on the 19<sup>th</sup> day of August 2014.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
David W. Lienau, President

**ATTEST:**

\_\_\_\_\_  
Christy Sully, Village Clerk WCPC/MMC

VOTE:   Ayes \_\_\_\_\_ Noes \_\_\_\_\_

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
10002	AARP MEDICARERX PREFERRED	JNEUMAN814	J Neuman RX policy	07/24/2014	43.70	43.70	07/24/2014
		JNEUMAN9-14	J Neuman RX policy	08/14/2014	43.70	43.70	08/14/2014
Total 10002					87.40	87.40	
10004	AARP HEALTH CARE OPTIONS	J NEUMAN9-14	J Neuman supplemental ins.	08/14/2014	172.48	172.48	08/14/2014
		JNEUMAN814	J Neuman supplemental ins.	07/24/2014	172.48	172.48	07/24/2014
Total 10004					344.96	344.96	
10005	ACTION ELECTRIC INC	28282	wire A/C units	07/01/2014	715.00	715.00	07/24/2014
		28377	Light bulbs kiosk info booth	07/31/2014	43.44	43.44	08/14/2014
			electric car charger		109.42	109.42	08/14/2014
			Spts Cplx exit light bulbs		109.20	109.20	08/14/2014
Total 10005					977.06	977.06	
10007	ACTION APPRAISERS INC	1314	Assessor	08/05/2014	2,875.00	2,875.00	08/14/2014
Total 10007					2,875.00	2,875.00	
10110	AFLAC	180195	Employee-funded premium	08/12/2014	199.20	199.20	08/14/2014
Total 10110					199.20	199.20	
10113	SHIRLEY ADAMS	81214	Chief Election Judge Training	08/12/2014	20.00	20.00	08/14/2014
			Poll Worker compensation		155.00	155.00	08/14/2014
Total 10113					175.00	175.00	
10123	BETTY ANDERSON	81214	Poll Worker compensation	08/12/2014	155.00	155.00	08/14/2014
			Chief Election Judge training		20.00	20.00	08/14/2014
Total 10123					175.00	175.00	
10125	ROBERT ANDERSON	81214	Poll Worker compensation	08/12/2014	140.00	140.00	08/14/2014
Total 10125					140.00	140.00	
12207	NANCY BAUX, COURT REPORTER	81614	Board of Review	07/08/2014	345.00	345.00	07/17/2014
Total 12207					345.00	345.00	
12233	BLACK CREEK SOD INC	31204	Sod - Pavilion	07/29/2014	2,349.00	2,349.00	08/07/2014
Total 12233					2,349.00	2,349.00	
13260	BHIRDO'S BY THE BAY	15524	Marina - gas	06/30/2014	30.12	30.12	07/24/2014
		15547	Village gas -	06/30/2014	896.13	896.13	07/24/2014
Total 13260					926.25	926.25	
13499	BRUCE MUNICIPAL EQUIP	SB14183	Equipment repair - trackless	07/31/2014	5,931.19	5,931.19	08/07/2014
Total 13499					5,931.19	5,931.19	
14309	CARDMEMBER SERVICE	420	Net Head	07/16/2014	61.94	61.94	07/31/2014
		4238	Ring Buoys	07/17/2014	89.95	89.95	07/31/2014
		430	Staff Lunch - Marina	07/19/2014	81.57	81.57	07/31/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
		488	Painting supplies	07/18/2014	361.94	361.94	07/31/2014
		5037	office supplies - Marina	07/12/2014	12.97	12.97	07/31/2014
		5989	Ring Buoys	07/16/2014	89.95	89.95	07/31/2014
		6485	Farm Market - ad	06/25/2014	198.90	198.90	07/31/2014
		6646	Recognition - Donna Scattergood	06/30/2014	54.42	54.42	07/31/2014
			Recognition - Pam Abshire		54.43	54.43	07/31/2014
		6731A	Marina - Mailing	06/18/2014	3.43	3.43	07/31/2014
		6995	Ring Buoys	07/16/2014	89.95	89.95	07/31/2014
		7889	Net Handle	07/18/2014	61.97	61.97	07/31/2014
		842	Marina - coffee	07/15/2014	21.98	21.98	07/31/2014
		9287	Deck plate keys	07/18/2014	24.12	24.12	07/31/2014
		9819	Seminar - Baker	06/20/2014	99.00	99.00	07/31/2014
		Total 14309			1,306.52	1,306.52	
14310	CAPTAIN COMMODES INC	23475	Commode rental - Dog Park	07/24/2014	75.00	75.00	07/31/2014
		Total 14310			75.00	75.00	
17501	CHARTER COMMUNICATIONS	AUG14	internet - Admin Bldg	07/23/2014	149.99	149.99	07/31/2014
		AUG14 BH	Boathouse - charter TV	08/08/2014	69.17		
		AUG14M	internet - Marina	08/01/2014	65.00	65.00	08/07/2014
		JUL14M	internet - Marina	07/31/2014	65.00	65.00	08/07/2014
		JULY14BH	Boathouse - charter TV	07/08/2014	69.17	69.17	07/17/2014
		JUN14M	internet - Marina	06/30/2014	65.00	65.00	08/07/2014
		Total 17501			483.33	414.16	
17506	CELLCOM	191312	Cell phone - Administrator	07/05/2014	54.55	54.55	07/17/2014
			Cellphone - Marina manager		44.56	44.56	07/17/2014
			Cellphones - Parks employees		140.30	140.30	07/17/2014
		311879	Cell phone - Administrator	08/05/2014	54.55	54.55	08/14/2014
			Cellphone - Marina manager		44.56	44.56	08/14/2014
			Cellphones - Parks employees		140.30	140.30	08/14/2014
		Total 17506			478.82	478.82	
17519	COUNTRY WALK BP-AMOCO	1103	Village gas -	07/31/2014	207.65	207.65	08/07/2014
		Total 17519			207.65	207.65	
17526	CUMMINS NPOWER LLC	802-589	Generator inspection - fire station	07/16/2014	276.00	276.00	07/24/2014
		Total 17526			276.00	276.00	
20007	DELTA DENTAL OF WIS	713314	Dental insurance	07/21/2014	983.79	983.79	07/24/2014
		Total 20007			983.79	983.79	
20010	DJG SALES LLC	3350	Pavilion signs	07/24/2014	2,126.00	2,126.00	08/07/2014
		Total 20010			2,126.00	2,126.00	
20399	DONOHUE & ASSOC	12032-37	Construction	07/15/2014	1,767.50	1,767.50	07/31/2014
			Meetings		152.50	152.50	07/31/2014
			Design		1,270.00	1,270.00	07/31/2014
			Construction		1,130.00	1,130.00	07/31/2014
			Meetings		232.50	232.50	07/31/2014
			Design		2,342.50	2,342.50	07/31/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			Public outreach		725.90	725.90	07/31/2014
			Lighting		1,512.50	1,512.50	07/31/2014
			Construction		647.50	647.50	07/31/2014
			Construction		400.00	400.00	07/31/2014
			Meetings		217.50	217.50	07/31/2014
			<b>Total 20399</b>		<b>10,398.40</b>	<b>10,398.40</b>	
20435	DEPT OF HEALTH SERVICES	2014BH	Boat house renewal	07/30/2014	110.00	110.00	07/31/2014
			<b>Total 20435</b>		<b>110.00</b>	<b>110.00</b>	
20440	DOMINION VOTING SYSTEMS INC	DVS110628	Software license - TSX	06/30/2014	6.04	6.04	07/17/2014
			Hardware Maintenance - TSX		114.82	114.82	07/17/2014
			Hardware Maintenance - TSX printer		54.39	54.39	07/17/2014
			<b>Total 20440</b>		<b>175.25</b>	<b>175.25</b>	
20446	DIVISION OF GAMING	.FFLE - MARINA	Raffle License	07/17/2014	25.00	25.00	07/25/2014
			<b>Total 20446</b>		<b>25.00</b>	<b>25.00</b>	
20450	DOOR COUNTY TREASURER	40009832	Tech Support	07/31/2014	69.02	69.02	08/14/2014
			Tech Support		102.54	102.54	08/14/2014
			Tech Support		25.64	25.64	08/14/2014
			Tech Support		39.44	39.44	08/14/2014
			Tech Support		473.28	473.28	08/14/2014
			Tech Support		78.88	78.88	08/14/2014
			<b>Total 20450</b>		<b>788.80</b>	<b>788.80</b>	
20451	DOOR COUNTY HWY DEPT	40009821	Scandia Rd - pkg near Bhirido's	06/21/2014	939.52	939.52	07/24/2014
			Scandia Rd - paving west of Woodcrest		1,101.00	1,101.00	07/24/2014
			Scandia Rd at BSD - paving		1,541.40	1,541.40	07/24/2014
			Scandia Rd - BSD Detour reconst.		5,000.00	5,000.00	07/24/2014
			Scandia Rd - BSD Detour reconst.		10,000.00	10,000.00	07/24/2014
			Scandia Rd - BSD Detour reconst.		10,000.00	10,000.00	07/24/2014
			Scandia Rd - project		27,686.22	27,686.22	07/24/2014
			Woodcrest Rd project		51,880.55	51,880.55	07/24/2014
			Signs		195.73	195.73	07/24/2014
			Maintenance - Streets		3,350.34	3,350.34	07/24/2014
			Bluffside patching		2,126.08	2,126.08	07/24/2014
			<b>Total 20451</b>		<b>113,820.84</b>	<b>113,820.84</b>	
20453	DOOR COUNTY CO-OP	75738	Weed control	07/30/2014	72.75	72.75	08/07/2014
		852824	Oil - Jacobson lawnmower	07/23/2014	63.48	63.48	08/07/2014
			<b>Total 20453</b>		<b>136.23</b>	<b>136.23</b>	
20455	DOOR COUNTY SHERIFF	40009796	Sheriff Security Service	06/30/2014	1,204.02	1,204.02	07/17/2014
		40009844	Sheriff Security Service	07/31/2014	2,146.38	2,146.38	08/14/2014
			<b>Total 20455</b>		<b>3,350.40</b>	<b>3,350.40</b>	
20474	DOOR COUNTY DAILY NEWS.COM	14060800	Farmer's Market ad	06/30/2014	71.76	71.76	07/17/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 20474					71.76	71.76	
20478	DORNER PRODUCTS INC	123992	Parks dump truck hydraulic pump repair	07/22/2014	812.00	812.00	07/31/2014
Total 20478					812.00	812.00	
20480	DOOR COUNTY BROADBAND LLC	27645	WIFI	08/13/2014	2,135.00	2,135.00	08/14/2014
Total 20480					2,135.00	2,135.00	
20504	EMPLOYER SERVICES LLC	E3015	Claims Management - HRA Health Insurance Policies	07/15/2014	2,205.00 8,790.86	2,205.00 8,790.86	07/24/2014 07/24/2014
Total 20504					10,995.86	10,995.86	
20505	EMPLOYEE BENEFITS CORP.	1003828	Dependent Care - FSA Health Care FSA	07/11/2014	100.00 414.00	100.00 414.00	07/17/2014 07/17/2014
		1007613	FSA fee Benny Fee	07/15/2014	35.00 2.00	35.00 2.00	07/17/2014 07/17/2014
		1025063	Dependent Care - FSA Health Care FSA	08/11/2014	100.00 414.00	100.00 414.00	08/14/2014 08/14/2014
Total 20505					1,065.00	1,065.00	
20512	EFTPS - ONLINE 941 PAYMENT	PR0719140	PRINT PAPER CHECK TO UPDATE GL /	07/24/2014	3,860.08	3,860.08	07/25/2014
			PRINT PAPER CHECK TO UPDATE GL /		902.78	902.78	07/25/2014
			PRINT PAPER CHECK TO UPDATE GL /		2,860.08	2,860.08	07/25/2014
		PR0802140	PRINT PAPER CHECK TO UPDATE GL /	08/07/2014	3,853.98	3,853.98	08/08/2014
			PRINT PAPER CHECK TO UPDATE GL /		901.34	901.34	08/08/2014
			PRINT PAPER CHECK TO UPDATE GL /		2,857.43	2,857.43	08/08/2014
Total 20512					15,235.69	15,235.69	
20515	FERRELL GAS	1083090240	propane Marina	07/09/2014	73.36	73.36	08/07/2014
Total 20515					73.36	73.36	
20517	FLS BANNERS	72007	Marina - hats for resale Marina - uniforms	08/08/2014	152.55 79.92		
Total 20517					232.47	.00	
20599	EVENSON LAUNDRY INC	681080	Entrance mats - Admin Bldg Entrance mats - Fire Station	07/17/2014	28.00 72.00	28.00 72.00	08/07/2014 08/07/2014
Total 20599					100.00	100.00	
30609	FASTENAL	85609	Shop supplies	07/09/2014	124.86	124.86	07/24/2014
Total 30609					124.86	124.86	
30620	FIRELINE SPRINKLER	6318-14	Fire sprinkler inspection - FS	07/18/2014	536.00	536.00	07/31/2014
Total 30620					536.00	536.00	
30636	FORESTVILLE BUILDERS	16877	Boaters' Restroom Improvements	08/07/2014	7,775.00		

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 30636					7,775.00	.00	
30701	FRONTIER	AUG14	Sports Cplx phone	07/25/2014	41.27	41.27	07/31/2014
		AUG14M	Marina phone	08/07/2014	56.94		
		AUG14V	Admin Bldg phone	07/25/2014	179.56	179.56	07/31/2014
		JUL14M	Marina phone	07/07/2014	55.23	55.23	07/17/2014
Total 30701					333.00	276.06	
30704	GANNETT WI NEWSPAPERS	8234220	Legal notices - Village	07/31/2014	66.02		
Total 30704					66.02	.00	
30750	GOING CO INC	123964M-7	recycling - Marina	07/31/2014	61.99	61.99	08/07/2014
			garbage - Marina		362.64	362.64	08/07/2014
		123997V-7	recycling - Village	07/31/2014	907.54	907.54	08/07/2014
			garbage - Village		11,733.39	11,733.39	08/07/2014
		125521MB-7	garbage - Parks Bldg	07/31/2014	109.92	109.92	08/07/2014
		325803FS-7	recycling - Fire Station	07/31/2014	53.36	53.36	08/07/2014
Total 30750					13,228.84	13,228.84	
30751	GREAT-WEST	PR0719140	Great West Deferred Comp. DEFERRED	07/24/2014	1,233.64	1,233.64	07/25/2014
			Great West Deferred Comp. EMPLOYER		341.36	341.36	07/25/2014
		PR0802140	Great West Deferred Comp. DEFERRED	08/07/2014	1,233.64	1,233.64	08/08/2014
			Great West Deferred Comp. EMPLOYER		341.36	341.36	08/08/2014
Total 30751					3,150.00	3,150.00	
30755	GRAYBAR	972268604	gears	06/30/2014	92.61	92.61	07/24/2014
Total 30755					92.61	92.61	
31805	HAMMERSMITH TV	10064623	Tool Repair	06/16/2014	3.49	3.49	07/17/2014
Total 31805					3.49	3.49	
31825	HOLIDAY WHOLESALE	7020945	Custodial supplies - Marina	07/07/2014	49.00	49.00	07/17/2014
		7029009	Amenities - Marina	07/09/2014	29.70	29.70	07/17/2014
			Custodial supplies - Marina		24.20	24.20	07/17/2014
		7031606	Coffee supplies - Marina	07/14/2014	82.90	82.90	07/24/2014
		7037544	Coffee supplies - Marina	07/15/2014	80.40	80.40	07/24/2014
			Custodial supplies - Marina		83.25	83.25	07/24/2014
		7055194	Amenities - Marina	08/01/2014	33.45		
			Custodial supplies - Marina		70.80		
		7062516	Custodial supplies - Marina	08/05/2014	63.85		
		7065615	Custodial supplies - Marina	08/08/2014	93.50		
		7070495	Coffee supplies - Marina	08/12/2014	16.20		
			Custodial supplies - Marina		147.70		
Total 31825					774.95	349.45	
34851	JACKIE HOEKSTRA	81214	Poll Worker compensation	08/12/2014	155.00	155.00	08/14/2014
Total 34851					155.00	155.00	
34855	HORST DIST INC	40861-000	Jacobson lawnmower parts	07/30/2014	33.11	33.11	08/07/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 34855					33.11	33.11	
40963	INSPECTION SPECIALIST LLC	614	Village Building Inspection	06/30/2014	620.64	620.64	07/31/2014
		JULY14	Building Inspection	07/31/2014	103.50		
Total 40963					724.14	620.64	
41001	MATTHEW JACKSON	72114	Meeting mileage	07/21/2014	157.42	157.42	07/24/2014
		ZJACKSON714	Reimb tuition	07/28/2014	1,628.00	1,628.00	08/07/2014
			Reimb books		208.61	208.61	08/07/2014
Total 41001					1,994.03	1,994.03	
41018	SMITHGROUP JJR LLC	103221	Hwy 42 Vortechs design	06/27/2014	820.00	820.00	07/31/2014
		103282	beach expansion redesign	06/27/2014	1,880.00	1,880.00	07/31/2014
Total 41018					2,700.00	2,700.00	
41090	JUNGWIRTH'S ACE HARDWARE	2294-614	farm market banners	06/30/2014	48.67	48.67	07/17/2014
			Maintenance - Admin Bldg		14.97	14.97	07/17/2014
			Maintenance - Village Hall		14.77	14.77	07/17/2014
			Maintenance - Fire Station		8.58	8.58	07/17/2014
			supplies - Shop supplies		9.99	9.99	07/17/2014
			supplies - Memorial bench		53.73	53.73	07/17/2014
			Tools/Minor Equip - Village		5.49	5.49	07/17/2014
			supplies - recreation		14.77	14.77	07/17/2014
			supplies - Misc Municipal		25.99	25.99	07/17/2014
			Maintenance - Grounds		4.99	4.99	07/17/2014
			Maintenance - Parks		13.97	13.97	07/17/2014
			Maintenance - Sports Complex		2.49	2.49	07/17/2014
			Maintenance - Signs		12.96	12.96	07/17/2014
			Maintenance - Info Booth		28.78	28.78	07/17/2014
			Maintenance - Vehicle		4.29	4.29	07/17/2014
			Maintenance - Equipment Village		16.77	16.77	07/17/2014
			Supplies - Custodial - Dock		3.58	3.58	07/17/2014
			Minor equipment - Marina		48.98	48.98	07/17/2014
			Maintenance - Dock Building		38.13	38.13	07/17/2014
			Maintenance - Dock		87.54	87.54	07/17/2014
		2294-714	Maintenance - Village Hall	07/31/2014	2.99	2.99	08/14/2014
			supplies - Custodial		22.96	22.96	08/14/2014
			supplies - Shop supplies		19.46	19.46	08/14/2014
			supplies - Memorial bench		6.00	6.00	08/14/2014
			Tools/Minor Equip - Village		13.99	13.99	08/14/2014
			supplies - Misc other		67.39	67.39	08/14/2014
			Maintenance - Grounds		21.26	21.26	08/14/2014
			Maintenance - Parks		230.11	230.11	08/14/2014
			Maintenance - Sports Complex		61.76	61.76	08/14/2014
			Maintenance - Parks bldgs		4.49	4.49	08/14/2014
			Maintenance - Info Booth		20.97	20.97	08/14/2014
			supplies - Custodial Marina		1.99	1.99	08/14/2014
			Maintenance - Dock Building		28.46	28.46	08/14/2014
			Maintenance - TKH		14.99	14.99	08/14/2014
			Pavilion		22.35	22.35	08/14/2014
Total 41090					998.61	998.61	
41103	KANSAS CITY LIFE	21018-814	Disability Insurance	07/10/2014	396.48	396.48	07/24/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 41103					396.48	396.48	
41137	ROBERT KUFRIN	63014	Consulting @ \$70	06/30/2014	595.00	595.00	08/07/2014
			Legal @ \$75		1,575.00	1,575.00	08/07/2014
		73114	Consulting @ \$70	07/31/2014	1,557.50	1,557.50	08/07/2014
			Legal @ \$75		150.00	150.00	08/07/2014
Total 41137					3,877.50	3,877.50	
41189	LAFORCE	821104 RI	Pavilion Doors	07/08/2014	3,430.00	3,430.00	07/17/2014
Total 41189					3,430.00	3,430.00	
41201	FREDERICK C LANDSTROM	81214	Poll Worker compensation	08/12/2014	140.00	140.00	08/14/2014
Total 41201					140.00	140.00	
41205	LAMPERT'S LUMBER	20321247	Farmer's Market banner supplies	06/27/2014	20.05	20.05	08/14/2014
		20321264	Farmer's Market banner supplies	06/27/2014	42.00	42.00	08/14/2014
		20321844	Maintenance Swim Dock	07/03/2014	40.46	40.46	08/14/2014
		20321908	Maintenance - Kiosk	07/03/2014	30.16	30.16	08/14/2014
		20321933	Maintenance - Kiosk	07/03/2014	29.82	29.82	08/14/2014
		20321938	Maintenance - Kiosk	07/03/2014	28.00	28.00	08/14/2014
		20322157	Maintenance - A Dock	07/07/2014	8.61	8.61	08/14/2014
		20322286	Maintenance - TKH sign	07/08/2014	22.98	22.98	08/14/2014
		20323544	Goat supplies to be reimb by SBAA	07/21/2014	49.99	49.99	08/14/2014
		20324086	Pavilion - fence	07/25/2014	421.68	421.68	08/14/2014
		20324114	Maintenance - Dock supplies - Misc Shop	07/25/2014	36.94 24.99	36.94 24.99	08/14/2014 08/14/2014
Total 41205					755.68	755.68	
41207	LELAND D LHOST	81214	Poll Worker compensation	08/12/2014	140.00	140.00	08/14/2014
Total 41207					140.00	140.00	
41317	MARVIN METALS INC.	1166	Pavilion	07/24/2014	6,919.00		
Total 41317					6,919.00	.00	
41319	MAY'S SPORT CTR	111406	Toro lawnmower - cover	06/26/2014	6.95	6.95	08/07/2014
		111543	Toro lawnmower - solenoid	07/10/2014	19.95	19.95	08/07/2014
Total 41319					26.90	26.90	
42107	LA VINE'S ICE LLC	10758	Marina - ice	07/14/2014	45.00	45.00	07/17/2014
		10870	Marina - ice	07/21/2014	63.60	63.60	07/24/2014
		10997	Marina - ice	07/28/2014	88.00	88.00	08/07/2014
		11098	Marina - ice	08/04/2014	90.00		
		11234	Marina - ice	08/11/2014	101.25		
		CM10522	CM from 9/25/13	06/30/2014	37.20 -	37.20 -	07/17/2014
Total 42107					350.65	159.40	
51330	MINNESOTA LIFE	SEPT14	Life Insurance -	08/04/2014	358.67	358.67	08/07/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 51330					358.67	358.67	
51399	MONROE TRUCK EQUIP INC	39817	Repairs - Dump Truck	07/23/2014	355.14	355.14	08/07/2014
Total 51399					355.14	355.14	
51401	JULIANA NEUMAN	JNEUMAN714	Reimb Medicare monthly premium	07/22/2014	104.90	104.90	07/24/2014
		JNEUMAN814	Reimb Medicare monthly premium	08/14/2014	104.90	104.90	08/14/2014
Total 51401					209.80	209.80	
51430	NEP INC	15576696	Public copies	06/30/2014	8.02	8.02	07/17/2014
			General copies		465.38	465.38	07/17/2014
			Marina copies		5.03	5.03	07/17/2014
			Utility copies		31.93	31.93	07/17/2014
			Utility copies		47.44	47.44	07/17/2014
			Utility copies		11.86	11.86	07/17/2014
			faxes		13.75	13.75	07/17/2014
		15707581	Public copies	08/12/2014	33.26	33.26	08/14/2014
			General copies		352.43	352.43	08/14/2014
			Marina copies		8.81	8.81	08/14/2014
			Utility copies		63.87	63.87	08/14/2014
			Utility copies		94.89	94.89	08/14/2014
			Utility copies		23.72	23.72	08/14/2014
			faxes		6.43	6.43	08/14/2014
Total 51430					1,166.82	1,166.82	
61536	OFFICE DEPOT CREDIT PLAN	713081485	Pre-inked stamp & fluid	06/18/2014	10.25	10.25	07/31/2014
			Pre-inked stamp & fluid		15.22	15.22	07/31/2014
			Pre-inked stamp & fluid		3.81	3.81	07/31/2014
		719550825	Copy paper 81/2 x 14	07/10/2014	23.16	23.16	07/31/2014
		719550825001	Copy paper 81/2 x 11	07/10/2014	23.07	23.07	07/31/2014
			Copy paper 81/2 x 11		3.46	3.46	07/31/2014
			Copy paper 81/2 x 11		5.14	5.14	07/31/2014
			Copy paper 81/2 x 11		1.28	1.28	07/31/2014
			Dry-Ease Markers		5.39	5.39	07/31/2014
Total 61536					90.78	90.78	
61547	ORKIN PEST CONTROL INC	94920964	spray Marina	07/14/2014	80.72	80.72	08/14/2014
		94921086	spray Admin Bldg	07/15/2014	84.64	84.64	08/14/2014
		94921087	spray Firestation	07/15/2014	85.26	85.26	08/14/2014
Total 61547					250.62	250.62	
61601	PAPER WORKS PLUS LLC	29723	Car show	07/07/2014	9.98	9.98	08/14/2014
		3934	Marina - Office supplies	07/17/2014	2.19	2.19	08/14/2014
		3975	Office supplies - Parks	07/28/2014	4.55	4.55	08/14/2014
Total 61601					16.72	16.72	
61609	PAYNTER EQUIP.& CULVERT	5287	Culvert supplies	07/22/2014	82.30	82.30	07/31/2014
Total 61609					82.30	82.30	
61614	PENINSULA PULSE	6769	YMCA program ads	07/31/2014	485.45	485.45	08/14/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 61614					485.45	485.45	
61615	PEPSI NEW	200244	Soda - Marina Vending Machine	07/10/2014	95.76	95.76	07/17/2014
		7461311	Soda - Marina Vending Machine	08/07/2014	60.96		
Total 61615					156.72	95.76	
61630	PIGGLY WIGGLY	111557	Coffee cups	07/30/2014	1.47	1.47	08/14/2014
		112403	Coffee	07/14/2014	5.29	5.29	08/14/2014
Total 61630					6.76	6.76	
61633	PINKERT LAW FIRM LLP	94	General legal issues	06/30/2014	110.25	110.25	07/24/2014
			Board of Review		1,421.00	1,421.00	07/24/2014
			Canterbury - Maple bypass		588.00	588.00	07/24/2014
			Gage lawsuit		196.00	196.00	07/24/2014
			Hull Property easement		122.50	122.50	07/24/2014
			S Highland property sale		918.75	918.75	07/24/2014
			Quarry lawsuit		416.50	416.50	07/24/2014
			Scandia Rd pkg easement		612.50	612.50	07/24/2014
			West Capitol		49.00	49.00	07/24/2014
			Utility legal issues		51.45	51.45	07/24/2014
			Utility legal issues		76.44	76.44	07/24/2014
			Utility legal issues		19.11	19.11	07/24/2014
Total 61633					4,581.50	4,581.50	
61963	PREMIER CONCRETE INC	1284485	vehicle charging station	07/09/2014	49.47	49.47	07/24/2014
Total 61963					49.47	49.47	
71909	SIGNATURE THREADS	1412	Embroider Employee Shirts	07/10/2014	77.00	77.00	08/07/2014
			Uniforms - Village		73.10	73.10	08/07/2014
Total 71909					150.10	150.10	
71920	SISTER BAY ADVANCEMENT	2NDQTR14	2nd Quarter Support	06/30/2014	12,500.00	12,500.00	07/17/2014
		SBAA - CS	reimb for car show ads	07/21/2014	50.00	50.00	07/24/2014
Total 71920					12,550.00	12,550.00	
71924	WENDY TATZEL	81314	Reimb travel - Marina	08/13/2014	369.60		
Total 71924					369.60	.00	
71926	SISTER BAY SEWER & WATER	1148	Staff time on stormsewer - SJ	07/31/2014	653.64	653.64	08/07/2014
			Staff time on stormwater - SJ		502.80	502.80	08/07/2014
			Consulting - S Jacobson BSD project		100.56	100.56	08/07/2014
Total 71926					1,257.00	1,257.00	
71927	SISTER BAY/LIBERTY GROVE FIRE	1332K	Reimb condensing unit	07/22/2014	476.82	476.82	07/24/2014
Total 71927					476.82	476.82	
71935	THE SPRINKLER CO INC	58830	Pavillon - sprinkler system	07/23/2014	7,385.00	7,385.00	08/07/2014
		59157	Park across from AI's	08/08/2014	773.62		

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
	Total 71935				8,158.62	7,385.00	
71982	CHRISTY SULLY	81314	travel reimb - election	08/13/2014	38.08	38.08	08/14/2014
	Total 71982				38.08	38.08	
72018	TILLMANN LANDSCAPE	5251	Replace plants at Fire Station Berm	07/17/2014	255.00	255.00	07/24/2014
	Total 72018				255.00	255.00	
72029	TOWN OF SEVASTOPOL	2014-87	video recording - board meeting	07/28/2014	175.00	175.00	08/07/2014
	Total 72029				175.00	175.00	
72050	TOWN OF LIBERTY GROVE	1249	1/2 of Cintas shredding fee	07/14/2014	300.00	300.00	07/24/2014
	Total 72050				300.00	300.00	
72051	TRUGREEN*CHEMLAWN	22713145	Lawn treatment	07/31/2014	2,011.00	2,011.00	08/14/2014
	Total 72051				2,011.00	2,011.00	
72995	DOUGLAS VAN VOROUS	81214	Chief inspector training	08/12/2014	20.00	20.00	08/14/2014
			Poll worker compensation		140.00	140.00	08/14/2014
			Mileage for training		35.84	35.84	08/14/2014
	Total 72995				195.84	195.84	
73003	VERIZON NORTH	8353941	Village phone - long distance	08/10/2014	22.25	22.25	08/14/2014
			Marina Phone - long distance		18.91	18.91	08/14/2014
	Total 73003				41.16	41.16	
73006	VOEKS PLUMBING	9454	Repair leak in wall Fire Station	07/30/2014	117.58	117.58	08/14/2014
	Total 73006				117.58	117.58	
81988	WARNER-WEXEL WHOLESALE	115247	custodial supplies - Village	07/14/2014	383.16	383.16	08/07/2014
	Total 81988				383.16	383.16	
82350	WI PUBLIC SERVICE	JUL14	Street Lights	06/30/2014	2,121.87	2,121.87	07/31/2014
			Old School		13.13	13.13	07/31/2014
			Fire Station		847.52	847.52	07/31/2014
			Parks Lights		114.79	114.79	07/31/2014
			Sports Complex		246.50	246.50	07/31/2014
			Dock		962.71	962.71	07/31/2014
			J Dock		293.98	293.98	07/31/2014
			Boathouse		100.79	100.79	07/31/2014
			Old Fire Station		182.87	182.87	07/31/2014
			Swale Pump		18.58	18.58	07/31/2014
			Admin Bldg		116.52	116.52	07/31/2014
			Village Hall		288.29	288.29	07/31/2014
			Bike Trail Lights		217.51	217.51	07/31/2014
	Total 82350				5,525.06	5,525.06	
92402	ZEISE CONSTRUCTION INC	1429	Pavillon	07/31/2014	90,496.92	90,496.92	08/07/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 92402					90,496.92	90,496.92	

Total Paid: 341,982.76  
Total Unpaid: 17,043.03  
Grand Total: 359,025.79

Dated: 8/15/14  
Staff: Juliana Neuman

SISTER BAY UTILITIES

Payment Approval Report - Utilities  
Input Date(s): 07/16/2014 - 08/19/2014Page: 1  
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Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
10005	ACTION ELECTRIC INC	28421	WWTP light fixtures	07/29/2014	22.50	22.50	08/13/2014
Total 10005					22.50	22.50	
17506	CELLCOM	193379	cellphones	07/05/2014	42.41	42.41	07/16/2014
			cellphones		63.00	63.00	07/16/2014
			cellphones		15.75	15.75	07/16/2014
			j. neuman		51.11	51.11	07/16/2014
		313869	cellphones	08/05/2014	43.00	43.00	08/13/2014
			cellphones		63.88	63.88	08/13/2014
			cellphones		15.97	15.97	08/13/2014
			j. neuman		51.11	51.11	08/13/2014
Total 17506					346.23	346.23	
17526	CUMMINS NPOWER LLC	802-99680	Well #3 maintenance	07/03/2014	513.43	513.43	07/16/2014
Total 17526					513.43	513.43	
20590	EZ GLIDE GARAGE DOORS	0137064-IN	WWTP garage door repair	08/11/2014	747.30	747.30	08/13/2014
Total 20590					747.30	747.30	
30641	FRONTIER	AUG 2014	plant phones	08/01/2014	88.06	88.06	08/13/2014
			plant phones		88.06	88.06	08/13/2014
Total 30641					176.12	176.12	
30642	FRONTIER COMMUNICATIONS	8/2014	telemetry allocation	08/01/2014	1.28	1.28	08/13/2014
			telemetry allocation		1.28	1.28	08/13/2014
			telemetry allocation		.64	.64	08/13/2014
		AUG 2014	telemetry allocation	07/25/2014	56.80	56.80	08/06/2014
			telemetry allocation		56.80	56.80	08/06/2014
			telemetry allocation		28.40	28.40	08/06/2014
		JULY2014	telemetry allocation	07/19/2014	5.44	5.44	07/30/2014
			telemetry allocation		5.44	5.44	07/30/2014
			telemetry allocation		2.72	2.72	07/30/2014
Total 30642					158.80	158.80	
30750	GOING CO INC	JULY 2014	WWTP rubbish disposal	07/31/2014	163.36	163.36	08/06/2014
Total 30750					163.36	163.36	
30752	GRAINGER	9500440558	water PRV repair - LGUD#1	07/25/2014	112.77	112.77	08/06/2014
Total 30752					112.77	112.77	
31805	HAMMERSMITH TV	10064668	MLS backup thumb drive	06/19/2014	12.99	12.99	07/16/2014
Total 31805					12.99	12.99	
31810	HARBOR CONST OF DOOR CTY INC	15769	frozen line repairs: Westwood & Woodlanc	07/31/2014	802.25	802.25	08/06/2014
		15782	frozen line repairs: Timber Ridge & Spring	08/06/2014	1,463.00	1,463.00	08/13/2014
Total 31810					2,265.25	2,265.25	
31816	HAWKINS INC	3619404 RI	chemicals - Well #3	07/10/2014	38.30	38.30	07/23/2014
			chemicals - WWTP		275.69	275.69	07/23/2014

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
		3631982	chemicals - WWTP	08/07/2014	904.80		
	Total 31816				1,218.79	313.99	
40963	ITU ABSORB TECH	5869705	WWTP laundry service	07/08/2014	56.81	56.81	08/06/2014
		5875592	WWTP laundry service	07/22/2014	58.70	58.70	08/06/2014
	Total 40963				115.51	115.51	
41005	STEVEN JACOBSON	JULY 2014	mileage	07/31/2014	39.65	39.65	08/06/2014
			mileage		38.35	38.35	08/06/2014
			mileage		17.20	17.20	08/06/2014
			mileage - re: BSD		1.01	1.01	08/06/2014
			mileage - re: BSD		1.01	1.01	08/06/2014
			mileage - re: swamp pump		8.12	8.12	08/06/2014
			postage		50.60	50.60	08/06/2014
	Total 41005				155.94	155.94	
41025	JAMES JOHNSON	#5021.02	adj acct#5021.02/wrong meter head size	07/30/2014	1,294.13	1,294.13	07/30/2014
	Total 41025				1,294.13	1,294.13	
41090	JUNGWIRTH'S ACE HARDWARE	JULY 2014	distribution parts	07/31/2014	15.36	15.36	08/06/2014
			hydrant parts		49.99	49.99	08/06/2014
			misc. other supplies		2.27	2.27	08/06/2014
			cleaning supplies		27.99	27.99	08/06/2014
			tools		217.42	217.42	08/06/2014
			misc. other supplies		5.86	5.86	08/06/2014
			WWTP equipment maintenance		39.96	39.96	08/06/2014
			misc. other supplies		.85	.85	08/06/2014
	Total 41090				359.70	359.70	
41196	LAKESHORE WASTE SYSTEMS INC	37973	sludge - hauling	07/08/2014	914.00	914.00	07/16/2014
		38086	sludge - hauling	07/15/2014	914.00	914.00	07/23/2014
	Total 41196				1,828.00	1,828.00	
41200	L & S ELECTRIC INC	464353	WWTP - motor for septage blower	08/11/2014	413.00	413.00	08/13/2014
	Total 41200				413.00	413.00	
41212	ROBERT E LEE & ASSOC INC	68020	WWTP sludge study	08/07/2014	2,982.00	2,982.00	08/13/2014
		68026	engineering services - Stony Ridge	08/08/2014	663.50	663.50	08/13/2014
	Total 41212				3,645.50	3,645.50	
51400	NCL OF WISCONSIN INC	341995	WWTP lab supplies	07/24/2014	323.83	323.83	07/30/2014
	Total 51400				323.83	323.83	
51401	JULIANA NEUMAN	JULY 2014	mileage	07/30/2014	8.96	8.96	08/06/2014
	Total 51401				8.96	8.96	
51435	NORTH WOODS SUPERIOR CHEMICAL	66456	chemicals/fire hydrant cleaning	07/28/2014	222.85	222.85	08/06/2014

SISTER BAY UTILITIES

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Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 51435					222.85	222.85	
51436	NORTHERN LAKE SERVICES INC	258325	WWTP sample testing	07/21/2014	16.00	16.00	07/23/2014
		259541	water testing	08/06/2014	200.00	200.00	08/13/2014
		259542	water testing	08/06/2014	140.00	140.00	08/13/2014
Total 51436					356.00	356.00	
61000	REINHARD PLUMBING INC	55757	lateral thaw @ 10831 Birchwood Dr.	06/30/2014	455.25	455.25	07/30/2014
Total 61000					455.25	455.25	
61610	PAPER WORK PLUS LLC	30063	office supplies	07/16/2014	37.04	37.04	08/06/2014
			office supplies		55.04	55.04	08/06/2014
			office supplies		13.76	13.76	08/06/2014
		3888	Water meter markers	07/08/2014	7.40	7.40	08/06/2014
		3958	printing supplies	07/22/2014	10.49	10.49	08/06/2014
			printing supplies		15.59	15.59	08/06/2014
			printing supplies		3.90	3.90	08/06/2014
Total 61610					143.22	143.22	
61640	QUALITY STATE OIL INC	2628305	lubricants for WWTP equipment	07/14/2014	275.20	275.20	07/30/2014
Total 61640					275.20	275.20	
61977	STURGEON BAY UTILITIES	009633	sludge processing	07/14/2014	1,120.00	1,120.00	07/16/2014
		009659	sludge processing	07/21/2014	1,120.00	1,120.00	07/30/2014
Total 61977					2,240.00	2,240.00	
61979	SHOPKO STORES	09089	thumb drive - water profile reader	07/17/2014	6.99	6.99	08/06/2014
Total 61979					6.99	6.99	
71922	TOP SHELF CAFE & GOURMET	10218	UPS shipping	07/07/2014	21.32	21.32	08/06/2014
		10237	UPS shipping	07/14/2014	22.37	22.37	08/06/2014
		10272	UPS shipping	07/22/2014	27.54	27.54	08/06/2014
Total 71922					71.23	71.23	
71931	SISTER BAY MOBIL	JUNE 2014	vehicle fuel - Parks Dept	06/30/2014	629.41	629.41	07/30/2014
			vehicle fuel allocation - W		147.66	147.66	07/30/2014
			vehicle fuel allocation - WW		219.38	219.38	07/30/2014
			vehicle fuel allocation - C		54.84	54.84	07/30/2014
Total 71931					1,051.29	1,051.29	
72054	USA BLUEBOOK	405975	chart supplies	07/24/2014	373.91	373.91	08/06/2014
			hydrant flags		293.68	293.68	08/06/2014
Total 72054					667.59	667.59	
73100	VILLAGE OF SISTER BAY	JULY 2014	payroll and exp pd by Village	08/01/2014	59,886.12	59,886.12	08/13/2014
Total 73100					59,886.12	59,886.12	
82350	WI PUBLIC SERVICE	16553590-00000	electricity - water system	07/24/2014	714.15	714.15	07/30/2014

SISTER BAY UTILITIES

Payment Approval Report - Utilities  
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Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			electricity - wastewater plant		4,739.64	4,739.64	07/30/2014
			electricity - lift stations		316.20	316.20	07/30/2014
			electricity - info booth		10.98	10.98	07/30/2014
	Total 82350				5,780.97	5,780.97	
82351	WIS PUBLIC SERVICE	JULY 2014	Well #3 - LGUD	07/14/2014	316.87	316.87	07/23/2014
			Well #3 - Sister Bay		950.61	950.61	07/23/2014
	Total 82351				1,267.48	1,267.48	
82352	WULF BROTHERS INC	164186	WWTP HVAC maintenance	07/11/2014	13.41	13.41	07/16/2014
	Total 82352				13.41	13.41	
82357	WVOA - DALE MARSH	TRAINING	WW Training - PJ	07/31/2014	25.00	25.00	07/30/2014
			WW Training - BL		25.00	25.00	07/30/2014
	Total 82357				50.00	50.00	

Total Paid: 85,264.91  
Total Unpaid: 904.80  
Grand Total: 86,169.71

Dated: 8/15/14Staff: Juliana Newman

**VILLAGE OF SISTER BAY**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>TAXES</b> [Actual amt. rec'd to date = 646,605]					
100-41110-00-0000	GENERAL PROPERTY TAXES (by month)	98,623.53	591,741.18	1,183,483.00 ( 591,741.82)	50.00
100-41150-00-0000	MANAGED FOREST LANDS	.00	34.24	30.00 ( 4.24)	114.13
100-41800-00-0000	INTEREST & PENALTIES - TAXES	1.61	58.01	200.00 ( 141.99)	29.00
<b>TOTAL TAXES</b>		<b>98,625.14</b>	<b>591,833.43</b>	<b>1,183,713.00 ( 591,879.57)</b>	<b>50.00</b>
<b>INTERGOVERNMENTAL REVENUE</b>					
100-43410-00-0000	STATE SHARED REVENUE	.00	.00	9,036.00 ( 9,036.00)	.00
100-43420-00-0000	FIRE INSURANCE DUES	.00	.00	13,500.00 ( 13,500.00)	.00
100-43430-00-0000	COMPUTER AIDS	.00	.00	1,207.00 ( 1,207.00)	.00
100-43531-00-0000	STATE AID - ROADS	.00	26,218.46	52,437.00 ( 26,218.54)	50.00
100-43650-00-0000	FOREST LANDS	4.00	4.00	.00 ( 4.00)	.00
100-43791-00-0000	RECYCLING REBATE	.00	5,341.74	3,500.00 ( 1,841.74)	152.62
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>		<b>4.00</b>	<b>31,564.20</b>	<b>79,680.00 ( 48,115.80)</b>	<b>39.61</b>
<b>LICENSES &amp; PERMITS</b>					
100-44110-00-0000	LIQUOR	7,600.00	7,850.00	8,000.00 ( 150.00)	98.12
100-44120-00-0000	OPERATORS LICENSES	630.00	650.00	700.00 ( 50.00)	92.86
100-44130-00-0000	SODA	115.00	115.00	120.00 ( 5.00)	95.83
100-44140-00-0000	CIGARETTE	50.00	50.00	40.00 ( 10.00)	125.00
100-44210-00-0000	DOG LICENSES	.25	27.00	12.00 ( 15.00)	225.00
100-44300-00-0000	BUILDING	689.60	2,775.60	8,000.00 ( 5,224.40)	34.69
100-44410-00-0000	REZONING PETITION & FEES	75.00	150.00	1,000.00 ( 850.00)	15.00
100-44420-00-0000	CONDITIONAL USE REQUESTS	.00	.00	400.00 ( 400.00)	.00
100-44910-00-0000	SIGN PERMITS	200.00	460.00	800.00 ( 340.00)	57.50
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>9,359.85</b>	<b>12,077.60</b>	<b>19,072.00 ( 6,994.40)</b>	<b>63.33</b>
<b>FINES, FORFEITS &amp; PENALTIES</b>					
100-45210-00-0000	CITATIONS/PKG TICKETS	50.00	99.95	750.00 ( 650.05)	13.33
<b>TOTAL FINES, FORFEITS &amp; PENALTIES</b>		<b>50.00</b>	<b>99.95</b>	<b>750.00 ( 650.05)</b>	<b>13.33</b>

**VILLAGE OF SISTER BAY**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES</u>					
100-46110-00-0000	ASSESSMENT LETTER FEES	300.00	1,050.00	3,000.00 ( 1,950.00)	35.00
100-46120-00-0000	PLAN COMMISSION FEES	.00	500.00	800.00 ( 300.00)	62.50
100-46140-00-0000	PUBLISHING FEES	420.00	420.00	420.00 .00	100.00
100-46310-00-0000	HWY DEPT CHGS REIMB	.00	1,471.17	1,400.00 71.17	105.08
100-46721-00-0000	MEMORIAL BENCHES	1,000.00	1,000.00	.00 1,000.00	.00
100-46741-00-0000	FESTIVALS/EVENTS	.00	4,692.00	500.00 4,192.00	938.40
100-46900-00-0000	MISC CHARGES FOR SERVICES	285.48	356.33	500.00 ( 143.67)	71.27
	<b>TOTAL PUBLIC CHARGES</b>	<b>2,005.48</b>	<b>9,489.50</b>	<b>6,620.00 2,869.50</b>	<b>143.35</b>
<u>INTERGOVERNMENTAL CHARGES</u>					
100-47324-00-0000	EMS BLDG RENTAL CHARGES	1,497.14	6,755.13	8,000.00 ( 1,244.87)	84.44
100-47390-00-0000	LIBRARY CHARGES	305.27	2,160.00	2,500.00 ( 340.00)	86.40
	<b>TOTAL INTERGOVERNMENTAL CHARGES</b>	<b>1,802.41</b>	<b>8,915.13</b>	<b>10,500.00 ( 1,584.87)</b>	<b>84.91</b>
<u>MISCELLANEOUS REVENUES</u>					
100-48110-00-0000	INTEREST ON INVESTMENTS	49.37	1,483.74	2,000.00 ( 516.26)	74.19
100-48210-00-0000	BLDG RENTAL - POST OFFICE	1,350.00	8,100.00	16,200.00 ( 8,100.00)	50.00
100-48220-00-0000	BLDG RENTAL - VILLAGE HALL	.00	1,750.00	4,500.00 ( 2,750.00)	38.89
100-48240-00-0000	BLDG RENTAL - FIRE STATION	10.55	163.05	300.00 ( 136.95)	54.35
100-48250-00-0000	PARK RENTAL	1,075.00	1,175.00	3,500.00 ( 2,325.00)	33.57
100-48300-00-0000	SALE OF PROPERTY & EQUIPMENT	( 450.00)	2,021.31	.00 2,021.31	.00
100-48910-00-0000	REFUNDS	.00	.00	250.00 ( 250.00)	.00
100-48990-00-0000	MISC OTHER REVENUE	.00	172.25	200.00 ( 27.75)	86.12
	<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>2,034.92</b>	<b>14,865.35</b>	<b>26,950.00 ( 12,084.65)</b>	<b>55.16</b>
<u>OTHER FINANCING SOURCES</u>					
100-49221-00-0000	TRANSFERS FROM MARINA: PILOT	13,492.08	80,952.48	161,905.00 ( 80,952.52)	50.00
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>13,492.08</b>	<b>80,952.48</b>	<b>161,905.00 ( 80,952.52)</b>	<b>50.00</b>
	<b>TOTAL FUND REVENUE</b>	<b>127,373.88</b>	<b>749,797.64</b>	<b>1,489,190.00 ( 739,392.36)</b>	<b>50.35</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>GENERAL GOVERNMENT</u>					
100-51105-00-0000	7,560.00	14,480.00	34,620.00	20,140.00	41.83
100-51120-00-0000	578.34	1,107.72	2,648.00	1,540.28	41.83
100-51145-00-0000	( 6.61 )	13.60	101.00	87.40	13.47
<b>PERSONNEL</b>	<b>8,131.73</b>	<b>15,601.32</b>	<b>37,369.00</b>	<b>21,767.68</b>	<b>41.75</b>
100-51201-00-0000	175.84	690.48	1,000.00	309.52	69.05
100-51210-00-0000	105.00	280.00	300.00	20.00	93.33
100-51225-00-0000	108.85	319.00	500.00	181.00	63.80
<b>INDIRECT EMPLOYEE</b>	<b>389.69</b>	<b>1,289.48</b>	<b>1,800.00</b>	<b>510.52</b>	<b>71.64</b>
100-51301-00-0000	349.73	3,285.87	5,300.00	2,014.13	62.00
100-51305-00-0000	358.60	8,199.46	10,000.00	1,800.54	81.99
100-51310-00-0000	( 250.00 )	.00	.00	.00	.00
100-51315-00-0000	3,171.47	32,919.13	35,000.00	2,080.87	94.05
100-51320-00-0000	141.20	318.65	.00	( 318.65 )	.00
100-51360-00-0000	10,500.00	21,000.00	42,000.00	21,000.00	50.00
100-51370-00-0000	269.85	1,619.10	3,238.00	1,618.90	50.00
<b>UTILITY COSTS</b>	<b>14,540.85</b>	<b>67,342.21</b>	<b>95,538.00</b>	<b>28,195.79</b>	<b>70.49</b>
100-51405-00-0000	.00	155.92	500.00	344.08	31.18
100-51410-00-0000	25.93	88.47	80.00	( 8.47 )	110.59
100-51420-00-0000	.00	1,808.33	1,650.00	41.67	97.47
100-51425-00-0000	.00	30.00	100.00	70.00	30.00
100-51450-00-0000	( 4.99 )	.00	.00	.00	.00
100-51495-00-0000	.00	.00	100.00	100.00	.00
<b>SUPPLIES</b>	<b>20.94</b>	<b>1,882.72</b>	<b>2,430.00</b>	<b>547.28</b>	<b>77.48</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-51502-00-0000 BUILDING INSPECTION SERVICES	993.90	3,181.80	7,200.00	4,018.20	44.19
100-51504-00-0000 INFORMATION TECHNOLOGY	126.61	126.61	100.00	( 26.61 )	126.61
100-51505-00-0000 ENGINEERING	.00	.00	5,000.00	5,000.00	.00
100-51510-00-0000 CONSULTING	1,250.00	6,744.75	2,000.00	( 4,744.75 )	337.24
100-51514-00-0000 SHERIFF SECURITY SERVICES	1,204.02	1,670.28	6,500.00	4,829.72	25.70
100-51515-00-0000 LEGAL SERVICES	4,434.50	16,831.04	20,000.00	3,168.96	84.16
100-51520-00-0000 ASSESSMENT SERVICES	2,875.00	17,250.00	34,500.00	17,250.00	50.00
100-51525-00-0000 PROPERTY/LIABILITY INSURANCE	.00	6,535.64	12,000.00	5,464.36	54.46
100-51530-00-0000 LEGAL NOTICES & ADS	17.73	646.54	1,500.00	853.46	43.10
100-51532-00-0000 PUBLICITY	.00	275.00	1,000.00	725.00	27.50
100-51535-00-0000 WEBSITE SUPPORT	.00	141.75	.00	( 141.75 )	.00
100-51540-00-0000 TAX BILLING COSTS	.48	1,333.46	2,400.00	1,066.54	55.56
100-51542-00-0000 TAX ASSESSMENT REFUNDS	.00	19,549.47	.00	( 19,549.47 )	.00
100-51545-00-0000 ELECTION COSTS	176.21	1,106.10	2,200.00	1,093.90	50.28
100-51546-00-0000 ELECTION JUDGES	.00	1,040.00	3,500.00	2,460.00	29.71
100-51555-00-0000 BOARD OF REVIEW	.00	54.18	750.00	695.82	7.22
100-51567-00-0000 FESTIVAL/EVENT COSTS	2,408.89	4,777.14	3,200.00	( 1,577.14 )	149.29
100-51570-00-0000 ZONING BOARD OF APPEALS	.00	160.00	.00	( 160.00 )	.00
100-51575-00-0000 PLAN COMMISSION	529.12	649.12	1,600.00	950.88	40.57
100-51590-00-0000 MISC BOARDS	120.00	200.00	1,000.00	800.00	20.00
100-51595-00-0000 MISC SERVICES	.00	25.00	500.00	475.00	5.00
<b>SERVICES</b>	<b>14,136.46</b>	<b>82,297.88</b>	<b>104,950.00</b>	<b>22,652.12</b>	<b>78.42</b>
100-51641-00-0000 ADMINISTRATION BLDG	133.13	2,218.02	3,000.00	781.98	73.93
100-51642-00-0000 VILLAGE HALL	673.00	1,479.51	2,500.00	1,020.49	59.18
100-51643-00-0000 POST OFFICE	250.00	2,185.66	500.00	( 1,685.66 )	437.13
100-51645-00-0000 FIRE STATION	690.51	2,954.75	25,000.00	22,045.25	11.82
100-51646-00-0000 OLD SCHOOL	11.04	11.04	.00	( 11.04 )	.00
<b>MAINTENANCE</b>	<b>1,757.68</b>	<b>8,848.98</b>	<b>31,000.00</b>	<b>22,151.02</b>	<b>28.55</b>
100-51801-00-0000 CEMETERY	.00	2,139.47	2,500.00	360.53	85.58
100-51805-00-0000 LIBRARY	6,975.14	20,925.42	27,901.00	6,975.58	75.00
100-51810-00-0000 SISTER BAY ADVANCEMENT	12,500.00	25,000.00	50,000.00	25,000.00	50.00
100-51830-00-0000 HUMANE SOCIETY	.00	1,000.00	1,000.00	.00	100.00
100-51840-00-0000 FIRE SERVICES	.00	55,341.50	110,683.00	55,341.50	50.00
100-51841-00-0000 OTHER FIRE SERVICES	.00	.00	5,000.00	5,000.00	.00
100-51850-00-0000 HISTORICAL SOCIETY	.00	5,000.00	5,000.00	.00	100.00
100-51860-00-0000 ECONOMIC DEVELOPMENT	.00	2,500.00	2,500.00	.00	100.00
100-51880-00-0000 COASTAL BYWAYS	.00	300.00	300.00	.00	100.00
<b>SUPPORT</b>	<b>19,475.14</b>	<b>112,206.39</b>	<b>204,884.00</b>	<b>92,877.61</b>	<b>54.77</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-51910-00-0000 BAD DEBT EXP	409.10	551.37	300.00	( 251.37 )	183.79
100-51930-00-0000 BANK FEES & FINANCE CHARGES	98.24	979.02	1,750.00	770.98	55.94
100-51950-00-0000 MISC OTHER EXPENDITURE	16.32	16.32	100.00	83.68	16.32
100-51992-00-0000 TRANSFER TO ICE RINK FUND	.00	5,000.00	5,000.00	.00	100.00
100-51994-00-0000 TRANSFER TO CIP FUND	28,891.67	173,350.02	346,700.00	173,349.98	50.00
100-51999-00-0000 CONTINGENCY	.00	.00	10,000.00	10,000.00	.00
<b>MISCELLANEOUS</b>	<b>29,415.33</b>	<b>179,896.73</b>	<b>363,850.00</b>	<b>183,953.27</b>	<b>49.44</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>87,867.82</b>	<b>469,365.71</b>	<b>841,821.00</b>	<b>372,455.29</b>	<b>55.76</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ADMINISTRATION</u>					
100-52101-00-0000	13,731.84	85,185.17	190,533.00	105,347.83	44.71
100-52105-00-0000	82.71	308.77	.00 (	308.77)	.00
100-52110-00-0000	.00	81.10	324.00	242.90	25.03
100-52112-00-0000	993.65	9,277.28	.00 (	9,277.28)	.00
100-52113-00-0000	43.54	550.85	.00 (	550.85)	.00
100-52115-00-0000	1,039.61	6,685.26	13,360.00	6,674.74	50.04
100-52120-00-0000	1,095.09	7,054.66	14,601.00	7,546.34	48.32
100-52125-00-0000	2,526.80	15,087.72	40,000.00	24,912.28	37.72
100-52130-00-0000	248.21	1,487.57	2,515.00	1,027.43	59.15
100-52135-00-0000	129.79	777.35	1,551.00	773.65	50.12
100-52140-00-0000	44.31	246.71	549.00	302.29	44.94
100-52145-00-0000	( 49.35 )	131.79	636.00	504.21	20.72
100-52190-00-0000	22.00	432.00	1,000.00	568.00	43.20
100-52192-00-0000	( 966.60 )	( 5,799.60 )	( 12,098.00 )	( 6,298.40 )	( 47.94 )
100-52195-00-0000	( 5,402.75 )	( 32,416.50 )	( 15,989.00 )	16,427.50 (	202.74 )
100-52196-00-0000	( 2,996.78 )	( 17,930.40 )	( 22,858.00 )	( 4,927.60 )	( 78.44 )
<b>PERSONNEL</b>	<b>10,542.07</b>	<b>71,159.73</b>	<b>214,124.00</b>	<b>142,964.27</b>	<b>33.23</b>
100-52201-00-0000	95.00	2,038.62	2,500.00	461.38	81.54
100-52202-00-0000	.00	790.00	3,000.00	2,210.00	26.33
100-52210-00-0000	15.00	207.72	300.00	92.28	69.24
100-52225-00-0000	.00	.00	150.00	150.00	.00
<b>INDIRECT EMPLOYEE</b>	<b>110.00</b>	<b>3,036.34</b>	<b>5,950.00</b>	<b>2,913.66</b>	<b>51.03</b>
100-52380-00-0000	216.25	1,280.21	2,500.00	1,219.79	51.21
100-52385-00-0000	54.61	409.67	625.00	215.33	65.55
100-52370-00-0000	149.99	899.94	1,800.00	900.06	50.00
<b>UTILITY COSTS</b>	<b>420.85</b>	<b>2,589.82</b>	<b>4,925.00</b>	<b>2,335.18</b>	<b>52.59</b>
100-52401-00-0000	231.81	1,649.09	5,000.00	3,350.91	32.98
100-52405-00-0000	.00	786.73	2,000.00	1,213.27	39.34
100-52410-00-0000	984.95	3,705.25	5,800.00	2,094.75	63.88
100-52415-00-0000	69.86	690.92	1,800.00	1,109.08	38.38
100-52420-00-0000	.00	412.50	350.00 (	62.50)	117.86
100-52495-00-0000	25.06	65.05	100.00	34.95	65.05
<b>SUPPLIES</b>	<b>1,311.68</b>	<b>7,309.54</b>	<b>15,050.00</b>	<b>7,740.46</b>	<b>48.57</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-52501-00-0000 AUDIT	.00	10,770.00	12,800.00	2,030.00	84.14
100-52502-00-0000 ACCOUNTING SUPPORT	.00	457.50	1,500.00	1,042.50	30.50
100-52504-00-0000 INFORMATION TECHNOLOGY	1,519.32	1,519.32	1,200.00	( 319.32)	126.61
100-52510-00-0000 CONSULTING	2,162.50	6,109.99	5,000.00	( 1,109.99)	122.20
SERVICES	<u>3,681.82</u>	<u>18,856.81</u>	<u>20,500.00</u>	<u>1,643.19</u>	<u>91.98</u>
100-52601-00-0000 OFFICE EQUIPMENT	68.53	263.79	400.00	136.21	65.95
MAINTENANCE	<u>68.53</u>	<u>263.79</u>	<u>400.00</u>	<u>136.21</u>	<u>65.95</u>
TOTAL ADMINISTRATION	<u>16,134.95</u>	<u>103,216.03</u>	<u>280,949.00</u>	<u>157,732.97</u>	<u>39.55</u>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b><u>PARKS AND STREETS</u></b>					
100-53101-00-0000	7,431.60	57,235.08	144,767.00	87,531.92	39.54
100-53105-00-0000	5,979.34	11,414.76	30,000.00	18,585.24	38.05
100-53106-00-0000	91.60	91.60	200.00	108.40	45.80
100-53110-00-0000	285.12	518.40	4,637.00	4,118.60	11.18
100-53112-00-0000	1,974.00	7,014.97	.00	( 7,014.97 )	.00
100-53113-00-0000	1,219.12	1,971.52	.00	( 1,971.52 )	.00
100-53115-00-0000	913.69	5,083.80	10,423.00	5,339.20	48.77
100-53120-00-0000	1,301.21	5,968.67	13,724.00	7,755.33	43.49
100-53125-00-0000	2,508.39	15,058.21	30,000.00	14,941.79	50.19
100-53130-00-0000	239.72	1,434.20	2,504.00	1,069.80	57.28
100-53135-00-0000	97.20	583.83	1,221.00	637.17	47.82
100-53140-00-0000	30.20	179.24	383.00	203.76	46.80
100-53145-00-0000	( 1,347.75 )	3,345.02	11,247.00	7,901.98	29.74
100-53190-00-0000	7.50	60.00	50.00	( 10.00 )	120.00
100-53192-00-0000	.00	.00	( 20,928.00 )	( 20,928.00 )	.00
100-53196-00-0000	( 860.48 )	( 1,310.07 )	.00	1,310.07	.00
<b>PERSONNEL</b>	<b>19,870.46</b>	<b>108,649.23</b>	<b>228,228.00</b>	<b>119,578.77</b>	<b>47.61</b>
100-53201-00-0000	.00	.00	100.00	100.00	.00
100-53205-00-0000	.00	.00	150.00	150.00	.00
100-53210-00-0000	.00	28.01	25.00	( 3.01 )	112.04
100-53215-00-0000	.00	.00	1,200.00	1,200.00	.00
<b>INDIRECT EMPLOYEE</b>	<b>.00</b>	<b>28.01</b>	<b>1,475.00</b>	<b>1,446.99</b>	<b>1.90</b>
100-53325-00-0000	561.84	1,136.86	2,600.00	1,463.14	43.73
100-53330-00-0000	1,397.23	6,192.29	12,350.00	6,157.71	50.14
100-53335-00-0000	585.54	10,546.67	14,000.00	3,453.33	75.33
100-53345-00-0000	180.37	295.32	750.00	454.68	39.38
100-53360-00-0000	40.75	248.00	500.00	252.00	49.60
100-53365-00-0000	140.42	1,000.20	1,200.00	199.80	83.35
100-53370-00-0000	89.95	719.60	720.00	.40	99.94
100-53380-00-0000	4,229.96	15,197.27	28,000.00	12,802.73	54.28
100-53381-00-0000	217.51	867.03	1,400.00	532.97	61.93
<b>UTILITY COSTS</b>	<b>7,443.57</b>	<b>36,203.24</b>	<b>61,520.00</b>	<b>25,316.76</b>	<b>58.85</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-53401-00-0000 OFFICE SUPPLIES	.00	.00	25.00	25.00	.00
100-53405-00-0000 COMPUTER HARDWARE/SOFTWARE	.00	16.85	.00	( 16.85 )	.00
100-53430-00-0000 CUSTODIAL SUPPLIES	124.19	2,640.07	3,500.00	859.93	75.43
100-53440-00-0000 MEDICAL SAFETY	.00	144.76	500.00	355.24	28.95
100-53445-00-0000 SHOP SUPPLIES	46.98	242.76	500.00	257.24	48.55
100-53450-00-0000 MEMORIAL BENCH SUPPLIES	623.56	681.54	250.00	( 431.54 )	272.62
100-53460-00-0000 MINOR EQUIPMENT	80.48	374.42	2,000.00	1,625.58	18.72
100-53470-00-0000 RECREATION EQUIP/SUPPLIES	41.25	375.95	400.00	24.05	93.99
100-53480-00-0000 STREET LIGHTS (BULBS)	.00	63.96	500.00	436.04	12.79
100-53490-00-0000 MISC. MUNICIPAL SUPPLIES	25.99	520.66	250.00	( 270.66 )	208.26
100-53495-00-0000 MISC. OTHER SUPPLIES	.00	105.00	50.00	( 55.00 )	210.00
<b>SUPPLIES</b>	<b>942.45</b>	<b>5,165.97</b>	<b>7,975.00</b>	<b>2,809.03</b>	<b>64.78</b>
100-53551-00-0000 RUBBISH DISPOSAL	10,035.31	43,761.42	103,000.00	59,238.58	42.49
100-53552-00-0000 RECYCLING	1,170.85	5,197.56	8,000.00	2,802.44	64.97
100-53553-00-0000 SNOW REMOVAL CONTRACT	981.00	21,629.56	25,000.00	3,370.44	86.52
100-53581-00-0000 YMCA PROGRAM COSTS	1,283.25	1,754.25	13,500.00	11,745.75	12.99
100-53595-00-0000 MISCELLANEOUS	.00	.00	100.00	100.00	.00
<b>SERVICES</b>	<b>13,470.41</b>	<b>72,342.79</b>	<b>149,600.00</b>	<b>77,257.21</b>	<b>48.36</b>
100-53610-00-0000 SIDEWALKS	.00	.00	250.00	250.00	.00
100-53611-00-0000 BIKE TRAIL	.00	.00	200.00	200.00	.00
100-53615-00-0000 GROUNDS	1,701.54	1,722.84	500.00	( 1,222.84 )	344.57
100-53620-00-0000 PARKS	2,974.49	5,921.02	21,000.00	15,078.98	28.20
100-53625-00-0000 SPORTS COMPLEX	300.90	1,977.24	4,500.00	2,522.76	43.94
100-53626-00-0000 DOG PARK	1,575.69	1,950.69	2,000.00	49.31	97.53
100-53630-00-0000 STREET SIGNS	208.69	347.51	500.00	152.49	69.50
100-53631-00-0000 SEASONAL DECORATIONS	2,140.50	2,975.38	9,000.00	6,024.62	33.06
100-53635-00-0000 LAWN MAINTENANCE	1,323.00	3,334.00	7,750.00	4,416.00	43.02
100-53640-00-0000 BUILDING (PARKS DEPT)	49.68	246.29	1,000.00	753.71	24.63
100-53645-00-0000 INFO BOOTH (BLDGS & GROUNDS)	124.26	308.67	1,000.00	691.33	30.87
100-53650-00-0000 STORM DRAINAGE SYSTEM	89.82	491.06	1,000.00	508.94	49.11
100-53655-00-0000 STREET MAINTENANCE	7,516.94	11,802.91	9,437.00	( 2,165.91 )	122.95
100-53670-00-0000 PICNIC TABLES & BENCHES	.00	299.78	2,500.00	2,200.22	11.99
100-53671-00-0000 GARBAGE CANS	.00	.00	500.00	500.00	.00
100-53675-00-0000 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.00
<b>MAINTENANCE</b>	<b>18,005.51</b>	<b>31,177.39</b>	<b>61,337.00</b>	<b>30,159.61</b>	<b>50.83</b>
100-53701-00-0000 VEHICLE MAINTENANCE	4.29	1,045.02	5,000.00	3,954.98	20.90
100-53705-00-0000 EQUIPMENT MAINTENANCE	80.56	1,489.16	10,000.00	8,510.84	14.89
100-53710-00-0000 GAS/OIL/FLUIDS	2,009.48	5,537.30	10,000.00	4,462.70	55.37
<b>VEHICLES AND EQUIPMENT</b>	<b>2,094.33</b>	<b>8,071.48</b>	<b>25,000.00</b>	<b>16,928.52</b>	<b>32.29</b>

**VILLAGE OF SISTER BAY**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
TOTAL PARKS AND STREETS	61,826.73	261,638.11	535,135.00	273,496.89	48.89
TOTAL FUND EXPENDITURES	165,829.50	834,219.85	1,637,905.00	803,685.15	50.93
NET REVENUES OVER EXPENDITURES	( 38,455.62 )	( 84,422.21 )	( 148,715.00 )	( 1,543,077.51 )	( 56.77 )

**VILLAGE OF SISTER BAY**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**FUND 300 - DEBT SERVICE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
300-41110-00-0000 PROPERTY TAXES	67,404.92	404,429.52	808,859.00	( 404,429.48)	50.00
300-41210-00-0000 ROOM TAXES	1,811.46	7,041.30	127,600.00	( 120,558.70)	5.52
<b>TOTAL TAXES</b>	<b>69,216.38</b>	<b>411,470.82</b>	<b>936,459.00</b>	<b>( 524,988.18)</b>	<b>43.94</b>
<u>TRANSFERS</u>					
300-49240-00-0000 TRANSFERS FROM CIP FUND	2,936.33	17,617.98	35,236.00	( 17,618.02)	50.00
<b>TOTAL TRANSFERS</b>	<b>2,936.33</b>	<b>17,617.98</b>	<b>35,236.00</b>	<b>( 17,618.02)</b>	<b>50.00</b>
<b>TOTAL FUND REVENUE</b>	<b>72,152.71</b>	<b>429,088.80</b>	<b>971,695.00</b>	<b>( 542,606.20)</b>	<b>44.16</b>
<u>DEBT SERVICE PAYMENTS</u>					
300-58132-00-0000 #32 LIBRARY PRINCIPAL	.00	.00	30,000.00	30,000.00	.00
300-58134-00-0000 #34 SPORTS COMPLEX LAND	.00	.00	30,000.00	30,000.00	.00
300-58136-00-0000 #36 SPORTS COMPLX/FIRE STATION	.00	.00	65,000.00	65,000.00	.00
300-58139-00-0000 #39 STATE TRUST/FIRE STATION	.00	.00	180,000.00	180,000.00	.00
300-58147-00-0000 #47 BS STORMSEWER/WATER PRV	.00	.00	26,400.00	26,400.00	.00
300-58150-00-0000 #50 WATERFRONT/SPORTS COMPLEX	.00	100,000.00	100,000.00	.00	100.00
300-58151-00-0000 #51 JOHNSON PROPERTY	.00	48,750.00	48,750.00	.00	100.00
300-58232-00-0000 #32 LIBRARY INTEREST	.00	2,026.25	4,052.50	2,026.25	50.00
300-58234-00-0000 #34 SPORTS COMPLEX LAND INT	.00	4,145.00	8,290.00	4,145.00	50.00
300-58236-00-0000 #36 SPORTS COMPLX/FIRE STA INT	.00	8,627.50	17,255.00	8,627.50	50.00
300-58239-00-0000 #39 STATE TRUST/FIRE STA INT	.00	28,747.50	57,495.00	28,747.50	50.00
300-58247-00-0000 #47 BAYSHORE PRV INTEREST	.00	4,256.17	8,512.35	4,256.18	50.00
300-58250-00-0000 #50 WATERFRONT/SPRPTS COMP INT	.00	126,878.13	252,756.26	125,878.13	50.20
300-58251-00-0000 #51 JOHNSON BOND INTEREST	.00	73,277.36	145,975.78	72,698.42	50.20
<b>TOTAL DEBT SERVICE PAYMENTS</b>	<b>.00</b>	<b>396,707.91</b>	<b>954,486.89</b>	<b>557,778.98</b>	<b>41.56</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>396,707.91</b>	<b>954,486.89</b>	<b>557,778.98</b>	<b>41.56</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>72,152.71</b>	<b>32,380.89</b>	<b>17,208.11</b>	<b>15,172.78</b>	

**VILLAGE OF SISTER BAY**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**FUND 400 - CAPITAL PROJECTS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUES</u>					
400-48110-00-0000 INTEREST ON INVESTMENTS	243.60	2,188.77	10,000.00	( 7,811.23)	21.89
TOTAL MISCELLANEOUS REVENUES	243.60	2,188.77	10,000.00	( 7,811.23)	21.89
<u>OTHER FINANCING SOURCES</u>					
400-49210-00-0000 TRANSFERS FROM GENERAL FUND	28,891.67	173,350.02	346,700.00	( 173,349.98)	50.00
TOTAL OTHER FINANCING SOURCES	28,891.67	173,350.02	346,700.00	( 173,349.98)	50.00
TOTAL FUND REVENUE	29,135.27	175,538.79	356,700.00	( 181,161.21)	49.21
<u>CAPITAL PROJECT FUND EXPENSES</u>					
400-57510-00-0000 CONSULTING	.00	.00	500.00	500.00	.00
TOTAL SERVICES	.00	.00	500.00	500.00	.00
400-57995-03-0013 FIRE TRUCK RESERVE	.00	.00	25,000.00	25,000.00	.00
400-57995-04-0008 STREETS RESURFACING	109,569.20	111,328.01	18,000.00	( 93,328.01)	618.49
400-57995-04-0018 OLD FIRE STATION DEMOLITION	.00	25,375.05	.00	( 25,375.05)	.00
400-57995-07-0046 WATERFRONT DEVELOPMENT	.00	.00	150,000.00	150,000.00	.00
400-57995-09-0056 VARIOUS PARKS PROJECTS	.00	.00	10,000.00	10,000.00	.00
400-57995-09-0057 VEHICLE REPLACEMENT	.00	.00	10,000.00	10,000.00	.00
400-57995-10-0059 PARKS EQUIPMENT	.00	2,880.00	.00	( 2,880.00)	.00
400-57995-13-0076 TRACKLESS REPLACEMENT	.00	26,815.00	25,000.00	( 1,815.00)	107.26
400-57995-14-0077 INFORMATION/TECHNOLOGY UPGRADE	325.00	7,453.41	30,000.00	22,546.59	24.84
400-57995-14-0078 CASH RECEIPTING SOFTWARE	.00	.00	3,700.00	3,700.00	.00
400-57995-14-5081 BURIAL OF OVERHEAD LINES	.00	.00	50,000.00	50,000.00	.00
TOTAL CAPITAL OUTLAYS	109,894.20	173,851.47	321,700.00	147,848.53	54.04
400-58992 <i>Transfer to Marine</i>	25,000	25,000	25,000	0.00	100.00
400-58993-00-0000 TRANSFER TO DEBT SERVICE FUND	2,936.33	17,617.98	35,236.00	17,618.02	50.00
TOTAL MISCELLANEOUS	27,936.33	42,617.98	60,236.00	17,618.02	70.75
TOTAL FUND EXPENDITURES	138,830.53	216,469.45	382,436.00	140,966.55	56.00
NET REVENUES OVER EXPENDITURES	( 108,695.26)	( 40,930.66)	( 25,736.00)	( 40,194.66)	

**VILLAGE OF SISTER BAY**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 6 MONTHS ENDING JUNE 30, 2014**

**TAX INCREMENTAL DISTRICT FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUE</u>					
500-41110-00-0000	PROPERTY TAXES	.00	.00	4,000.00 ( 4,000.00)	.00
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	4,000.00 ( 4,000.00)	.00
<u>INTERGOVERNMENTAL REVENUE</u>					
500-43430-00-0000	COMPUTER AIDS - TID	.00	.00	2,000.00 ( 2,000.00)	.00
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	2,000.00 ( 2,000.00)	.00
<u>MISCELLANEOUS REVENUES</u>					
500-48152-00-0000	INTEREST ON INTERNAL LOAN #52	.00	.00	15,587.00 ( 15,587.00)	.00
500-48500-00-0000	DONATIONS	.00	435,000.00	350,000.00 85,000.00	124.29
	TOTAL MISCELLANEOUS REVENUES	.00	435,000.00	365,587.00 69,413.00	118.99
	TOTAL FUND REVENUE	.00	435,000.00	371,587.00 63,413.00	117.07
<u>TAX INCREMENTAL DISTRICT EXP</u>					
500-56415	Postage	152.73	152.73	—	—
500-56501-00-0000	AUDIT	.00	1,500.00	1,500.00 .00	100.00
500-56503-00-0000	VILLAGE ADMINISTRATION	5,402.75	32,416.50	15,989.00 ( 16,427.50)	202.74
500-56510-00-0000	CONSULTING	420.00	2,595.25	4,900.00 2,304.75	52.96
500-56515-00-0000	LEGAL SERVICES	.00	3,402.30	500.00 ( 2,902.30)	680.46
500-56570-00-0000	TAX INCREMENTAL DISTRICT FEES	.00	150.00	1,150.00 1,000.00	13.04
	SERVICES	5,975.48	40,216.78	24,039.00 ( 16,025.05)	167.30
500-56995-07-5046	WATERFRONT DEVELOPMENT	2,119.60	9,579.60	650,000.00 640,420.40	1.47
500-56995-10-5064	JOHNSON PROPERTY ACQ	.00	.00	190,524.00 190,524.00	.00
500-56995-11-5067	BAYSHORE DR RECONSTRUCTION	83,810.49	121,512.75	.00 ( 121,512.75)	.00
500-56995-12-5074	PAVILION	234,427.27	351,851.87	350,000.00 ( 1,851.87)	100.53
500-56995-14-5079	BSD STORMWATER	12,938.86	163,271.09	58,661.00 ( 104,610.09)	278.33
500-56995-14-5082	BSD DOWNTOWN LIGHTING	145.00	4,760.00	.00 ( 4,760.00)	.00
	CAPITAL OUTLAYS	333,441.22	650,975.31	1,249,185.00 598,209.69	52.11
	TOTAL FUND EXPENDITURES	339,416.70	691,192.09	1,273,224.00 582,184.64	54.29
	NET REVENUES OVER EXPENDITURES	( 339,416.70)	( 256,192.09)	( 901,637.00) ( 518,771.64)	( 28.41)



## Door County Coastal Byway Council Meeting Minutes – Thursday, July 10, 2014

Time: 8:30 a.m.

Place: 4528 State Highway 57, Sturgeon Bay, WI 54235 – Town of Sevastopol

**Call to Order.** Chair Ann Miller called the meeting to order at 8:33 a.m.

**Declaration of a Quorum - Adopt agenda.** The following Council members were present and constitute a quorum:

Chuck Tice, primary – Town of Sevastopol

Ann Miller, primary – Town of Liberty Grove

Kriss Schorer, primary – Town of Baileys Harbor

Charity Buhr, primary – Village of Ephraim

Beth Hagen, primary – Town of Gibraltar

Scott Baker, primary – Village of Sister Bay

Also present: Christine Salmon-Door County Visitor Bureau, Sam Perlman-DCEDC, Zeke Jackson-Village of Sister Bay Administrator and Linda Wait-recording secretary.

Motion by Kriss and second by Scott to adopt the agenda, as presented. Motion carried.

**Approve minutes.** Motion by Scott and second by Chuck to approve the minutes of June 12, 2014. Motion carried.

**Treasurer's Report.** Sam reported a current balance of \$18,801.61. The final distribution of DOT grant funds has been made to the municipalities and partners. Sam said that 5 out of the 8 Wisconsin welcome centers will carry the updated DCCB brochure. Motion by Kriss and second by Beth to approve the treasurer's report. Motion carried.

### Pending Business

**A. Parade float & upcoming parades.** Kriss reported that the Baileys Harbor July 4<sup>th</sup> parade went great, with some good comments on the float. Chuck towed the float in the Ellison Bay parade in June. Thanks to Kriss, Ann, Scott and Chuck for decorating and/or transporting. Zeke offered to check into JEM and promotional grants for new events.

**B. Updates on Byway Group community awareness.** Sam said the rfp for our website went out to a half dozen local service providers and he has received responses from two. Responses are due by August 1<sup>st</sup> and can be reviewed at our next meeting.

There was discussion on reprinting the master plan; Ann thought around \$26 plus shipping. Sam said the DVD will cost \$75-\$80 (for 10 copies). He said Paperboy currently charges \$625 for the year, owns 75 racks and services more than 100. Kriss and Charity suggested we can place them out and about on our own for now (do not use Paperboy racks).

**C. Update from Sam on duplication of CD version of I-Plan to member municipalities.** Sam has not heard of any requests. Each municipality has a copy and they have been distributed to libraries.

Door County Coastal Byway Council Meeting  
Minutes – July 10, 2014

**D.** Discussion on reprint of copies of I-Plan for public sale. Action may be taken.

Ann said that although we have not promoted its sale, some people are asking. Chuck said some of the people mentioned in the plan have asked for copies. Suggested price of \$35 if we can print for \$26, depending on getting at least 10 requests then perhaps order.

**E.** DCCB review of and consideration of support for corridor project proposals that may have been submitted by partners or public. Review letter of support for Melinda Roberts representing WI Historical Markers & Places travel web site discussion/action.

<http://wisconsinhistoricalmarkers.blogspot.com/2014/05/may-18-2014-day-on-door.html>

Charity is working with Melinda Roberts. Sam commented that Melinda is very involved with transportation and tourism in Wisconsin.

**New Business.** Scott and Zeke suggested maybe placing the float down by the Baileys Harbor marina for display.

**Correspondence.** None. Ann indicated that Federal Highways is not be taking applications for future funding and Sam thought there would be no discretionary spending available.

Charity spoke with Jeremy Ashauer/DOT and they are not looking to take down any stone walls that are not in the right of way. They are urging Jeremy to use Q and then right onto Town Line when the Highway 57 detour comes about.

Kriss asked that we send a thank you to Gregg Curzon at Harbor Marine for storing the float and providing a key for in and out.

**Agenda items for next meeting / suggestions:** RFPs on website, Melinda Roberts.

**Future Meeting Dates.** Next meeting will be Thursday, August 14<sup>th</sup> 2014 at Baileys Harbor town hall at 8:30 a.m.

**Payment of any Bills.** Motion by Charity and second by Chuck to approve the following bills:

Kriss Schorer - \$31.50 for parade float fringe

Schmeeckle Reserve - \$2,235 for printing, revision and shipping of brochures

Ann Miller - \$20 for magnetic tape.

Motion carried.

**Adjourn.** Motion by Charity and second by Scott to adjourn. Motion carried and meeting adjourned at 9:08 a.m.

Respectfully submitted,

Linda Wait, recording secretary [draft 7/14/2014]

185 East Walnut Street, Sturgeon Bay WI 54235  
Telephone: (920) 743-3113  
[www.doorcountycoastalbyway.org](http://www.doorcountycoastalbyway.org)

**Door County Economic Development Corporation  
Board of Directors Meeting  
11:30 a.m., Monday, July 14, 2014  
at DOOR COUNTY BUSINESS DEVELOPMENT CENTER**

*The Door County Economic Development Corporation is a public/private partnership dedicated to improving the economic vitality of the County and its residents.*

**Minutes**

**I. Call to Order**

Darren Voigt called the meeting to order at 11:48 a.m.

**Directors Present:** Kathy Schultz, Thad Birmingham, Jan Campbell, Scott Baker, Leslie Gast, Darren Voigt, Charles Brann and Vicki Wilson.

**Ex-Officio Directors Present:** Bill Chaudoir, Steve McNeil, Maureen Murphy, Zeke Jackson and Rob Burke

**Not Present:** Mike Baudhuin, Cheryl Tieman, Jim Stawicki, Dale Swanson, Todd Trimberger and Jack Money Penny.

**Others Present:** Sam Perlman and Paula Sullivan – DCEDC

**II. Adoption of Agenda**

**Leslie Gast made a motion to accept the Agenda. Jan Campbell seconded. Motion Carried.**

**III. Action**

**A. Adoption of Minutes of Previous Meeting, June 9, 2014.**

**Kathy Schultz made a motion to accept the minutes from the June 9, 2014 board meeting. Vicki Wilson seconded. Motion carried.**

**B. Treasurer's Report**

**1. Consideration: June 2014 Financial Report.**

Leslie Gast presented the financial reports for the month of June 2014.

**Scott Baker made a motion to accept the June, 2014 financial reports. Charles Brann seconded. Motion carried.**

**2. Major Purchases – None**

**C. Consideration: Nominating Committee recommendations to fill unexpired terms**

**1. Board Members – 2 At-Large Positions**

Nominees are Patty Vickman, Superintendent of Southern Door County Schools and Jerry Worrick, CEO Ministry Door County Medical Center.

**Jan Campbell made a motion to accept the nominations as presented. Scott Baker seconded. Motion carried.**

**2. Officers**

The committee nominated: Mike Baudhuin as Chairman to fill the remainder of David Ward's term through December, 2014. Darren Voigt was nominated to fill the vacant position of Vice Chairman through December, 2014.

**Charles Brann made a motion to accept the nominations as presented. Thad Birmingham seconded. Motion carried.**

**3. Investment Committee Nomination**

Leslie Gast was nominated to replace David Ward on the Investment Committee.

**Vicki Wilson made a motion to accept the nomination as presented. Kathy Schultz seconded. Motion carried.**

- D. Consideration: Ratify Support Letters**
- 1. Bay Area Workforce Development**
  - 2. EDA Grant for Supply Chain Mapping**

**Vicki Wilson made a motion to ratify the Executive Committee's approval of the support letters as presented. Jan Campbell seconded. Motion carried.**

- E. Consideration: Ratify DKBEP Board approval of:**
- 1. 2014-2015 Operating & Home Construction Budgets**

**Jan Campbell made a motion to approve the DKBEP budgets as presented based on the recommendation of the DKBEP Board of Directors. Scott Baker seconded. Motion Carried.**

- F. Consideration: DCEDC RLF Loan Committee Recommendation regarding loan for Rosewood Dairy:**

We, the Door County Economic Development Corporation Revolving Loan Fund Committee, hereby recommend that a loan of \$260,000 be approved for Rosewood Dairy, Inc. for Business Acquisition and that the loan be approved subject to the following conditions:

- a. Interest Rate: 4.00%**
- b. Term of Loan: 5 year term with a 5 year amortization.**
- c. Payments: Monthly Principal and Interest payments will be made to DCEDC.**
- d. The DCEDC will have a first mortgage on Condo Units #1 and #2 (dairy production building and the cheese store building).**
- e. The applicant will enter into a General Business Security Agreement.**
- f. The loan shall be personally guaranteed by Chris and Ann Renard and Renard's Cheese Store, LLC.**

- g. Applicant shall provide DCEDC business financials (profit and loss statement, balance sheet) within three months of the close of the company's fiscal year.
- h. Applicant will pay all out-of-pocket loan-processing costs at closing including attorney fees for loan documentation.
- i. The borrower shall submit a complete application package, to the satisfaction of William Chaudoir, Executive Director, DCEDC.
- j. The loan recipient's business location and place of employment must remain in the County of Door or the loan immediately becomes due and payable.
- k. This commitment is valid for a 60-day period at which time the loan shall be closed or this commitment is null and void.
- l. Applicant shall secure private financing of \$280,000.00.
- m. Applicant must obtain insurance on the property and equipment.
- n. The applicant will create 5 and retain 13 FTE (Full-time equivalent) jobs within two years of loan closing.
- o. EDA forms to be signed at closing regarding employee data, relocation, workplace requirements and lobbying.

Charles Brann made a motion to approve the \$260,000 loan to Rosewood Dairy with the terms outlined above. Scott Baker seconded. Motion Carried.

- G. **Consideration: Update Public Sector – 3 year fundraising campaign**  
Bill reported that DCEDC will be sending out requests for the next 3 year fundraising commitment from the County of Door and City of Sturgeon Bay. Also, the annual letter will be sent the Village of Sister Bay and Village of Egg Harbor.

#### IV. Informational

- A. **Executive Director's Report**  
Bill Chaudoir reviewed his report for June.
- B. **Workforce/Housing/Technology/Retention Report**  
Sam Perlman reviewed the Workforce/Housing/Technology Report.

- V. **Next Meeting –Monday, August 11, 2014– Door County Business Development Center**

#### VI. Adjournment - Meeting adjourned at 12:50 p.m.

Respectfully Submitted,  
William D. Chaudoir, Secretary

**FINANCE COMMITTEE MEETING MINUTES**  
**THURSDAY, JULY 24, 2014**

The Village of Sister Bay Finance Committee meeting of July 24, 2014, was called to order by Chairman Shane Solomon at 2:30 PM.

**Present:** Chairman Shane Solomon, Committee Member Dave Lienau, Village Administrator Zeke Jackson and Finance Director Juliana Neuman

**Approval of the Agenda**

*Lienau moved and Solomon seconded. Motion carried.*

**Approval of minutes as attached**

*Solomon moved and Lienau seconded approval of the minutes of the May 22, 2014 Finance Committee meeting as presented. Solomon commented that he remembered a longer discussion on the CIP Funds than appears in these minutes. Neuman agreed to listen again to the meeting tape. The motion carried.*

**Comments, correspondence and concerns from the public**

None

**Discussion Items**

**1. Consider a sum for donation to Door County Soil and Water District for Phragmites Eradication Program.**

Although the relatively small amount of this invasive plant in Sister Bay is located on private lands, there was consensus for support of the program since donations will help Soil and Water to obtain grant funding. Lienau added that Wild Parsnip and other invasives are also part of this program.

*Lienau moved that the Village contribute \$1000, and Solomon seconded the motion. All voted Aye.*

**2. Consider a motion to convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a Closed Session.**

*At 2:38 PM Solomon moved to convene into Closed Session as above. Lienau seconded the motion.*

*Roll call: Solomon--Yes Lienau--Yes*

**3. Consider a motion to reconvene into Open Session.**

*At 3:35 PM Solomon moved to reconvene into Open Session. Lienau seconded the motion.*

*Roll call: Lienau—Yes Solomon—Yes*

**4. Consider a motion to take action, if required.**

*Lienau made a motion to direct the Village Administrator to take action based on the items discussed during the Closed Session: i.e., on the potential sale of the Old School property and on the development agreement for Stony Ridge. Solomon seconded the motion and all voted Aye.*

**5. Review of simple static tax rate projections for 2015 budget.**

Neuman presented two versions of a simplified 2015 budget, keeping most revenue and expense categories the same as they are for 2014 except for personnel costs and the addition of debt service for new loans to cover the beach project and the overhead utility burial. Version #1 shows how large a tax increase it would take to return the General Fund balance to the Village fund balance policy level, and version #2 shows what the tax increase would be if the entire allowable levy for 2015 were imposed. In the first case the increase would be 23%; in the second, 16% or more.

1 **6. Review and discuss CIP for 2015 budget.**

2 Capital requests proposed by staff were discussed in conjunction with the Capital Reserves spreadsheet,  
3 as follows:

4 --The Fire Truck Reserve account is sufficiently funded, with about \$114,000 remaining after this year's  
5 fire truck payment.

6 --Street resurfacing (especially of detour routes) could wait until after the DOT project has been  
7 completed in 2016.

8 --The Various Parks Projects line should be maintained at \$15-16,000.

9 --The Vehicle replacement line already has \$29,711 and should not need more at this time.

10 --The Parks Equipment balance is currently negative because a budget amendment will be required to  
11 apply the sale of an old lawnmower to the purchase of a bagger/blower. After that, the balance will be a  
12 negative 495.81. The committee recommended merging this line with Various Parks projects.

13 --Jackson reported that we are now being told by Wulf Brothers that Village Hall A/C will cost far more  
14 than the \$44,000 currently allocated because an air mixing system will be required. Solomon  
15 recommended contacting another company, Synergy, to get a second opinion.

16 --\$5500 has been saved toward the purchase of a new election machine, but a machine that meets  
17 federal standards has not yet been produced.

18 --The Bay Shore Drive Reconstruction line item has been divided into several parts at the request of our  
19 auditors. The other three are for Stormwater, Overhead Line Burial and Lighting. Both the Stormwater  
20 and the Lighting lines show negative amounts; when merged with BSD Reconstruction the overall  
21 project balance is \$141,098.96. Jackson has proposed another \$50,000 in 2015 for overhead utility  
22 burial for a new total of \$100,000. The committee members agreed.

23 --The Helms Debt Reserves remainder will be \$167,382 at the end of 2014.

24 --The Skatepark Polished Slab fund contains \$20,000 which will probably not be used for that purpose,  
25 since there is no longer a working Skatepark committee.

26 --The Coastal Byways amount (\$17,714) is reserved for installation of the kiosk.

27 --The remaining amount in the paperless meeting account should be merged with the Information  
28 Technology upgrade account, for a total of \$24,830.

29 --The remainder from Baseball Field Improvements should be merged with Various Parks Projects.

30 --This year's purchase of a Polaris Brutus came out of reserves being accumulated for replacement of  
31 the Trackless snow machine. Discussion followed on the need for a replacement vs. periodic repairs.  
32 The consensus was not to add to this account in 2015.

33 --The cash receipting software module has been purchased. For 2015, Neuman is requesting up to  
34 \$20,000 for an upgrade of our accounting software, since the current version is being phased out. In  
35 addition, our auditors have advised that the Village's chart of accounts be revised to conform to  
36 Wisconsin State standards. This conversion should be done at the time of the software upgrade and  
37 would require assistance from Schenck at a cost of perhaps \$5000. In addition, Jackson would like to  
38 add the Dashboard module so that he can keep abreast of financial trends.

39 --Most of the \$115,000 previously re-allocated from the Fire Truck Reserves is available for the  
40 proposed Canterbury-Maple bypass. The consensus was to leave this allocation as is for now.

41 --The \$25,000 transfer to the Marina for capital projects has been made.

42 --Stewardship grant interest to date amounts to almost \$20,000. The consensus was that this revenue be  
43 applied to the beach project (Waterfront Development) along with repayments from the Marina on the  
44 \$850,000 loan amount. The total thus available for the beach is \$90,661.75.

45 --Finally, revenue from TIF computer aids could be applied to the shortfall in the Streets Resurfacing  
46 account, along with a portion of the Election Machine Replacement reserves.

47  
48 **7. Review of Financial Statements @ June 30, 2014; consider Budget Amendments.**

49 Neuman presented statements for the General Fund, Debt Service, the CIP Fund and the TIF, with line  
50 items requiring budget amendments highlighted in yellow. These reports will be provided to the Board  
51 at its August meeting. The proposed amendments are as follows:

- 1           1. Administration Personnel costs have been reduced by a greater percentage due to an  
2 increase in the allocation of staff time to the TIF and to Utilities to cover major project  
3 oversight. Neuman added that the higher charge to the TIF had been recommended by  
4 Auditor Konecny. The results of this re-allocation are also shown on the TIF statement.  
5           2. Street Maintenance costs in the Parks section currently exceed the budgeted amount by  
6 \$2166, with the possibility of further County charges later in the year. [This amendment  
7 could wait until year-end.]  
8           3. All of the changes listed in Item 6 (above) will be written up as Budget Amendments for the  
9 August meeting, as approved by consensus.  
10

11 **8. Matters to be placed on a future agenda or referred to a Committee, official or employee.**

- 12 -- Neuman to obtain health insurance rates from the Marketplace and from ETF.  
13 -- Jackson to take action on Closed Session items as discussed.  
14 -- Jackson to contact Synergy about a second opinion on Village Hall HVAC.  
15 -- Neuman to obtain a software quote for Dashboard.  
16 -- Neuman to prepare financial statements and budget amendments for the August Board meeting.  
17 -- Projected Marina shortfall, based on seasonal slip revenue.  
18 -- PILOTs to be discussed at the next meeting, scheduled for August 11, 2014 at 3:00 PM.  
19

20 **Adjournment**

21 *At 5:03 PM Solomon moved and Lienau seconded that the meeting be adjourned. Motion carried.*  
22

23 Respectfully submitted,



24  
25 Juliana Neuman  
26 Village Finance Director  
27

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1 way of developing a new market. Solomon asked whether the Marina should try to focus on one  
2 customer market, such as sportsmen, or try to offer something for everyone. Tatzel replied that, in her  
3 experience of other Marinas, sailboats can coexist with fishermen. She added that since boat sizes are  
4 decreasing we have to explore new markets. Jackson added that slip sizes will have to be rearranged  
5 to accommodate more smaller boats.

6  
7 Next up was a review of Tatzel's draft budget for 2015 with a 3% decrease in those expenses over  
8 which she has control. Revenues were kept at 2014 amounts. Seasonal slip fees for 2014 are down  
9 significantly. Tatzel reported two 50-foot slips open, three 40's and one 32'. These slips rent for  
10 between \$5000 and \$7000 each, accounting for a projected loss of between \$30,000 and \$40,000.  
11 Some of this is being made up by using them as transient slips. Tatzel is offering some special August  
12 rates as well, and two customers with balances due on their slips and one who has paid only 50%. She  
13 is confident that the remainders due will be collected by the end of August. Lienau asked whether  
14 Tatzel thinks she will collect 100% of budgeted transient revenues by the end of the month. Based on  
15 reservations made thus far, she thought not. Solomon asked if customers are talking about why they  
16 are using the Marina less, and Tatzel replied that many boaters are saying that they didn't launch their  
17 boats until late June or July this year, because of weather. Jackson said that he'd like to see a survey  
18 done with questions of this type.

19  
20 The boathouse is underperforming as well. Based on his personal experience with a rental unit,  
21 Solomon believes that the boathouse rates are too high and are discouraging reservations. He has  
22 found, with a similar-sized unit, that a lower rate actually generates more overall revenue, because  
23 more nights are filled. He recommended keeping the nightly rate under \$300. He also felt that the  
24 marketing could be better. He added that more and more travelers are looking for pet-friendly units  
25 but noted that cleaning procedures would have to be different and that this would discourage some  
26 potential customers. Based on his own experience, Lienau agreed with Solomon's opinion that the  
27 nightly rate is discouraging reservations. Discussion followed on various marketing possibilities.

28  
29 Solomon also gave Tatzel some tips on using the Lodgical system for online Marina and boathouse  
30 reservations. In answer to a question from Lienau about the length of the boathouse rental season,  
31 Tatzel replied that it runs from about May 15 to the end of October. The boathouse can be rented  
32 through the winter, but there were no winter reservation last year. Lienau suggested a long-term rental,  
33 from October 31 to May 15, at a monthly rate of up to \$700, depending on utilities.

34  
35 Maximizing seasonal slip revenue seems to be the best option for improving the Marina's bottom line.  
36 Tatzel intends to split up some of the excess larger slips (the 40's and 50's), even though it creates  
37 some problems with 'stacking' boats. Solomon suggested addressing the Marina's need for capital by  
38 'condominiumizing' some slips by means of a large payment up front, followed by a small annual fee.  
39 Pre-selling 10 slips at the discounted rate of \$25,000 for 10 years would yield \$250,000 in cash with  
40 which to create some amenities to attract more business. Those 10 slips would produce little revenue  
41 during the 10-year period, but the increase in other customers might offset that. Tatzel expressed doubt  
42 that boaters would be willing to commit to a 10-year lease. Lienau suggested trying this with one or  
43 two slips and marketing the offer as funding for capital improvements.

44  
45 Jackson pointed out that the 3% cuts in selected expenses reduced the total by only \$5000 compared  
46 to the 2014 budget. He asked why the Charter TV line item has not been reduced despite the Marina  
47 Committee's decision to discontinue TV service. Tatzel said that she has been reluctant to give up on  
48 offering this amenity to Marina guests, so she approached Charter with a request to return to the  
49 analog service. Charter has not yet sent out an engineer as promised.

50

1 Tatzel spoke to the request for a budget with 3% cuts, stating that she is always very careful about  
 2 sticking to her budget. Neuman confirmed this. There have been expenses beyond her control, such as  
 3 the dredging that was necessary last year. Tatzel said that she avoids making purchases that would  
 4 make the work easier because she is so focused on budgeting tightly, and she pleaded that she not be  
 5 asked to make any more cuts. Neuman noted that even with these 3% cuts, there will be other costs  
 6 that increase, such as utilities, or services that Tatzel cannot control. Lienau told Tatzel that the  
 7 committee knows that she tries to run a tight budget and said that she has done a good job.

8  
 9 Lienau noted that Tatzel's revenue proposal for 2015 assumed another \$25,000 transfer from the  
 10 Village. Tatzel replied that she had done this in view of the 5-year capital expense projections that she  
 11 was proposing. Solomon and Neuman pointed out that the 2014 transfer had been provided on a one-  
 12 time basis. Lienau added that repeating this would require another "conversation." Jackson said the  
 13 entry should be crossed out. He then asked whether the committee would like these 3% cuts to be  
 14 included as part of the 2015 budget. Lienau replied that in his opinion they should be included,  
 15 realizing that there are other issues on the agenda that may directly affect this.

16  
 17 *Tatzel left the meeting at approximately 4:15 PM.*

18  
 19 **1. Review Water Utility PILOT. Consider a motion to recommend to the Board for approval.**

20 Jackson reported that the recommendation for a Water PILOT had come from the Water, Wastewater  
 21 Collection and Stormsewer Committee. The Public Service Commission regulates the amount of  
 22 PILOT the Village can collect, based on tax rates within the taxing jurisdiction. For 2013, the PILOT  
 23 amount as calculated by the PSC was \$41,249. Lienau asked for clarification about collecting a Water  
 24 PILOT versus both Water and Wastewater PILOTs. Jackson replied that he had discussed this with  
 25 Auditor Konecny, who said that he has never seen this imposed on a wastewater utility in Wisconsin.  
 26 Water utilities tend to be financially healthier because of the cost of the plant and equipment necessary  
 27 for treating wastewater. Solomon expressed concern that we are avoiding increased taxes by raising  
 28 water rates. Lienau expressed a different view: that the Village has two enterprise funds but is  
 29 charging a PILOT to only one. Solomon replied that the Marina and the Utility are completely  
 30 different: not all taxpayers can use the Marina (other than the park portion), but water utility is a  
 31 necessity. Therefore, they should not be 'taxed' equally. Lienau countered that all taxpayers benefit  
 32 from the fact that the Marina pays a PILOT, thus reducing taxes. He would like to see the Marina's  
 33 PILOT reduced from \$161,000 to \$120,000 by collecting from the Water Utility. Solomon accepted  
 34 that suggestion, acknowledging that Sister Bay's water rates have been lower than average, but  
 35 Jackson suggested that additional revenue will be needed for the General Fund and the CIP Fund, as  
 36 well as for economic development. Lienau replied that he won't support a Water PILOT unless all of  
 37 the benefit goes to the Marina. He added that if we don't help that Marina now it is going to cost the  
 38 Village a lot more later.

39 *Lienau moved and Solomon seconded a recommendation to the Board that the Village rescind its long-*  
 40 *standing waiver of a tax equivalent payment by the water utility, with the stipulation that the entire*  
 41 *amount of such payment should serve to reduce the Marina PILOT amount. Motion carried – all Ayes.*

42  
 43 **3. Review of Financial Statements @ June 30, 2014. Consider Budget Amendments.**

44 Neuman presented Board Reports for budget amendments discussed at the previous Finance meeting.  
 45 She had one question about reallocating part of the amount reserved for a future election machine: the  
 46 County Clerk has indicated that the election machines might be available by the end of 2015, in which  
 47 case we might need that money for its original purpose. Lienau replied that he would learn more about  
 48 this issue on the following day and would call Neuman to update her. It was agreed that if the election  
 49 machine account should not be touched, the balance needed for Streets Resurfacing would be taken  
 50 from Various Parks Projects.

1 **4. Matters to be placed on a future agenda or referred to a Committee, official or employee.**

2 -- Lienau has requested packets for all Village meetings.

3 -- Jackson to consider Cherrywood subdivision street resurfacing as requested by R. Horbinski.

4 -- Neuman to calculate Marina PILOT amount for 2015 as per Kufrin's formula.

5 -- Long-term leasing of seasonal slips to be considered.

6 -- Boathouse rental rate to be re-considered, along with the possibility of a 6 to 8 month winter rental.

7 -- Parks budget to to be discussed at the next meeting, to be held at 2:30 PM on August 27<sup>th</sup>.

8  
9 **Adjournment**

10 *At 4:45 PM Lienau moved and Solomon seconded that the meeting be adjourned. Motion carried.*

11  
12 Respectfully submitted,



13  
14 Juliana Neuman

15 Village Finance Director

16  
17 Name: h:\files\active\agendas\finance\2014\2014\_08\08112014 finance minutes - unapproved version.docx Created:  
18 5/21/2013 9:14 AM Printed: 8/18/2014 10:21 AM Author: Juliana Neuman Last Saved By: Juliana Neuman

**Sister Bay / Liberty Grove Library Commission  
Meeting July 8, 2014**

The meeting of the Sister Bay / Liberty Grove Library Commission was called to order by Virginia Phelan at 1:05 P.M.

**Members Present:** Virginia Phelan, Allen Strack, Frank Forkert, Pam Abshire, Henry Timm, Betty Curzon, Margot Warch and Ralph Blankenburg.

**Public Input:** None

**Review and Approve the Minutes of the June 10, 2014 Meeting:**

Frank Forkert moved and Allen Strack seconded a motion to approve the minutes of the June 10, 2014 meeting. The motion passed 6-0.

**Review and Payment of the Bills:**

Kirby Built	Benches & Tables	\$7,914.85
Sparkle Cleaning Service	Windows & Carpet	\$1,072.49
Wisconsin Public Service	Electric	\$650.07
Jeffery Ward Construction	Lights / Tables & Benches	\$680.00
Sparkle Cleaning Service	General Cleaning	\$1,500.00
Curzon Electric	Ballast for Lights	\$29.56
Total		\$11,846.97

Allen Strack moved and Margot Warch seconded the motion to approve the payment of the bills. The motion passed 6-0.

**Librarians Report**

Comparing June 2014 with June 2013.

**Circulation:**

2014: 7,008	YTD: 28,238
2013: 6,667	YTD 32,037

**People Count:**

2014: 5,319 Lib. Visits
2013: 5,457

**Programs:**

2014: 1 Adult; 6 Children	Attended by 53 Adults	80 Children.	133 Totals.
2013: 1 Adult; 5 Children	Attended by 40 Adults	67 Children	107 Totals.

**Sam:**

2014: 760 Sessions	20,876 Minutes
2013: 877 Sessions	24,953 Minutes

**Wireless:**

2014: 969 Users
2013: 967 Users

**Overdrive:**

2014: 183 E-books Users	58 Audio book Users
2013: 150 E-books Users	41 Audio book Users

Total library cards issued from Sister Bay/Liberty Grove as of the 1<sup>st</sup> quarter of 2014 include 4,545 adults and 401 children.

We continue to receive many donated books for our Labor Day sale. Thank you for hauling the previous accumulation up to the shed.

We will have programs coming up for the children involved in the Summer Reading Program. These events have been well attended thanks to the Y camp kids who have made them a part of their summer schedule.

Additionally, Amos, the certified therapy dog, has been here every Thursday morning and reading to him has been hugely popular with the kids. Gloria Dougherty, Amos' "Mom" has been wonderful in promoting the program through a book she has authored and by getting the Pulse to do publicity for the Thursday morning program. We are grateful to her for the time and effort she puts forth.

**Back Yard Project:**

The gazebo project is on hold Until a donor comes forward.

Henry Timm reported that news reports on the dedications had gone out to all the news papers. He also had sent invitations to all those involved with the project. Previous members of the commission, Sister Bay and Liberty Grove officials and all on our mailing list were sent invitations. Henry thanked the Librarians who made a great looking poster for the event. Posters were distributed. Henry Timm reviewed the dedication program.

It was moved by Allen Strack and seconded by Frank Forkert to send the Door County String Academy a gift of \$200 for performing at the event. The motion passed 6-0.

It was moved by Margot Warch and seconded by Allen Strack to purchase a set of checkers for checker board not to exceed \$300. The motion passed 6-0.

It was decided that we would look into plaques from another source than Kirby Built.

We have received donations for 2 benches and 2 tables.

Pam Abshire announced that she would be leaving Sister Bay to take a new position with the U.S. Postal Service in Green Bay. Pam was wished well.

**Next Meeting:**

August 12<sup>th</sup> at 1:00 p.m.

**Adjourn:**

It was moved by Pam Abshire and seconded by Allen Strack to adjourn at 2:00 P. M. The motion passed 6-0.

Submitted by: Ralph Blankenburg.

1  
2  
3 **MARINA COMMITTEE MEETING MINUTES**  
4 **TUESDAY, JULY 10, 2014**  
5 **Sister Bay-Liberty Grove Fire Station – 2258 Mill Road**  
6 **(APPROVAL PENDING)**

7 The July 10, 2014 meeting of the Marina Committee was called to order by Chairperson John  
8 Clove at 2:00 P.M.

9  
10 **Present:** Chairperson Clove, and members Pat Duffy, Fuzzy Sunstrom, Kevin Roberts and Jeff  
11 Flegel. Shane Solomon arrived at 2:37 P.M.

12  
13 **Others:** Jim Robinson and Jeff Cronk

14  
15 **Staff Members:** Village Administrator Zeke Jackson, Marina Manager Wendy Tatzel, and  
16 Administrative Assistant Janal Suppanz.

17  
18 **Approval of the agenda:**

19 *A motion was made by Duffy, seconded by Roberts that the agenda for the July 10, 2014*  
20 *meeting of the Marina Committee be approved as presented. Motion carried – All ayes.*

21  
22 **Approval of minutes as published:**

23 **As to the minutes for the June 3, 2014 meeting of the Marina Committee:**

24 Duffy indicated that he believes the sentence which begins on Line 7 - Page 3 of the June 3,  
25 2014 Marina Committee Minutes should be amended to read, *“A motion was made by Duffy,*  
26 *seconded by Sunstrom that the preferred course of action with respect to provision of television*  
27 *service at the Sister Bay Marina would be to disconnect Charter television service and ramp up*  
28 *the WiFi capabilities at the Marina, thereby allowing boaters to connect to NetFlix or Hulu, but*  
29 *still maintain HD television service at the Boathouse.”*

30  
31 Tatzel indicated that she believes the sentence which begins on Line 26 – Page 3 of the June 3,  
32 2014 Marina Committee Minutes which states that she attributes the increase in reservations to  
33 the nice weather should be struck in its entirety.

34  
35 *A motion was made by Sunstrom, seconded by Duffy that the minutes for the June 3, 2014*  
36 *meeting of the Marina Committee be approved as amended. Motion carried – All ayes.*

37  
38 **Comments, correspondence and concerns from the public:**

39 Clove asked if anyone wished to comment regarding a non-agenda item. No one responded.

40  
41 **Business Items:**

42 **Item No. 1. Report on 501(c)(3) or Marina 170(c)(1) tax exempt status of the “Friends of the**  
43 **Marina”; consider a motion to take action on creating a “Friends of the Marina” group:**

44 Tatzel has been doing research on creation of a “Friends of the Marina” group and discovered  
45 that charitable contributions to governmental units are tax-deductible under §170(c)(1) of the  
46 Internal Revenue Code if they are made for a public purpose.

47  
48 *A motion was made by Duffy, seconded by Sunstrom that a “Friends of the Marina” group shall*  
49 *be created at the Sister Bay Marina. Motion carried – All ayes.*

**Item No. 2. Report on the status of the boaters' restrooms:**

Installation of counter tops in the boaters' restrooms and office area of the Marina building is tentatively scheduled for September. Installation of new privacy partitions is also tentatively scheduled for September, but that will depend on the volume of Marina guest traffic and availability of contractors. The new keyed entry locks have been installed and they work very well. Work is ongoing on the painting project. The work completed on that project to date looks very nice.

**Item No. 9. Consider a motion to convene into closed session pursuant to Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session:**

*At 2:10 P.M. a motion was made by Clove, seconded by Duffy that the Marina Committee convene into closed session pursuant to Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. Motion carried – All ayes.*

**Item No. 10. Consider a motion to reconvene into open session:**

*At 3:08 P.M. a motion was made by Sunstrom seconded by Duffy that the Marina Committee reconvene into open session. Motion carried – All ayes.*

**Item No. 11. Consider a motion to take action if required:**

No formal action was taken.

**Item No. 3. Discussion regarding the installation of a fuel dock at the Sister Bay Marina:**

A representative of Port-A-Pier visited the Marina earlier this week, and at that time Tatzel briefly discussed a possible "B" Dock remodel and potential installation of a fuel dock with him. The Port-A-Pier representative will call Tatzel to schedule an appointment to discuss these issues at length in the near future. She will report her findings at the next Marina Committee Meeting.

*At 2:59 P.M. Jackson left the meeting as he had another obligation.*

**Item No. 4. Report on WiFi at the Marina:**

Employees from Door County Broadband will be installing additional equipment at the Marina in the near future and will be moving forward with activating "Password Only" access for Marina guests. That equipment should strengthen the WiFi signal at the Marina. Some logistical issues have been identified with providing passwords to Marina guests, and Tatzel and Nate Bell are working on solutions to them.

**Item No. 5. Consider a motion to approve revised Marina Fest By-Laws and a Marina Fest Vision Statement:**

A draft of revised Marina Fest By-Laws as well as a Marina Fest Vision Statement were included in the meeting packets.

*A motion was made by Clove, seconded by Duffy that the Marina Committee approves the revised Marina Fest By-Laws and the Marina Fest Vision Statement which were reviewed at this meeting.*

1 The Committee members jointly reviewed the previously mentioned documents, and it was the  
2 consensus that the Vision Statement is acceptable but the following revisions shall be made to  
3 the Marina Fest By-Laws:

- 4 • Section 2 shall read “a member of the Marina Committee”, not the Marina Committee  
5 Chairperson; and,
- 6 • The dollar amount shown in Section 4 should be \$100.

7  
8 Clove and Duffy then amended their motion in such fashion that it reads:

9  
10 *A motion was made by Clove, seconded by Duffy that the Marina Committee approves the*  
11 *revised Marina Fest Vision Statement which was reviewed at this meeting as presented, and also*  
12 *approves the Marina Fest By-Laws which were reviewed at this meeting as amended. Motion*  
13 *carried – All ayes.*

14  
15 **Item No. 6. Consider a motion to take action on installation of television service at the**  
16 **Marina:**

17 Tatzel noted that there were two Marina guests who were very upset about the television  
18 service being discontinued at the Marina, but the majority of the boaters who responded to her  
19 informational e-mail understood why that action was taken.

20  
21 As requested she did research regarding the various television provision options which are  
22 available for the Marina, and proposals from Charter Communications and Dave’s Electronic  
23 Repair, (a Dish Network provider), were included in the meeting packets. She also contacted  
24 the employees at Hammersmith TV, a local Radio Shack distributor, and inquired about the  
25 possibility of installing a television antenna at the Marina, but was informed that it is unlikely  
26 that satisfactory reception would be received given the location of the bluffs. The Committee  
27 members indicated that there simply are not funds budgeted to cover the costs delineated in the  
28 proposals, and it was the consensus that at least for now the decision made at the last meeting  
29 shall stand.

30  
31 Some of the Committee members indicated that they received free controller boxes for their  
32 businesses for one year from Charter Communications, and Tatzel was asked to call Charter to  
33 see what the monthly charge would be if twenty of the boxes were obtained. She will report her  
34 findings at the next Committee Meeting.

35  
36 **Item No. 8. Discussion on Marina activities with Wendy Tatzel, Marina Manager:**

37 Tatzel gave the following oral report:

- 38  
39 • Transient slip rental figures for June of 2014 were down \$500 from 2013. (This year the  
40 weather was cooler during June and boaters were hesitant to book extended stays  
41 because the forecast was unpredictable.)
- 42 • She is still filling seasonal slips and is negotiating “one year only” agreements with pro-  
43 rated seasonal rates.
- 44 • Slips A42 and A43 were damaged by a sailboat during high winds on July 5<sup>th</sup>. They  
45 were repaired by Village Maintenance Department crew members this week.
- 46 • The Marina crew members have repainted the ballasts on the docks. They will be  
47 applying new non-skid tape on “B” Dock, and replacement light bulbs will be ordered  
48 and installed soon.
- 49 • There appear to be more shore fisherman in the Village this year. A “No Fishing Inside  
50 Marina” sign was removed by vandals. A replacement sign has been ordered. DNR

1 officials informed Tatzel that legally, because grant funds were used to pay for Marina  
2 improvements, people must be allowed to fish within the Marina.

3  
4 *It was the consensus that Tatzel and her staff members should still ask people to refrain*  
5 *from fishing by the boats, but if they do fish off the docks and hooks become entangled,*  
6 *Marina personnel should provide assistance with removing them.*

7  
8 At 3:55 P.M. Sunstrom indicated that he had another obligation and left the meeting.

- 9  
10 • The grant application for the public restroom renovation is being processed. Chris  
11 Halbur of the DNR informed Tatzel that it would be a good idea for her to attend the  
12 Board of Review Meeting where the application will be considered. It is possible that  
13 the Marina could receive up to 80% funding for the remodeling project as additional  
14 funding is considered for marina and launch ports with constructed outer break walls.
- 15 • The Boat House was rented out at the last minute for the July 4<sup>th</sup> weekend. The  
16 complimentary slip was not used by the rental guests so it was utilized as a transient slip  
17 for the entire weekend. The suggestion was made that a sign which states that the  
18 Boathouse is for rent be erected by the Boathouse, and Tatzel was asked to submit an  
19 applicable Sign Permit Application.
- 20 • One of the Dockmasters was out for two weeks due to illness. Because they were  
21 shorthanded at the Marina Tatzel filled the gaps in the shift rotation.
- 22 • The Marina Office painting project is moving forward as weather and time permit.  
23 Everything should be done by the end of the month.
- 24 • She is working with a local graphic designer to develop a new burgee design. In  
25 addition, work is ongoing on development of a logo for Marina clothing and  
26 accessories. Hopefully new Marina products will be available for purchase by the end  
27 of the month. Tatzel is considering partnering with Lands End to offer clothing or  
28 accessories exclusively to seasonal slip holders, and will be ordering hats and  
29 sweatshirts to sell in the Marina Office.

30  
31 **Item No. 7. Discussion regarding long-term planning for the Marina:**

32 It was the consensus that this agenda should not be addressed at this meeting.

33  
34 **Item No. 12. Consider a motion to discuss matters to be placed on a future agenda or referred**  
35 **to a committee, official or employee:**

36 *The next meeting of the Marina Committee was scheduled for 3:00 P.M. on Thursday, August*  
37 *14, 2014.*

38  
39 The following agenda items will be addressed at that meeting:

- 40 • *Consider a motion to convene into closed session pursuant to Wis. Stats.,*  
41 *§19.85(1)(e) to deliberate or negotiate the purchase of public properties, the*  
42 *investment of public funds, or conduct other specified public business,*  
43 *whenever competitive or bargaining reasons require a closed session.*
- 44 • *Discussion regarding Charter Communications' pricing for digital television*  
45 *boxes.*
- 46 • *Discussion regarding long-term planning for the Marina.*
- 47 • *Discussion regarding needed repairs to "B" Dock.*
- 48 • *Discussion regarding installation of a fuel dock at the Sister Bay Marina.*
- 49

## Minutes of the July 10, 2014 Meeting of the Marina Committee

1 **Adjournment:**

2 *A motion was made by Duffy, seconded by Flegel to adjourn the meeting of the Marina*  
3 *Committee at 4:10 P.M. Motion carried – All ayes.*

4

5 Respectfully submitted,



6

7 Janal Suppanz,

8 Administrative Assistant



1 Leon Kellum indicated that he owns a home on Northwoods Drive. Generally speaking all the  
2 residents in that area of the Village are opposed to extending Northwoods Drive as they are  
3 concerned that their property values will decrease. They are also concerned that their pets will  
4 be put in harm's way. There are already a number of different access points to the area in  
5 question, and Kellum and his neighbors believe other map amendments are possible. He also  
6 believes privacy issues will arise if the storage area at Stony Ridge is constructed. Lienau noted  
7 that the Plan Commission has already ruled that the storage units may only be utilized by Stony  
8 Ridge residents and/or property owners.

9  
10 Michele Notz, the Administrator of Scandia Village, indicated that Canterbury Lane will be  
11 extended as a part of the SCAND expansion project. The management of SCAND is fully aware  
12 that there are safety issues near Bargains Unlimited, and they will be addressed. Notz suggested  
13 that if at all possible the Plan Commission consider creating an alternate entrance for SCAND.

14  
15 Lyle Bruss of 2313 Maple Drive indicated that he owns two lots which will abut the Canterbury  
16 Lane extension. He has no objections to the extension, but does have concerns about the  
17 height of the new road as it basically will be about 4' above the existing grade, which will be  
18 problematic. Bruss suggested that the elevation of the Canterbury Lane extension be reduced. It  
19 was the consensus that this issue shall be referred to the Parks, Properties & Streets Committee.

20  
21 Gerry Knudson of 10619 Claflin Lane indicated that he is the Personal Representative of the  
22 Marston Anderson Estate. He is "totally opposed" to having a road run through the middle of  
23 Anderson's property, which is what has been proposed.

24  
25 John Redell of 10492 W. Stony Ridge Circle asked if the roads depicted on the Stony Ridge  
26 plans will remain as originally proposed. Lienau responded that any plans which have already  
27 been approved will stand.

28  
29 Father Robert Burnell of 10494 E. Stony Ridge Circle noted that it is currently quite dark in the  
30 Stony Ridge development during the evening hours. He believes that additional street lighting  
31 on the new roads would be a "plus".

32  
33 Jackson read letters which had been received from Marguerite Dalton and Lee Kellum, Keith  
34 and Vivian Nienow and Bill and Ellen Goodrich aloud. Copies of all those letters are hereby  
35 attached and incorporated by reference. He also read a letter which was received from Chris  
36 Hecht, the Fire Chief, aloud. In that letter Hecht states that he supports the proposed  
37 subdivision plat for the Stony Ridge Development which was approved by the Village Board on  
38 July 16, 2014. He also states that he believes the roadway width in and around the proposed  
39 storage units, the extension of Northwoods Drive and reconfiguring of the end of Ava Hope  
40 Trail will improve emergency vehicle access to and around the entire project.

41  
42 *At 5:55 P.M. Lienau asked if anyone else wished to comment, and when no one responded he*  
43 *declared that the public hearing was officially closed.*

44  
45 Discussion took place regarding the effect of the proposed Official Map amendments on the  
46 property owned by the Marston Anderson Estate, and it was the consensus that the officially  
47 mapped street should not run through the middle of that property. Instead it will run along the  
48 south boundary of it as had originally been planned on prior versions of the map. It was also  
49 the consensus that the proposed extension of Canterbury Lane is acceptable, but that the  
50 elevation issues mentioned by Lyle Bruss shall be referred to the Parks, Properties & Streets

1 Committee. The Commission members indicated that they can understand the concerns raised  
 2 by the owners of property abutting Northwoods Drive, but D.O.T. regulations are limiting and  
 3 they believe "the greater good" must be taken into consideration. Therefore, the dedicated road  
 4 shall be connected to the Stony Ridge development as proposed, but the safety issues the  
 5 affected property owners voiced concerns about shall be referred to the Parks, Properties &  
 6 Streets Committee.

7  
 8 *A motion was made by Baker, seconded by Bell that the Plan Commission recommends that*  
 9 *the Village Board approve the Official Map amendments which were reviewed and formulated*  
 10 *at this meeting. A map on which all the agreed upon amendments are delineated is hereby*  
 11 *attached and incorporated by reference. Motion carried – All ayes.*

12  
 13 *At 7:07 P.M. a brief recess was taken and the Commission reconvened at 7:12 P.M.*

14  
 15 **Item No. 2. Review of the section of the Zoning Code related to delivery trucks in residential**  
 16 **districts, (§66.0501(e)(2)(h)), and formulation of a recommendation to staff for action:**

17 At the present time §66.0501(e)(2)(h) of the Zoning Code states that no more than two  
 18 deliveries of product or material for home based occupations are permitted per week. At the  
 19 last Village Board Meeting Solomon indicated that he believes this provision is unreasonable  
 20 since many people shop on the internet and have no control over when deliveries will be  
 21 made, and the other Board members concurred. Hence, a referral was made to the Plan  
 22 Commission.

23  
 24 *A motion was made by Grutzmacher, seconded by Howard that a public hearing shall be*  
 25 *conducted regarding the possibility of deleting §66.0501(e)(2)(h) of the Zoning Code in its*  
 26 *entirety at the August Plan Commission Meeting. Motion carried with Lundquist opposed.*

27  
 28 **Item No. 3. Review of the section of the Zoning Code related to the use of solar and wind**  
 29 **energy, (§66.0505), and formulation of a recommendation to staff for action:**

30 Section 66.0505 of the Zoning Code prohibits wind power generation in any district in the  
 31 Village, and also prohibits wind power generation on the waters of Green Bay which are within  
 32 the jurisdiction of the Village, but 2009 Act 40, Chapter PSC 128 of the Wisconsin  
 33 Administrative Code states that the Public Service Commission shall set the standards for wind  
 34 turbine siting throughout the State. The Village is not allowed to enact ordinances which are  
 35 more restrictive than State regulations, and, therefore, it was the consensus that §66.0505  
 36 should be amended accordingly.

37  
 38 *A motion was made by Bell, seconded by Solomon that a public hearing shall be conducted*  
 39 *regarding amendment of §66.0505 of the Zoning Code at the August Plan Commission*  
 40 *Meeting. Motion carried – All ayes.*

41  
 42 **Item No. 4. Review of the sections of the Zoning Code related to unkempt lots/grass,**  
 43 **(§66.1060), and formulation of a recommendation to staff for action; Consider recommending**  
 44 **that the Parks Committee review §30.20 of the Municipal Code – Exterior Property**  
 45 **Maintenance:**

46 Section 66.1060 of the Zoning Code contains a number of regulations regarding landscaping,  
 47 and §30.20 of the Municipal Code pertains to exterior property maintenance.

48  
 49 *The Commission members jointly reviewed the provisions of the previously mentioned sections*  
 50 *and it was the consensus that the provisions of §66.1060 are acceptable but that the Parks*

1 Respectfully submitted,

2 

3

3 Janal Suppanz,

4

4 Administrative Assistant

July 21, 2014

Marguerite Dalton  
Leon Kellum  
10444 Northwoods Drive  
Sister Bay, WI 54234

Dear Sister Bay Planning Commission,

We are permanent residents of Sister Bay and own a home and an extra lot on Northwoods Drive.

We are very concerned about the proposed map amendment that includes a new right-of-way connecting Northwoods Dr. to a road going North through the condo development and to Cherrywood Lane.

This seems to be of little benefit since residents of the area between Hwy. 42 and Cherrywood Lane. would have access to Hwy. 57 via Cherrywood Lane or the other proposed road connecting the North/South road through the condo development to Fieldcrest Rd. It would provide anyone on Northwoods Dr. with a shortcut to Hwy. 42 but we do not want it.

We believe our property is more desirable with the road as it is, a cul-de-sac. We built our home and purchased the lot because it was on a closed cul-de-sac with minimal car traffic in front of our house. The proposed road would destroy our quiet peaceful subdivision. The property values have declined over the past few years but our taxes have not declined. Putting the road through will make our subdivision less desirable and make our property values decline.

The village of Sister Bay has recently purchased a number of expensive parcels of land. While we don't necessarily disagree with the purchases, we do think that the Village could save money by not putting the road through. It is our understanding that the Village has a very limited budget at present. We think it would be in the best interest of the village to keep our property values as high as possible by leaving the cul-de-sac.

To clarify, we are only objecting to the small part of the road connecting Northwoods Dr. to the North. Thank you for your service and your careful consideration of this matter.

Yours truly,

Marguerite Dalton  
Lee Kellum  
Owners of 10444 Northwoods Drive, Lot 4 and Lot 3

Keith and Vivian Nienow  
8280 N 54<sup>th</sup> St.  
Brown Deer WI 53223

July 14, 2014

Dear Sister Bay Plan Commission,

We own a lot on Northwoods Dr., and hope to build on it. We are very concerned about the proposed map amendment that includes a new right-of-way connecting Northwoods Dr. to a road going North through the condo development and to Cherrywood Ln.

The proposal seems to be of little benefit, since residents of the area between Hwy. 42 and Cherrywood Dr. would have access to Hwy. 57 via Cherrywood Dr. or the other proposed road connecting the North/South road through the condo development to Fieldcrest Rd. It would provide anyone on Northwoods Dr. with a shortcut to Hwy. 42, but we do not want it.

We believe our property is more desirable with the road as it is; a cul-du-sac. We think it would be in the best interest of the village to keep our property values as high as possible.

To clarify, we are only objecting to the small part of the road connecting Northwoods Dr. to the North.

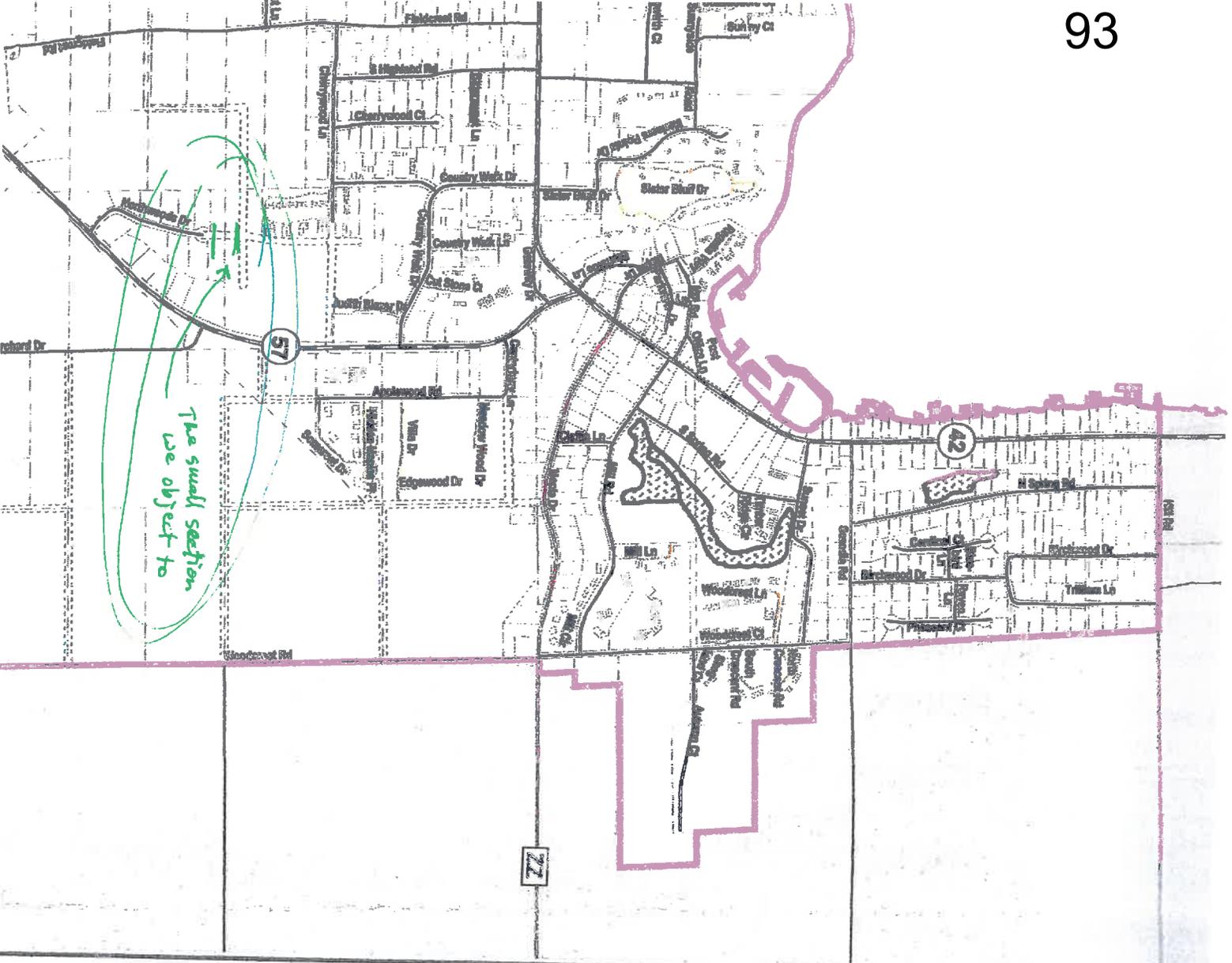
Thank you for your service and your careful consideration of this matter.

Yours truly,



Keith and Vivian Nienow  
Owners of Northwood Estates lot 6

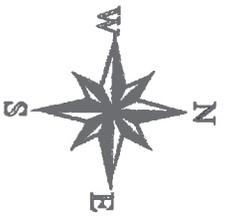
enclosure: map (Draft) showing section we object to



**Official Map**  
of the  
**Village of Sister Bay**  
Door County, Wisconsin  
Last Updated: May 16, 2014

- STATE HIGHWAY
- COUNTY ROAD
- TOWN ROAD
- VILLAGE STREET
- PRIVATE ROAD
- PROPOSED RIGHT-OF-WAY

- Village Boundary
- Parcel Boundaries



1" = 1200'

July 15, 2014

Plan Commission of the Village of Sister Bay  
PO Box 769  
Sister Bay, WI 54234

Dear Plan Commission,  
Thank you for the opportunity for property owners in Sister Bay to express our opinions.

We have some concerns regarding the proposed amendment to the map of the Village of Sister Bay. Why is there a need to make Northwoods Drive a through street? It appears that Cherrywood Lane is to be extended to Hwy 57 on the proposed map. Cherrywood Lane would be a much more convenient connection to Hwy 57 for the residents of the Stoney Ridge subdivision and better accessibility for village and county services to the Stoney Ridge subdivision.

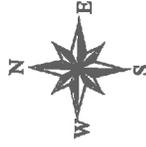
Extending Northwoods Drive will cause unnecessary traffic in our quiet subdivision on Northwoods Drive. It serves no purpose for us on Northwoods Drive or for the residents of Stoney Ridge subdivision. Cherrywood Lane is an easier access to Stoney Ridge. We would prefer that Northwoods Drive remain a dead end street with no access to the Stoney Ridge condominium complex. Thank you for your consideration of this matter.

Sincerely,

Bill & Ellen Goodrich  
10445 Northwoods Drive  
Sister Bay, WI 54234  
815-252-5860

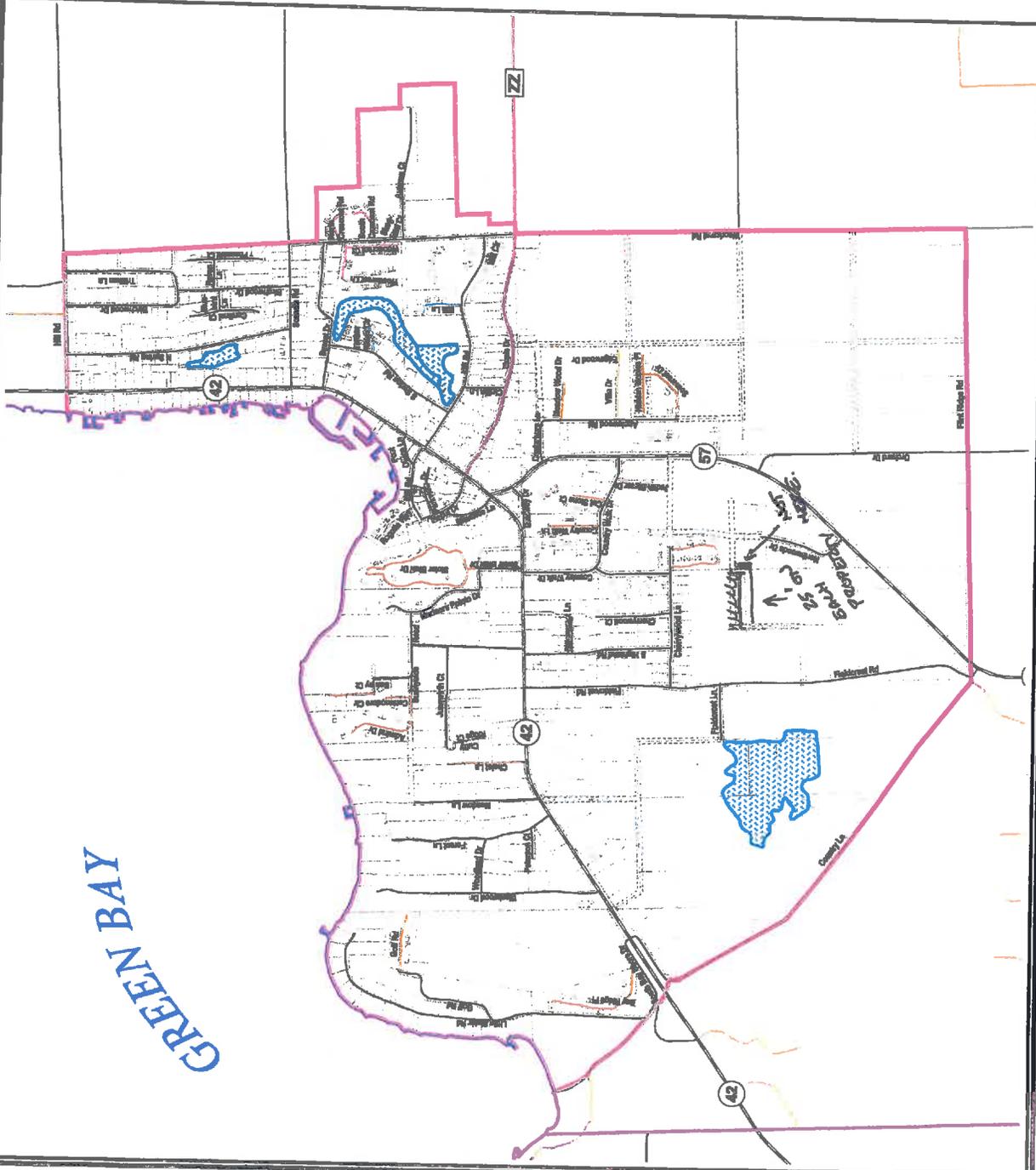
**Official Map**  
of the  
**Village of Sister Bay**  
Door County, Wisconsin  
Last Updated: May 16, 2014

- STATE HIGHWAY
- COUNTY ROAD
- TOWN ROAD
- VILLAGE STREET
- PRIVATE ROAD
- PROPOSED RIGHT-OF-WAY
- Village Boundary
- Parcel Boundaries



Map created for the Village of Sister Bay  
by Door County Planning Department:

421 Nebraska Street  
Sturgeon Bay WI 54235  
920-746-2323



1                                   **SBAA BOARD OF DIRECTORS MEETING MINUTES**  
2                                   **THURSDAY, AUGUST 7, 2014**  
3                                   **SISTER BAY ADVANCEMENT ASSOCIATION COORDINATOR'S OFFICE**  
4                                   **10668 N. BAY SHORE DRIVE**  
5                                   **(APPROVAL PENDING)**

6  
7     *The August 7, 2014 meeting of the Sister Bay Advancement Association Board of Directors*  
8     *was called to order by President Steve Gomoll at 8:05 A.M.*  
9

10   **Present:** Steve Gomoll, Windy Bittorf, Heidi Hitzeman, Jeannie Hoffman, Drew Bickford,  
11   Larry Gajda, James Larsen, and Nora Zacek

12  
13   **Excused:** Jessica Grasse and Tonya Crowell

14  
15   **Staff Members:** Paige Funkhouser, SBAA Coordinator, and Janal Suppanz, Secretary.

16  
17   **Others:** Carol Clikeman, Ron Kane and Chad Kodanko

18  
19   **Business Items:**

20   **Item No. 1. Approval of the Agenda:**

21   Funkhouser suggested that the following item be added to the Agenda for this meeting:  
22   Discussion Regarding the Fall Dinner.

23  
24   *A motion was made by Gajda, seconded by Zacek, that the Agenda for the August 7, 2014*  
25   *meeting of the SBAA Board of Directors be approved as amended. Motion carried – All*  
26   *ayes.*

27  
28   **Item No. 2. Approval of the minutes for the June 5, 2014 meeting of the SBAA Board of**  
29   **Directors:**

30   *A motion was made by Gajda, seconded by Larsen that the minutes for the June 5, 2014*  
31   *meeting of the SBAA Board of Directors be approved as presented. Motion carried – All*  
32   *ayes.*

33  
34   **Item No. 3. Financial Report:**

35   Bittorf distributed financial reports and the Board members jointly reviewed those  
36   documents.

37  
38   *A motion was made by Hitzeman, seconded by Zacek that the financial reports for June,*  
39   *2014 are approved as presented. Motion carried – All ayes.*

40  
41   **Item No. 4. Discussion regarding evening entertainment and the Village's Noise**  
42   **Ordinance:**

43   Larsen and Chad Kodanko noted that complaints have been received about noise coming  
44   from some taverns in the Village during the evening hours. Last year a condition was  
45   imposed on the liquor licenses that businesses could have outdoor entertainment until  
46   11:00 P.M., but at that time all outdoor seating had to be vacated. This year when the  
47   liquor licenses were approved by the Village Board that condition was changed. Now  
48   outdoor music has to cease by 10:30 P.M. and outdoor seating must be vacated by 11:00

1 P.M. Larsen and Kodanko acknowledged that they were aware that renewal of liquor  
 2 licenses was being considered by the Village Board as they saw that the annual liquor  
 3 license application was submitted to the Village Clerk in June, but they do not believe it's  
 4 fair for Village officials to impose any new liquor license conditions without giving the  
 5 affected business owners notice that that could occur. They also noted that generally  
 6 speaking outdoor music is only played at Husby's until 11:00 P.M. two nights a week for  
 7 two months out of the year. Whenever bands play outdoors business at that establishment  
 8 increases considerably. Larsen stated that it is his understanding that Village officials are  
 9 considering amendment of the noise regulations. These type of regulation amendments  
 10 could have a negative impact on a number of Village business owners.

11  
 12 *The Board members indicated that it is their belief that having outdoor music during "the*  
 13 *season" is an important entertainment draw to the Village. They also noted that they do not*  
 14 *believe it's fair that Village officials would impose new liquor license conditions which*  
 15 *would affect business owners without giving some type of prior notice to them.*

16  
 17 *At 8:45 Larsen indicated that he had another obligation and left the meeting.*

18  
 19 **Item No. 5. Discussion regarding the Beach Grand Opening Celebration in 2015:**

20 **Item No. 9. Waterfront Park Development Update:**

21 Denise Bhirdo informed Funkhouser that she would be willing to help organize a Beach  
 22 Grand Opening Celebration, but will not have time to begin working on that project until  
 23 "the season" has concluded. Funkhouser will provide more information regarding the  
 24 celebration as soon as it is available.

25  
 26 **Item No. 6. Discussion regarding the Fall Dinner:**

27 *It was the consensus that this year's Fall Dinner shall be conducted at the Mission Grille on*  
 28 *Tuesday, September 30, 2014. Social time will commence at 5:30 P.M. and dinner will be*  
 29 *served at 6:00 P.M. A business meeting will follow.*

30  
 31 **Item No. 7. Discussion regarding festivals and special events:**

32  
 33 • **Concerts In The Park**

34 The Concerts In the Park have been well attended and attendance has  
 35 increased considerably since the new Performance Pavilion has opened. To  
 36 date concession sale proceeds have amounted to \$2,061.50.

37  
 38 • **DCFA**

39 This will be the 12<sup>th</sup> annual Door County Festival of the Arts. All the plans  
 40 have been finalized and everything should be "ready to go". Volunteers are  
 41 still needed to man artist's booths from time to time, and help is also  
 42 needed with clean-up. Two of the goats on poles were stolen but they have  
 43 been returned.

44  
 45 • **Peninsula Century Bike Ride**

46 Funkhouser will be meeting with Brian Fitzgerald to discuss the Peninsula  
 47 Century Bike Ride sometime next week. She will provide more information  
 48 regarding the ride at the next meeting.

49

1 • **Fall Fest – Merchandising, D.P.H.**

2 As of this time only sixteen spaces are still available for the Fall Fest Craft  
3 Show. Funkhouser doesn't believe she will have any problem filling those  
4 spaces. The Dept. of Public Health will be conducting inspections at Fall  
5 Fest this year. Hopefully helicopter rides will be available.  
6

7 Discussion took place regarding the possibility of selling Fall Fest T-Shirts,  
8 sweatshirts and hats to offset costs. Bickford indicated that On Deck would  
9 be willing to purchase the garments and sell them to the SBAA at cost. The  
10 suggestion was also made that in lieu of charging for wrist bands Fall Fest  
11 insulated travel mugs be sold. They could also be purchased from On  
12 Deck.  
13

14 *A motion was made by Zacek, seconded by Bittorf that the SBAA shall*  
15 *purchase Fall Fest screen printed long sleeve T-shirts, sweatshirts and*  
16 *baseball caps as well as insulated travel mugs from On Deck Clothing Co.*  
17 *and sell those items at Fall Fest, 2014. The order shall consist of*  
18 *approximately 100 sweatshirts, 200 T-shirts, 300 caps and 1,000 mugs.*  
19 *Funkhouser shall consult with Bickford on this issue and see that the order is*  
20 *submitted in a timely fashion. Motion carried – All ayes.*  
21

22 *At 9:45 A.M. Hoffman indicated that she had another obligation and left the*  
23 *meeting.*  
24

25 **Item No. 7. Economic Development Update:**

26 The Economic Development Committee has not met recently.  
27

28 **Item No. 8. Bay Shore Drive Reconstruction Update:**

29 The Bay Shore Drive Reconstruction Oversight Committee met on Wednesday, July 16,  
30 2014 at 2:00 P.M. At that meeting updates were given on the status of the reconstruction  
31 project. A Sister Bay Road Construction Facebook page has been created. There's not a lot  
32 of information on the page yet, but once construction starts it will be updated on a regular  
33 basis.  
34

35 **Item No. 10. Discussion Regarding Membership:**

36 Membership renewal notices will be mailed out early in September. It was the consensus  
37 that membership fees shall not be increased this year. Kevin Roberts from Bayview Resort  
38 suggested that a wedding page be created on the SBAA's website. It was the consensus that  
39 this is a good idea. Funkhouser will include advertising costs for the wedding page on the  
40 membership renewal form.  
41

42 **Item No. 11. Discussion Regarding The Farmer's Market:**

43 Unfortunately the Village's Farmer's Markets, which are conducted on Wednesday  
44 afternoons/evenings and Thursday mornings in the grassy area across from the new  
45 performance pavilion, have not been well attended.  
46

47 **Coordinator's Report:**

48 A copy of the Coordinator's Report was included in the meeting packets and the Board  
49 members jointly reviewed that document. They tried to conduct a movie night in

1 conjunction with Plein Air but no one attended. Visitor Center numbers for July are up over  
2 last year.

3

4 **Adjournment:**

5 *A motion was made by Zacek, seconded by Gajda to adjourn the meeting of the SBAA*  
6 *Board of Directors at 10:05 A.M. Motion carried – All ayes.*

7

8 Respectfully submitted,

9 

10

Janal Suppanz, Secretary

DOOR COUNTY TOURISM ZONE  
COMMISSION and EXECUTIVE COMMITTEE MEETING  
Minutes of June 19, 2014 9:00 a.m.  
City of Sturgeon Bay, 421 Michigan St, Community Room

**ACTION ITEMS:**

Jackson moved and Nelson seconded to approve the agenda as submitted. Motion carried.

Nelson moved and Jackson seconded to approve the May 15th, 2014 minutes as corrected. Motion carried.

Jackson moved and Tice seconded to approve reports and payables plus receipts to date. Motion carried.

Nelson moved and LeClair seconded to approve the 2013 Door County Tourism Zone Audit. Motion carried.

Larson moved and Zacek seconded to accept the nominations for officers. Motion carried.

Leclair moved and Tice seconded to accept the nominations for Executive Committee. Motion carried.

Boston moved and Nelson seconded to appoint a sub-committee to review the ordinance. Motion carried.

Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(1)(a)(f) or (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved; to wit: enforcement actions against lodging providers who have failed to obtain lodging permits and to timely remit monthly room tax report and tax payments. Skare moved to convene into Closed Session as per statutes named; Dannhausen seconded. Motion carried.

Tice moved to reconvene into Open Session; Dannhausen seconded. Motion carried.

Jackson moved and Nelson seconded that Roberts take action and proceed with setting up a payment plan and creating estimated taxes as advised in Closed Session. Motion carried.

Jackson moved and Larson seconded to adjourn. Motion carried.

---

**Committee Members Present by Roll Call:** Mary Boston, Bryan Nelson, Mike Johnson, Josh Van Lieshout, Jeff Larson, Myles Dannhausen. Nancy Robillard, Bill Weddig, Dick Skare, Elizabeth LeClair, Frank Forkert, Chuck Tice, Zeke Jackson, Nora Zacek, and Bob Starr.

**Excused:** Fred Anderson, Carol Stayton, Richard Briggs, and Dave Holtz.

**Absent:** Dennis Statz, Deb Jeanquart, and Keith Krist.

**Also in Attendance:** Dianne Lensert/Kerber Rose & Assoc.; Kim Roberts/Administrative Assistant; Jack Money Penny, Jon Jarosh/DCVB and Michelle Rasmussen/DCVB.

**Call to Order**

Chair Van Lieshout called the meeting to order at 10:50 a.m.

**Roll Call**

**Approval of the Agenda**

Jackson moved and Nelson seconded to approve the agenda as submitted. Motion carried.

**Approval of the minutes of May 15th, 2014**

Nelson moved and Jackson seconded to approve the May 15th, 2014 minutes as corrected. Motion carried.

**Report by the Door County Visitor Bureau on Marketing Efforts**

Money Penny started off his report from the DCVB by updating the Commission on how the facility fund was being used. He said that each month a thousand dollars (\$1,000) gets earmarked to the fund. This spring the fund was used to complete a parking lot for employees which has freed up visitor parking,

1 landscaping was completed, and the removal of the birch trees and planting of cherry trees was finished. He  
2 stressed that the center is the front door of Door County and he wants it to have great curb appeal.

3 Jarosh discussed that the ad value equivalency or ROI. He stressed that it changes monthly. He added that  
4 in 2013 it was \$7.55 (2013 annual report) and currently it is at \$7.82 (executive report).

5 Jarosh went on to talk about press trips. He said that three (3) have already been completed through the  
6 end of May. A summer themed trip is scheduled for Monday with eighteen (18) journalist scheduled to  
7 attend for the week. Five (5) more press trips are scheduled throughout the rest of the summer.

8 Last month a Cherry Media Tour took place. This was part of a broader Cherry Campaign that has been  
9 going on this year. Eight (8) TV stations featured the Cherry media tour in Milwaukee and Madison. A  
10 taped in studio interview happened in Milwaukee along with newspaper hits. The Cherry Tour generated  
11 twenty (20) media hits. The campaign had an audience reach of over 1.3 million and an ad value of \$24,298  
12 for this campaign.

13 Fourteen (14) articles were generated as a result of the marketing program including Milwaukee Journal  
14 Sentinel, Midwest Living, Go Escape Magazine, and Examiner online. National Geographic Traveler did an  
15 article of fish boils.

16 Rasmussen reported that "Where to Stay" is still the top visit page on the DCVB website. The booking  
17 engine on the website went live time with some upgrades: a dedicated server and core code updates.  
18 Rasmussen went on to say that planning for 2015 has already begun with meetings with industry partners.

19 Money Penny stressed that the discussion is about long term strategy. He added that Playtpus were great  
20 thinkers and generators of ideas, but not good with the execution. The company resigned in December.  
21 Zizzo group and Belter Lincoln have created a new diverse balance.

22 **Report from Administrative Assistant on current activities, projects and issues associated with  
23 permitting new members.**

24 Roberts reported that she sent out seventeen (17) no report letters for the report month of March on May 13,  
25 2014. She added that as of June 12th, 2014 three (3) properties remain to report for March 2014.

26 The total outstanding due in unpaid taxes, fees and penalties is four hundred fifty nine dollars and sixty six  
27 cents (\$459.66) from five (5) permit holders.

28 Roberts said that she had permitted sixteen (16) new properties in the month of May. Roberts reviewed the  
29 permitted, removed, aging and unit reports she completed. Roberts said that on time reporting for all unit  
30 types increased two hundred seventy three thousand forty eight dollars (\$273,048) in 2013. There are nine  
31 hundred forty seven (947) permitted properties as of June 5<sup>th</sup>, 2014 and forty six (46) properties were  
32 deactivated during the period of January 1, 2014 through June 3<sup>rd</sup>, 2014.

33 **Discussion on Current Comparable Occupancy numbers for 2013**

34 Lensert said that April was up 7.4% and year to date collections are up 4.3%.

35 **Consideration of approving reports and payables plus receipts to date.**

36 Lensert said that there was nothing unusual with payables. She went on to say the second (2) payment for  
37 the audit was made to Schenck. Financials, Lensert said, looked good with strong revenues and expenses  
38 are down.

39 Jackson moved and Tice seconded to approve reports and payables plus receipts to date. Motion  
40 carried.

41 **Report from Commissioners on feedback from local boards on recent issues.**

42 Money Penny shared that during his rounds to town boards many stories were shared regarding room tax  
43 collection and all municipalities seemed happy and complimentary of how it is working.

44 **Approval of 2013 Door County Tourism Zone Audit**

45 Nelson moved and LeClair seconded to approve the 2013 Door County Tourism Zone Audit. Motion  
46 carried.

47  
48  
49

1 Nomination and vote for the Tourism Zone officers

2 Larson moved and Zacek seconded to accept the following nominations for officers. Motion carried.

3 a. *Nominations for one-year officer positions are as follows:*

4 i. Josh Van Lieshout as Chair

5 ii. Skare as Vice-Chair

6 iii. LeClair as Secretary

7 iv. Nelson as Treasurer

8 LeClair moved and Tice seconded to accept the nominations for Executive Committee. Motion carried.

9 b. *Nominations for one year Executive Committee positions are as follows:*

10 i. At Large: Dave Holtz

11 ii. Bryan Nelson

12 iii. Josh Van Lieshout

13 iv. Bill Weddig

14 v. Dick Skare

15 vi. Elizabeth Le Clair

16 vii. Bob Starr

17 Discussion of creating a sub committee to review the draft amendment to the Intergovernmental  
18 Agreement.

19 Van Lieshout asked for volunteers to work on an amendment to the ordinance. Jackson, Nelson, Skare and  
20 Van Lieshout all volunteered.

21 Boston moved and Nelson seconded to appoint a sub-committee to review the ordinance. Motion  
22 carried.

23 Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section  
24 19.85(1)(a)(f) or (g) to confer with legal counsel for the governmental body who is rendering oral or  
25 written advice concerning strategy to be adopted by the body with respect to litigation in which it is  
26 or likely to become involved; to wit: enforcement actions against lodging providers who have failed to  
27 obtain lodging permits and to timely remit monthly room tax report and tax payments.

28 Skare moved to convene into Closed Session as per statutes named; Dannhausen seconded. Motion  
29 carried.

30 CLOSED SESSION

31 Consider a Motion to Reconvene into Open Session

32 Tice moved to reconvene into Open Session; Dannhausen seconded. Motion carried.

33 Consider a motion to take action, if required.

34 Jackson moved and Nelson seconded that Roberts take action and proceed with setting up a payment  
35 plan and creating estimated taxes as advised in Closed Session. Motion carried.

36 Adjournment

37 Jackson moved to adjourn; Larson seconded. Motion carried.

38 Respectfully submitted,

39



40 Kim Roberts

41 Administrative Assistant

42

43

44

DOOR COUNTY TOURISM ZONE COMMISSION  
Joint Meeting Minutes  
Minutes of June 19, 2014 – 9 a.m.  
Sturgeon Bay City Hall, 421 Michigan Street

**ACTION ITEMS:**

Starr moved and Tice seconded to adjourn. Motion passed unanimously.

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Committee Members Present by Roll Call: Mary Boston, Bryan Nelson, Mike Johnson, Josh Van Lieshout, Jeff Larson, Myles Dannhausen. Nancy Robillard, Bill Weddig, Dick Skare, Elizabeth LeClair, Frank Forkert, Chuck Tice, Zeke Jackson, Nora Zacek, and Bob Starr.

Excused: Fred Anderson, Carol Stayton, Richard Briggs, and Dave Holtz.

Absent: Dennis Statz, Deb Jeanquart, and Keith Krist.

Also in Attendance: Senator Robert Cowles, Dianne Lensert/Kerber Rose & Assoc.; Kim Roberts/Administrative Assistant; Jack Moneypenny/DCVB, Jon Jarosh/DCVB and Michelle Rasmussen/DCVB.

**Call to Order**

Chair Van Lieshout called the meeting to order at 9:02 a.m.

**Presentation of the 2013 Annual Report**

Van Lieshout asked Roberts to present the Annual Report. Roberts proceeded with the Annual Meeting PowerPoint presentation. Roberts explained why the Commission was formed and gave the background into the formation of the Zone. Roberts referenced the governing state statute and went on to review the Door County Tourism Zone Mission Statement. She reviewed what the DCTZC's and the DCVB responsibilities were and continued with the details of the tax. She reviewed how the 5.5% tax is split: 30% to municipalities, 66% to the DCVB for marketing and 4% remains with the Commission for expenses. Roberts continued by looking back at 2013: at the end of 2013 the Commission held 937 permits, 97 permits were issued of which 41 were found through compliance. Roberts added that there was less than 2.4% non compliance (more than 30 days late) for 2013 on tax, interest and penalties due. By the end of 2014, the Commission expects to have collected \$25,248,022 and will have then turned over \$16,663,695 to the DCVB for the marketing period 2007-2014. 2013 room tax collections were up 4.1% over 2012 collections.

Roberts reviewed the statement of revenues, expenses and changes in net assets from the 2013 audit and also the municipal impact of lodging revenues by municipality. The PowerPoint continued with pie charts that demonstrated permit by municipality, percentage of permits by property type and percentage of permits by units.

Roberts concluded the DCTZC portion of the PowerPoint with goals for 2014. She stressed that the last remaining hurdle for the Commission is the "word of mouth" advertisers.

Jack Moneypenny took over the PowerPoint presentation. He reviewed the 2013 accomplishments: Increased web user to 1,236,727, 11,723,392 impressions on the DCVB Facebook page in 2013, 509 travel journalists have been hosted for the period of 2007-2013 and a brand promise was integrated, "A relaxing restorative, maritime experience". Moneypenny went on to review primary results: Door County ranked 8<sup>th</sup> place in Wisconsin destinations out of 72 counties in 2013. In 2013, visitor spending increased by \$10 million or 3.45% over 2012. Impact numbers resulted in \$299 million in direct spending, \$33.2 million generated in local and state taxes, 3,001 jobs were supported by tourism, \$64.6 million in labor income and \$381.6 million in total impact of traveler spending.

Moneypenny continued the DCVB year in review with taking a look at Web Site Activity / Internet Marketing and Door County.com site visits. Group sales resulted in the attendance of seven (7) trade shows, work with four hundred ninety two (492) wedding planners/brides, thirty (30) meeting/event planners, eighty two (82) reunion planners, twelve (12) bike/car/motorcycle clubs and three (3) RV clubs.

Moneypenny reviewed the advertising highlights for 2013, communications and public relations which through the end of 2013, the return on investment for the media marketing program was 755%. For every dollar spent, the DCVB received \$7.55 in AVE. Moneypenny looked ahead to 2014 with goals to build off their tagline, "Like nowhere else".

Moneypenny concluded his presentation with some current news. He just placed an order for two (2) more ECVS stations. He explained that one of the challenges to those visiting in Door County is where to go when someone is sick; visitors just don't know where anything is. The DCVB created Door County Emergency information cards with all the "need to know" health care information while visiting Door County. Pet information, poison control, police, fire, sheriff, coast guard, and road conditions are included. Code Red is included which beings in Door County this month with emergency information sent directly to your phone. Twenty thousand (20,000) were printed. The goal is to get them distributed so that visitors have what they need in an emergency. Moneypenny felt this would help visitors while they were here and when they return.

1 The mall promotions completed their installations last week at Mayfair and Hilldale malls in Milwaukee and Madison.  
2 The mall spaces left four (4) million impressions which was also a very good distribution point for Visitor Guides. It  
3 also got visitors thinking about visiting earlier than ever due to the installations standing during a miserable spring.  
4 The units are back; one (1) is in the lobby and one (1) is available for events. Baileys Harbor will be using one during  
5 the 4<sup>th</sup> of July.

6 Senator Cowles asked if the statute served the commission. Skare felt that the Zone was set up based on the State  
7 Statute. Skare went on to say the Commission has been very effective in getting people to be permitted and collect the  
8 tax. He stressed the small amount due in taxes compared to the millions collected each year, which is not the case in  
9 other areas.

10 Moneypenny responded that they are in a destination where they are getting their due, but others are not.  
11 Moneypenny said the portion of the reform that was supported by the DCVB was the credit card rebate. The  
12 Innkeeper should be supported to offset the credit card fees. This is the only tax that only the innkeepers have to  
13 collect and the credit card fees are absorbed by the innkeepers.

14 Van Lieshout stressed that we are successful in collecting taxes. It is a lengthy process in which the effort and money  
15 are expended to become successful. The process of enforcement of the law is expensive and timely. Often times the  
16 Commission ends up in circuit court, in which the Commission has never lost. Even with a judgment we are still left  
17 with the collection. TRIP, garnishment and collections have become the vehicle for collections. There must be a way  
18 to get there faster. Jackson discussed cooperation with the DMV, which would stop renewals if any taxes were owed.  
19 He said that it was very successful in Virginia.

20 Cowles asked if it was larger or smaller properties that were the issue. Van Lieshout responded that it is both. He  
21 discussed that the partnership with the municipalities has been instrumental in withholding liquor licenses for larger  
22 establishments and has proved quite successful. However, the smaller establishments with less than adequate  
23 accounting foundations are where the Commission spends a fair amount of time in enforcement.

24 Moneypenny asked if there was anything else Senator Cowles would like to discuss. He said no and that he and Chair  
25 Van Lieshout have a good working dialogue.

26  
27 **Adjournment**

28 **Starr moved to adjourn; Tice seconded. Motion carried.**

29  
30 Respectfully submitted,



31  
32 Kim Roberts  
33 Administrative Assistant

1                                   **WATER, WASTEWATER COLLECTION, AND STORMSEWER**  
2   **COMMITTEE MEETING MINUTES**  
3   **Tuesday, August 6, 2014**  
4   **Sister Bay Fire Station**  
5   **(Unapproved Version)**  
6

7     The August 6, 2014 meeting of the Utilities Committee was called to order by Committee Chair  
8     Patrick Duffy at 9:05 AM.

9  
10    **Present:** Committee Chair Patrick Duffy and Member Scott Baker.

11  
12    **Staff Members:** Village Administrator Zeke Jackson, Utility Manager Steve Jacobson, Finance  
13    Director Juliana Neuman, and Utility Clerk Martha Baker.

14  
15    **Absent:** Committee member Shane Solomon.

16  
17    **Approval of the Agenda:**

18    *Motion was made by Duffy, seconded by Baker, to approve the August 6, 2014 agenda as*  
19    *presented. Motion carried – all Ayes.*

20  
21    **Approval of the July 1, 2014 meeting minutes:**

22    *Motion was made by Duffy, seconded by Baker, to approve the July 1, 2014 minutes as presented.*  
23    *Motion carried – all Ayes.*

24  
25    **Public Comments and Correspondence**

26    No comments or correspondence.

27  
28    **Discussion Items**

29    **1. Administrative Related:**

30    **a. Discussion on Payment in Lieu of Taxes; Consider a motion to recommend for action to the**  
31    **Finance Committee and/or Village Board**

32    Jackson presented information to the committee regarding a Payment in Lieu of Taxes (PILOT) to be  
33    imposed on the water utility. He told the committee that a payment of \$41,249 was the PILOT  
34    amount in the 2013 Public Service Commission Annual report. That amount will change with the  
35    valuation of the water system. Jacobson told the committee that the PILOT had been waived by the  
36    Village since the inception of the utility and expressed concerns of raising water rates. Jackson said  
37    the impact on rate payers would be at least \$8.50 per meter per quarter, or \$35.00 per year. M.  
38    Baker said that amount may increase after the submission of a water rate case to the PSC because  
39    of recent upgrades which increase the value of the system. After a short discussion, *Duffy made a*  
40    *motion to recommend that the Village Board approve a rescission of the waiver to impose a*  
41    *Payment in Lieu of Taxes on the water utility rate payers to be paid annually to the Village of Sister*  
42    *Bay. The motion was seconded by Baker. Motion carried – all Ayes.*

43  
44  
45  
46    **2. System Related:**

47    **a. Discussion on Stormsewer pipe from Casperson Pond; Consider a motion to recommend for**  
48    **action to the Finance, Parks and Marina Committee and/or Village Board**

1 Jackson told the committee that he and Jacobson were told by engineers at Donohue & Associates  
2 that as a rule they are hired to bring stormwater into marinas, not out. He said that typically  
3 stormwater outfall is less polluted than the waters in marinas. Jackson said Jacobson received  
4 quotes of approximately \$3000 for testing water from the marina and the pond. Duffy said the goal  
5 of the Marina Committee is to have a "Green Marina" status. He expressed concern of possible  
6 future development of the Casperson property. There was a lengthy discussion regarding the  
7 function of the vortechnic unit, the biology in the marina, and rain levels and how they affect the  
8 pond water. Duffy asked what options are available to redirect the pipe. Jackson said he is still  
9 waiting for a proposal from Donohue for redirecting the outfall. Jacobson will check on scheduling  
10 the televising and cleaning of the Casperson pipe with Great Lakes TV. There was lengthy  
11 discussion regarding testing the marina water and pond water and the timing of the testing.  
12

13 **3. Matters to be placed on a future agenda or referred to a Committee, Official, or Employee:**

14 Jackson asked the committee to consider implementing a stormsewer utility. He said there is a  
15 large amount of work needed to upgrade the system and wants the committee to think about  
16 establishing a stormsewer utility. There was a discussion regarding stormsewer needs at Bluffside  
17 Drive.  
18

- 19 - Jackson to place recommendation regarding PILOT on the Village Board agenda.
  - 20 - Jacobson to check on scheduling pipe televising and cleaning.
- 21

22 **Adjournment:**

23 *A motion was made by Duffy, seconded by Baker, to adjourn the August 6, 2014 meeting of the*  
24 *Water, Wastewater Collection, and Stormsewer Utilities Committee at 10:25 AM. Motion carried –*  
25 *all Ayes.*  
26

27 Respectfully submitted,  
28 Martha Baker  
29 Utility Clerk  
30

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32 08/06/2014 12:27 PM Printed: 8/13/2014 11:46 AM