

1                   **PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES**  
2   **WEDNESDAY, JUNE 3, 2015**  
3   **SISTER BAY PERFORMANCE PAVILION – MILL ROAD**

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5     *The June 3, 2015 meeting of the Parks, Properties and Streets Committee was called to*  
6     *order by Committee Chair Dave Lienau at 2:20 P.M.*

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8     **Present:** Committee Chair Dave Lienau and members John Clove, Sharon Doersching and  
9     Scott Baker.

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11    **Staff Members:** Village Administrator Zeke Jackson, Facilities Manager Steve Mann, and  
12    Assistant Administrator Janal Suppanz.

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14    **Others:** LeRoy Schram, Dawn Welter, Judith Stevenson, John Cain, Chris Rischke, Rod  
15    and Sandy Sinnes, Pete Northard, Rick Wylie, Rob Zoschke, Mark Schuster, Ron Kane,  
16    Mary Smythe, Kim Erzinger, Jackson Par and six other individuals.

17  
18    **Comments, correspondence and concerns from the public:**  
19    Lienau asked if anyone wished to comment regarding a non-agenda item.

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21    Chris Rischke indicated that it is her understanding that *Midwest Sunsplash* will be  
22    conducted in the Village on August 7 and 8, 2015 and asked if someone could please  
23    describe that festival in detail. Jackson explained that *Midwest Sunsplash* will be a reggae,  
24    roots and rock fest which will be conducted in conjunction with the Festival of the Arts.  
25    Complete information regarding the festival schedule and activities can be accessed at  
26    <http://midwestsunsplash.com>. For the duration of the festival a “zero tolerance” policy will  
27    be adhered to with respect to any and all illegal activities, and drug use and underage  
28    drinking will strictly be prohibited. Further, all Village and State laws will be enforced,  
29    and, to that end, there will be security personnel on site.

30  
31    Rischke asked if *Midwest Sunsplash* is what Village officials originally envisioned when  
32    they talked about sponsoring a “big” special event once the Performance Pavilion was  
33    completed. Jackson responded that Village officials wanted some sort of special event to be  
34    conducted at the Performance Pavilion during the upcoming season so that they could  
35    show everyone that even though construction is going on and things may not necessarily  
36    “be pretty” in Sister Bay, “the Village is still open for business”, and shops and businesses  
37    are all accessible.

38  
39    Rischke asked if the beach will be in its current condition in August. Jackson responded,  
40    “We hope not”, and explained that the work on the Beach Project is totally weather  
41    dependent.

42  
43    Rischke asked what the attendance numbers for *Midwest Sunsplash* are projected to be,  
44    and Jackson responded that the exact number is unknown at this time. To date there have  
45    been “zero” pre-sales, but the estimated number of attendees which was shown in the  
46    grant application was 2,000.

1 Rod Sinnes asked if *Midwest Sunsplash* will be a one-time event, and Jackson responded  
2 that a “wait and see” approach will be taken with respect to that question. If this year’s  
3 event is successful it is possible that another grant application may be submitted for a  
4 similar event in the future. Lienau noted that before any other large events are scheduled  
5 Village officials will carefully evaluate all aspects of *Midwest Sunsplash*. Budgetary  
6 constraints will also have to be taken into consideration.

7  
8 Pete Northard, the Manager of Pheasant Park, stated that he is a member of the Convention  
9 Bureau in Milwaukee. Before any new events are conducted in Milwaukee the local  
10 motel/hotel owners are always asked to provide input, and he believes that should have  
11 happened here. To Northard’s knowledge none of the managers or owners of local lodging  
12 establishments were consulted when plans were being made for *Midwest Sunsplash*.  
13 Instead, the decision was made to allow camping at the Sports Complex during “the peak  
14 season”, which will quite likely disturb a number of the guests who are staying at local  
15 lodging establishments which are in close proximity to the Sports Complex. It is Northard’s  
16 opinion that an event such as *Midwest Sunsplash* should have been conducted during the  
17 “off season” as that is when business owners would appreciate having additional business.

18  
19 Dawn Welter indicated that she is very concerned about the fact that Village officials will  
20 be allowing camping at the Sports Complex during *Midwest Sunsplash*. She asked what  
21 arrangements have actually been made for security, and Jackson responded that Deputies  
22 from the Door County Sheriff’s Department as well as security guards from a private  
23 security company will be doing patrols and taking enforcement action for the duration of  
24 the festival.

25  
26 Welter noted that she believes an event of this magnitude takes a tremendous amount of  
27 planning, and much more time should have been devoted to the whole planning process  
28 before an actual date was set.

29  
30 Lienau responded that it is his understanding that the members of the SBAA Board of  
31 Directors and the Marketing Committee felt the stated dates would be preferable, as an  
32 event such as *Midwest Sunsplash* should complement *The Festival of the Arts*, which is  
33 scheduled for Saturday, August 8, 2015.

34  
35 Sandy Sinnes indicated that she and all the other residents of Woodcrest Village are very  
36 concerned about the fact that primitive camping will be allowed out at the Sports Complex  
37 as there is potential for a number of problems to arise in their neighborhood.

38  
39 Judith Stevenson stated that she is very concerned that amplified music will be allowed  
40 during *Midwest Sunsplash*. There are a number of people who live in close proximity to  
41 Waterfront Park, and amplified music will be quite disruptive.

42  
43 Rob Zoschke, who is the Manager of the Yacht Club at Sister Bay, stated that he “seconds”  
44 all of Northard’s comments. He also stated that he believes the first weekend in August is  
45 “the absolute worst time” to plan an event such as *Midwest Sunsplash*. He was at a  
46 meeting where Clove stated that the main reason an event such as *Midwest Sunsplash* was  
47 even being considered was to raise revenues for the Village so taxes wouldn’t have to be  
48 raised. He also recalls that Clove stated the main revenue driver at such an event would be  
49 alcohol sales. Zoschke believes it is a very bad idea to allow music to be played and

1 alcohol to be sold in Waterfront Park until midnight on a Saturday, and suggested that the  
2 regular park closure regulations be adhered to. It is his opinion that if the time limits are  
3 relaxed Village officials “will only be asking for trouble”.

4  
5 Clove stated that he didn’t make the comments Zoschke referred to, and also indicated that  
6 it is his understanding that the SBAA would like to be the sole alcohol purveyor at *Midwest*  
7 *Sunsplash*. Jackson and Lienau confirmed that this action is being considered, but noted  
8 that a formal written agreement concerning who will pay for product and how profits will  
9 be split would have to be executed by representatives of the Village and the SBAA. The  
10 final decision as to the provisions of such an agreement would lie with the Marketing  
11 Committee as well as the Village Board.

12  
13 John Cain stated that he walks in and around the Sports Complex on a regular basis. That  
14 facility is adjacent to an orchard, and quite frequently chemical “drift” is present. Also, on  
15 occasion there is a horrible stench coming from the Wastewater Treatment Plant, and Cain  
16 believes Village officials must take both of these factors into consideration before making a  
17 final decision on where festival attendees should be allowed to camp. He is also  
18 concerned that the Community Garden will be vandalized by campers, or that produce  
19 will be stolen.

20  
21 Mary Smythe indicated that she believes Village officials should seriously consider the  
22 demographic *Midwest Sunsplash* will attract. Such an event is definitely not something she  
23 or any of her friends and visitors would consider attending.

24  
25 Zoschke reiterated Smythe’s comments about demographics and pointed out that a number  
26 of “grandparents” live in or visit Sister Bay on a regular basis. He stressed that persons in  
27 that age group regularly spend a considerable amount of money in and around Sister Bay  
28 on themselves as well as their children and grandchildren, and he firmly believes those  
29 persons’ wants and needs must be taken into consideration. Zoschke contends that many  
30 times grandparents are the only ones who spend money in the Village when families are  
31 up here.

32  
33 LeRoy Schram stated that he is not opposed to *Midwest Sunsplash* being conducted, but is  
34 definitely opposed to the fact that Village officials are even considering allowing primitive  
35 camping within the Village limits as a number of problems could arise.

36  
37 Lienau asked if anyone else wished to comment regarding a non-agenda item, and when  
38 no one responded he thanked all those present for attending this meeting. He also noted  
39 that no correspondence had been received.

40  
41 **Approval of Agenda:**

42 *A motion was made by Clove, seconded by Baker that the Agenda for the June 3, 2015*  
43 *meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

44  
45 **Approval of minutes as published:**

46 *A motion was made by Clove, seconded by Baker that the minutes for the May 6, 2015*  
47 *meeting of the Parks, Properties & Street Committee be approved as presented. Motion*  
48 *carried – All ayes.*

49

1 **Business Items:**

2 **Item No. 1. Discussion regarding the designated silent sports launch area in Waterfront**  
3 **Park and the designated location for silent sports contractors to do business out of that**  
4 **location; consider a motion for action if necessary:**

5 Jackson explained that he and Rick Wylie and Mark Schuster of Bay Shore Outdoor have  
6 had a considerable amount of dialogue concerning the preferred location for the  
7 commercial silent sports business operations. Basically three temporary options have been  
8 considered – The old beach area, the west end of the beach next to the rock groin, and the  
9 middle of the new beach. (The west end of the beach, next to the rock groin was where  
10 the commercial operations had been conducted in the past.) A permanent location will be  
11 designated for the commercial silent sports business operations once all the work on the  
12 Beach Reconstruction Project has been completed.

13  
14 Doersching noted that she believes the west end of the beach, next to the rock groin is  
15 preferred and is the most safe. The other two areas are way too crowded.

16  
17 Rick Wylie stated that he and his associates want to conduct their business operations out  
18 of their former location, and asked why Village officials only want to designate a  
19 temporary location at this time. A number of years ago Village officials approached him  
20 about doing business in Waterfront Park, and he would like some sort of guarantee as to  
21 what location he will be using on a long term basis as he will have to expend a  
22 considerable amount of money on watercraft and appurtenances which are suited for  
23 whatever location is designated for his use.

24  
25 Lienau responded that Village officials want to provide long term placement for the  
26 commercial quiet craft operations ASAP, but do not believe it would be prudent to  
27 designate a permanent location now as it is simply too difficult to visualize what the beach  
28 will look like when everything is done or know what areas will get the most use.

29  
30 At 3:05 P.M. the Committee members and several of those who were present walked down  
31 to the beach and actually viewed all three of the previously mentioned locations. They  
32 returned to the Performance Pavilion at 3:29 P.M.

33  
34 *A motion was made by Doersching, seconded by Baker that the designated temporary*  
35 *location for the silent sports commercial operations is the west end of the beach, next to*  
36 *the rock groin. That location designation is renewable, subject to approval of a written*  
37 *contract with a commercial silent sports vendor. Motion carried – All ayes.*

38  
39 **Item No. 2. Presentation of artifacts which were found on the Old Blacksmith Shop Site**  
40 **in Waterfront Park by the State Archaeologist; consider a motion to indefinitely loan said**  
41 **artifacts to the Sister Bay Historical Society for display:**

42 The State Archaeologist found a number of artifacts on the Old Blacksmith Shop Site in  
43 Waterfront Park, and those items have all been turned over to the employees in the Village  
44 Office. The members of the Sister Bay Historical Society Board of Directors have indicated  
45 that they would like to have the artifacts.

46  
47 *A motion was made by Clove, seconded by Doersching that the artifacts which were found*  
48 *on the Old Blacksmith Shop Site in Waterfront Park by the State Archaeologist shall all be*  
49 *turned over to the Sister Bay Historical Society. Motion carried – All ayes.*

1 **Item No. 3. Presentation of a Change Order for a reclaimed sidewalk at the Sister Bay**  
2 **Beach:**

3 Jackson explained that he had received plans depicting the location of a reclaimed  
4 sidewalk at the Sister Bay Beach via e-mail and attempted to print hard copies of those  
5 plans, but encountered technical difficulties. Basically the brick pavers will be removed  
6 from the parking lot on the former Helm's property and repurposed as a 3' wide walkway  
7 on the beach side of the rain gardens. [Later Jackson was able to report that the DNR had  
8 actually approved a 6' walkway.]  
9

10 Lienau indicated that he would actually like to view the plans Jackson had referred to, and,  
11 therefore, it was the consensus that this agenda item shall be tabled and re-addressed at the  
12 Village Office at the end of the meeting.  
13

14 *A motion was made by Lienau, seconded by Baker that Agenda Item No. 3 – Presentation*  
15 *of a Change Order for a reclaimed walkway at the Sister Bay Beach, shall be tabled until*  
16 *the end of this meeting and re-addressed at the Village Administration Office so that the*  
17 *Committee members will have an opportunity to review the digital version of the revised*  
18 *Beach plans. Motion carried – All ayes.*  
19

20 **Item No. 5. Report from staff on parks and properties activities:**

21 Mann gave an oral report regarding the following issues:  
22

- 23 • The Maintenance Department employees have been working very hard on the  
24 site restoration work in the downtown area.
- 25 • At the present time there is a "skeleton crew" working in the Maintenance  
26 Department as two employees are off on medical/workmen's comp. leave.
- 27 • Ron MacDonald informed Mann that he has been having back troubles, and  
28 he also stated that he and his family members are no longer active in the  
29 Skate Park Group. Therefore, he will no longer act as the project leader when  
30 the skate park equipment is taken out of storage and re-assembled on the  
31 cement slab at the Sports Complex.  
32

33 *Lienau pointed out that the Village had agreed to purchase skate park*  
34 *equipment and see that it was placed at the Sports Complex on the condition*  
35 *that the members of the Skate Park Group would attempt to raise matching*  
36 *funds and provide assistance with seasonal placement of the equipment. The*  
37 *Committee members indicated that there are still kids who use the skate park*  
38 *equipment, and, therefore, the suggestion was made that the employees in the*  
39 *Village Office attempt to contact the other members of the Skate Park Group*  
40 *to see if they would be willing to help with seasonal installation of the*  
41 *equipment. If no one else from the group is willing or able to help, assistance*  
42 *shall be solicited from the members of the Sturgeon Bay Skate Park Group or*  
43 *one of the service groups at Gibraltar High School.*  
44

45 *The Committee members publicly thanked Mann and the other Maintenance*  
46 *Department workers for all the site restoration work they have done lately, and*  
47 *indicated that they believe all of them deserve "At-A-Boys". They also asked that*  
48 *Mann pass "Get Well Soon" wishes on to the ill and injured employees ASAP.*  
49

1 Jackson gave an oral report regarding the following issues:  
2

- 3 • At the last meeting of the Parks Committee a motion was made that a  
4 permanent two-rail split rail fence be installed around the special event area  
5 depicted on the diagram he had presented. Village and SBAA staff members  
6 have voiced concerns that several logistical issues could arise if the designated  
7 special event area is utilized, and several people have suggested that if that  
8 area is utilized the fencing around it be constructed in such fashion that it is  
9 removable. He now believes it would be better to install and/or repair a three-  
10 sided semi-permanent split rail fence on the west side of Mill Road, around the  
11 perimeter of the old Helm's Cottage Lot.  
12

13 *Discussion took place regarding this issue, and it was eventually the consensus*  
14 *that a three-sided semi-permanent split rail perimeter fence shall be installed*  
15 *around the old Helm's Cottage Lot.*  
16

17 *At 3:50 P.M. a brief recess was taken and the Committee members traveled out to the*  
18 *sledding hill at the Sports Complex. They reconvened at that location at 3:58 P.M.*  
19

20 **Item No. 4. Discussion regarding completion of the sledding hill and utilization of that**  
21 **apportionment for *Midwest Sunsplash*:**

22 Most of those who were present climbed the sledding hill, and Jackson described the finish  
23 work which still has to be completed. Concerns were voiced about the close proximity of  
24 the sledding hill to the road, and Jackson noted that the hill will be re-graded, so it won't  
25 be so close to the road. Any and all other safety concerns will be addressed when the  
26 finish work is done. He also noted that the hill will be much more aesthetically pleasing  
27 when it is finished as it will be covered with black dirt and seeded.  
28

29 *At 4:10 P.M. another brief recess was taken and the Committee members went over to the*  
30 *baseball field parking area. They reconvened in that location at 4:20 P.M.*  
31

32 **Item No. 7. Discussion regarding the logistical issues associated with the use of the Sports**  
33 **Complex for *Midwest Sunsplash*; consider a motion for action if necessary:**

34 Jackson explained that the area where the Committee members were standing was the  
35 proposed camping area for *Midwest Sunsplash*. Individual campfires won't be allowed in  
36 the camping area, a sufficient number of Port-A-Potties will be on-site, and security will be  
37 provided at that location.  
38

39 Mann pointed out that all campers will have to be off-site by late Sunday morning as The  
40 Bays have a home game on August 9, 2015, and Funkhouser indicated that she will pass  
41 that information on to the organizers of *Midwest Sunsplash*.  
42

43 Doersching indicated that camping has been prohibited in the Village for quite some time,  
44 and she does not believe it would be wise for Village officials to take a different stance  
45 with respect to that issue for *Midwest Sunsplash* as a number of logistical issues could  
46 arise.  
47

48 *A motion was made by Clove, seconded by Baker that camping for Midwest Sunsplash*  
49 *shall be restricted to the baseball field parking area at the Sports Complex. Motion carried*

1 *with Doersching opposed.*  
2

3 *At 4:40 P.M. a brief recess was taken and the Committee members traveled to the Village*  
4 *Office at 2383 Maple Drive to view the plans Jackson had referred to earlier. They*  
5 *reconvened at 4:50 P.M.*  
6

7 **Continuation of Item No. 3. Presentation of a Change Order for a reclaimed sidewalk at**  
8 **the Sister Bay Beach:**

9 The Committee members jointly reviewed the digital version of the previously mentioned  
10 plans, and it was the consensus that it would be preferable if the beach access by the Yacht  
11 Club at Sister Bay were shifted to the left. It was also the consensus that the width of the  
12 reclaimed sidewalk should be increased to 4'. [Later Jackson was able to report that the  
13 DNR had actually approved a 6' walkway.]  
14

15 *A motion was made by Baker, seconded by Doersching that DNR officials shall be asked to*  
16 *approve a Change Order which states that the western-most access point to the*  
17 *Sister Bay Beach shall be shifted further to the west, or toward the rock groin by the Yacht*  
18 *Club at Sister Bay. DNR officials shall also be asked to approve a Change Order which*  
19 *states that a reclaimed walkway may be placed in the location depicted on the plans which*  
20 *were reviewed at this meeting. Motion carried – All ayes.*  
21

22 **Item No. 6. Discussion regarding matters to be placed on a future agenda or referred to a**  
23 **committee, official or employee:**

24 *Doersching requested that screening for the green electrical boxes which have been*  
25 *installed in the downtown area be addressed at a future Parks Committee Meeting. Jackson*  
26 *and Lienau responded that WPS officials have informed them that the boxes have to be*  
27 *accessible at all times, and, therefore, only low growing flowers can be planted by the*  
28 *boxes. It was the consensus that once all the restoration work has been completed in the*  
29 *downtown area, and if there are budgeted funds remaining for beautification, the*  
30 *Maintenance Department employees shall see that low growing flowers are planted in front*  
31 *of the electrical boxes. Jackson stressed that if WPS employees have to access the electrical*  
32 *boxes it is quite likely that the flowers will be trampled, and Doersching indicated that she*  
33 *understands but feels this is a risk which must be taken.*  
34

35 *Some kids have actually been climbing onto the roof and hanging from the rafters of the*  
36 *Performance Pavilion. Obviously safety concerns have arisen, and, therefore, Jackson will*  
37 *see that preventive measures are taken ASAP.*  
38

39 *Jackson indicated that he intends to contact the owners of a few properties which are in*  
40 *need of mowing, and, if necessary, will take enforcement actions.*  
41

42 *Doersching voiced concerns about the fact that several of the OPEN flags which are*  
43 *displayed around the Village look quite ragged. She would like to see red, white and blue*  
44 *OPEN flags displayed at all Village businesses.*  
45

46 **Adjournment:**

47 *A motion was made by Clove, seconded by Lienau to adjourn the meeting of the Parks*  
48 *Committee at 5:15 P.M. Motion carried – All ayes.*  
49

1 Respectfully Submitted,

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3 Janal Suppanz,  
4 Assistant Administrator

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