



PARKS, PROPERTY AND STREETS COMMITTEE

MEETING AGENDA

Wednesday, June 4, 2014 at 2:00 p.m.
Sister Bay-Fire Station, 2258 Mill Road

For additional information check: www.sisterbaywi.gov

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

Call Meeting to Order

Deviations from the agenda order shown may occur.

Roll Call

1	Chair – Dave Lienau	2	John Clove
3	Sharon Doersching	4	Scott Baker
	Village Administrator – Zeke Jackson		Parks Manager – Steve Mann

Comments, correspondence and concerns from the public

Approval of minutes as published

Approval of Agenda

Business Items

1. Consider a motion to convene into Closed Session pursuant to Wisconsin State Statutes §19.85 (1)(g)- Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and §19.85 (1)(e)-Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
2. Consider a motion to reconvene into Open Session, Consider a motion for action if necessary.
3. Consider a motion to discuss and act on the Door County Century Bike Ride.
4. Consider a motion to discuss and act on a new shack over swamp pump on Scandia.
5. Consider a motion to discuss and act on a Review of County Soil and Water Comments on Beach Project; JJR's response.
6. Consider a motion to discuss and act on a proposed contract amendment with JJR for the Beach Expansion Project.
7. Consider a motion to discuss and act on a proposal from Dimension IV for conceptual work on remodeling the Village Hall.
8. Consider a motion to discuss and act on requests for Benches.
9. Consider a motion to discuss and act on requests about the Community Garden.
10. Consider a motion to discuss and act on Folk Fest; Amending Permit.
11. Consider a motion to discuss and act on a request from the Snowmobile Club; trail map review, grant permission to use.
12. Consider a motion to discuss and act on maintenance of Fieldcrest Ln.
13. Consider a motion to discuss and act on the Open Air Market; Operational Guidelines.
14. Consider a motion to discuss and act on Public Instruction at Beach/Dock; fees adjusted.
15. Consider a motion to discuss and act on Log School Building in Gateway Park; Donation to Historical Society.
16. Report from Steve Mann on activities.
17. Discussion on Trackless Maintenance.
18. Discussion on other parks and streets activities.
19. Discussion regarding matters to be placed on a future agenda or referred to a committee, official or employee.

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.

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 Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:		
<input type="checkbox"/> Administration Building	<input type="checkbox"/> Library	<input type="checkbox"/> Post Office
_____/_____/_____		
Name	Date	

901 VANDERBRAAK STREET

P.O. Box 1835

GREEN BAY, WI 54305-1835

920.437.5426 tel

920.437.6662 fax

www.zeiseconstruction.com

May 27, 2014

Zeke Jackson
Village of Sister Bay
P.O. Box 769
Sister Bay, WI 54234

Re: Curb & Gutter Replacement

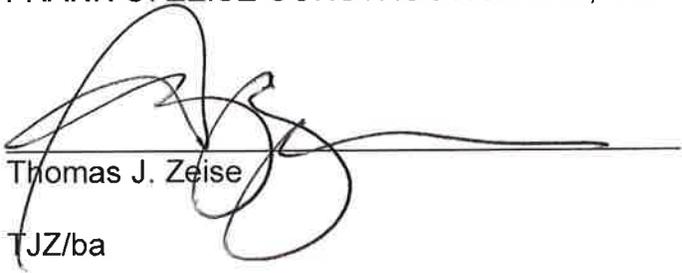
Zeke,

As per your request, the cost to remove and replace 18 LF of curb and gutter would be **NINE HUNDRED EIGHTY ONE DOLLARS (\$981.00)**.

If you should have any questions, please contact me.

Respectfully submitted,

FRANK O. ZEISE CONSTRUCTION CO., INC.


Thomas J. Zeise

TJZ/ba

1 **PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES**
2 **WEDNESDAY, APRIL 9, 2014**
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**
4 **(APPROVAL PENDING)**

5
6 *The April 9, 2014 meeting of the Parks, Properties and Streets Committee was called to*
7 *order by Committee Chair Dave Lienau at 2:05 P.M.*

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

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

14
15 **Others:** Dan Roarty of Dimension IV, Alissa Jacobson, Drew Richmond of the YMCA,
16 Paige Funkhouser and Ron Kane.

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

20
21 Paige Funkhouser noted that the SBAA Egg Hunt will be conducted in Waterfront Park on
22 Saturday, April 19, 2014. She also indicated that several people have complained about
23 excessive amounts of dog feces being on the Mill Road sidewalk. Jackson and Suppanz
24 are aware of the complaints and will be addressing that issue in this week's earned media
25 campaigns.

26
27 Jackson read an e-mail he had received from Dorner Construction concerning detour
28 routes aloud. Clean-up should be done on April 24, 2014 and April 25, 2014.

29
30 Copies of e-mails from and to Suppanz, Jan Johnson of the Town of Liberty Grove and
31 Doug Smith of the Town of Liberty Grove were included in the meeting packets. Those e-
32 mails pertain to the collaborated Shredding Appliance Recycling Days which are
33 scheduled to be conducted at the Liberty Grove Town Hall on Saturday, June 21, 2014 and
34 Saturday, September 20, 2014.

35
36 **Approval of minutes as published:**

37 *A motion was made by Clove, seconded by Baker that the minutes for the January 8, 2014*
38 *meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

39
40 **Approval of Agenda:**

41 *A motion was made by Clove, seconded by Baker that the Agenda for the April 9, 2014*
42 *meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

43
44 **Business Items:**

45 **Item No. 8. Discussion regarding Alissa Jacobson's proposal to conduct yoga classes at**
46 **the beach and on the dock from June through August:**

47 A proposal from Alissa Jacobson, who would like to conduct yoga classes at the beach and
48 on the dock from June through August, was included in the meeting packets. Jacobson

1 would also like to use the Village Hall as a back-up location in case of inclement weather.
 2 Discussion took place regarding Jacobson's proposal, and it was the consensus that
 3 permission shall be granted for her to conduct the yoga classes on a one year trial basis. It
 4 was also the consensus that Jacobson shall be charged use fees of \$25 plus tax per day.
 5 Mann noted that scheduling issues may arise if mowing is not allowed during the classes,
 6 and Jacobson indicated that she is willing to work around the mowing schedule.

7
 8 *A motion was made by Clove, seconded by Baker that Alissa Jacobson is granted*
 9 *permission to use the Village of Sister Bay's beach and dock for yoga classes, with the*
 10 *Village Hall as a back-up location, from June through August of 2014 on a one year trial*
 11 *basis. Jacobson shall complete and submit a Facility Use Application, and provide a class*
 12 *schedule to the employees in the Administration Office ASAP. A \$100 security deposit will*
 13 *be required, and Jacobson will be charged use fees of \$25 plus tax for each day that she*
 14 *uses any of the previously mentioned facilities. Motion carried – All ayes.*

15
 16 **Item No. 10. Discussion regarding the YMCA rack card for 2014:**

17 A draft of the YMCA rack card for 2014 was included in the meeting packets and the
 18 Committee members jointly reviewed that document. During the review process some font
 19 changes and graphic design revisions were suggested, and Drew Richmond took note of all
 20 of them. He will see that a revised draft is provided to the employees in the Village Office
 21 ASAP.

22
 23 Richmond suggested that the day camp hours be changed from 8:00 A.M. to 5:00 P.M.
 24 versus 8:30 A.M. to 4:30 P.M. like last year, and it was the consensus that the suggested
 25 schedule revisions will be acceptable.

26
 27 *At 2:38 P.M. a brief recess was taken and the Committee members reconvened at 2:45*
 28 *P.M.*

29
 30 **Item No. 1. Discussion regarding the Pavilion Project: Update on the timeline and**
 31 **selection of material colors; and scheduling of a groundbreaking ceremony:**

32 Dan Roarty of Dimension IV presented an updated pricing sheet for the Pavilion Project,
 33 and the Committee members jointly reviewed that document. The State Inspector has
 34 reviewed the plans for the pavilion and indicated that slightly larger landings will be
 35 required. Roarty presented samples of the shingles, stone, trim and fascia which will be
 36 utilized on the pavilion. He also presented color samples for the beams and asked what
 37 was preferred. It was the consensus that the lighter paint sample which was presented by
 38 Roarty shall be utilized on the beams, that a cream color paint shall be utilized on the
 39 doors and railings, and that the reader board background shall be black felt. Discussion
 40 took place regarding the stonework pattern, and it was eventually the consensus that
 41 beach stone should not be used.

42
 43 The groundbreaking ceremony for the pavilion will be conducted at 2:00 P.M. on Friday,
 44 April 25, 2014. Suppanz will see that Bob Kuftrin and Denise Bhirde are invited, and will
 45 ask both of them to give brief speeches.

46
 47 **Item No. 2. Discussion regarding resurfacing of Scandia and Woodcrest Roads;**
 48 **Recommendation of the Finance Committee:**

49 Scandia Road and Woodcrest Road are in dire need of repair, and a proposal which was

1 received from John Kolodziej, the Door County Highway Commissioner, was included in
2 the meeting packets.

3
4 *A motion was made by Clove, seconded by Baker that the proposal from the Door County*
5 *Highway Department concerning resurfacing of Scandia and Woodcrest Roads which was*
6 *included in the meeting packets shall be accepted as presented. The cost of the Scandia*
7 *Road resurfacing project (from the intersection of N. Bay Shore Drive to the intersection*
8 *with Woodcrest Road) shall not exceed \$46,710, and the cost of the Woodcrest Road*
9 *resurfacing project (from the intersection of Scandia Road to Autumn Court) shall not*
10 *exceed \$35,300. Motion carried – All ayes.*

11
12 **Item No. 3. Discussion regarding an Open Air Market:**

13 The Village, with the support of the SBAA, will be sponsoring an Open Air Farmer's
14 Market, and documentation regarding the market, as well as a copy of the new logo for it
15 were included in the meeting packets. The preferred location for the Farmer's Market is the
16 grassy area by the brick parking lot on the former Helm's property. A JEM Grant
17 Application was included in the meeting packets, and the Committee members jointly
18 reviewed that document. Clove noted that he believes the close proximity of the Marina to
19 the Farmer's Market should have been mentioned in the grant application. One
20 requirement of the JEM Grant is that the Village be prepared to provide matching funds of
21 \$1,500 to cover marketing expenses. The Committee members indicated that they like the
22 Farmer's Market logo very much, and also indicated that they believe there should be a
23 wide variety of home grown or handmade product offerings from around the State of
24 Wisconsin at the Farmer's Market.

25
26 *A motion was made by Lienau, seconded by Clove that \$1,500 shall be withdrawn from*
27 *the Various Parks Projects Account to cover marketing expenses for the Farmer's Market.*
28 *Motion carried – All ayes.*

29
30 **Item No. 4. Update on the 6f parcel conversion:**

31 Some of the land comprising Waterfront Park will be "taken" for rights-of-way when work
32 is done on the highway reconstruction project, and in accord with State regulations the
33 D.O.T. must replace that land with other property which is in close proximity to a different
34 park or Village owned outdoor recreational facility. State officials recently informed
35 Jackson that they are considering the purchase of some property which is near the Sports
36 Complex. Jackson will keep the Committee members advised of the status of this issue.

37
38 **Item No. 5. Discussion regarding Sister Bay's Field & Street Rally, an event supported by**
39 **the SBAA which will be conducted on the Sunday of Memorial Day weekend:**

40 *Sister Bay's Field & Street Rally, a car, tractor and emergency vehicle show, will be*
41 *conducted in the Shopko parking lot on May 25th, the Sunday of Memorial Day weekend.*
42 *Local "car guys" have indicated that there aren't any car shows conducted on that*
43 *weekend, and there are a number of "locals" who own very nice cars as well as tractors.*
44 *They are all being encouraged to participate in the show. In addition to the car, tractor and*
45 *emergency vehicle displays there will be a Memorial Day tribute, car and tractor poker*
46 *runs, timed plow runs, 50/50 raffles, opportunities for people to "beat on a junker", and a*
47 *goat petting zoo. The Sister Bay Lions will be operating a food and beer stand, Sister Bay*
48 *Mobil/Sub Express will be selling sandwiches and pizza, and Lamperts will bring their*
49 *large outdoor grill. Soda and water will also be sold, "The Old Dogs That Care", (Marines*

1 who regularly send care packages to active duty servicemen and women), will man an
 2 informational booth and accept donations for their cause, and Sister Bay business owners
 3 will be given an opportunity to set up displays or sale booths showcasing their product
 4 offerings. Sponsorship letters and informational packets were mailed to all the business
 5 owners in the Village last week.

6
 7 *A motion was made by Baker, seconded by Clove that the Parks Committee supports Sister*
 8 *Bay's Field & Street Rally, which will be conducted on the Sunday of Memorial Day*
 9 *weekend. Motion carried – All ayes.*

10
 11 **Item No. 6. Discussion regarding "Family Fireworks Day", an event supported by the**
 12 **SBAA, on Sunday, July 6, 2014:**

13 **Item No. 7. Discussion regarding amendment of §30.11(d) of the Municipal Code:**

14 Sister Bay is a major tourist destination, yet does nothing to celebrate the 4th of July
 15 Holiday. Gills Rock, Baileys Harbor, Fish Creek, Egg Harbor and Sturgeon Bay all promote
 16 tourism around the Independence Day Holiday with paid, professional fireworks shows,
 17 and several members of the Parks Committee have been recommending that some type of
 18 special 4th of July event be scheduled here for quite some time. Sister Bay did little to
 19 differentiate itself from other communities around the 4th of July, nor did it promote the
 20 festive atmosphere and hospitality that visitors to the Village have come to expect. It is
 21 Jackson's contention that given the recent adverse impacts of reconstruction on retailers
 22 and other businesses in and around Sister Bay, an event which enhances traffic and causes
 23 Sister Bay to become known for both a distinctive retail opportunity and an event that is
 24 unique could be fortuitous for everyone. Therefore, he is recommending that "Pyro
 25 Palooza", a "family fireworks ignition day" be conducted out at the Sports Complex on July
 26 6, 2014. No alcoholic beverages will be allowed on the grounds during "Pyro Palooza"
 27 and no firecrackers will be sold. Anyone wishing to purchase fireworks in the Village
 28 would be required to obtain a permit.

29
 30 Jackson indicated that prior to coming to Sister Bay he ran a fireworks business in North
 31 Carolina and would like to open such a business here on a limited term basis. In accord
 32 with his contract with the Village, he is required to inform the Village President of any
 33 secondary employment or business ventures he is considering and did that. He also
 34 contacted the Village Attorney regarding his plans and was informed that conflict of
 35 interest or ethical issues will not come into play. In order for fireworks to be sold anywhere
 36 in the Village, Municipal and Zoning Code amendments will be required. In order to avoid
 37 any appearance of impropriety Jackson did publish Public Hearing Notices regarding all
 38 the proposed amendments. A draft copy of amendments to §30.11(d)(6) of the Municipal
 39 Code was included in the meeting packets.

40
 41 Discussion took place regarding Jackson's proposals, and during that time Jackson pointed
 42 out that he has discussed this issue with the Fire Chief, who sent the letter of support which
 43 was included in the meeting packets. He also made a presentation to the Plan
 44 Commission. The Plan Commission members stated that they believe a limit should be
 45 placed on the number of large fireworks tents which will be allowed in the Village, and
 46 that anyone selling fireworks should be a Village resident or property owner. Discussion
 47 took place regarding the Plan Commission's recommendation and it was the consensus
 48 that no more than two tents fireworks tents should be allowed.

1 A motion was made by Clove, seconded by Baker that the Parks Committee recommends
 2 that the Village Board approve the proposed amendments to §30.11(d)(6) of the
 3 Municipal Code which were reviewed at this meeting, on the condition that a one year
 4 sunset clause be imposed. The recommendation is also made that the Village Board
 5 consider requiring that anyone selling fireworks in the Village be a Village resident or
 6 property owner, that the number of tents from which fireworks sales will be allowed be
 7 limited to two, and that a public hearing be required before any extensions to the
 8 amendments to §30.11(d)(6) are granted.

9
 10 A motion was made by Baker, seconded by Clove that if the Village Board grants
 11 permission for "Pyro Palooza" to be conducted, no more than \$750 be withdrawn from
 12 the Miscellaneous Parks Projects Account to cover costs associated with that event. Motion
 13 carried – All ayes.

14
 15 **Item No. 9. Report from Steve Mann on fall and winter activities:**

16 Mann gave an oral report regarding the following issues:

- 17 • Because of the unseasonably cold weather, spring clean-up is approximately three
 18 weeks behind schedule.
- 19 • Hopefully work will be commencing on the Maintenance Building insulation
 20 project soon.
- 21 • He has been seeking proposals on replacement heating equipment for the
 22 Maintenance Building.
- 23 • One of the benches out at the Sports Complex was struck by a snowmobile and
 24 was damaged. Repairs will be made ASAP.
- 25 • The Village's snow fences have all been taken down and the fence posts will be
 26 removed as soon as the frost is out of the ground.
- 27 • All the ice skating equipment will be put in storage soon and the soccer equipment
 28 will be put out.
- 29 • Several bids were received for the 1999 Grasshopper which was advertised on
 30 Craig's List. The high bid of \$2,121.21 was submitted by James Kent.

31
 32 A motion was made by Lienau, seconded by Baker that the Village's 1999 Grasshopper
 33 shall be sold to James Kent for \$2,121.21. If for some reason Kent is no longer interested
 34 in the Grasshopper, it shall be offered to the next highest bidder. Motion carried – All
 35 ayes.

- 36
 37 • Only one bid was received for the Jeep which was used out at the Sports Complex.
 38 That bid, in the amount of \$300, was submitted by Mike Peters of Sturgeon Bay.

39
 40 A motion was made by Lienau, seconded by Clove that Mike Peters' bid of \$300 for the
 41 Jeep which was used at the Sports Complex shall be accepted. Motion carried – All ayes.

42 .
 43 **Item No. 11. Discussion regarding trackless maintenance:**

44 The trackless is in need of repair again and Mann is recommending that Bruce Municipal
 45 evaluate it and provide an estimate as to the necessary repairs. It was the consensus that
 46 this shall occur.

1 **Item No. 12. Discussion on other parks and streets activities:**

2 Ron Kane indicated that the Information Booth will be opening on May 1, 2014 and asked
3 that the restrooms be opened prior to that date. Mann will comply with Kane's request.

4
5 Erica Berggren has asked for permission to hold a wedding ceremony in Waterfront Park
6 on Saturday, July 5, 2014. It was the consensus that this will not be a problem. Suppanz
7 will discuss particulars with Berggren and see that the appropriate paperwork is completed.

8
9 **Item No. 13. Discussion regarding matters to be placed on a future agenda or referred to
10 a committee, official or employee:**

11 Updates on the Pavilion Project and the Highway Reconstruction Project will be provided
12 to the Committee members on a regular basis.

13

14 **Adjournment:**

15 *A motion was made by Clove, seconded by Baker to adjourn the meeting of the Parks
16 Committee at 5:12 P.M. Motion carried – All ayes.*

17

18 Respectfully submitted,



19

20 Janal Suppanz,
21 Administrative Assistant



Village of Sister Bay
 2383 MAPLE DRIVE • SISTER BAY, WI 54234
 PHONE: (920) 854-4118 • FAX: (920) 854-9637
 E-MAIL: INFO@SISTERBAYWI.GOV
 WEB SITE: WWW.SISTERBAYWI.GOV

FACILITY USAGE APPLICATION

THIS AREA FOR OFFICE USE ONLY	
Deposit	Use Fee
Security Deposit Paid Date:	Use Fee Amount:
Security Deposit Check No.:	Use Fee Paid Date:

NAMES & MAILING ADDRESSES	FACILITY REQUESTED
Applicant (Organization) <i>DOOR COUNTY CENTURY</i>	Village Hall (Specify room)
Street Address <i>211 N. BROWNWAY, SUITE 104</i>	Fire Station (Specify room)
City - State - Zip/Code <i>GREEN BAY, WI 54303</i>	Waterfront Park (Specify location) <i>SOUTH TENT AREA</i>
Contact Person: Name and daytime phone number (include area code) of a person we can contact if we have any questions about your application. <i>JOHN MOREY</i>	Sports Complex (Specify building or facility)
Name: <i>john@netnet.net</i>	Marina Park
Day Time Phone: <i>920-606-3216</i>	Other location (Specify building or facility)

DATE / TIME REQUESTED	PROPOSED ACTIVITY
Date From: <i>9/6/14</i> To: <i>9/7/14</i> * SEE ATTACHED Time Start at: <i>DETAILS*</i> End at: <i>1 PM</i>	Briefly describe your event: <i>REST STOP LOCATION FOR 100 MILE CENTURY RIDERS ONLY. SERVING SIMPLE FOODS AND FEATURED ITEM STRAWBERRY SHORTCAKE</i> <input type="checkbox"/> Check box if alcoholic beverages are involved. (See note on back.) <input checked="" type="checkbox"/> Check box if you are using a tent (See note on back.) <i>WILL SCHEDULE W/STEVE MANN</i>

CERTIFICATE

I, the undersigned, hereby apply for a Facility Use Permit, certify that all the information both above and attached is true, and correct to the best of my knowledge. I affirm that the usage will be consistent with the regulations established by the Village. I agree with the fee schedule and regulations shown on the other side of this application.

Signature *[Signature]* Date *4-16-2014*
 Daytime Contact Number (*920*) *606-3216* Email Address *john@netnet.net*

APPROVALS

AREA BELOW THIS LINE FOR OFFICE USE ONLY

PARKS COMMITTEE ACTION (IF REQUIRED)

Date Of Decision _____ Decision _____ Key # _____ Date Issued: _____ Date Returned: _____

Approvals _____ <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Inspection _____ <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> UNACCEPTABLE
--	---

FACILITY USAGE REGULATIONS

Please note: all reservations will be made on a "first come, first serve" basis. In order to guarantee a reservation a completed application, fees and deposit must be furnished to the Village at 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Deposits will normally be returned within 2 weeks of the conclusion of an event unless the building or property requires cleaning in which case the deposit will be withheld.

Reservations for ongoing facility usage cannot be made for more than 12 months at a time. Reservations for single events cannot be made more than 18 months in advance.

The Village reserves the right to cancel a reservation if needs of the Village require the usage of the facility or building at any time in which case the deposit and use fee will be refunded. The Village reserves the right to request written verification of "non-profit" status.

All signage for events taking place must comply with the Village's sign regulations, which requires a permit.

Any group or individual(s) utilizing a Village facility, building or park grounds is/are expected to leave it in as good a condition as it was found. The group or individual also agree to be responsible for any damage caused to the facility, building or park grounds while he/she/they is/are utilizing it and will be billed for any damage and the associated costs of repair.

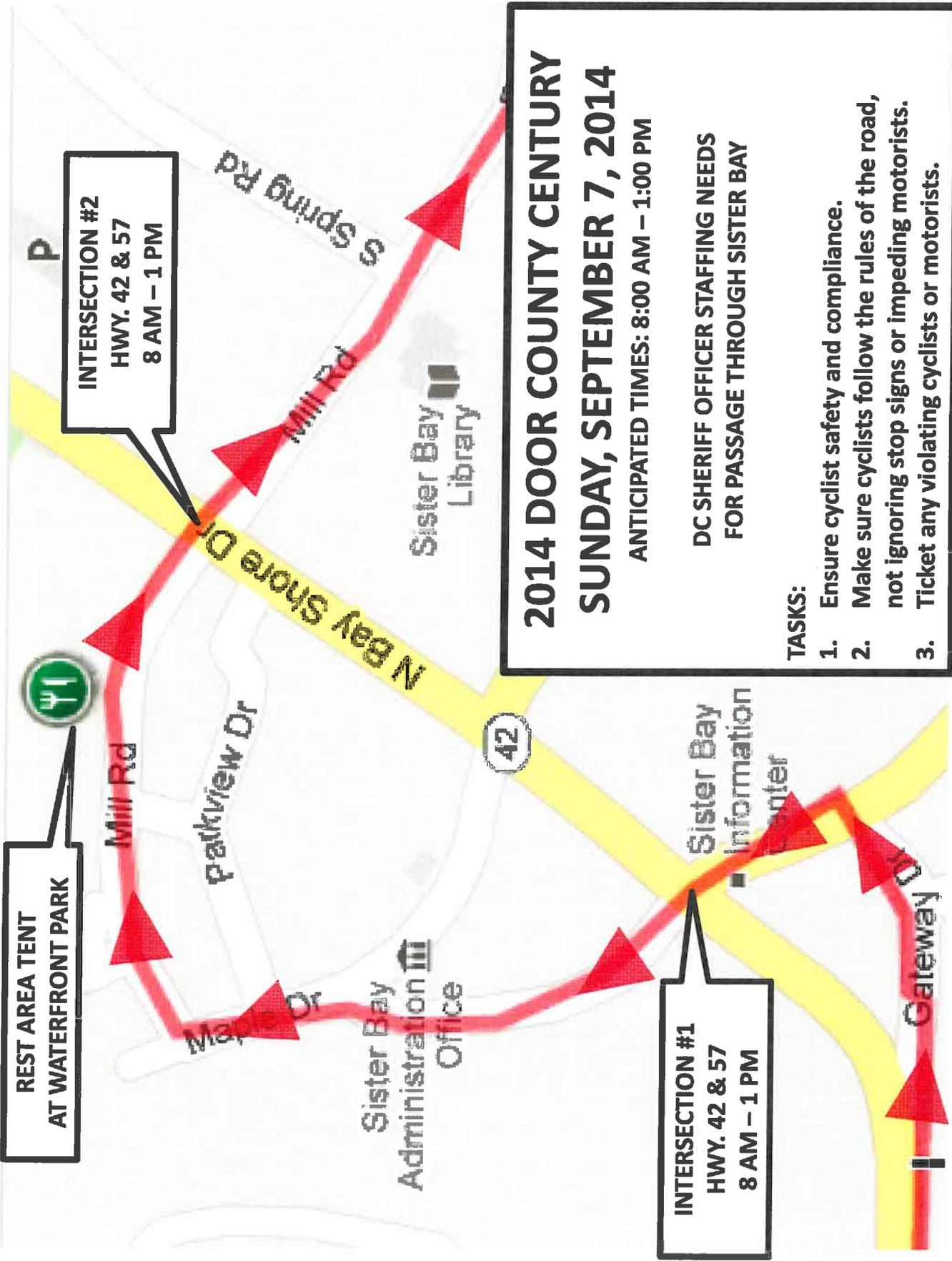
Any usage proposed for the basement of the Village Hall must have the concurrence of the Teen Center Board of Directors in writing. _____ Approved Teen Center Board.

If you intend to use a tent prior to the approval of the permit you must contact the Parks Department at 920-412-1273 to meet on site to stake out the location of the tent in order to protect the sprinkler and electric system from damage. Any damage caused to the sprinkler or electric system from tent stakes will be billed 100% of the total cost to the organization. _____ Approved Location Parks Department. Your tent supplier MUST schedule an appointment with the Parks Department to insure the proper placement of the tent. A Parks employee will be present during the erection of the tent to insure no damage is done to the underground systems. The time spent by Parks staff monitoring the tent location and erection will be billed out to you at the charge out rate.

If you are provided a key to use a facility and you fail to return the key when your event is over the Village reserves the right to charge you for the cost of rekeying the facility consistent with the Building Key Policy.

If any event involves the sale or distribution of alcohol an appropriate permit must be obtained from the Village Clerk. If any special services are provided by the Village as part of the permit they will be billed at the agreed upon rate.

If you or a member of your group drives across the grass in a vehicle you will lose your deposit, and be liable for the cost of repairs. Any group or individual who does not follow these and other Village facility usage regulations may be prohibited from utilizing the facility, building or park grounds in the future.



**REST AREA TENT
AT WATERFRONT PARK**

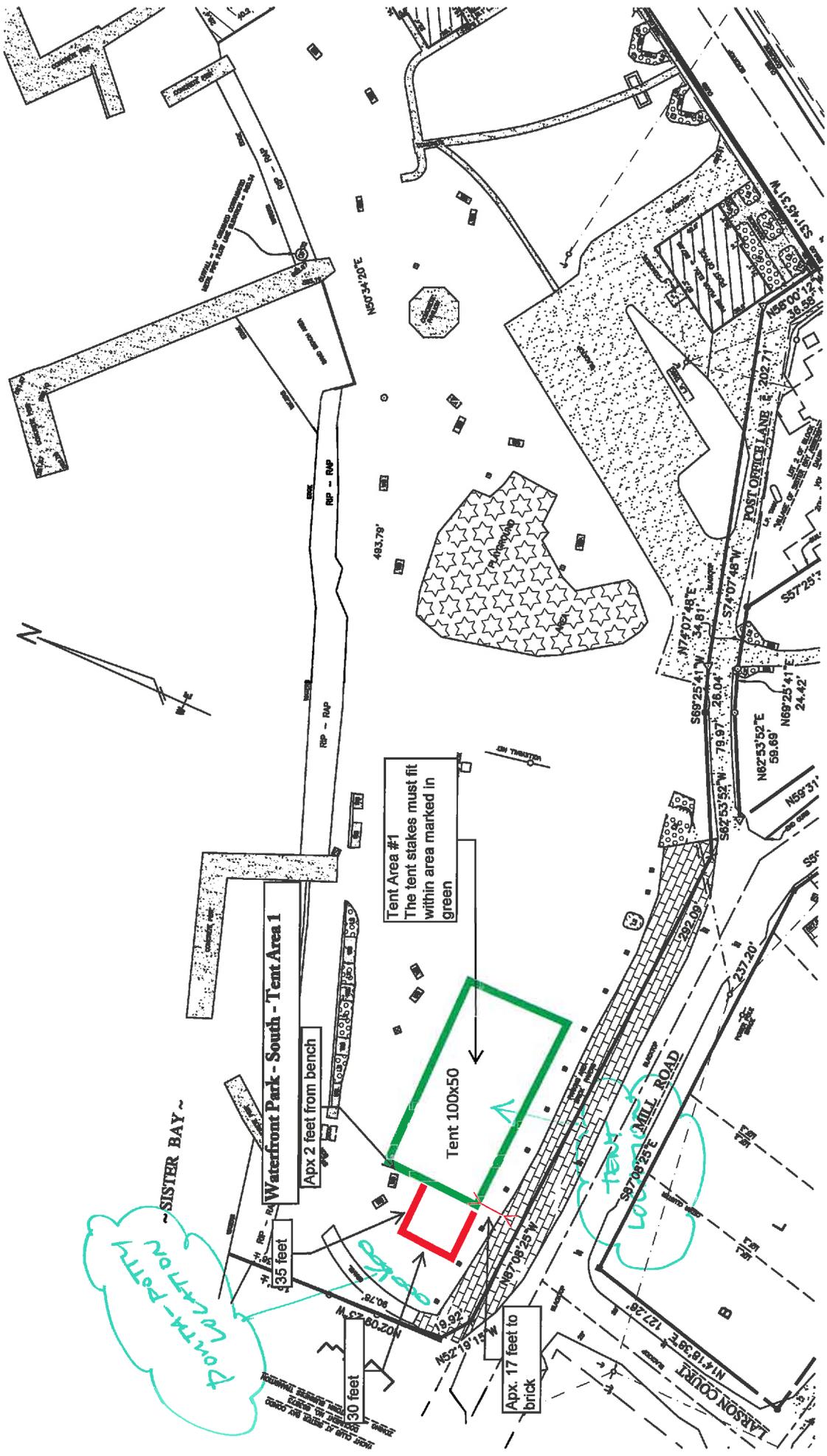
**INTERSECTION #2
HWY. 42 & 57
8 AM - 1 PM**

**INTERSECTION #1
HWY. 42 & 57
8 AM - 1 PM**

**2014 DOOR COUNTY CENTURY
SUNDAY, SEPTEMBER 7, 2014**
 ANTICIPATED TIMES: 8:00 AM - 1:00 PM
 DC SHERIFF OFFICER STAFFING NEEDS
 FOR PASSAGE THROUGH SISTER BAY

TASKS:

1. Ensure cyclist safety and compliance.
2. Make sure cyclists follow the rules of the road, not ignoring stop signs or impeding motorists.
3. Ticket any violating cyclists or motorists.





Village of Sister Bay
 2383 MAPLE DRIVE • SISTER BAY, WI 54234
 PHONE: (920) 854-4118 • FAX: (920) 854-9637
 E-MAIL: INFORMATION@SISTERBAY.COM

13

THIS AREA FOR OFFICE USE ONLY	
Account No.	Permit Issued Date
Fee Amount Paid:	Receipt #:

Sign Permit Application

NAMES & MAILING ADDRESSES		PROPERTY DESCRIPTION
Applicant (If different from property owner) Door County Century, LLC		Parcel Identification Number (PIN) 181-
Street Address 211 N. Broadway, Suite 104		Subdivision or CSM (Volume/Page/Lot)
City • State • Zip Code • Phone Number Green Bay, WI 54303		Address Of Property (DO NOT include City/State/ZipCode) Various Village Sites Along Roadways
Property Owner (If different from applicant)	Signature of Owner	Permit request to erect temporary event coroplast yard signs. Signs will designate route for cycling event. Width (in feet) of the front of the building facing the street:
Street Address		
City • State • ZipCode		
Sign Contractor (Agent) To be erected by DCC contractors		
Street Address		CURRENT PROPERTY USE
City • State • Zip Code • Phone Number		<input type="checkbox"/> Non-commercial <input type="checkbox"/> Multi-occupant commercial <input type="checkbox"/> Single occupant commercial <input type="checkbox"/> Other commercial <input checked="" type="checkbox"/> Other <u>Along bike path and at all turns and mile marker locations along bike course</u>

PROPOSED SIGN	
Type of Sign Construction <i>(Please check/complete ALL that apply below)</i> <input checked="" type="checkbox"/> Ground <input type="checkbox"/> Wall <input type="checkbox"/> Directory <input type="checkbox"/> Window <input type="checkbox"/> Projecting <input checked="" type="checkbox"/> Temporary <u>plastic/stake</u> <input type="checkbox"/> Other _____ _____ Size of window (square feet) <u>3</u> Total square footage of all signs on property _____ Building height where sign is to be placed <u>36"</u>	Sign Details Sign Size: <u>18"</u> by <u>24"</u> Total Square Feet <u>3</u> Number of Sides <u>2</u> Height (Sign Peak) <u>36"</u> Height to bottom of sign <u>12"</u> Distance from building <u>NA</u> Distance from front lot line/ROW <u>NA</u> Distance from side lot line <u>NA</u> Illumination: <u>NONE</u>

Please complete the sign design on the attached sheet.

I agree to mark or stake out the location of the proposed sign on the site.

CERTIFICATE	
I, the undersigned, hereby apply for a Sign Permit and certify that all the information both above and attached is true and correct to the best of my knowledge. I affirm that all work performed will be done in accordance with the Sister Bay Zoning Code and with all other applicable laws and regulations. I hereby authorize the Zoning Administrator to enter the above-described property for purposes of obtaining information pertinent to my application request and to conduct zoning code inspections.	
Signature <u>John Mory</u> Ride Director-Door County Century	Date <u>4/16/2014</u>
Daytime Contact Number (<u>920</u>) <u>606</u> - <u>3216</u> Email address <u>john@netnet.net</u>	

SIGN DRAWING

INSTRUCTIONS

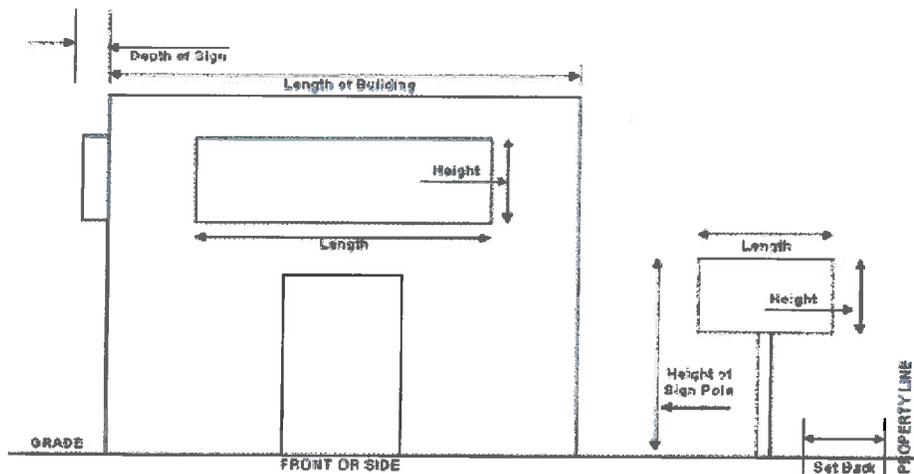
In the space below draw to scale your proposed sign. Be sure to indicate the color and size of the letters and the color of any sign background. Describe the materials used in the construction of the sign. Describe the location of any illumination. Identify the **Pantone color** number of any color used on the sign. Locate and identify any landscaping.

***See Attached Document for
color and design/graphic
layout**

**-Signs will be erected at all turns on
the cycling course specifying
direction of travel.**

**-Signs will be erected specifying mile
marker locations and along specified
bike path route.**

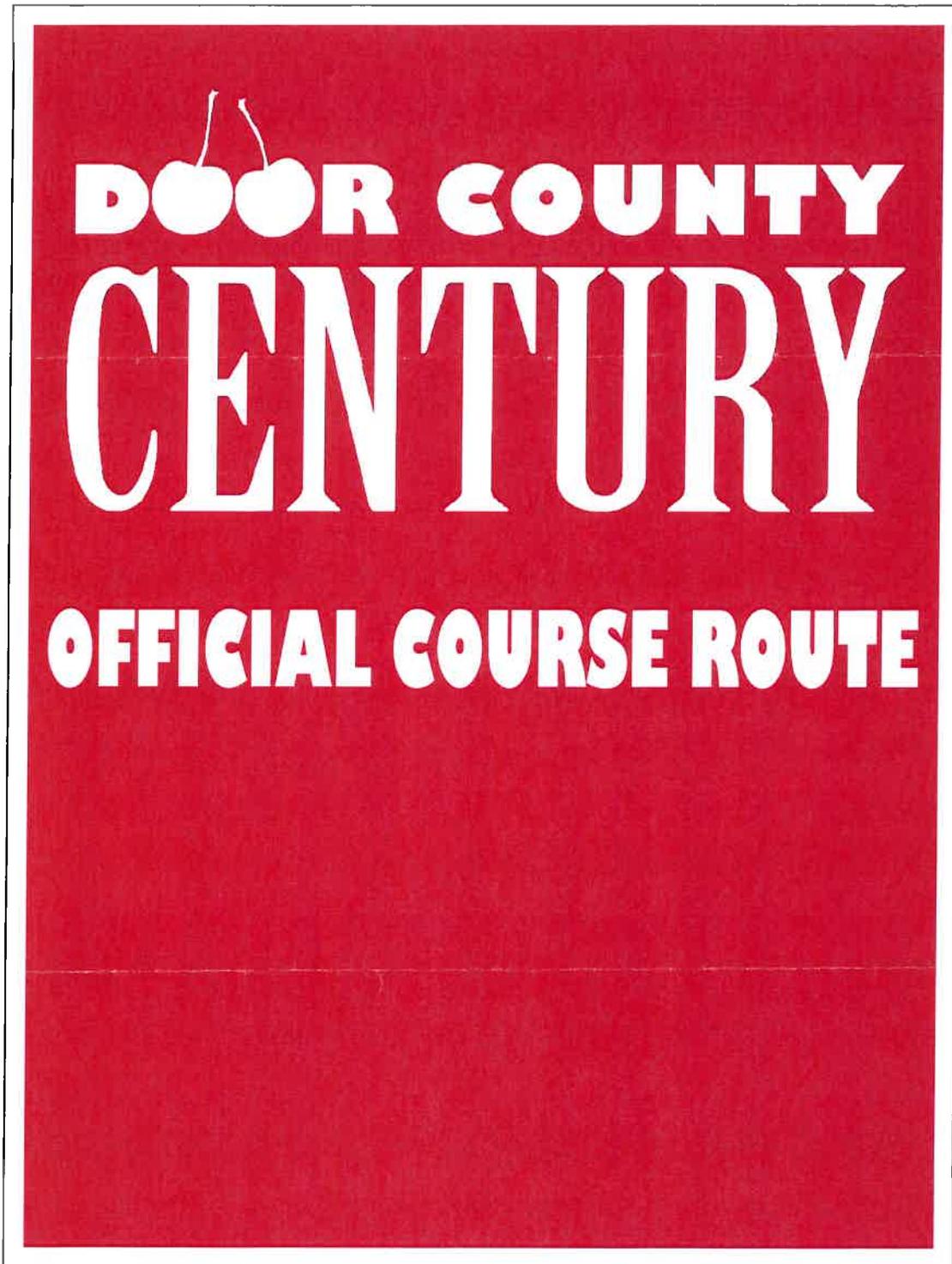
Sign Scale



APPROVALS

AREA BELOW THIS LINE FOR OFFICE USE ONLY

Zoning District _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Zoning Administrator / Date _____
------------------------------	---	--



Janal Suppanz

From: Steve Jacobson
Sent: Thursday, April 10, 2014 1:39 PM
To: Zeke Jackson
Subject: Parks and property

Good afternoon. The swamp pump area is now served by gravity storm water. I still have some concerns as to how high the water level might get in the retention area before discharging to the bay. We will have to monitor the adjoining properties to make sure there are no major problems. What and how to set up the swamp pump for future was not included in the Bayshore project. Nor was any discussion on the present shack and electrical set up. A discussion also needs to take place with the appropriate committee to decide how you want to landscape not only the swamp pump area but also the cedar screening between the Kristy Sully residence and Marina Place condos. Yours, Steve J.

We have reviewed the plans and have the following comments. If you wish we can meet again and discuss further.

- It appears that your spec requirement for the sand is a bit more restrictive (less fines) than what we have been using, however I believe a local provider could supply the sand. Comparing costs of our previous projects the sand and placement has ranged from \$14-\$16 per C.Y. including formation of moguls. The bid from Janke is \$39.56 and the bid from Advance Constr. Inc. is \$46.74. We are not sure the difference in specs justifies more than double the costs if the provider is local???

Response: The sand grain size and distribution used was based on hydrodynamic modeling to minimize movement and loss while providing an appealing appearance and comfort level for recreational users. We coordinated extensively with local suppliers to specify a mixture that was producible locally and cost-effective. The bid prices were substantially higher than delivered prices quoted by suppliers even after we added a significant factor for installation. The inflation in prices was likely due to a lack of competition and uncertainty by contractors in conditions during winter construction.

- We noted that to achieve the current grades, that approximately 5 to 8 feet of soil will need to be removed prior to adding 3' of sand. We normally shoot for 2' of sand and taper to the water with a minimum of 1' of sand near the water.
Perhaps the previous grades are to accommodate the stone wall? Why build the stone wall? At what cost to the total project?

If you eliminate the stone wall all together the finished elevation could be greatly modified resulting in far less excavation and potentially less sand volume. To make significant reduction in cost the Village should give serious consideration to a more natural appearing beach without the wall and replace the rain gardens with beach grass vegetated sand "moguls".

Response: The objective was to design a high-quality recreational beach in conformance with recognized recreational beach design standards while preserving as much upland area as possible. The wall and proposed excavation is necessary to provide relatively gradual slopes to the water's edge while preserving upland area. The wall also is intended to minimize encroachment of sand into the lawn areas. At current Lake Michigan water levels, elimination of the wall and excavation would result in nearly 10 feet of fall from the landward edge of the beach to the water line in less than 80 feet – much steeper than desirable for the intent of the beach. Also, future Village maintenance costs for sand replenishment and clean-up in the park would likely increase substantially.

- Without sand moguls, there is a water quality benefit to the placement of rain gardens, however sand moguls with beach grass would likely be cheaper than a stone wall& rain garden combination. Also sand moguls with beach grass will look more like a natural Door County beach. Sand moguls would also allow: less excavation of existing soil, less sand nourishment across the beach front, and allow curved wood chord walk paths to the beach (deters sight paths for geese, which may be attracted to the larger beach). Wood chord walks also reduce erosion and allow a firm footing for parents with strollers or others.

Response: The design objective for this project was to create a recreational beach for sunbathing, swimming and other related activities. While we agree that sand moguls and beach grass is more consistent with the look of natural Door County beaches, this was not our primary design objective at this location. Moguls and additional beach grass would further reduce the amount of beach space available for recreational activities.

- These suggestions will likely significantly reduce the overall costs. Currently the big ticket items include the construction of the Groin - \$365,000 and the Coastal structure demolition - \$332,000. Perhaps the project could be split into different phases and perhaps local contractors may have lower bids and or lower mobilization fees.

Response: We do not believe further splitting of the project (beyond the divisions already proposed) will further reduce costs and may, in fact, add additional cost. The sand and excavation cannot take place until after the groin has been constructed or the sand will be washed away. Separating aquatic demolition, excavation, and other heavy construction activities would result in multiple mobilizations, likely adding cost.

May 5, 2014

Zeke Jackson, Village Administrator
 Village of Sister Bay
 2383 Maple Drive
 Sister Bay, WI 54234

RE: CONCEPTUAL WORK ON VILLAGE HALL

Dear Zeke:

I appreciated hearing about possible changes at the Village Hall. The changes we discussed should greatly enhance the use and prominence of the Village Hall and strengthen its connection to the Park.

I understand at this point the Village is looking for "conceptual" architectural work that will describe the scope of what might be done, show how changes enhance/connect the building to the Park/Waterfront and illustrate what the remodeled Village Hall might look like.

The changes described involve a good amount of construction work, perhaps hundreds of thousands of dollars. Though the Architectural/Engineering fees for the project are not really a "percentage" of construction, percentage of construction does provide a sense of the A/E costs. For a remodeling project like this, fees might be 7% or less to 12% or more of the cost of the construction. 3 factors determine fee:

- Amount/Size of change (Cost) Higher construction cost = lower A/E fee percentage
- Complexity (Structural, HVAC, etc) Less complexity = lower A/E fee percentage
- "Parts" (Remodel 1 item vs 5 items) Fewer items = lower A/E fee percentage

I mention all of this to provide a "backdrop" to the "conceptual" work. Again, percentage of construction cost is not a good indicator of A/E fees, but it does put the work in perspective. Generally, the "concept" is around 1% of the cost of construction; a completely developed design might be 3%.

For what we have discussed, a budget of +/- \$3,000 would provide a brief analysis of the existing conditions, a simple plan of what work is proposed and at least one rendering of the proposed change(s). A more comfortable budget of \$5,500 would allow meetings with a broader group of stakeholders, consideration of alternatives and more realistic (and multiple) renderings.

Hope this helps. We can start as early as next week.

Sincerely,

Dan Roarty

Waiting List For Mem. Benches

- Elynn Mayer In Memory of Bob and Charlotte Kahn - Bench No. 02 847-831-5346
 Elynn would like to have Bench No. 02 moved to a waterfront loc. as soon as one is available.
- Kathy Berns In Memory of Bob & Judy Berns 847-256-0860
 Kathy would like to have a Mem. Bench placed on the Boardwalk.
- The Village In Honor of Robert L. Kufryn
 This Bench will initially be placed at the Admin. Bldg, but then will be placed by Bob's Parents' & In-Laws' Benches after the work on the Bldg Reconstruction Project is concluded.
- Gerry Knudson In Memory of Roy and Irene Knudson
 Gerry would like to have the Bench placed near the Inn at Kristopher's as that's where he grew up.
- Dave Christiansen In Honor of Oral and Dorothy Congdon 262-392-4032
 Dave would like to have the Bench placed in W.F. Park
- Wayne & Carol Wieber In Honor of Wayne & Carol Wieber cwieber@chaffs.net
 The Wiebers would like to have the Bench placed in W.F. Park
- Chad Wheeler In Memory of Bob Wheeler
 Chad would like the Bench to be placed by the playground in W.F. Park 262-391-1725 over

Donna Danielson

In Memory OF Art
Waldenstein

630-871-5540

Ms. Danielson would
like a bench placed at
the Marina or on
the Waterfront

Stacy Niedzwiecki

In Memory OF
Carole A. Lienau
across from Al's in
the Area of "J"
dock where Dave
& Carole's Boat is
Docked.

980-421-0538

Sarah Novotny

In Memory of Ken
& Betty Maudsley
By The Pavilion or on
the Waterfront

980-421-2930

Janal Suppanz

From: Adrienne Marks [adrienne.marks@baylake.com]
Sent: Friday, May 02, 2014 11:56 AM
To: Zeke Jackson
Cc: Adrienne Marks
Subject: Community Garden

Hi Zeke,

Just wanted to touch base on a few outstanding action items from our meeting in November 2014.

1. Please let us know if the Village will provide trash service at the community garden.
2. Please let us know if the Village will provide mowing services around the garden.
 - a. To facilitate mowing, the members of the garden will need to remove the rocks in back of their garden plots. Does the Village have a trailer or other receptacle that we can put the rocks in and have them disposed of?

I have determined that Parks and Rec do not have a licensed weed sprayer person.
The planned water tower will not interfere with the garden.

We will be scheduling our first community garden meeting of the season. Want to join us?

Thanks.

Adrienne Marks
469-939-6675

Janal Suppanz

From: Paul Collins [pcollins@dcff.net]
Sent: Tuesday, April 22, 2014 3:05 AM
To: Janal Suppanz
Subject: Re: 2014 DCFF Comment & Question

Importance: High

Dear Janal:

How are you?

I received your letter in early March.

I realize we were supposed to get you the executed documents by 4/14.

Unfortunately, several members of the committee were working on taxes in early April and we had to postpone getting some critical decisions made until Easter Weekend.

One of those decisions have led me to ask one more question of you and the Board. In prior years, when we had the Fish Boil in the Park on Saturdays, we also had a dancing and singing in the Park and a dance out on the Sister Bay Pier during sunset. When we moved the Fish Boil to Baileys Harbor, we discontinued the dancing and singing in Sister Bay Park/Pier. Video links to what these events were like are at:

<http://www.youtube.com/watch?v=5cO9CHPsIw8>

<http://www.youtube.com/watch?v=OrCtEV8sHoo>

We'd like to know if the Village would allow us to resume our dancing and singing in the Park/Pier, (no Fish Boil), but we'd like to know if we could do this on Thursday evening? The times would be about 7:30pm until about 8:30pm just after Sunset. This event would be free and open to the public. I would expect this to be a smaller turnout than the Saturday Park/Pier events since we don't have a full festival crowd in attendance by Thursday evening.

Would this be a possibility?

NOTE: Our other proposed uses of the Village Hall and Park (as you asked in the letter) are:

- (1) Fri/Sat all day - Village Hall for dance events
- (2) Fri/Sat 10:00am - 12noon - Waterfront Park for Free Youth Activities
- (3) Fri/Sat 1:00pm - 3:30pm - Waterfront Park for Free Youth Activities
- (4) Fri/Sat 3:00pm - 5:00pm - Gazebo for Musician/Singing Jam Sessions

All of the events in the Park are free and open to the public.

—
Sincerely,

Paul Collins

35th Annual Door County Folk Festival - Get Your Foot In the Door!

Baileys Harbor, Ephraim, & Sister Bay, Wisconsin

Save the Dates - July 9-13, 2014

Preliminary Brochure: www.dcff.net/brochure-pre

What's New?: www.dcff.net/whatsnew

Video Gallery: www.dcff.net/videos

Photo Gallery: www.dcff.net/photos

Post your photos, videos, stories & tweet us

Group Page: facebook.com/groups/dcffmail

Fan Page: facebook.com/dcfolkfest

Twitter: twitter.com/dcfolkfest

Contact Us

Email: pcollins@dcff.net

MOBILE/VOICE: (847)-846-8139

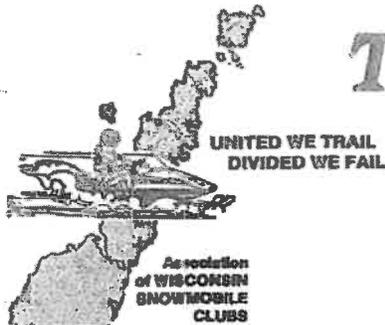
SKYPE-IN/VOICE: (773)-634-9381 (collinspe)

FAX/VOICE: (847)-777-0574

Shared Wisdom

[General] Pershing won the war [WWI] without even looking into an airplane, let alone going up in one. If they had been of such importance he'd have tried at least one ride... We'll stick to the army on the ground and battleships at sea.

(John Wingate, U.S. Secretary of War, 1921)



Top O' The Thumb

SNOWMOBILE CLUB

*Working together for beneficial legislation,
safer trails and conservation of our land.*

P.O. BOX 784
SISTER BAY, WISCONSIN 54234

Dear Landowners,

We will be hosting our landowners' dinner on Friday May 30th at the Mink River Basin in Ellison Bay. There will be a cash bar at 5:30 p.m. with dinner to follow at 6:30 p.m. Please call Heather Moore at 920.421.1078 or email at cutye79@gmail.com to RSVP. Please do so by May 16th. We hope to see you there.

Enclosed you will find your permission card for the 2014-2015 snowmobile season. Please fill these out and mail back as soon as possible. With the busy season almost upon us it is helpful to have these back so we have time to get everything in place for next season. If mailing them back please do so by July 31st or if you plan on attending the dinner then you can drop it off that night. If you have questions or concerns please make a note of it on your permission slip and we will do all we can to resolve the matter.

We cannot thank you all enough for your continued support each year. Everyone from the snowmobilers to the businesses who benefit from our trails being open is truly thankful. Our trails were open 98 days this season which is fantastic. Let's hope next season is even more enjoyable.

Sincerely,

Kirby Olson, TOTSC President

Heather Moore, Secretary



Yes, I give permission to


Top of the Thumb Snowmobile Club


for the 1/15 Winter Season

Please Print Name: _____

Snow County Property Address: _____

Mailing Address: _____

Email: _____

Comments: _____

PRE-STAMPED FOR YOUR CONVENIENCE!



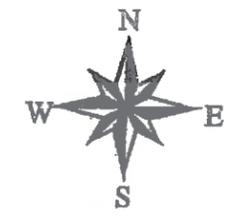
2

Approved Route - Please Note That Access To The Sports Complex Has Changed & Is Shown In Red
Is Orange

GREEN BAY

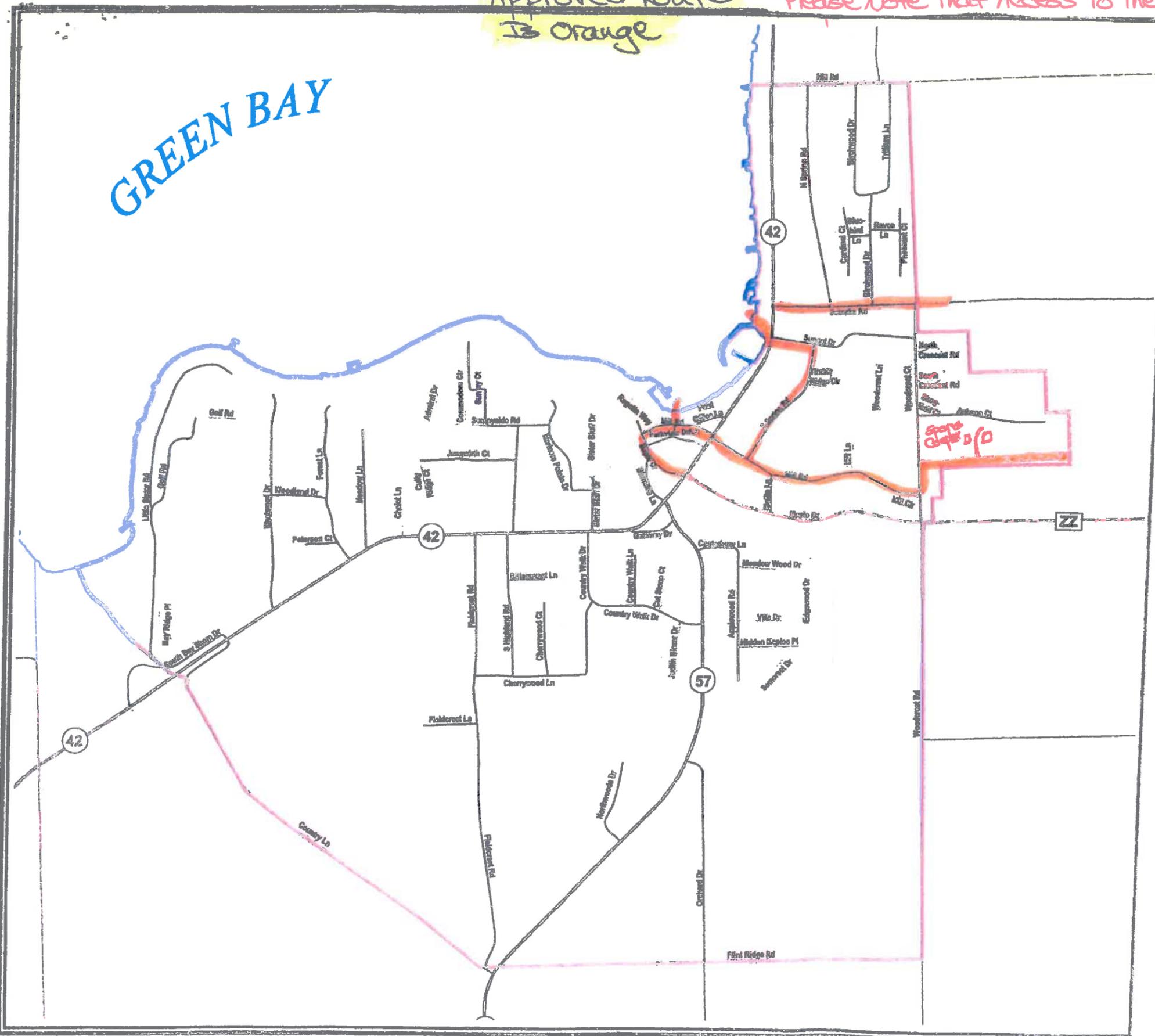
Street Map
of the
Village of Sister Bay
Door County, Wisconsin
Last Updated: July 23, 2009

-  STATE HIGHWAY
-  COUNTY ROAD
-  TOWN ROAD
-  VILLAGE STREET
-  PRIVATE ROAD
-  PUBLIC ALLEY
-  Village Boundary



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

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



512521

VOL 498 PAGE 803

ROAD MAINTENANCE AGREEMENT

AGREEMENT MADE this 10 day of June, 1992, by and between William G. Bastian and Dorothy S. Bastian, his wife (herein "Bastian"), Donald Koepsel and Donna Koepsel, his wife (herein "Koepsel") and Robert H. Winemiller and Norma L. Winemiller, his wife (herein "Winemiller").

WITNESSETH:

WHEREAS, Bastian is the owner of the following described tract of land which is hereinafter referred to as the "Bastian Tract":

That portion of the SE 1/4 of the NE 1/4 of Section 7, T31N, R28E, Village of Sister Bay, Door County, Wisconsin, described as follows: Commencing at the E 1/4 corner of said Section 7 marked by a nail, thence N 00° 00' 00" along the easterly line of said Section 7 665.76 feet to a 3/4" iron pin, thence N 89° 41' 05" W 662.86 feet to a 1" iron pipe marking the place of beginning; thence S 00° 43' 01" W 307.15 feet to a 1" iron pipe, thence S 00° 21' 10" W 60.00 feet to a 1" iron pipe, thence S 00° 35' 55" E 298.21 feet to a 1" iron pipe on the southerly line of said SE, NE, thence N 89° 38' 50" W along said southerly line 663.96 feet to a 3/4" iron rod marking the SW corner of said SE, NE, thence N 00° 11' 21" E along the westerly line of said SE, NE 727.78 feet to a 1" iron pipe, thence S 84° 15' 57" E 382.97 feet to a 1" iron pipe, thence S 00° 24' 26" W 165.09 feet to a 1" iron pipe, thence S 89° 35' 34" E 100.00 feet to a 1" iron pipe, thence N 00° 24' 26" E 185.76 feet to a 1" iron pipe, thence S 84° 15' 57" E 182.57 feet to the place of beginning, contains 10.2107 acres. ALSO, a 66.00 foot wide easement for ingress and egress to the above tract lying 33.00 feet on each side of the following described center line; Beginning on the said easterly line of Section 7 at a point 328.18 feet N 00° 00' 00" of said E 1/4 corner of said Section 7, thence N 89° 38' 50" W 666.89 feet to the easterly line of the above described tract and hereby designated point "A". This tract is also subject to and benefitted by an easement for ingress and egress to the tract adjacent to the above described tract; Said easement is described as follows: a strip 66 feet wide lying 33.00 feet on each side of the following described centerline: Beginning at above designated point "A", thence along a 150.00 foot radius curve to the right 235.76 feet (Chord

VOL 498 PAGE 804

bearing N 44° 37' 12" W 212.23 feet), thence N 00° 24' 26" E 204.10 feet to the northerly line of the above described tract and the southerly line of the tract said easement provides access to; and,

WHEREAS, Koepsel is the owner of the following described tract which is hereinafter referred to as the "Koepsel Tract":

That portion of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 7, Township 31 North, Range 28 East, Village of Sister Bay, Door County, Wisconsin described as follows: Beginning at the east one-quarter (E 1/4) corner of said Section 7 marked by a nail, thence north 0° 0' 0" along the easterly line of said Section 7 a distance of 665.76 feet to a three-quarter (3/4) inch iron rod, thence north 89° 41' 5" west 70.15 feet to a three-quarter (3/4) inch iron rod on the westerly right of way of Fieldcrest Road, thence continue north 89° 41' 05" west 592.71 feet to a 1 inch iron pipe, thence south 0° 43' 1" west 307.15 feet to a 1 inch iron pipe, thence south 0° 21' 10" west 60 feet to a 1 inch iron pipe, thence south 0° 35' 55" east 298.21 feet to a 1 inch iron pipe on the southerly line of said Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4), thence south 89° 38' 50" east along the southerly line of said Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) 638.95 feet to a three-quarter (3/4) inch iron rod on the westerly right of way of Fieldcrest Road, thence continue south 89° 38' 50" east 25 feet to the point of beginning. Said tract contains 10.1648 acres. Subject to the rights of the public in the Village Road, and also subject to and benefitted by and together with a non-exclusive easement for ingress and egress and utilities over the following portion of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 7, Township 31 north, Range 28 east, described as follows: Commencing at the east one-quarter (E 1/4) corner of said Section 7 marked by a nail, thence north 0° 0' 0" along the easterly line of said Section 7 a distance of 328.18 feet to the place of beginning of the centerline of a 66 foot wide easement, thence north 89° 38' 50" west 666.89 feet, thence north along a 150 foot radius curve to the right 235.76 feet (chord bearing north 44° 37' 12" west 212.23 feet), thence north 0° 24' 20" east 204.10 feet to the place of ending; and,

WHEREAS, Winemiller is the owner of the following described tract which is hereinafter referred to as the "Winemiller Tract":

That portion of the SE 1/4 of the NE 1/4 of Section 7, Township 31 North, Range 28 East, Village of Sister Bay, Door County, Wisconsin, described as follows: Commencing at the East quarter (E 1/4) corner of said Section 7 marked by a nail, thence North 00 degrees 00 minutes 00 seconds along the easterly line of said Section 7, 665.76 feet, thence North 89 degrees 41 minutes 05 seconds West 662.86 feet to a 1 inch iron pipe marking the place of beginning; thence North 84 degrees 15 minutes 57 seconds West 182.57 feet to a 1 inch iron pipe, thence South 00 degrees 24 minutes 30 seconds West 155.76 feet to a 1 inch iron pipe, thence North 89 degrees 35 minutes 34 seconds West 100.00 feet to a 1 inch iron pipe, thence North 00 degrees 24 minutes 26 seconds East 165.09 feet to a 1 inch iron pipe, thence North 84 degrees 15 minutes 57 seconds West 382.97 feet to a 1 inch iron pipe on the westerly line of said Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4), thence North 00 degrees 11 minutes 21 seconds East along said westerly line 602.00 feet to a 3/4 inch iron rod marking the Northwest corner of said Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4), thence South 89 degrees 43 minutes 20 seconds East along the northerly line of said Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) 661.76 feet to a 3/4 inch iron rod, thence South 00 degrees 05 minutes 40 seconds West 665.33 feet to the place of beginning containing 10.0024 acres. Together with a non-exclusive easement for ingress and egress over the following portion of the SE 1/4 of the NE 1/4 of Section 7, Township 31 North, Range 28 East, Village of Sister Bay, Door County, Wisconsin, described as follows: Commencing at the East Quarter (E 1/4) corner of said Section 7 marked by a nail, thence North 00 degrees 00 minutes 00 seconds along the easterly line of said Section 7, 328.18 feet to the place of beginning of the centerline of a 66.00 foot wide easement; thence North 89 degrees 38 minutes 50 seconds West 666.89 feet, thence along a 150.00 foot radius curve to the right 235.76 feet (chord bearing North 44 degrees 37 minutes 12 seconds West 212.23 feet), thence North 00 degrees 24 minutes 26 seconds East 204.10 feet to the place of ending; and

WHEREAS, each of the above tracts are served by an easement which provides ingress and egress to and from Fieldcrest Road to each of the above-described tracts over a roadway located on said easement; and

WHEREAS, the parties hereto wish to enter into a formal agreement to provide for the maintenance and upkeep of said roadway;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. The Winemiller Tract is presently an undeveloped tract of land. Until such time as the Winemiller Tract is improved in any manner, Bastian and Koepsel and their respective heirs, successors and assigns as owners of each of the tracts herein described shall be equally responsible for the cost of maintaining the road located on the aforesaid easement.
2. At such time as the Winemiller Tract is improved in any manner, then Bastian, Koepsel, and Winemiller and their respective heirs, successors and assigns as owners of each of the tracts herein described shall be equally responsible for the cost of maintaining the road located on the aforesaid easement.
3. All costs incurred in maintaining and repairing said roadway shall be borne equally by the parties hereto (except Winemiller, who shall not be included until the Winemiller Tract is improved, as noted above) and the repairs and maintenance to be undertaken and performed under this agreement shall include the following: grading, filling of chuckholes and topdressing with surface gravel, including the cost of necessary materials for the foregoing maintenance and repairs.
4. The cost of snow removal from the roadway located on the aforesaid easement shall be shared equally by the owners of the tracts which are improved. At the time of signing this agreement, only the Bastian Tract is an improved tract of land and therefore, Bastian, their heirs, successors and assigns shall be responsible for snow removal.
5. This agreement may be signed by the undersigned owners in counterpart and the individual signed counterparts, taken together, shall constitute one agreement binding upon all parties hereto.
6. This agreement shall be binding upon the heirs, successors, and assigns of the parties hereto and shall constitute a covenant which runs with the land.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.

William G. Bastian
William G. Bastian

Dorothy S. Bastian
Dorothy S. Bastian

Donald Koepsel
Donald Koepsel

Donna Koepsel
Donna Koepsel

Robert H. Winemiller
Robert H. Winemiller

Norma L. Winemiller
Norma L. Winemiller

STATE OF WISCONSIN)
) SS.
COUNTY OF DOOR)

Personally came before me this 3rd day of June, 1992, the above named William G. Bastian and Dorothy S. Bastian, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

William G. Bastian
Notary Public, State of Wisconsin
My Commission Expires 1/93

STATE OF WISCONSIN)
) SS.
COUNTY OF DOOR)

Personally came before me this 3rd day of June, 1992, the above named Donald Koepsel and Donna Koepsel, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

William G. Bastian
Notary Public, State of Wisconsin
My Commission Expires 1/93

512521

VOL 498 PAGE 808

STATE OF)
) SS.
COUNTY OF)

Personally came before me this 14th day of June 1992, the above named Robert H. Winemiller and Norma L. Winemiller, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Debbie K. Locke

Notary Public, State of

My Commission: 12-16-94



This document drafted by:

Attorney James R. Smith
Pinkert, Smith, Weir, Jenkins & Nesbitt
454 Kentucky Street
P.O. Box 89
Sturgeon Bay, WI 54235-0089
(414) 743-6505

RECORDED
Time... 3:54 P.M.

JUN 11 1992

Marilyn Ordine
REGISTRAR OF DEEDS
DOOR COUNTY, WIS.
By *Catherine Jacobs*
Deputy
PSWJMN
20/00

Map

Printed 04/15/2014 courtesy of Door County Land Information Office



Door County, Wisconsin
... for all seasons!

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



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

Sister Bay Outdoor Market
2014 Vendor Application Form



Please complete and sign this application and submit it along with applicable fees to the employees in the Village Office – 2383 Maple Drive, P.O. Box 769, Sister Bay, WI 54234 prior to your first appearance at the Market. Questions regarding the Market or the registration process should likewise be directed to the employees in the Village Office - 920-854-4118.

Part I: Vendor Information

Name of Vendor: _____

Business Name: _____

Address: _____

City: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email Address: _____

Part II: Vendor Spaces and Rates

How many stalls do you need? A single vendor stall is approximately 9'6" to 10' in width.

Weekly Rate is \$5.00. (The market will be open on Wednesdays from 3:00 P.M. to 8:00 P.M. & Thursdays from 8:00 A.M. to Noon – mid-June through mid-October.) Number of Weeks Requested (see Part VI): _____

Will you be bringing a 10x10 canopy? _____ Yes _____ No

Part III: Produce and Products Sold

A complete and accurate list of all the items that you wish to sell is required. Please be specific about what produce and products you intend to sell at the Market. Products not approved for sale by the Market Manager will not be allowed. Anyone wishing to sell arts & crafts or non-food items must submit 3-5 photos of their work along with this application.

Do you—the applying vendor—grow, produce, or handcraft the above-mentioned items?

Yes No

**Sister Bay Outdoor Market
2014 Vendor Application Form**

Part IV: Market Attendance

Do you plan to attend and sell at the Market every Wednesday and every Thursday?

_____ Yes, I plan to participate every Wednesday from mid-June through October, 2014.

_____ Yes, I plan to participate every Thursday from mid-June through October, 2014.

_____ No, I do not wish to participate on a weekly basis, but I do wish to participate on the following dates. (Please circle the dates that you plan to attend.)

June 18 th	June 19th	June 25th	June 26th	July 2nd	July 3rd
July 9 th	July 10th	July 16 th	July 17th	July 23rd	July 24th
July 30 th	July 31st	August 6th	August 7th	August 13th	August 14th
August 20th	August 21st	August 27th	August 28th	Sept. 3rd	Sept. 4th
Sept. 10th	Sept. 11th	Sept. 17th	Sept. 18th	Sept. 24th	Sept. 25 th
October 1st	October 2nd	October 8th	October 9th	October 15th	October 16 th
October 22nd	October 23rd				

Part VII: Vendor Agreement

I have read and fully understand the rules, regulations and responsibilities of vendors participating in the 2014 Sister Bay Outdoor Market, and hereby agree to abide by all of them. I understand that any violation of the previously mentioned rules, regulations and responsibilities could result in me being barred from further participation in the Market, and agree to indemnify and hold harmless the Village of Sister Bay, the Sister Bay Advancement Association, and the Market Manager from any and all damages or injuries that may occur from any cause whatsoever as a consequence of my participation in the Market.

Signature of Vendor: _____

Date: _____

Sister Bay's Outdoor Market Rules, Regulations and Responsibilities of Vendors



-
- Sister Bay's Outdoor Market is a producer-only market; all items sold must be grown, produced or handcrafted in Wisconsin.
 - Direct sales and goods that have been traded, bartered, or purchased wholesale may not be resold at the market. *The only exception to this rule is farm products.*
 - All vendors must comply with applicable Federal, State and Village regulations.
 - Vendors who submit Outdoor Market applications will be invited to participate in the market based upon the need for their product. The Village of Sister Bay reserves the right to limit the number of same-type vendors and to restrict items for sale that are deemed inappropriate or not in keeping with the market's image.
 - If you would like to sell a handcrafted item, you must include three to five photos of your work along with your Vendor Application. Applications for handcrafted items which are submitted without photos will not be considered.
 - Prior to participating in Sister Bay's Outdoor Market Vendors must obtain any and all required permits and licenses from State and/or local agencies.
 - The Market Manager will assign vendor spaces within the market grounds, and vendors must sell their goods in the designated area(s).



Village of Sister Bay
 2383 MAPLE DRIVE • SISTER BAY, WI 54234
 PHONE: (920) 854-4118 • FAX: (920) 854-9637
 E-MAIL: INFO@SISTERBAYWI.GOV
 WEB SITE: WWW.SISTERBAYWI.GOV
FACILITY USAGE APPLICATION

THIS AREA FOR OFFICE USE ONLY	
Deposit	Use Fee
Security Deposit Paid Date:	Use Fee Amount:
Security Deposit Check No.:	Use Fee Paid Date:

NAMES & MAILING ADDRESSES	FACILITY REQUESTED
Applicant (Organization) <i>BodyWorks of Door County</i>	Village Hall (Specify room)
Street Address <i>P.O. Box 1071</i>	Fire Station (Specify room)
City - State - Zip/Code <i>Sister Bay, WI 54234</i>	Waterfront Park (Specify location) <i>Grassy Area or Dock (Helmi's)</i>
Contact Person: Name and daytime phone number (include area code) of a person we can contact if we have any questions about your application.	Sports Complex (Specify building or facility)
Name: <i>Alisa Jacobson Brackin</i>	Marina Park
Day Time Phone: <i>(920) 809-3349</i>	Other location (Specify building or facility)

DATE / TIME REQUESTED	PROPOSED ACTIVITY
Date From: <i>6/1/14</i> To: <i>9/13/14</i> Time Start at: _____ End at: _____	Briefly describe your event: <i>Instructing yoga for the public of Sister Bay</i> <input type="checkbox"/> Check box if alcoholic beverages are involved. (See note on back.) <input type="checkbox"/> Check box if you are using a tent (See note on back.)

CERTIFICATE	
I, the undersigned, hereby apply for a Facility Use Permit, certify that all the information both above and attached is true, and correct to the best of my knowledge. I affirm that the usage will be consistent with the regulations established by the Village. I agree with the fee schedule and regulations shown on the other side of this application.	
Signature <i>Alisa Jacobson Brackin</i>	Date <i>4/28/14</i>
Daytime Contact Number <i>(920) 809-3349</i>	Email Address <i>bodyworksdc@gmail.com</i>

APPROVALS

AREA BELOW THIS LINE FOR OFFICE USE ONLY	
PARKS COMMITTEE ACTION (IF REQUIRED)	
Date Of Decision _____	Decision _____ Key # _____ Date Issued: _____ Date Returned: _____
Approvals _____ <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Inspection _____ <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> UNACCEPTABLE

FACILITY USAGE REGULATIONS

Please note: all reservations will be made on a "first come, first serve" basis. In order to guarantee a reservation a completed application, fees and deposit must be furnished to the Village at 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Deposits will normally be returned within 2 weeks of the conclusion of an event unless the building or property requires cleaning in which case the deposit will be withheld.

Reservations for on-going facility usage cannot be made for more than six months at a time. Reservations for single events cannot be made more than 18 months in advance.

The Village reserves the right to cancel a reservation if needs of the Village require the usage of the facility or building at any time in which case the deposit and use fee will be refunded. The Village reserves the right to request written verification of "non-profit" status.

All signage for events taking place must comply with the Village's sign regulations, which requires a permit.

Any group or individual(s) utilizing a Village facility, building or park grounds is/are expected to leave it in as good a condition as it was found. The group or individual also agree to be responsible for any damage caused to the facility, building or park grounds while he/she/they is/are utilizing it and will be billed for any damage and the associated costs of repair.

Any usage proposed for the basement of the Village Hall must have the concurrence of the Teen Center Board of Directors in writing. _____ *Approved Teen Center Board.*

If you intend to use a tent prior to the approval of the permit you must contact the Parks Department at 920-421-0273 to meet on site to stake out the location of the tent in order to protect the sprinkler and electric system from damage. Any damage caused to the sprinkler or electric system from tent stakes will be billed 100% of the total cost to the organization. _____ *Approved Location Parks Department.* Your tent supplier **MUST** schedule an appointment with the Parks Department to insure the proper placement of the tent. A Parks employee will be present during the erection of the tent to insure no damage is done to the underground systems. The time spent by Parks staff monitoring the tent location and erection will be billed out to you at the charge out rate.

If you are provided a key to use a facility and you fail to return the key when your event is over the Village reserves the right to charge you for the cost of rekeying the facility consistent with the Building Key Policy.

If any event involves the sale or distribution of alcohol an appropriate permit must be obtained from the Village Clerk. If any special services are provided by the Village as part of the permit they will be billed at the agreed upon rate.

If you or a member of your group drives across the grass in a vehicle you will lose your deposit, and be liable for the cost of repairs. Any group or individual who does not follow these and other Village facility usage regulations may be prohibited from utilizing the facility, building or park grounds in the future.

Proposal To Village of Sister Bay Parks Department

By Alissa Jacobson - Certified Yoga Teacher, 10 Years Experience
Phone: 809-3349 Email: BodyWorksDC@gmail.com

To instruct Yoga at the public waterfront/Helm's dock

During the months of June, July, August & September

On the following schedule:

Monday, Wednesday & Friday Mornings

On Helm's dock or grass in front of it.

June 1st - Sept. 13th

6-7 Awaken Hatha

7-8 Vinyasa Power Flow

8-9 Awaken Hatha

9-10 Vinyasa Power Flow

Sunset Yoga

On grass either across from Casperson's or Bhirdo's, or suggestion by Parks board for good view of sunset without obstructing valuable views of restaurants and popular viewing spots.

Time Varies, with time changes through the summer as follows;

Monday, Wednesday & Friday Evenings

June 1-17 7:30-8:30

June 18-Jul 14 7:45-8:45

Jul 15-31 7:30-8:30

Aug 1-10 7:15-8:15

Aug 11-20 7-8

Aug 21-28 6:45-7:45

Aug 29-Sept. 3 6:30-7:30

Sept. 4-13 6:15-7:15

Drop-In Fee \$10, 5/\$40

Use of Village Hall in inclement weather

Terms as discussed with Village/Parks Committee

**VILLAGE OF SISTER BAY
FACILITY USAGE FEE SCHEDULE**

NAME OF FACILITY	SECURITY DEPOSIT	USE FEES - VILLAGE SERVICE/CHARITABLE ORGANIZATIONS AND "NFP" COM. INT. GROUPS	USE FEES - NON-VILLAGE SERVICE/CHARITABLE ORGANIZATIONS AND "NFP" COM. INT. GROUPS	USE FEES - VILLAGE PROPERTY OWNERS, RESIDENTS AND NON-CHARITABLE GROUPS	USE FEES - NON-PROPERTY OWNERS AND NON-CHARITABLE GROUPS
Village Hall TKH Building Sports Complex Shelter	\$100	\$0 If There Were No Issues With Prior Uses.	\$25 Per Day Set Up: \$12.50/\$6.25	\$25 Per Day Set Up: \$12.50/\$6.25	\$50 Per Day Set Up: \$25/\$12.50
Large Meeting Room At The Fire Station	\$100	\$0 If There Were No Issues With Prior Uses.	\$12.50 Per Day Set Up: \$6.25/\$3.25	\$12.50 Per Day Set Up: \$6.25/\$3.25	\$25 Per Day Set Up: \$12.50/\$6.25
Small Meeting Room At The Fire Station	\$100	\$0 If There Were No Issues With Prior Uses	\$5 Per Day Set-Up: \$2.50/\$1.25	\$5 Per Day Set Up: \$2.50/\$1.25	\$10 Per Day Set Up: \$5/\$2.50
W.F. Park - South, Central & North Areas Marina Park	\$200	\$0 If There Were No Issues With Prior Uses	\$50 Per Day Set-Up: \$25/\$12.50	\$50 Per Day Set Up: \$25/\$12.50	\$100 Per Day Set Up: \$50/\$25
Sports Complex	\$100	\$0 If There Were No Issues With Prior Uses	\$50 Per Day Set-Up: \$25/\$12.50	\$50 Per Day Set Up: \$25/\$12.50	\$100 Per Day Set Up: \$50/\$25
Organized Team Events At Any Village Facility	\$100	\$0, Subject to Parks Committee Review and Approval On an Annual Basis - Applications Must Be Submitted To The Administration Office At Least One Month Prior To The Start of Any Games.			

TENTED EVENTS FEE SCHEDULE

NAME OF FACILITY	SECURITY DEPOSIT	USE FEES - VILLAGE COM. INT. GROUPS AND SERVICE/CHARITABLE ORGANIZATIONS	USE FEES - NON-PROFIT ORGANIZATIONS	USE FEES - VILLAGE PROPERTY OWNERS, RESIDENTS & GROUPS	USE FEES - NON-PROPERTY OWNERS & GROUPS
Private Parties And For Profit Events	\$500	N.A.	N.A.	\$250 Per Day Set Up: \$125/\$62.50	\$500 Per Day Set Up: \$250/\$125
Events Conducted By "NFP" Organizations, Com. IntL Groups And Service/Charitable Org.	\$500	\$150 Per Day Set Up: \$75/\$37.50	\$300 Per Day Set Up: \$150/\$75	N.A.	N.A.

The Village's park and facility usage rules and regulations are outlined on the Facility Usage Application, and in some instances additional rules will be attached to the Use Permit. As long as all the rules are complied with and the facility which was utilized is cleaned up and left in the condition it was found the security deposit will be refunded in its entirety. **If any of the rules are violated or the facility is not cleaned up by 10:00 A.M. on the day following an event the Village will retain the entire security deposit.** Further, if Village employees are required to provide any custom services, including set-up or take down of equipment, the user(s) will be charged for those services at the applicable regular or over-time "charge out" rates.

The larger of the two set-up/clean-up fees will be charged if a facility is utilized before 6:00 P.M. on the day prior to an event.

In order to qualify for the "Village Service or Charitable Organization/Village Not-For-Profit ("NFP") Community Interest Group" rate a member of the group who actually owns property or resides in the Village must complete and submit the application on its behalf.