



PARKS, PROPERTY AND STREETS COMMITTEE

MEETING AGENDA

Wednesday March 4, 2015 at 2:15 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
	<i>Village Administrator – Zeke Jackson</i>		<i>Parks Manager – Steve Mann</i>

Comments, correspondence and concerns from the public

Approval of minutes as published

Approval of Agenda

Business Items

1. Discussion with Door County Sherriff’s Department on Patrol Schedule for 2015; consider a motion for action if necessary.
2. Discussion with Peninsula Pacers on Routing for Bike Ride; consider a motion for action if necessary.
3. Consider a motion to discuss and approve the SBAA event calendar for 2015.
4. Discussion on a donation “in kind” of \$2990.00 from DCVB of an electric charging station; consider a motion for action if necessary.
5. Discussion on placement of silent sports vendors for 2015; consider a motion for action if necessary.
6. Presentation from Gravity Trails regarding a zipline on Parks Property.
7. Presentation with Ron Meyers concerning a mural project in the Village; consider a motion for action if necessary.
8. Discussion on operational times for the Midwest Sunsplash Festival; consider a motion for action if necessary.
9. Report from Steve Mann on activities.
10. Discussion on other parks and streets activities.
11. 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	

1 **PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES**
2 **WEDNESDAY, FEBRUARY 4, 2015**
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**
4 **(APPROVAL PENDING)**

5
6 *The February 4, 2015 meeting of the Parks, Properties and Streets Committee was called to*
7 *order by Committee Chair Dave Lienau at 2:20 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:** Village Administrator Zeke Jackson, Facilities Manager Steve Mann, and Ice
13 Rink Manager Joe Baldarotta.

14
15 **Others:** Kathy Hoke of the Peninsula School of Art, and Paige Funkhouser and Drew Bickford
16 of the SBAA.

17
18 **Comments, correspondence and concerns from the public:**
19 Lienau noted that no correspondence had been received.

20
21 **Approval of minutes as published:**

22 *A motion was made by Clove, seconded by Baker that the minutes for the January 7, 2015*
23 *meeting of the Parks, Properties & Street Committee be approved as presented. Motion carried –*
24 *All ayes.*

25
26 **Approval of Agenda:**

27 *A motion was made by Clove, seconded by Baker that the Agenda for the February 4, 2015*
28 *meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

29
30 **Business Items:**

31 **Item No. 1. Discussion with personnel from the Door County Sheriff's Department**
32 **regarding the patrol schedule for 2015; Consider a motion for action if necessary:**

33 **Item No. 2. Discussion with representatives of the Peninsula Pacers regarding routing for**
34 **their bike ride; Consider a motion for action if necessary:**

35 Representatives of the Door County Sheriff's Department and the Peninsula Pacers were unable
36 to attend this meeting, and, therefore, both agenda items will be addressed at the next meeting of
37 the Committee.

38
39 **Item No. 3. Consider a motion to discuss and approve the SBAA event calendar for 2015:**

40 The SBAA's proposed event calendar for 2015 was included in the meeting packets and the
41 committee members jointly reviewed that document with Drew Bickford and Paige Funkhouser
42 of the SBAA as well as Kathy Hoke of the Peninsula School of Art. For several years now, Plein
43 Air, a family oriented event which is sponsored by the SBAA and runs for a week, has been
44 conducted in Door County during the month of July. A tented event was conducted on
45 Wednesday evening in Waterfront Park, and a day-long event was conducted in Fish Creek on
46 Saturday. A number of artists have requested that a different location be chosen for this year's
47 day-long event, and, therefore, Hoke is requesting that Village officials grant permission for the
48 waterfront to be utilized throughout the day on Saturday, July 25, 2015. A "Quick Paint", a
49 "Dockside Competition", a "Kid's Paint", a live auction and an "Open Door Celebration" tented
50 event are planned. When the Saturday event was conducted in Fish Creek there were at least

1 1,000 artists and spectators in attendance, and Hoke anticipates that there will be at least that
2 many people in Sister Bay. Hoke and her associates believe Waterfront Park and the Marina will
3 be perfect locations for the previously mentioned activities, and they also believe that local
4 business owners will definitely benefit from the increased foot traffic, as attendees tend to “make
5 a day of it”. Hoke and her associates realize that work will be done on the Bay Shore Drive
6 Reconstruction Project and the Beach Project, and they are willing to work with Village officials
7 on choosing acceptable locations for their Plein Air activities.
8

9 Doersching noted that the SBAA will also be sponsoring the Peninsula Century Bike Ride. She
10 firmly believes Sister Bay organizations and business owners must be given an opportunity to
11 operate booths at the rest area(s) before fund raising opportunities are opened up to organizations
12 and business owners from outside the area. Funkhouser was asked to see that that occurs.
13

14 *At 2:34 P.M. a brief recess was taken and the Committee reconvened at 2:40 P.M.*

15
16 Lienau noted that he doesn't have any issues with the SBAA's proposed event calendar, but does
17 believe further discussion must take place regarding the logistical issues associated with
18 “Midwest Sunsplash” and the Fall Fest wristbanding program so that “everyone is on the same
19 page”.

20
21 *A motion was made by Clove, seconded by Baker that the SBAA's proposed event calendar for*
22 *2015 is approved as presented, on the condition that further discussion must take place between*
23 *the members of the Marketing Committee, the Village Board and the SBAA Board of Directors*
24 *regarding the logistical issues associated with “Midwest Sunsplash” and the Fall Fest*
25 *wristbanding program. Motion carried – All ayes.*
26

27 **Item No. 4. Update on activities at the TKH Ice Rink:**

28 Joe Baldarotta, the Ice Rink Manager, thanked the Committee members for allowing him to
29 return to the rink this year, and they responded that they are very pleased to have him “on board.”
30 Baldarotta also thanked the Maintenance Department workers for all their assistance and noted
31 that it is a pleasure to work with them. There were a lot of “good things” that happened at the ice
32 rink this season and broomball was a lot of fun, but a number of complaints were received about
33 the new ice rink fee structure. To Baldarotta's knowledge no other outdoor ice rinks in Wisconsin
34 charge admission fees. Lienau noted that he can understand Baldarotta's concerns, but also
35 believes something must be done to offset expenses at the rink. The suggestions were made that
36 more banner ads be sold, that a donation box be put out, that skate rental fees be increased, that
37 fund raisers be conducted, or, if the Committee members determine that non-residents should still
38 be charged admission fees, fencing be installed and specific gated entrances created. Jackson also
39 pointed out that more ice rink income was realized this year, and revenues vs. expenses were only
40 off by \$1,500. Compared to past years this is “phenomenal”.

41
42 Baldarotta was asked if he would like to see any improvements made at the ice rink, and he
43 responded that if at all possible the pitch of the rink slab should be reduced in the next few years
44 as there is a problem maintaining ice whenever the weather warms up. It also would help if the
45 rink were covered so that the sun couldn't beat down on the ice.
46

47 **Item No. 5. Consider a motion to discuss placement of traffic control signage on Scandia**
48 **Road; Consider a motion for action if necessary:**

49 A diagram depicting the configuration of Scandia Road and placement of existing traffic control
50 signage was included in the meeting packets, and the Committee members jointly reviewed that
51 document. The Committee members noted that a number of logistical issues will arise if any of

1 the signage is changed now as work will be proceeding on the Line Burial and Bay Shore Drive
2 Reconstruction Projects, and, therefore, Scandia Road will be getting a lot more use.

3
4 *It was eventually the consensus that this agenda item shall be tabled until all the work on the Line*
5 *Burial and Bay Shore Drive Reconstruction Projects has been completed.*

6
7 **Item No. 6. Report from Steve Mann on activities:**

8 Mann gave an oral report regarding the following issues:

- 9 • Jerry Knudson has indicated that he would like to return as a Mower next summer, but
10 Bob DeWitt has decided to retire.
- 11 • Aaron Bley is currently undecided as to whether he will return to work for the Village
12 next summer. He informed Mann that he will let him know what he decides soon.
- 13 • *A steel donation box with a wooden frame which looks like a dog house has been*
14 *fabricated by the Maintenance Department employees, and it will be placed at the Dog*
15 *Park as soon as weather permits. It was the consensus that either the Assistant*
16 *Administrator or the Village Clerk shall collect the Dog Park donations on a regular*
17 *basis and see that the money is deposited in the proper account.*
- 18 • Because work is being done on the Line Burial project some sidewalk snow removal
19 issues have arisen and some areas simply are not accessible.
- 20 • The decorations for the Sweetheart Skate look very nice. Some of them have already
21 been put up, and Mann plans to see that a large heart and some decorative balls are put
22 up next week.
- 23 • A number of the LED Christmas lights on the Village's Christmas decorations have
24 reached the end of their life expectancy, and, therefore, new ones have been purchased.
25 The lights will be replaced before the decorations are put into storage.
- 26 • *The two large Pine trees in front of the Village Hall are overgrown and are rubbing*
27 *against the building. Mann suggested that the trees be removed, and, instead, flower*
28 *beds created in front of the Village Hall. It was the consensus that this will be an*
29 *acceptable course of action.*
- 30 • *Because work will be done on the Bay Shore Drive Reconstruction Project there will not*
31 *be as many flower beds to maintain this summer, and, therefore, Mann would like to see*
32 *that the berm in Hendrickson Park is refurbished. It was the consensus that this will also*
33 *be an acceptable course of action.*

34
35 **Item No. 7. Discussion on other parks and streets activities:**

36 D.O.T. officials have informed Jackson that they believe they will be able to keep the Sister Bay
37 Hill open throughout the winter, but they do plan to start that work sometime during the Fall.
38 Eventually detours will be in effect.

39
40 Jackson distributed financial reports, and the Committee members jointly reviewed those
41 documents. During the review process the costs of the Line Burial Project were explained.
42 Jackson also noted that as per the donors' request some improvements were made to the
43 Performance Pavilion.

44
45 *The truck which is referred to as "Little Blue" is in very bad condition and should be replaced*
46 *soon. The funds have been budgeted for such a purchase. Mann was instructed to start shopping*
47 *for a replacement truck ASAP.*

48
49 DNR officials have informed Jackson that the necessary approvals have not been issued for the
50 Beach Project Grant yet. The matter should be addressed by the Joint Finance Committee soon.

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

3 *It was the consensus that the following issues shall be addressed at the next Parks Committee*
4 *Meeting:*

- 5
- 6 • **Discussion with personnel from the Door County Sheriff's Department regarding**
7 **the patrol schedule for 2015; Consider a motion for action if necessary:**
8
 - 9 • **Discussion with representatives of the Peninsula Pacers regarding routing for their**
10 **bike ride; Consider a motion for action if necessary:**
11
 - 12 • **Discussion regarding location of the "silent sports" launch area:**
13

14 *It was also the consensus that the following agenda item shall be addressed after all the work has*
15 *been finished on the Line Burial and Bay Shore Drive Reconstruction Projects:*

- 16
- 17 • **Consider a motion to discuss placement of traffic control signage on Scandia Road;**
18 **Consider a motion for action if necessary:**
19

20 **Adjournment:**

21 *A motion was made by Baker, seconded by Clove to adjourn the meeting of the Parks Committee*
22 *at 4:03 P.M. Motion carried – All ayes.*
23

24 Respectfully submitted,

25 

26 Janal Suppanz,
27 Assistant Administrator



February 11, 2015

To Whom It May Concern,

In May, 2014 the Door County Visitor Bureau (DCVB) installed two Electric Vehicle Charging Stations (EVS) at our Welcome Center on Highway 42/57. This year, we will be purchasing ten more EVS to be installed around Door County. Our intent is to donate the ten additional EVS to municipalities, and your community has the opportunity to take advantage of this donation.

The value of the donation is as follows: The purchase price of \$3,490.00 plus tax, one year of free network service, an initial 5 year warranty, and use of the DCVB's parking space stencil. The network service will give you a software package to track usage by number of sessions and by kilowatt hours used. If you choose to extend this service beyond the first year, you will incur a cost of \$100 per month.

Once the EVS is donated to your community it will become the property of your community. Any and all maintenance is the responsibility of your community. The DCVB has only a few requests in regards to the donation of this equipment.

- We ask that the equipment be installed in a location that visitors would find convenient and would give them something to do while their electric vehicle is charging. A vehicle with no charge to a full charge takes 4 hours to complete on most models.
- If you utilize the software, annual reports of usage are forwarded to the DCVB for our files to show growth in this new niche market of visitor travel.
- We ask that the installation of the unit be no later than June 1, 2015

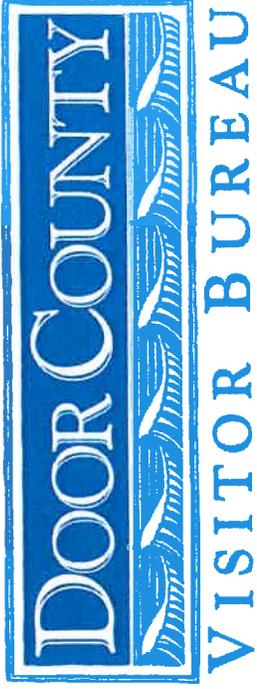
I have included some information about the electric vehicle movement, and information that details the electrical needs for installation. The packet also includes a usage report from the first year at the DCVB. We had 43 charging sessions between May 21 and October 9, 2014. Those sessions used 451.344 total kilowatt hours for a total cost of \$47.84.

We will give these ten units to the first 10 communities that respond to this letter via email to me at jack@doorcounty.com and we hope to be able to budget for more in 2016.

Thank you for your interest in joining with us to further develop sustainable tourism in Door County.

A handwritten signature in black ink that reads "Jack Money Penny".

Jack Money Penny
 President/CEO
 Door County Visitor Bureau
 (920) 818-1131



Electric Vehicle Charging Stations

Door County Visitor Bureau
Jack Money Penny, President/CEO
jack@doorcounty.com
(920) 818-1131

The New Mass-Market EV's...



Ford Camry Plug-In



Nissan Leaf



Ford Model S



Toyota Prius Plug-In Hybrid



Honda Accord

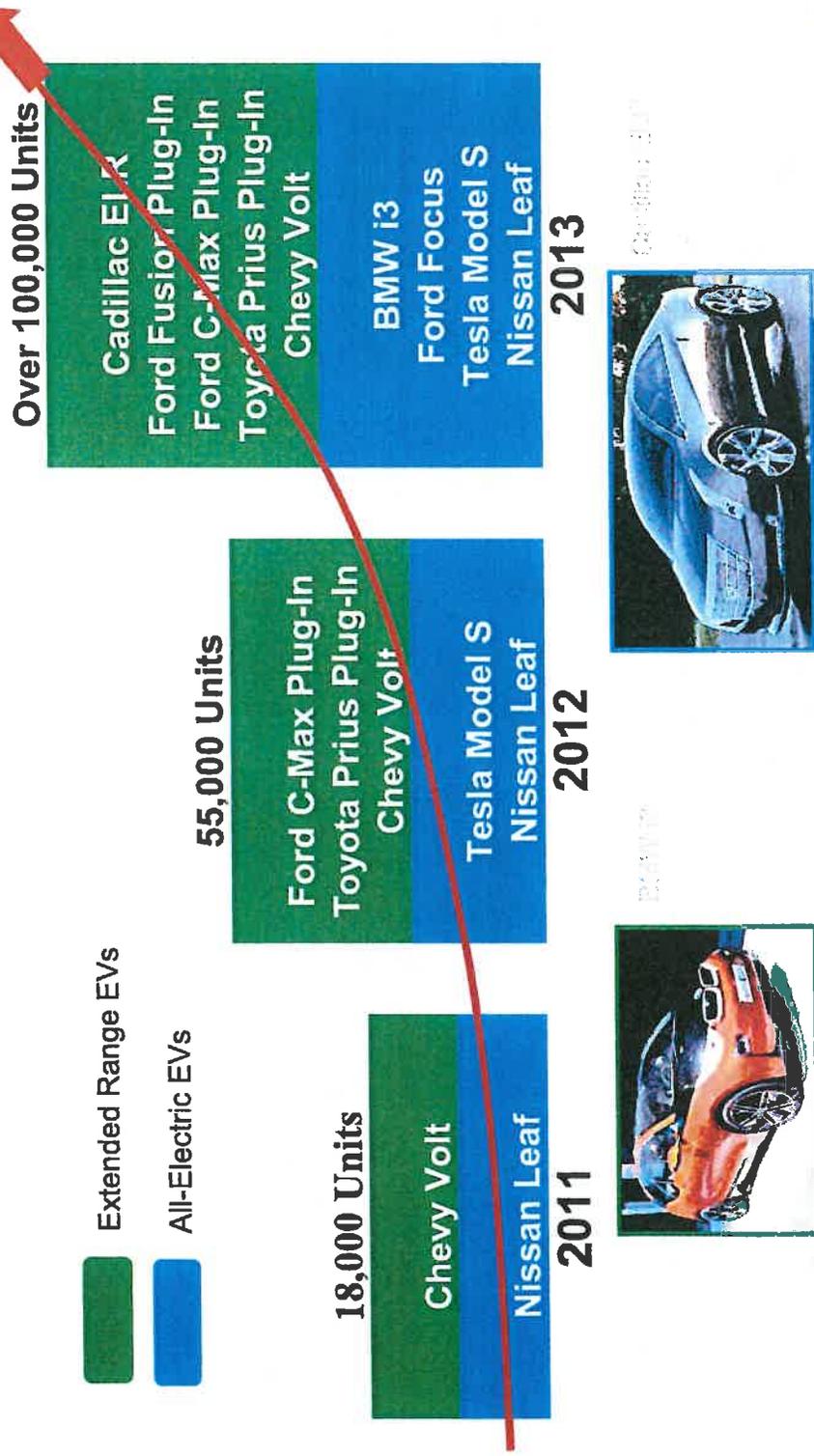
Mass market electric vehicles have arrived - Nissan, GM, Toyota, Mitsubishi, Ford

- Why buy them?
 - Cost Saving: Reduce fuel bills from 16 cents a mile to 3 cents a mile
 - Performance: Excellent acceleration with constant torque
 - Sustainability: Less pollution, reduce dependence on oil
 - Ideal commuter car

EV Industry Sales, United States



U.S. Electric Vehicle Industry Sales



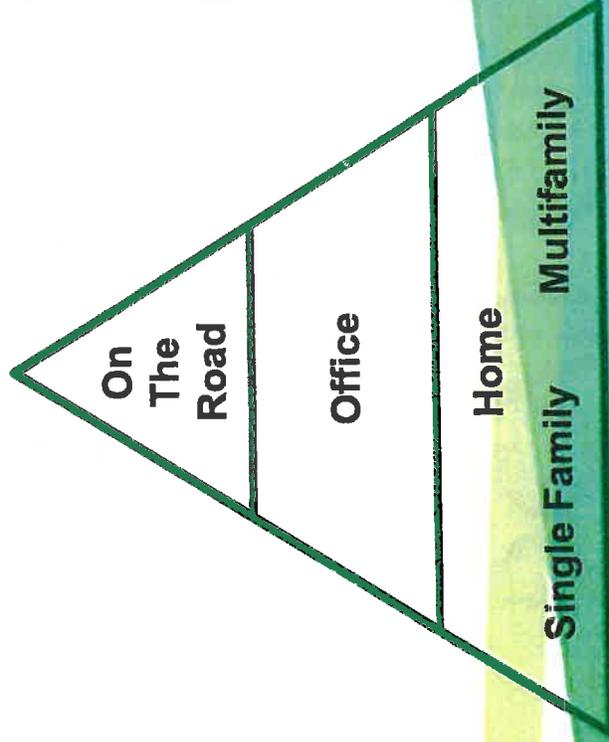
- The conventional hybrid industry took 4 years to reach 50,000 units per year
- The new EV industry only took 2 years to reach 50,000 units per year

Where will Drivers Need to Charge?

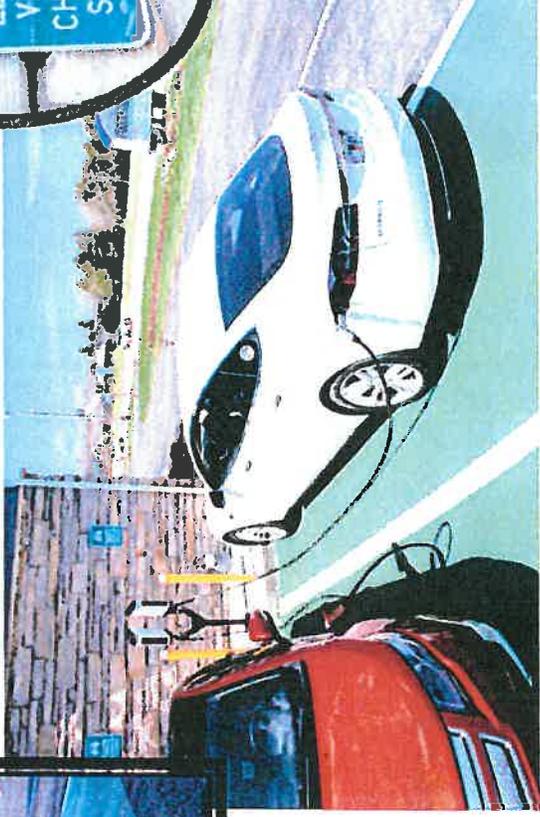
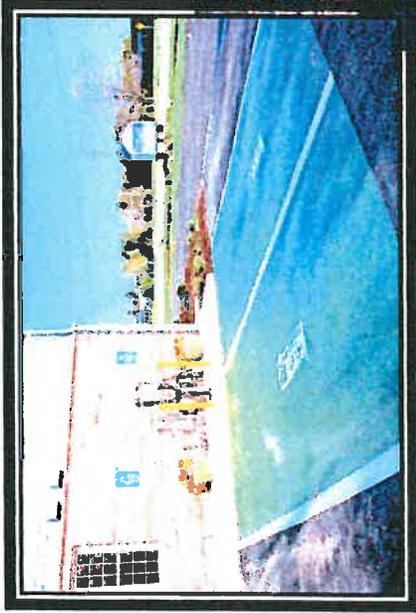


Parking Lots are the New Gas Stations

- Takes multiple hours to charge battery
So need charging stations where cars are parked
- Electric Vehicle range is approximately 100 miles
So want charging stations at office and on-the-road
- Electric Vehicles are popular commuter cars
So want charging stations in metro regions



DCVB Charging Stations



The new Gas Pump is an EV Charging Station

2014 DCVB Power Costs

Month	# Connections	Total Duration (in minutes)	Total kwh	Total Cost
May *	9	82	2.48725	0.263649
	6	379	44.1052	4.675151
June	3	596	67.2621	7.129783
July	11	973	68.8421	7.297263
August	6	1,300	106.662	11.30617
September	2	48	5.36334	0.568514
October	6	1,597	156.622	16.60193
	43	4,975	451.344	\$47.8425

Total 2014 EVS Power Cost

Summary

Date Range	05/21/2014 to 10/09/2014
Organization	Port County Visitor Bureau
Location	
User Group	
Member	
Trade	
No. of Days	142
No. of Transactions	43
No. of Transactions/day	0.30
Total Energy/day	3.16 kWh
Total Energy	451.344 kWh

* 9 connections occurred during the unveiling of the charging stations on May 21, 2014

5/21/14 = date of first charge in 2014
10/09/14 = date of last charge in 2014

SemaConnect's ChargePro Product Features



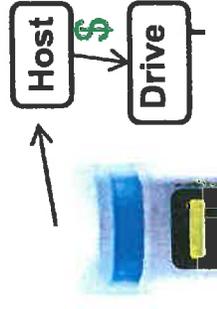
**Smart Phone
& Smart Card
User Access**



**Electricity
Metering**



**Automatic
Payment
System**



**Web-Based
Driver
Messaging**



**SmartGrid
Enabled**



**Station
Management
Tools**



Enclosure features

- Sleek and compact form factor
- Rugged outdoor-rated enclosure
- Clear and informative user interface

Key commercial requirements

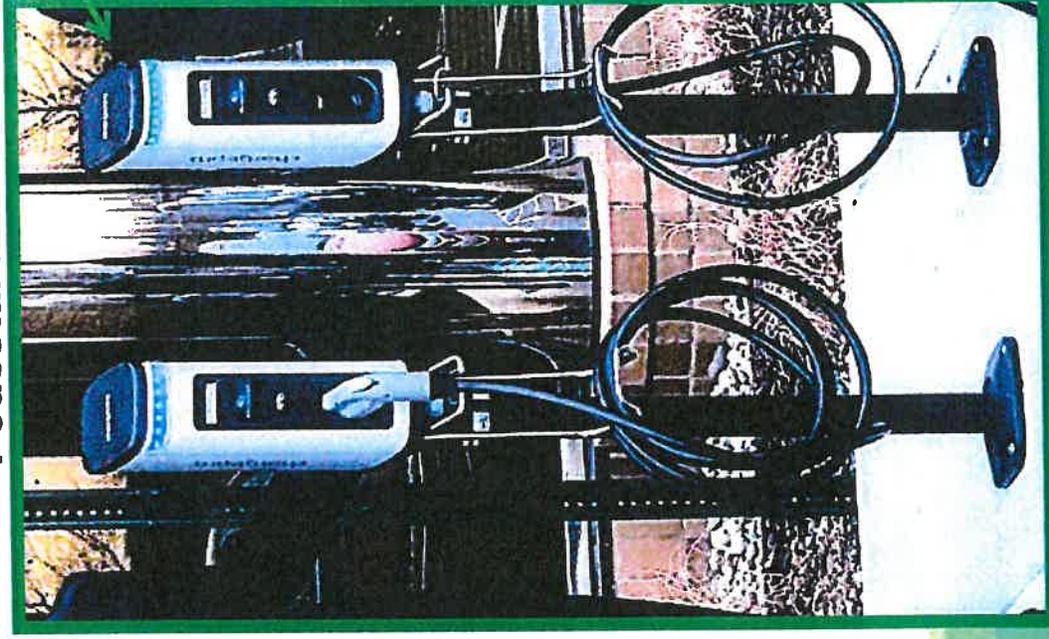
- Access control
- Revenue capture
- Reliability, Great driver experience

SemaConnect Charging Station Mounting Options

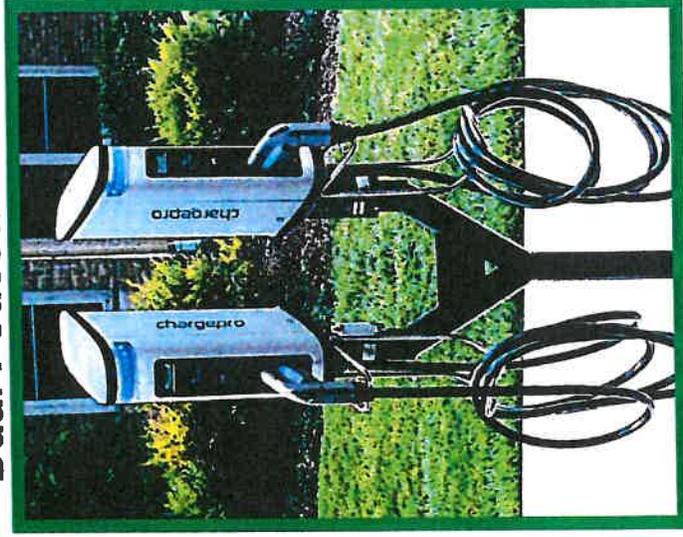


"At-A-Glance" LED Light

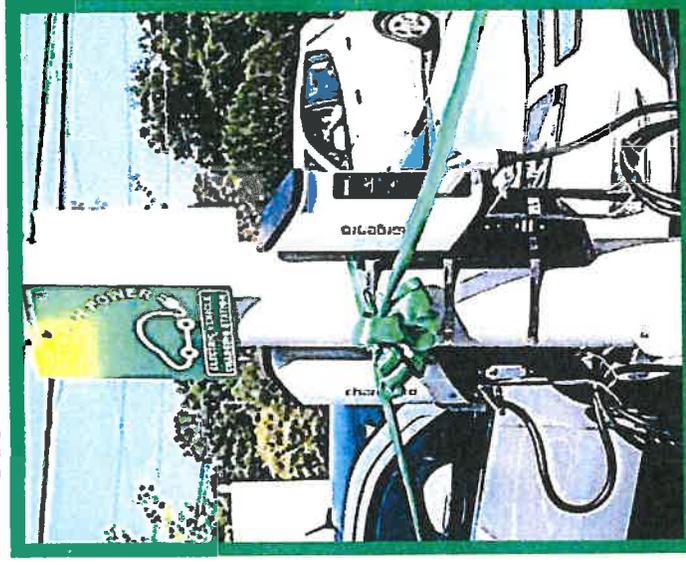
Pedestal Mount



Dual Pedestal Mount



Wall or Pole Mount



Universal Head Unit Design

- "No assembly req'd" install
- Immediate replacement service

Station Management Software



Software Features

-  Secure Log-in ID
-  Charging Status
-  Smart Card Authentication
-  Online Bill Pay
-  Sustainability Reports
-  Smart Phone Applications
-  Debit/ Credit Enabled
-  Charging Station Locator
-  Instant Updates & Notifications
-  Toll-Free Number Customer Support



*Web-based management tool for [Station Owners](#)

Management Functions

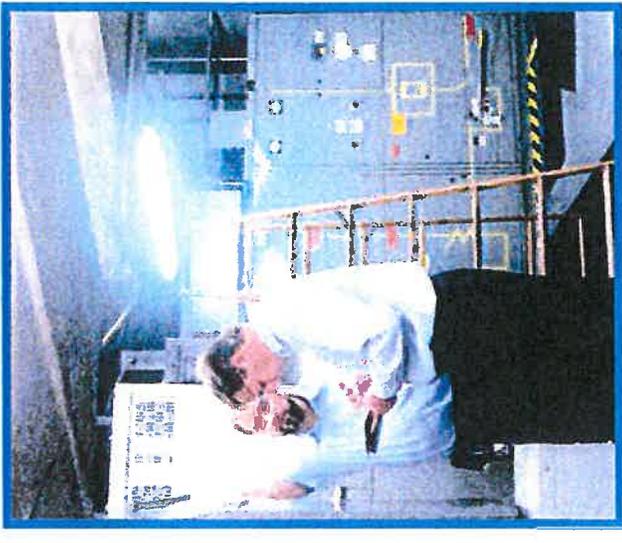
- Add/drop charging stations
- Manage users
- Monitor real-time usage
- Set time-of-use policies and tariffs

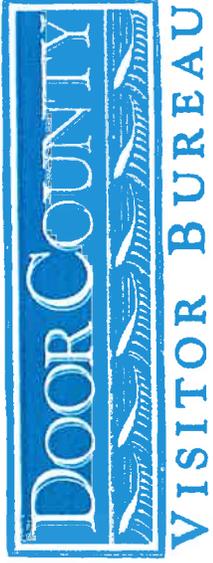
- Consolidate parking and energy metering
- Monitor fault trip events
- Demand response management
- Receive text and e-mail alerts on charging status

Installation Requirements



- **Two pole 40Amp breaker**
 - Install in low voltage 120/208 or 120/240 panels
- **Dedicated circuit for each station**
 - Size wire to carry a maximum of 30Amps
- **May want to increase conduit size for expansion**
 - May install 2 stations but have conduit ready for 6
- **Data communications**
 - Wireless with SemaConnect
- **Permitting**
 - Permit authorities are increasingly treating charging stations as a traditional appliance





THANK YOU!

For more information, contact:

Door County Visitor Bureau
Jack Money Penny, President/CEO

jack@doorcounty.com

(920) 818-1131



SemaConnect

ChargePro™

Electric Vehicle Charging Station

The electric vehicle generation is happening now. With the ChargePro, you won't be a part of the green movement.

You'll lead it.



Wireless Technology

The Station communicates with the software and produces real-time data

Rugged Aluminum Enclosure

Prevents damage from nature and natural elements

Built-In Electricity Metering

Manage your electricity cost

Pay with PlugShare

Find stations, start and pay for charging through the most widely used EV app

Convenient Access Panel

Easy installation and connectivity

Interactive LED Lights

Quickly identify the station status with: blue meaning available, green is charging in use, and red signals a ground fault detection

2-Line Backlit LCD Screen

Easy reading for costs and station status

Smart Card Authentication

Open or closed access available for EV Drivers

J1772™ Plug

Charge all new electric or plug-in hybrid electric vehicles including Volt, Tesla, BMW, Leaf, Focus and more.

ChargePro Electric Vehicle Charging Station Installation Guide

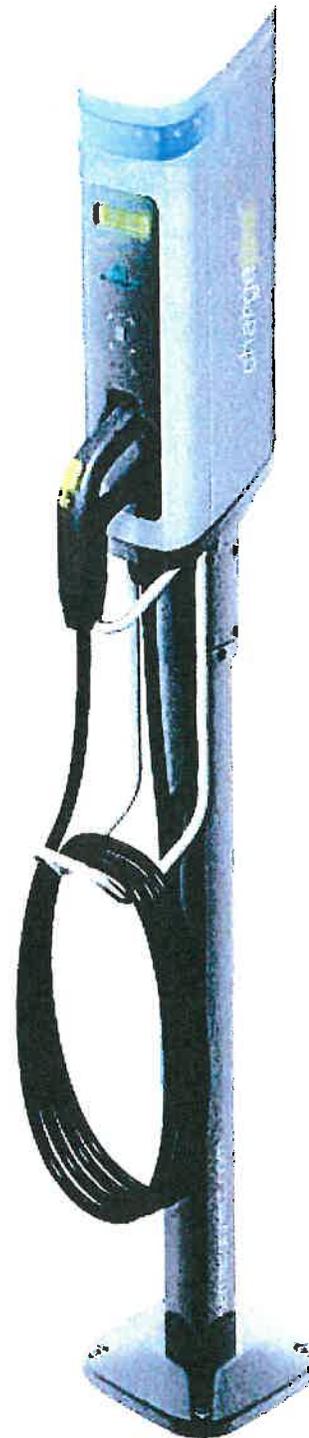
Prepared By: SemaConnect, Inc.



Wall Mount



Pole Mount



Pedestal Mount

Contents

Page 1	Cover Sheet
Page 2	Pedestal Mount Installation
Page 3	Pedestal Mount Installation (cont)
Page 4	Wall/Pole Mount Installation
Page 5	Wall/Pole Mount Installation (cont)

4961 Telsa Drive, Suite A * Bowie, Maryland 20715
301-352-3730 * www.semaconnect.com

ChargePro Pedestal Mount Installation

Key Electrical Requirements

- Each EV charging station should be on a **dedicated electrical circuit**
- Each station should be protected with a **40 Amp 2-pole common trip circuit breaker**
- Each station is designed to draw a maximum of 30Amps
- Each station can operate on either a **240V or 208V circuit**
- Each station requires **three electrical supply wires** (two hot, one ground, no neutral)
- All data communication is wireless, so there is **no data cabling** to install

Key Mechanical/Civil Requirements

- Rough-in shall include pouring a concrete pad with a manufacturer provided anchor plate
- The anchor plate includes a 3/8" steel plate welded to an 18" long steel pipe
- Four sacrificial bolts (supplied by manufacturer) shall be installed in anchor plate
- Prior to concrete pour, conduit can be run through bottom of anchor plate or through hole in side
- The Pedestal and head unit assembly is then bolted to anchor plate

Primary Parts

Head Unit (includes main unit, neck, cable and J1772 plug)

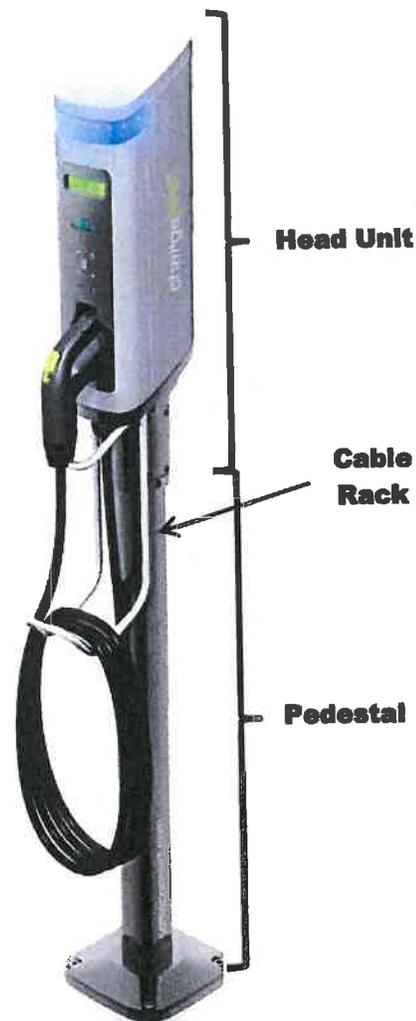
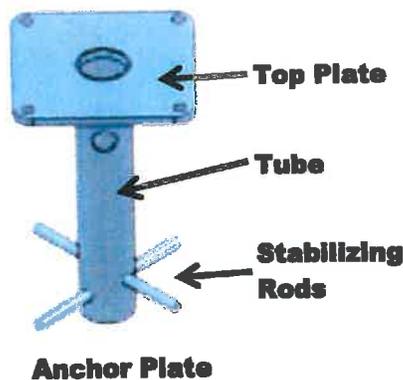
Cable Rack

Pedestal (includes base and tube)

Anchor Plate

Key Dimensions

Total Station Height Above Grade:	56"
Head Unit (including neck):	24.5"x6"x6"
Pedestal (including base):	32"x8"x8"
Anchor Plate	
Top Plate:	3/8"x8"x8"
Tube:	18" x 2.5" diam
Stabilizing Rods:	8" end to end



ChargePro Pedestal Mount Installation (cont)

Rough-In Steps

- A. Install circuit breaker, run electrical conduit
- B. Construct concrete form (typical footprint for one station: 24" x 24")
- C. Place anchor plate (with sacrificial bolts installed) and run conduit through anchor plate
 - a. Note: Sacrificial bolts keep threads clean and create pocket for finish anchor bolts
- D. Embed anchor plate in concrete with finish hex drive stainless steel anchor bolts

Final Assembly Steps

- A. Attach cable rack to head unit (4 set screws)
- B. Attach Pedestal to Anchor plate (4 anchor bolts)
- C. Align Pedestal for Plumb (4 set screws)
- D. Attach Head Unit to Pedestal (4 tamper resistant screws)
- E. Connect three electrical supply wires via access plate
- F. Power up charging station by turning on circuit breaker
- G. Station will automatically communicate with network and initialize itself (using cellular signal)
- H. Successful power-up is indicated by a steady blue LED light and welcome message on LCD

Example Installation

Prep for Concrete Pour



Finished Concrete Pad

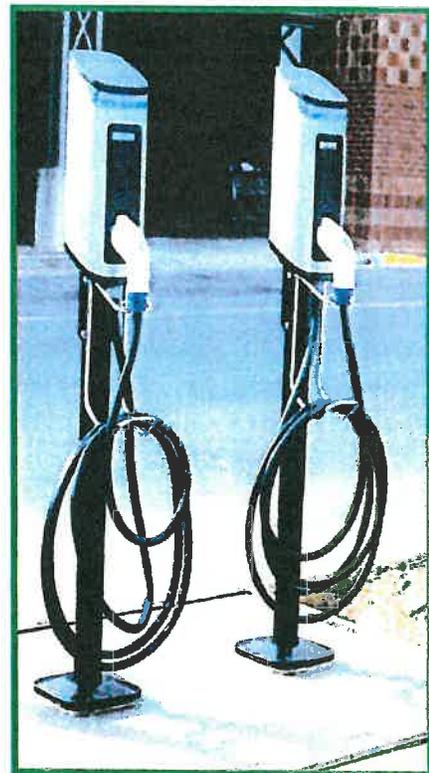


Aligning Pedestal

Connecting Wires



Final Installation



ChargePro Wall/Pole Mount Installation

Key Electrical Requirements

- Each EV charging station should be on a **dedicated electrical circuit**
- Each station should be protected with a **40 Amp 2-pole common trip circuit breaker**
- Each station is designed to draw a maximum of 30Amps
- Each station can operate on either a **240V or 208V circuit**
- Each station requires **three electrical supply wires** (two hot, one ground, no neutral)
- All data communication is wireless, so there is **no data cabling** to install

Key Mechanical/Civil Requirements

- Rough-in includes:
 - If Wall-Mount - Attaching Wall/Pole Mount Bracket to Wall with Four Bolts
 - If Pole-Mount – Attaching Wall/Pole Mount Bracket to Pole with Three Straps
- Conduit can either attach to side of bracket though pre-cut 1.0” hole, or
- Conduit can enter though wall hole into back of bracket

Primary Parts

Head Unit (includes main unit, neck, cable and J1772 plug)

Cable Rack

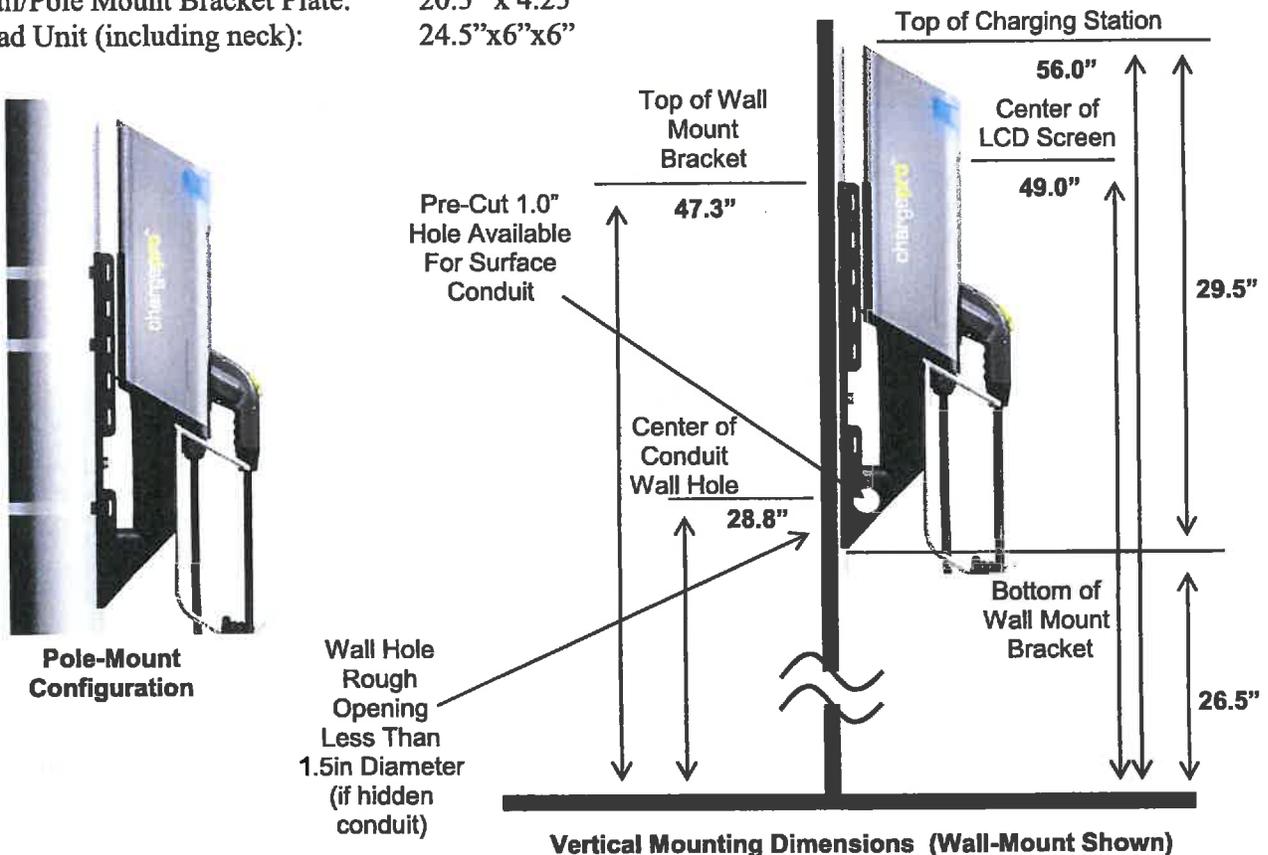
Wall/Pole Mount Bracket

Key Dimensions

Total Station Height Above Grade: 56”

Wall/Pole Mount Bracket Plate: 20.5” x 4.25”

Head Unit (including neck): 24.5”x6”x6”



ChargePro Wall/Pole Mount Installation (cont)

Rough-In Steps

- A. Attach Wall/Pole Mount Bracket
 - a. If Wall-Mount-Attach Wall/Pole Mount Bracket to wall with 4 bolts
 - b. If Pole-Mount-Attach Wall/Pole Mount Bracket with three straps
- B. Install circuit breaker, run electrical conduit

Final Assembly Steps

- A. Attach cable rack to head unit (4 set screws)
- B. Attach Head Unit to Wall/Pole-Mount Bracket (4 tamper resistant screws)
- C. Connect three electrical supply wires via access plate
- D. Power up charging station by turning on circuit breaker
- E. Station will automatically communicate with network and initialize itself (using cellular signal)
- F. Successful power-up is indicated by a steady blue LED light and welcome message on LCD

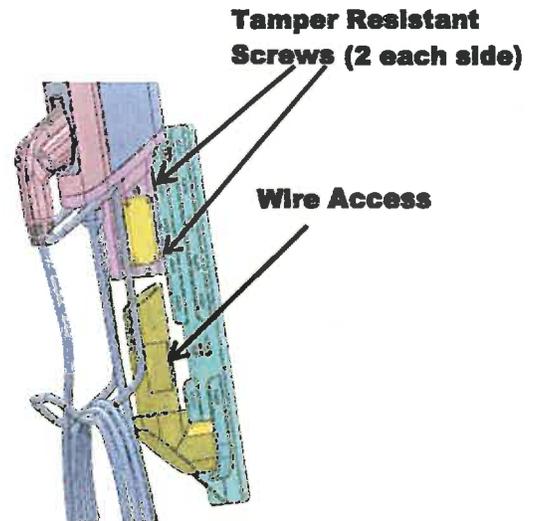
Example Installation



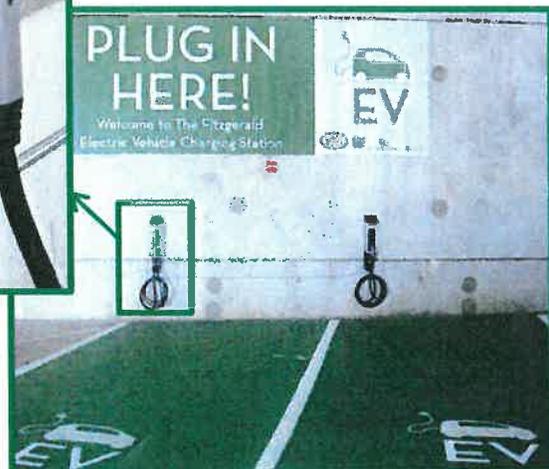
Rough-In Complete



Finished Installation



Attaching Head Unit to Wall/Pole-Mount Bracket



TO: Parks Committee, Village of Sister Bay
FROM: Bay Shore Outdoor Stores, Inc. d/b/a Sister Bay Beach Rentals
RE: Commercial use, Sister Bay Waterfront Park
DATE: February 3, 2015

- A. For calendar year 2015 we propose to operate our non-motorized boat rental business at a location adjacent to the swim pier in the Waterfront Park. We believe, at least in the short term, that this move would accomplish the following:
 - a. Allow the least disruption to rental operations (now in our seventh year) due to the scheduled construction along the waterfront
 - b. Contribute substantially to growth in activity and visitor participation due to better water access, better visibility from the street for potential customers, better visibility to the water for staff to monitor for safety, increased space to add variety to our rental offerings
 - c. Avoid additional pedestrian pressure on new landscaping at old location
- B. We have used this location successfully in each of the last two years for our Paddle Fest celebration in conjunction with SBBA spring promotions in June. The gazebo has been utilized as the "office" while boats and equipment have been staged at the "top" of the beach. We would like to try that arrangement for the season, but could continue to operate from the lawn/beach as before. (photos enclosed)
- C. We understand heading into the 2015 construction season that flexibility among residents, visitors and local businesses is important, and we hope the above suggestions simplify rather than complicate the process.
- D. We are enclosing a copy of our original 2009 proposal. Some information needs updating, but the fundamentals haven't changed.

RW
Rick Wylie David Zasler Mark Schuster

TO: Parks Committee, Village of Sister Bay
FROM: Bay Shore Outdoor Store
RE: Commercial use proposal, Sister Bay Waterfront Park
DATE: January 30, 2009

A. For calendar year 2009 we propose to operate a non-motorized boat rental business in Area #1 of Sister Bay's Waterfront Park

1. The business would be open daily, weather permitting, from June 15 through Labor Day. Additional operating hours beginning Memorial Day weekend are optional but water temperatures early in the season often don't allow safe use of small boats.
2. Business will be open seven days per week.
3. Business will be open for rentals from 10:00 a.m. to 5:00 p.m. Additional operations may occur from 8:00 a.m. to sunset.
4. The principals of Bay Shore Outdoor Store have the following related experience:
 - i. Operated a small boat rental business including paddle boats and fishing boats in partnership with the Town of Gibraltar in Fish Creek from 1983-1998. (The Boat House).
 - ii. Continue to operate a kayak rental/kayak tour business in cooperation with a private entity, South Shore Pier, in Ephraim since 1983 (Ephraim Kayak Center)
 - iii. Continue to operate beach front boat and bike rental business in partnership with the State of Wisconsin/Peninsula State Park since 1989. (Nicolet Beach Rentals)
5. Bay Shore Outdoor Store has been a business tax payer in Sister Bay since 1999.
6. To maximize customer traffic the boat rental business will also benefit from direct referrals from Bay Shore Outdoor store as well as inclusion on its popular website, kayakdoorcounty.com.
7. The piers and sea wall in Area #1 present significant barriers to effective operation of a small boat rental business. This proposal visualizes the use of the plank ramp for launch and landing of boats, limited use of "beach" space between the piers (water level permitting) and enough lawn space above the sea wall at the far west end of the area to accommodate a rental booth and a boat storage rack.
8. All of our previous waterfront concession agreements have put rental compensation on a commission basis; we propose payments on July 1, 2009 and Oct 1, 2009 based on 10% of revenues generated.

B. Business Plan

2. **Equipment:** A wide variety of water sports equipment is available for beachfront rentals, but we anticipate using primarily single and double recreational kayaks in 2009 due to limitations of the site. We will experiment with paddleboats and hydro bikes to see if practical.
3. **Program:** In addition to hourly rentals we will also offer daily guided kayak tours and special programming in conjunction with Sister Bay events.
4. **Marketing:** Sister Bay Waterfront Rentals will be a distinct entity for the purposes of:
 - i. DCVB membership
 - ii. SBAA membership
 - iii. Rack card/poster distribution
 - iv. Web page at kayakdoorcounty.com
 - v. Other advertising in local guides
 - vi. Motorized rescue boat
5. **Staff:** Seasonal, hourly employees will staff the concession, one at all times and occasionally two. Management supervision will be from Bay Shore Outdoor store. Wages are generally \$8.50 - \$12.00 per hour. Employees are covered by worker's compensation insurance. Staff parking will be in available public spaces.
6. **Site Considerations:** we will provide
 - i. Rental Booth equivalent to the one used previously by the boat ride concessionaires.
 - ii. Kayak storage rack for up to 18 kayaks
 - iii. Equipment storage for 30 paddles, 50 life jackets, assorted safety gear.
 - iv. Telephone and electric services to the concession site in the vicinity of the plank launch access.
 - v. Signage on the rental booth for business name, hours of operation, equipment and rates.
7. **Safety:** We expect to continue our excellent safety record over 25 year of operating in part due to
 - i. Staff training and supervision
 - ii. Use of high quality equipment and gear
 - iii. Setting limits and informing customers of limits
 - iv. Operating only during appropriate weather
8. **Village Participation:** We expect the village to provide:
 - i. Space to operate the concession near the plank launch access
 - ii. Public parking for customers and staff
 - iii. Directional signage from Hwy 42
 - iv. Cost of electricity

- v. Consideration of a clearly marked no wake zone
- vi. Use of marina launch for rescue boat if necessary.

C. Contract: In consideration of the fact that substantial staff and equipment resources will be committed in less than optimum operating environment for at least the 2009 season, we hope the committee will entertain the possibility of a multi-year contract or contract extensions up to five years.

For SBR of Door County, Inc.,

Peter Parsons, President
And Nicolet Bay Concessions

Dave Zasler, Vice-President
And Nicolet Bay Rentals

Richard Wylie, Secretary/Treasurer
And Bay Shore Outdoor Store

Mark Schuster, Manager
Bay Shore Outdoor Store





Zeke Jackson

From: doorcountyzip@gmail.com on behalf of Gravity Trails <info@gravitytrails.com>
Sent: Monday, February 16, 2015 12:13 PM
To: Zeke Jackson
Subject: Fwd: Wetland Zoning Question

----- Forwarded message -----

From: Webb, Carrie A - DNR <CarrieA.Webb@wisconsin.gov>
Date: Fri, Jan 9, 2015 at 10:10 AM
Subject: RE: Wetland Zoning Question
To: Gravity Trails <info@gravitytrails.com>

Good morning Michael, correct, as long as you are not disturbing the soil in a wetland, no permit is needed. Please be aware that the wetland maps are not 100% accurate, so there could be more wetland out there than what is shown. The areas shown in pink and yellow on the maps on our website gives a better idea of where the wetlands are: <http://dnr.wi.gov/topic/Wetlands/locating.html> Please let me know if you have any more questions.

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Carrie Webb

Water Management Specialist

[920-662-5453](tel:920-662-5453)

<http://dnr.wi.gov/permits/water/>

From: doorcountyzip@gmail.com [mailto:doorcountyzip@gmail.com] **On Behalf Of** Gravity Trails
Sent: Thursday, January 08, 2015 3:11 PM
To: Webb, Carrie A - DNR
Subject: Wetland Zoning Question

Hi Carrie,

My name is Michael and we spoke before in regards to what types of activities were allowed in areas zoned wetland. Anyway, I just wanted to double check with you about having a zip line in a wetland area. From our discussion, it sounded that if we do not disturb the soil (pour concrete, soil grading, etc.)

we would not need a permit to set up a zip line. That since we would be in the trees it would not be a problem. Is this correct?

Thanks for your time,

Michael Fischer



Gravity Trails
(920)854-9292

HOPPE
TREE SERVICE

Phone: 414-257-2111
Web: hoppetreeservice.com
Fax: 414-258-8770

6005 W. Wisconsin Ave. Wauwatosa WI 53213

Hi Michael,

I wanted to follow up and recap our site visit to parcel no. 181 005312843W4 in Sister Bay on December 26th 2014. Our goal was to walk the parcel to identify potential trees suitable for a zip line course. I conducted visual assessments on potential trees. The assessment included inspecting trees for visible root flares, defects, cavities, percentage of dead branches, live crown ratio, and diameter. I identified at least 12 suitable candidates from the course we took. The species included sugar maple, green ash, white ash, bur oak, white oak, paper birch, and white cedar. All suitable candidates met all criteria from the visual assessment. With the visual assessment complete I would recommend an advanced assessment be done on any tree used in construction of the course. The advanced assessment would include resistance drilling to verify the trees have the proper amount of sound wood. Please feel free to contact me with any questions you may have and I look forward to continuing work with you on this project.

Sincerely,

Fred Hoppe

A handwritten signature in black ink that reads "Fred Hoppe". The signature is written in a cursive, slightly slanted style.

Fred Hoppe

Certified Arborist WI-0556A

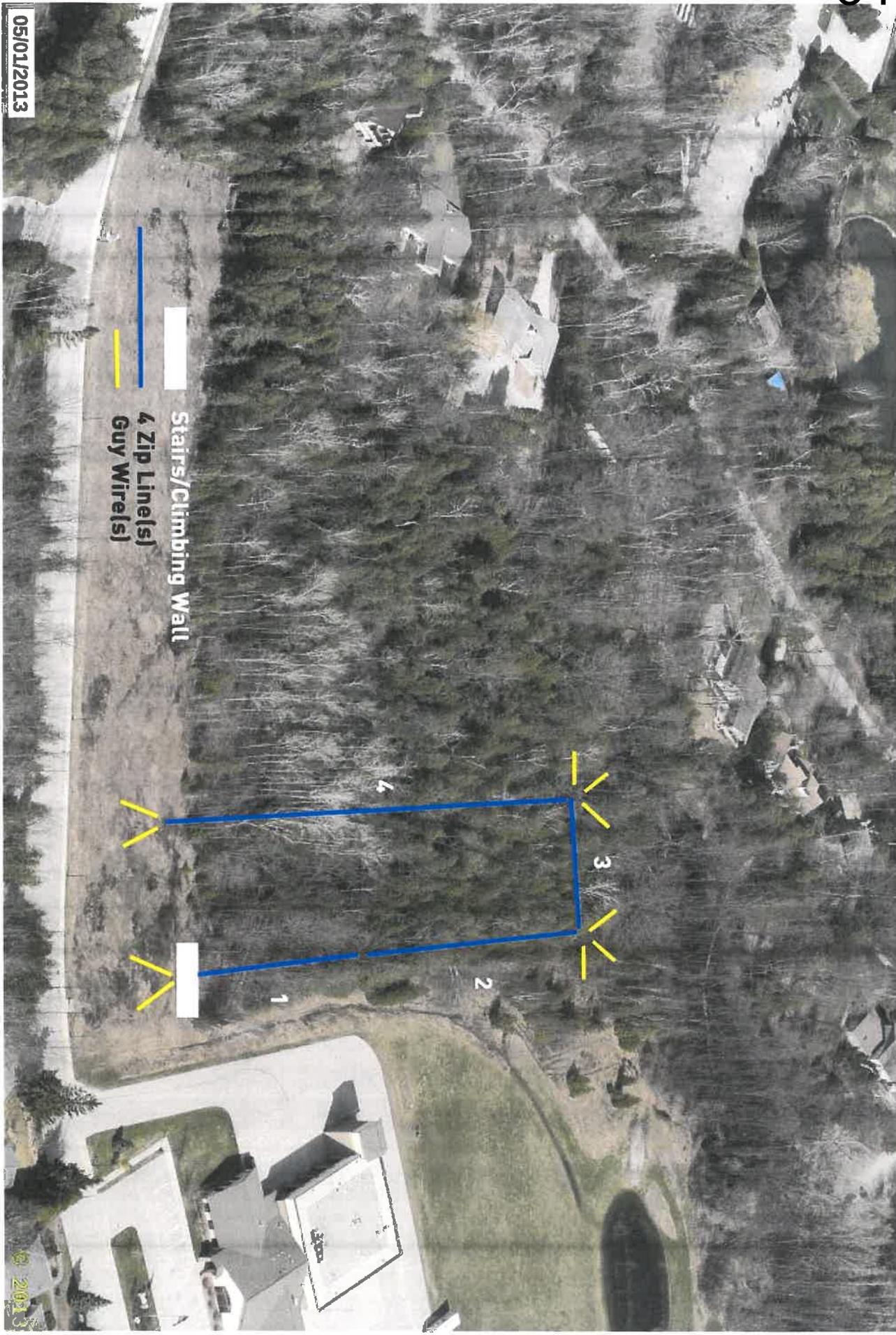
CTSP 0036

M: 414-507-8714

O: 414-257-2111

hoppetreeservice.com

Sister Bay Eco-Zip Line Tour



Stairs/Climbing Wall
4 Zip Line(s)
Guy Wire(s)

05/01/2013

05/01/2013





02/06/2015

Discussion points for the Sister Bay Murals project:

1. We would like to put a mural or murals in Sister Bay to help draw tourists to the Village.
2. We are seeking walls of buildings, either public or private.
3. We would also accept a piece of property where we could construct a wall.
4. We would like to be in a high visibility area for the first mural.
5. For weathering purposes, we would prefer a wall facing north, but will not rule out a south-facing wall.
6. Private donations will pay all expenses for the mural(s).
7. Zeke Jackson suggested a couple of locations for the mural(s) and we checked them out. We feel that the north wall of the U.S. Post Office would be perfect for our first mural.
8. We can begin this summer (2015) if we have enough donations.
9. We are accepting suggestions as to the content of the mural(s).
10. We are seeking a volunteer to help manage the project and to help solicit donations. Preferably someone who is enthusiastic about the project and who is well known in the community. Any suggestions here would be appreciated.

For business questions, discussions, or suggestions:

Ron Myers
Cell: 920 366-1217
Email: rmyers333@gmail.com

For artist technical questions, discussions, or suggestions:

Ram Rohas
Cell: 920 391-9660
Email: RamanRoj@yahoo.com
Website: RamRojas.com