



PARKS, PROPERTY AND STREETS COMMITTEE

MEETING AGENDA

Wednesday, April 8, 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
	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. Discussion with personnel from the Door County Sheriff’s Department regarding the patrol schedule for 2015; consider a motion for action if necessary.
2. Discussion regarding TKH Ice Rink operations for the 2015 season; consider a motion for action if necessary.
3. Discussion regarding Lloyd Michalsen’s request to use the Gazebo in Waterfront Park for an acoustic song circle.
4. Discussion on placement of a silent sports launch and berm in Waterfront Park; consider a motion for action if necessary.
5. Discussion on a “Special Event” area at Waterfront Park; consider a motion for action if necessary.
6. Review of Marketing Products from the Marketing Committee; consider a motion for action if necessary.
7. Report from Steve Mann on activities.
8. Discussion on other parks and streets activities.
9. 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, MARCH 4, 2015**
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**
4 **(APPROVAL PENDING)**

5
6 *The March 4, 2015 meeting of the Parks, Properties and Streets Committee was called to order*
7 *by Committee Chair Dave Lienau at 2:17 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, and Facilities Manager Steve Mann.

13
14 **Others:** Brian Fitzgerald, Michael Fischer, Ron Myers, Ram Rohas and one other individual.

15
16 **Comments, correspondence and concerns from the public:**

17 Lienau noted that no new correspondence had been received.

18
19 **Approval of minutes as published:**

20 *A motion was made by Clove, seconded by Baker that the minutes for the February 4, 2015*
21 *meeting of the Parks, Properties & Street Committee be approved as presented. Motion carried –*
22 *All ayes.*

23
24 **Approval of Agenda:**

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

27
28 **Business Items:**

29 **Item No. 2. Discussion with representatives of the Peninsula Pacers regarding routing for**
30 **their bike ride; and consider a motion for action if necessary:**

31 Brian Fitzgerald of the Peninsula Pacers distributed a packet of information regarding the 2015
32 Peninsula Century Bike Ride, which is scheduled for Saturday, September 19, 2015, and the
33 Committee members jointly reviewed that documentation. The Peninsula Century Bike Ride is
34 getting larger every year and draws a number of people to the Village. Last year many positive
35 comments were heard about the ride and the Village as a whole, and all the vendors who set up
36 booths and tents in the rest area are from Sister Bay. Eight not-for-profit organizations also
37 participate. The organizers of the Peninsula Century would like to place a large tent near the
38 Performance Pavilion. That shouldn't be a problem, as by September that area of Waterfront Park
39 should again be accessible. Jackson did note that D.O.T. officials have informed him that all the
40 signage which is placed on the highway regarding bike ride routes and detours must comply with
41 D.O.T. regulations. Fitzgerald responded that he will contact the Door County Highway
42 Commissioner to confirm that his signage is compliant prior to erecting any of it. Due to the fact
43 that work will still be going on on the Bay Shore Drive Reconstruction Project, some alternate
44 parking arrangements may have to be made for ride participants. Fitzgerald will contact Jackson a
45 few weeks prior to the ride to work out any logistical issues which may arise.

46
47 *A motion was made by Baker, seconded by Clove that permission is granted for the Peninsula*
48 *Pacers to utilize Village parklands and streets for the Peninsula Century Bike Ride on September*
49 *19, 2015. The ride route which is depicted on the documentation which was reviewed at this*
50 *meeting is approved as presented. Motion carried – All ayes.*

1 **Item No. 6. Presentation by a representative of Gravity Trails regarding installation of a zip**
 2 **line on Village owned property:**

3 Michael Fischer of Gravity Trails is requesting that Village officials grant permission for him to
 4 operate a zip line business on Village owned property. He currently operates a small eco-friendly
 5 zip line company at the Egg Harbor Fun Park and would like to open a zip line course in Sister
 6 Bay in the Spring of 2016. (If the weather is wet and/or cold people do not typically want to go to
 7 waterfront areas, but they do look for things to do, and Fischer believes a zip line in a wooded
 8 area would fill the gap and draw a number of people to the Village.) He has discussed this issue
 9 with Jackson, who encouraged him to request the necessary approvals. The preferred location for
 10 the zip line is the Village owned property adjacent to the Fire Station off of Mill Road. There are
 11 wetlands on that property, but DNR officials have informed Fischer that no permits will be
 12 required since the zip line equipment will not have any impact on the soil in the area in question.
 13 He has also examined the trees on the property, and believes a number of them are perfectly
 14 suited for his needs. The course will consist of a climbing wall and four zip lines, and if
 15 everything goes well construction should start in the Fall. Fischer acknowledged that some of the
 16 trees on the previously mentioned property will have to be trimmed, but stressed that a concerted
 17 effort will be made to see that as few trees as possible are actually removed. A temporary
 18 structure will be utilized for a reception area/ticket booth but it will be removed at the end of
 19 every season. Two poles would also have to be erected outside the designated wetlands, and
 20 platforms will be constructed in some of the trees. Clove expressed concerns about the
 21 appearance of the zip line platforms, and also noted that he does not believe construction of a zip
 22 line course on the property is the best possible use of it. Doersching stated that she believes
 23 further study is needed regarding the impact zip line businesses actually had in other
 24 communities. She also pointed out that Lyle Bruss and Andrew Nocker had requested that the
 25 land adjacent to the Fire Station be utilized for a sculpture park/walking trail as well as a “senior
 26 citizen playground/exercise area”. They were informed that their requests would be addressed at
 27 length in the spring. Fischer responded that he believes the zip line and the sculpture
 28 park/walking trail”senior citizen playground” could actually compliment one another.
 29

30 *A motion was made by Clove, seconded by Baker that Michael Fischer’s request to utilize the*
 31 *Village owned property adjacent to the Fire Station off of Mill Road for installation of a zip line*
 32 *course is denied. Motion carried – All ayes.*
 33

34 **Item No. 7. Presentation by Ron Myers and Ram Rohas concerning creation of a mural**
 35 **project in the Village; and consider a motion for action if necessary:**

36 Ram Rohas, who created the mural which is on the wall of Nelson Hardware in Baileys Harbor,
 37 and his associate, Ron Myers, would like to create a mural on the wall of a building(s) in Sister
 38 Bay. The preferred location would be the north wall of the Post Office, which is a public building,
 39 and, therefore, this issue is being referred to the Parks Committee. Jackson noted that he did a
 40 considerable amount of research regarding this issue and determined that if a mural only consists
 41 of artwork, does not contain a business logo, and is non-commercial in nature it would be
 42 allowed. Prior to the time that any work commences on a mural preliminary sketches would have
 43 to be submitted to the Plan Commission for architectural feature review. Myers and Rohas
 44 distributed examples of murals Rohas has created in other communities, and stressed that any
 45 mural which is created here would be unique to the Sister Bay area. It would help considerably if
 46 a local person would be willing to manage the project, as fund raising will have to be done.
 47

48 The Committee members noted that they do not believe the Post Office would be an acceptable
 49 location for a mural, but suggested that the north side of the Boat House be utilized as it would
 50 get a huge amount of exposure. Other options might be the concession building at the Sports
 51 Complex or one of the buildings at The Corner of the Past.

1 *A motion was made by Lienau, seconded by Clove that the Parks Committee grants approval for*
 2 *Ron Myers and Ram Rohas to create a mural on a wall(s) of the concession stand at the Sports*
 3 *Complex, on the condition that sketches of the mural(s) they would like to create on that building*
 4 *must first be reviewed and approved by the Parks Committee as well as the Plan Commission.*
 5 *The Parks Committee is recommending that the Marina Committee allow Myers and Rohas to*
 6 *create a mural on the north wall of the Boat House. Motion carried – All ayes.*

7
 8 **Item No. 1. Discussion with personnel from the Door County Sheriff's Department**
 9 **regarding the patrol schedule for 2015; and consider a motion for action if necessary:**

10 Jackson has not had an opportunity to meet with personnel from the Door County Sheriff's
 11 Department regarding the patrol schedule for 2015 yet.

12
 13 *A motion was made by Lienau, seconded by Clove that Agenda Item No. 1 – Discussion with*
 14 *personnel from the Door County Sheriff's Department regarding the patrol schedule for 2015;*
 15 *and consider a motion for action if necessary, be tabled until the next meeting of the Parks*
 16 *Committee. Motion carried – All ayes.*

17
 18 **Item No. 3. Consider a motion to discuss and approve the SBAA event calendar for 2015:**

19 The SBAA Board of Directors has not had an opportunity to draft a formal policy regarding wrist
 20 banding at Fall Fest or address the logistical issues associated with "Midwest Sunsplash" either.

21
 22 *A motion was made by Lienau, seconded by Baker that Agenda Item No. 3 – Consider a motion to*
 23 *discuss and approve the SBAA event calendar for 2015, be tabled until the next meeting of the*
 24 *Parks Committee. Motion carried – All ayes.*

25
 26 **Item No. 4. Discussion regarding an "in kind" donation from the Door County Visitor**
 27 **Bureau of an electric vehicle charging station; and consider a motion for action if necessary:**

28 In May of 2014 the Door County Visitor Bureau installed two electric vehicle charging stations at
 29 their Welcome Center in Sturgeon Bay. They will be purchasing ten more charging stations and
 30 would like to donate them to municipalities around Door County. The terms of the donation
 31 would be as follows: The purchase price of \$3,490 plus tax, one year of free network service, an
 32 initial 5 year warranty and the use of the Visitor's Bureau's parking space stencil. The network
 33 service includes a software package to track usage by number of sessions and by kilowatt hours
 34 used. Once a charging station is donated to a municipality it becomes the property of that
 35 municipality, but the municipality is responsible for any and all maintenance. Further, the
 36 equipment must be installed in a location that visitors would find convenient, and it must be
 37 installed no later than June 1, 2015. If a municipality chooses to extend the network service
 38 beyond the first year, costs of \$100 per month would be incurred. Initially people will be allowed
 39 to charge their vehicles free of charge. As per the Committee's earlier direction conduit for an
 40 electric vehicle charging station has already been installed in the parking area near the
 41 Performance Pavilion in Waterfront Park.

42
 43 Clove expressed concerns about providing free service to users of electric vehicles, and suggested
 44 that a meter be installed.

45
 46 *A motion was made by Lienau, seconded by Doerschling that the Parks Committee accepts the*
 47 *Door County Visitor Bureau's "in kind" donation of an electric vehicle charging station. The*
 48 *charging station shall be installed in the parking area near the Performance Pavilion in*
 49 *Waterfront Park in as timely a fashion as possible. Motion carried with Clove opposed.*

50
 51

1 At 3:58 P.M. Doersching indicated that she had another obligation and would have to leave.
2 Therefore, she hung up.

3
4 **Item No. 5. Discussion regarding placement of a quiet craft launch area to be utilized by**
5 **silent sports vendors and enthusiasts in 2015; and consider a motion for action if necessary:**

6 When work is done on the Beach Reconstruction Project the current quiet craft launch area will
7 not be accessible as it will be used as the contractor's access point. The silent sports vendors who
8 operate their business out of Waterfront Park have asked Jackson if there is an alternate location
9 for them to utilize during 2015. They are also wondering if Village officials have decided where
10 their business operations will be located once all the work is completed on the Beach Project.
11 Jackson presented a diagram depicting what the waterfront will look like once all the work is
12 completed on the Beach Project, and the Committee members jointly reviewed that document.
13 The suggestion has been made that the quiet craft launch/vendor area be moved to the back side
14 of the rock groin which will be created when work is done on the Beach Project, but a ramp will
15 be required. Other options would be to allow silent sport enthusiasts and vendors to utilize a
16 portion of the beach or the north side of "A" Dock at the Marina where the rocks slope down. If
17 a portion of the beach is utilized areas for kayak racks and a kiosk will have to be provided for,
18 which could be problematic. A number of logistical issues could also arise if the beach is utilized
19 as several individuals have already expressed interest in using that area for waterfront wedding
20 ceremonies.

21
22 A considerable amount of discussion took place regarding these issues, and it was eventually the
23 consensus that:

24
25 A. During 2015 the preferred location for the launching of quiet craft and conducting of
26 business by the silent sports vendors is the north end of Marina Park. If the silent sports
27 vendors do not believe the north end of Marina Park will work for their business
28 operations, they will be allowed to utilize the north end of the beach in 2015, but they will
29 not be allowed access to that area until such time as the sand and backstops for the rain
30 water gardens have been installed. Further, their kayak storage racks, kiosk and other
31 appurtenances must be removed from the beach on a daily basis.

32
33 B. Once all the work has been completed on the Beach Reconstruction Project the Parks
34 Committee will decide upon a permanent location for the launching of quiet craft and
35 conducting of business by the silent sports vendors.

36
37 **Item No. 8. Discussion regarding operational times for "Midwest Sunsplash"; and consider**
38 **a motion for action if necessary:**

39 The organizers of "Midwest Sunsplash" would like to know what type of time limits Village
40 officials intend to impose for live performances and festival activities. They are proposing that
41 the event kick off during the late afternoon/early evening hours of Friday, August 8, 2015, but
42 that all performances and festival activities end by 9:00 P.M. Ideally performances and festival
43 activities would resume at approximately 2:00 P.M. on Saturday, August 9, 2015, and would run
44 until midnight on Sunday, August 10, 2015.

45
46 It was the consensus that the proposed time limits for "Midwest Sunsplash" will not be an issue,
47 but that the organizers of that event must make a concerted effort to see that all adjoining
48 property owners are advised of the festival schedule and planned activities at least two months
49 prior to August 8, 2015.

1 *A motion was made by Clove, seconded by Baker that the Parks Committee approves of the*
 2 *following time limits for “Midwest Sunsplash”:*

3
 4 *On Friday, August 8, 2015 performances and festival activities will commence sometime*
 5 *during the late afternoon/early evening hours but must cease by 9:00 P.M.; and,*
 6 *On Saturday, August 9, 2015 performances and festival activities will commence at*
 7 *2:00 P.M. but must cease by midnight on Sunday, August 10, 2015.*

8
 9 *Motion carried – All ayes.*

10
 11 **Item No. 9. Report from Steve Mann on activities:**

12 Mann gave an oral report regarding the following issues:

- 13 • Work has commenced on refinishing of the Village Hall floor.
- 14
- 15 • A few weeks ago the water lines at the Village Hall froze. The necessary repairs have
- 16 been made. It appears that the lack of grass cover and snow were contributing factors.
- 17
- 18 • The water lines at the Sports Complex also froze and burst while the broomball
- 19 tournament was going on. (It was extremely cold that weekend, and the guys who were
- 20 doing grilling left the garage door on the TKH Building open throughout the day in an
- 21 attempt to stay warm.) So far Mann knows that a 3” water line, 2 – 3/4” water lines, and 2
- 22 - 1 1/2” valves were damaged. The 3” water line actually snapped right off. That line
- 23 feeds the sprinkler system, and arrangements have been made for all the necessary repairs
- 24 to be made ASAP. The organizers of the broomball tournament were very upset that the
- 25 water line damage occurred and apologized profusely.
- 26
- 27 • All the Christmas lights and decorations have been taken down, and necessary repairs
- 28 have already been made to the decorations, which will be a big time saver in November.
- 29
- 30 • The Maintenance Department employees re-painted the interior of the Administration
- 31 Building and helped rearrange the office furniture.
- 32
- 33 • A 2011 Ford Ranger with 19,000 miles has been purchased to replace “Little Blue”. A
- 34 “For Sale/Make An Offer” sign has been placed on “Little Blue”. To date a few offers
- 35 have been received.
- 36

37 *A motion was made by Lienau, seconded by Clove that Jackson and Mann shall decide which*
 38 *offer should actually be accepted for the truck which is commonly referred to as “Little Blue”*
 39 *and see that the necessary paperwork is completed in a timely fashion. Motion carried – All ayes.*

40
 41 **Item No. 10. Discussion regarding other parks and streets activities:**

42 Jackson gave the following oral report:

- 43
- 44 • Amy Lorona would again like to conduct “Go Bo Treatment Trail” activities in Sister
- 45 Bay on June 19 and 20, 2015. A copy of a letter from Lorona was presented to all the
- 46 Committee members.
- 47

48 *A motion was made by Clove, seconded by Lienau that the Parks Committee grants permission*
 49 *for Village parklands and streets to be utilized on June 19 and 20, 2015 for the “Go Bo*
 50 *Treatment Trail” activities which are described in the letter from Amy Lorona which was*

1 *reviewed at this meeting. Motion carried – All ayes.*
 2

- 3 • *AAA will be publishing a full-page article in their magazine regarding the yoga classes*
 4 *Alissa Jacobson conducted in Waterfront Park. The “in-kind” value of that article is*
 5 *\$86,900!!! Jacobson has asked if it will be possible for her to return to Waterfront Park*
 6 *in 2015.*
 7

8 *A motion was made by Lienau, seconded by Baker that permission is granted for Alissa Jacobson*
 9 *to again conduct her yoga classes in Waterfront Park during 2015. The same terms of use and fee*
 10 *schedule which were imposed last year will be enforced. Motion carried – All ayes.*
 11

- 12 • *Work is proceeding on the line burial project.*
 13
 14 • *A pre-construction meeting was conducted regarding the Beach Reconstruction Project.*
 15
 16 • *He has discussed the grant for the Beach Project with Joel Kitchens as well as a member*
 17 *of the Joint Finance Committee and is hopeful that the funding will be released soon. It is*
 18 *also possible that additional grant funds may be awarded for the Marina Restroom*
 19 *Project.*
 20

21 **Item No. 11. Discussion regarding matters to be placed on a future agenda or referred to a**
 22 **committee, official or employee:**

23 *It was the consensus that the following issues shall be addressed at the next meeting of the Parks,*
 24 *Properties and Streets Committee:*
 25

- 26 • *Discussion with personnel from the Door County Sheriff’s Department regarding the*
 27 *patrol schedule for 2015; and consider a motion for action if necessary.*
 28
 29 • *Consider a motion to discuss and approve the SBAA event calendar for 2015.*
 30

31 *It was also the consensus that placement of a quiet craft launch area to be utilized by silent*
 32 *sports vendors and enthusiasts shall be addressed as soon as all the work is completed on the*
 33 *Beach Reconstruction Project.*
 34

35 *Further, the following issue shall be referred to the Marina Committee:*
 36

- 37 • **Presentation by Ron Myers and Ram Rohas concerning creation of a mural project**
 38 **in the Village; and consider a motion for action if necessary**
 39

40 **Adjournment:**

41 *A motion was made by Clove, seconded by Baker to adjourn the meeting of the Parks Committee*
 42 *at 4:29 P.M. Motion carried – All ayes.*
 43

44 *Respectfully submitted,*

45 

46 Janal Suppanz,
 47 Assistant Administrator

VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2015

ICE RINK FUND

	PERIOD		BUDGET AMOUNT	VARIANCE	% OF BUDGET
	ACTUAL	YTD ACTUAL			
<u>PUBLIC CHARGES</u>					
205-46741-00-0000	FESTIVALS/EVENTS	.00	.00	500.00 (500.00)	.00
205-46751-00-0000	BOARD/BANNER ADVERTISING	2,056.87	284.36	3,000.00 (2,715.64)	9.48
205-46752-00-0000	ADMISSION FEES	234.13	234.13	2,000.00 (1,765.87)	11.71
205-46754-00-0000	SKATE RENTAL	5,812.80	5,415.64	6,500.00 (1,084.36)	83.32
205-46755-00-0000	SKATE SHARPENING	290.05	255.93	350.00 (94.07)	73.12
205-46761-00-0000	BROOMBALL FEES	2,810.41	2,860.41	.00 2,860.41	.00
205-46764-00-0000	PRODUCT SALES	183.90	180.11	.00 180.11	.00
205-46765-00-0000	CONCESSIONS	3,467.10	3,463.31	5,500.00 (2,036.69)	62.97
	TOTAL PUBLIC CHARGES	14,855.26	12,693.89	17,850.00 (5,156.11)	71.11
<u>MISCELLANEOUS REVENUES</u>					
205-48110-00-0000	INTEREST INCOME	.56	.41	2.00 (1.59)	20.50
205-48500-00-0000	DONATIONS	1,952.90	401.90	.00 401.90	.00
	TOTAL MISCELLANEOUS REVENUES	1,953.46	402.31	2.00 400.31	20,115.50
<u>OTHER FINANCING SOURCES</u>					
205-49210-00-0000	TRANSFERS FROM GENERAL FUND	.00	.00	16,000.00 (16,000.00)	.00
	TOTAL OTHER FINANCING SOURCES	.00	.00	16,000.00 (16,000.00)	.00
	TOTAL FUND REVENUE	16,808.72	13,096.20	33,852.00 (20,755.80)	38.69

The Season
Dec - March

Add \$9,000

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2015

ICE RINK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ICE RINK EXP</u>					
205-55101-00-0000 WAGES, MANAGER	.00	.00	7,800.00	7,800.00	.00
205-55105-00-0000 WAGES, PART-TIME	14,720.91	11,340.82	11,161.00 (179.82)	101.61
205-55105-25-0000 WAGES, ICE RINK CLERK	261.08	224.32	373.00	148.68	60.14
205-55110-00-0000 OVERTIME	1,966.01	1,415.09	600.00 (815.09)	235.85
205-55115-00-0000 RETIREMENT	395.14	345.33	570.00	224.67	60.58
205-55120-00-0000 SOCIAL SECURITY	1,287.42	984.20	1,525.00	540.80	64.54
205-55125-00-0000 INSURANCE, MEDICAL	1,058.87	1,057.84	2,062.00	1,004.16	51.30
205-55130-00-0000 INSURANCE, DENTAL	58.10	57.90	144.00	86.10	40.21
205-55135-00-0000 INSURANCE, DISABILITY	54.98	54.83	83.00	28.17	66.06
205-55140-00-0000 INSURANCE, GROUP LIFE	4.13	3.48	6.00	2.52	58.00
205-55145-00-0000 INSURANCE, WORK COMP	179.48	179.48	1,258.00	1,078.52	14.27
PERSONNEL	19,986.12	15,663.29	25,582.00	9,918.71	61.23
205-55201-00-0000 TRAVEL/TRAINING	.00	.00	25.00	25.00	.00
205-55205-00-0000 RECRUIT/TESTING/PHYSICALS	.00	.00	100.00	100.00	.00
INDIRECT EMPLOYEE	.00	.00	125.00	125.00	.00
205-55370-00-0000 INTERNET	269.85	269.85	.00 (269.85)	.00
UTILITY COSTS	269.85	269.85	.00 (269.85)	.00
205-55401-00-0000 OFFICE SUPPLIES	73.42	28.00	50.00	22.00	56.00
205-55412-00-0000 DAILY WRISTBANDS	125.55 (7.03)	.00	7.03	.00
205-55415-00-0000 POSTAGE	665.02	.00	10.00	10.00	.00
205-55430-00-0000 CUSTODIAL SUPPLIES	.00	.00	50.00	50.00	.00
205-55434-00-0000 SUPPLIES FOR RESALE	496.17	446.84	.00 (446.84)	.00
205-55435-00-0000 FOOD/BEVERAGE FOR RESALE	1,621.48	1,588.91	3,300.00	1,711.09	48.15
205-55440-00-0000 MEDICAL/SAFETY SUPPLIES	.00	.00	50.00	50.00	.00
205-55460-00-0000 TOOLS/MINOR EQUIPMENT	116.62	116.62	100.00 (16.62)	116.62
205-55470-00-0000 RECREATION EQUIP/SUPPLIES	304.73	304.73	1,200.00	895.27	25.39
205-55471-00-0000 BROOMBALL EQUIP/SUPPLIES	444.67	421.69	.00 (421.69)	.00
205-55475-00-0000 BOARD ADVERTISING SUPPLIES	153.20	153.20	.00 (153.20)	.00
SUPPLIES	4,000.86	3,052.96	4,760.00	1,707.04	64.14
205-55525-00-0000 PROPERTY/LIABILITY INSURANCE	71.56	71.56	600.00	528.44	11.93
205-55530-00-0000 ADVERTISING	1,488.27	618.77	200.00 (418.77)	309.38
205-55561-00-0000 BROOMBALL REF FEES	745.00	745.00	.00 (745.00)	.00
205-55567-00-0000 FESTIVAL/EVENT COSTS	2,007.05	176.79	5,000.00	4,823.21	3.54
205-55570-00-0000 PERMITS & FEES	.00	.00	50.00	50.00	.00
SERVICES	4,311.88	1,612.12	5,850.00	4,237.88	27.56

VILLAGE OF SISTER BAY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 2015

ICE RINK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
205-55801-00-0000 OFFICE EQUIPMENT	45.51	.00	.00	.00	.00
205-55640-00-0000 BUILDING (TKH)	.00	.00	200.00	200.00	.00
205-55647-00-0000 ICE RINK MAINTENANCE	23.98	23.98	300.00	276.02	7.99
MAINTENANCE	69.49	23.98	500.00	476.02	4.80
205-55701-00-0000 VEHICLE MAINTENANCE	.00	.00	100.00	100.00	.00
205-55705-00-0000 EQUIPMENT MAINTENANCE	73.00	73.00	.00	(73.00)	.00
205-55710-00-0000 GAS/OIL/FLUIDS	140.04	87.21	350.00	262.79	24.92
VEHICLES AND EQUIPMENT	213.04	160.21	450.00	289.79	35.60
TOTAL ICE RINK EXP	28,851.24	20,782.41	37,267.00	16,484.59	55.77
TOTAL FUND EXPENDITURES	28,851.24	20,782.41	37,267.00	16,484.59	55.77
NET REVENUES OVER EXPENDITURES	(12,042.52)	(7,686.21)	(3,415.00)	(37,240.39)	(225.07)

+16,000
3,957.48

From: [Lloyd Michalsen](#)
To: [Janal Suppanz](#)
Subject: Re: Music in the Gazebo
Date: Tuesday, March 31, 2015 5:24:09 PM

To clarify my request about using the Gazebo this summer, we have no interest in using the main stage this summer as the stage will not be available. We only have an interest in using the Gazebo. Due to the many changes in Sister bay if it is felt that we should not make any plans in Sister Bay we will understand and will go elsewhere.

Lloyd Michalsen
storymanlloyd@charter.net

On Mar 31, 2015, at 4:44 PM, Zeke Jackson wrote:

Lloyd,

1. Please direct your questions or proposals to Janal from now on. She will handle things appropriately.
2. There are some issues with the pavilion and gazebo during that time. They'll both be impacted by construction, likely through most of June for restoration. With that said, I am sure you can work with her to find a suitable location while we put the beach back in order.

Thanks for being as energetic and enthusiastic as you are about sharing music in the park. I know that many people enjoy it and have a good time. I would ask that Janal add your email to the Parks Agenda for our next meeting.

Thanks and good luck,

Zeke Jackson
Village Administrator
Village of Sister Bay, WI
920-854-4118

Open Meetings Disclaimer: The email above contains the thoughts, opinions, and commentary of the author alone. It is intended as a one-way transmission of a thought, idea, or information related to my role as a municipal official or issues within the municipality, but is not intended to serve as an invitation for reply, rebuttal, discussion, debate or responsive commentary. Please do not respond to this email, unless specifically requested to do so above, as it is the author's intention to utilize the informality and convenience of this electronic message while simultaneously avoiding any and all violations of the Wisconsin Open Meeting Law contained in Section 19.81 of the Wisconsin Statutes or elsewhere within Wisconsin law, as applicable to this municipality as described in 66 Op. Attorney General 237 (1977). Specifically, there is no intention on the part of the author to engage in or foster any governmental business as defined in State ex. rel. Newspapers v. Showers, 398 N.W.2d 154 (Wis.1987). You are specifically requested to refrain from forwarding or replying to all with regard to its contents, so as to avoid the possible walking quorum proscriptions, including those considered in State ex. rel. Lynch v. Conta 239 N.W.2d 313 (Wis. 1976). It is the author's

motive and intent to comply with the overriding policy of the open meeting law - to ensure public access to information about governmental affairs.

From: Lloyd Michalsen [mailto:storymanlloyd@charter.net]
Sent: Tuesday, March 31, 2015 3:59 PM
To: Janal Suppanz
Cc: Zeke Jackson; John Clove
Subject: Music in the Gazebo

Music in the Sister Bay Park

As discussed last year, our local group of acoustic musicians would like to use the Gazebo every Tuesday evening from 6pm to 9pm, when the park is not scheduled for any other function; to hold what we call an “Acoustic Song Circle”.

This same group has been playing acoustic music for over 4 years every Monday morning in the Brew Coffee House, Elision Bay. It is our desire to hold an event in Sister Bay Park in order to increase our community.

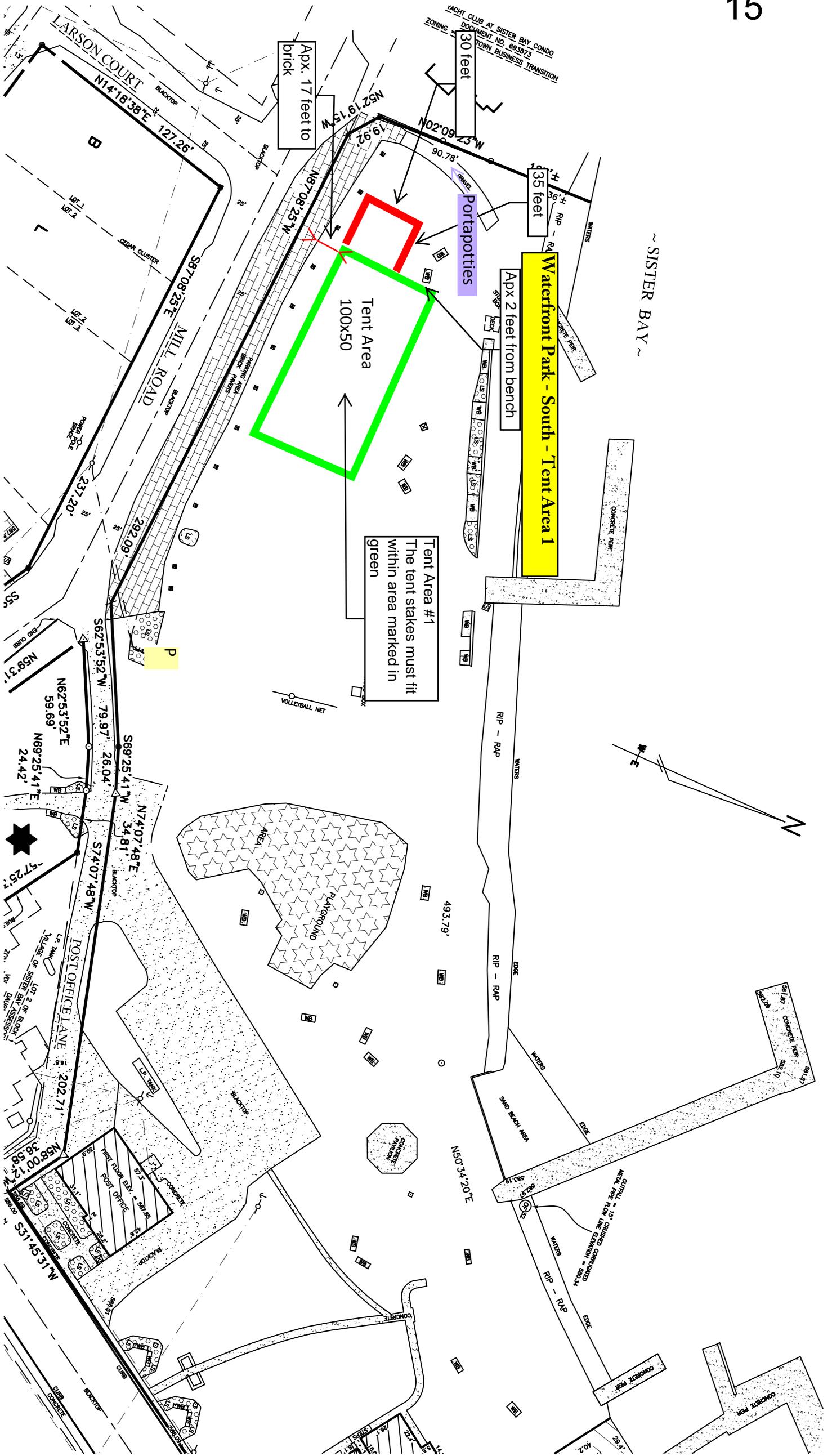
Please have someone let me know if this is still an option. We would start early June.

At a later date we will again discuss our previous desire for a “Sister Bay Picking on the Bay” as is found in Asheville North Carolina, which is called “Picking on the Green”. This event has been successfully operating for over 20 years in Asheville.

The Acoustic Song Circle I am presenting will be open to the public, so some form of signage would be helpful, of course we would conform to the Sister Bay signage.

Thank you for your help in this matter.

Lloyd Michalsen
Sister Bay
920-421-1327
storymanlloyd@charter.net



~SISTER BAY~

Waterfront Park - South - Tent Area 1

Tent Area 100x50

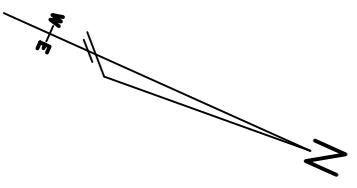
Tent Area #1
The tent stakes must fit
within area marked in
green

Portapotties

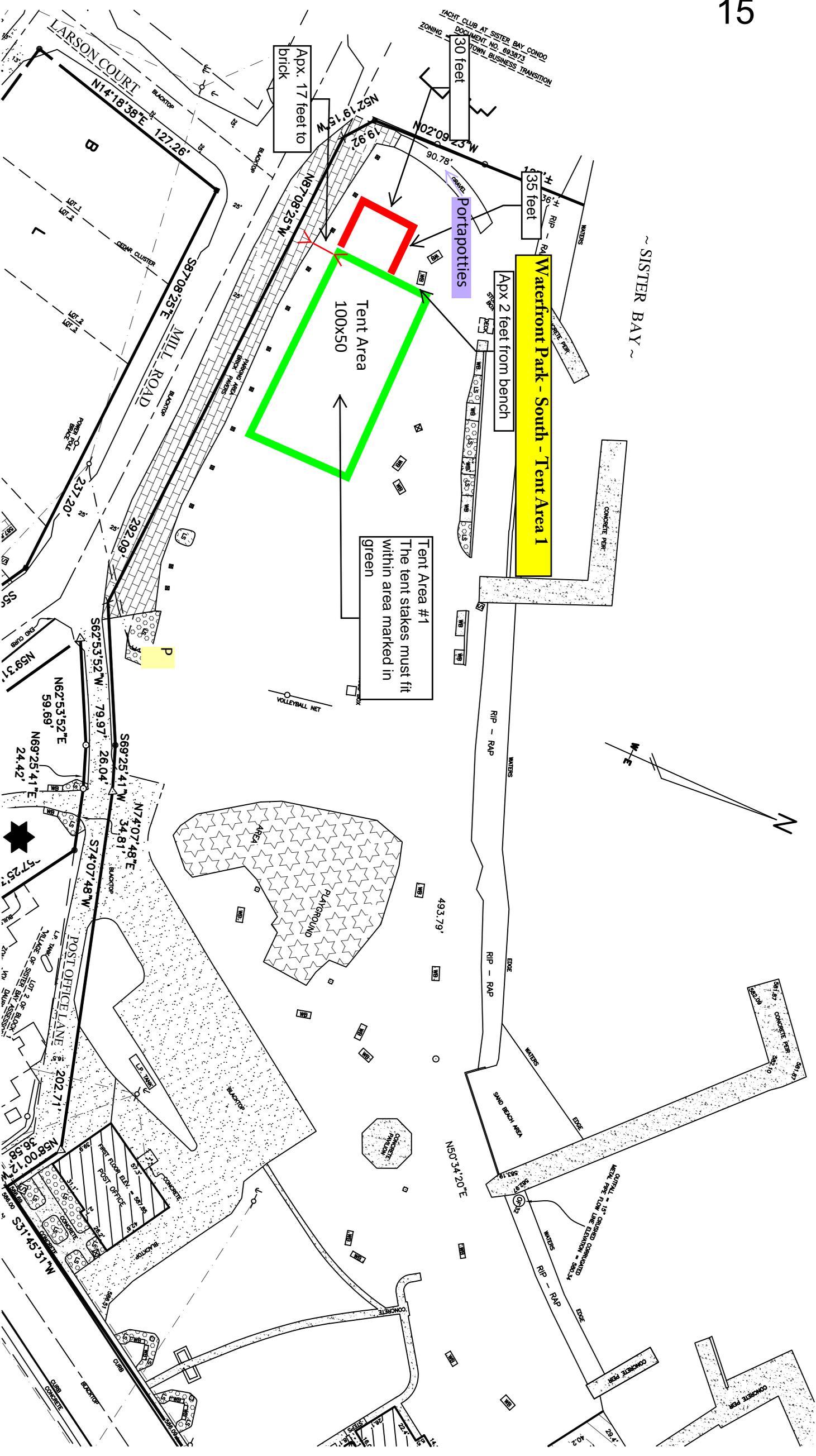
Apx 2 feet from bench

Apx. 17 feet to
brick

YACHT CLUB AT SISTER BAY CONDO
DOCUMENT NO. 683873
TOWN BUSINESS TRANSITION
ZONING



OUTFALL = 12" CRUSHED GRANULAR
METAL FRAME FLOW LINE ELEVATION = 800.34





Annual Village Events Sponsorship

Description	Quantity	Monthly Cost	Annual Cost
Best Annual Sponsorship	12	\$ 500	\$ 6,000
Better Annual Sponsorship	12	\$ 250	\$ 3,000
Good Annual Sponsorship	12	\$ 100	\$ 1,200
Participating Annual Sponsorship	12	\$ 50	\$ 600
Annual Event Sponsor	12	\$ 25	\$ 300
Dog house sponsorship	12	\$10	\$ 120

Best

- Name in radio, print and all earned media advertising when applicable
- Name on all rack cards and brochures when applicable
- Largest size logo on sponsor banners prior to and at all Village events.
- Sponsor Banner on Ice Rink wall (Optional one time Banner purchase through the Village at \$75 for each banner)
- Sponsor Banner at Waterfront Park for The entire 26 showings of "Movies in the Park"
- Sponsor Banner at the Sister Bay Ice Rink
- Sponsor Banner on the fence at the Sister Bay Dog Park
- Sponsor Banner inside the Village Hall
- Sponsor Banner at all beach events including volleyball tournaments ect.
- Promotional Signage on at least one and up to four - Highway 57- Highway 42 - Gateway Park - Sister Bay Marina
- Vendor Space at applicable events

Better

- Name on all rack cards and brochures when applicable
- Mid-sized logo on sponsor banners prior to and at all Village events.
- Sponsor Banner on Ice Rink wall (Optional one time Banner purchase through the Village at \$75 for each banner)
- Sponsor Banner at Waterfront Park for The entire 26 showings of "Movies in the Park"
- Sponsor Banner on Theresa K. Highlander memorial ice rink wall
- Sponsor Banner on the fence at the Sister Bay Dog Park
- Vendor Space at applicable events

Good

- Logo on sponsor banners prior to and at all Village events
- Sponsor Banner on Ice Rink wall (Optional one time Banner purchase through the Village at \$75 for each banner)
- Sponsor Banner at Waterfront Park for The entire 26 showings of "Movies in the Park"
- Sponsor Banner on Theresa K. Highlander memorial ice rink wall
- Sponsor Banner on the fence at the Sister Bay Dog Park
- Vendor Space at applicable events

Participating

- Logo on sponsor banners prior to and at all Village events
- Sponsor Banner at the Sister Bay Ice Rink
- Sponsor Banner on the fence at the Sister Bay Dog Park

Event

- Logo on sponsor banners prior to and at all Village events

Doghouse

- Sponsor Banner on the fence at the Sister Bay Dog Park

Accepted by: _____ **Date:** _____

Business: _____

Email : _____

Mailing Address: _____

City, State, Zip: _____

I agree to pay with this agreement

I agree to pay the invoice within the billing terms of net 10 days from the date of invoice.

I agree to pay with credit card – MasterCard and Visa accepted

Name as it appears on card: _____

Card Number: _____

Expiration Date: _____

SPONSORSHIP OPPORTUNITY LEVELS

Event:

Business:

Representative:

Impressions	Dog House	Goodwill	Participating	Good	Better	Best		Ala Carte	Other
Radio									
Print									
Earned Media									
Rack Cards									
Brochures									
Event Banner (Large)									
Event Banner (Mid)									
Event Banner									
Highway 57 "Billboard"									
Highway 42 "Billboard"									
Marina "Billboard"									
Gateway Park "Billboard"									
Vendor Space at Event									
TKH Ice Rink									
Dog Park									
Village Hall									
Pavilion									
All Movies in the Park									
Single Movie in the Park									
On Screen Ad									
Popcorn Bags									
Beach									
Posters for Event									
Flyers for Event									

Notes: