



BOARD OF TRUSTEES
MEETING AGENDA-STRATEGIC PLANNING SESSION

Tuesday, August 9, 2016 at 6:00 P.M.

WEST CONFERENCE ROOM- BIRCHWOOD LODGE

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
Roll Call

Deviations from the agenda order shown may occur.

Comments and Correspondence
New Village Board Business Items

1. Instructions on Evaluation Sheets and Strategic Planning Process for CIP.
2. Presentation by Staff on CIP requests:
 - Parks Equipment
 - Tarzan Boat/slide/splashpad
 - Parks Building
 - Wayfinding Signage
 - Street Repair/Resurfacing/Reconstruction
 - Economic Development/Workforce Housing
 - Village Property: Quarry Site, Braun Site, Dahlstrom site, Casperson Site; future sites/TIF creation.
 - Village Hall Rehab
 - Admin Building
 - Marina Building
 - Marina Docks
 - Transportation/Parking needs
 - Storm sewer construction/Maintenance

Questions by the Board on the above mentioned presentation items; consider appropriate motions for action.

2. Presentation by Various Trustees on particular items of interest including:
 - Request by Trustee Nate Bell on a snowmaking machine for the Sister Bay Sledding Hill.
 - Request by Trustee Denise Bhirdo on the need for staffing a Beach Attendant for the new Beach.
 - Request by Trustee Kathy Enquist on the need for sidewalks on Country Walk Dr.
 - Request by Trustee Nate Bell regarding the construction of a combination Marina/Administration Building.
 - Request by Trustee John Clove regarding a proposal for a fuel dock at the Sister Bay Marina.
 - Additional Requests as named by any Trustee at this meeting.

Questions on the above requests. Consider appropriate motions for action.

3. Consider a motion to convene into Executive Session pursuant to Wis. Stats., §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.
4. Consider a motion to reconvene into Open Session.
5. Consider a motion to take action, if required.
6. 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 Administrator's Office, Administration Building, 2383 Maple Drive 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 _____



Village of Sister Bay

BOARD REPORT

Meeting Date 08/10/2016

Item No.: 1

Recommendation:

That the Village Trustees carefully the presentations to be held during tonight's meeting, and to assign a value relative to the CIP item according to the attached Strategic Plan Scoring Sheet.

Background:

The Village of Sister Bay delivers public services across a wide spectrum of provision. We deal with water, storm water, sanitary sewer, marina, parks, streets, facilities, planning and zoning, sanitation, public safety, economic development, and recreation.

The three functional areas that we should concern ourselves with for Strategic Planning and Goal setting relate to the Capital Improvement Program, Public Policy evaluation and reformulation, and Operational Delivery.

Tonight's meeting addresses the CIP. In an indirect way, it also impacts Operational Delivery as well as Public Policy.

The format for this evening will be to hear the various items before you. Presentations will be made by myself, department heads, as well as Trustees. I would ask that you limit discussion this evening until the end of the presentations.

Included in the packet is a scoring sheet. Each Project or Item has been assigned a line for the scoring sheet; additional lines have been included for anything that I may have overlooked, or for additional items that you may wish to request as a part of the CIP.

I ask that you rate each item as it is presented. Following the meeting, I will collect your Scoring Sheets, and tally the results for a subsequent meeting. The Scoring Sheets and results should be viewed as a tool to help us arrive at a CIP program for a 5 year period beginning 2017.

I did not include debt reduction as a part of this presentation. That is a public policy issue, not a capital item. The Beach attendant request came from a Trustee, and is likewise not a capital item, but an operational item. It was included to facilitate discussion over this item as we plan for the 2017 budget.

Fiscal Impact: None at this time.

Respectfully submitted,

Zeke Jackson
Village Administrator

2015 Stakeholder Survey

82 Respondants

<u>Question No.</u>	<u>Average Response</u>	<u>% Ranking</u>	<u>Sum of Ratings</u>
Question No. 1	1 means "poor", 5 means "excellent"		
Trustworthy Leaders	3.27	65%	258
Well Managed Services	3.51	70%	267
Well Trained Employees	3.65	73%	281
Quality Neighborhoods	3.74	74%	273
Open To Ideas	3.01	59%	235
Drinking Water Quality	4.13	83%	330
Stormwater Control	3.77	74%	294
Garbage Collection	4.20	84%	332
Question No. 2	1 means "poor", 5 means "excellent"		
Cost of Living	3.14	63%	248
Affordability of Housing	3.06	61%	242
Stability of Property Values	3.12	62%	243
Strength of Economy	2.95	58%	230
Quality of Jobs	2.70	54%	208
Question No. 3	1 means "low priority", 5 means "high priority"		
Parks & Recreation	3.70	74%	303
Economic Development	4.14	83%	331
Utilities	4.06	81%	333
Roads	3.91	77%	313
Festivals & Events	3.24	65%	259
Internet	3.34	67%	274

Question No. 4			
	1 means "strongly disagree", 5 means "strongly agree"		
Safe Place To Live	4.52	90%	371
Enjoyable For Children	4.19	84%	335
Enjoyable For Young Adults	3.74	75%	299
Enjoyable For Sr. Citizens	4.17	83%	342
Enjoyable For Everyone Else	4.00	80%	320
Great Place To Live	3.99	80%	323
Great Place For A Business	3.19	62%	230
Safe Place to Bike & Walk	3.56	71%	292
Safe Place to Walk At Night	3.83	77%	310
Perfect Community For Me	3.82	76%	313

Question No. 5			
	1 means "gotten much worse", 5 means "gotten much better"		
Quality of Life on My Street	3.38	68%	277
Business Friendliness	3.05	60%	247
Sister Bay's Image	3.55	71%	291

Question No. 6	Reduce Service	Raise Taxes	Raise Fees	Combine	Privatize
Utilities	5	6	37	13	8
Festivals/Events	22	3	28	9	12
Trash Service	6	7	24	18	22
Affiliate Organizations	22	1	8	18	5
Parks Maintenance	15	15	20	8	15
Road Maintenance	5	32	9	16	9
Economic Development	12	9	9	17	13
Marina	13	2	48	2	13
Total:	100	75	183	101	97

Question No. 7	1 means "least important", 5 means "most important"		
Road Maintenance	3.81	76%	297
Village Hall Remodeling	1.96	39%	153
Marina Docks	2.49	50%	197
Marina Fuel System	2.30	46%	182
Storm Sewer System	3.22	64%	254
Road Repair	3.81	76%	301
WiFi	2.85	57%	228
Dog Park	1.84	37%	147
Festivals & Events	2.51	50%	198
Reducing Debt	4.13	81%	322

Question No. 8	1 means "least challenging", 5 means "most challenging"		
Aging Infrastructure	3.18	61%	245
Aging Population	3.40	68%	272
Workforce Housing	3.24	65%	259
Internet	2.67	53%	216
Public Parking	3.16	62%	256
Lack of Renewable Energy	2.68	53%	201
Water Quality	3.35	67%	268
Property Values	3.93	79%	318
Festivals & Events	2.30	46%	184
Public Debt Level	3.94	79%	319



Interesting Facts about Respondants:

- Out of 82 respondents, only 1 was a renter
- 9 reported being younger than 25
- 11 reported owning a business in Sister Bay
- Only 4 reported having a household income of less than \$50,000 annually
- Only 5 reported having lived in Sister Bay less than 5 years
- 15 reported working in Sister Bay



Strategic Plan-Capital Improvement

Score Sheet

High Immediate Value, Should Receive Full Funding in 2017	High Medium Term Value, Should Receive Some Funding in 2017	Intermediate Value, Should be added as a line item in 2017, and receive token funding of 1-5%	Intermediate Value, Should be considered as a line item in FY 2018- 2021	Low Value, Should be considered after 2021
5	4	3	2	1

<u>Project Title</u>	5	4	3	2	1
Parks Truck Replacement					
Parks Lawnmower					
Trackless Replacement					
Trackless Sickle Mower					
Utility Vehicle for Parks					
Tarzan Boat					
Slide on Swim Dock					
Splash Pad					
Playground Equipment					
Trash Cans					
Parks Building					
Wayfinding Signage					
N. Spring					
S. Spring					
Mill Rd. West					
Parkview Dr. and Ln.					
Maple Rd. West					
Bluffside Rd.					
Birchwood Dr.					
Forest Ln.					



Strategic Plan-Capital Improvement

Score Sheet

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	5	4	3	2	1
Clafin Ln.					
Engineering and Planning for Quarry					
Infrastructure for Quarry					
Engineering and Planning for Dahlstrom					
Infrastructure for Dahlstrom					
Village Hall Rehab					
Admin Building					
Marina Building					
Marina Docks					
Transportation/Parking					
Storm Sewer					
Snow Machine					
Beach Attendent					
Country Walk Sidewalks					
Combination Marina/Admin Building					
Fuel Dock					
Other: Public Safety					
Other: IT Equipment					
Other:					
Other:					
Other:					

