



WATERFRONT OVERSIGHT COMMITTEE MEETING AGENDA

Thursday, February 18th, 25th,
Thursday March 3rd, 10th, and 17th, 2016 at 4:00 p.m.
Sister Bay Fire Station 2258 Mill Road

For additional information check: www.sisterbaywi.gov

Call Meeting to Order

Deviations from the agenda order shown may occur.

Roll Call

1	Chair – Denise Bhirdo		2	Chad Kodanko-Citizen	
3	Pat Duffy-Trustee		4	Shane Solomon-Citizen	
5	Nate Bell-Trustee		6	Rob Zoschke-Citizen	
7	Tanya Crowell-SBAA Rep			<i>Marina Manager – Nicole Krauel</i>	
	<i>Administrator – Zeke Jackson</i>			<i>Parks Director – Steve Mann</i>	

Approval of minutes as published

Comments and Correspondence

Business Items

Sub-Committee of the Village Parks, Properties and Streets Committee

These agenda items are intended to represent running items for this Committee to consider.

1. Discussion on items pertaining to Waterfront Park from Parks Planning Worksheet; consider appropriate motions if relevant.
2. Consider a motion to discuss 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		

1 **WATERFRONT OVERSIGHT COMMITTEE MEETING MINUTES**
2 **THURSDAY, FEBRUARY 25, 2016**
3 **Sister Bay-Liberty Grove Fire Station – 2258 Mill Road**
4 **(APPROVAL PENDING)**
5

6 The February 25, 2016 meeting of the Waterfront Oversight Committee was called to order by
7 Chairperson Denise Bhirdo at 4:00 P.M.

8
9 **Present:** Chairperson Bhirdo, and members Pat Duffy, Nate Bell, Chad Kodanko, Rob Zoschke,
10 Tanya Crowell and Shane Solomon

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

14
15 **Excused:** Marina Manager Nicole Krauel

16
17 **Approval of the agenda:**

18 *A motion was made by Duffy, seconded by Zoschke that the Agenda for the February 25, 2016*
19 *meeting of the Waterfront Oversight Committee be approved as presented. Motion carried – All*
20 *eyes.*

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

23 **As to the minutes for the February 11, 2016 meeting of the Waterfront Oversight Committee:**

24 Bhirdo stated that she believes the following amendments should be made to the minutes for
25 the February 11, 2016 meeting of the Waterfront Oversight Committee:

- 26 • The sentence which begins on Line 38 – Page 1 should read, “Bhirdo noted that the
27 Waterfront Oversight Committee, which is a sub-committee of the Parks, Properties &
28 Streets Committee, was charged with making recommendations as to how the Village’s
29 waterfront should be utilized. The Committee was also asked to formulate applicable
30 policies and procedures as well as a proposed fee schedule .”
- 31 • The sentence which begins on Line 10 – Page 2 should read, “A worksheet which
32 includes “talking points” was included in the meeting packets, and the Committee
33 members briefly discussed some of the items listed on that document.”

34
35 Mann stated that he believes the following amendments should be made to the previously
36 mentioned minutes:

- 37 • The sentence which begins on Line 50 - Page 1 should read, “Because a Knowles-
38 Nelson Grant was received for Waterfront Park improvements, the Village will need to
39 impose the same use fees for events which utilize a large portion of parkland as those
40 which are enforced in the State Parks.”
- 41 • He would also like to see the sentence which begins on Line 3 – Page 2 be deleted in its
42 entirety.

43
44 *A motion was made by Duffy, seconded by Zoschke that the minutes for the February 11, 2016*
45 *meeting of the Waterfront Oversight Committee be approved as amended. Motion carried – All*
46 *eyes.*
47
48
49

1 **As to the minutes for the February 18, 2016 meeting of the Waterfront Oversight Committee:**
2 *Zoschke stated that he believes the sentence which begins on Line 9 – Page 2 of the minutes for*
3 *the February 18, 2016 meeting of the Waterfront Oversight Committee should read, “Zoschke*
4 *stated that he believes the Village should make a concerted effort to book more art festivals like*
5 *Plein Air.”*
6

7 Suppanz noted that a typographical error had been made on the headers for both sets of
8 minutes. She will see that both captions are corrected.
9

10 *A motion was made by Duffy, seconded by Solomon that the minutes for the February 18,*
11 *2016 meeting of the Waterfront Oversight Committee be approved as amended. Motion carried*
12 *– All ayes.*
13

14
15 **Comments, correspondence and concerns from the public:**

16 Bhirdo asked if anyone wished to comment regarding a non-agenda item. No one responded.
17

18 **Business Items:**

19 **Item No. 1. Discussion regarding items pertaining to Waterfront Park which are listed on the**
20 **Parks Planning Worksheet; Consider appropriate motions if relevant:**

21 Discussion took place regarding utilization of the Performance Pavilion, and Solomon indicated
22 that he believes that facility should be used as much as possible. The other committee members
23 agreed. Several of the Committee members also stated that they believe a regular schedule
24 should be established for the weekly Concert In The Park series or any recurring shows which
25 take place in the Performance Pavilion.
26

27 Zoschke noted that it has been his experience that there is a “mass exodus” from the beach by
28 approximately 4:00 P.M. on a daily basis during the summer months. Kodonko replied that he
29 believes this occurs because people go home or to their motel units to get ready for dinner at
30 that time of day. Quite often residents as well as visitors to the area are looking for something to
31 do after dinner.
32

33 *Lengthy discussion took place regarding this issue, and it was eventually the consensus that the*
34 *recommendation shall be made to the SBAA Board of Directors that their regular Concerts In*
35 *The Park series shall commence at 5:00 P.M. and end by 9:00 P.M. It was also the consensus*
36 *that the recommendation shall be made to the SBAA Board of Directors that some 7:00 P.M.*
37 *special events be conducted in the Performance Pavilion, or that “double headers” be*
38 *conducted.*
39

40 Lengthy discussion then turned to park hours, and Jackson pointed out that at the present time
41 there is signage erected in the Village which states that the parks close at 10:00 P.M.
42

43 *A motion was made by Zoschke seconded by Kodanko that the recommendation is made to*
44 *the Parks Committee that the Village’s park closure regulations be repealed in their entirety, and*
45 *the signage which is erected in the parks be revised in such fashion that it reads, “Quiet Time”*
46 *begins at 10:00 P.M.*
47
48
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1
2 *A roll call vote was taken on that motion, and the Committee members voted in the following*
3 *fashion:*

4
5 *Bhirdo – Aye, Zoschke – Aye; Solomon – Nay; Duffy – Aye, Kodanko – Nay;*
6 *Bell – Nay; Crowell – Nay.*

7 *Motion failed.*
8
9

10 *A motion was then made by Kodanko, seconded by Solomon that the recommendation is made*
11 *to the Parks Committee that the Village’s regulations pertaining to park hours and the parking*
12 *regulations which are enforced in the parks be repealed in their entirety.*
13

14 *A roll call vote was taken on that motion, and the Committee members voted in the following*
15 *fashion:*

16
17 *Bhirdo – Nay; Zoschke – Nay; Solomon – Aye;, Duffy – Nay; Kodanko – Aye;*
18 *Bell – Aye, Crowell – Aye.*
19

20 *Motion carried.*
21

22 *A motion was made by Solomon, seconded by Bell that the Waterfront Oversight Committee is*
23 *recommending that the appropriate Village committees and/or commissions consider including*
24 *the P1 (Parks) District in the area which is covered by the Village’s noise regulations.*
25

26 *A roll call vote was taken on that motion, and the Committee members voted in the following*
27 *fashion:*

28
29 *Bhirdo – Aye; Zoschke – Nay; Solomon – Aye; Duffy – Aye; Kodanko – Aye;*
30 *Bell – Aye; Crowell – Aye.*
31

32 *Motion carried.*
33

34 *Jackson pointed out that the Alcohol Service Agreements which were entered into with liquor*
35 *license holders in the Village in June of 2015 stated that noises from any source measured 25*
36 *feet from their property line on a B weighted decibel meter may not register more than 75 dB*
37 *between 11:00 P.M. and 7:00 A.M. He believes these facts must be kept in mind when any*
38 *potential regulation amendments are being considered or recommended.*
39

40 *It was eventually the consensus that all the Waterfront Oversight Committee’s*
41 *recommendations to other Committees, Commissions and/or Boards shall be withheld until*
42 *such time as further discussion takes place regarding noise and related occupancy issues, and*
43 *those issues have been resolved.*
44

45 **Item No. 2. Consider a motion to discuss matters to be placed on a future agenda or referred**
46 **to a committee, official or employee:**

47 *It was the consensus that the following issue shall be addressed at the next meeting of*
48 *the Waterfront Oversight Committee:*
49
50

- 1 • **Discussion regarding utilization of the Performance Pavilion/Band Shell**
- 2 • **Discussion regarding vendors in the park.**

3
4 **Adjournment:**

5 *A motion was made by Bhirdo, seconded by Duffy that the February 25, 2016 meeting of the*
6 *Waterfront Oversight Committee be adjourned at 5:38 P.M.*

7
8 Respectfully submitted,

9 

10 Janal Suppanz,
11 Assistant Administrator

Questions to answer before the meeting.....

Hours

What is a fair and reasonable time for tourists to observe quiet in the park?

What is a fair and reasonable time for taxpayers to observe quiet in the park?

What is a fair and reasonable time for neighbors of the park to expect quiet in the park?

What is a fair and reasonable time for quiet in the park?

Communications with the Public

How do we communicate our expectations with the public?

What does the public need to know?

How much will they read?

How many will they remember?

Recommendations from Waterfront Oversight Committee for Exclusive Weddings & Tented Events

Marina Park:

- \$1250.00 flat fee for Friday 1:00 pm through Monday at 10:00 am
- Security deposit \$1000.00

Village Hall North (Lienau Hill)

- \$1875.00 flat fee for Friday 1:00 pm through Monday at 10:00 am
- Security deposit \$1500.00

-

Beachfront

- \$3500.00 flat fee for Friday 1:00 pm through Monday at 10:00 am
- Security deposit \$3000.00
- These events will only be held in the months of May, June, September and October
- During the months of July and August a total of 2 events may be held. A flat fee of \$7,000.00 will be charged for Friday 1:00 pm through Monday at 10:00 am.
- X amount of feet will be partitioned off for beachfront wedding ceremonies by 8:00 am the morning of the ceremony, (to be determined by Facilities Manager).

General recommendations:

- Having up to three preferred tent providers. To be determined by Facilities Manager Steve Mann. Only those providers will be allowed to erect tents on Village property.
- The current fee schedule for non-profits, resident, non-resident, etc. is repealed.
- Unless exclusive use is required, all patrons, and groups shall be able to use the park for free without a permit.
- The Village does not get involved in purchasing tents, chairs, tables, etc. for rental. Leave this to the professionals.