

1                                   **WATERFRONT OVERSIGHT COMMITTEE MEETING MINUTES**  
2   **THURSDAY, APRIL 28, 2016**  
3   **Sister Bay-Liberty Grove Fire Station – 2258 Mill Road**  
4

5   The April 28, 2016 meeting of the Waterfront Oversight Committee was called to order by  
6   Chairperson Denise Bhirdo at 4:07 P.M.

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8   **Present:** Chairperson Bhirdo, and members Pat Duffy, Rob Zoschke, Chad Kodanko, Tonya  
9   Crowell, and Nate Bell.

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11   **Absent:** Shane Solomon

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13   **Staff Members:** Village Administrator Zeke Jackson and Assistant Administrator Janal Suppanz.  
14

15   **Approval of the agenda:**

16   *A motion was made by Duffy, seconded by Crowell that the Agenda for the April 28, 2016*  
17   *meeting of the Waterfront Oversight Committee be approved as presented. Motion carried – All*  
18   *eyes.*

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

21   **As to the April 14, 2016 meeting minutes:**

22   *A motion was made by Duffy, seconded by Crowell that the minutes for the April 14, 2016*  
23   *meeting of the Waterfront Oversight Committee be approved as presented. Motion carried – All*  
24   *eyes.*

25  
26   **Comments, correspondence and concerns from the public:**

27   Bhirdo asked if anyone wished to comment regarding a non-agenda item. No one responded.  
28   She then read correspondence she received from a citizen who wishes to remain anonymous  
29   aloud. In that correspondence the citizen states that while he or she is aware of the  
30   enforcement issues associated with park closures and imposition of “quiet hours”, he or she  
31   believes the expectations of Door County visitors and residents alike is that this place, [Sister  
32   Bay], is a departure and may be an escape from their everyday lifestyle. Making them feel more  
33   at home by over-promoting congestion, crowds, fireworks, and amplified music in some sense  
34   seems to be counter-productive. On the other hand, confining dog walking to half the park  
35   seems like over-regulation. He or she believes dogs on a leash should be confined to the  
36   walkway in Waterfront Park, but should be allowed to transit the entire length of that walkway.  
37   If a well posted dog relief area, complete with use guidelines, “mutt mitts” and waste disposal  
38   bags were to be provided at the west end of the walkway a number of the issues which have  
39   been complained about with respect to allowing dogs in the park could be alleviated.

40  
41   **Business Items:**

42   **Item No. 1. Discussion regarding the following items which are listed on the Parks Planning**  
43   **Worksheet; Consider a motion(s) for action if necessary:**

44   **a. Review of the Revised Proposed Facility Use Fee Schedule:**

45   A draft of the revised proposed Facility Use Fee Schedule was included in the meeting packets  
46   and the Committee members jointly reviewed that document. It was the consensus that the  
47   schedule accurately reflects the fee recommendations which were made by the Committee.  
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49

1 **b. The preferred location for new bathrooms and showers:**

2 Bhirdo pointed out that at the last meeting of the Waterfront Oversight Committee a general  
3 consensus had been reached regarding the preferred location for new bathrooms, but no formal  
4 motion had been made regarding that issue.

5  
6 *A motion was made by Kodanko, seconded by Zoschke that the Waterfront Oversight*  
7 *Committee is recommending that the new bathrooms and showers be attached to the Village*  
8 *Hall in such fashion that views in that area are obstructed as little as possible. Motion carried –*  
9 *All ayes.*

10  
11 **c. Options for utilization of the area behind the Post Office:**

12 **d. Potential future locations for additional restrooms:**

13 Discussion took place regarding options for utilization of the area behind the Post Office and  
14 potential future locations for additional restrooms, and Duffy suggested that since Village  
15 officials anticipate that Waterfront Park, the Post Office and the beach will now be getting  
16 much more use and could become quite congested, before any parking spaces are formally  
17 eliminated in that area a “trial run” of sorts be done for a season by creating green space and  
18 seating areas in the locations which are being considered for construction of additional  
19 restrooms. Crowell also suggested that short term loading and unloading areas be created in the  
20 area behind the Post Office which is near the walkway in Waterfront Park ASAP. It was the  
21 consensus that both of these suggestions are very good ideas.

22  
23 *A motion was made by Duffy, seconded by Kodanko that since it is anticipated that a*  
24 *considerable amount of congestion will occur in the area behind the Post Office and by the*  
25 *beach, the Waterfront Oversight Committee is recommending that the Parks Committee*  
26 *annually review the possibility of creating more green space by eliminating some of the parking*  
27 *stalls in that area(s). The Waterfront Oversight Committee is also recommending that at some*  
28 *point in the future, if the determination is made that additional restrooms are necessary, Village*  
29 *officials consider the area where parking stalls have been eliminated as a future sight for such an*  
30 *appurtenance.*

31  
32 *A motion was made by Crowell, seconded by Kodanko that the Waterfront Oversight*  
33 *Committee is recommending that three of the parking stalls behind the Post Office, which are*  
34 *located near the walkway in Waterfront Park, be eliminated, and, instead, two, 5 to10 minute*  
35 *unloading zones be created in that area ASAP. Those unloading zones will be intended for use*  
36 *by persons utilizing the beach and Waterfront Park. Motion carried – All ayes.*

37  
38 Several of the Committee members pointed out that they believe it would helpful if an  
39 unloading zone were also created in the area by the Boat Rental Kiosk.

40  
41 *A motion was made by Kodanko, seconded by Duffy that the Waterfront Oversight Committee*  
42 *is recommending that at least one 5 to10 minute unloading zone be created in the area by the*  
43 *Boat Rental Kiosk. Motion carried – All ayes.*

44  
45 Jackson noted that work will be commencing on parking lot and street striping soon, and,  
46 therefore, he will contact the Village President and request that the Administrative Committee  
47 consider the Waterfront Oversight Committee’s recommendations regarding creation of  
48 unloading zones ASAP.

1 Jackson also read a letter which had been received from the Postmaster aloud. In that letter the  
2 Postmaster points out a number of logistical issues which arise when people are allowed to  
3 park behind the Post Office, including the fact that Post Office employees often times have a  
4 difficult time accessing their assigned parking spaces. Jackson was asked to review the Post  
5 Office Lease to see if there are any provisions which state that reserved parking areas must be  
6 provided for Post Office employees.

7  
8 *A motion was made by Zoschke that if Jackson's research reveals that there is no provision in*  
9 *the Post Office Lease which states that designated parking spaces must be provided for Post*  
10 *Office employees, the current parking spaces which are designated for use by Post Office*  
11 *employees shall be eliminated in their entirety. Motion died due to the lack of a second.*

12  
13 *When the Plein Air tented event was conducted in the Village last year there was a tremendous*  
14 *amount of traffic congestion, and Jackson anticipates that there will be even higher attendance*  
15 *counts this year. It was the consensus that since the SBAA is sponsoring the Plein Air tented*  
16 *event, the SBAA Board of Directors shall be asked to come up with resolutions to the traffic*  
17 *congestion issues associated with that event.*

18  
19 The Committee was asked to make a recommendation(s) regarding future utilization of the  
20 Marina, but after considerable discussion the Committee members agreed that they are not  
21 knowledgeable enough about Marina operations to make such a recommendation(s).

22  
23 **e. Park signage:**

24 Photos of park and beach signage which has been erected in other communities throughout  
25 Door County was included in the meeting packets, and the Committee members jointly  
26 reviewed that documentation. It was the consensus that any park rule signage the Village erects  
27 should be brief and to the point. It was also the consensus that the URL for the Village's website  
28 should be placed on the back of that signage so that if anyone wants further information  
29 regarding Village regulations they can access it.

30  
31 **f. How will the Committee's decisions affect the Sister Bay brand:**

32 It was the consensus that the Committee's decisions will favorably affect the Sister Bay brand as  
33 the goal of all their recommendations has been to make the Village much more "people  
34 friendly".

35  
36 **Item No. 2. Consider a motion to discuss matters to be placed on a future agenda or referred**  
37 **to a committee, official or employee:**

38 *A joint meeting of the Parks Committee and the Waterfront Oversight Committee has been*  
39 *scheduled for Wednesday, May 11, 2016 at 2:00 P.M.*

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41 **Adjournment:**

42 *A motion was made by Duffy, seconded by Bell that the April 28, 2016 meeting of the*  
43 *Waterfront Oversight Committee be adjourned at 5:24 P.M.*

44  
45 Respectfully submitted,

46 

47 Janal Suppanz, Assistant Administrator