



**MONTHLY VILLAGE BOARD MEETING AGENDA  
TUESDAY, APRIL 16, 2024 – 6:00 PM**

Sister Bay Liberty Grove Fire Station – 2258 Mill Rd

If you are unable to attend in person, the following link will allow access electronically:  
<https://us02web.zoom.us/j/4782465738?pwd=UHCxYkxUOHFHThFoY1ljcWxZb3BUdz09>

Meeting ID: 478 246 5738      Password: 329703

To connect by telephone, please dial 1-301-715-8592 - Meeting ID 478 246 5738#

Deviations from the agenda order shown may occur

For additional meeting information visit: [www.sisterbaywi.gov](http://www.sisterbaywi.gov), click 'Agendas and Minutes'

**AGENDA**

1. Call to Order
2. Oath of Office: Newly Elected Village Trustees
3. Honoring Outgoing Village Trustees
4. Approve Agenda [pg. 2](#)
5. Approve Minutes: March 19, 2024 Regular Village Board Meeting [pgs. 4-12](#)
6. Comments, Correspondence and Concerns from the Public [pgs. 14-20](#)
7. Proclamations
  - a) June as Pride Month [pgs. 22-23](#)
8. Ordinances
  - a) Ordinance No. 2024-012; Create Chapter 7; Cigarettes, Electronic Vaping Devices, and Tobacco Products [pgs. 25-30](#)
  - b) Ordinance No. 2024-013; Annexation & Assign Zoning; 40 Acres in Liberty Grove [pgs. 32-36](#)
  - c) Ordinance No. 2024-014; Ch. 65; Floodplain Zoning Ordinance [pgs. 38-76](#)
  - d) Introduce Ordinance No. 2024-015; Ch. 58; No Parking; Highway 57 [pgs. 78-84](#)
9. Resolutions
  - a) Resolution No. 2024-010; Grant Applications for Pit Toilet & Parking Lot at Pebble Beach [pgs. 86-87](#)
  - b) Resolution No. 2024-011; Grant Applications for Property Acquisition for Park off Highway 42 [pgs.89-91](#)
10. Contracts
  - a) Contracts; McMahon; Design Services for Administrative Building [pgs. 93-98](#)
  - b) Contracts; Fitzgerald; Design Services for Marina Building; Direction to Architect [pgs. 100-108](#)
11. Discussion/Action Items
  - a) Conditional Use Permit Application & Development Agreement; One Unit Mobile Food Vendor Court; Peach Barn; 2450 S. Bay Shore Drive [pgs. 110-133](#)
  - b) Deed; Property Acquisition; 15' Trail; Harbor Place LLC Property [pg. 135](#)
  - c) Discuss Acquiring Diltz Property for Road Purposes [pg. 137](#)
  - d) Committee Appointments [pg. 139](#)
  - e) Set Date for Mandatory Board of Review Training – Prior to May 30, 2024 [pg. 141](#)
  - f) Financial Report [pg. 142-151](#)
12. Staff Report(s) [pgs. 153-155](#)
13. Committee Reports (see below) [pg. 156](#)
14. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
15. Adjourn

**Public Notice**

Questions regarding the nature of the Agenda items or more detail on the items listed can be directed to Julie Schmelzer, Village Administrator, at [julie.schmelzer@sisterbaywi.gov](mailto:julie.schmelzer@sisterbaywi.gov). It is possible that members of and possibly a quorum of members of other governmental bodies may attend the meeting to gather information; no action will be taken by any governmental body other than the body specifically referred to above. 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 or accommodation at no cost to the individual. 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 Administration Office at 854-4118, (FAX) 854-9637, or by writing to 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). ***The Village of Sister Bay is an Equal Opportunity Provider and Employer.***

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| 1. Coastal Byways <a href="#">pgs. 1-6</a>                           | 11. Ad Hoc Outdoor Rec & Transportation Plan Cmte                  |
| 2. Emergency Management Plan Cmte                                    | 12. Parking Task Force   |
| 3. Finance Committee   | 13. Parks, Property & Streets Committee <a href="#">pgs. 23-26</a> |
| 4. Fire Board  | 14. Personnel Committee  |
| 5. Ad Hoc Green Tier Legacy Community Cmte <a href="#">pgs. 7-12</a> | 15. Plan Commission <a href="#">pgs. 27-34</a>                     |
| 6. Historical Society  | 16. SBAA   |
| 7. Holiday Lighting Task Force                                       | 17. Tourism Zone Commission <a href="#">pgs. 35-37</a>             |
| 8. Housing Committee   | 18. Sewer and Water Utility Committee <a href="#">pgs. 38-40</a>   |
| 9. Library Commission <a href="#">pgs. 13-15</a>                     | 19. Village Hall Planning Task Force                               |
| 10. Marina Committee <a href="#">pgs. 16-22</a>                      |  |