

APRIL 7, 2025
PARKS, PROPERTY & STREETS
COMMITTEE MEETING

1. **CALL MEETING TO ORDER & ROLL CALL**
(HOWSON, BHIRDO, OROZCO, AHRENS & LASZKIEWICZ.)
2. **APPROVAL OF AGENDA**
(COMMITTEE CHAIR WILL ALSO REMIND ALL “ZOOM” PARTICIPANTS TO MUTE THEIR DEVICES.)
3. **APPROVAL OF MARCH 3, 2025 PARKS, PROPERTY & STREETS COMMITTEE MEETING MINUTES**
4. **COMMENTS, CORRESPONDENCE & CONCERNS FROM THE PUBLIC**



PARKS, PROPERTY & STREETS COMMITTEE MEETING AGENDA

MONDAY, APRIL 7, 2025, AT 2:30 PM

Sister Bay Liberty Grove Fire Station – 2258 Mill Road, Large Meeting Room

To access the meeting electronically, click:

<https://zoom.us/j/4439901723?pwd=yAVpi40M1OlqgNufcVUE8XWCUSkKaH.1&omn=97063638580>

Meeting ID: 443 990 1723 Passcode: 304078

To connect by phone: 1-301-715-8592 - Meeting ID 443 990 1723#

For additional information visit: www.sisterbaywi.gov and click 'Meetings'

AGENDA

1. Call to Order & Roll Call

1	Committee Chair – Louise Howson	2	Denise Bhirdo
3	Lilly Orozco	4	Jerry Ahrens
5	Mike Laszkiewicz		<i>Village Administrator – Julie Schmelzer</i>
	<i>Department Director – Erik Linczmaier</i>		<i>Administrative Assistant - Janal Suppanz</i>

2. Approve Agenda

3. Approve March 3, 2025 Regular Monthly Meeting Minutes

4. Comments, Correspondence, and Concerns from the Public

5. Discussion/Action Items

- Concession Building Restrooms; Review Design and Approve for Bid
- Mill Road Closure Request; Peninsula Century Fall Challenge Bike Ride
- Waterfront Park Concession Proposal; E-bike Rental Proposal; Robert Geitner
- Historic Signage Program
- Wayfinding Signage
- Sports Complex Lift Station; Request to Remove; Refer for Funding Approval
- Multi-Family Housing and Community Park Proposal; Northwoods and Ava Hope
- Dark Sky Friendly Streetlights
- Winter Snow Removal Schedule
- Parks & Streets Department Staffing

6. Staff Report(s)

7. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee

8. Next Meeting: a. Schedule Walking Tour

b. Regular Monthly Meeting – May 5, 2025, at 2:30 PM

9. Executive Session

- Consider a motion to convene into Executive Session pursuant to Wisconsin Statutes §19.85(1)(g) to confer with legal counsel who either orally or in writing will advise the Village Board on strategy to be adopted with respect to current or likely litigation: Broadband Contract.
- Motion to Reconvene into Open Session
- Motion for Action, if Appropriate

10. Adjourn

Public Notice – PARKS, PROPERTY & STREETS COMMITTEE MEETINGS ONLY

For questions regarding the above agenda items or to review the related files contact Julie Schmelzer, Village Administrator at julie.schmelzer@sisterbaywi.gov. To submit letters in support or opposition of an agenda item, email janal.suppanz@sisterbaywi.gov by 4:00 p.m. the day before the meeting. Letters received after the meeting packet has been mailed will NOT be sent to committee members but will be SUMMARIZED at the meeting. It is possible that members of or quorum 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 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. Mondays through Thursdays, and 8 a.m. – 12:00 p.m. Fridays).

The Village of Sister Bay is an Equal Opportunity Provider & Employer

POSTED DATE/SIGNATURE _____

**MINUTES FOR THE HYBRID REGULAR MONTHLY MEETING OF THE
PARKS, PROPERTY & STREETS COMMITTEE
SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD,
MONDAY, MARCH 3, 2025
(APPROVAL PENDING)**

Agenda Item No. 1. Call Meeting to Order and Roll Call:

The March 3, 2025 hybrid regular monthly meeting of the Parks, Property & Streets Committee was called to order by Committee Chair Louise Howson at 2:30 P.M.

Committee Members Present: Committee Chair Louise Howson and Committee members Denise Bhirdo, Lilly Orozco, Mike Laszkiewicz and Jerry Ahrens. Village President Nate Bell also sat at the table with the Committee members.

Staff Members Present: Village Administrator Julie Schmelzer, Parks & Streets Department Director Erik Linczmaier, and Administrative Assistant Janal Suppanz.

Others Present: Myles Dannhausen, Ken Church, Chris Schmeltz, Ellie Soderberg-Guger, Tim Kazmierczak, Ron Kane, Kurt Harff, Robert Geitner, Erin Peddle, Dane Spitzer, Michelle Schneider, and Sam Gullick.

Agenda Item No. 2. Approval of Agenda:

Motion by Orozco, second by Ahrens that the Agenda for the March 3, 2025 meeting of the Parks, Property & Streets Committee be approved as presented. Motion carried – All ayes.

Agenda Item No. 3. Approval of Minutes:

As to the minutes for the February 3, 2025 regular monthly meeting of the Parks, Property & Streets Committee:

Motion by Orozco, second by Ahrens that the minutes for the February 3, 2025 meeting of the Parks, Property & Streets Committee be approved as presented. Motion carried – All ayes.

Agenda Item No. 4. Comments, correspondence and concerns from the public:

Howson asked if anyone would like to comment regarding a non-agenda item, but no one responded. Suppanz also noted that no correspondence had been received that would require the attention of the Committee.

Agenda Item No. 5. Discussion/Action Items:

a. “Friends of the Sister Bay Ice Rink” Proposed Operating Agreement for the new Sister Bay Ice Rink:

A rough draft of the proposed Operating Agreement for the new Sister Bay Ice Rink between the Village of Sister Bay and “The Friends of the Sister Bay Ice Rink”, which group is in the process of being formally designated as a “501(c)(3) non-profit organization and is hereafter referred to as “the Friends Group”, was included in the digital meeting packets, and the Committee members jointly reviewed that document. During the review process some grammatical revisions as well as formatting changes were suggested, and Schmelzer and Suppanz took note of all those revisions. Bhirdo expressed concerns about the liability issues that could arise if volunteers are allowed to work at the new ice rink or are allowed to operate Village-owned equipment, and it was the consensus that the condition shall be included in the Operating Agreement that Waiver of Liability Forms must be executed by any and all ice rink volunteers. It was also

1 the consensus that prior to the time that any volunteers utilize Village owned equipment the Parks &
2 Streets Director must confirm that each of those individuals have received the proper training.

3
4 Myles Dannhausen, who is a very active member of "The Friends Group", stated that he wanted to publicly
5 thank Andrew Iding, the Ice Rink Manager, and the ice rink crew members for all the time and effort they
6 put in to keeping the existing ice rink open this winter. He also noted that a "Family Fun Day" was recently
7 conducted at the ice rink, and 300 to 400 people attended that event. A good time was definitely had by
8 all, and the majority of the attendees were "locals".

9
10 Howson asked Mr. Dannhausen if he or any of the other members of "The Friends Group" had any
11 questions for the Committee members, and he responded that it would be helpful if at some point soon
12 Village officials could let them know how much money the Village is actually willing to commit to cover
13 operating expenses at the new ice rink on an annual basis. (It's his understanding that at the present time
14 the Village expends approximately \$60,000.00 on ice rink operating expenses per year.) The Committee
15 members indicated that they will need some time to give this issue more thought, but will be prepared to
16 discuss it further at their next regularly scheduled meeting.

17
18 Ellie Soderberg-Guger, who is also a member of "The Friends Group", pointed out that the members of
19 that organization are willing to take over the ice rink operations, but if the Village is not willing to allow
20 that they will understand, and they are certainly willing to help out in any other ways that they can.

21
22 Mr. Dannhausen indicated that it is his understanding that there is a lot of demand for pickleball courts
23 at the Sports Complex, and, therefore, he has been discussing the possibility of allowing the new ice rink
24 surface to be converted to pickleball courts during the off-season with some of the members of the local
25 pickleball group. Those individuals have informed him that they would be very happy with such an
26 arrangement. He also noted that he and the other members of "The Friends Group" would like to be
27 allowed to provide input when plans are prepared for the new warming house. The Committee members
28 indicated that they would welcome such input.

29
30 Discussion took place regarding the capital campaign that is being conducted for the new ice rink, and the
31 fact that the Village has committed \$500,000.00 to that campaign on the condition that "The Friends of
32 the Sister Bay Ice Rink" must raise a specified amount of money, and Mr. Dannhausen explained that they
33 are fully aware of that fact. To that end they have enlisted the assistance of the employees from the Door
34 County Community Foundation. Bell also stated, "I think we sent a pretty good message to you guys when
35 you came in – I think that was in November, when we said, "You know guys, if you really want to do this
36 you gotta start doing. . ."

37
38 Bell also stated, "There's something that I've heard, and I just want to have clarity on this. . . That
39 \$60,000.00 is merely a placeholder, and we're just saying that whatever the Village had been contributing
40 or doing to operate the existing ice rink, that is what we'd put in as a starting point."

41
42 *Schmelzer was asked to see that a revised Operating Agreement is included in the digital packets for the*
43 *next regular monthly meeting of the Committee, and she was also asked to see that a copy of that*
44 *document is provided to Mr. Dannhausen in as timely a fashion as possible so that he and the other*
45 *members of "The Friends Group" have ample time to review it and recommend any further revisions.*

b. Beach Water Quality Sign Revision:

Last year Village officials granted permission for employees from the Door County Parks Department to see that a 22' wide by 44" tall beach water quality sign is erected on the corner of the Performance Pavilion, and Linczmaier was asked to see that the required electrical components are installed in that location. In February Door County officials contacted Schmelzer and informed her that it would not be possible for them to order the smaller sign that had been approved. County officials did explain that they understand the Village's desire to keep signage to a minimum in Waterfront Park, and they also stated that although they want to keep the members of the public informed of beach water quality, they will understand if the members of the Committee decide that larger signage simply will not work.

Mr. Kazmierczak was present, and he indicated that he was sorry, but apparently there had been a misunderstanding, and he just discovered that it will actually be possible for him to order the sign that had originally been approved by the Committee. The Committee members requested that that occur.

Linczmaier explained that the power source for the beach water quality signage has not actually been installed yet. He did meet with the employees from Action Electric to discuss this issue, and at that time the decision was made that since connection issues could come into play none of the required electrical work would be performed until the sign actually arrives. In light of today's developments he does intend to contact Mr. Kazmierczak to coordinate a delivery/installation date in as timely a fashion as possible.

c. Park Vendor Proposals:

In accord with the Committee's directives an RFP was issued for commercial vendors to serve users of the Village's park system, and three proposals were actually received. Those proposals were received from: Glide N.E.W., LLC, which offers guided Segway tours, Current Vending Co., a company that provides vending machines that are stocked with gifts, souvenirs and convenience items, and Peninsula Kayak, a company that provides kayak rentals. (The owners of Peninsula Kayak worked in conjunction with a previously approved vendor, Bayshore Outfitters.)

The Committee members jointly reviewed the previously mentioned proposals, and during that time they noted that they do not believe proceeds of 5% of sales that was proposed by Glide is sufficient. They also indicated that they believe the requirement that was imposed in the past that all vendors must provide proceeds of 10% of their sales should continue.

Discussion took place regarding the proposal that was received from the owners of Current Vending Co., who would like to install a vending machine in Waterfront Park, and several of the Committee members indicated that they do not believe such an option should be allowed as it "is not a good fit", and also do not believe the proposed location is appropriate.

Robert Geitner of Peninsula Kayak indicated that he and his associates would be willing to comply with whatever conditions the Committee members wish to impose, and he also indicated that if Village officials are interested, they would also be willing to offer brand new e-bike rentals. Discussion took place regarding that issue, and the Committee members requested that Mr. Geitner see that a related proposal that addresses electrical requirements and e-bike storage as well as display area requirements is submitted to Schmelzer by the end of the month.

Motion by Ahrens, second by Orozco that the Parks, Property & Streets Committee recommends that the Village Board accept the proposals that were submitted by Glide N.E.W., LLC and Peninsula Kayak that were reviewed at this meeting as presented but amended in such fashion that they reflect that at the end

1 *of the season proceeds of 10% of gross sales must be provided to the employees in the Village*
2 *Administration Office, and, to that end staff members shall see that applicable contracts are drafted and*
3 *included in the digital meeting packets for the next regular meeting of the Village Board. Motion carried*
4 *– All ayes.*

5
6 **d. Discuss RFP for Highway 57 Trail:**

7 As requested Schmelzer saw that an RFP was issued for engineering services for the Highway 57 Trail, but
8 unfortunately no proposals were received for that project. In light of that fact the Village could conduct
9 a Quality Based Selection (QBS) which is a much more complicated and restrictive process, but the
10 employees from the D.O.T. are willing to guide staff members through that process. Basically, after the
11 QBS is advertised the Village would have to select an engineering firm from a list of engineering firms
12 that have been approved by the D.O.T., and if the selected firm is approved by the D.O.T., that firm would
13 complete the required engineering as well as construction management.

14
15 Schmelzer stressed that the Village is not in a position to be able to obtain any easements for the Highway
16 57 Trail yet, as all the required environmental impact documentation and paperwork cannot be
17 completed unless and until an engineering firm has actually been agreed upon.

18
19 *Discussion took place regarding this issue, and it was eventually the consensus that the QBS option should*
20 *be utilized in as timely a fashion as possible.*

21
22 **e. Re-Use of Current Parks/Maintenance Facility & Property - 2313 Mill Road:**

23 Schmelzer noted that the members of the Finance Committee have requested that the Parks, Property
24 & Streets Committee make a formal recommendation regarding what should be done with the
25 Parks/Maintenance Facility and the property that it is located upon once the building has actually been
26 vacated in June.

27
28 *Discussion took place regarding this issue, and during that time Bhirdo pointed out that \$350,000.00 has*
29 *been included in the Village's CIP for the creation of a parking lot at 2313 Mill Road. Orozco indicated that*
30 *she would definitely be opposed to the previously mentioned funds being utilized for creation of a parking*
31 *lot, and she also stated that she believes the property at 2313 Mill Road should be considered as a*
32 *potential location for the new Administration Building. It was eventually the consensus that the members*
33 *of the Parks, Property & Streets Committee do not believe it will be appropriate to spend \$350,000.00 on*
34 *creation of a parking lot on the property that is located at 2313 Mill Road, and, therefore, the*
35 *recommendation is made that the Village's CIP be amended accordingly.*

36
37 Howson asked Bell when he anticipates that the Committee that will be charged with determining which
38 Village owned properties could be considered as potential locations for a new Administration Building
39 will be formed, and he responded that a number of individuals have expressed interest in serving on that
40 Committee, but he anticipates that the required appointments will all be made at the March 25, 2025
41 Village Board Meeting. He also noted that he has viewed all fourteen of the Village owned properties
42 that have been suggested as potential locations for the Village Administration Building, and believes it's
43 important that Village officials remain open to whatever suggestions are made by the Committee. He is
44 hopeful that a formal recommendation will have been made by the Committee no later than June 1,
45 2025. Bhirdo asked if Bell could identify the fourteen sites that he visited, and he responded that he
46 didn't have the list with him. He and Howson then suggested that she get that information from Dick
47 Burress.

f. Public Space Audits; Prioritized List & Comments:

Public space audits for the Sister Bay Sports Complex and Waterfront Park that were prepared by representatives of Do Good Door County were included in the digital meeting packets, and at the last meeting of the Committee the decision was made that each of the Committee members should carefully review the data that the public space audits contain and send Schmelzer their own prioritized listings of the suggestions that were made no later than February 21, 2025. To date only Howson and Orozco have actually provided their prioritized listings to Schmelzer.

Discussion took place regarding this issue, and it was the consensus that since expansion of the existing playgrounds at the Sports Complex and Waterfront Park and installation of hydration stations are a priority, discussion regarding creation of those amenities should be addressed sooner rather than later so that the necessary funds can be budgeted. It was also the consensus that potential locations for additional trees to be planted and determination of the species of trees that are preferred shall be addressed during the Committee's spring walking tour of the Village.

g. Village "Volunteer Day" Update:

As requested the members of the Ad Hoc Green Tier Legacy Community Committee were informed that the members of the Parks, Property & Streets Committee would like to schedule a joint meeting with them to discuss potential "Volunteer Day" activities, but Orozco, who is also a member of the Green Tier Legacy Community Committee, indicated that she is sorry but it does not appear that it will be possible to schedule a mutually agreeable joint meeting date before April 22, 2025, which is Earth Day. The Green Tier Legacy Community Committee will once again be distributing free seedlings, but a specific date for that event has not been scheduled yet.

The Committee members asked if Linczmaier was aware of any projects that the members of the public who wish to volunteer could help with in the spring, and he responded that to be honest the type of assistance that would be needed in spring actually involves "heavy lifting", but weeding, picking up trash in the parks and along the roadways, and watering of flower beds could be done in April or May.

It was eventually the consensus that Linczmaier shall create a list of Village roads that "spring clean-up" could be done along to Schmelzer in as timely a fashion as possible, and after that list has been received a specific date for the Village's "2025 Volunteer Day" shall be established.

Agenda Item No. 6. Staff Reports

Linczmaier and Schmelzer's Staff Reports as well as a Revenues With Comparison to Budget Report for the two month period ending February 28, 2025 were included in the digital packets for this meeting, and the Committee members jointly reviewed both of those documents. During the review process the Committee members requested that Linczmaier's Staff Report be filed in Suppanz's "tickler file" for reference purposes.

Linczmaier noted that a "Do Not Enter" sign as well as a "Stop Sign" were recently damaged behind the Post Office, but in the process of boring for the replacement sign posts the underground power lines for the Post Office were struck and damaged, and a temporary power source had to be installed. In light of the fact that this incident occurred Schmelzer suggested that Village officials consider asking if college students would be willing to work on a project where all underground lines throughout the Village are identified. It was the consensus that further discussion shall take place regarding this issue at the next regular meeting of the Committee.

Minutes for the March 3, 2025 Meeting of the Parks, Property & Streets Committee

Agenda Item Nos. 7 and 8

Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee:

Next Meeting:

The next meeting of the Parks, Property & Streets Committee has been scheduled for 2:30 P.M. on Monday, April 7, 2025. In accord with the Committee's directives the following issues will be addressed at that meeting:

Discussion/Action Items:

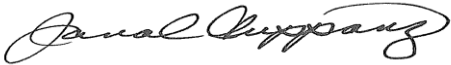
- ***Review of the Revised Draft of the Ice Rink Operating Agreement***
- ***Review of the E-Bike Rental Proposal That Was Received From Robert Geitner***
- ***Meeting With Jeff Lutsey from the Climate Change Coalition***
- ***Potential Identification of all the Underground Lines In The Village***
- ***Scheduling of the Village's "2025 Volunteer Day"***
- ***Scheduling of a Joint Meeting of the Parks, Property & Streets Committee and the Ad Hoc Green Tier Legacy Community Committee***
- ***Scheduling of a date for the Spring Walking Tour of the Village***

Agenda Item No. 9

Adjournment

At 4:29 P.M. a motion was made by Orozco, seconded by Ahrens that the March 3, 2025 meeting of the Parks, Property & Streets Committee be adjourned. Motion carried – All ayes.

Respectfully submitted,



Janal Suppanz,
Administrative Assistant

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(a)

**CONCESSION BUILDING RESTROOMS;
REVIEW DESIGN AND APPROVE FOR BID**



STAFF REPORT

CONCESSION STAND RESTROOMS

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

McMahon has completed their draft of the proposed restroom addition. They have also offered to help us with engineering drawings which can be used to bid the project; manage the bid process; and perform some construction management services, *all at no extra charge*. It is understood though they will not be on site on a routine basis like they are with the Parks Maintenance Building project, but will stop in when in the area (if we want them to oversee the project while under construction, we would need to pay for their time). They have also coordinated with Stantec on drainage, and as we know, Stantec is overseeing the sewer lateral that will bring sewer and water to the building.

Attached are the plans. If acceptable, McMahon will let the project for bid.

AN ADDITION FOR:

SHEET INDEX

[illegible]

PROJECT LOCATION MAP



PROJECT LOCATION

DESIGN TEAM

ARCHITECTURAL

McMAHON
1445 McMAHON DRIVE
NEENAH, WI 54956
(920) 751-4200
PROJECT MANAGER: MICHAEL MARTIN
E-MAIL: mmartin@mcmgrp.com

STRUCTURAL

McMAHON
1445 McMAHON DRIVE
NEENAH, WI 54956
(920) 751-4200
PROJECT MANAGER: Dan Brellen
E-MAIL: dbrellen@mcmgrp.com

ABBREVIATIONS					
@	AT	FD	FLOOR DRAIN	STD	STANDARD
ACT	ACOUSTICAL TILE	FE	FIRE EXTINGUISHER	STL	STEEL
ADA	AMERICANS W/ DISABILITIES ACT	FEC	FIRE EXTINGUISHER CABINET	STRUCT	STRUCTURAL
ADDL	ADDITIONAL	FIN	FINISH / FINISHED	T&B	TOP AND BOTTOM
ADJ	ADJUSTABLE	FL	FLOOR	T&G	TONGUE & GROOVE
AF	ABOVE FINISHED FLOOR	ND	FOUNDATION	T	TREAD
ALT	ALTERNATE / ALTERNATIVE	FUT	FUTURE	TBD	TO BE DETERMINED
ALUM	ALUMINUM	GALV	GALVANIZED	TYP	TYPICAL
BLDG	BUILDING	GC	GENERAL CONTRACTOR	UNO	UNLESS NOTED OTHERWISE
BLKG	BLOCKING	GYP BD	GYPSON BOARD	W/	WITH
BOT	BOTTOM	HB	HOSE BIB	W/O	WITHOUT
BRG	BEARING	HDCP	HANDICAP	WD	WOOD
CL / C	CENTERLINE	HM	HOLLOW METAL		
CAB	CABINET	HR	HOUR		
CJ	CONTROL JOINT	ID	INSIDE DIAMETER		
CLG	CEILING	IMP	INSULATED METAL PANEL		
CLO	CLOSET	INSUL	INSULATION		
CLR	CLEAR	INT	INTERIOR		
CMU	CONCRETE MASONRY UNIT	LAV	LAVATORY		
COL	COLUMN	MAX	MAXIMUM		
CONC	CONCRETE	MECH	MECHANICAL		
CONST	CONSTRUCTION	MISC	MISCELLANEOUS		
CONT	CONTINUOUS	MFG	MANUFACTURER		
COORD	COORDINATE	MIN	MINIMUM		
CORR	CORRIDOR	MO	MASONRY OPENING		
CTR	CENTER	NIC	NOT IN CONTRACT		
DF	DRINKING FOUNTAIN	NTS	NOT TO SCALE		
DIA / Ø	DIAMETER	OC	ON CENTER		
DIM	DIMENSION	OD	OUTSIDE DIAMETER		
DS	DOWNSPOUT	OSB	ORIENTED STRAND BOARD		
DTL	DETAIL	PC	PRECAST		
DW	DISHWASHER	PLAM	PLASTIC LAMINATE		
DWG	DRAWING	PR	PAIR		
EA	EACH	QT	QUARRY TILE		
EF	EACH FACE	R	RISER		
ELEC	ELECTRIC / ELECTRICAL	RD	ROOF DRAIN		
ELEV	ELEVATION	REINF	REINFORCING / REINFORCED		
ENCL	ENCLOSURE / ENCLOSED	REQ	REQUIRED		
EQ	EQUAL	RM	ROOM		
EQUIP	EQUIPMENT	RO	ROUGH OPENING		
EW	EACH WAY	SC	SEALED CONCRETE		
EWV	ELECTRIC WATER COOLER	SCHED	SCHEDULE		
EXTG	EXISTING	SF	SQUARE FOOT		
EXH	EXHAUST	SIM	SIMILAR TO		
EXT	EXTERIOR	SPEC	SPECIFICATION		
F	FILLER PANEL	SS	STAINLESS STEEL		

SYMBOL KEY			
SECTION	ELEVATION	ELEVATION DATUM	COLUMN GRID
DETAIL	INTERIOR ELEVATION	ROOM NAME & NUMBER	CEILING KEY
EQUIPMENT TYPE	WINDOW TYPE	PLAN KEYNOTE	REVISION
WALL TYPE	DOOR TYPE	ACCESSORY KEYNOTE	DEMOLITION KEYNOTE

IMPORTANT NOTICE: THE DRAWINGS AND THE SPECIFICATIONS TOGETHER REPRESENT THE CONSTRUCTION DOCUMENTS, AND AS SUCH, MUST BE USED TOGETHER AS THE BASIS OF DESIGN. THE CONTRACTOR IS SPECIFICALLY INSTRUCTED NOT TO LIMIT THEIR UNDERSTANDING OF THE SCOPE OF WORK OR OF THE INFORMATION PROVIDED IN THE CONSTRUCTION DOCUMENTS. THE CONTRACTOR IS RESPONSIBLE TO REVIEW ALL INFORMATION IN BOTH THE DRAWINGS AND SPECIFICATIONS, AND IS THEREFORE, REQUIRED TO PROVIDE ALL DEFINED, AND REASONABLY IMPLIED, SCOPE OF WORK NO MATTER WHERE IT APPEARS IN THE CONSTRUCTION DOCUMENTS. IN ADDITION, THE CONTRACTOR IS TO REVIEW ANY INFORMATION PROVIDED MODIFICATIONS, CLARIFICATIONS, ADDENDUMS AND INFORMATION AND INFORMATION AND INFORMATION INFORMATION INTO THE CONTRACTOR'S UNDERSTANDING OF THE SCOPE OF THE PROJECT.

03/24/25 PROGRESS SET

PRELIMINARY NOT FOR CONSTRUCTION

AN ADDITION FOR:

SISTER BAY, WI

TITLE SHEET

TITLE SHEET

DESIGNED MAM	DRAWN AAT
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PROJECT NO.
S0661 062500109

DATE
MARCH 2025

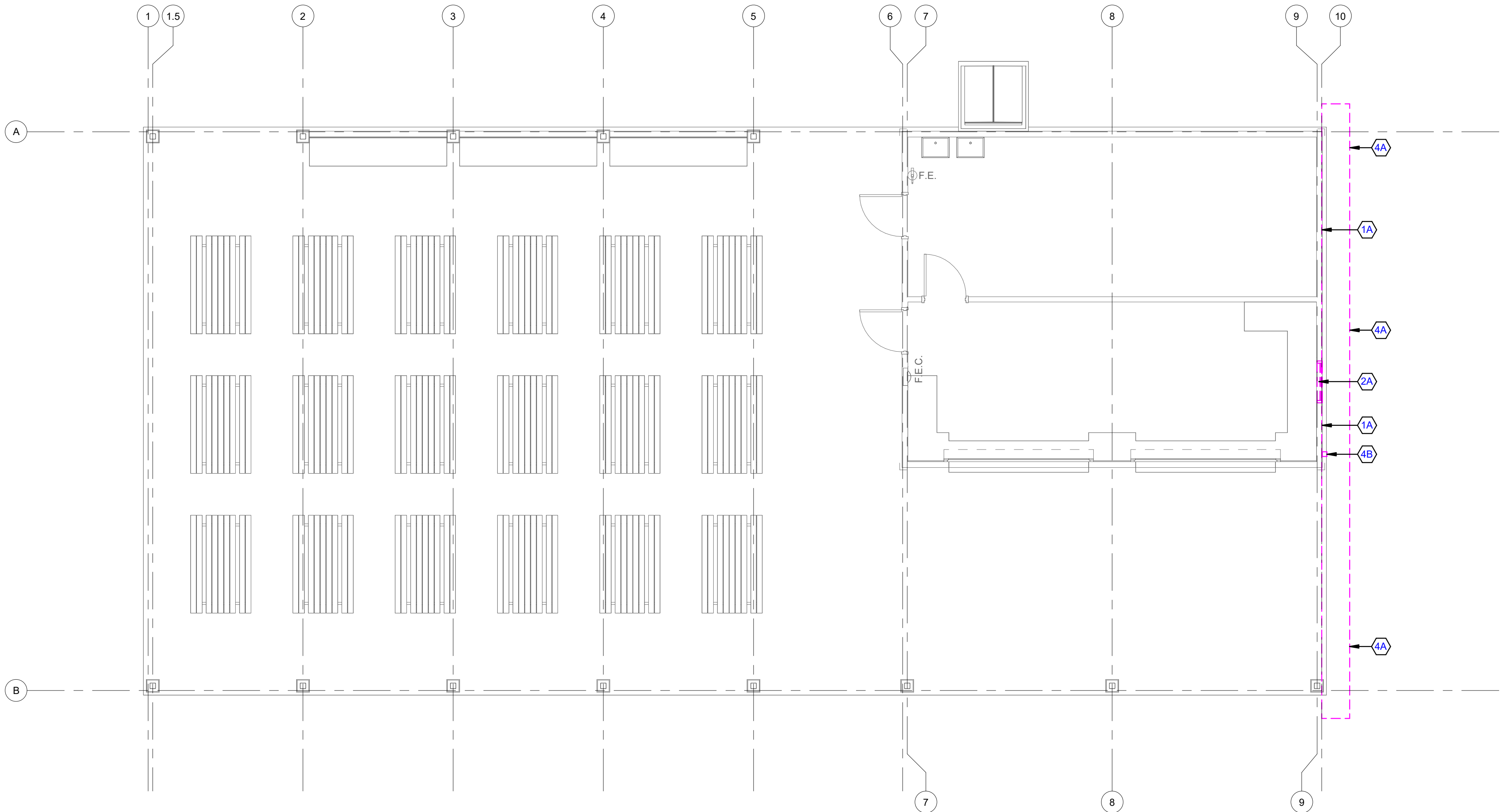
SHEET NO.

A001

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Tel: (920) 751-4284 Fax: (920) 751-4284
www.mcmgrp.com



FIRST FLOOR DEMOLITION PLAN

3/16" = 1'-0"

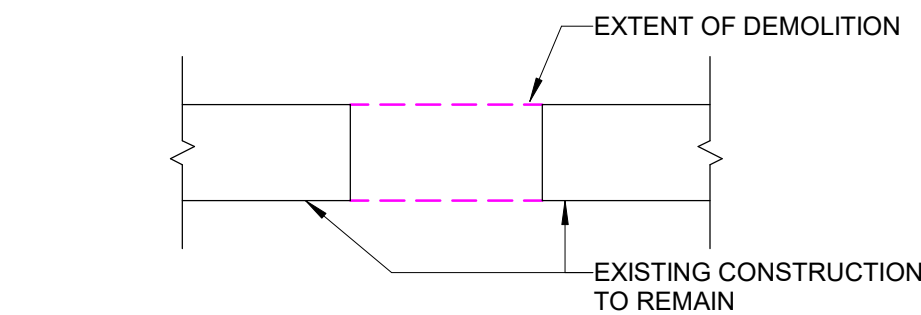
NORTH

↑

GENERAL DEMOLITION NOTES

- EXISTING BUILDING HAS BEEN SHOWN ACCORDING TO ORIGINAL BUILDING PLANS, FIELD NOTES AND MEASUREMENTS. EXISTING CONDITIONS AND DIMENSIONS SHALL BE FIELD VERIFIED BY CONTRACTORS AND DISCREPANCIES REPORTED TO THE ARCHITECT.
- DASHED LINES INDICATE EXISTING WALLS, DOORS, WINDOWS, CABINETS & FIXTURES TO BE REMOVED.
- EXISTING WALLS, PARTITIONS, FLOOR LINES, DOORS AND FRAMES THAT REMAIN ARE SHOWN IN CONTINUOUS LINE WEIGHT. THESE AND EXISTING FLOOR AND WALL FINISHES THAT ARE SCHEDULED TO REMAIN SHALL BE PROTECTED FROM DAMAGE DURING DEMOLITION AND CONSTRUCTION.
- WHERE WALLS OR PARTITIONS ARE INDICATED TO BE REMOVED, REMOVE ENTIRE WALL OR PARTITIONS AS WELL AS DUCTS, PIPING, CONDUITS AND OTHER ELEMENTS IN OR ON THEM WHICH MAY OR MAY NOT BE SPECIFICALLY IDENTIFIED, UNLESS OTHERWISE NOTED. PATCH EXISTING ADJACENT CONSTRUCTION THAT IS TO REMAIN WHERE APPLICABLE.
- THE OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL DOORS, HARDWARE, FIXTURES AND EQUIPMENT BEING REMOVED DURING DEMOLITION. COORDINATE WITH OWNER ALL EQUIPMENT TO BE SALVAGED AND/OR REUSED ON THE PROJECT.
- EXISTING FINISHES TO BE REMOVED SHALL HAVE THE ORIGINAL SUBSTRATE PREPARED TO RECEIVE NEW FINISHES.
- MAINTAIN AND PROTECT EXISTING UTILITY SERVICES TO REMAIN AND/OR TO BE OPERATIONAL DURING DEMOLITION AND CONSTRUCTION.
- ALL FIELD VERIFICATION FOR PLUMBING, MECHANICAL & ELECTRICAL DEMOLITION IS THE CONTRACTOR'S RESPONSIBILITY.
- SCOPE OF DEMOLITION AND REMOVAL WORK SHALL NOT BE LIMITED BY THESE DRAWINGS BUT SHALL INCLUDE ANY AND ALL WORK NECESSARY TO FACILITATE NEW CONSTRUCTION.
- CONTRACTOR TO PROTECT AREAS ADJACENT TO DEMOLITION DURING CONSTRUCTION.
- PROVIDE DUST CONTROL BETWEEN CONSTRUCTION AREAS AND OCCUPIED AREAS AT ALL TIMES. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.
- DEMOLITION WORK PERFORMED THAT IS NOT REQUIRED FOR NEW CONSTRUCTION IS TO BE REPLACED AT NO CHARGE TO THE OWNER.
- ALL SHUTDOWNS OF MECHANICAL, SPRINKLER, FIRE ALARM AND/OR ELECTRICAL SYSTEMS SHALL BE COORDINATED WITH OWNER.
- CONTRACTOR TO COORDINATE DEMOLITION WORK WITH NEW CONSTRUCTION AS SHOWN ON DRAWINGS. REPORT ANY CONFLICTS TO THE ARCHITECT BEFORE DEMOLITION WORK BEGINS.
- SEQUENCE OF DEMOLITION WORK TO BE COORDINATED WITH NEW CONSTRUCTION.
- SEE OTHER DISCIPLINES' DRAWINGS FOR EXTENT OF ITEMS TO BE REMOVED AND SALVAGED FOR RE-USE.
- REFER TO SPECIFICATIONS SECTION 01 70 00 "CUTTING AND PATCHING" SECTION FOR WORK REQUIRED BY ALL TRADES WHETHER INDICATED ON THE DRAWINGS OR NOT.

GENERAL DEMOLITION LEGEND



KEYED DEMOLITION NOTES

- DEMO WALLS**
- 1A REMOVE EXISTING SIDING TO EXISTING PLYWOOD SHEATHING

- DEMO OPENINGS**
- 2A SITE CLEAR EXISTING WINDOW.

- DEMO CEILINGS & ROOFS**
- 4A REMOVE EXISTING ROOF OVERHANG & VENTED ALUMINUM SOFFIT
- 4B VERIFY EXISTING ELECTRICAL BOX IN GABLE

PRELIMINARY NOT FOR CONSTRUCTION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
FIRST FLOOR DEMOLITION PLAN

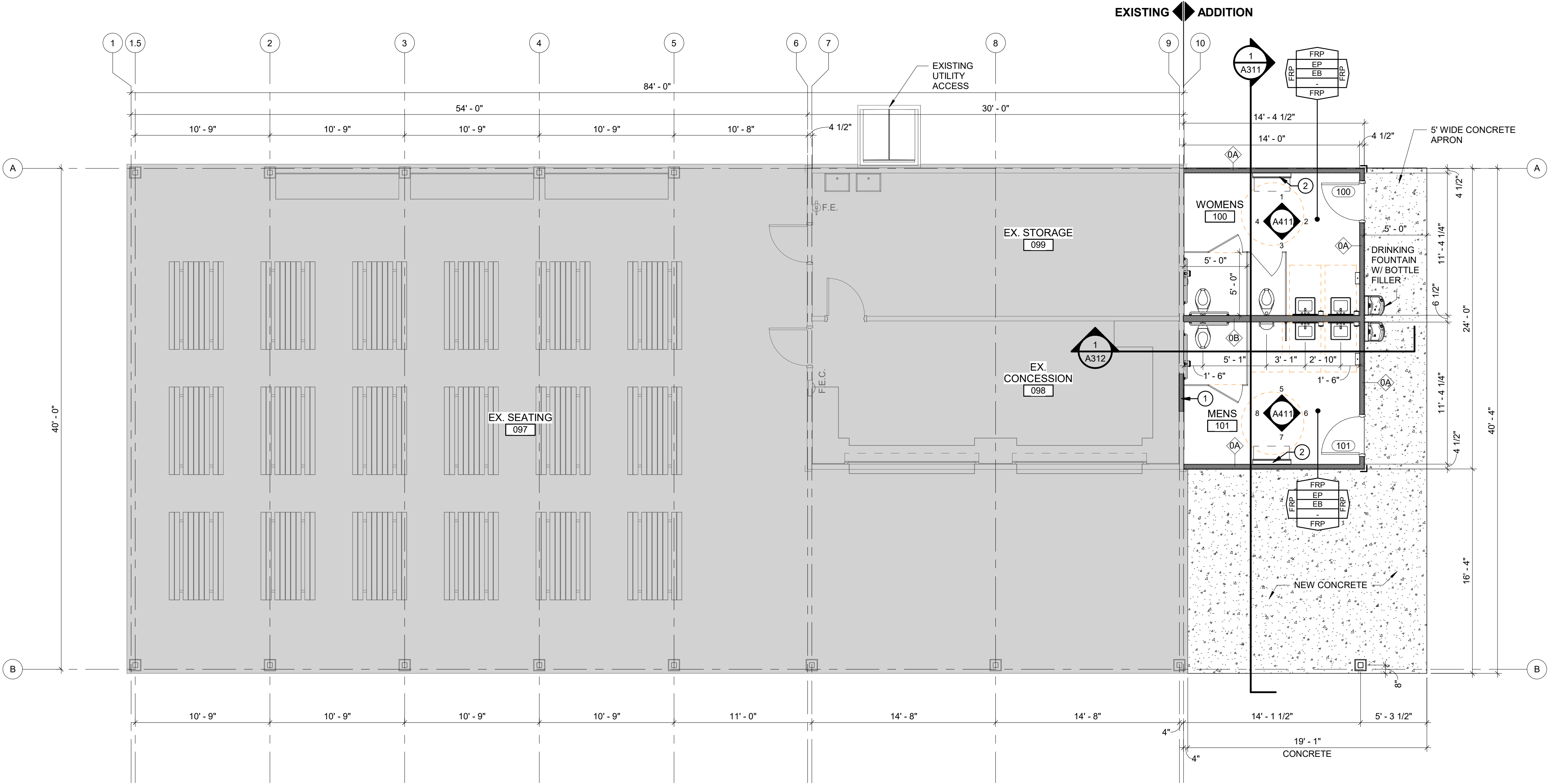
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PROJECT NO. S0661 062500109	
DATE MARCH 2025	
SHEET NO.	

A111

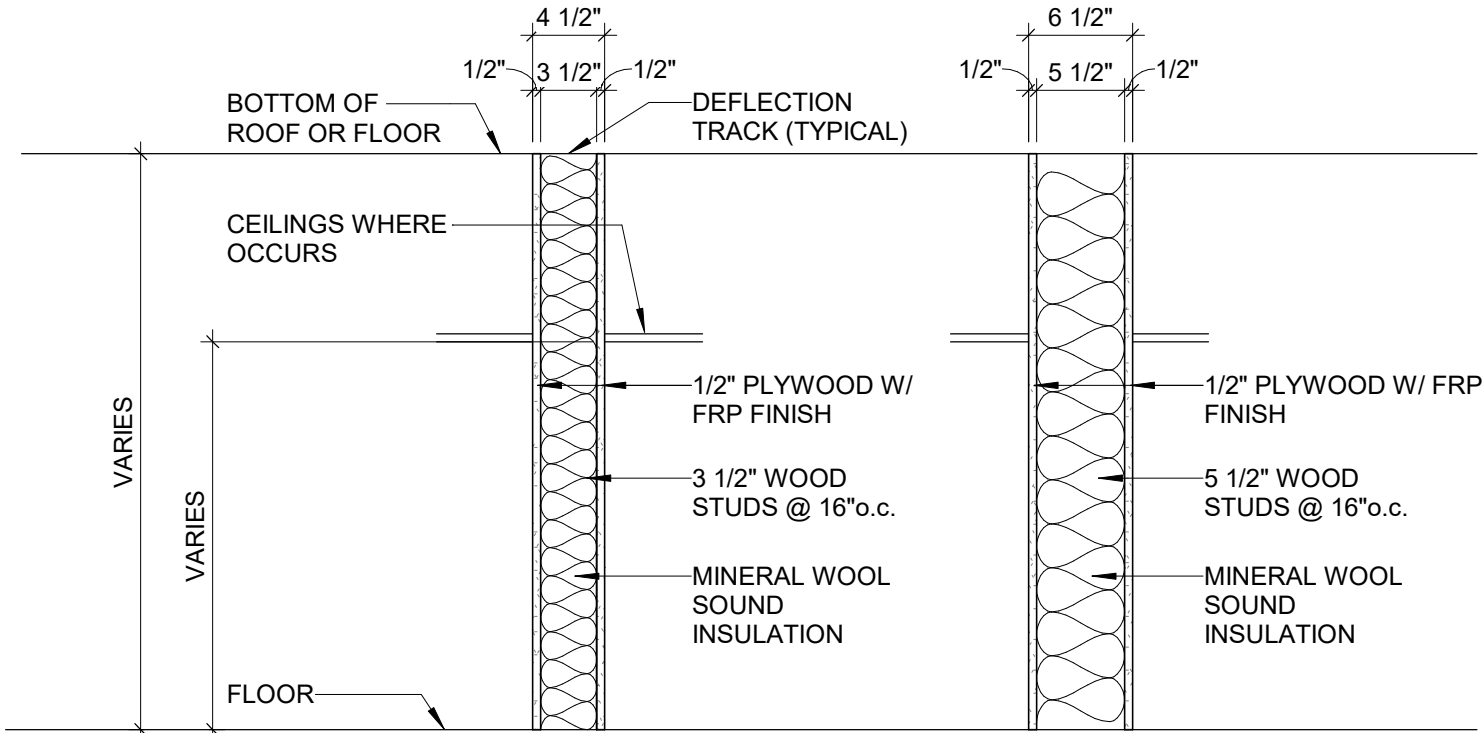
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03/24/25 PROGRESS SET



FIRST FLOOR PLAN
3/16" = 1'-0"



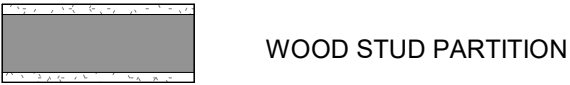
WALL TYPE LEGEND
NOT TO SCALE

GENERAL WALL NOTES

- SEAL ALL INTERIOR WALL PARTITION INTERSECTIONS AT FLOORS, CEILINGS/STRUCTURE, AND OTHER WALLS WITH ACOUSTIC SEALANT.
- PENETRATIONS IN HORIZONTAL FIRE-RESISTANCE-RATED ASSEMBLIES AND FIRE-RESISTANCE-RATED WALL ASSEMBLIES SHALL COMPLY WITH IBC SECTION 714.
- JOINTS **AND PENETRATIONS** INSTALLED IN OR BETWEEN FIRE-RESISTANCE-RATED WALLS, FLOOR OR FLOOR/CEILING ASSEMBLIES AND ROOFS OR ROOF/CEILING ASSEMBLIES SHALL BE PROTECTED BY AN APPROVED FIRE-RESISTANT JOINT SYSTEM DESIGNED TO RESIST THE PASSAGE OF FIRE FOR A TIME PERIOD NOT LESS THAN THE REQUIRED FIRE-RESISTANCE RATING OF THE WALL, FLOOR OR ROOF IN OR BETWEEN WHICH IT IS INSTALLED. FIRE RESISTANT JOINT SYSTEMS SHALL COMPLY WITH IBC SECTION 715.
- PROVIDE TILE BACKER BOARD AT AREAS SCHEDULED TO RECEIVE CERAMIC TILE AND AT AREAS REQUIRED NOTED TO RECEIVE IT.
- PROVIDE 5/8" TYPE "X" GYP BD
- INSTALL BLOCKING OR BACKER MATERIAL FOR ATTACHMENT/MOUNTING OF WALL HUNG ITEMS OR EQUIPMENT.
- BULLNOSE ALL INTERIOR CMU WALLS AT OUTSIDE CORNERS, WALL ENDS, WINDOW JAMBS, AND WINDOW SILLS WHERE NO OTHER SILL IS SCHEDULED.

ALL WALL TYPES SHOWN IN THIS LEGEND MAY NOT BE USED, SEE PLANS FOR WALL TYPES.

INTERIOR WALL PLAN KEY



GENERAL PLAN NOTES

- DO NOT SCALE FROM DRAWINGS. BRING ANY DISCREPANCIES TO THE ARCHITECT'S ATTENTION IMMEDIATELY.
- COORDINATE LOCATIONS AND QUANTITY OF WORK WITH MECHANICAL, ELECTRICAL, AND PLUMBING CONTRACTORS.
- ALL DIMENSIONS ARE CLEAR FROM THE FACE OF FINISHED WALL/PARTITION TO FACE OF FINISHED WALL/PARTITION OR FACE OF EXISTING WALLS ACTUAL FACE.
- ALL PIPING, CONDUIT AND RELATED MECHANICAL AND ELECTRICAL ITEMS SHALL BE CONCEALED WITHIN GYPSUM BOARD. FURRING AS REQUIRED IN FINISHED AREAS WHETHER SHOWN ON DRAWINGS OR NOT, UNLESS NOTED OTHERWISE.
- PROVIDE METAL PLATE BACKING AND/OR TREATED WOOD BLOCKING IN WALLS WHERE WALL-MOUNTED EQUIPMENT IS SHOWN ON PLANS OR ELEVATIONS. VERIFY HEIGHT AND LENGTH WITH ACTUAL EQUIPMENT.
- SEE LIFE SAFETY PLAN FOR WALL RATINGS.
- SHADED AREA INDICATES EXISTING BUILDING.
- CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS BEFORE CONSTRUCTION.

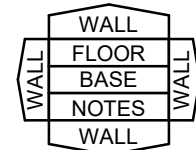
KEYED PLAN NOTES

- 1 INFILL EXISTING WINDOW - FINISH TO MATCH EXISTING
- 2 BABY CHANGING STATION

GENERAL FINISH NOTES

- SEE SPECIFICATIONS FOR SPECIFIC FINISH INFORMATION.
- BASE 6" IN TOILET ROOMS.

FINISH PLAN LEGEND



MATERIAL ABBREVIATIONS - SEE ABBREVIATIONS LIST AND SPECIFICATIONS FOR ADDITIONAL INFORMATION

ROOM FINISH ABBREVIATIONS

FLOORS

EP EPOXY NON-SLIP FINISH: COLOR TO BE SELECTED

BASE

EB EPOXY COVE BASE: COLOR TO BE SELECTED

WALLS

FRP ADHERED FIBERGLASS REINFORCED PANEL (FRP)

ROOM FINISH REMARKS

- PLYWOOD CEILINGS
- TOILET PARTITIONS TO BE HDPE. COLOR TO BE SELECTED BY OWNER FROM MANUFACTURERS FULL LINE.

PRELIMINARY NOT FOR CONSTRUCTION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING
FIRST FLOOR PLAN
SISTER BAY, WI

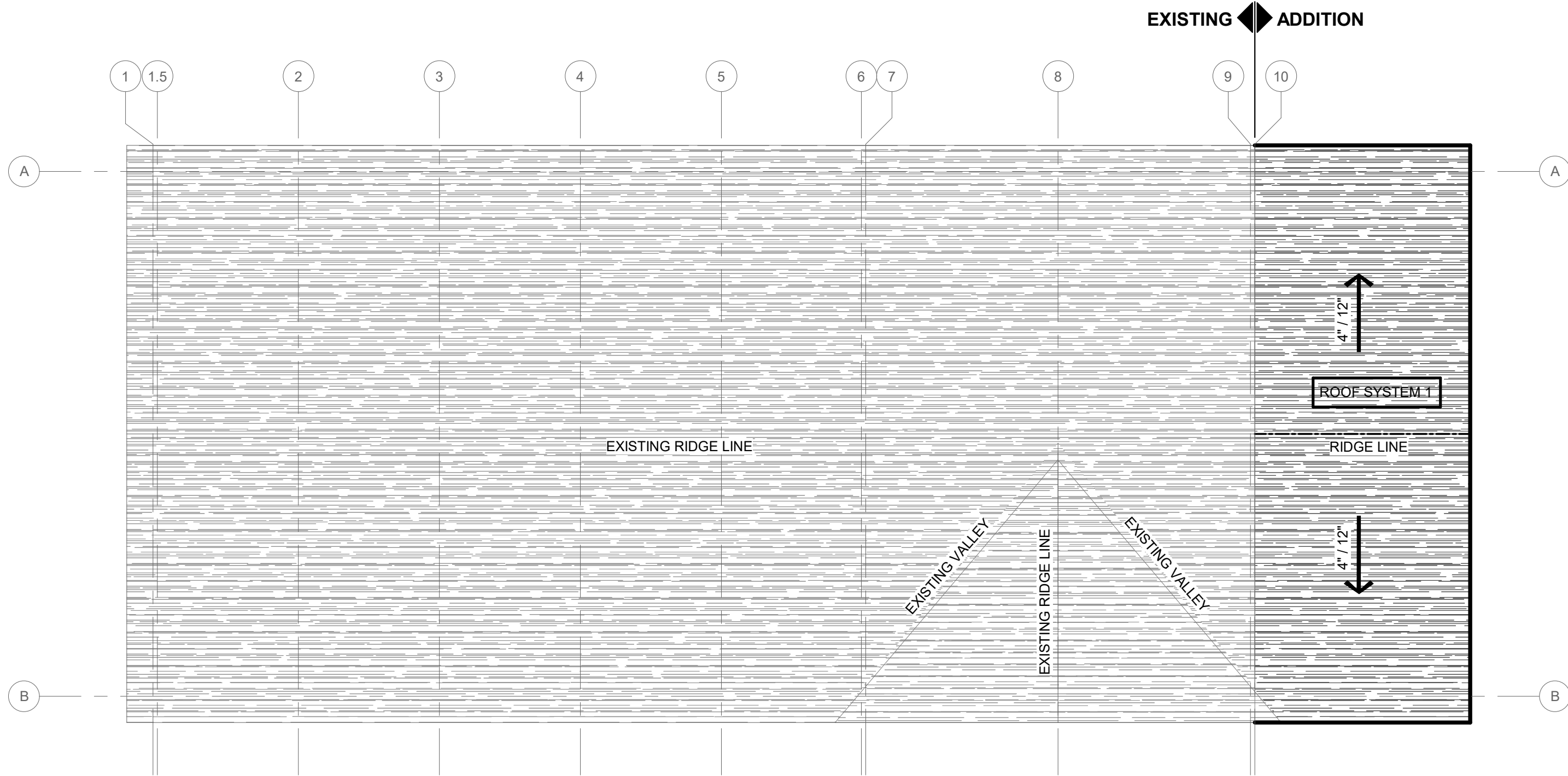
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A211

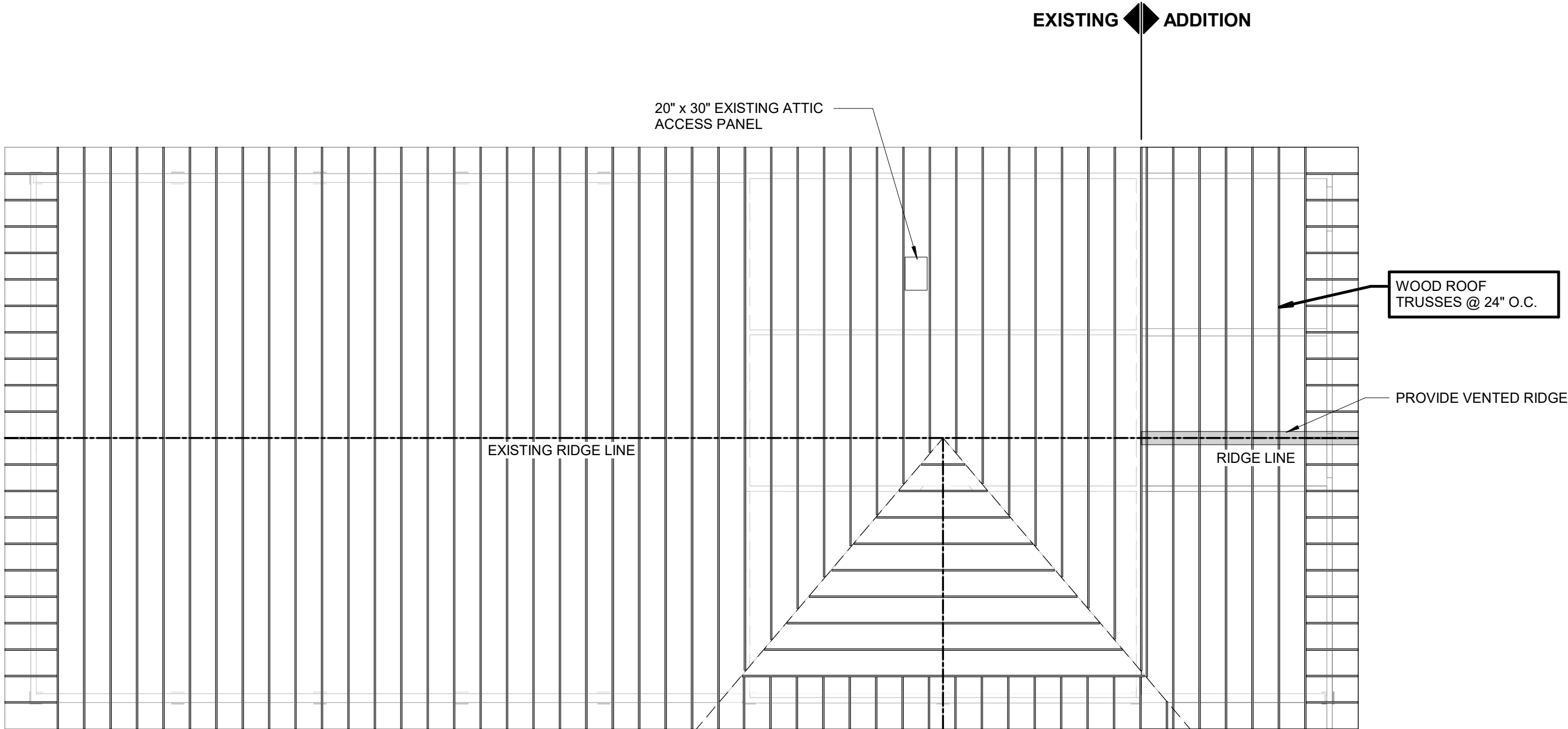
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03/24/25 PROGRESS SET



1
A231
1/8" = 1'-0"



2
A231
1/8" = 1'-0"

GENERAL ROOF PLAN NOTES

- NOT ALL ROOF PENETRATIONS INDICATED. ROOFING CONTRACTOR TO VERIFY PENETRATIONS WITH ALL BUILDING TRADES. PROVIDE APPROPRIATE FLASHING AS REQUIRED TO MAKE WATERTIGHT.

ROOF EDGE BLOCKING ATTACHMENT

WOOD TO WOOD:
2 ROWS OF NAILS WITH 1-1/4" PENETRATION @ 24" oc WITH 12" oc AT CORNERS.

METAL FASCIA TO WOOD:
CLEAT & NO. 10 SCREW WITH NEOPRENE WASHER AT BACK LEG.

METAL COPING & COUNTER-FLASHING TO WOOD:
CLEAT OUTSIDE LEG & NO. 10 SCREWS WITH WASHER AT 20" oc BACK LEG.

ROOF TYPES

ROOF SYSTEM 1:

ASPHALT SHINGLES (MATCH EXISTING) OVER SYNTHETIC UNDERLAYMENT W/ ICE & VALLEY SHEILD & 1/2" PLYWOOD SHEATHING

GUTTER & DOWNSPOUT

EXISTING BUILDING DOES NOT HAVE GUTTER & DOWNSPOUTS

03/24/25 PROGRESS SET

PRELIMINARY NOT FOR CONSTRUCTION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING
SISTER BAY, WI
ROOF PLAN

DESIGNED
MAM
DRAWN
AAT
PROJECT NO.
S0661 062500109
DATE
MARCH 2025
SHEET NO.

A231

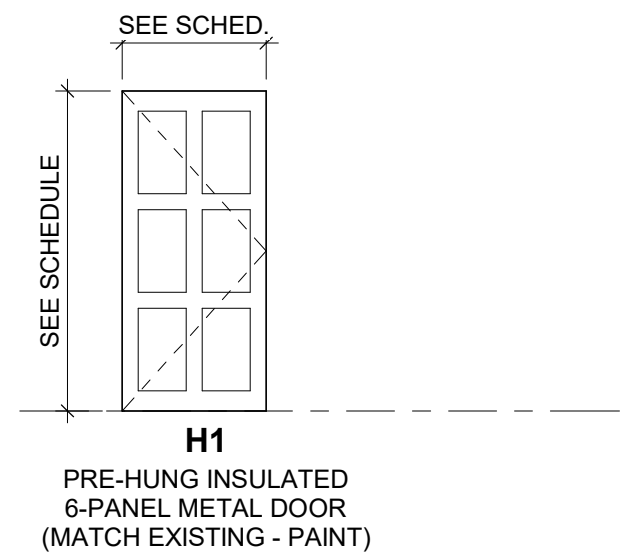
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DOOR SCHEDULE										
DOOR NUMBER	LEAF QTY	OPENING SIZE			DOOR TYPE	FRAME TYPE	FIRE RATING	HARDWARE SET	DETAILS (A291)	COMMENTS
		WIDTH	DOOR HEIGHT	THICKNESS						
100	1	3' - 0"	6' - 8"	1 3/4"	H1	PRE-HUNG	--	SEE SPEC	1 & 2	PUSH/PULL HARDWARE W/ DEADBOLT KEY TO MATCH EXISTING DOORS
101	1	3' - 0"	6' - 8"	1 3/4"	H1	PRE-HUNG	--	SEE SPEC	1 & 2	PUSH/PULL HARDWARE W/ DEADBOLT KEY TO MATCH EXISTING DOORS

SEE SPECIFICATIONS FOR DOOR HARDWARE

DOOR ELEVATIONS



DOOR HEAD

$$1\frac{1}{2}'' = 1'-0''$$

DOOR JAMB

$$1\frac{1}{2}'' = 1'-0''$$

DOOR THRESHOLD DETAIL

$$1\frac{1}{2}'' = 1'-0''$$

GENERAL DOOR & HARDWARE NOTES

- ALL DOOR HARDWARE SHALL BE CAPABLE OF OPERATION W/ THE USE OF ONE (1) HAND & SHALL NOT REQUIRE TIGHT PINCHING OR TWISTING OF THE WRIST TO OPERATE. THUMBTURN DEADBOOTS ARE PROHIBITED. LEVER OR PADDLE DEADBOOT RELEASES ARE ACCEPTABLE. DOOR THRESHOLD SHALL NOT EXCEED ONE-HALF INCH IN HEIGHT & SHALL HAVE 1:2 BEVEL. DOOR CLOSERS SHALL MEET THE FORCE & SWEEP PERIOD REQUIREMENTS.
- PROVIDE LEVER TYPE HANDLES ON LOCKETS
- SEE HARDWARE SETS FOR DOORS WITH ELECTRONIC, KEYPADS, ALARMS, ETC.
- HARDWARE FINISH: BHMA 65L SATIN CHROME FINISH

AN ADDITION FOR:

SISTER BAY CONCESSION BUILDING **SISTER BAY, WI**

DOOR SCHEDULE: DOOR & WINDOW ELEVATIONS

DESIGNED
MAM

DRAWN
AAT

PROJECT NO.
S0661 06250010

DATE
MARCH 2025

SHEET NO.

A291

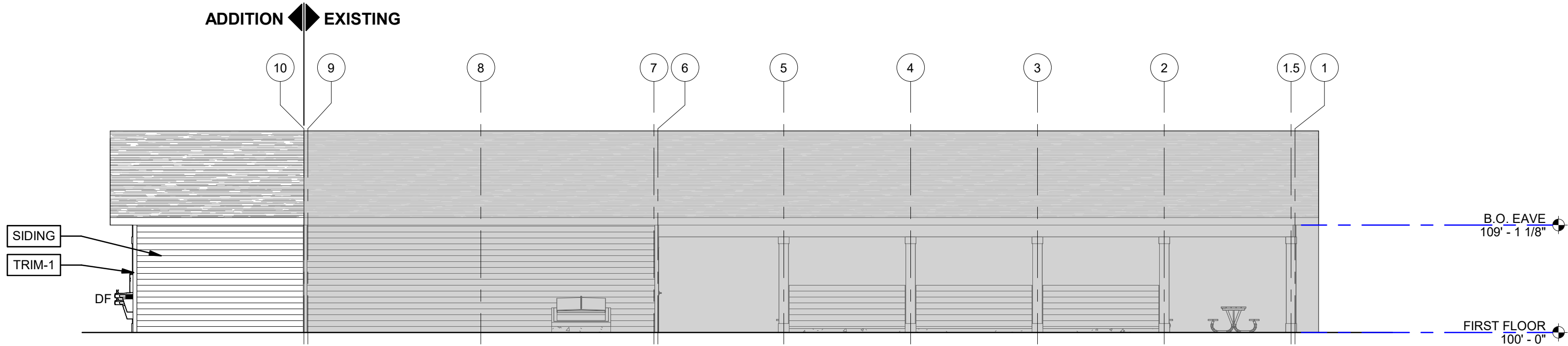
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REVISION

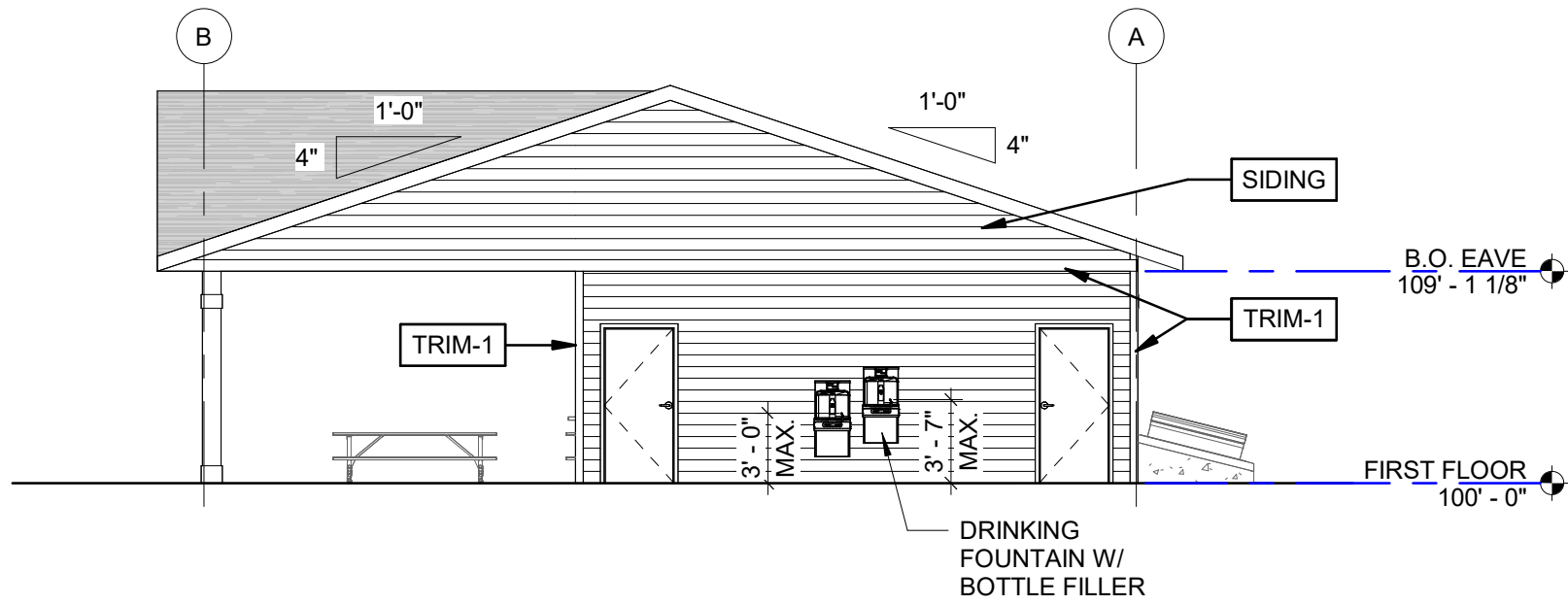
DATE _____

No.

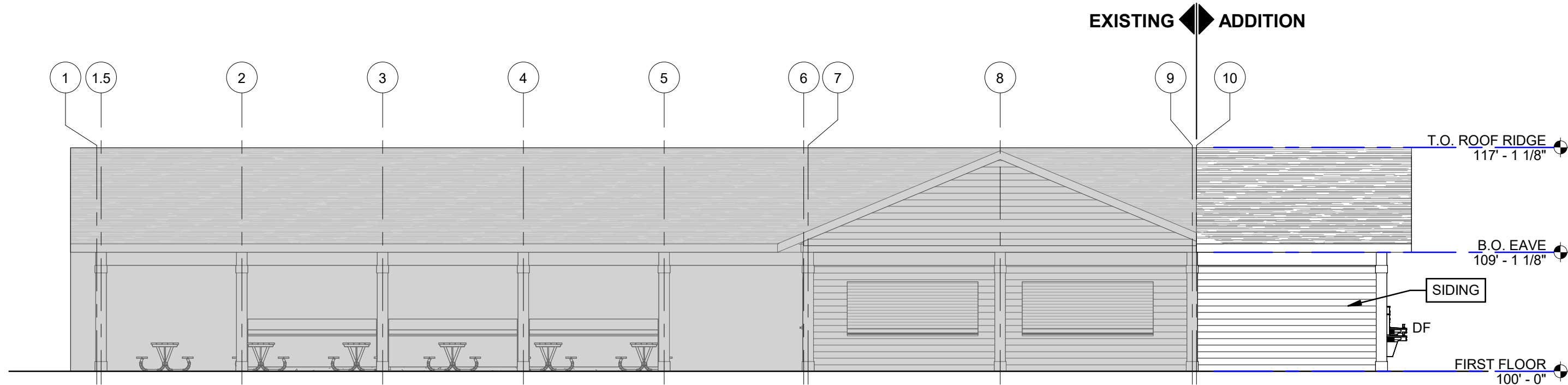
EXTERIOR MATERIALS LEGEND	
SIDING	CEMENT BOARD LAP SIDING (MATCH EXISTING COLOR)
TRIM-1	5/4 TRIM BOARD (MATCH EXISTING COLOR)



1 NORTH EXTERIOR ELEVATION
A301 1/8" = 1'-0"



2 EAST EXTERIOR ELEVATION
A301 1/8" = 1'-0"



3 SOUTH EXTERIOR ELEVATION
A301 1/8" = 1'-0"

03/24/25 PROGRESS SET
PRELIMINARY NOT FOR CONSTRUCTION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
EXTERIOR ELEVATIONS

DESIGNED MAM	DRAWN AAT
PROJECT NO. S0661 062500109	
DATE MARCH 2025	
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A301

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03/24/25 PROGRESS SET

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**AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
BUILDING SECTIONS & DETAILS**

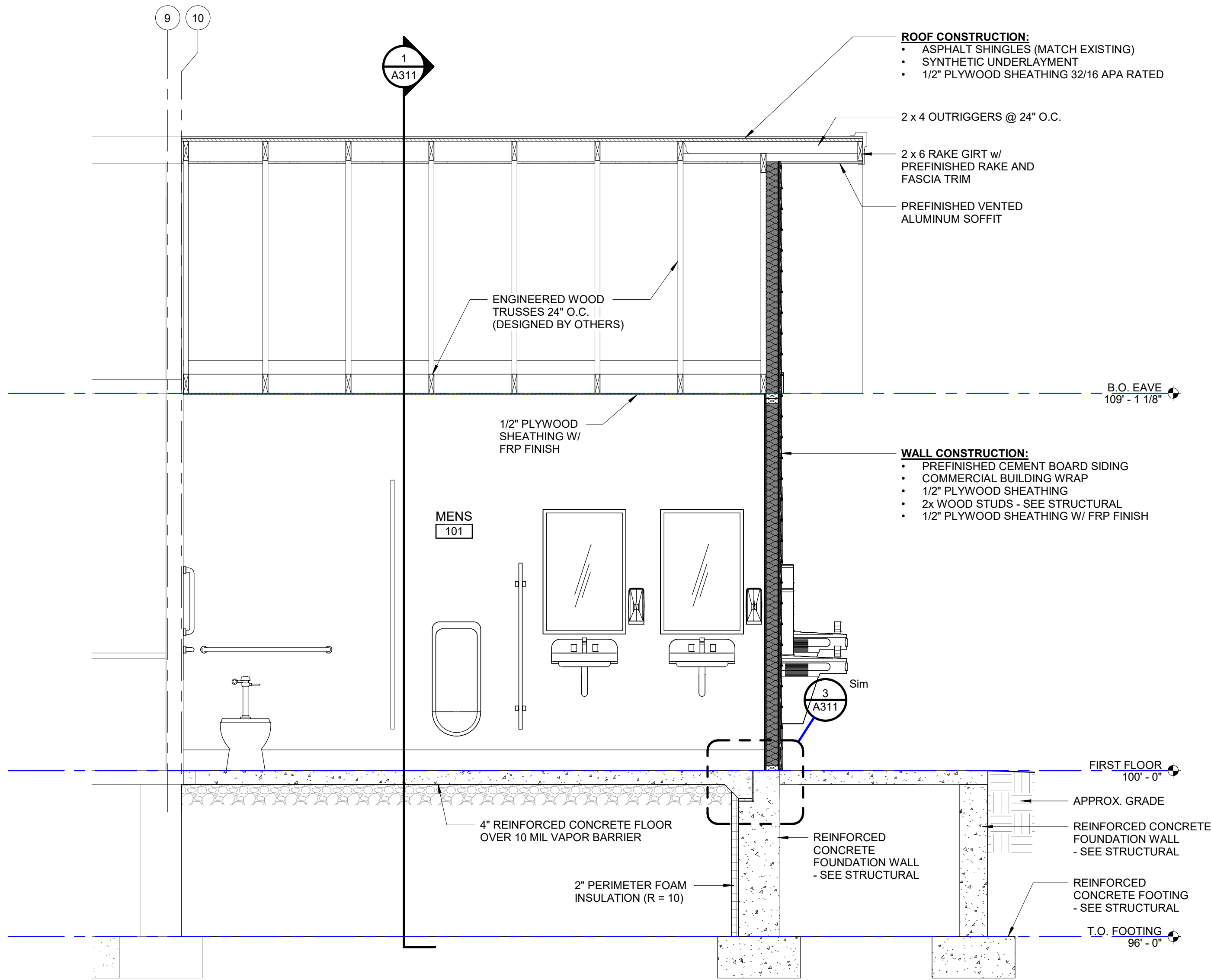
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A311

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1
A312

E/W BUILDING SECTION

1/2" = 1'-0"

03/24/25 PROGRESS SET

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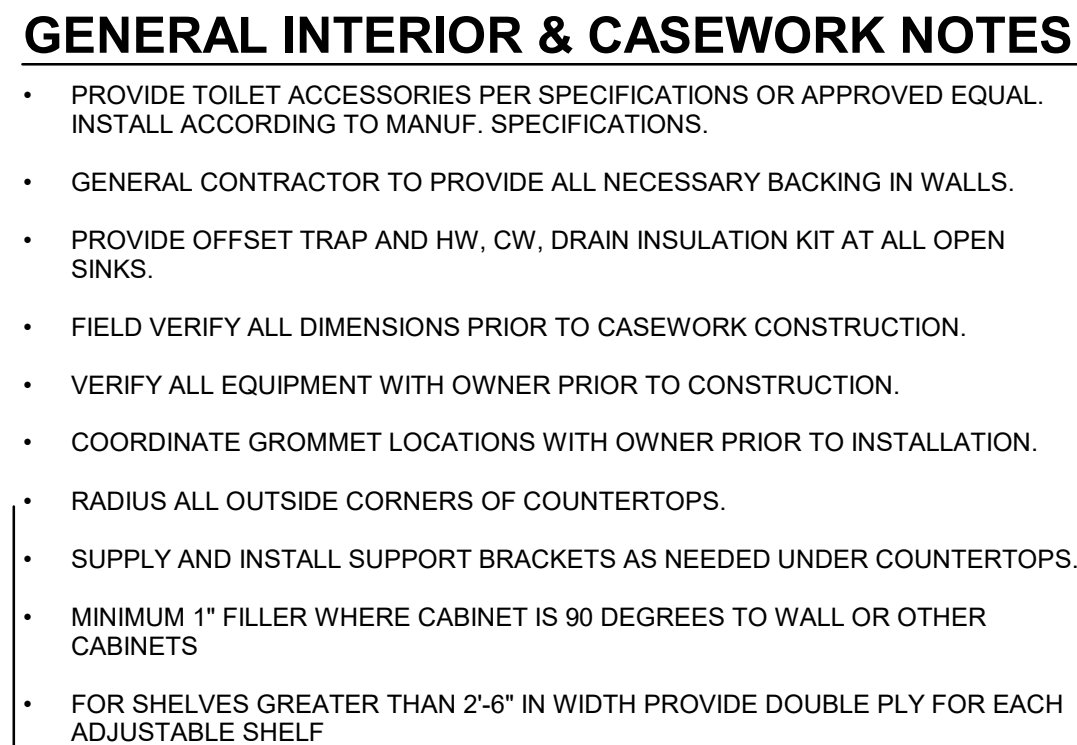
AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING **SISTER BAY, WI**
BUILDING SECTIONS & DETAILS

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PROJECT NO. S0661 062500109	
DATE MARCH 2025	
SHEET NO.	

A312

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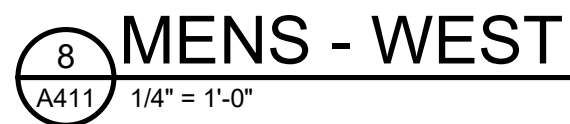
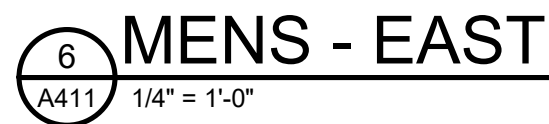
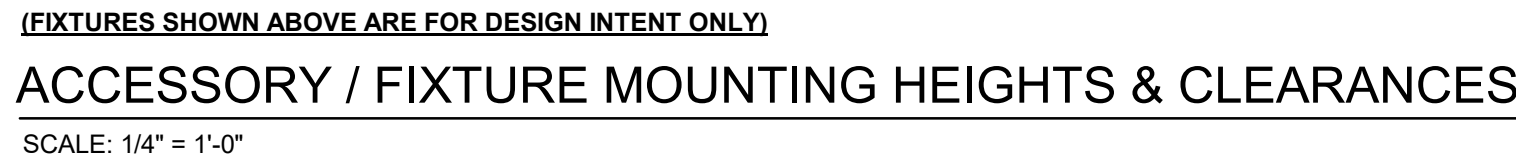
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INDICATES CASEWORK AND COUNTER MATERIAL. SEE FINISH SCHEDULE.

- | | |
|----|---|
| F | CABINET FILLER - MINIMUM 1" FILLER WHERE CABINET IS 90 DEGREES TO WALL OR OTHER CABINETS |
| CS | COUNTER SUPPORT BRACKET |
| EP | FINISHED END PANEL |
| G | GROMMET TO BE LOCATED APPROXIMATELY 2" FROM BACK OF COUNTERTOPS. COORDINATE WITH OWNER PRIOR TO INSTALLATION. |
| KS | KNEE SPACE |
| L | LOCK ON CASEWORK DOOR |
| FL | FILE DRAWER HARDWARE WITH LOCK |
| WM | WIRE MANAGEMENT |
| MC | MOBILE CABINET |
| UC | UNDERCOUNTER / UNDER CABINET LIGHT FIXTURE BY ELECTRICAL TRADE |
| AP | ACCESS PANEL |
| PD | PENCIL DRAWER |
| SF | SINK & FAUCET - SEE PLUMBING DRAWINGS |
| TB | TACKBOARD |
| CO | 6" DIA COUNTER TOP OPENING, SEE PLANS FOR QUANTITY, VERIFY SIZE WITH OWNER |

TOILET ROOM ACCESSORY SCHEDULE			
MARK	DESCRIPTION	FURNISHED BY	INSTALLED BY
A1	18", 36", & 42" STAINLESS GRAB BARS	G.C.	G.C.
A2	TOILET TISSUE DISPENSER	G.C.	G.C.
A3	24" X 36" STAINLESS FRAMED MIRROR	G.C.	G.C.
A4	SOAP DISPENSER	G.C.	G.C.
A5	PAPER TOWEL DISPENSER	G.C.	G.C.
A6	NAPKIN DISPOSAL	G.C.	G.C.
A7	BABY CHANGING STATION	G.C.	G.C.



03/24/25 PROGRESS SET

**AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
ENLARGED RESTROOM PLANS & ELEVATIONS**

DESIGNED MAM	DRAWN AAT
PROJECT NO. S0661 062500109	
DATE MARCH 2025	
SHEET NO.	

A411

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STRUCTURAL SPECIFICATIONS

DESIGN CODE:

1.

COMPLY WITH THE FOLLOWING CODES:
ASCE 7-10
IBC 2015
WISCONSIN BUILDING CODE, LATEST EDITION

DESIGN LOADS:

1.

DEAD LOAD:
ROOF
FLOOR
MEZZANINE

- 20 PSF
- 100 PSF
- 50 PSF
2.

LIVE LOAD:
ROOF
FLOOR
MEZZANINE
CORRIDORS
STAIRS
PARTITIONS

- 20 PSF
- 40 PSF
- 100 PSF
- 100 PSF
- 100 PSF
- 15 PSF
3.

SNOW LOAD:
GROUND SNOW LOAD (Pg)
UNIFORM SNOW LOAD (Ps)
ROOF SLOPE FACTOR (Cs)
SNOW EXPOSURE FACTOR (Ce)
ROOF THERMAL FACTOR (Ct)
IMPORTANCE FACTOR (I)
UNBALANCED SNOW LOAD (PER WI CODE)
IMPORTANCE FACTOR (Is)
BASIC ROOF SNOW FACTOR (Cb)
WIND EXPOSURE FACTOR (Cw)
ROOF SLOPE FACTOR (Cs)
SNOW ACCUMULATION FACTOR (Ca)
UNBALANCED SNOW LOAD (PER ASCE7)
NON-UNIFORM LOADS

- 60 PSF
- 50 PSF
- 1.00
- 1.00
- 1.10
- 1.10
- 82 PSF
- 1.10
- 0.80
- 1.00
- 1.00
- 1.17
- 62 PSF
- SEE SNOW DRIFT PLAN
4.

WIND:
DESIGN WIND SPEED
WIND EXPOSURE
INTERNAL PRESSURE COEFFICIENT (GCpi)
COMPONENT DESIGN (ULTIMATE PRESSURES, PER ASCE 7)
VELOCITY PRESSURE (qz)
EFFECTIVE AREA
ROOF CENTER
ROOF EDGE
ROOF CORNER
WALL CENTER
WALL CORNER
"a" DISTANCE
ROOF NET UPLIFT PRESSURES
COMPONENT DESIGN (ALLOWABLE/REDUCED PRESSURES)
VELOCITY PRESSURE (qz)
EFFECTIVE AREA
ROOF CENTER
ROOF EDGE
ROOF CORNER
WALL CENTER
WALL CORNER
"a" DISTANCE
ROOF NET UPLIFT PRESSURES

- 115 MPH
- C
- 0.18 (ENCLOSED STRUCTURE)
- 12.3 PSF
- 10 FT²
- 16.0 PSF
- 16.0 PSF
- 16.0 PSF
- 13.5 PSF
- 16.5 PSF
- 3.0 FT
- SEE NET UPLIFT PLAN
- 12.3 PSF
- 10 FT²
- 16.0 PSF
- 16.0 PSF
- 16.0 PSF
- 13.5 PSF
- 16.5 PSF
- 3.0 FT
- SEE NET UPLIFT PLAN
5.

SEISMIC:
MAPPED SPECTRAL RESPONSE:
S_s
S₁
IMPORTANCE FACTOR (I)
SITE CLASS
SPECTRAL RESPONSE COEFFICIENTS:
S_{DS}
S_{D1}
SEISMIC DESIGN CATEGORY
SEISMIC FORCE RESISTING SYSTEM

DESIGN BASE SHEAR
SEISMIC RESPONSE COEFFICIENT (Cs)
RESPONSE MODIFICATION FACTOR (R)
ANALYSIS PROCEDURE

- 0.152
- 0.050
- 1.00
- D
- 0.162
- 0.080
- B
- BRACED FRAMES
- C.M.U. SHEARWALLS
- WOOD SHEARWALLS
- 117.5k
- 0.054
- 3.0
- EQUIVALENT LATERAL FORCE

GENERAL:

1.

VERIFY ALL DIMENSIONS, ELEVATIONS, SECTIONS AND DETAILS BETWEEN THE ARCHITECTURAL AND STRUCTURAL PLANS PRIOR TO STARTING WORK. NOTIFY ARCHITECT/ENGINEER OF ANY DISCREPANCIES OR INCONSISTENCIES.
2.

SEE MECHANICAL PLANS FOR CONCENTRATED EQUIPMENT POINT LOADS ON FLOOR AND ROOF FRAMING.
3.

VERIFY SIZE, LOCATION, AND NUMBER OF WALL, FLOOR, AND ROOF OPENINGS WITH THE STRUCTURAL, ARCHITECTURAL, MECHANICAL, AND ELECTRICAL PLANS. PROVIDE ALL OPENINGS AND SUPPORT FRAMING.
4.

CONTRACTOR SHALL COORDINATE LOCATIONS OF ALL ARCHITECTURAL AND MECHANICAL ATTACHMENTS TO STRUCTURAL FRAMING.
5.

AT ROOFTOP MECHANICAL UNITS, CONTRACTOR SHALL COORDINATE ALL SUPPLEMENTAL FRAMING REQUIREMENTS WITH FINAL EQUIPMENT SHOP DRAWINGS. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SUPPLEMENTAL FRAMING REQUIRED BY EQUIPMENT SUPPLIER, BEYOND WHAT MAY BE INDICATED ON STRUCTURAL PLANS AND DETAILS.
6.

AN ELECTRICAL GROUNDING PLAN AND SYSTEM SHALL BE DESIGNED AND DEVELOPED BY A LICENSED PROFESSIONAL ENGINEER FOR THE STEEL STRUCTURE.
7.

PROVIDE ALL NECESSARY TEMPORARY BRACING, SHORING, GUYING, OR OTHER MEANS TO AVOID EXCESSIVE STRESSES AND TO HOLD STRUCTURAL ELEMENTS IN PLACE DURING CONSTRUCTION.
8.

SUBMIT SHOP DRAWINGS FOR ALL PRE-FABRICATED ITEMS SUCH AS REINFORCING STEEL AND ACCESSORIES, STRUCTURAL STEEL, STEEL JOISTS, STEEL DECK, PRECAST CONCRETE, LIGHT GAUGE METAL FRAMING, PRE-ENGINEERED METAL BUILDINGS, WOOD TRUSSES, AND CONCRETE MIX DESIGNS. CONTRACTOR SHALL REVIEW SHOP DRAWINGS BEFORE SUBMITTING TO ENGINEER. FABRICATE ITEMS AFTER REVIEW BY ENGINEER.
9.

JOB SITE SAFETY IS THE CONTRACTOR'S RESPONSIBILITY.
10.

CONTRACTOR SHALL CONFORM WITH ALL OSHA REGULATIONS.
11.

THE ENGINEER/ARCHITECT IS NOT RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION OR THE SAFETY OF THE JOB SITE. THESE RESPONSIBILITIES ARE INTENDED TO REMAIN SOLELY THOSE OF THE CONTRACTOR.
12.

ALL MATERIAL INSTALLATIONS SHALL BE INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS.

13.

THE STRUCTURAL PLANS AND DETAILS HAVE NOT BEEN INVESTIGATED FOR POTENTIAL ERECTION AND CONSTRUCTION LOADS. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY INVESTIGATION OF THE STRUCTURAL FRAMING FOR ERECTION OR CONSTRUCTION LOADS.
14.

WHEN REFERENCED IN THE PLANS AND DETAILS, THE FOLLOWING POST-INSTALLED ANCHORS SHALL BE PERMISSIBLE. CONTRACTOR SHALL SUBMIT SUBSTITUTION REQUEST FOR ANY ALTERNATE POST-INSTALLED ANCHORS.
A. ADHESIVE/EPOXY ANCHORS
1. HILTI: HY 200, HY 150 MAX
2. POWERS: AC100+ GOLD
B. EXPANSION ANCHORS
1. HILTI: KWIK BOLT TZ
2. POWERS: POWER-STUD+ SD2
15.

SEE SPECIFICATIONS MANUAL FOR ADDITIONAL AND SUPPLEMENTAL INFORMATION NOT ADDRESSED WITHIN THESE OUTLINE SPECIFICATIONS.

EXISTING CONSTRUCTION/CONDITIONS:

1.

CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS CORRESPONDING TO THE LOCATION OF EXISTING ELEMENTS (COLUMNS, BEAMS, WALLS, ETC.).
2.

CONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS AND NOTIFY ARCHITECT/ENGINEER OF ANY CONFLICTS WITH CONSTRUCTION DOCUMENTS.
3.

REMOVE AND REPLACE AND/OR MODIFY ALL EXISTING CONSTRUCTION (ARCHITECTURAL, STRUCTURAL, ELECTRICAL, MECHANICAL) AS REQUIRED IN ORDER TO PLACE NEW STRUCTURAL WORK SHOWN ON THE CONSTRUCTION DOCUMENTS.
4.

CONTRACTOR SHALL DESIGN AND PROVIDE ALL SHORING REQUIRED TO SUPPORT EXISTING CONSTRUCTION AND NEW CONSTRUCTION AS REQUIRED.

FOUNDATION:

1.

ASSUMED SOIL BEARING - 2,000 P.S.F. CONTRACTOR SHALL EMPLOY A CERTIFIED GEOTECHNICAL CONSULTANT DURING CONSTRUCTION TO TEST AND VERIFY ASSUMED SOIL CONDITIONS AND REPORT FINDINGS TO ARCHITECT/ENGINEER.
2.

CONTRACTOR SHALL OBTAIN A GEOTECHNICAL ENGINEER TO INSPECT SUB-GRADE AFTER EXCAVATION TO VERIFY SOIL BEARING PRESSURES. AT THE DIRECTION OF THE GEOTECHNICAL ENGINEER, REMOVE UNSATISFACTORY SOILS TO AN ELEVATION WHERE SATISFACTORY SOIL IS ENCOUNTERED. REPLACE UNSATISFACTORY SOIL w/ EITHER COMPACTED STRUCTURAL FILL OR CONCRETE SLURRY - SEE GEOTECHNICAL REPORT.
3.

PLACE FOUNDATION CONCRETE ON CLEAN FIRM BEARINGS SOILS MATERIAL.
4.

WALL FOOTINGS ARE CENTERED ON WALLS (U.N.O.) COLUMN FOOTINGS ARE CENTERED ON COLUMNS (U.N.O.)
5.

MINIMUM DEPTH TO ALL EXTERIOR FOOTINGS SHALL BE 4'-0" BELOW GRADE.
6.

INSTALL 2" THICK RIGID INSULATION VERTICALLY AT ALL EXTERIOR FOUNDATION LOCATIONS. USE EXTRUDED POLYSTYRENE INSULATION WITH R=10. SEE ARCHITECTURAL PLANS FOR LOCATIONS OF INSULATION.
7.

CONTRACTOR TO CONSULT WITH LOCAL AUTHORITIES PRIOR TO EXCAVATION TO LOCATE UNDERGROUND GAS, SEWER, WATER, AND ELECTRICAL OBSTACLES.
8.

STRUCTURAL FILL
LOCATION: ALL BACKFILL WITHIN 5'-0" OF THE BUILDING LINES, BELOW STRUCTURAL FOUNDATIONS, AND BEHIND RETAINING WALLS WITHIN A WEDGE EXTENDING UPWARDS 45 DEGREES FROM THE BACK FACE OF RETAINING WALL FOOTINGS.

TYPE: PREDOMINANTLY WELL GRADED GRANULAR MATERIAL, UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER, PROVIDE MATERIAL WITH 100% PASSING THE 3" SIEVE, 70-100% PASSING THE #4 SIEVE AND LESS THAN 15% PASSING THE #200 SIEVE.

COMPACTION: UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER, COMPACT TO 95% MODIFIED PROCTOR (ASTM: D1557) PLACED IN LIFTS NOT TO EXCEED 8".
9.

IN AREAS OF COMPACTED FILL WITHIN THE BUILDING LINES, BACKFILLING AGAINST BOTH SIDES OF WALLS SHALL BE DONE AT THE SAME RATE TO PREVENT STRESS AND OVERTURNING OF FOUNDATION WALLS.
10.

WHERE PRESENT, BACKFILLING BASEMENT WALLS SHALL NOT BEGIN UNTIL ENTIRE FIRST FLOOR FRAMING IS COMPLETE, INCLUDING INSTALLATION OF ALL CORRESPONDING ANCHORS OR TIES.
11.

ALL EARTHWORK WITH ON-SITE MATERIALS SHOULD BE PERFORMED WHEN TEMPERATURES ARE ABOVE FREEZING. FROZEN SOIL SHOULD NOT BE USED BENEATH STRUCTURES. ALL FOUNDATION EXCAVATION MUST BE INSULATED AGAINST FREEZING UNTIL CONSTRUCTION OF FOUNDATION IS COMPLETE.
12.

SOILS THAT BECOME RUTTED OR DISTURBED BY CONSTRUCTION VEHICLES WILL BE UNSUITABLE FOR SUPPORTING FOUNDATION AND CONCRETE SLABS. THE SOILS SHALL BE REMOVED AND REPLACED WITH COMPACTED STRUCTURAL FILL.
13.

NO SOIL DISTURBANCES, HOLES, OR TRENCHES ARE PERMITTED BELOW FOOTINGS. WITHIN A WEDGE EXTENDING DOWNWARDS 45 DEGREES FROM THE BOTTOM EDGE OF THE FOOTING. FOOTINGS SHALL BE STEPPED DOWN AS REQUIRED TO AVOID SUCH DISTURBANCES.
- ## SLAB ON GRADE:
1.

CONTRACTOR SHALL OBTAIN A GEOTECHNICAL ENGINEER TO INSPECT SLAB SUB-GRADE AFTER EXCAVATION TO VERIFY EXISTING SOIL CONDITIONS. AT THE DIRECTION OF THE GEOTECHNICAL ENGINEER, REMOVE UNSATISFACTORY SOILS TO AN ELEVATION WHERE SATISFACTORY SOIL IS ENCOUNTERED. REPLACE UNSATISFACTORY SOIL w/ COMPACTED STRUCTURAL FILL.

2.

PROVIDE 8" MINIMUM OF SLAB BASE MATERIAL BELOW ALL CAST-IN-PLACE CONCRETE ON GRADE.

3.

SLAB BASE MATERIAL
LOCATION: BELOW SLAB ON GRADE.

TYPE: GRANULAR FILL. UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER, PROVIDE MATERIAL SUCH AS MANUFACTURED SAND OR 3/4" CRUSHED LIMESTONE BASE COURSE WITH 100% PASSING THE 1" SIEVE, 40-100% PASSING THE #4 SIEVE, 15-30% PASSING THE #40 SIEVE, AND LESS THAN 10% PASSING THE #200 SIEVE.

COMPACTION: UNLESS MORE STRINGENT REQUIREMENTS ARE SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER, COMPACT TO 95% MODIFIED PROCTOR (ASTM: D1557) PLACED IN LIFTS NOT TO EXCEED 8".

4.

PROVIDE 10 MIL THICK CLEAR POLYETHYLENE FILM VAPOR BARRIER BELOW ALL CAST-IN-PLACE CONCRETE ON GRADE INSIDE BUILDING. SEE ARCHITECTURAL PLANS FOR APPLICABLE LOCATIONS, WHERE FINISHED FLOORS OCCUR.
5.

PROVIDE CONSTRUCTION JOINTS (C.J.) AND SAWCUT JOINTS (S.J.) AS NECESSARY TO ADEQUATELY CONTROL SHRINKAGE CRACKING. SAWED JOINTS IN SLAB SHALL BE MADE WITHIN 18 HOURS OF FINAL SLAB FINISHING, OR EARLIER IF CONCRETE STRENGTH PERMITS.

6.

SLAB JOINTS SHALL GENERALLY BE LOCATED AT COLUMN CENTERLINES, WHEN POSSIBLE. UNLESS OTHERWISE NOTED ON PLANS, THE MAXIMUM JOINT SPACING SHALL COMPLY WITH THE FOLLOWING:
A. 4" SLAB - 10'-0"o.c.
B. 5" SLAB - 12'-0"o.c.
C. 6" SLAB - 15'-0"o.c.
D. 8" SLAB - 20'-0"o.c.

7.

SEE PLUMBING PLANS FOR ALL PIPING LOCATIONS AND PENETRATIONS THROUGH FLOOR SLAB.

8.

SLABS SHALL BE PITCHED TO FLOW TO FLOOR DRAINS WHERE THEY OCCUR 1/8" PER FOOT MINIMUM PITCH.

9.

INTERIOR FLOOR SLABS SHALL BE PROTECTED FROM COLD WEATHER IN ACCORDANCE WITH ACI 318.

10.

PROVIDE 30# FELT BOND BREAK BETWEEN CONCRETE SLAB EDGE & VERTICAL CONCRETE AND/OR MASONRY SURFACES AT INSIDE OF BUILDING.

11.

AT A MINIMUM, PROVIDE 1/2" THICK EXPANSION JOINT MATERIAL WHERE CONCRETE SLAB ABUTS VERTICAL SURFACES AT BUILDING EXTERIOR. SEE ARCHITECTURAL PLANS FOR ADDITIONAL INSULATION REQUIREMENTS AT EDGE OF CONCRETE SLAB.

12.

AT CONTRACTORS OPTION, CONCRETE CAN BE NON-AIR ENTRAINED FOR INTERIOR SLABS, PROVIDED CONCRETE IS PROTECTED FROM COLD WEATHER.

13.

SYNTHETIC FIBER REINFORCEMENT FOR INTERIOR CONCRETE SLABS SHALL BE A MACROSYNTHETIC FIBER - FORTA FERRO (OR EQUAL). DOSAGE RATE SHALL BE AS RECOMMENDED BY THE FIBER SUPPLIER, TO EQUAL AN EQUIVALENT CONCRETE SLAB WITH WELDED WIRE MESH REINFORCEMENT.
- ## CAST-IN-PLACE CONCRETE:
1.

CONCRETE AND ITS PLACEMENT SHALL BE IN ACCORDANCE WITH ACI 318, ACI 301, AND THE PROJECT SPECIFICATIONS, EXCEPT AS MODIFIED BELOW. PROTECT ALL CONCRETE IN ACCORDANCE WITH ACI STANDARDS FOR HOT & COLD WEATHER CONCRETING.

2.

STANDARD WEIGHT CONCRETE SHALL COMPLY WITH THE FOLLOWING:
A. MINIMUM COMPRESSIVE STRENGTH (AT 28 DAYS) - 4,000 PSI
B. MAXIMUM WATER/CEMENT RATIO - .45 (AIR ENTRAINED)
C. MAXIMUM AGGREGATE SIZE - 3/4"(TYPICAL)
D. TOTAL AIR CONTENT - 1 1/2% (FOOTINGS GREATER THAN 12" THICK)
E. MAX SLUMP - 6%±1 1/2% (3/4" AGGREGATE)
F. REINFORCING BARS: PROVIDE DEFORMED BARS COMPLYING WITH ASTM A615 GRADE 60.
G. WELDED WIRE FABRIC: ASTM A185, COLD DRAWN STEEL PLAIN.
H. NO ADMIXTURES WITHOUT REVIEW FROM ENGINEER. ADMIXTURES CONTAINING CHLORIDES SHALL NOT BE USED.

3.

ALL CONCRETE SHALL BE AIR ENTRAINED (U.N.O.). FOOTINGS BELOW THE FROST DEPTH LINE AND INTERIOR CONCRETE PROTECTED FROM FREEZING & ENVIRONMENTAL EFFECTS MAY BE NON-AIR ENTRAINED, AT CONTRACTOR'S OPTION.

4.

CONCRETE COVERAGE FOR REINFORCING (U.N.O.):
A. UNFORMED CONCRETE IN CONTACT WITH EARTH = 3"
B. FORMED CONCRETE IN CONTACT WITH EARTH = 2"
C. OTHER CONCRETE = 1 1/2"

5.

LAP SPLICES SHALL BE THE FOLLOWING BAR DIAMETERS UNLESS NOTED OTHERWISE ON DRAWINGS. LOCATE SPLICES AT POINT OF MINIMUM STRESS. WELDED SPLICES ARE NOT PERMITTED.
A. ALL REINF. EXCEPT FOR THAT NOTED IN 4B.
- | REINFORCEMENT | LAP LENGTH IN BAR DIAMETERS |
|----------------|-----------------------------|
| #3 THROUGH #6 | 38 |
| #7 THROUGH #11 | 48 |
- B.

HORIZONTAL REINFORCEMENT SO PLACED THAT MORE THAN 12 INCH OF CONCRETE IS CAST BELOW THE REINFORCEMENT (I.E. HORIZONTAL WALL REINFORCEMENT AND TOP BEAM REINFORCEMENT)
- | REINFORCEMENT | LAP LENGTH IN BAR DIAMETERS |
|----------------|-----------------------------|
| #3 THROUGH #6 | 50 |
| #7 THROUGH #11 | 62 |
- C.

WELDED WIRE FABRIC - MESH SPACE +2".

6.

COMPLY WITH ACI 301. POSITION, SUPPORT AND SECURE REINFORCEMENT AGAINST DISPLACEMENT, LOCATE AND SUPPORT WITH METAL CHAIRS, RUNNERS, BOLSTERS, SPACERS, AND HANGERS, AS REQUIRED. SET WIRE TIES SO ENDS ARE DIRECTED INTO CONCRETE, NOT TOWARD EXPOSED CONCRETE SURFACES.

7.

RE-ENTRANT CORNERS: AT ALL RE-ENTRANT CORNERS IN SLABS, WALLS AND TOPPING, THE CONTRACTOR SHALL INSTALL TWO (2) #3x3'-0" LONG, EACH MAT, AT 3-INCH O.C.

8.

PROVIDE BENT CORNER BARS TO MATCH AND LAP HORIZONTAL BARS AT CORNERS AND INTERSECTIONS OF WALLS AND FOOTING.

9.

PROVIDE DOWELS OF SAME SIZE AND SPACING AS VERTICAL WALL OR COLUMN REINFORCING, WITH STANDARD HOOKS, AT THE FOUNDATION (U.N.O.).

10.

MAXIMUM FREE DROP OF ALL CONCRETE = 2'-0".

11.

CONCRETE CAN ONLY BE PLACED ON A FROST-FREE SUBGRADE

12.

MECHANICALLY VIBRATE ALL CONCRETE.

13.

PROVIDE A 3/4"x3/4" CHAMFER ON ALL EXPOSED CORNERS OF CONCRETE, UNLESS CONCRETE IS ADJACENT TO GRATING.

14.

ALL CAST-IN-PLACE CONCRETE SHALL BE PROTECTED AGAINST RAPID DRYING AND MUST BE KEPT MOIST FOR A MINIMUM OF (7) DAYS FOR NOMINAL CONCRETE.

15.

AT LEAST 24 HOURS SHALL PASS BETWEEN POURING ADJACENT CONCRETE SECTIONS BETWEEN CONSTRUCTION JOINTS.

16.

CONSTRUCTION JOINTS SHALL BE PROVIDED AT A MAXIMUM OF 40'-0"o.c. (U.N.O.).

17.

CONSTRUCTION JOINTS IN BEAMS, SLABS, OR JOISTS SHALL BE LOCATED BETWEEN THE QUARTER-POINT AND MID-POINT OF THE SPAN (U.N.O.).

18.

PROVIDE (2) #4 TOP BARS AT TOP OF STIRRUPS WHERE NO TOP STEEL IS AVAILABLE TO SUPPORT BEAM OR JOIST STIRRUPS.

19.

PIPES OR CONDUIT ENCASED WITHIN OR PASSING THROUGH CONCRETE SHALL COMPLY WITH STRUCTURAL DETAILS, AND THE FOLLOWING CRITERIA:
- A.

HAVE A MINIMUM OF 2" OF CONCRETE CLEAR COVER.

B.

DOES NOT INTERFERE WITH OR DISPLACE REINFORCING BARS, UNLESS SPECIFICALLY DETAILED OTHERWISE.

C.

SPACED AT LEAST THREE PIPE DIAMETERS AWAY FROM ADJACENT PIPES, UNLESS SPECIFICALLY DETAILED OTHERWISE.

D.

ALUMINUM CONDUIT SHALL NOT BE ENCASED IN CONCRETE.

E.

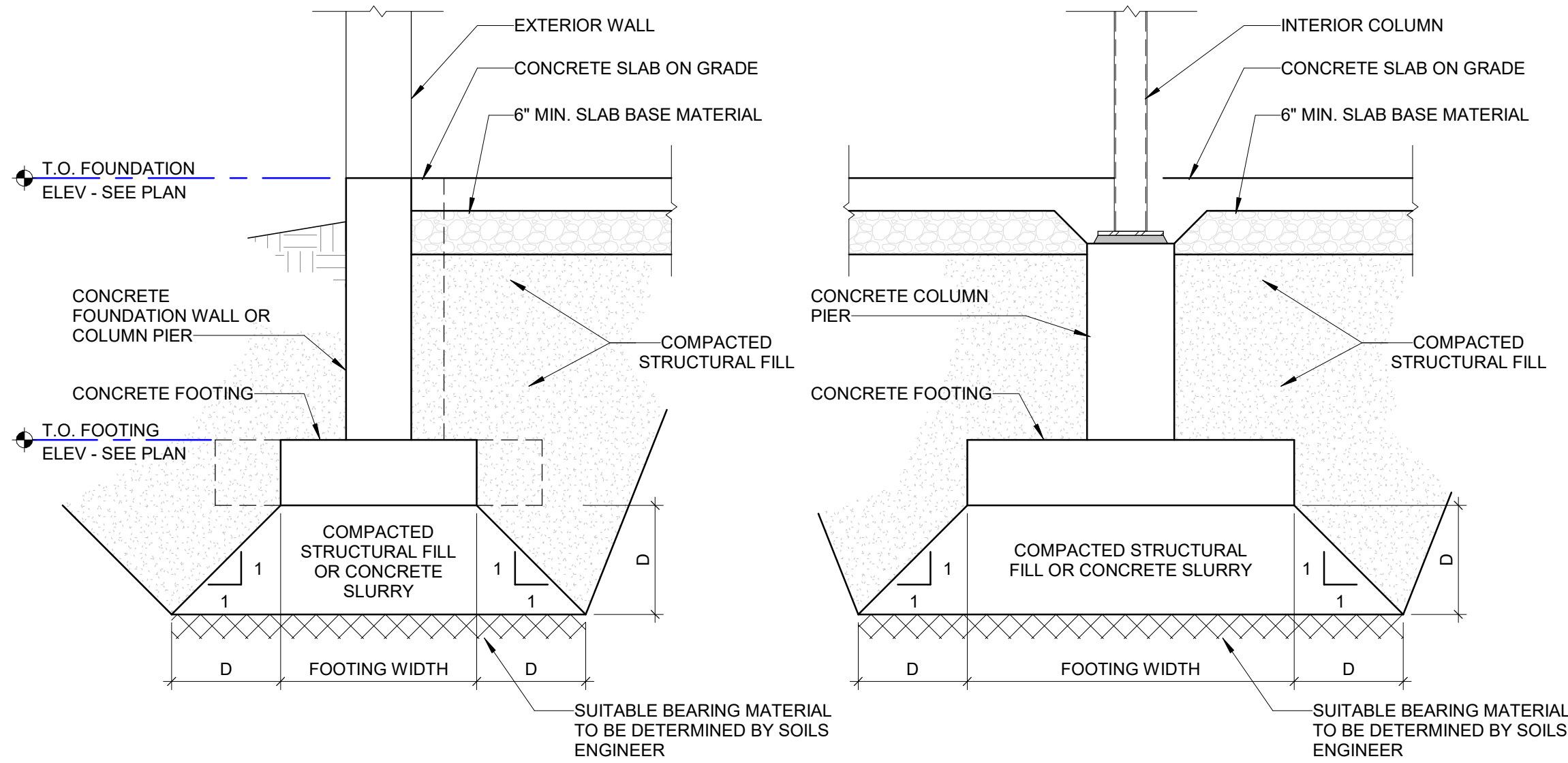
AT CONCRETE BEAMS, AN ADDITIONAL STIRRUP SHALL BE PROVIDED AT EACH SIDE OF THE PIPE.

20.

CONCRETE FIELD TESTS FOR SLUMP, AIR CONTENT, YIELD AND STRENGTH SHALL BE CONDUCTED BY A CERTIFIED CONCRETE TECHNICIAN IN ACCORDANCE WITH ACI 301. TESTS SHALL BE SUBMITTED TO ENGINEER FOR REVIEW.

21.

PROVIDE WATERSTOP JOINTS AT ALL CONSTRUCTION JOINTS BELOW THE GROUNDWATER TABLE, WITHIN ALL WATER-RETAINING TANKS, AND AT ADDITIONAL LOCATIONS AS INDICATED ON THE PLANS.
- 03/24/25 PROGRESS SET
PRELIMINARY NOT FOR CONSTRUCTION
- AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING
SISTER BAY, WI
STRUCTURAL SPECIFICATIONS
- | | |
|--------------------------------|--------------|
| DESIGNED
DJB | DRAWN
AAT |
| PROJECT NO.
S0661 062500109 | |
| DATE
MARCH 2025 | |
| SHEET NO.
S001 | |
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EXTERIOR FOUNDATION

INTERIOR FOUNDATION

- NOTES:
- SEE GEOTECHNICAL REPORT FOR DESCRIPTION OF SUBGRADE CONDITIONS, EXTENTS OF EXCAVATIONS, SITE PREPARATION, ETC.
 - VAPOR BARRIER SHALL BE PLACED WHERE INDICATED ON ARCHITECTURAL PLANS. VAPOR BARRIER SHALL BE LOCATED ON TOP OF SLAB BASE MATERIAL.
 - CONTRACTOR SHALL OBTAIN A GEOTECHNICAL ENGINEER TO INSPECT SUB-GRADE AFTER EXCAVATION TO VERIFY SOIL BEARING PRESSURES. AT THE DIRECTION OF THE GEOTECHNICAL ENGINEER, REMOVE UNSATISFACTORY SOILS TO AN ELEVATION WHERE SATISFACTORY SOIL IS ENCOUNTERED. REPLACE UNSATISFACTORY SOIL W/ EITHER COMPACTED STRUCTURAL FILL OR CONCRETE SLURRY - SEE GEOTECHNICAL REPORT.

SUBGRADE PREP

STRUCTURAL ABBREVIATIONS			
ALT	ALTERNATE	LBS	POUNDS
ARCH	ARCHITECTURAL	LLH	LONG LEG HORIZONTAL
BRG	BEARING	LLV	LONG LEG VERTICAL
BOT	BOTTOM	MANUF	MANUFACTURER
CJ	CONTROL JOINT	MAX	MAXIMUM
CLR	CLEAR	MIN	MINIMUM
CMU	CONCRETE MASONRY UNIT	PBE	PRECAST BEARING ELEVATION
CONC	CONCRETE	REINF	REINFORCEMENT
CONN	CONNECTION	REQD	REQUIRED
CONT	CONTINUOUS	SCH	SCHEDULE
DBE	DECK BEARING ELEVATION	SF	STEP FOOTING
DBL	DOUBLE	SFR	SYNTHETIC FIBER REINF
DET	DETAIL	SJ	SAWCUT JOINT
DIA	DIAMETER	STD	STANDARD
EA	EACH	STRUC	STRUCTURAL
ELEV	ELEVATION	TBE	TOP OF BEAM ELEVATION
EOS	EDGE OF STRUCTURE	TCE	TOP OF CONCRETE ELEVATION
EX	EXISTING	TFE	TOP OF FOOTING ELEVATION
EXP	EXPANSION	TLE	TOP OF LEDGE ELEVATION
FND	FOUNDATION	TPE	TOP OF PIER ELEVATION
FT	FEET	TSE	TOP OF STEEL ELEVATION
FTG	FOOTING	TWE	TOP OF WALL ELEVATION
GA	GAGE	TYP	TYPICAL
GALV	GALVANIZED	UNO	UNLESS NOTED OTHERWISE
HORIZ	HORIZONTAL	VERT	VERTICAL
IMP	INSULATED METAL PANEL	WP	WORKING POINT
JBE	JOIST BEARING ELEVATION	WWF	WELDED WIRE FABRIC

WOOD FRAMING:

- CODES AND STANDARDS: COMPLY WITH NIST PS20 AND APPROVED GRADING RULES AND INSPECTION AGENCIES.
- DIMENSION LUMBER:
 - GENERAL: MANUFACTURED LUMBER, S4S AND GRADESTAMPED TO COMPLY WITH NIST PS20. LUMBER SHALL HAVE A MOISTURE CONTENT OF S-DRY OR MC19.
 - ALL LUMBER SHALL MEET OR EXCEED THE FOLLOWING DESIGN VALUES:

WALL STUDS & PLATES	- SPF STUD OR BETTER (U.N.O. - SEE WALL SCHEDULE)
PURLINS OR HEADERS	- SPF NO. 2 OR BETTER (U.N.O.)
MISC. 2x SAWN LUMBER	- SPF STUD OR BETTER
2x DECKING	- SPF NO. 2
- SHEATHING:

ROOF	- 15/32" OSB
WALLS	7/16" OSB
- FASTENERS: PROVIDE AS REQUIRED BY APPLICABLE CODES. PROVIDE FASTENERS WITH HOT-DIP ZINC COATING (ASTM A153) FOR TREATED LUMBER AND WHERE WOOD IS IN GROUND CONTACT, SUBJECTED TO HIGH RELATIVE HUMIDITY, OR EXPOSED TO WEATHER.
- FRAMING CONNECTORS AND SUPPORTS: PREFABRICATED, FORMED STEEL UNITS; HOT-DIP GALVANIZED FINISH UNLESS OTHERWISE INDICATED; TYPE AND SIZE REQUIRED; APPROVED BY APPLICABLE CODES.
- USE TREATED LUMBER FOR ALL WOOD IN CONTACT WITH CONCRETE OR MASONRY.
- COMPLY WITH SIZES, SPACING, AND CONFIGURATIONS INDICATED. WHERE NOT SPECIFICALLY INDICATED, COMPLY WITH APPLICABLE CODES AND NFPA "MANUAL FOR WOOD FRAME CONSTRUCTION." SPLICE MEMBERS ONLY WHERE SPECIFICALLY INDICATED OR APPROVED.
- SPACE FASTENERS AS INDICATED. WHERE NOT SPECIFICALLY INDICATED, COMPLY WITH APPLICABLE CODES AND THE "RECOMMENDED NAILING SCHEDULE" OF NFPA "MANUAL FOR WOOD FRAME CONSTRUCTION" AND "NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION."
- FIELD DRILL BOLT HOLES FOR PROPER ALIGNMENT.
- PROVIDE CUT WASHERS AT BOLTS IN WOOD.
- ALL WOOD FASTENERS OR ANCHORS SHALL BE FASTENED WITH THE MAXIMUM AMOUNT OF NAILS OR BOLTS AS SPECIFIED BY THE FASTENER MANUFACTURER.
- PROVIDE MISCELLANEOUS BLOCKING, NAILERS, GROUNDS, AND FRAMING AS SHOWN AND AS REQUIRED FOR SUPPORT OF FACING MATERIALS, FIXTURES, SPECIALTY ITEMS, AND TRIM. CUT AND SHAPE TO THE REQUIRED SIZE. PROVIDE IN LOCATIONS REQUIRED BY OTHER WORK.

WOOD TRUSSES:

- CODES AND STANDARDS: PROVIDE TRUSSES AS SPECIFIED HEREIN AND COMPLYING WITH THE FOLLOWING:

TPI-85, "DESIGN SPECIFICATION FOR METAL PLATE CONNECTED WOOD TRUSSES";
TPI-80, "DESIGN SPECIFICATION FOR METAL PLATE CONNECTED PARALLEL CHORD WOOD TRUSSES";
TPI-89, "QUALITY STANDARD FOR METAL PLATE CONNECTED WOOD TRUSSES";
- PREFABRICATED WOOD TRUSSES SHALL BE DESIGNED FOR THE SUPERIMPOSED LOADS SHOWN UNDER DESIGN LOADS (TRUSS WEIGHT IS NOT INCLUDED).

MAX DEFLECTION	ROOF: TL L/240
	LL L/360
- TRUSS MANUFACTURER SHALL BE RESPONSIBLE FOR THE COMPLETE DESIGN, DETAILING AND FABRICATION OF ALL TRUSSES (INCLUDING THEIR CONNECTIONS AND BRACING) IN ACCORDANCE WITH THE NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION AND DESIGN SPECIFICATIONS FOR METAL PLATE CONNECTION WOOD TRUSSES-LATEST EDITION.
- TRUSS SHOP DRAWINGS, INCLUDING CALCULATIONS AND TRUSS LAYOUT DIAGRAM, SHALL BE STAMPED BY A LICENSED ENGINEER IN THE STATE OF THIS PROJECT.
- INSPECT TRUSSES FOR DAMAGE AND LOOSENING OF CONNECTOR PLATES BEFORE INSTALLATION. REPLACE DAMAGED TRUSSES, AND TRUSSES WITH LOOSE PLATES, WITH NEW UNITS. DO NOT ATTEMPT TO REINSTALL LOOSENED PLATES OR TO REPLACE DAMAGED MEMBERS AT THE PROJECT SITE.
- ALL TRUSSES SHALL BE INSTALLED, BRACED, AND ANCHORED PER MANUFACTURER'S SPECIFICATIONS.
- ALL ROOF TRUSSES SHALL BE DESIGNED FOR UPLIFT AS APPLICABLE & ANCHORED W/(1) SIMPSON H2.5A (U.N.O.). CONTRACTOR TO REVIEW TRUSS CALCULATIONS AND PROVIDE ADDITIONAL H2.5A HOLD DOWNS IF REQ'D.
- ALL FLOOR TRUSSES SHALL BE FASTENED TO WOOD WALLS PER MANUFACTURER'S SPECIFICATIONS.
- INSTALL PERMANENT BRIDGING, BRACING, AND ANCHORS TO MAINTAIN TRUSSES STRAIGHT AND IN CORRECT POSITION BEFORE INSTALLING SUPPORTED CONSTRUCTION OR SUPERIMPOSING LOADS.
- FIELD CUTTING OF TRUSS MEMBERS NOT ALLOWED.
- COORDINATE INSTALLATION OF FRAMING TO BE ATTACHED TO OR SUPPORTED BY TRUSSES. VERIFY THAT CONCENTRATED LOADS WILL OCCUR ONLY AT LOCATIONS INCORPORATED INTO THE DESIGN OF THE TRUSSES.

03/24/25 PROGRESS SET

PRELIMINARY NOT FOR CONSTRUCTION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
STRUCTURAL SPECIFICATIONS

DESIGNED DJB	DRAWN AAT
PROJECT NO. S0661 062500109	
DATE MARCH 2025	
SHEET NO. S002	

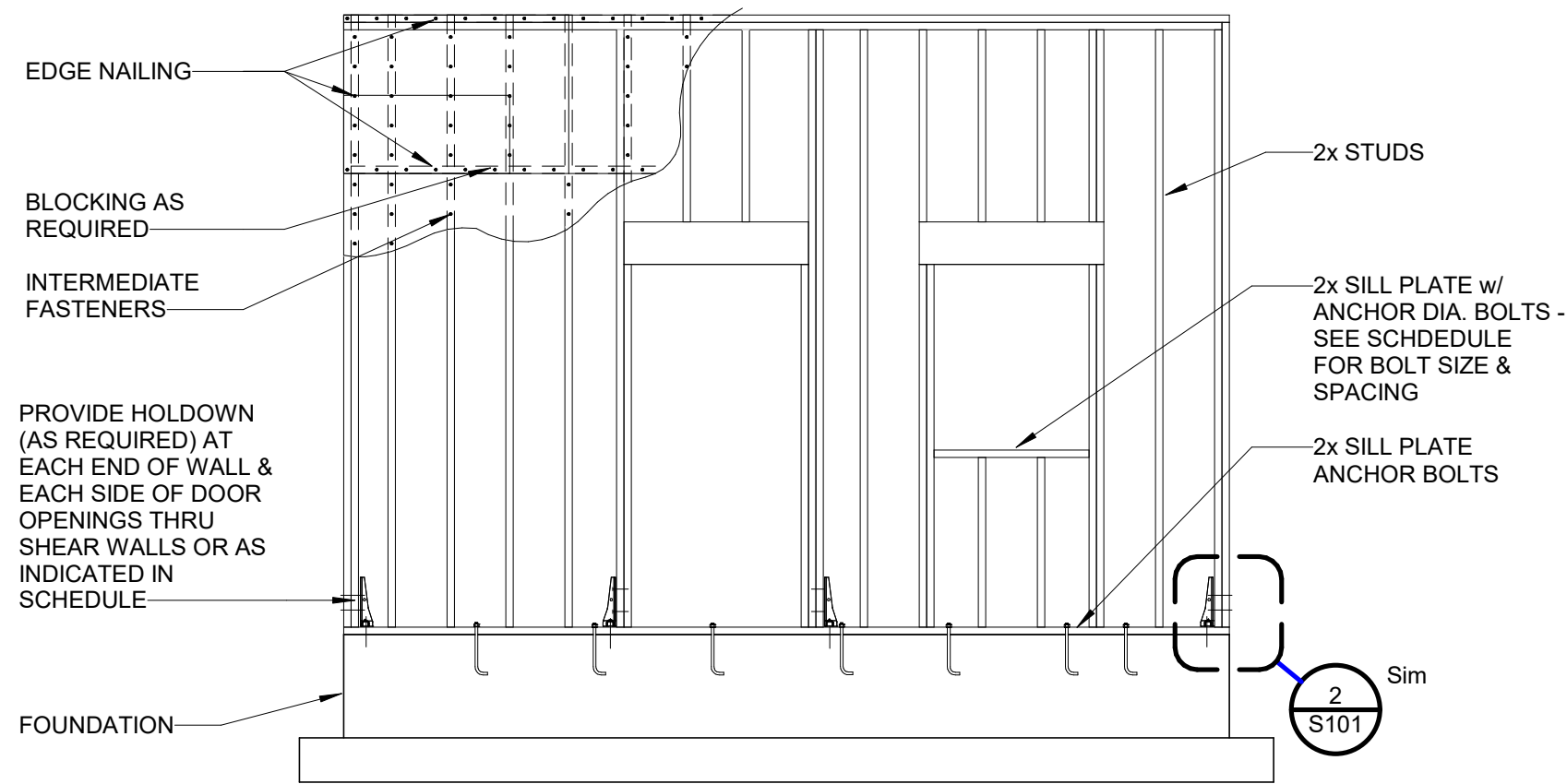
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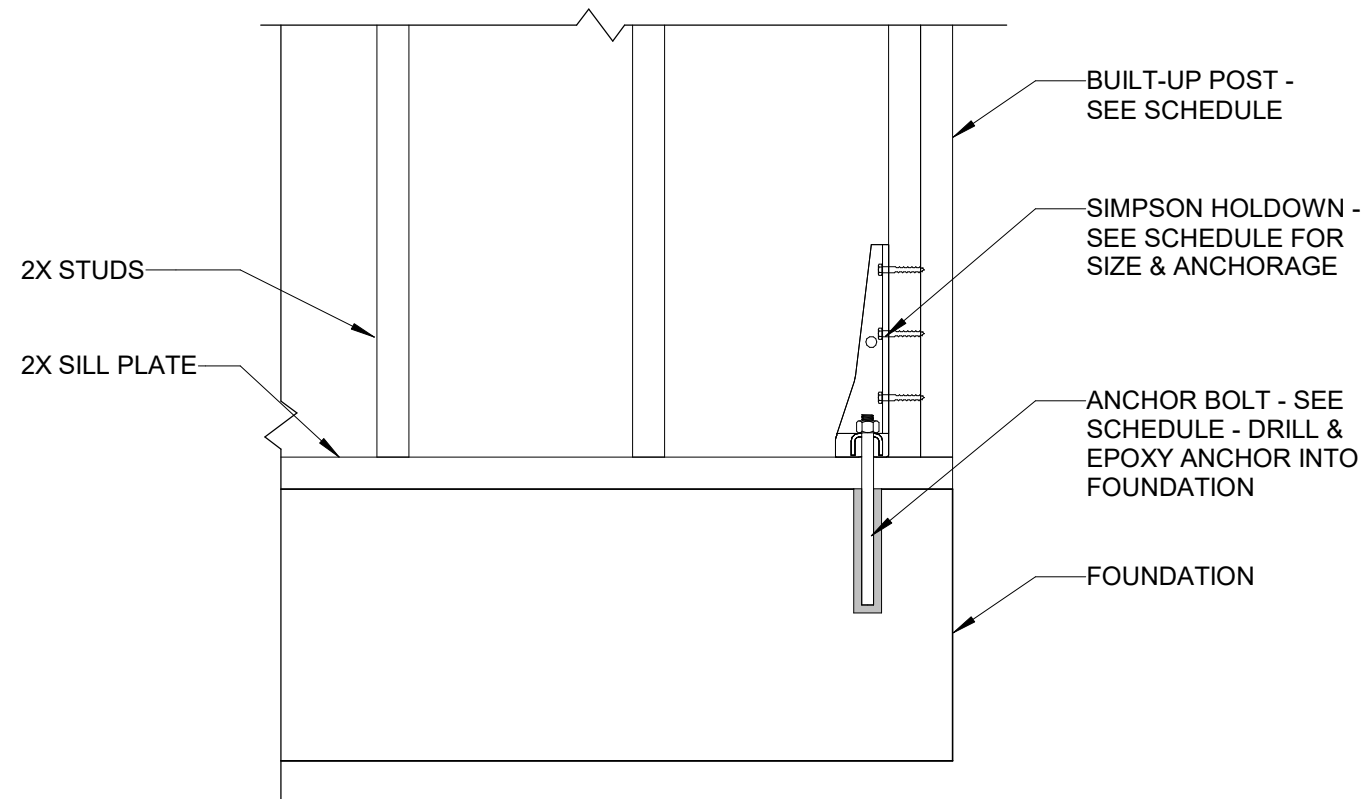
NO.	DATE	REVISION

WOOD WALL SCHEDULE													
MARK	STRUCTURAL SHEATHING		EDGE SCREW OR NAIL SPACING (2, 3, 4)	WALL BLOCKING	STUD SIZE	STUD SPACING	WOOD GRADE	HOLDDOWN				SILL BOLTING (5, 6, 7, 8)	END POST (9)
	SIDE 1	SIDE 2						TYPE	STUD SCREW & NUMB.	ANCHOR BOLT	EMBEDMENT		
SW-A	7/16 OSB	5/8" GYP	6"o.c./7"o.c.	-	2x6	16"o.c.	SPF STUD	-	-	5/8"	8"	5/8" DIA. @ 48"o.c.	(2) 2x6
SW-B	7/16 OSB	5/8" GYP	6"o.c./7"o.c.	-	2x6	16"o.c.	SPF STUD	HDU2	(6) SDS 1/4"x2 1/2"	5/8"	8"	5/8" DIA. @ 48"o.c.	(2) 2x6
NOTES:													
1. OSB - INDICATES OSB SHEATHING. ON EXTERIOR WALLS, LOCATE ON OUTSIDE FACE OF STUD. ON INTERIOR WALLS, LOCATE ON EITHER FACE AND COVER w/ 5/8" GYPSUM SHEATHING.													
GYP - INDICATES GYPSUM SHEATHING ON EXTERIOR WALLS, LOCATE ON INSIDE FACE OF STUD. ON INTERIOR WALLS, LOCATE ON BOTH FACES OF STUD.													
2. BLOCKED INDICATES GYPSUM OR O.S.B. NON-STUD PANEL EDGE SHALL HAVE BLOCKING BETWEEN THE STUDS BEHIND THE EDGE.													
3. FASTENER TYPE: OSB - 10d NAILS GYP - 6d WALL BOND NAILER OR ALTERNATIVE DRYWALL SCREW													
4. ALL OSB SHEARWALLS SHALL HAVE FASTENERS @ 12"o.c. FOR INTERMEDIATE STUDS. FOR GYPSUM SHEAR WALLS USE EDGE SPACING FOR INTERMEDIATE STUDS.													
5. PROVIDE MINIMUM OF (2) ANCHOR BOLTS PER WALL.													
6. ALL SILL ANCHOR BOLTS SHALL HAVE SIMPSON BP 5/8-2 WASHER BELOW NUT.													
7. ALL ANCHOR BOLTS SHALL BE GALVANIZED													
8. SILL ANCHOR BOLT SIZE: 5/8" DIA. EMBEDMENT: 8" HOOK LENGTH: 3"													
9. PROVIDE BUILT-UP POST AT EACH END OF WALL & AT EACH HOLDDOWN LOCATION. POST GRADE SHALL MATCH WALL STUD GRADE AT EACH LEVEL.													
10. ALL WOOD ELEMENTS (STUDS, TOP PLATE, SILL PLATE, ETC.) SHALL CONSIST OF WOOD GRADE LISTED IN WALL SCHEDULE.													

WOOD HEADER SCHEDULE					
MARK	MAXIMUM OPENING	MEMBER SIZE	WOOD GRADE	BEARING STUDS	SHOULDER STUDS
H-1	4'-0"	(2) 2x10	SPF NO. 2	(1) 2x6	(1) 2x6
H-2	4'-0"	(2) 2x10	SPF NO. 2	(2) 2x6	(1) 2x6
H-3	8'-0"	(2) 1 3/4x9 1/2	LVL	(2) 2x6	(2) 2x6



1 ONE STORY WALL CONSTRUCTION
1/4" = 1'-0"
0 2' - 0" 4' - 0" 8' - 0"
SCALE - FT.



2 HOLDDOWN CONNECTION TO FOUNDATION
1" = 1'-0"
0 6" 1' - 0" 2' - 0"
SCALE - FT.

03/24/25 PROGRESS SET
PRELIMINARY NOT FOR CONSTRUCTION

McMAHON
ENGINEERS ARCHITECTS

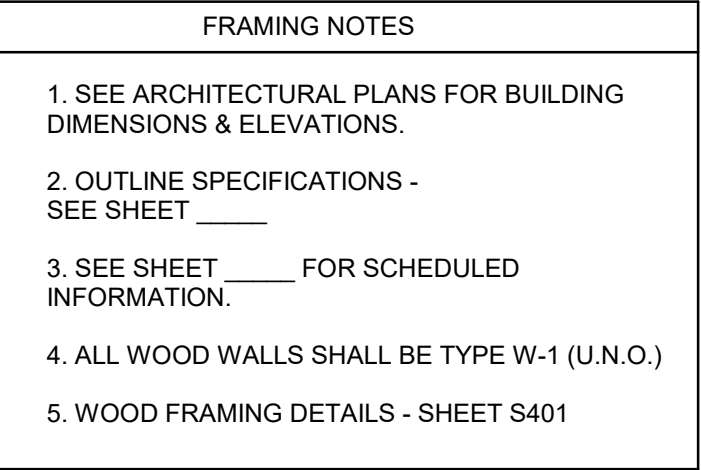
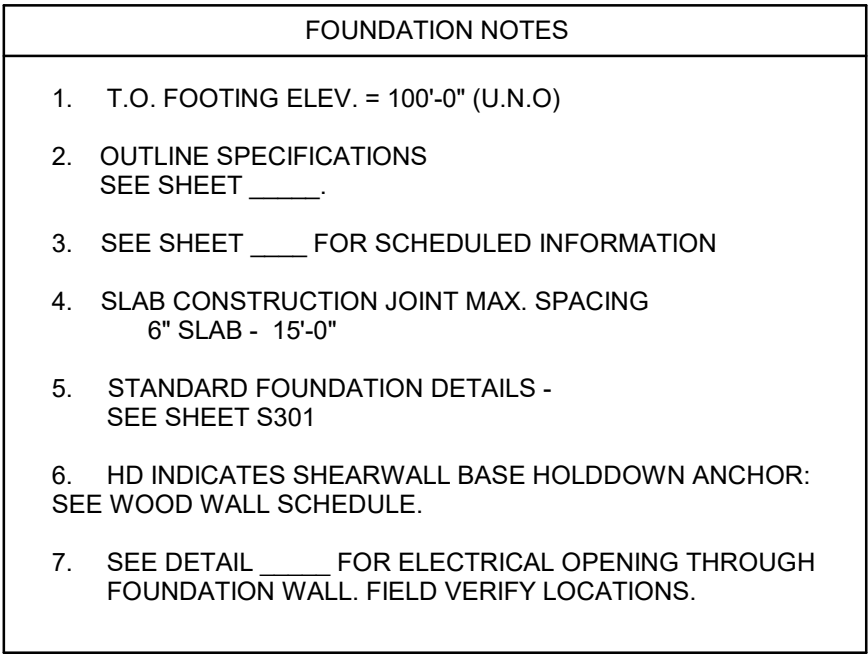
McMAHON ASSOCIATES, INC.
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NO.	DATE	REVISION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
STRUCTURAL SCHEDULES

DESIGNED DJB	DRAWN AAT
PROJECT NO. S0661 062500109	
DATE MARCH 2025	
SHEET NO. S101	



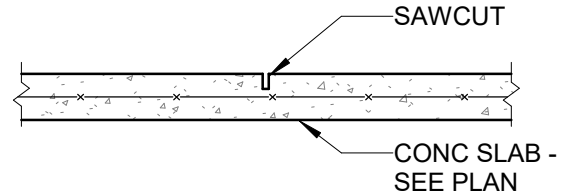
03/24/25 PROCESS SET
PRELIMINARY NOT FOR CONSTRUCTION

[illegible]

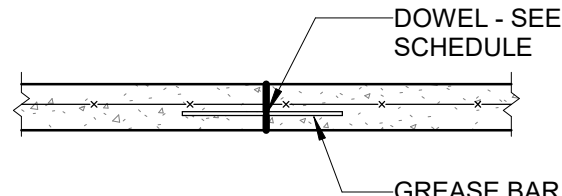
**AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING SISTER BAY, WI
FOUNDATION & ROOF FRAMING PLAN**

DESIGNED DJB	DRAWN AAT
PROJECT NO. S0661 062500109	
DATE MARCH 2025	
SHEET NO.	

S201



SAWCUT JOINT (S.J.)

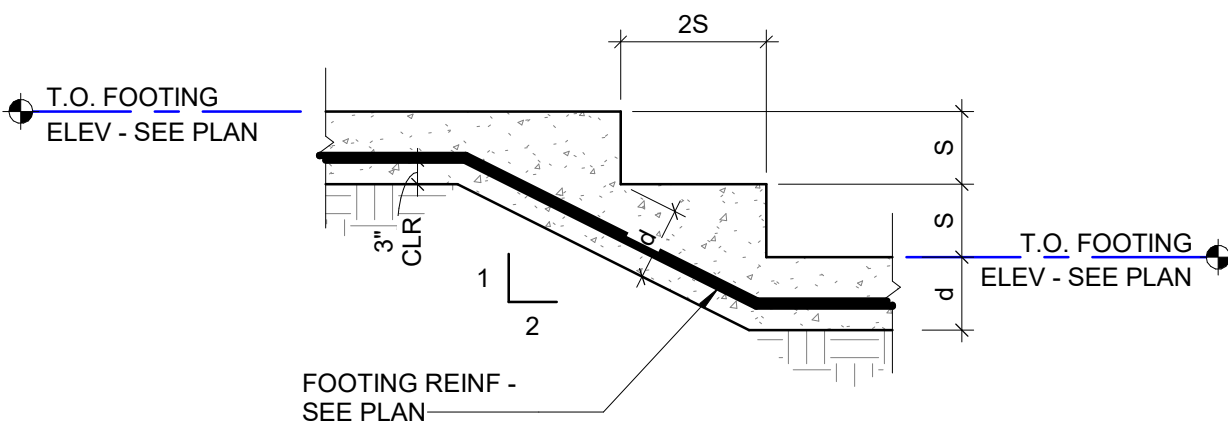


CONSTRUCTION JOINT (C.J.)

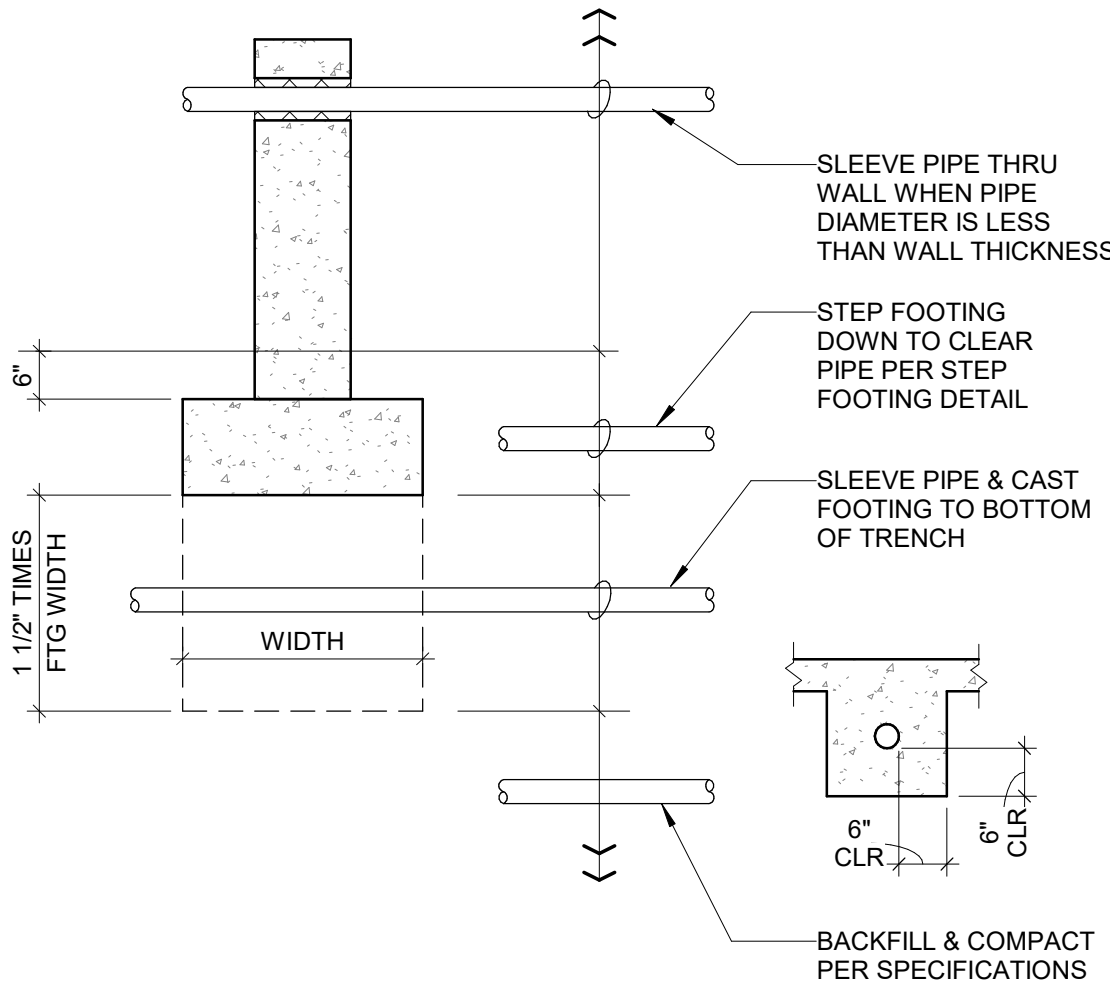
SLAB THICKNESS	DOWEL DIAMETER	MINIMUM EMBEDMENT	DOWEL LENGTH	SPACING
4" & 5"	5/8"	5"	12"	12"o.c.
6"	3/4"	6"	14"	12"o.c.
8"	7/8"	8"	18"	12"o.c.

NOTE:
CUT FRESH CONCRETE FOR AGGREGATE SEPARATION 1/4 OF SLAB DEPTH. DO NOT CUT SLAB REINFORCEMENT.

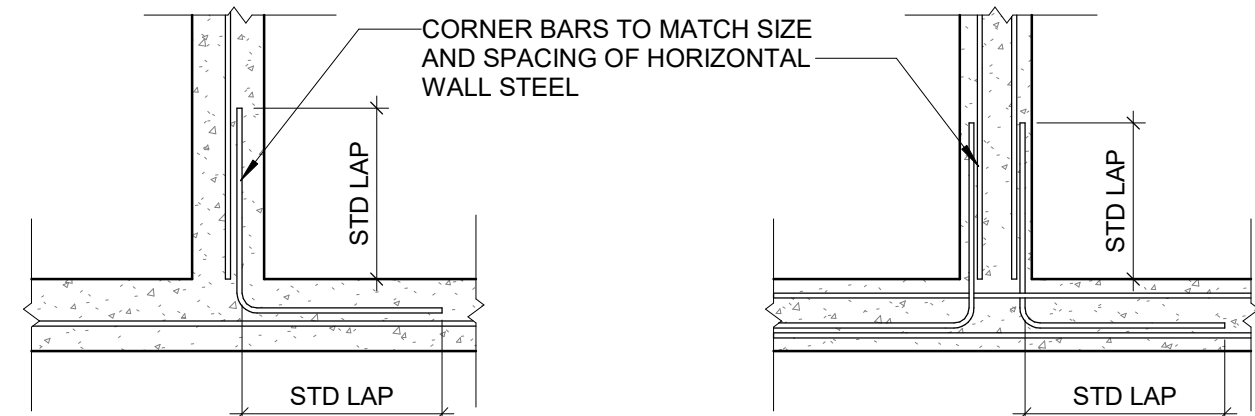
NOTE: CONCRETE WALLS - S = 2' - 0" MAX



2 TYP. STEP FOOTING

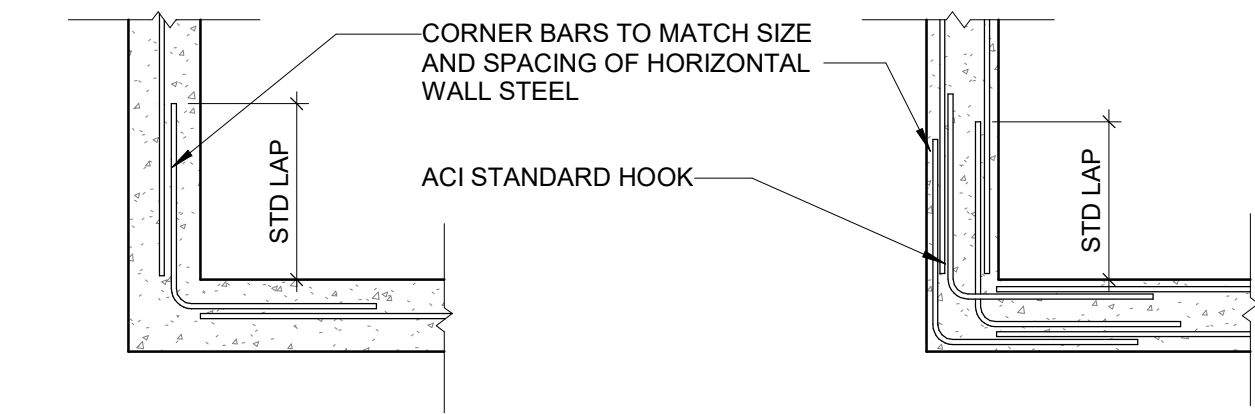


3 TYPICAL PIPE AT FOOTING



SINGLE LAYER - INTERIOR CORNER

DOUBLE LAYER - INTERIOR CORNER

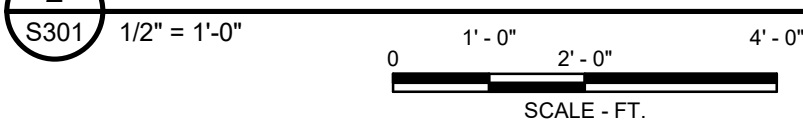


SINGLE LAYER - EXTERIOR CORNER

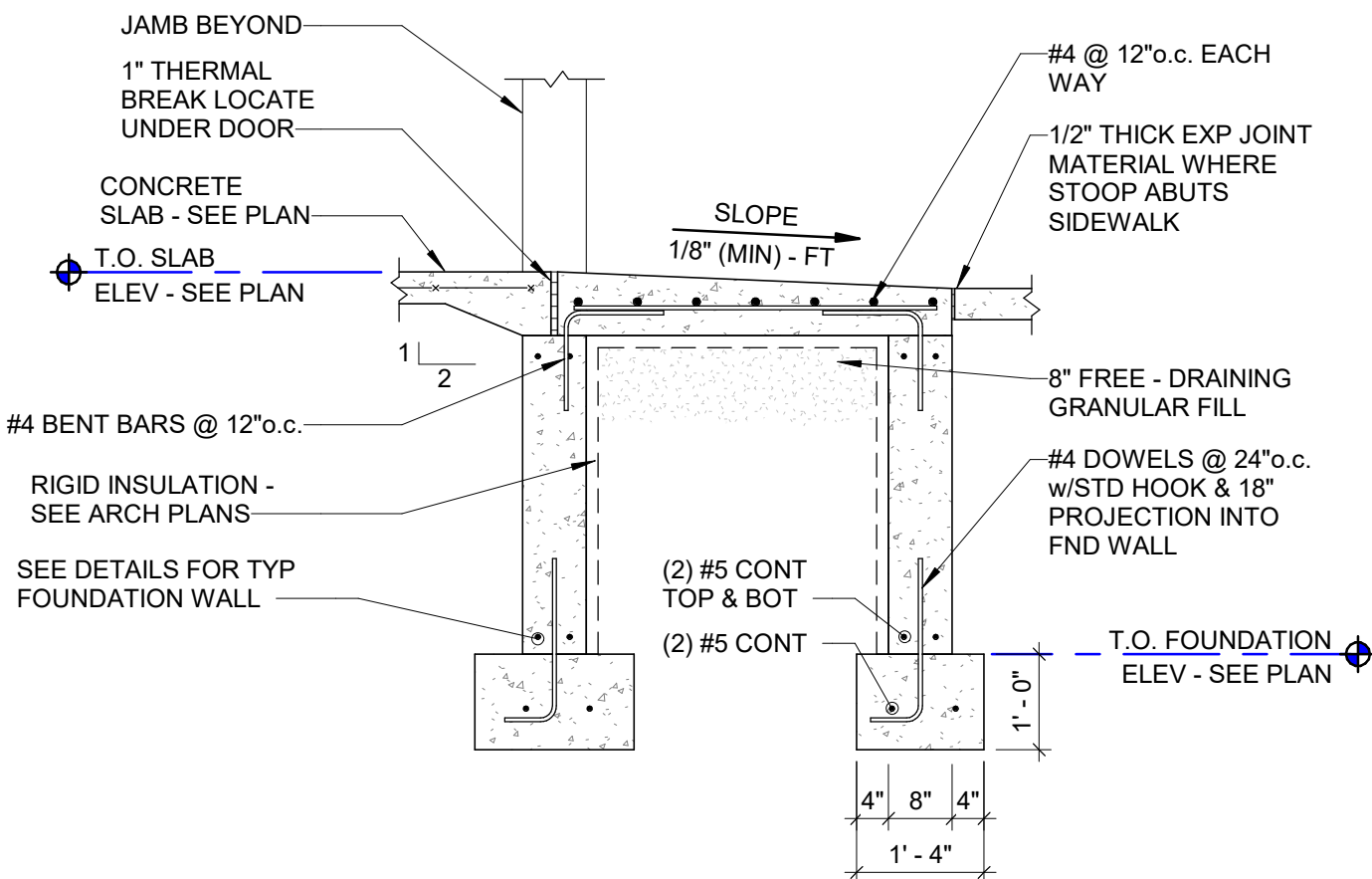
DOUBLE LAYER - EXTERIOR CORNER

NOTE:
TYPICAL REINFORCING AT CORNERS UNLESS SHOWN OTHERWISE ON STRUCTURAL DRAWINGS.

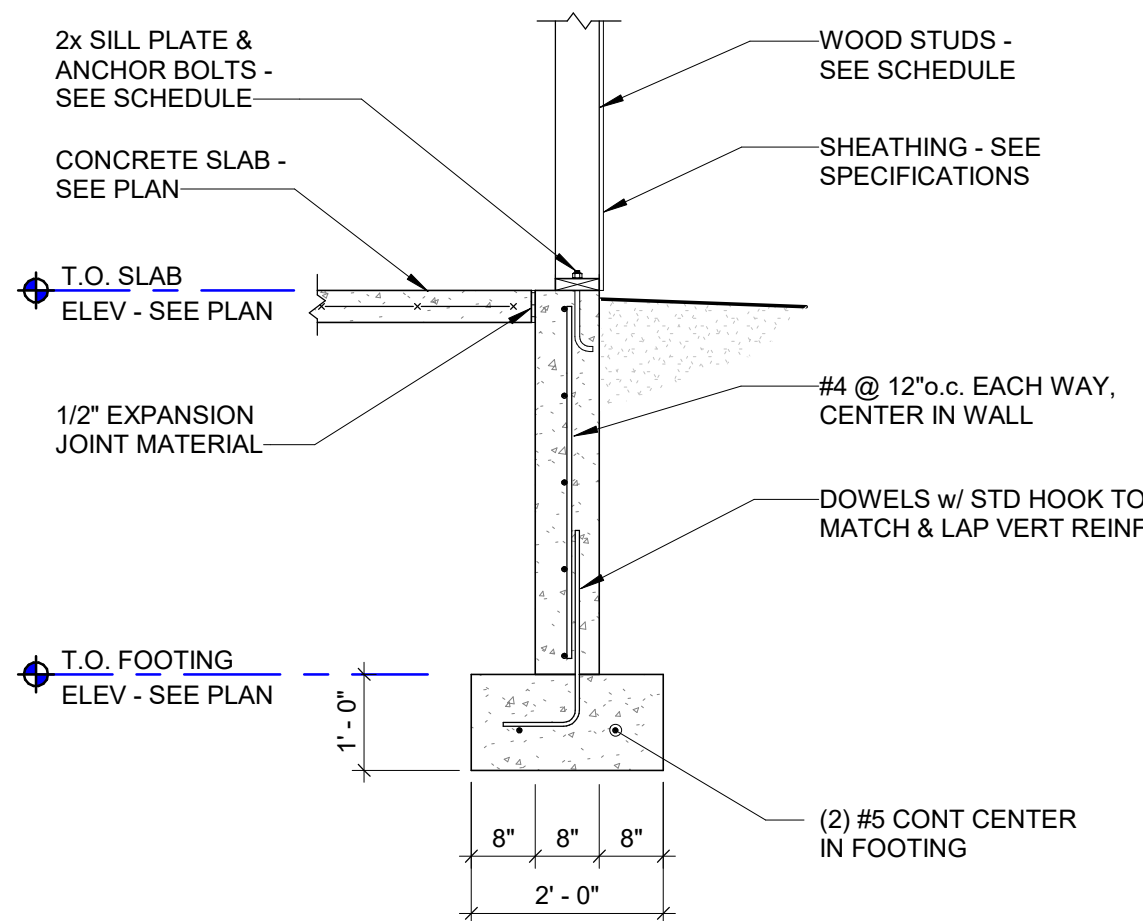
1 TYP. JOINTS IN SLAB ON GRADE



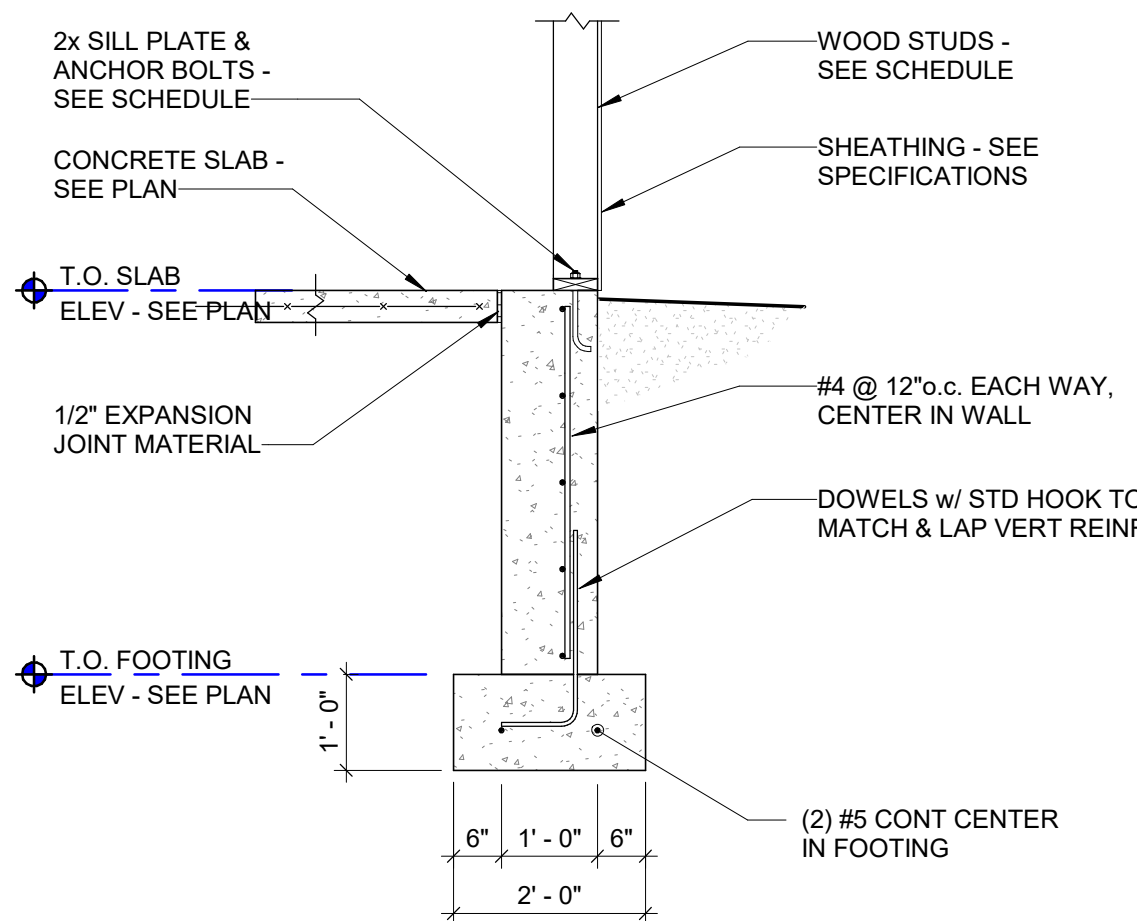
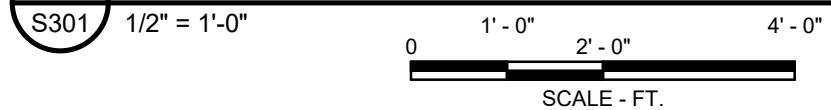
4 TYPICAL CONCRETE CORNER DETAILS



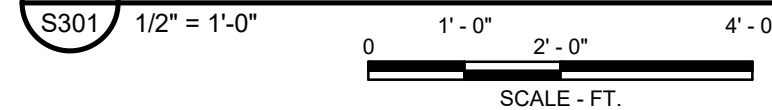
5 TYPICAL STOOP DETAIL



6 FOUNDATION WALL



7 FOUNDATION WALL



03/24/25 PROGRESS SET

PRELIMINARY NOT FOR CONSTRUCTION

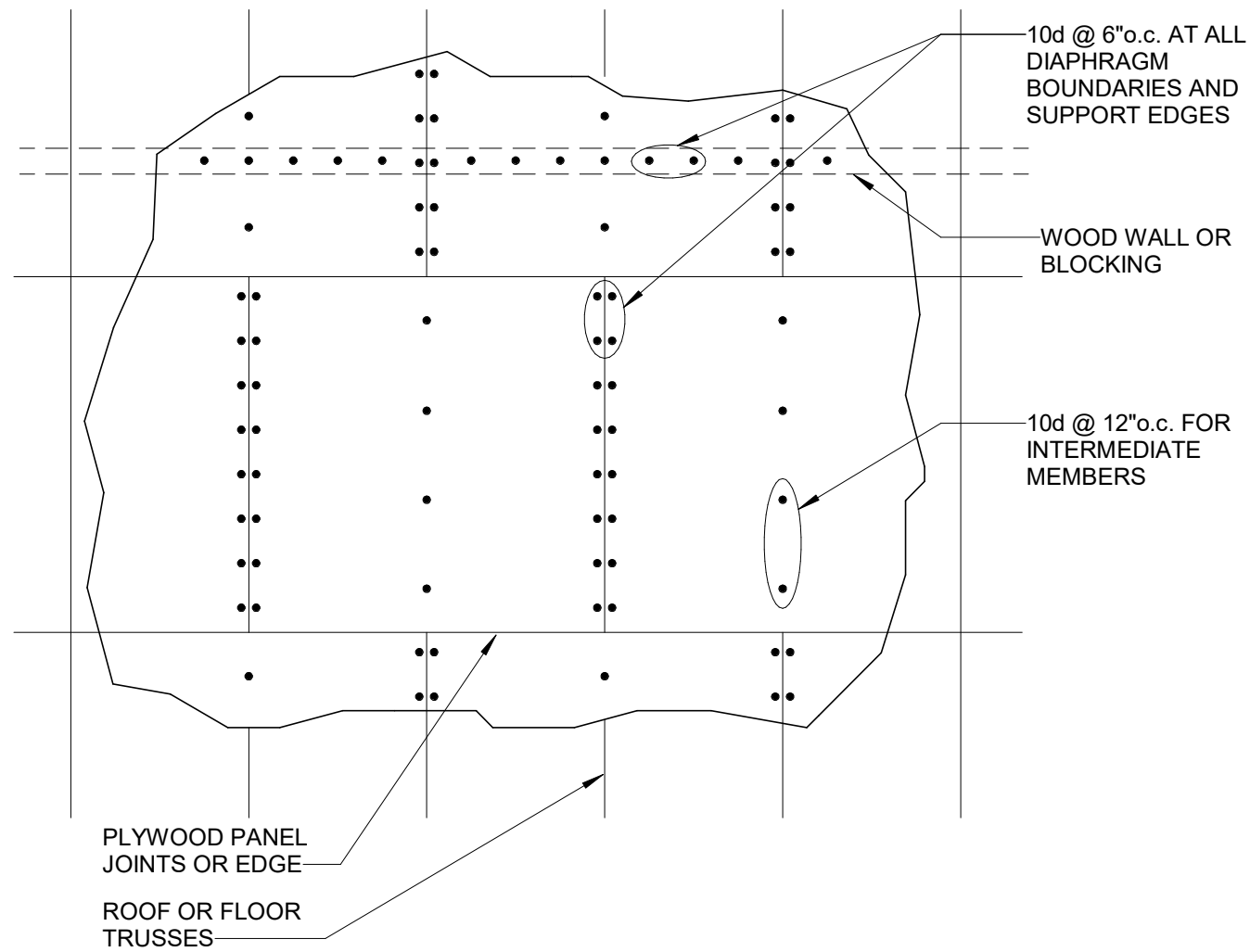
AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING
SISTER BAY, WI
FOUNDATION DETAILS

DESIGNED
DJB
DRAWN
AAT
PROJECT NO.
S0661 062500109
DATE
MARCH 2025
SHEET NO.

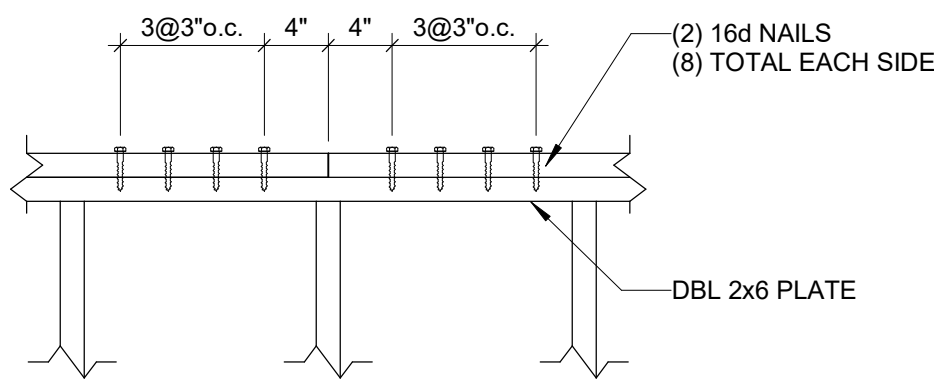
S301

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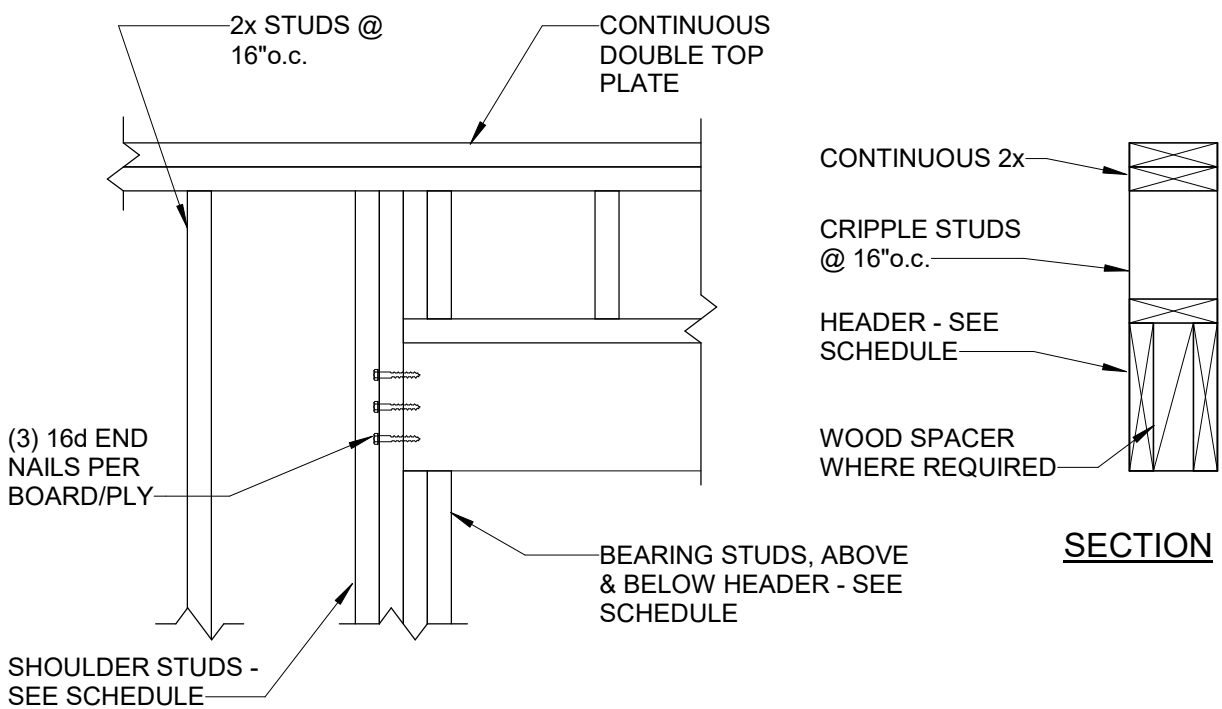


1 WOOD DIAPHRAGM NAILING
S401 1/2" = 1'-0"
0 1'-0" 2'-0" 4'-0"
SCALE - FT.



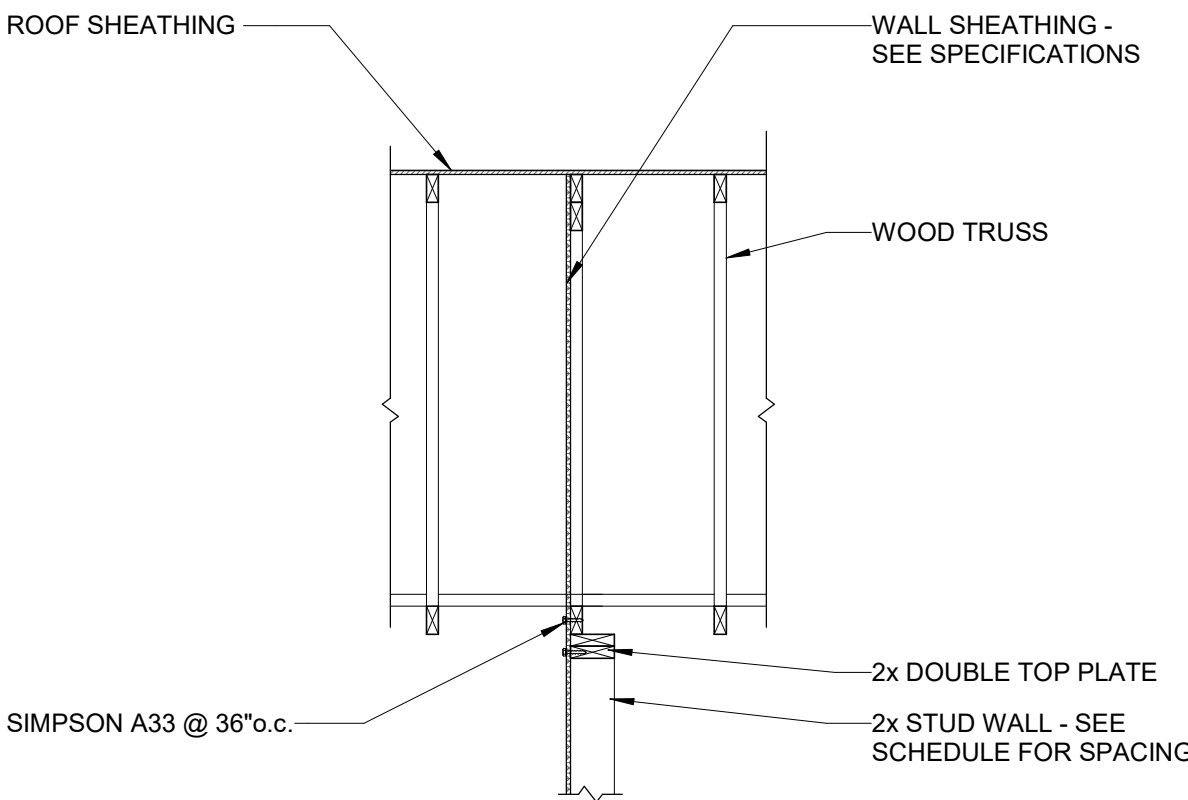
NAIL SPLICE CONNECTION

2 DOUBLE TOP PLATE SPLICE
S401 1" = 1'-0"
0 6" 1'-0" 2'-0"
SCALE - FT.

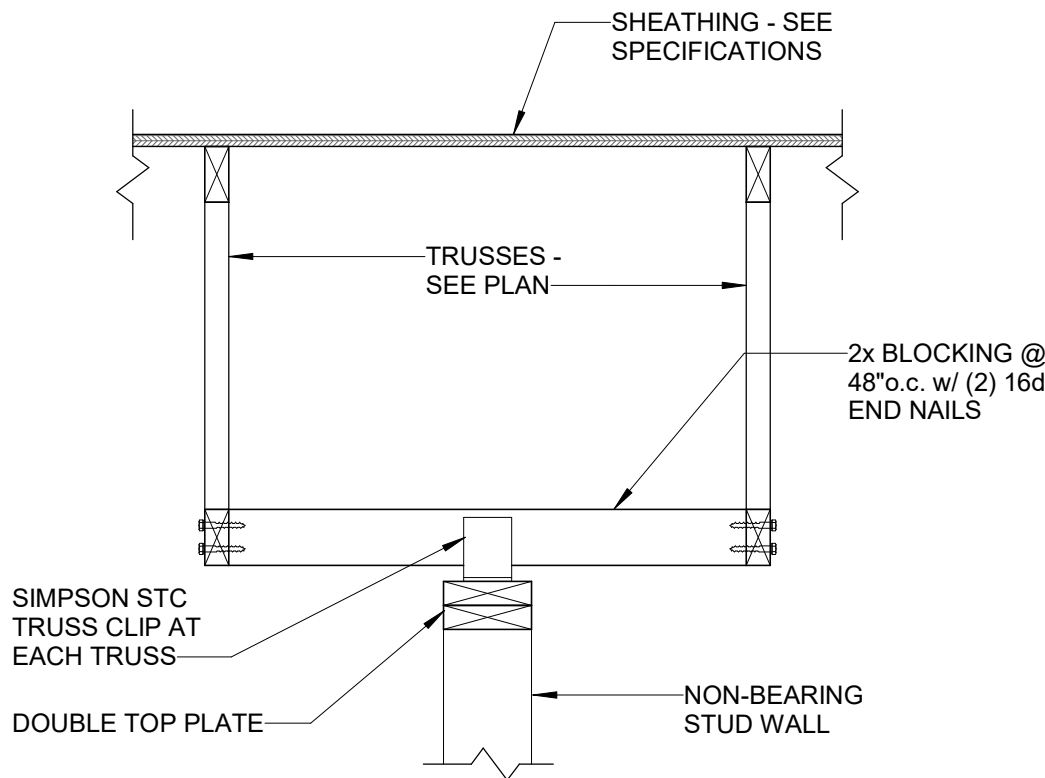


SECTION

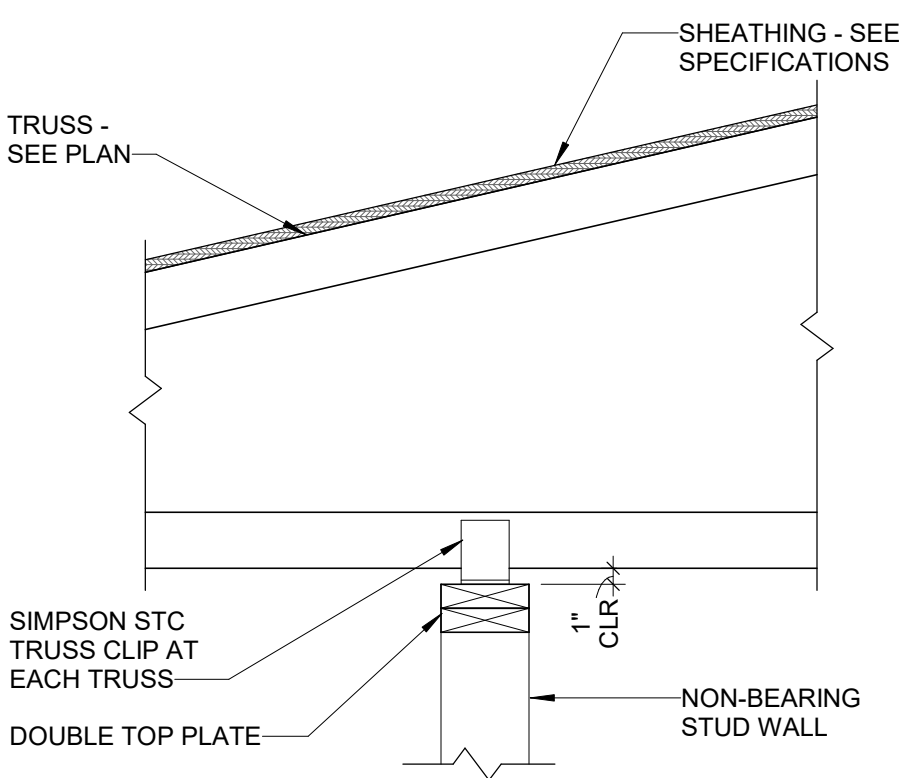
3 WOOD HEADERS
S401 1" = 1'-0"
0 6" 1'-0" 2'-0"
SCALE - FT.



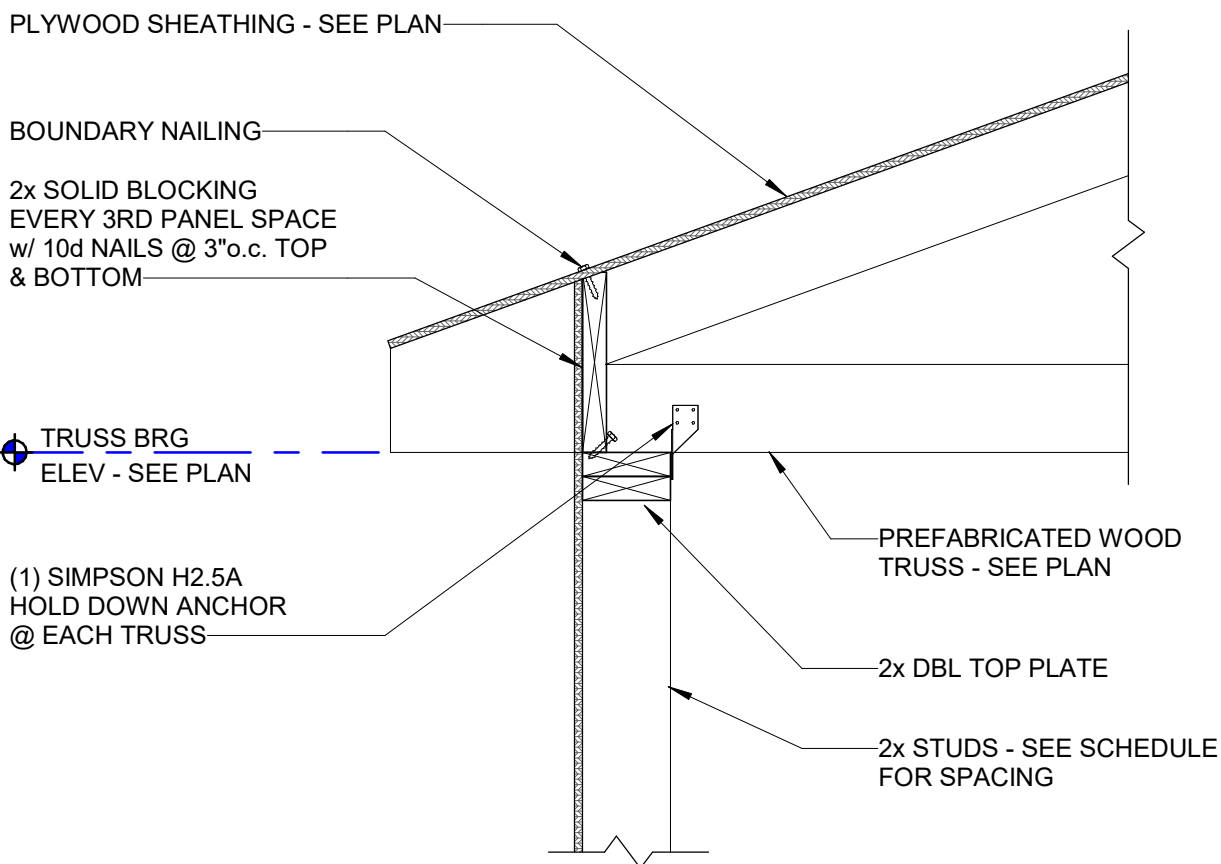
4 TRUSS AT INTERIOR SHEAR WALL
S401 1/2" = 1'-0"
0 1'-0" 2'-0" 4'-0"
SCALE - FT.



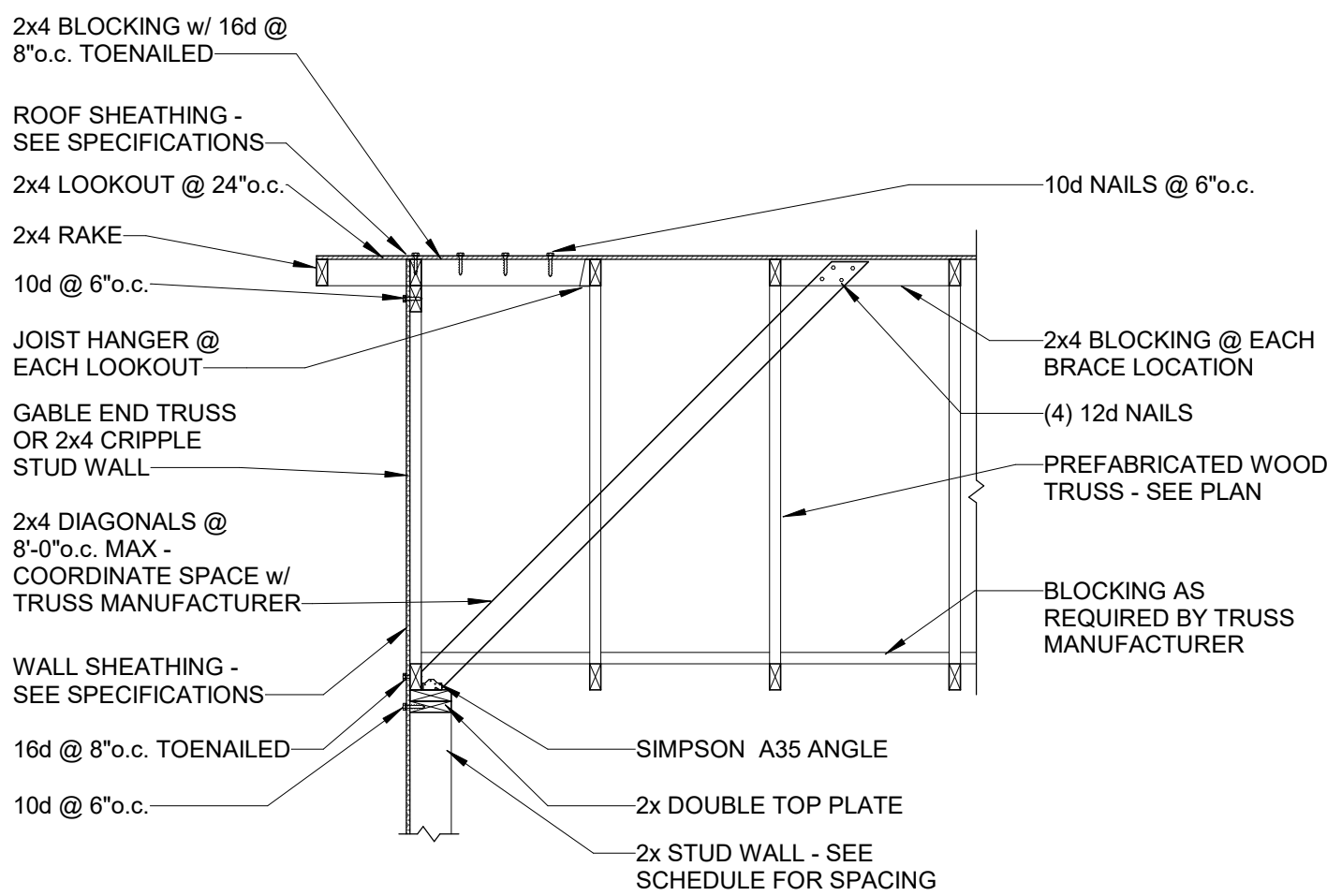
5 ROOF TRUSS PARALLEL TO NON-BEARING WALL
S401 1" = 1'-0"
0 6" 1'-0" 2'-0"
SCALE - FT.



6 ROOF TRUSS PERPENDICULAR TO NON-BEARING WALL
S401 1" = 1'-0"
0 6" 1'-0" 2'-0"
SCALE - FT.



7 WOOD TRUSS BRG AT WOOD WALL
S401 1" = 1'-0"
0 6" 1'-0" 2'-0"
SCALE - FT.



8 TRUSS TO WALL DETAIL AT RAKE
S401 1/2" = 1'-0"
0 1'-0" 2'-0" 4'-0"
SCALE - FT.

03/24/25 PROGRESS SET

PRELIMINARY NOT FOR CONSTRUCTION

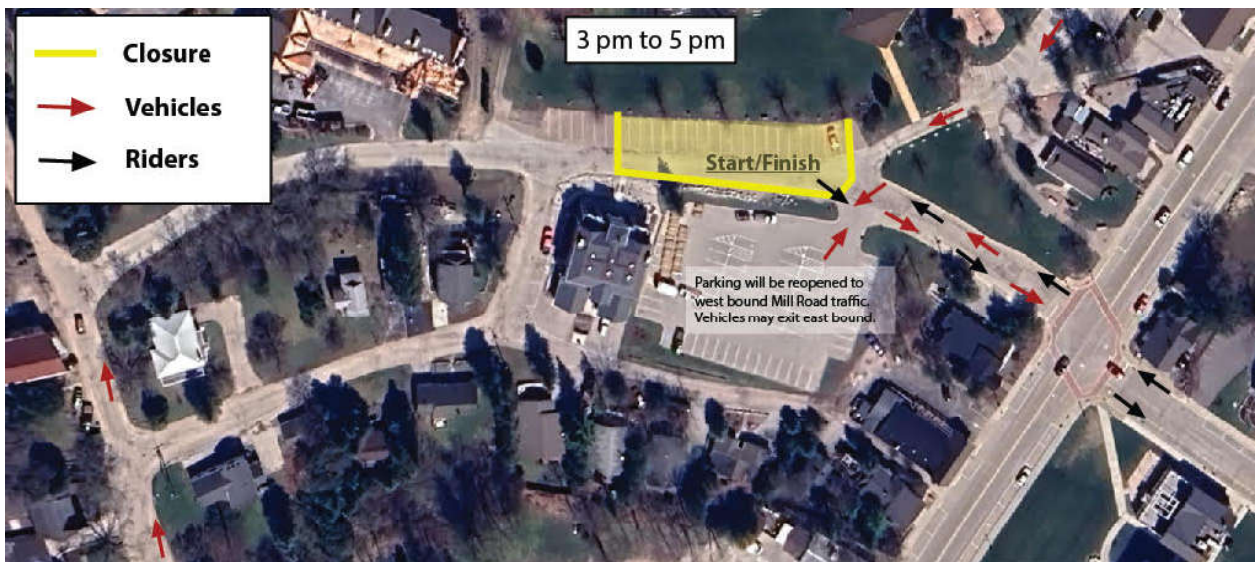
NO.	DATE	REVISION

AN ADDITION FOR:
SISTER BAY CONCESSION BUILDING
SISTER BAY, WI
FRAMING DETAILS

DESIGNED DJB	DRAWN AAT
PROJECT NO. S0661 062500109	DATE MARCH 2025
SHEET NO. S401	

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(b)

**MILL ROAD CLOSURE REQUEST; PENINSULA
CENTURY FALL CHALLENGE BIKE RIDE**



All property owners impacted by the road closure will be notified prior to the event.

Neighbor notification draft

Dear Business Owner,

On Saturday, September 13, 2025, the Peninsula Century Fall Challenge will take place at Waterfront Park in Sister Bay. We are expecting approximately 800 riders to participate.

Mill road traffic will be redirected for a portion of the day for us to conduct a safe event. Please see the attached photos of the closure locations and the time of day the closures will occur.

Thank you,

Brian Fitzgerald
Peninsula Pacers
920.421.1518

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(c)

**WATERFRONT PARK CONCESSION
PROPOSAL; E-BIKE RENTAL PROPOSAL;
ROBERT GEITNER**



STAFF REPORT

CONCESSION PROPOSAL

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

The Chair had forwarded me a proposal from Robert Geitner to rent eBikes at Waterfront Park. The proposal was not submitted by the deadline for the Request for Proposals we solicited, and was therefore not considered at the last meeting, when we decided what concessionaries we would offer a contract too.

Robert's Rules of Order let us reconsider a motion at the same or subsequent meeting. Do we want to reconsider who we offer(ed) contracts to, and, do we want to review a late submission?

If the answer to the above questions is yes, then the proposal from Mr. Geitner is attached.

Questions/comments to consider: 1. Who pays for the electrical/where is it coming from? 2. The building needs to meet setbacks and comply with architectural review. To date we have required structures to match the other buildings in the park. How would the committee want this building treated? 3. The Yacht Club may have concerns about this structure – do we want their feedback?

Peninsula Kayak Company Sister Bay Beach Bike Rental Proposal

- Map of location for proposed bike storage
 - Our initial idea for a small portable covered storage facility for the E - bikes that can be dropped off in the beginning of the season and taken away at the end.
 - The covered storage is important for protecting and maintaining the structural integrity of the bikes in addition to keeping them safe.
 - The location of the box allows for electrical access and does not impede the general public whatsoever from enjoying the park to the fullest.
 - The bikes would be rolled out and stationed adjacent to the kiosk every morning and then returned to the storage box every evening.
 - Below is a map and the box could be placed on the berm between the sidewalk and the fence.
 - The storage 'box' will be made of wood, stained dark to make it less innocuous.



- Bike storage idea
 - Covered box (shed roof design)



- Bike rack inside box for safety, a lock cord to be fed through wheels to protect overnight
- Box will be approximately 5 feet wide x 5' tall, and six feet deep to accommodate for 4 e-Bikes.

- Map of routes/ Safety orientation around Sister Bay
 - Guests will first be instructed how to safely operate E - bikes
 - As part of the instruction, before guests depart staff will share map of the area including safe areas to bike around the Sister Bay area
- Our E - Bikes
 - We propose having 4 [Rad Runner 2](#) E - Bikes from Rad Power Bikes
- Accessories and options
 - All guests are required to wear helmets and water bottle holders and there are additional options for kid carriers as well
- Prices
 - \$30/hr. (additional hour \$25)
 - ½ day rental is \$80
 - Full Day rental \$150

For more information,

Robert Geitner and Dane Spitzer

(920)918-4314, or email KayakDoor@gmail.com

Thank you for your consideration,

Peninsula Kayak Company

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(d)

HISTORIC SIGNAGE PROGRAM



STAFF REPORT

HISTORIC SIGNAGE

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

Members of the Historical Society have begun drafting language for the proposed historic signs we discussed in 2024. Before they proceed further, they'd like feedback on what they have come up with so far. Please see attached drafts.

THE LOGERQUIST FARM

The 40-acre tract at the southwest corner of ZZ & Woodcrest Road was previously a Century Farm that had been owned by members of the Logerquist family for nearly 140 years.

The first documented owner was one of Sister Bay's early settlers and businessmen, Pat Diamond. Diamond and his brother Thomas were Irishmen who were initial developers of the Sister Bay waterfront.

Pat Diamond settled on this property in 1870, and Catholic Church services were held in his home from 1874-1879, when they were moved to the home of another Sister Bay pioneer, Andre Roeser.

In 1882, the property was purchased by Johnannes (John) and Wilhelmina (Mena) Logerquist, a young couple from Sweden who had recently married and immigrated to Door County. Sixty years later, ownership passed to one of the Logerquist's eight children, Edmund (and his wife Edna), who had four children that were raised here. The Logerquists milked up to 35 dairy cattle on the farm and had a 15-acre cherry orchard, with several cabins on the property for migrant pickers.

The farm was sold to a private owner in 2021 and purchased by the Village of Sister Bay in 2023.



The Logerquist Family, circa 1890
Frank, John, Mena, Hilma, and Sam

Possible QR
Code here

Little Sister Bay

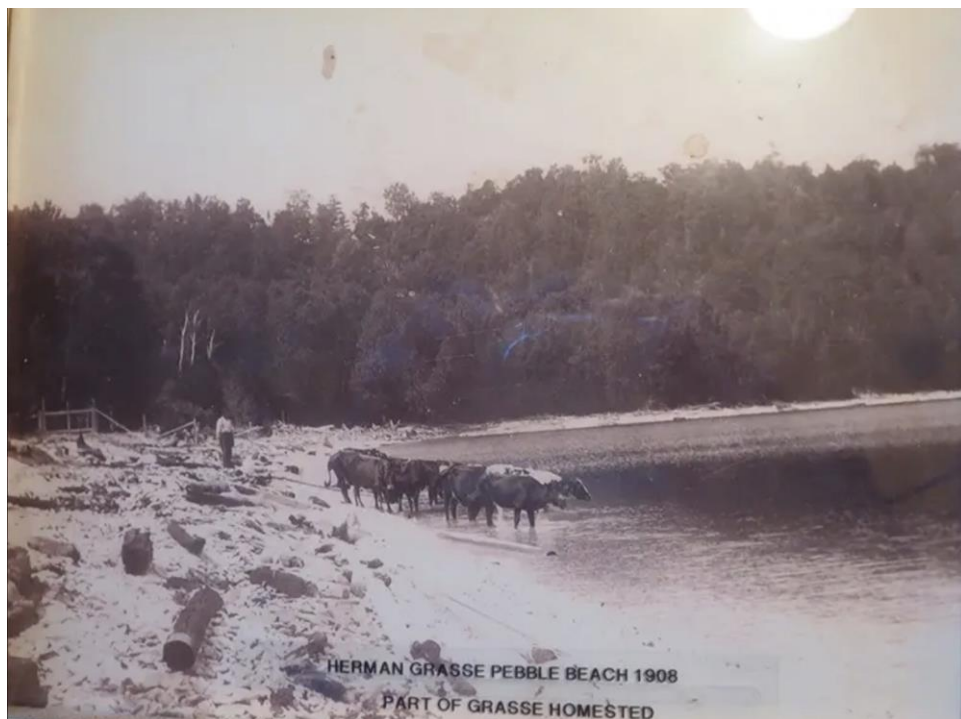
This text is designed for a plaque with no picture, but if this was done as a weatherproof signboard instead, there are a couple of very interesting pictures that could be added, like the two at the bottom of of this summary.

Little Sister Bay is situated just south of its bigger sibling, now known simply as Sister Bay. One of the first settlers in Little Sister was the Norwegian John Thoreson, who bought land there in the mid-1850s.

Like many early settlers along the Door County peninsula, Thoreson built a pier from which he shipped cordwood and other timber products. John and his brother Ole, who had built a blacksmith shop on the property, also built a general store that served steamship crews, loggers and commercial fishermen.

In the mid-1860s, the Thoresons donated land for the burial of some sailors that had died of cholera while on board a ship that docked at the Thoreson dock. That land later became what is known today the Little Sister Cemetery.

Little Sister is also home to Pebble Beach, a treasured piece of undeveloped shorefront. In July 2019, the Village of Sister Bay and the Door County Land Trust agreed to purchase the 600-foot beach, and 17 adjoining acres, and entered into a conservation agreement to preserve the beach and land for public use for generations to come.



HERMAN GRASSE PEBBLE BEACH 1908
PART OF GRASSE HOMESTED



Village Hall

The Village Hall has been a community gathering spot, and a landmark in Sister Bay, since its construction in 1941. It was built by local craftsmen from local materials, including native Door County stone assembled by local masons. The Sister Bay Women's Club furnished curtains, kitchen equipment and other decorating support.

When the building was dedicated on Sunday, August 17, 1941, the keynote speaker was the leader of a federal New Deal program, the National Youth Administration, which provided the staff of boys who did a significant portion of work on the building.

An application was once made to have the building placed on the state and national register of historic places. That application was denied because some alterations to the roofline took place in 1981, after an attic fire.

Over the years, the building has been the site of community meetings, wedding receptions, graduation events, family get togethers, concerts, moving showings, Boy Scout and Girl Scout meetings, and a host of other activities.

The Village of Sister Bay

The following text might be placed on a signboard, several feet long, and a couple feet high, that would be at waist-level, slanted upward slightly for easy reading, and placed in an easily seen spot on the waterfront. The text would be broken up with appropriate pictures.

In 1634, the French explorer Jean Nicolet paddled down Green Bay and saw the shoreline and forests of what would come to be known as the Door Peninsula. For the next 200 years, French and British fur traders passed through, but there were no permanent European settlements. During this time, Native American nations continued to fish and hunt in locations throughout the peninsula. These included the Potawatomi, Ho-Chunk, Menominee, and Ojibwe.

Around 1854 — six years after Wisconsin had become a state — the first European settlers arrived in what is now Sister Bay. Two of the first to come were John Thoreson, a Norwegian who bought land in the area around what is now known as Pebble Beach and built a dock and general store there, and Ingebret Torgerson, who settled on land overlooking the bay, just northeast of today's Sister Bay water tower.

In 1859, a small group met at Torgerson's home to separate from the Town of Gibraltar, and create the new Town of Liberty Grove.

More Scandinavians followed — Norwegians and Swedes — settling in an area where the forests and waterfront must have seemed reminiscent of home. But other nationalities were also represented.

Around 1870, two Irish brothers — Thomas and Patrick Dimond — purchased a large swath of shorefront property in Sister Bay, and developed a set of businesses that would put Sister Bay on the map: a pier, a sawmill, and a grist mill. The Roeser family, from Belgium, purchased the property in 1883, and developed it further. The Kellstrom and Wiltse piers also dotted the shoreline.

In the meantime, the nearby forests continued to be cleared, and farming became a leading occupation. Other businesses were starting up — blacksmiths, a creamery, a couple of general stores, a hardware store, and a hotel and saloon. And churches were built — Catholic, Baptist, Lutheran and Moravian.

By 1912, with the population having grown to 235, a group of residents voted to split off from the Town of Liberty Grove and become the Village of Sister Bay. Residents evidently wanted better

roads and there were concerns about Liberty Grove having voted to be “dry”.

That year was a momentous one — on a summer night in July, a fire destroyed the business center of the Village — six buildings on the four corners of what is now Highway 42 and Maple Drive. Later in the year, residents faced a drought, a hailstorm, and an invasion of grasshoppers.

Since incorporation in 1912, the Village of Sister Bay has grown to become the most populous municipality in Door County north of Sturgeon Bay. Fishing and logging were replaced by farming and orchards and tourism. While its most famous business may be the restaurant with the goats on the roof, the area is home to a wide variety of businesses, including many that have been family-owned and around for more than 75 years.

Like most Door County communities, Sister Bay got its start with development and business on the waterfront. That waterfront scene is as picturesque as ever, and a sunset on Sister Bay makes it easy to understand why residents and tourists alike treasure this beautiful area.

How did Sister Bay get its name?

Legend has it that it was named for the two little uninhabited islands that flank the entrance to the Bay. The islands were said to have resembled one another, as sisters often do.

DISCUSSION/ACTION ITEMS

AGENDA ITEM NO. 5(e)

WAYFINDING SIGNAGE

PLEASE NOTE: THE DIGITAL VERSION OF THE WAYFINDING SIGNAGE PLAN WAS TOO LARGE TO INCLUDE IN THE DIGITAL MEETING PACKET, AND, THEREFORE, HYPERLINKS TO SEVERAL PORTIONS OF THAT PLAN FOLLOW:

[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%201.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%201.pdf)

[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%202.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%202.pdf)

[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%203.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%203.pdf)

[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%204.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%204.pdf)

[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%205.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%205.pdf)

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[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%2011.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%2011.pdf)

[HTTPS://STORAGE.GOOGLEAPIS.COM/JUNIPER-MEDIA-LIBRARY/57/2025/04/WAYFINDING%20SIGNAGE%20PLAN%20-%20PART%2012.PDF](https://storage.googleapis.com/juniper-media-library/57/2025/04/wayfinding%20signage%20plan%20-%20part%2012.pdf)



STAFF REPORT

WAYFINDING SIGNAGE

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

In 2016 the Village completed a Wayfinding Signage Plan (attached). We would put money in the Capital Improvement Plan (CIP) to build a fund to implement the plan. The Finance Committee has recommended the implementation be removed from the CIP and referred the matter to the committee for discussion.

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(f)

**SPORTS COMPLEX LIFT STATION; REQUEST TO
REMOVE; REFER FOR FUNDING APPROVAL**



STAFF REPORT

LIFT STATION AT TKH

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

There is an old lift station near the TKH building at the Sports Complex. It is adjacent to where the new sewer lateral is to be installed. The contractor can remove it now (<\$12,000), or, if removed at a later date it will cost much more. Staff recommends it be removed, but what fund pays for the removal? Staff recommends a portion of the March 2025 Municipal Reimbursement Funds be utilized to pay this expense. This would take Finance Committee approval. Time is of the essence in that the contractor is mobilizing soon.

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(g)

**MULTI-FAMILY HOUSING AND COMMUNITY
PARK PROPOSAL; NORTHWOODS AND
AVA HOPE**



STAFF REPORT

MULTI-FAMILY HOUSING

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

The Housing Committee has recommended the Village issue an RFP for a contractor to build affordable housing on village land at the intersection of Northwoods and Ava Hope. The land available is shown below:



To maximize housing units, the Plan Commission would need to offer a higher density than allowed by code, which would be dependent on what is proposed. The Plan Commission discussed the proposal and supported the RFP.

The RFP is drafted to read:

The Village of Sister Bay owns approximately 2.15 acres of vacant land at the northeast intersection of Northwoods Drive and Ava Hope Court, Sister Bay, Door County, Wisconsin. The land consists of three parcels and a portion of a parcel that contains a stormwater pond. The property has sewer and water and electric to the site, and a sidewalk paralleling Northwoods Drive. The property slopes to the east with the area along Northwoods being approximately ten feet higher in elevation than the east side of

the property. Below [above] shows the approximate dimensions of that portion of village land subject to development.

Sister Bay is in need of affordable multi-family housing, whether it be apartment housing or townhomes, owned or rented, one bedroom or two, with at least 10% of the units being three-bedroom. They are seeking a developer who can develop the property and provide that housing and be subject to deed restrictions requiring the units to be at or below market rate; prohibit short-term rentals; require permanent residency; and not be used as seasonal housing. Other deed restrictions may be imposed. Ideally, the developer would use tax incentives to build the development thereby ensuring access by low- to moderate-income individuals.

The property is currently zoned Multi-Family Residence (R-2). Multi-family housing in the R-2 district is limited to six units per acre, but can be increased by the Plan Commission; for proposals in excess of six units per acre, the Plan Commission will consider reasonable density proposals.

The Village was going to build a small community park on a portion of the property. If the village deducted land for a park, the density on the land would be further restricted; therefore, the builder is to own the land so it can be used for density calculations, develop a neighborhood park, and grant the public access and enjoyment as if it were a publicly owned park. The parkland will be used to meet the developer's green space calculations required by the village. The developer is to propose the design of the park and amenities to be included in that green space. The Village will need to retain an easement on the far east border of the site to access the Village stormwater pond.

The proposer is encouraged to conduct an onsite inspection of the subject property to ensure they are familiar with the site, grades, and character of the area. The lots are part of the the Stony Ridge Plat. There is no current survey of the property; the village will be responsible for a perimeter survey of the property and combining the lots into one larger parcel.

Included in the proposal shall be, at a minimum, a construction schedule; conceptual elevation views and floor plans; anticipated rental rates; and an anticipated site plan.

All proposals will be reviewed by the Plan Commission to determine compatibility with the neighborhood, site design, architectural review, and compliance with Chapter 66 of the Village of Sister Bay Municipal Code. The successful proposer will need to apply for site plan review, architectural review and permits. A development agreement will be required.

Question: Does the committee support this proposal, and should the RFP be issued?

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(h)

DARK SKY FRIENDLY STREETLIGHTS



STAFF REPORT

DARK SKY LIGHTING

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

The Plan Commission is working on dark sky lighting regulations. During research, WPS proposed replacing the bulbs in the streetlights along Highways 42 and 57 to meet dark sky initiatives. Does the committee support the proposal? Both the DOT and the County Highway Department have said the decision to change the lighting is up to the village.

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(i)

WINTER SNOW REMOVAL SCHEDULE



STAFF REPORT

WINTER SNOW REMOVAL SCHEDULE

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

During snow storms the Parks Department removes snow from the EMS entrance at the Fire Station, then the Post Office, then goes down the alley by Grasse's enroute to the Administration Office, and then removes the snow from the Administrative Office. A staff member approached a trustee with concerns the Admin Office isn't cleared by 8 AM. Trustee Bhirdo asked this matter be added to the agenda for discussion. Erik will be available to explain their schedule.

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 5(i)

PARKS & STREETS DEPARTMENT STAFFING



STAFF REPORT

DEPARTMENT STAFFING

Date: April 7, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

1. Earlier we discussed not filling the vacant Parks Maintenance Technician I position, and instead giving the Technicians an increase in salary since they will be assuming more work and more weekends. It was agreed we would try this on a trial basis, and it was recommended the Personnel Committee discuss the increase. Later, we discussed that perhaps we hire a firm to remove snow so the crew didn't have to work so many weekends, but no contractor accepted our offer. Does the committee support the original proposal?
2. Last year we discussed a part-time Administrative Assistant in the Parks Department, but Erik felt it was premature, and the committee voted not to pursue a position at that time. With the departure of Janal, our Administrative Assistant, we have the opportunity to have the Administrative Assistant spend 50% of her time on general village administrative work, and 50% on Parks Department needs, which includes agendas and minutes for all meetings related to parks or properties, and, rental of properties, amongst other duties. Does the committee support this proposal?

DISCUSSION/ACTION ITEMS
AGENDA ITEM NO. 6

STAFF REPORT(S)



PARKS & STREETS DIRECTOR'S REPORT

Date: April 3, 2024

Board/Committee: Parks, Property & Streets Committee

Re: Monthly Report

Author: Erik Linczmaier, Director

1. Staff completed their inside work for this winter. Completing the restoration of 36 nautical trash can holders, three memorial benches, restoring a Boss V snow plow, prepped and painted 20 picnic table replacement boards, repainted all the white benches found at the Village Hall and Sport Complex, repainted Post Office parking lot bumpers, repainted the inside of Waterfront bathrooms, repaired damage to changing booths and also repainted them, fabricated a shortened snow shoot for the trackless snow blower, repainted the wood on both utility beds for the golf carts and rented a carpet cleaner for the fire station large conference room.
2. Staff has removed all Christmas decorations from the field and have made all repairs to damaged displays.
3. Staff helped the assistant Marina Manager in removing the ice eaters.
4. Staff fixed the plexiglass and steel cage on the back side of the Post Office.
5. NCLED completed the lighting upgrade to the Post Office. The Postmaster and the staff are pleased with the upgrades.
6. The 1000-gal propane tank located behind the Post Office will have to be decommissioned (due to its service line running under a roadway and proximity to other utilities). Ferrellgas will be installing two new 120-gal tanks on the back side of the building where the current dumpster is sitting. The dumpster will be moved close to where the old 1000-gal propane tank location was.
7. Update on the driveway access in front of Marina View Condos: JF Construction won the bid to perform the work. They have not provided me with a start date. I did express that the Village would like this work to be done before May.
8. Update on the swim dock: After receiving unclear answers from the associate that filled out the DNR permit, I reached out to the DNR directly. They informed me that the permit had been approved but still had to go through the 30-day public notice period. That public notice started on March 24th and will end April 22.
9. I took part in a two-day FEMA training course on Event Security. I'm looking forward to working with SBAA, Door County Sheriff's Department and Sister Bays Frie Chief on updating our event security plan.
10. Sister Bay Volunteer Day, trash pick-up along roadways: Possible starting locations Fire Station, SBAA office locations, former brick parking lot in Waterfront Park, Gateway Park. Streets to focus on: Mill Rd triangle (west side of Mill Rd, Parkview Dr, Parkview LN, west side of Maple Dr, Bluffside Ln), east side of Maple Dr, Woodcrest Rd, Sunset Dr, South Spring Rd, east side of Mill Rd, and Claflin Ln. Currently my department could supply 10 trash pickers to assist with having to bend over to pick trash up. The Department could also supply around 40 5-gal buckets. The Department does not currently have any extra safety vests for this event.

ADMINISTRATOR'S REPORT

April 2025

- **Volunteer Day Update** – I spoke with Erik and due to Easter, the weekend day that works is April 26, from 8-Noon. Erik has identified areas that need litter picked up. Depending on the number of volunteers that arrive, he will assign other roads or areas.
- **57 Trail Update** – The request for engineering services, and request for construction services, has been sent out to the 352 firms on the approved DOT contractor list. Responses are due April 11. The engineering contract is between the village and the firm since that portion of the project we pay ourselves. The construction services contract is however paid by the DOT, so they have to approve our selection and contract.

The engineering 'bid' is to be based on qualifications, but we can look at cost (since we're paying for their service), but the proposal for the construction services has to be based on quality only and cannot take into consideration costs – the bidder can't even submit their cost estimate at time of submission (per the Brooks Act we cannot look at price on that contract).

Once we have the submissions, staff will bring them back to the committee.

- **'Triangle' Project** – Robert E Lee has notified us soil borings will begin this week, with surveying starting next week. All property owners along the project route have been notified of the surveying work that is scheduled.
- **Village Hall Additions/Renovations** – McMahon is finalizing their design of the additions and renovations. The plan is needed for the CDBG grant application. Because we do not have engineered drawings, and our debt ratio is not that high, BayLake does not know if we will be successful in that application, but we will still submit the application. Also, having drawings, and an estimated cost of construction, we will be able to plan for the future of the renovation work. I did find out the total amount allocated for this round of CDBG is just \$10 million, further complicating our chances of success.
- **Ice Rink Agreement** – At last month's meeting staff was to work on an operating agreement between the village and the Friends of the Ice Rink. Staff reviewed the draft agreement submitted by Myles and had concerns about formatting and content, so before staff can review it with Myles, it was referred to the village attorney to format

an agreement and address any inconsistencies or concerns. Once a draft is available, we will have a version we can then meet with Myles to discuss before bringing it back to the committee and ultimately the Board.

Also, the Friends Group would like to begin construction on the new ice rink as early as May, maybe July. I was working with them on an RFP, but to date that has not been finalized (I'm waiting for information from them).

- **Climate Coalition** – Last month we discussed Jeff Lutsey from the Climate Coalition joining us for our meeting. That invitation was not made and therefore not added to the agenda.

AGENDA ITEM NO. 7

**MATTERS TO BE PLACED ON A FUTURE
AGENDA OR REFERRED TO A COMMITTEE,
OFFICIAL OR EMPLOYEE**

AGENDA ITEM NO. 8

NEXT MEETING:

- a. SCHEDULE WALKING TOUR**
- b. REGULAR MONTHLY MEETING –
MONDAY, MAY 5, 2025, AT 2:30 PM**

AGENDA ITEM NO. 9**EXECUTIVE SESSION**

a) CONSIDER A MOTION TO CONVENE INTO EXECUTIVE SESSION PURSUANT TO WISCONSIN STATUTES §19.85(1)(G) TO CONFER WITH LEGAL COUNSEL WHO EITHER ORALLY OR IN WRITING WILL ADVISE THE VILLAGE BOARD ON STRATEGY TO BE ADOPTED WITH RESPECT TO CURRENT OR LIKELY LITIGATION: BROADBAND CONTRACT.

b) MOTION TO RECONVENE INTO OPEN SESSION

c) MOTION FOR ACTION, IF APPROPRIATE

AGENDA ITEM NO. 10

ADJOURNMENT