



PARKS, PROPERTY & STREETS COMMITTEE MEETING AGENDA

TUESDAY, SEPTEMBER 8, 2026, AT 1:00 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 check: www.sisterbaywi.gov

AGENDA

1. Call to Order & Roll Call

1	Committee Chair, Trustee – Louise Howson			<i>Department Director – Erik Linczmaier</i>
3	Trustee - Nate Bell			<i>Village Administrator – Benjamin Andrews</i>
3	Resident Member - Jerry Ahrens			<i>Administrative Assistant – Sarah Bertges</i>
4	Resident Member - Mike Laszkiewicz			
5	Resident Member - VACANT			

2. Approve Agenda

3. Approve Minutes:

- a) August 3, 2026; Regular Meeting
- b) August 19, 2026; Special Meeting

4. Comments, Correspondence, and Concerns from the Public

5. Discussion/Action Items

- a) Dog Park Improvement Discussion
- b) Village Refuse Discussion; Pizza Boxes at Waterfront Park
- c) Village Infrastructure; Spring Road Culverts

6. Parks and Streets Report

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

8. Next Regular Meeting:

- a) October 5, 2026 at 1:00 PM; Regular Meeting

9. Adjourn

[Must Adjourn at 3:00 PM for 3:30 PM Walking Tour at Logerquist Property]

Public Notice – PARKS, PROPERTY & STREETS COMMITTEE MEETINGS ONLY

For questions regarding the above agenda items or to review the related files, call the Administration Office (phone number below) or email info@sisterbaywi.gov. To submit letters in support or opposition of an agenda item, email adminassist@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 online.

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

PARKS, PROPERTY & STREETS COMMITTEE MINUTES
MONDAY, AUGUST 3, 2026
(Approval Pending)

1. Call to Order & Roll Call

August 8, 2026, meeting of the Parks, Property & Streets Committee was called to order by Committee Chair Howson at 1:00 P.M.

Committee Members Present: Committee Chair Louise Howson and members Nate Bell, Mike Laszkiewicz. Jerry Ahrens was excused.

Staff Members Present: Village Administrator Benjamin Andrews, Parks & Streets Director Erik Linczmaier, and Administrative Assistant Sarah Bertges

Public Present: Erin Peddle, Abby Doobie, Sue West, Chris Roberts, Diane Hickey, Dale Stafslie, Susan H., Rachel Stollenwerk, Brian Fitzgerald, Pat Wisner, Becca Weise.

2. Approve Agenda

Motion by Bell, second by Laszkiewicz, to approve the agenda. Motion carried – all ayes.

3. Approve Minutes

a. July 6, 2026, Regular Meeting

Motion to approve the July 6, 2026 minutes as presented by Bell, second by Laszkiewicz. Motion carried – all ayes.

4. Comments, Correspondence, and Concerns from the Public

Several members of the public addressed the Committee regarding conditions at the Village dog park. Concerns raised included: overgrown vegetation along the fence line and gate entries; inadequate hose length creating a persistent mud area near the water spigot; safety hazards including holes in the ground, gaps in fencing allowing small dogs to escape, and a deteriorating entry gate secured only with a ratchet strap; drainage issues creating icy and hazardous conditions in winter; and lack of accessible parking and pathways for individuals with mobility limitations. Speakers also noted that the donation box proceeds should be directed toward dog park improvements.

Laszkiewicz thanked the public for their organized advocacy and encouraged them to form a citizens' dog park group and submit a prioritized letter of recommended improvements to both the Village Board and the Parks Committee. Linczmaier acknowledged a recent volunteer mulch-spreading effort at the dog park, organized with the assistance of Northern Sky Theater.

5. Discussion/Action Items

a. Sister Bay Advancement Association; Contract Review

Andrews introduced the annual review of the SBAA contract, noting the SBAA had proposed updates including evergreen renewal language and a revised event list. Discussion centered on whether to maintain the existing 12% of room tax formula or transition to a fixed annual contribution. The Committee agreed that a flat fee approach offers more budget predictability and provides flexibility for potential future collaboration related to Village Hall planning. The annual contribution was set at \$72,000 for the 2027 budget year.

The Committee directed that renewal language be modified to include a 60-day notice period for either party to initiate renegotiation, and that termination notice be extended to 120 days. These revisions are to be reviewed by Village legal counsel prior to submittal to the Village Board. If no

1 material changes arise from legal review, the agreement may proceed directly to the Board;
 2 otherwise it shall return to the Parks Committee.

3 *Motion to recommend the SBAA agreement to the Village Board pending legal review, with a fixed*
 4 *annual contribution of \$72,000, was made by Bell and second by Andrews. Motion carried — all ayes.*

6 **b. Village Facility Rental Agreement; Door County Century Bike Ride**

7 Brian Fitzgerald presented a request from the Door County Century Bike Ride organization to utilize
 8 the Logerquist property as a rest stop for the 100-mile route on September 12–13, 2026, in lieu of
 9 the previously approved Waterfront Park location. The organizer explained that after consultation
 10 with the Door County Sheriff's Department, the Logerquist site was identified as a safer option that
 11 eliminates multiple highway crossings, including the Flint Ridge crossing. The site requires no water
 12 or power connections; portable restroom facilities will be brought in and removed by the organizer.
 13 *Motion to approve the use of the Logerquist property as a rest stop for the Door County Century Bike*
 14 *Ride on September 12–13, 2026 was made by Howson and second by Laszkiewicz Motion carried —*
 15 *all ayes.*

17 **c. Village Administration Building; Request for Proposal; Evaluation of Proposals**

18 Andrews reported that 15 proposals were received in response to the Village's RFP for architecture
 19 and engineering services. The Parks Committee had previously identified four finalist firms:
 20 Birschbach & Associates, Boldt Company, Somerville, Inc. and Wold Architects & Engineers. Andrews
 21 conducted an apples-to-apples comparison of the finalists and recommended Wold Architects and
 22 Engineers based on competitive pricing and the breadth of in-house services, including civil
 23 engineering, technology/security design, and interior design.
 24 The Committee discussed the importance of communicating a firm budget ceiling to the selected
 25 firm at the outset of design, noting that the \$3.2 million total project budget must account for all
 26 costs including IT/AV infrastructure, landscaping, furniture, and a contingency. The Committee also
 27 directed that contract terms be reviewed carefully given the financial scope of the project, and that
 28 the Committee expects to be involved in contract review prior to execution.
 29 *Motion to recommend Wold Architects and Engineers to the Village Board for selection as the*
 30 *architecture and engineering firm for the Village Administration Building project was made by Bell*
 31 *and second by Laszkiewicz. Motion carried — all ayes.*

33 **d. 2027 Parks and Streets Budget Review**

34 Andrews presented the proposed 2027 Parks and Streets budget, including staff's list of
 35 recommended reductions and additions. The Committee raised significant concerns regarding the
 36 overall proposed budget, which reflected approximately a 15% increase over the 2026 budgeted
 37 amount across public works, culture and recreation, and development categories. Members noted
 38 that several line items appeared inflated relative to actual spending trends, particularly in the areas
 39 of personnel, health benefits, and accounts with no recent expenditure history. The Committee
 40 expressed that the proposed budget, as presented, could not be forwarded to the Finance
 41 Committee without further refinement.

42 The Committee also discussed CIP priorities, with Bell proposing two projects for potential inclusion:
 43 (1) a Phase 2 extension of the Highway 42 sidewalk corridor of approximately 960 feet, and (2) a
 44 long-term trail easement along the rear of properties from the pet clinic area to Fieldcrest Road, to
 45 be considered in conjunction with the completion of the regional trail project. Both items were
 46 supported for inclusion in future CIP planning discussions.

48 **e. Sports Complex Facility Reservation Policy**

49 This item was considered out of agenda order, having been moved ahead of Item 5d by Committee
 50 vote.

51 Andrews presented a proposed Sports Complex Facility Reservation Policy designed to replace the
 52 existing pickleball-specific policy with a comprehensive policy covering all facilities at the sports

complex, including tennis and pickleball courts, soccer fields, baseball diamonds, the pavilion/picnic shelter, and the ice rink building. The proposed policy was developed in coordination with Village staff to align the current fee schedule with the online reservation platform being implemented. Discussion confirmed that the fee schedule is not being changed; the policy provides an interpretation of existing approved daily rates into hourly and time-slot increments for platform compatibility. The pavilion daily rate of \$150 and ball field/soccer field rate of \$50 are each to be defined as an 8-hour day for platform purposes. The Committee approved the policy with the understanding that gaps may be identified during implementation and brought back for further review.

Motion to approve the Sports Complex Facility Reservation Policy and the Sports Facility Club Reservation Form as presented, replacing the existing Sports Complex Pickleball Policy, and to authorize staff to implement the policy within the online reservation system, was made by Laszkiewicz and second by Howson. Motion carried 2-1 with Bell opposed.

f. Donation Proposal; Sister Bay Lion's Club

Andrews presented a donation proposal from the Sister Bay Lion's Club to fund the purchase and installation of a new flagpole near Waterfront Park. The Committee discussed and supported the donation, recommending a 35-foot flagpole height to remain consistent with Village code (a 40-foot pole would require a variance). The Committee reached consensus that the preferred location is north of Village Hall, between the building and the path leading to the boathouse, to avoid disrupting beach activity and to minimize erosion risk near the shoreline. Andrews noted that the Lion's Club expressed interest in a dedicatory plaque and may request future landscaping assistance, which would be subject to standard Village review processes.

Motion to recommend that the Village Board accept the Sister Bay Lion's Club donation for the purchase and installation of a new 35-foot flagpole north of Village Hall near Waterfront Park, and to acknowledge that any future requests related to a plaque or landscaping will be reviewed through standard Village processes, was made by Howson and second by Laskiewicz. Motion carried — all ayes.

g. Mill Rd Triangle Questions

Andrews addressed three outstanding questions related to the Mill Road Triangle/Village Administration Building demolition and site project:

- **Demolition Timeline:** Andrews noted that complications associated with a potential double move of staff — first to an interim facility and then to the new administration building — are a concern. The Committee reached consensus to consider shifting the Mill Road street and demolition project to spring 2028, aligned with the anticipated completion of the new administration building, in order to avoid two staff relocations. The project timeline shall not be permitted to slip beyond early 2028.
- **Overhead Utility Burial:** Andrews confirmed that a 2018 Village ordinance requires burial of all overhead utilities within the right-of-way. This requirement is already captured within the project scope.
- **Street Lighting:** Andrews noted that existing streetlights are mounted on utility poles that will be removed as part of the project, and that new pole-mounted streetlights must be included in the design scope. The Committee confirmed that new streetlights should be included and directed that warm-tone fixtures (approximately 3,000K or lower) be specified.

6. Staff Report

Parks and Streets Director Linczmaier reported that pothole patching throughout the Village has been completed and crews have moved on to shoulder maintenance. Two locations — on Gateway Drive and on Highway 42 near the hilltop driveway — are exhibiting unusual pavement and concrete movement that began during the summer season. The Village's on-retainer engineer (Stan

Tech/Skyler) has inspected both sites and has been unable to determine the cause, citing possible subsurface water movement. Linczmaier has contacted the Wisconsin DOT for further assessment and is awaiting a response.

Linczmaier also reported that tree rings have been opened on three bur oaks near the pump shed to address competition from surrounding sod, following recommendations from the DNR and a local arborist. The same treatment is planned for the remaining three oaks on the opposite side of the pump shed.

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

The following items were identified for placement on a future agenda:

- Dog Park Improvements — pending receipt of a prioritized letter from the public dog park group.
- Recognition of Joy Lang — for her long-term volunteer contributions to Village floral displays.

Staff was also directed to remove the men's and women's restroom signage from the exterior of the old schoolhouse, as the facility is no longer operating as a public restroom.

8. Next Regular Meeting

a. September 8, 2026 at 1:00 PM; Regular Meeting

b. September 8, 2026 at 3:30 PM; Walking Tour Meeting – Logerquist

The Committee noted that the September 8 regular meeting must conclude in time to allow the 3:30 PM walking tour of the Logerquist property to proceed. Members were reminded that no formal motions or actions are to be taken during the walking tour; observations will be compiled and brought back for discussion at a subsequent meeting.

Note: A special budget workshop meeting is also scheduled for August 19, 2026 at 11:00 AM.

9. Adjourn

Motion by Laszkiewicz, second by Howson to adjourn the meeting at 4:14 PM. Motion carried all - ayes.

Respectfully submitted by Sarah Bertges, Administrative Assistant.

PARKS, PROPERTY & STREETS COMMITTEE MINUTES
MONDAY, AUGUST 19, 2026
(Approval Pending)

1. Call to Order & Roll Call

August 19, 2026, meeting of the Parks, Property & Streets Committee was called to order by Committee Chair Howson at 1:01 P.M.

Committee Members Present: Committee Chair Louise Howson and members Nate Bell, Jerry Ahrens, and Mike Laszkiewicz.

Staff Members Present: Village Administrator Benjamin Andrews, Parks & Streets Director Erik Linczmaier, and Administrative Assistant Sarah Bertges.

Public Present: None

2. Approve Agenda

Motion to approve the agenda was made by Bell and second by Ahrens. The motion carried - all ayes.

3. Approve Minutes: N/A .

4. Discussion/Action Items

a. 2026 Parks and Streets Budget Review

The Committee reviewed the proposed 2027 Parks, Property, and Streets-related operating budget, including Public Works, Culture/Recreation/Education, public transportation, and related support accounts. Staff explained that the budget had been updated since the prior meeting to reflect revised personnel information, line-item adjustments, and actual expenditure trends.

Committee members expressed concern that the revised budget remained materially above prior-year actual spending despite prior direction to return with a flatter spending plan. Discussion focused on the distinction between mill rate impacts and actual departmental spending, with members emphasizing that the Committee's review was centered on expenditures and service costs rather than levy capacity or mill rate reductions.

Members identified concerns with the format and presentation of the budget, stating that the materials did not clearly isolate the principal causes of year-over-year increases. The Committee requested clearer causal explanations for major variances, particularly in wages, benefits, services, operating and maintenance, and special project-type items.

The Committee then reviewed selected line items and directed reductions or removals where spending history, timing, or lack of current-year use did not support the proposed amounts.

Discussion included, among other items, seasonal decorations, weed and nursery control, other contracted services, memorial bench-related budgeting, public transportation contracted services, miscellaneous supplies, certain Culture/Recreation placeholder accounts, and Sports

Complex/Recreation Facilities line items. Members also directed that accounts with no expenditures in both 2025 and 2026 generally be reduced to zero unless a clear need existed.

Staff stated that wages and certain fixed costs would limit how far reductions could go without affecting service levels. Members responded that where service impacts were possible, those impacts should have been presented clearly alongside recommended reductions.

1 *By consensus, the Committee directed staff to revise the budget based on the reductions discussed*
2 *during the meeting and to further remove or reduce line items with no 2025 and 2026 expenditures,*
3 *except where fixed costs or clearly justified needs applied. Staff was directed to transmit the revised*
4 *figures to the Howson for review in advance of the Finance Committee packet deadline.*

5
6 **5. Next Regular Meeting**

7 **a. September 8, 2026 at 1:00 PM; Regular Meeting**

8
9 The next regular meeting was noted as September 8, 2026, at 1:00 p.m.

10
11 **b. September 8, 2026 at 3:30 PM; Walking Tour Meeting – Logerquist**

12 The Walking Tour Meeting – Logerquist was noted for September 8, 2026, at 3:30 p.m.

13
14 **6. Adjourn**

15 *Motion by Bell, second by Ahrens to adjourn the meeting at 1:00 PM. Motion carried all - ayes.*

16
17 Respectfully submitted by Sarah Bertges, Administrative Assistant.



STAFF REPORT

Date: September 8, 2026

To: Parks, Property and Streets Committee
Re: Dog Park Improvement Discussion
Author(s): Benjamin Andrews, Village Administrator



POLICY ISSUE(S)

“What level of maintenance, improvements, and financial structure should the Village establish for the dog park, and which of the user-requested items should be prioritized for budgeting, staff action, or future agendas?”

BACKGROUND INFORMATION

- The Parks, Property, and Streets Committee met on August 3, 2026.
- During the agenda item titled “Comments, Correspondence, and Concerns from the Public,” several residents spoke regarding conditions at the Village dog park. Their comments centered on safety concerns, maintenance needs, and accessibility issues within the park.
- Later in the meeting, under the agenda section “Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee,” the Committee agreed to place the dog park discussion on a future agenda. This referral was contingent on receiving a prioritized list of concerns from the public dog park user group.
- A letter was received on August 19, 2026, outlining the group's key maintenance and improvement priorities.

AGENDA ITEM OBJECTIVE

This agenda item was requested by the committee. Village Staff framed the issue: it is intended to give the Parks Committee an opportunity to provide policy direction on dog park maintenance priorities and determine whether any of the requested improvements should be incorporated into future budgeting, referred to staff, or placed on future agendas. It is important to consider that larger capital improvements (such as paving the lot or accessible pathways) would require future budgeting or external funding.

SUMMARY OF PUBLIC REQUESTS

The following items were identified by dog park users as their highest priorities:

1. Fence and Gate Repairs

Users report that small dogs can escape through gaps in the entry gates and mower-access gate. They request repairs or patching to eliminate escape points and improve safety.

2. Ground Surface Safety

Senior users have difficulty navigating uneven terrain and holes throughout the park. Filling holes with dirt or gravel is requested to create a safer walking surface.

3. Weed and Grass Trimming

Overgrown vegetation along the fence line and around trees makes it difficult to locate and remove dog waste. Users request more regular trimming to support cleanliness and usability.

4. Accessible Entrance Improvements

Users with mobility challenges would benefit from a smoother and more accessible entryway. Suggestions include adding concrete or compacted gravel at the entrance and potentially installing an accessible pathway leading to the picnic table.

5. Parking Lot Conditions

The unpaved parking lot becomes difficult to navigate during wet conditions. Users describe future paving as a “dream” improvement that would substantially enhance access.

6. Donation Box Funding Structure

Donations currently enter the Village’s general fund before allocation to the dog park. Users prefer a dedicated Dog Park account to encourage more direct and transparent contributions.

7. Little Library Installation

A small free library near the park entrance is proposed as a community-building amenity.

8. Communication With Users

Because no single spokesperson represents all dog park users, the group suggests posting notices at the park gate when communication with users is needed.

FINANCIAL CONSIDERATIONS

For 2026, the dog park's ground maintenance budget is \$0, with a total dog park operating budget of \$2,095.

55000	Culture, Recreation & Education	12/31/2022	12/31/2023	12/31/2024	2025	6/30/2025	9/30/2025	12/31/2025	2026
Account	Description	Actual	Actual	Actual	Budget	Actual	Actual	Projected	Budget
100-55201-000-000	CRE - DOG PARK								
100-55201-200-000	OTHER CONTRACTED SERVICES	1,270	1,210	1,320	1,320	660	785	1,000	1,320
100-55201-202-000	WATER/SEWER	199	205	205	275	39	115	200	275
100-55201-353-000	GENERAL SUPPLIES	626	419	489	500	-	-	-	500
100-55201-362-000	GROUNDS MAINTENANCE	-	-	-	-	-	-	-	-

Dog park donations received to date total \$1,228.73.

Receipt Number	Date	User ID	Customer Name	Customer Number	Description	Distribution Amount	Payment Amount
5.000004314	02/08/2023	heidl.teich	Dog Park		DOG PARK DONATIONS	12.00	12.00
5.000004606	05/24/2023	heidl.teich	Dog Park		DOG PARK DONATIONS	40.00	40.00
5.000004607	05/24/2023	heidl.teich	Dog Park		DOG PARK DONATIONS - dog treats	3.25	3.25
5.000004653	06/09/2023	heidl.teich	Dog Park Donors		Multiple	54.75	54.75
5.000004738	07/06/2023	heidl.teich	Dog Park		DOG PARK DONATIONS	96.00	96.00
5.000004828	08/01/2023	heidl.teich	Dog Park		Multiple	91.75	91.75
5.000004916	09/05/2023	heidl.teich	Dog Park Donors		DOG PARK DONATIONS	59.38	59.38
5.000004955	09/26/2023	heidl.teich	Dog Park		Multiple	34.25	34.25
5.000005095	12/28/2023	heidl.teich	Dog Park		DOG PARK DONATIONS	59.00	59.00
5.000005266	03/27/2024	heidl.teich	Dog Park		DOG PARK DONATIONS	5.00	5.00
5.000005452	05/31/2024	heidl.teich	Dog Park		DOG PARK DONATIONS	41.00	41.00
5.000005543	07/05/2024	heidl.teich	DOG PARK		DOG PARK DONATIONS	49.73	49.73
5.000005597	08/07/2024	heidl.teich	Dog Park		DOG PARK DONATIONS	48.00	48.00
5.000005644	09/06/2024	heidl.teich	Dog Park		DOG PARK DONATIONS	81.00	81.00
5.000005675	10/08/2024	heidl.teich	Dog Park Patron		DOG PARK DONATIONS	77.00	77.00
5.000005702	11/07/2024	heidl.teich	Dog Park		DOG PARK DONATIONS	18.00	18.00
5.000005733	12/31/2024	heidl.teich	Dog Park Donors		DOG PARK DONATIONS	7.00	7.00
4.000000073	02/19/2025	janal.suppanz	JEFFREY PETERSON		Donation Made To Dog Park	15.00	15.00
5.000005825	03/25/2025	heidl.teich	Dog Park Donors		DOG PARK DONATIONS	30.00	30.00
5.000005909	05/02/2025	heidl.teich	Dog Park		DOG PARK DONATIONS	12.00	12.00
5.000006020	05/30/2025	heidl.teich	Dog Park		DOG PARK DONATIONS	61.00	61.00
4.000000102	07/01/2025	Sarah.Bertges	Dog Park Donations June 2025		DONATIONS- Dog Park June 2025	33.59	33.59
1.000000267	08/01/2025	Sarah.Bertges	Dog Park Donations July 2025		DOG PARK DONATIONS - July 2025	63.26	63.26
1.000000346	08/29/2025	Sarah.Bertges	Dog Park Donations		DONATIONS- Dog Park Aug 2025	50.66	50.66
1.000000529	01/12/2026	Sarah.Bertges	Dog Park Donations		DOG PARK DONATIONS 8/1-12/31/20	85.00	85.00
1.000000812	07/06/2026	Sarah.Bertges	Dog Park Donations		Dog Park Donations Box	101.11	101.11
						1,228.73	1,228.73

RECOMMENDED ACTION

Village Staff recommends that the Parks Committee:

1. Review the prioritized list submitted by dog park users.
2. Provide direction to staff regarding short-term maintenance actions, long-term improvement planning, and donation management.
3. Identify which items should be placed on a future agenda for further discussion.

ATTACHMENT(S)

1. Letter from Dog Park Group
2. Photos from Dog Park Group

DOG PARK LETTER

Sister Bay Dog Park Users

Benjamin Andrews
Village/Zoning Administrator
PO Box 769
Sister Bay, WI. 54234

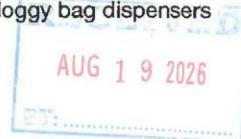
Dear Sir:

We thank you for the opportunity to meet with the Parks Committee to voice our concerns for the Sister Bay Dog Park. This letter is to record our suggestions and requests for improvement of the park so that the owners and dogs can have a safe and enjoyable experience. This includes visitors new to the park so that they will leave with a pleasant experience for both them and their dog.

Following are the requests that came out of discussions and our meeting.

1. The gates for entry and the lawnmower access gate are in need of repair to cure the problem of small dogs going in and out of the park. This could include adjusting the fencing or patching holes. The dogs seem to be able to find them quite easily and many of us have difficulty herding the dogs back into the park.
Users of the park would be very willing to point out particular problem areas.
2. Many of the park's dog owners are senior citizens and have difficulty walking on uneven surfaces. This is especially a problem with the many holes in the ground. Filling these with dirt or gravel would be a very simple and much appreciated solution.
3. Trimming the weeds and grass at the base of the fence and trimming around the trees. As much as users try to clean up after their dogs, sometimes if the dog relieves themselves in the high weeds it is difficult if not impossible to find the dogs deposit. We would like the trimming in order for us to keep the park pristine.
4. Because of the age and physical challenges many users are dealing with, a more accessible entrance would be of benefit to the users and allow Sister Bay to be even more accessible.
A concrete entry would be ideal but a base gravel that hardens would improve wheel chair and walker entry. This could also include a walkway to one of the picnic tables.
5. For the future, paving the parking lot would be a dream. On wet days the parking lot can become quite challenging to navigate. Paving would increase to enjoyment of the dog park.
6. The donation box at the park entry is a nice touch but the discouraging factor is that the funds generated are deposited in the general fund and then designated to the dog park. A more beneficial method would be establishing a direct Dog Park account. It could generate a larger donation amount for dog park use from park users.
7. It could be fun to have a Little Library at the entry gate. It would provide attendees with a friendly and welcoming entry.

Sister Bay Dog Park is a gem in the county for its size and amenities and the maintenance is excellent and appreciated. The grass is always cut, doggy bag dispensers filled, the hose for water dishes are wonderful for the users.



Because of the diverse nature of those utilizing the dog park, both residents and visitors, there is no one spokesperson. Communicating with the group would be difficult. A suggestion would be to do so via notices attached to the dog park gate such as the wonderful thank you note. The note was out up to thank the users for the work done on spreading mulch and filling holes.

We thank you for the opportunity to provide input on what we consider to be improvements in the park.

Sincerely,
Sister Bay Dog Park Users



DOG PARK PHOTOS

Dog park photos



diane hickey

To ● adminassist@sisterbaywi.gov

Hello Sarah,

Attached are the areas of concern located in the dog park

Thank you for your support in making Sister Bay dog park safe for all

Diane Hickey

















STAFF REPORT

Date: September 8, 2026

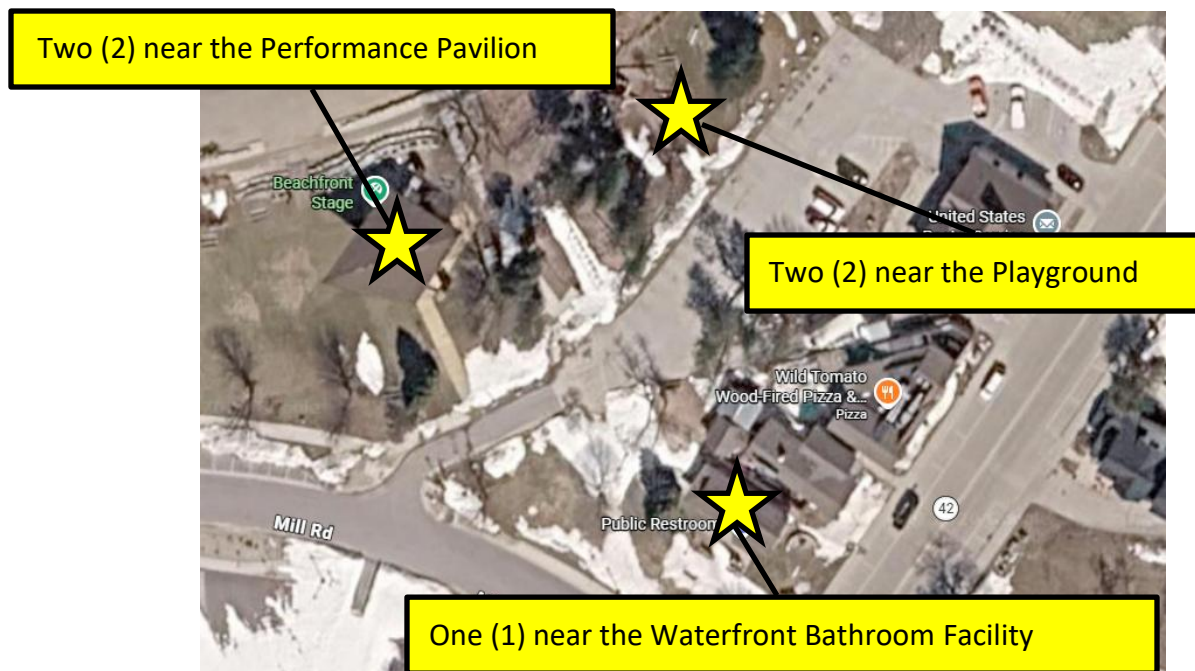
To: Parks, Property and Streets Committee
Re: Village Refuse Discussion; Pizza Boxes at Waterfront Park
Author(s): Erik Linczmaier, Parks and Streets Director
Action(s) Requested: ☐ Ordinance ☐ Resolution ☒ Motion ☐ Receive/File

BACKGROUND INFORMATION

The Village of Sister Bay's restraint businesses offer take-out options; patrons of those businesses also utilize the park and dispose of the take-out containers at the Village parks and use the Village garbage receptacles. The Village/Village Employees are responsible for maintaining garbage receptacles and taking out the garbage. Most items of garbage are manageable; however, Pizza Boxes present specific problems. Due to the shape and size of the Pizza Boxes, they lead the Village-provided garbage receptacles to fill up quickly and overflow. This has been a long-standing and reoccurring issues, which Village Staff are seeking to resolve.

PROPOSAL

The Parks and Streets Department is seeking committee approval to purchase five (5) pizza box recycling receptacles to be placed around Waterfront Park:



PRODUCT DETAILS

An outdoor plastic can for 8–20-inch pizza boxes. Receptacle is sold by CleanRiver. Product weighs 84lbs. Product is available in ten different colors. One-unit costs \$1,195.00 plus surcharge & shipping. Lead time is 7-8 weeks. Total cost for five bins \$7382.25

Link: [Excel Pizza Bin | Quick Service Restaurant Recycling](#)

PIZZA BOX BIN

OPEN-TOP (PZA) AND ENCLOSED LID (PZA-L) MODELS



TECHNICAL SPECIFICATIONS

SKU	WEIGHT	# of Pizza Boxes	STREAMS	DIMENSIONS
PZA	84 LBS / 38.10 KG	18	MAX 20"	25"W X 25"D X 49-3/4"H
PZA - L	84 LBS / 38.10 KG	18	MAX 20"	25"W X 25"D X 49-1/2"H

AVAILABLE IN TWO MODELS:

- Open-Top Model
- Enclosed Lid Model
 - Side Access Door
 - Sloped Lid Design

MATERIAL

- HDPE recycled plastic lumber

INCLUDED

- Standard Graphics
- 10 standard colors

OPTIONAL

- Custom Graphics
- Custom Colors
- Anchors Kits
- Side Poster

COLORS



SPECIALTY PRODUCTS

FINANCIAL IMPACT

This item was not budgeted for the 2026 calendar year. Village Staff are in favor of procuring this product, either through use of unreserved fund balance or through inclusion in the 2027 budget.



PARKS & STREETS DIRECTOR'S REPORT

Date: September 8, 2026

OPERATIONS UPDATES

Shouldering:

- Staff have continued to fill in low spots along roadway.

Infrastructure- Seismic shift:

- The DOT could not provide an exact reason for the movement that is happening on the hill. They feel that the sidewalk pinching upward was caused by washout or heat expansion. As for the asphalt getting pushed upward on Gateway Dr, they are at a loss.
- I reached out to the Town of Fish Creek to see if they had ever dealt with a situation on their Hills. They did have sidewalk pinch upward, but they haven't had asphalt bubble up like Gateway Dr.
- The sidewalk has come down enough to be grinded. This will help prevent a tripping hazard and help with snow removal. Staff will continue to monitor the area.
- After talking with the DOT, Northeast Asphalt and the County about Gateway Dr. I feel the best course of action would be to grind down the hump and apply mastic sealant over the area. This will be a cost-effective treatment while providing a safe roadway for vehicles and snow removal.
 - Refer to *Figure (s) 1- Infrastructure; Seismic Shift for Visual*

Burr Oak in Distress:

- After consulting with the DNR and a local tree professional. They both advised installing a mulch ring around the base of the distress tree. Installing this ring will allow water to penetrate deeper into the soil, bringing more nutrients to the tree and prevent Chlorosis.
- Staff have begun to install rings throughout the parks.
 - Refer to *Figure (s) 2- Burr oak in Distress*

Village Sign painting:

OPERATIONS UPDATES Continues

- Peninsula Painting has completed their work.
 - Refer to *Figure (s) 3- Village sign painting*

Beach hazard- Cable in the Water:

- On August 14th a lady was swimming at Waterfront beach when she stepped on a half inch thick cable sticking straight up out of the sand 40 ft out in the water.
- Efforts to remove the cable by hand didn't work.
- Staff marked the location with buoys and pushed the end of the cable into the sand.
- Pier and Waterfront solutions were hired to come in with a barge and cane to pull the cable out of the water. They had engine problems at the boat lunch and could use the equipment.
- The following day they attempted to pull the cable out from the shoreline but failed. The cable snapped and now needs to be relocated.
- I will be contracting their competitor (Summerset Marine) to handle the extraction moving forward. Their mobilization fee is less and both have barge availability after Labor Day.

PROJECT AND PROGRAM UPDATES

Waterfront Gazebo Stone bench and counter:

- Staff reach out to Franke Masonry to see if they were still inserted in the project. They are; however, they do have a large winter project that may run into late spring. Would the committee have any issue with this project starting in late Spring or early summer?

REPORT FIGURES

Figure (s) 1- Infrastructure; Seismic Shift for Visual



Figure (s) 2- Burr oak in Distress



Figure (s) 3- Village Sign painting

