



AGENDA  
CITY OF STURGEON BAY  
JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING  
Wednesday, October 27, 2021  
Council Chambers, City Hall, 421 Michigan Street  
5:30 P.M.  
**AMENDED**

1. Roll Call
2. Adoption of Agenda
3. Review of Minutes of August 25, 2021
4. Public Comment on Agenda Items
5. Discussion and review of Minutes from the Local Arts Board Meeting of September 8, 2021, and October 13, 2021 (Minutes to follow and be distributed at meeting)
6. Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park
7. Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park (Rendering of 2<sup>nd</sup> plaque to be distributed at meeting)
8. Discussion on introduction to review all City parks
9. Director's report
10. Adjourn

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of the Common Council does attend, this may constitute a meeting of the Common Council and is noticed as such, although the Common Council will not take any formal action at this meeting.

Notice is hereby given that if a quorum of one of the committees is not present, the committee with a quorum may meet and act upon the agenda subjects.

POSTED  
2:15 PM  
10/25/21  
PSQ

Park and Recreation Committee / Board Members:  
Helen Bacon, Chair  
Gary Nault, Vice Chair  
Chris Larsen  
Randy Morrow  
Marilyn Kleist  
George Husby  
Jay Renstrom  
J. Spencer Gustafson  
Mike Barker

CITY OF STURGEON BAY  
 JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING  
 Wednesday, August 25, 2021  
 Council Chambers, City Hall, 421 Michigan Street  
 5:30 P.M.

A meeting of the Joint Parks and Recreation Committee / Board was called to order at 5:33 P.M. by Chairperson/Ald. Helen Bacon, in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members present were Chris Larson, Randy Morrow, Marilyn Kleist, George Husby, Jay Renstrom and Director of Municipal Services, Mike Barker. Excused absences: Ald. Gary Nault. Absent was Ald. J. Spencer Gustafson. Also present were City Administrator Josh VanLieshout and Municipal Services Secretary, Patty Quinn.

**Adoption of the Agenda:** A motion was made by Mr. Renstrom and seconded by Mr. Larsen to adopt the agenda after placing Agenda item #8 in front of item #5.

1. Roll call
2. Adoption of Agenda
3. Review of Minutes of June 23, 2021
4. Public Comment on Agenda Items
5. Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park
6. Discussion and review of Minutes from the Local Arts Board Meetings of July 14, 2021, and August 11, 2021
7. Recommendation to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021 and forward to Common Council
8. Discussion and update on the Woolly Mammoth art sculpture project
9. Discussion on the Sunset Park tennis courts on cleaning, wind nets and lighting
10. Director's report
11. Adjourn

All in favor. Carried.

**Review of Minutes of June 23, 2021:** Motion made by Mr. Larsen and seconded by Mr. Renstrom to let minutes stand.

All in favor. Carried.

**Public Comment on Agenda Items:** None.

**Discussion and update on the Woolly Mammoth art sculpture project:** Dave and Chris Kellems, 120 Alabama Street, were present to provide update. They distributed to each a small folded map labeled "Walkable Sturgeon Bay" that included a layout of the Ice Age Trail in the City, and a small inserted picture of Woolly Mammoth.

Per Ms. Kellems, work has started on the pedestal at Bay View Park where Woolly will be installed and she reported that only the City is \$59 short of the goal to purchase the sculpture. There has been 10 corporate sponsors and individuals who have donated \$1,000 or more and their names will eventually be

placed on a bronze plaque. Monies will have to be donated to cover the plaque's cost. All that is left to do is to schedule a date for the transfer of the sculpture from Edgewood Orchard Gallery to the City, as well as picking a date to celebrate the installation with city officials.

Mr. Barker gave an update on the location for Woolly – stone is now there and site will be filled in by the end of the week if weather permits. Plants could be put in as early as the middle of next week and it will be ready for the transfer shortly after that. Questions raised about current signage for Bay View Park that is being replaced, and the possible erection of a smaller sign closer to the park itself. Other questions arose about an Ice Age Trail kiosk and Mr. Barker indicated that this is something that the City crew may be able to build that would eventually include info about the Woolly Mammoth sculpture and its acquisition.

**Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park:** Ms. Hein was not able to attend this meeting and this agenda item to be placed on September's agenda.

**Discussion and review of Minutes from the Local Arts Board Meetings of July 14, 2021, and August 11, 2021:** Ald. Bacon reported that the Local Arts Board is working on promoting the City's creative district. She, also, gave an update on discussions about the Celestial Sailor metal art sculpture.

**Recommendation to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council:** Ald. Bacon spoke on the executive summary and pointed out the original document and the new document. She provided background on the need to update the ordinance.

Mr. Morrow made a motion, seconded by Mr. Larsen, to approve the proposed revisions to the Local Arts Board's organizational ordinance as approved by the Local Arts Board at their meeting on July 14, 2021, and forward to Common Council.

All in favor. Carried.

**Discussion on the Sunset Park tennis courts on cleaning, wind nets and lighting:** Mr. Morrow shared comments that tennis courts appear to have been abandoned and asked how the committee can get monies budgeted for ongoing cleaning of the courts and additional lighting. Per Mr. Barker, the tennis courts had just been cleaned but the outcome was not as good as he had hoped for. He indicated that hydro-blasting is what is needed but it could harm the surface. Otumba Park courts were cleaned by volunteers and he stated that it went well and might be an option for Sunset Park. Lighting a big expense as the existing poles could not be used. The budget was tight this year but he was able to install fences. Wind nets could possibly be budgeted for next year. Mr. Morrow spoke on the basketball court at Sunset Park and felt it abandoned, as well and that the tennis and basketball courts being in the middle of what's available there offers problems. He suggested a wind net, at least, to keep basketballs in check and out of the tennis courts. Mr. Barker stated that the budget couldn't cover all the needed repairs in one year.

Ald. Bacon advised the committee/board that she will report back what will be in the budget for parks in 2022, as soon as the information is available and hopes that having that kind of data will help members answer questions from City residents. She reminded all that they should keep track of needed items and/or complaints for the upcoming meeting in November for the discussion on City parks in general.

**Director's report:** Director Barker updated the committee/board on the following items: A plan is being laid out to redo the shoreline between the Bridgeport Resort to Otumba Park and this will go out for bids the following week. Seasonal staff is down to just one person and the City was short four employees overall in 2021 and that he had to pull personnel to help with water weed disposal. He was asked to

describe the restrictions on truck driving as it relates to the age of the drivers. He reported that 2021 was one of the worst years for water weed growth and the year resulted in a higher number of truckloads of weeds from just 8 in the month of June in 2020 to over 100 in 2021.

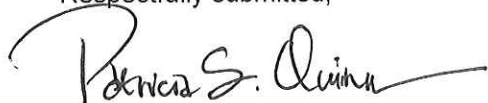
Other questions and comments included if other schools pay to use Memorial Field; provide more benches at Bay View Park similar to Graham Park; shingles coming off of the Sunset Park shelter; and comments about stairways in front of the Maritime Museum.

Administrator VanLieshout spoke on the success of the Otumba Park grand opening and reiterated the need to celebrate these projects.

**Next Meeting Date: Wednesday, September 22, 2021 @ 5:30 P.M. – City Hall.**

Motion by Mr. Renstrom and seconded by Mr. Husby to adjourn. All in favor. Carried. Meeting adjourned at 6:32 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia S. Quinn", with a long horizontal flourish extending to the right.

Patricia S. Quinn  
Municipal Services Secretary



5

CITY OF STURGEON BAY  
LOCAL ARTS BOARD MEETING  
Wednesday, September 8, 2021  
Council Chambers, City Hall, 421 Michigan Street  
9:00 A.M.

A meeting of the Local Arts Board was called to order at 9:01 A.M., by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members present were Ald. Helen Bacon, Claire Morkin, Margaret Lockwood and melaniejane. Stephanie Trenchard joined the meeting at 9:03 A.M. Also present – Municipal Services Secretary, Patty Quinn, and City Administrative Assistant, Suzanne Miller, who arrived at 9:10 A.M.

**Adoption of the Agenda:** Moved by Ms. melaniejane and seconded by Ms. Lockwood to adopt the agenda.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from August 11, 2021
4. Chair's report
5. Public comment on agenda items
6. Discussion on poetry/verse on City sidewalks
7. Discussion on verbiage for sign for the Woolly Mammoth site in Bay View Park
8. Consideration on standardized wording for press releases
9. Discussion on the development of a cultural matrix/roadmap for art acquisition
10. Adjourn

All in favor. Carried.

**Review of Minutes from August 11, 2021:** No comments.

**Chair's report:** Chairperson/Ald. Bacon commented that the meet and greet for artist Steve Haas went well and that about forty people were present for the event held August 26<sup>th</sup>.

Woolly Mammoth was successfully installed at Bay View Park. Ald. Bacon is working on a kiosk for placement in the gazebo near Woolly with Mr. Kevin Quinn from the Ice Age Trail Alliance. Municipal Services will be building the kiosk and it will be two-sided with info about Woolly on one side and City park information on the other.

Ald. Bacon asked for an update from Ms. Miller on the transfer of ownership agreement for the "Celestial Sailor" art project – it has not yet gone to the Maritime Museum. Installation could happen in 2023 due to budgets but that year should have other monies budgeted to fix up parts of Sunset Park and could coincide with plumbing and electrical work for the metal art sculpture's fountain.

The Graham Park sail has yet to be completed.

Members of the board had questions on budgets and finance and Ald. Bacon detailed out the process with the upcoming budget meetings and how public comments can be read at these meetings. She described the layers of approving expenditures and the structures of committees and why the need for non-elected people within committees/boards.

5

Ms. Trenchard asked for a full listing of City properties that the board can work with. More information about all City parks will be provided at the next meeting.

**Public comment on agenda items:** No public comments. The board members would like to see a monthly agenda item for opportunities from the outside or a public call to creative ideas/art projects for the City, to get the community more involved. Ald. Bacon suggested that when speaking with others on the outside that do have ideas, relay those to her and she can get an agenda item added for a future meeting.

**Discussion on poetry/verse on City sidewalks:** Ms. melaniejane is working on a meeting between her contact in Milwaukee who has knowledge of this art form, and Ms. Lockwood but time has not allowed for it. This item to be carried over to next month's agenda.

**Discussion on verbiage for sign for the Woolly Mammoth site in Bay View Park:** Ms. Chris Kellems, 120 Alabama Street, was present. Per Ms. Kellems, Woolly is all paid for and the change in ownership has legally taken place, per Ms. Miller. There is a small balance at Destination Sturgeon Bay in an account that will remain open until the end of the year that will be used for plaques and Ms. Kellems will continue to solicit for donations to add to this account. One plaque will have information about the artist and another plaque will list donations of \$1,000 and above. Other questions arose regarding the area near Bay View Park such as parking, lighting, and a possible ribbon cutting ceremony.

**Discussion on standardized working for press releases:** This was tabled and will be on the next agenda.

**Discussion on the development of a cultural matrix/roadmap for art acquisition:** This was tabled and will be on the next agenda.

**Next Meeting Date: Wednesday, October 13, 2021 @ 9 A.M. – Council Chambers, City Hall.**

Motion to adjourn by Ms. Trenchard and seconded by Ms. Lockwood. All in favor. Carried. Meeting adjourned at 10:04 A.M.

Respectfully submitted,



Patricia S. Quinn  
Municipal Services Secretary

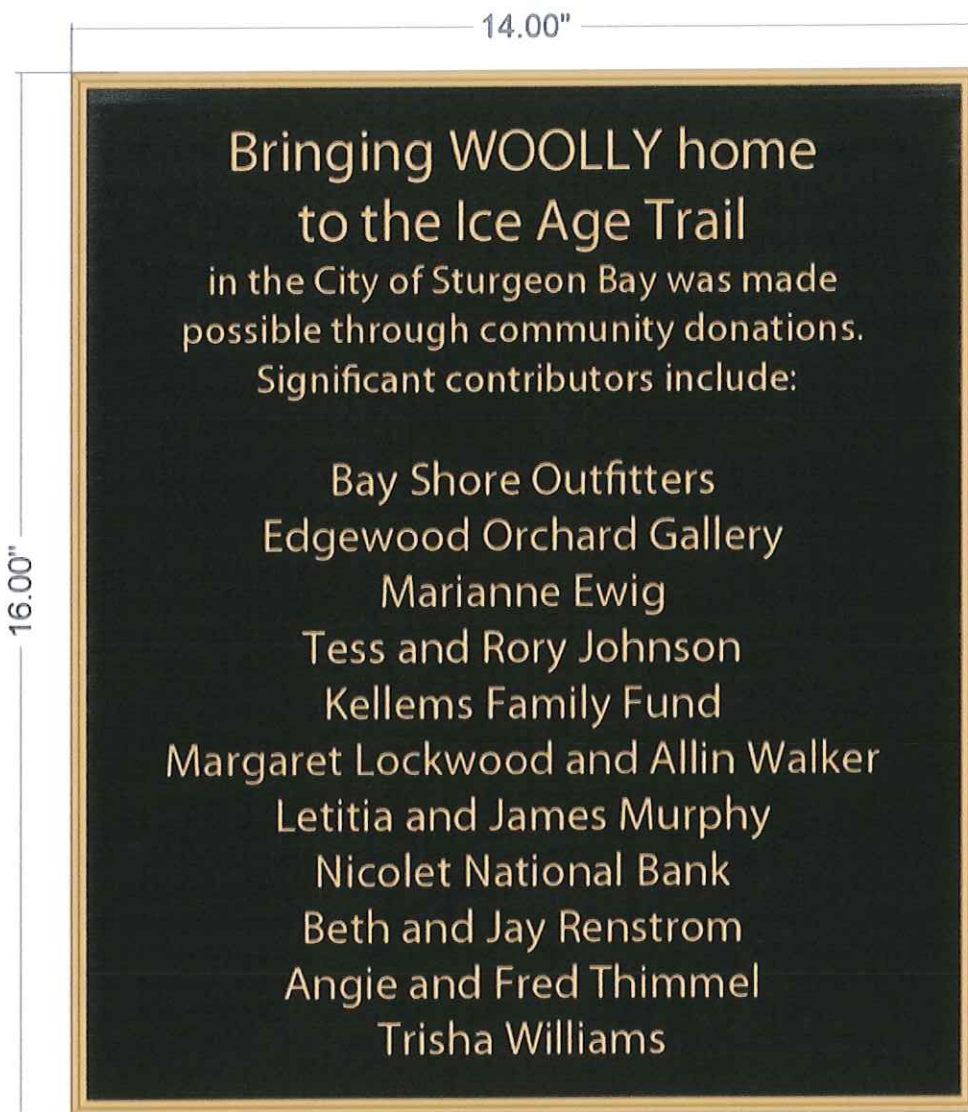
5-4020

**Woodland**  
MANUFACTURING

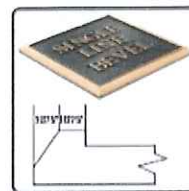
⑦ 1st Plaque  
8 → 9 weeks

Smallest available  
is 3/8" lettering.  
This is 1/2".

\$888  
(good for 1 week)



Brushed



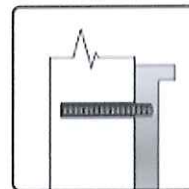
Single Line  
Bevel



Black



Sand



Blind Mount

**Woodland**  
MANUFACTURING

**ARTWORK PROOF**

CUSTOMER NAME  
Chris Kellems

SALES PERSON  
Naomi Kulow  
sales@woodlandmanufacturing.com

JOB NUMBER

# Q5700046852

DATE OF PROOF CREATION

09/27/2021

DESIGNER

Whitney

**PLEASE CHECK** this document carefully for omissions. If any part of this proof is incorrect be adjusted, please contact your sales person.

NOTE: The colors depicted in this drawing are only represent actual colors. Final color samples can be provided upon request.

woodlandmanufacturing.com  
00-705-4020  
Ark St. Meridian ID, 83642