

**CITY OF STURGEON BAY
PARKING & TRAFFIC COMMITTEE AGENDA
MONDAY, February 27, 2023
4:30 p.m.
COUNCIL CHAMBERS, CITY HALL
421 MICHIGAN STREET**

1. Roll call
2. Adoption of agenda
3. Approval of minutes from September 19, 2022
4. Public comment
5. Consideration of: Holding the 2023 Bike Rodeo as proposed by the Bicycle & Pedestrian Advisory Board
6. Consideration of: Recommendation from the Bicycle & Pedestrian Advisory Board to combine with the Parking & Traffic Committee and to keep the existing Bicycle & Pedestrian committee members
7. 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.

Date: 2-22-23

Time: 3:00 pm

By: dkd.

Committee Members: Kirsten Reeths, Chr.
Spencer Gustafson, Vice Chr.
Dennis Statz

Parking & Traffic
September 19, 2022

A meeting of the Parking & Traffic Committee was called to order at 4:30 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths, Spencer Gustafson and Dennis Statz were present. Also present: City Engineer Chad Shefchik, Community Development Director Marty Olejniczak and City Administrator Josh Van Lieshout.

Moved by Ald. Statz, seconded by Ald. Gustafson to adopt the following agenda:

1. **Roll call.**
2. **Adoption of agenda.**
3. **Approval of minutes from July 11, 2022.**
4. **Public comment.**
5. **Consideration of: Sign obstructing view of traffic at 101 N. 4th Ave.**
6. **Consideration of: Payment in lieu of parking for 339 Louisiana St.**
7. **Consideration of: Updating City of Sturgeon Bay's Bicycle Master Plan with quote**
8. **Adjourn.**

All in favor. Carried.

Moved by Ald. Reeths, seconded by Ald. Gustafson to approve the minutes from July 11, 2022. All in favor. Carried.

Public comment.

No public comment.

Consideration of: Sign obstructing view of traffic at 101 N. 4th Ave. Ald. Reeths explained that this issue was first brought forward by Ald. Statz, who was concerned about the visibility at this corner. Municipal Services Director Mike Barker had placed No Parking cones there on August 29 for one week. Ald. Reeths noted people were just moving the cones and felt that did not work. Ald. Gustafson stated that with no cars parked in the two stalls at that location, it did help somewhat. Discussion took place on the accident history there, as well as other intersections near there. Ald. Statz said he hated to lose the parking, but thought it would improve visibility. Mr. Shefchik and Mr. Olejniczak agreed that having the property owner take down the sign at 101 N. 4th Ave. would not be beneficial, and that placing No Parking signs there and removing the two stalls would have the least impact to the public, as well as the budget.

Moved by Ald. Gustafson, seconded by Ald. Statz to remove the two parking spaces adjacent to the 101 N. 4th Ave. property, just south of the driveway, and include signage that reads No Parking Between Signs. All in favor. Carried.

Consideration of: Payment in lieu of parking for 339 Louisiana St. Mr. Olejniczak explained Mr. Tim Beck would like to establish one unit of residential housing above 339 Louisiana St., which would require two off street parking spaces and there is nowhere to put them currently, which is why he is requesting to make payment in lieu of parking. The tenants would have to find their own legal parking and purchase a Winter Parking Permit in the winter. The typical fee is \$1,300.00 per space, for a total of \$2,600.00.

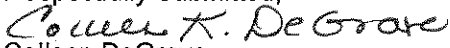
Moved by Ald. Gustafson, seconded by Ald. Statz to accept payment in lieu of parking at 339 Louisiana St. at the cost of \$1,300.00, for a total of \$2,600.00. All in favor. Carried.

Consideration of: Updating City of Sturgeon Bay's Bicycle Master Plan with quote. Ald. Reeths explained this item was brought forward for consideration from the Bike & Pedestrian Committee, because the current plan hadn't been updated in thirteen years. Discussion took place, and it was decided to have City staff work with the Bike & Pedestrian Committee to update the Bicycle Master Plan. If staff and the committee felt help from a consultant is needed, the cost will be added to a future year's budget.

Moved by Ald. Statz, seconded by Ald. Reeths to have staff work on any updates of the City of Sturgeon Bay Bicycle Master Plan.

Moved by Ald. Gustafson, seconded by Ald. Statz to adjourn. Meeting adjourned at 5:06 p.m.

Respectfully Submitted,


Colleen DeGrave

Municipal Services Administrative Assistant

Bike Rodeo 2023

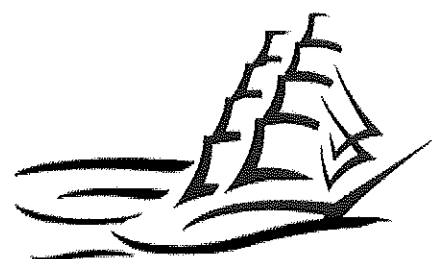
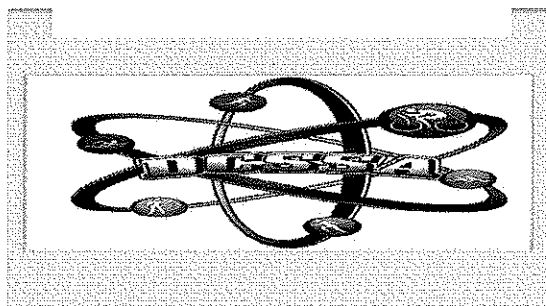


Come spend a couple hours with the City of Sturgeon Bay's Certified Instructor Alderman Spencer Gustafson with the Door County Silent Sports Alliance, and the City of Sturgeon Bay Bike & Pedestrian Committee. We are kicking off the start of summer with a **FREE Bike Rodeo on Saturday, May 6, 2023, at Market Square**. This bike rodeo is geared for ages K thru 5th grade (but all are welcome). Children will learn bike safety with hands on experience, the rules of the road, hand signals and safe crossing at intersections. Helmet fittings and bike safety checks will be completed as well.

Two rodeo sessions will be offered throughout the day and will be approximately 1 hour and 15 minutes in length. Sessions will take place at 10:00 am and 11:30am. Space is limited to 40 participants in each session. If interested, please just show up.

Kids will need to bring their own bikes with them in good condition: Tires inflated, seats adjusted properly, etc. Upon completion of the bike rodeo children will receive a Bell Bike Helmet donated by the Door County Silent Sports Alliance. If inclement weather all will be moved to the Sturgeon Bay Middle school gym.

Your Community Sponsors:



**Bicycle and Pedestrian Advisory Board Meeting Minutes
Monday, February 6, 2023**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:05 p.m. by Chairperson Kirsten Reeths in 2nd Floor Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Chairperson Kirsten Reeths, Vice-Chairperson Brian Weiss, Mark Smullen and Cameryn Ehlers-Kwaterski were present. Also present were Police Assistant Candy Jeanquart, Community Development Director Marty Olejniczak, and Planning/Zoning Administrator Stephanie Servia.

Adoption of agenda: Moved by Ms. Ehlers-Kwaterski, Seconded by Mr. Weiss to adopt the following agenda:

1. Roll call.
 2. Approval of agenda.
 3. Approval of minutes from January 9, 2023.
 4. Public comment
 5. Consideration of: Recommendation to forward to Parking and Traffic 2023 Bike Rodeo.
 6. Consideration of: Recommendation to forward to Parking and Traffic combining Bicycle and Pedestrian Advisory Board with Parking and Traffic.
 7. Adjourn
- All in favor. Carried.

Approval of minutes from January 9, 2023: Moved by Ms. Reeths, Seconded by Mr. Weiss to approve the minutes from January 9, 2023. **All in favor. Carried.**

Public comment on non-agenda items: None.

Consideration of: Recommendation to forward to Parking and Traffic 2023 Bike Rodeo: Ms. Reeths distributed the Bike Rodeo flyer to the committee. She explained Mr. Gustafson will be instructing and Mr. Smullen will reserve the school gymnasium in case of bad weather. The three sponsors are Sturgeon Bay Police Department, Door County Silent Sports Alliance, and Sturgeon Bay School District. Ms. Reeths asked the committee to volunteer their time the day of the rodeo. Municipal Services will chalk to route, place cones and stop signs in Market Square. Sturgeon Bay Sports Alliance will assist along with providing 200 bike helmets.

Ms. Reeths indicated the recommendation should go forward to Parking and Traffic, then to Council to vote on. Once it's approved, the flyer can be released to the public. Mr. Smullen will disperse the flyer at the school and Ms. Ehlers-Kwaterski will post at Destination Door County after the approval.

Motion by Ms. Reeths to recommend to the Parking and Traffic Committee that the 2023 Bike Rodeo be held as proposed. Seconded by Mr. Weiss. All in favor, carried.

Consideration of: Recommendation to forward to Parking and Traffic combining Bicycle and Pedestrian Advisory Board with Parking and Traffic: Ms. Reeths indicated a recommendation was previously forwarded to Parking and Traffic to combine the committees. The recommendation was made at the August 3, 2020 meeting. It was requested due to Bicycle and Pedestrian Advisory Board not having decision making authority and having to forward recommendations to Parking and Traffic along with difficulty having a quorum and getting new committee members. That same issue is still occurring.

Mr. Olejniczak informed the committee the combination of committees would require an ordinance change. He also suggested to the committee a few options moving forward; 1) Recommendation to Parking and Traffic Committee for that committee to take on Bicycle and Pedestrian Advisory Board duties, 2) Recommendation to Parking and Traffic Committee for that committee to take on Bicycle and Pedestrian Advisory Board duties and adding citizen members, 3) Recommendation to have the Advisory Board be a subcommittee of the Parking & Traffic Committee and having joint meetings when bicycle or

pedestrian matters arise. Mr. Olejniczak suggested keeping public committee members for ideas and expertise. Ms. Reeths asked who would be willing to remain on the committee, Mr. Weiss and Mr. Smullen would like to remain and Ms. Ehlers-Kwaterski stated if there was a vacant spot she would be willing to help.

Motion by Ms. Reeths to forward to Parking and Traffic the recommendation for Bicycle and Pedestrian Advisory Board to combine with Parking and Traffic keeping existing Bicycle and Pedestrian committee members. Seconded by Mr. Weiss. All in favor, carried.

Move to adjourn. All in favor. Carried. Meeting adjourned at 4:21 p.m.

Respectfully submitted,

Candy Jeanquart
Police Assistant