

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, JULY 11, 2023 COMMITTEE OF THE WHOLE MEETING  
6:30 PM, COUNCIL CHAMBERS  
CITY HALL, 128 SMITH STREET**

**AGENDA**

- 1. Call to order and roll call**
- 2. Approve the minutes from June 27, 2023**
- 3. Nutt Ski Hill Presentation**
- 4. Adjourn**

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

**CITY OF PLYMOUTH, WISCONSIN**  
**FRIDAY, JUNE 27, 2023 COMMITTEE OF THE WHOLE MEETING**

**UNOFFICIAL MINUTES**

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 5:30 PM. On call of the roll the following were present: Greg Hildebrand, Jeff Tauscheck, Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, Bob Schilsky, and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Director of Public Works Cathy Austin, Fire Chief Ryan Pafford, IT Director Dave Augustin, HR Specialist Leah Federwisch, Electrical Operations Manager Ryan Roehrborn, Interim Finance Director Chris Russo and Clerk/Deputy Treasurer Anna Voigt.
2. **Approve the minutes from March 28, 2023:** Motion was made by Matzdorf/Penkwitz to approve the minutes from March 28, 2023. A unanimous aye vote was cast. Motion carried.
3. **Conduct Strategic Planning Session #1:** City Administrator/Utilities Manager Blakeslee introduced the project. He explained that the strategic planning is establishing a clear direction forward for the organization in alignment with its mission and core values. Cory Plasch from CP Squared Consulting lead the planning session. Plasch reviewed stakeholder feedback, Environmental Scan, Financial Review, and Organizational Profile.
4. **Discussion of Revolving Loan Fund (RLF) Program and RDA Project Plan #3:** City Administrator/Utilities Manager Blakeslee explained that the Revolving Loan Fund (RLF) has gone defunct as a result of changes in state/federal guidelines. In 2019, the City was notified that it was not subject to the restriction of the CBGD-CLOSE program and as a result has discretion for the use of the fund in the RLF. There is currently \$1 million available for loans. Blakeslee explained that Wis. Stat. provides authority to a City to make loans for certain purposes. An RLF program is not specifically identified as one of those purposes. As a result, the City requests the RDA host the program, with the program being funded and managed by the City. Hildebrand asked if the loans will have an interest rate. Blakeslee responded that the loans will have an interest rate. Its usually a little bit lower than the banks. Penkwitz asked how new businesses will be notified about this program. Blakeslee stated the City will help let business know through building inspection and the website and hopefully word of mouth will also help. There were a few questions about the approval process. Blakeslee explained that once an application is submitted it will go to the RLF committee, the RLF committee will recommend it to the Council, and the RDA will administer the loan.
5. **Adjourn:** Motion was made by Hildebrand/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

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**DATE:** July 6, 2023  
**TO:** Committee of the Whole  
**FROM:** Tim Blakeslee, City Administrator/Utilities Manager  
**RE:** Nutt Ski Hill Presentation

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**Background:**

Nutt Ski Hill has not been utilized for organized winter recreation since February of 2014. Over the past year plus, a small group of Plymouth Community members created a non-profit called Cheese Capital Winter Park LLC (CCWP) to investigate the reestablishment of the Nutt Ski Hill in Plymouth for winter activity. CCWP is currently undergoing planning and fundraising efforts as part of the project.

At the meeting, CCWP will present their draft concept for a revitalized Nutt Ski Hill to the Committee of the Whole. The presentation is intended as informational only and does not constitute formal approval of the project. CCWP would like to receive feedback from the Committee of the Whole before putting continued logistics and fundraising effort into the project.

If the project moves forward, Staff would anticipate the following additional public meetings (at a minimum) related to the project over the next several years:

- Committee of the Whole - Part 2 (Ski Area Design Review and Project Discussion)
- Parks Committee (Committee and Public Feedback)
  - Additional public input will also be accepted throughout the project
- Plan Commission (Public Property Lease Discussion)
- Finance and Personnel Committee (Lease Discussion and (if needed) discussion of other potential related agreements)
- Common Council (Project Approval)

**Recommendation:** No action required, review and discuss Nutt Ski Hill presentation

**Attachment:**

- Presentation



# Nutt Hill Meeting of the Whole 7/11/23

## Agenda:

- Community Members
- Vision
- Survey results
- Timeline
- Equipment
- Discussion and feedback
- Next steps

The below have contributed to shaping our vision and would like to see Nutt Hill operational again

John Mueller

Dan Schmitz

Ryan Stubbs

Gerry Krebsbach

Lee Gentine

Brad Marcouiller

Ellie Giebler

Tony Resimius

Nathan Volkomener

Michelle Birschbach

Joe Van Derven



# Our vision for bringing consistent winter recreational activities to our community

Provide affordable, winter recreational activities that facilitate skill development, healthy lifestyle, and improve life experiences for present and future generations of residents throughout East Central Wisconsin.

We would like to operate Nutt Hill as a non-profit organization and make significant improvements to the infrastructure, facilities, and property to support tubing, skiing, snowboarding, and ice skating. We plan to raise capital funds to support snowmaking, grooming, building improvements, land modifications, and install a magic carpet.



# Are Plymouth residents interested in having a winter sports complex?

- In April of 2022, we partnered with the Plymouth School District, St John the Baptist, and St. John Lutheran to conduct a survey to gauge Plymouth residents' interest and potential usage.
- Over 450 families had responded to the survey. Tubing was the most popular.
- Summary of the survey result on a scale from 1 (lowest interest) to 10 (highest interest):
  - 58% of respondents indicated their overall interest in a winter complex in Plymouth a 10. 84% of respondents indicated their interest an 8 or above.



# Timeline

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Aug 2021 –  
July 2022

## Initiation

Discussions with city on operational challenges.

Formed group to assess what it would take to revitalize Nutt Hill.

Survey showed strong community demand.

Sep 2022 –  
Jan 2023

## Planning

Began work with consulting firm (Torrent).

Continued transparency with city.

Cheese Capital Winter Park Inc was approved as a non-profit.

Feb 2023 –  
June 2023

## Planning

Conducted community open houses and communicating with stakeholders

Finalized hill layout.

Verbal commitment on \$1.2M donations

July 2023 –  
Early 2024

## Funding

**Meeting of the Whole.**

Capital Campaign.

City approval and lease agreement.

Early 2024  
– Oct 2025

## Build

Place orders. – Will not do anything until we raise > 85% budget.

Receive equipment, hill modifications, and installation.

Open winter 2025/2026.



# Equipment – Magic Carpet, Snowmakers, Groomer

*Conveyors for Winter Sports* 

**BOARDWALK**



- Terrain-Following Design
- Manual, hydraulic and gravity counterweight belt tensions offered



A photograph of a grassy hillside with a dirt path. The path is divided into two sections by a vertical line. The left section is labeled 'Skiing Area' and the right section is labeled 'Tubing Area'. The grass is green and yellowish, and there are trees in the background.

Skiing Area

Tubing Area



Magic Carpet  
Location



Skiing  
Area

Skiing  
Area

# Discussion points about how we can partner with the city to achieve our vision

- Lease land for \$1; Initial term for 20 years with option to extend 10 years at the end of the initial lease (12-month lease)
- We raise capital funds for infrastructure, snowmaking, grooming, maintenance shed, magic carpet, and new shelter.
- We take on operational expenses
- We have marketing, merchandise, naming, and signage rights.
- We retain all revenue (building rental, special events, ticket sales) duration of lease.
- We retain all donations to the hill and non-profit organization.
- We determine hours of operations within city ordinances.
- We can upgrade equipment if financially viable.
- We can make modification to existing buildings including removal of structures and equipment.
- We can modify the property with city oversight. (Examples: tree removal, installation of infrastructure, excavating and soil movement).

# Next Steps

- Engineering drawings from JE Arthur. Will include drainage improvements.
- Start our capital campaign.
- Work with the city on drafting a lease.
- Present our plan to the Finance and Personnel, and Parks Committees – This would be an informational session to seek feedback.
- Seek approval from the Common Council.
- Place orders, start hill preparation, and begin install of infrastructure.
- Open the winter of 2025/2026.

# Appendix

# Nutt Hill has a rich history and a special place in many long time Plymouth resident's hearts

*"Nutt Hill was such a welcome winter park and was utilized for many years. It provided local winter recreation where families could enjoy a day on the hill skiing, sledding, or snowboarding."*

*"Reopening the hill would bring back wonderful memories for so many in the area and give a place for the next generation to gain a love of winter sports."*

*"Nutt Hill was great, we had somewhere to go when we were young. We spent a lot of time there with our friends."*

- Established in 1962, Nutt Hill was named in honor of the late Dr. and Mrs. C. R. Nutt.
- Dr. and Mrs. Nutt acquired the property Nutt Hill sits upon in 1946. Upon their death the couple willed the property to Mrs. Fred Stienecker who then donated the property to the city of Plymouth.
- A number of Plymouth residents worked together to lobby council members to get the park up and running for winter sports enthusiasts to enjoy.
- Lights were installed on Nutt Hill allowing night skiing. Tow ropes were also installed to attract patrons to the hill. Originally the tow rope was run using a tractor that was modified to pull skiers up Nutt Hill. However, safety concerns were raised and the city of Plymouth installed an appropriate tow rope system designed to stop immediately should a skier get caught in the rope.
- In 1969 snow making equipment was purchased by the City of Plymouth to help keep the hill in operation at times when not enough natural snow had fallen.
- A snowmobile was also purchased so that the snow could be flattened and groomed. A groomed hill would have been a huge amenity for folks on the hill.



# Are Plymouth residents interested in having a winter sports complex?

- In April of 2022, we partnered with the Plymouth School District, St John the Baptist, and St. John Lutheran to conduct a survey to gauge Plymouth residents' interest and potential usage.
- Over 450 families had responded to the survey.
- Summary of the survey result on a scale from 1 (lowest interest) to 10 (highest interest):
  - 58% of respondents indicated their overall interest in a winter complex in Plymouth a 10. 84% of respondents indicated their interest an 8 or above.
  - 60% responded with a 10 to the question “how likely would you use a hill with **tubing/sledding**”. 84% responded with an 8 or above.
  - 45% responded with a 10 to the question “how likely would you be to use a **skating rink**”. 69% responded with an 8 or above.
  - 42% responded with a 10 to the question “how likely would you be to use the **ski hill**”. 58% responded with an 8 or above.
  - 22% responded with a 10 to the question “how likely would you be to use a location for **snowboarding**”. 33% responded with an 8 or above.



# Why this is good for our community

- Plymouth, with its Nutt Hill, is in a unique position to attract thousands of visitors within a 30–45-mile range. We have the topography that isn't available anywhere else. As a community, Plymouth's major businesses are continuously trying to attract young talent (typically with families), to choose our city for their permanent home. The winter complex offers another point of differentiation and compliments the myriad of summer recreation venues throughout the city and county.
- According to the Gronk Group, a recreation consultant, 30% of golfers are also cross country and downhill skiers, as well as, tubers.
- Winter sports provide a wide variety of health and social benefits including; a positive impact on physical and mental health, stress relief, increased vitamin D, boosting the immune system, and increased self-esteem to name a few.

# Proposed capital investment

	Phase I	Phase II
Snowmaking equipment and install	\$725,000	
Electrical upgrades & Lighting	\$105,000	
Groomer	\$315,000	
Magic Carpet	\$390,000	
Hill modifications (Ski/tube area, parking lot)	\$500,000	
Building - pump house & maintenance building 60x60	\$700,000	
Retrofit existing shelter	\$50,000	
Maintenance parts, tools, and supplies	\$120,000	
Freight and mobilization	\$100,000	
Campaign Clerical	\$50,000	
Interest	\$125,000	
New structure		\$750,000
Skating rink – Based on Quote (not included – Structure)		\$100,000
<b>Total capital investment</b>	<b>\$3,175,000</b>	<b>\$850,000</b>

# Operational Projections

		<i>Projections - 3 Month Season</i>		
		<i>Low</i>	<i>Medium</i>	<i>High</i>
<i>Year 1</i>	<i>Outflow</i>	\$ 274,931	\$ 289,401	\$ 303,871
	<i>Inflow</i>	\$ 294,638	\$ 327,375	\$ 392,850
	<b>Net Inflow/(outflow)</b>	<b>\$ 19,707</b>	<b>\$ 37,974</b>	<b>\$ 88,979</b>
<i>Year 2</i>	<i>Outflow</i>	\$ 288,677	\$ 303,871	\$ 319,065
	<i>Inflow</i>	\$ 338,833	\$ 376,481	\$ 451,778
	<b>Net Inflow/(outflow)</b>	<b>\$ 50,156</b>	<b>\$ 72,610</b>	<b>\$ 132,713</b>
<i>Year 3</i>	<i>Outflow</i>	\$ 302,424	\$ 318,341	\$ 334,258
	<i>Inflow</i>	\$ 383,029	\$ 425,588	\$ 510,705
	<b>Net Inflow/(outflow)</b>	<b>\$ 80,605</b>	<b>\$ 107,246</b>	<b>\$ 176,447</b>

		<i>Projections - 2 Month Season</i>		
		<i>Low</i>	<i>Medium</i>	<i>High</i>
<i>Year 1</i>	<i>Outflow</i>	\$ 258,116	\$ 271,701	\$ 285,286
	<i>Inflow</i>	\$ 196,875	\$ 218,750	\$ 262,500
	<b>Net Inflow/(outflow)</b>	<b>\$ (61,241)</b>	<b>\$ (52,951)</b>	<b>\$ (22,786)</b>
<i>Year 2</i>	<i>Outflow</i>	\$ 271,022	\$ 285,286	\$ 299,550
	<i>Inflow</i>	\$ 226,406	\$ 251,563	\$ 301,875
	<b>Net Inflow/(outflow)</b>	<b>\$ (44,615)</b>	<b>\$ (33,724)</b>	<b>\$ 2,325</b>
<i>Year 3</i>	<i>Outflow</i>	\$ 283,928	\$ 298,871	\$ 313,815
	<i>Inflow</i>	\$ 255,938	\$ 284,375	\$ 341,250
	<b>Net Inflow/(outflow)</b>	<b>\$ (27,990)</b>	<b>\$ (14,496)</b>	<b>\$ 27,435</b>

Notes:

- Year 2 assumes 15% increase in Revenue 5% increase in Expenses
- Year 3 assumes 30% increase in Revenue 10% increase in Expenses
- Low side assumes 10% decline in Revenue 5% decline in Expenses
- High side assumes 20% increase in Revenue 5% increase in Expenses
- Assumption: All equipment is funded and paid for during the capital campaign.
- Assumption: No principle and interest expenses - No debt.

# Snowmaking Days and Mechanical Statistics

\*Gas-powered lawn mowers are between 90 – 106 decibels (dB(A))

## Water Use and Operating Hours

<u>Coverage</u>	<u>Total Days</u>	<u>Start / End</u>	<u>Proposed Snowmaking Hours</u>	<u>Water Pumped MG</u>	<u>System Flowrate (Avg.) GPM</u>
Open 100%	10-15	Nov / Dec	96.7	2.32	400
Refresh	5-10	Dec / Jan	48.8	1.17	400
Season	15-25	Nov / Jan	145.5	3.49	400

## Groomer

Radiated sound power level 105.0 dB(A)

Measured during grooming  
(vector sum)

## Snowmakers

### NOISE LEVELS

Sound Level, dB(A)	10 meters	20 meters	50 meters
Front	71	62	54
Back	68	63	53
Side	66	60	51