



# **BOARD OF MARINA, PARKS & FORESTRY AGENDA**

**November 07, 2023 at 4:15 PM**

**Municipal Service Building - Training Room, 2026 New Jersey  
Avenue**

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the Department of Public Works, (920) 459-3440. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Public Works Department at 920-459-3440 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## **OPENING OF MEETING**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Input (3 minute limit per individual)

## **MINUTES**

- [5.](#) Approval of Minutes: August 1, 2023

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Quarry Beach Adventure Park Report (M. Miller)
- [7.](#) Marina Report (M. Rentmeester)
- [8.](#) Maywood Report (K. Kelling)
- [9.](#) Park and Forestry Report (J. Kerlin, T. Bull)

## **NEXT MEETING DATE**

10. Next regular meeting date: February 6, 2024

## **ADJOURN**

11. Motion to Adjourn

***In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:***

*City Hall • Mead Public Library*  
*Sheboygan County Administration Building • City's website*

**CITY OF SHEBOYGAN****BOARD OF MARINA, PARKS & FORESTRY MINUTES****Tuesday, August 01, 2023**

**COMMISSION MEMBERS PRESENT:** Chair Mike Froh, Alderperson Dean Dekker, Rebecca Clarke, Superintendent of Parks and Forestry Joe Kerlin, Marilyn Montemayor, Marge Mattern, Peter Mayer, and Vice Chair Dennis Wield.

**COMMISSION MEMBERS UNEXCUSED:** John Koehler and Sheila Yang.

**STAFF/OFFICIALS PRESENT:** City Forester Tim Bull, Administrative Clerk Rachel Masse, Maywood Environmental Park Director Kendra Kelling, Harbor Center General Manager Michaela Rentmeester, and Retail Manager Rachel Kerlin.

**OTHERS PRESENT:** Tom Werner, Leo Dreikosen, Michael McFadzem, Dustin Stielow, Dan Meyer, Nathaniel Darling, Steve Scharrer, and Mike Vandersteel.

**OPENING OF MEETING**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Input (3 minute limit per individual)

**MINUTES**

5. Approval of Minutes: May 2, 2023

MOTION TO APPROVE THE MINUTES FROM MAY 2, 2023

Motion made by Peter Mayer, seconded by Dean Dekker.

Voting Yea: Chair Mike Froh, Alderperson Dean Dekker, Rebecca Clarke, Superintendent of Parks and Forestry Joe Kerlin, Marilyn Montemayor, Marge Mattern, Peter Mayer, and Vice Chair Dennis Wield.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Stop Grooming Evergreen/Maywood Ski Trails

MOTION TO CONTINUE GROOMING MAYWOOD NORTH TRAIL AND STOP GROOMING EVERGREEN SOUTH TRAIL.

Motion made by Marge Mattern, seconded by Marilyn Montemayor.

Voting Yea: Chair Mike Froh, Alderperson Dean Dekker, Rebecca Clarke, Superintendent of Parks and Forestry Joe Kerlin, Marilyn Montemayor, Marge Mattern, Peter Mayer, and Vice Chair Dennis Wield.

7. Donation of snowmobile and G-2 Groomer to Kettle Moraine State Forest Ski Trail Club in Green Bush, WI.

MOTION TO DONATE OF SNOMOBILE AND G-2 GROOMER TO NORTHERN KETTLE MORaine SK CLUB.

Item 5.

Motion made by Marilyn Montemayor, seconded by Dean Dekker.

Voting Yea: Chair Mike Froh, Alderperson Dean Dekker, Rebecca Clarke, Superintendent of Parks and Forestry Joe Kerlin, Marilyn Montemayor, Marge Mattern, Peter Mayer, and Vice Chair Dennis Wield.

8. Marina Report (M. Rentmeester)

Michaela Rentmeester discussed the report.

9. Maywood Report (K. Kelling)

Kendra Kelling discussed the report.

10. Park and Forestry Report (J. Kerlin, T. Bull)

Tim Bull discussed the report.

**NEXT MEETING DATE**

11. Next regular meeting date: November 7, 2023

**ADJOURN**

12. Motion to Adjourn

MOTION TO ADJOURN AT 5:38 PM

Motion made by Marge Mattern, seconded by Marilyn Montemayor.

Voting Yea: Chair Mike Froh, Alderperson Dean Dekker, Rebecca Clarke, Superintendent of Parks and Forestry Joe Kerlin, Marilyn Montemayor, Marge Mattern, Peter Mayer, and Vice Chair Dennis Wield.



MARINA

821 Broughton Drive Sheboygan, WI 53081

**MPF COMMITTEE REPORT**

Tuesday August 1st 2023

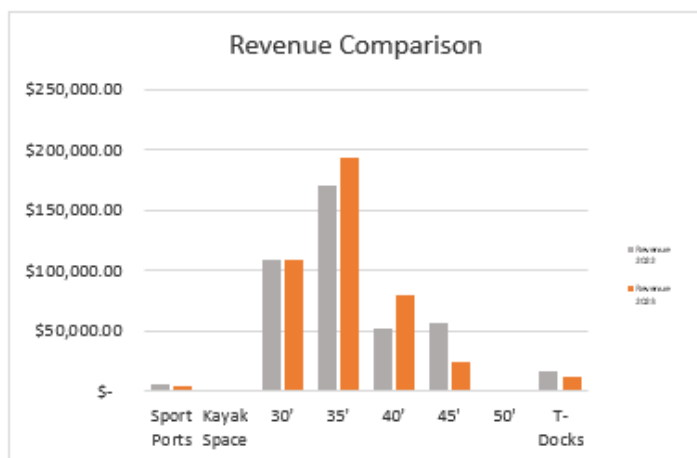
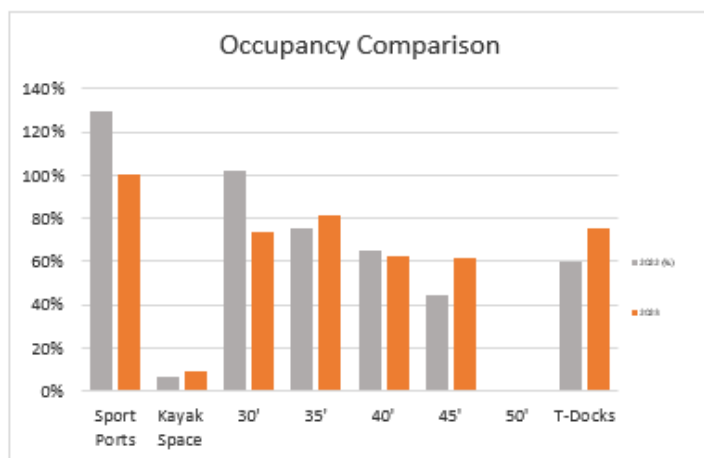
**Seasonal Slips**

Size	Available	2022 Occ. YTD	2022 (%)	2023 Occ. YTD	2023	Variance (%)	Revenue 2022	Revenue 2023	Variance	2023 Budget	Variance
Sport Ports	10	13	130%	6	100%	-30%	\$ 4,984.19	\$4,114.50	\$ (869.69)	\$ 6,000.00	\$ (1,885.50)
Kayak Space	32	2	6%	3	9%	3%	\$ -	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ (2,000.00)
30'	71	57	102%	52	73%	-29%	\$ 108,025.38	\$ 108,796.35	\$ 770.97	\$ 120,597.03	\$ (11,800.68)
35'	100	75	75%	81	81%	6%	\$170,607.54	\$192,963.21	\$ 22,355.67	\$ 201,000.00	\$ (8,036.79)
40'	43	28	65%	27	63%	-2%	\$ 52,011.50	\$ 79,024.56	\$ 27,013.06	\$ 108,500.00	\$ (29,475.44)
45'	13	11	44%	8	62%	18%	\$ 56,922.22	\$ 24,258.34	\$ (32,663.88)	\$ 22,902.97	\$ 1,355.37
50'	0	0	0%	0	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -
T-Docks	4	4	60%	3	75%	15%	\$ 15,671.58	\$ 12,300.00	\$ (3,371.58)	\$ 12,300.00	\$ -
<b>Total</b>	<b>273</b>	<b>190</b>	<b>70%</b>	<b>180</b>	<b>94%</b>	<b>24%</b>	<b>\$408,222.41</b>	<b>\$421,956.96</b>	<b>\$13,734.55</b>	<b>\$473,800.00</b>	<b>(\$51,843.04)</b>

	2022	%	2023	%
New Tenants	49	26%	19	11%
Returning Tenants	142	75%	147	82%

**Deposits for Next Season**

2022 LYTD	2023 YTD
150	146

**Winter Storage****Winter Storage**

YTD Units	YTD Revenue	LYTD Units	LYTD Revenue	Variance To Last Year	Budget	Variance to Budget
57	\$48,469.82	52	\$ 48,591.77	\$ (121.95)	\$ 24,500.00	\$ 23,969.82



821 Broughton Drive Sheboygan, WI 53081

## **MPF COMMITTEE REPORT**

Tuesday August 1st 2023

### **Maintenance and Operations**

We are officially closed for the season, but the store will remain open during office hours and a few Saturdays in December. We have begun our winter work. E dock will be moved in a few weeks, and the fuel dock is winterized. We have more boats in the yard this year compared to years past. All boats are winterized, and we have started shrink wrapping them. We have also begun working on next seasons improvement plan. Some things we want to change are the dockhand hours and security duties. We have some improvements for the bar we will do and some landscaping in the pool we will do in the spring.

### **Marketing and Sales**

We are posting on social media and sending out monthly newsletters to keep boaters informed and engaged. I am waiting on the results from the survey in order to finish the marketing plan. We are currently re-vamping our events calendar. Seasonal sign ups have slowed down which is expected. We are very full for winter storage this year which is great to see.

### **Bar 43**

Bar 43 is still open for the winter! The hours are Friday-Sunday, and we are still renting out for private events.

### **Recent Customer Feedback and Review**

None to report

# Maywood Report

Marina, Park, and Forestry  
November 7, 2023  
Kendra Kelling – Maywood Director

## Programming & Events

- Fall programming highlights include: Prairie Walk in August, Walk on the Wild Side, Hawk Banding at the Cedar Grove Ornithological Research Station, and the Harvest Moon Hike in September, Sasquatch Hike in October, monthly Nature at Noon programs, and weekly OWLS programs. Planning is underway for winter programs, including Wishing for Winter.
- A Team Maywood meeting was held in September to debrief on 2023 Team Maywood and plan for 2024.
- Maywood was scheduled to host a tour for the Green Tier Legacy Communities Member Meeting in October, but the meeting was held virtually due to low registration.
- Maywood hosted the Wisconsin Garden Club Federation's Environmental School and sessions were led by staff, board, and partner organizations.

## Land Management

- The Signage Committee met in August to discuss updated maps and signage for the park.
- Glacial Lakes Conservancy and representatives from Maywood and the City of Sheboygan met at the Bur Oak property in August to discuss a plan to improve trail maintenance. In October, the entire perimeter trail was cleared, along with staging areas for brush piles. An Eagle Scout Project took place in October, clearing and treating buckthorn and honeysuckle along edges of trail for improved clearance, visibility, and potential native plant growth.
- Plans are underway to revive Maywood's Hummingbird Garden.
- Maywood has been engaged in conversations with Sheboygan County Cycling regarding trail improvement across the park system along the Pigeon River corridor and attended the trail assessment meeting conducted by the International Mountain Bicycling Association on at Evergreen Park in October.
- Maywood hosted a Pigeon River 9 Key Element Stakeholders Meeting in October, with a presentation by Stantec and Lakeshore Natural Resource Partnership, and representatives from City of Sheboygan, Sheboygan County, and WDNR. The approval of this plan opens up potential funding opportunities for water quality improvement throughout Maywood. Stantec has previously identified erosions control points throughout the park that could be benefit from green infrastructure development.
- Volunteers engaged 4K students in planting ten Sugar Maples in the Maple Forest, and planted an additional ten Red Oaks, along with one White Oak in the Generational Forest in October.

**Building & Grounds**

- Lease agreements with Warriner High School and Camp Y-Koda were updated and approved in September.
- Annual equipment checks include: Andres Fire Equipment stopped to check all 10 fire extinguishers on 8/8-everything looks good and they will be back next year to take 6 of them in for maintenance. Otis stopped to check the elevator on 9/22-no issues found. JSM Secure conducted an inspection of the security and fire alarm system on 10/30 and all is in order.
- Monthly meetings between Kendra Kelling and Joe Kerlin have helped to facilitate communication across the Maywood partnership.

**Partnerships & Networking**

- The Northeast Wisconsin Naturalist Association meeting was held at the Green Bay Botanical Gardens on in August. The meeting featured a tour of the new Children's Garden and discussion of interpretive signage, accessibility, fundraising, curriculum development, and interactive programming. Maywood to host August 2025 meeting.



Board of Marina, Parks & Forestry  
Parks & Forestry Report  
November 7, 2023

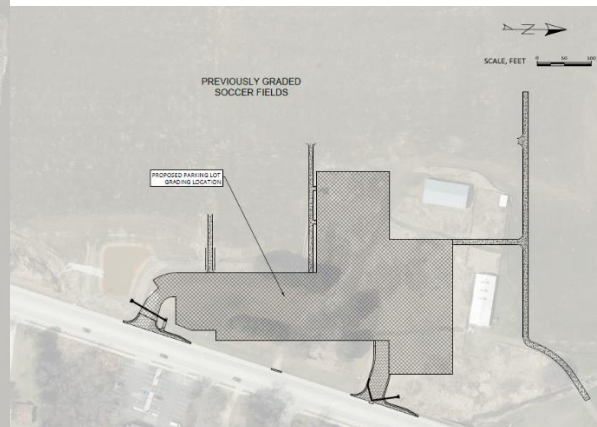
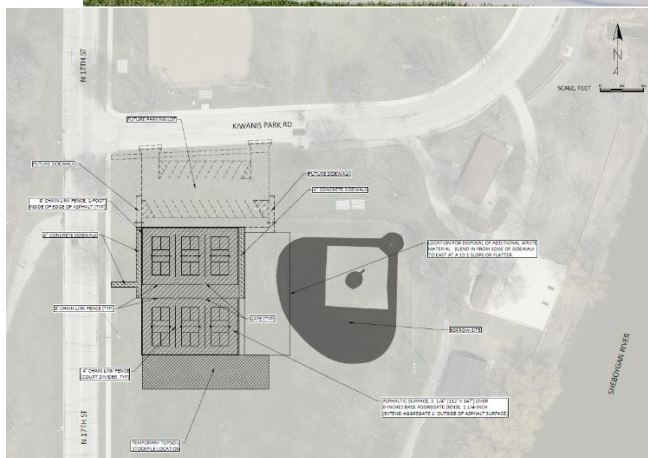
Park Division

- End Park new playground was installed over the summer.
- The five-year Comprehensive Outdoor Recreation Plan was approved by City Council on 9/18/23.
- Cleveland Park splash pad bid was approved for construction in 2024.
- Kiwanis Park six pickleball court bid was approved for construction in 2024.
- DPW in conjunction with LUFC is looking for approval to construct a 700-vehicle parking lot at the Butzen Sports Complex in 2024.
- The park department is working with Optimist Club for construction of a basketball court in Optimist Park. The city has \$25,000 set aside for the court. Designs are being worked on and the Optimist Club will be fundraising to help pay for the court install.
- Landscaping along phase II of the Sheboygan Peace Park looks very nice. Special thanks to Mary and Frank Koczan for all their hard work. There are many others that help improve and keep the park looking great.
- Sheboygan County Bicycling group had their first meeting with IMBA in Evergreen Park to start their trail network feasibility and assessment.
- The Department of Public Works installed a 300' Mobi-Mat walkway system designed to be used by people in walkers, wheelchairs, strollers and anyone else who struggles to move on the sand. The mat systems will help people of all abilities get closer to the water for a more enjoyable beach experience. The mat will be installed in the spring and removed in the fall.
- The Deland fish cleaning station needed some unexpected repairs over the summer. The cutting unit needed to be replaced. The station was closed from June 20 through August 1. The replacement cost was \$19,998. This unit was replaced seven years ago.
- There were five memorial benches purchased this year. Benches are purchased as a donation for \$1,500. In most cases the benches replace an older style bench in the parks or along the lakefront. The one shown is part of Tristan Laanait's Boy Scout

project. Tristan worked with Habitat for Humanity on the project. The bench is located along the Shoreland 400 Trail just south of Huron Ave.

- A new electronic message sign was installed along the lakefront in Deland Park. The electronic messaging on the older sign was no longer working. The main purpose of the sign is to welcome visitors to the lakefront and warn them of any beach hazards like dangerous high waves and possible rip currents.
- There are many volunteer groups and individuals that contribute to the beauty of Sheboygan's parks and green spaces. Connie Tross and Stephanie Larson, both belonging to the Sheboygan County Master Gardeners, care for park areas on their own time. Connie takes care of the plantings along Niagara Ave. and Broughton Drive and Stephanie takes care of the Sensory garden along Rotary Park on Pennsylvania Ave. The Early Bird Rotary Club maintain the "Rotary traffic circle" on Indiana Ave and 8<sup>th</sup> street. Reed Snyder put in the extra time removing 20 dead potentillas and replanted late this fall.

# November 7, 2023 Park Report:













## Forestry Report 11-7-23

	Completed this year	On the priority list
Ash treated for EAB	605	0
Stumps Ground	149	409
Trees Pruned	1,485	362
Trees Planted	759	0
Branch Down/Hanger Branches Cleaned up	333	0
Trees Removed	285	88

The Forestry division has focused heavily on training pruning and tree planting this year. The division has been fully staffed since June but have incorporated a lot of training for our newer hires. Our stump grinding numbers are lower than we would like but we plan on catching up next year with possible additional budget funding to be used for contracting a portion of them out.

The city owns unmaintained wooded areas that are becoming an issue because of dead ash trees. We spent about \$7,000 on contracting some of those removals out this year. I have applied for a \$25,000 DNR grant for next year. If awarded, it would help offset similar ash removals with a project cost of \$50,000.

I have ordered 717 trees to be planted next year. The plan is to plant 311 in the spring and 406 will go into our gravel bed to be planted in fall. Tree planting requests are being taken at this time on the DPW website.

On November 1<sup>st</sup>, 50 trees were planted with the help from North High School students on the east side of Vollrath Park. This area is called the buffalo pit and will be used as a new disc golf hole.



