



BOARD OF MARINA, PARKS & FORESTRY AGENDA

February 04, 2025 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: November 5, 2024

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Marina Report (N. Warminsky)
7. Maywood Report (K. Kelling)
8. Park and Forestry Report (J. Kerlin, T. Bull)

NEXT MEETING DATE

9. Next regular meeting date: May 5, 2025

ADJOURN

10. 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, November 05, 2024

COMMISSION MEMBERS PRESENT: Chair Peter Mayer, Alderperson Dean Dekker, Rebecca Clarke, Marilyn Montemayor, Terry Van Akkren, Dennis Wield, and Superintendent of Parks and Forestry Joe Kerlin

COMMISSION MEMBERS ABSENT: Sheila Yang

STAFF/OFFICIALS PRESENT: Director of Public Works Travis Peterson, City Forester Tim Bull, Officer Alex Jaeger, Maywood Environmental Park Director Kendra Kelling

OTHERS PRESENT: Blake Theisen, Nathaniel Darling, Judd Baumann, Eric Katte, Mary Steinbruecker, and Marge Mattern

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 6, 2024
 MOTION TO APPROVE THE MINUTES FROM AUGUST 6, 2024
 Motion made by Terry Van Akkren, seconded by Marilyn Montemayor.
 Voting Yea: Peter Mayer, Dean Dekker, Rebecca Clarke, Marilyn Montemayor, Terry Van Akkren, Dennis Wield, and Joe Kerlin

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Discussion of Fountain Park Conceptual Design Plan.
 Brian Theisen from Parkitecture presented on the Conceptual Design Plan.
 MOTION TO RECOMMEND REPORT OF COMMITTEE TO PUBLIC WORKS COMMITTEE
 Motion made by Marilyn Montemayor, seconded by Terry Van Akkren.
 Voting Yea: Peter Mayer, Dean Dekker, Rebecca Clarke, Marilyn Montemayor, Terry Van Akkren, Dennis Wield, and Joe Kerlin
7. Review of Trail Assessment and Trail Improvement Concept Design (Sheboygan County Cycling)
 Nathaniel Darling and Judd Baumann presented the Trail Improvement Concept Design.
8. Deland Park/ Harbor Center Marina Master Plan Discussion
 No discussion.

9. Marina Report (N. Warminsky)

No discussion.

10. Maywood Report (K. Kelling)

No discussion.

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

No discussion.

NEXT MEETING DATE

12. Next regular meeting date: February 4, 2025

ADJOURN

13. Motion to Adjourn

MOTION TO ADJOURN AT 5:53 PM

Motion made by Dean Dekker, seconded by Terry Van Akkren.

Voting Yea: Peter Mayer, Dean Dekker, Rebecca Clarke, Marilyn Montemayor, Terry Van Akkren, Dennis Wield, and Joe Kerlin



MARINA

821 Broughton Drive Sheboygan, WI 53081

MPF COMMITTEE REPORT

Tuesday February 4th 2025

Seasonal Slips**Up to October 1, 2025**

The Landing: \$2,108

Up to February 1, 2025

The Landing: \$14,756

Marketing and Sales

As of early January, all contracts for the marina seasonal tenants have been sent out. Each tenant will have until March 31, 2025 to complete payment, sign the contract, and provide the updated insurance requirements for the marina. The marina has started a social media page via Facebook which provides timely updates for the marina on upcoming events and anything new with reservations for transients and seasonal boaters.

Maintenance and Operations

The marina has moved forward with the Molo Marina Management program. So far, there have been no issues or complaints from tenants or transient boaters. All boat inquiries can be taken over the phone or via a link for bookings. We also have the availability of charger per foot. All information for boaters will be saved to their profile and including payment which will alleviate time at the fuel dock, they will simply need to provide their name and slip number and the marina can automatically charge their account on file. All deicers have been placed through out the marina and Pat and Mark continue to monitor the docks through the off season and make any necessary adjustments as needed. The marina is also not allowing ice fisherman to access the docks in the off season as was 'allegedly' allowed in previous years.

Amenities

The marina has been diligently working with outside vendors. The upcoming season will include food trucks at the marina operating from Friday to Sunday (to start). These trucks will be strategically placed in front of the marina and a benefit to tenants and the city residents of Sheboygan. These days are a starting point for the hours of operations but can change (increase) as the season goes on. The marina has also worked with some local restaurants, hotels, and car rental companies to better serve tenants and transient boaters; providing discounts when booking or visiting these locations. This program is only viable for tenants and transients. The marina is also looking into providing more social events at the marina; serving tenants and city residents. To start the season, there will be a boating safety course hosted by the Coast Guard.

Customer Feedback

Looking back on the previous year, one of the major complaints of all customers was the availability of food at the marina. This has been addressed through food trucks. Lodging and transportation was also an area of concern, but also one addressed by the marina.



MARINA

821 Broughton Drive Sheboygan, WI 53081

MPF COMMITTEE REPORT

Tuesday February 4th 2025

Improvements for the Marina

The marina will operate on a 6AM to 8PM schedule for the upcoming season. The Riverfront will be more closely monitored for transient boaters looking for a free night of dockage. Dockhands will be checking the slips via a “dock walk” upon starting their schedule and ending their day. Our updated marina management system will alleviate confusion that happen last year with transient dockage. Updated marina rates for the Marina and Riverfront have also been applied this off-season.

Safety

The marina is looking into the main gate used to enter the marina. Although the gate is designed to keep people from entering the marina, it is not sufficient enough to keep unwanted guests from entering the marina. Mark and Pat are working on a budget friendly way to improve the main gate entrance to the marina.

Maywood Report

Marina, Parks, and Forestry
February 4, 2025
Kendra Kelling – Maywood Director

Programming & Events

- OWLS programs include: 11/8-LTC Old Growth Forest, 11/15 Misunderstood Animals at Maywood, 11/22 Walla Hi County Park led by Ice Age Trail (IAT) Volunteers, 12/13 Winter Potluck, 1/3-Bur Oak, 1/10-Butler Lake led by IAT Volunteers, 1/17 Climate Reality presentation by Jeff Steuer, and 1/24 Ice Age Trail Hike at LaBudde Creek led by IAT Volunteers.
- 12/7-Wishing for Winter had a great turnout of Pre-school and Daycare families.
- 1/12-Snowshoe Workshop.
- 1/14-Flapjack Day Planning Meeting.
- 1/24-Candlelight Hike.
- 1/25-Maple Syrup Training.
- 2025 Main Event Calendar set, Spring Program Planning underway.

Land Management

- 11/18-Property Stewardship meeting. 11/25 Property Stewardship members cleaned gutters; 11/26 conducted partial property assessment; 12/16-Property Stewardship Meeting; 1/22-Property Stewardship Meeting.
- 11/21-Green Infrastructure meeting with City, Stantec, and Lakeshore Natural Resource Partnership (LNRP); 1/22-Green Infrastructure meeting in the field with City, LNRP and Stantec; 1/30 Virtual meeting with City, LNRP, Stantec.
- 12/16-Meeting with Joe Kerlin; 1/22-Meeting with Joe Kerlin;
- 1/12-Eagle Scout Workday.
- 1/14-Meeting with City Engineers about GIS and drone capabilities.

Building & Grounds

- 11/11-Signage Committee Meeting; 1/13-Signage Committee Meeting.
- 11/21-Gathered greens for Wreath making and Porch Pot programs.
- 11/27-SCHHS Youth Justice volunteers cleaned garage and cleaned up leftover greenery.
- 1/2-JSM installed new basement motion sensor device.
- 1/22- Culligan delivery.

Administration

- 12/9-Donorview Webinar.
- 12/13-File Recovery Meeting.
- 1/7-EcoEdges Meeting.
- 1/12-Filed Annual Report for WI Scientific Collectors Permit.

Fundraising

- 11/7-Cellcom Green Gift Grant Award of \$500 to support Maywood Boardwalk Project.
- 11/12-KFC Wishes Grant Award of \$10,000 to support Maywood Boardwalk Project.
- 11/15-WDNR Surface Water Education Grant Application submitted.
- 11/17-Fundraising event at 3 Sheeps.

Partnerships & Networking

- Represented Maywood in partnership with the Sheboygan County Housing Coalition 11/2- attending A Night Without Shelter, 11/7-volunteering at Coats for Kids, and promoting both programs.
- 11/6-Met with Sheboygan Sustainability Task Force Transportation Subcommittee to plan for 2025 EV Expo.
- 11/7-Rescue units from Sheboygan, Manitowoc and Ozaukee counties conducted a Drone Rescue Training on the grounds at Maywood with participation from Warriner students.
- 11/25- Garden Club decorated trees in lobby of Ecology Center.
- 12/7-Sheboygan Society of Scale Model Railroad Engineers participated in Wishing for Winter, with a model train display setup in the pavilion.
- 12/7-Lakeland University student Ashley Esser composed a piece about environmental issues at Maywood and performed it at the LU Holiday Concert.
- 12/9-Meeting with Preschool Teacher, Anna to review YMCA Camp Y-Koda MOU.
- 12/17-Meeting with JMKAC to discuss potential for Artist in Residency workshop partnership.
- 12/19-Meeting with LakeshoreCAP to discuss partnership in providing shelter resources.
- 12/19-Warriner hot dog cookout and décor removal.
- 12/19-Meeting with Sheboygan Senior Community to discuss pollinator project.
- 1/14-Nutrition Workshop with Better Life Chiropractic.

2-4-2025 Forestry Report

DPW - Forestry 2024 Year Totals	
Trees Planted (Street)	709
Trees Planted (Parks)	31
Trees Pruned	2386
Trees Removed	310
Stump Removals	533
Treated Ash Trees	607
Citizen Tree Concern	1192
Branch Down Work Order	392

Overall 2024 was a good year for the Forestry Division.

- We had a retirement in January and was able to fill that position in late January with a previous seasonal employee who is an ISA certified arborist
- One of our current arborists became ISA certified in June
- We planted more than two times the number of trees we removed*
- We caught up on stump grinding*
- We pruned a lot of trees but didn't reach our goal of 4000
- We received 3 DNR grants totaling about \$230,000
 - \$25,000 Urban Forestry grant - complete
 - Postcards
 - EAB injection equipment
 - Dead ash removals
 - \$30,000 Catastrophic Storm Grant - Complete
 - Removed 29 damaged street trees and ground and restored stumps
 - \$175,000 IRA Urban Forestry Grant - Ongoing
 - 250 stumps ground (1/2 done currently)
 - Insecticide to treat 500-1000 ash for EAB (\$24,600 purchased so far)
 - Purchase of 660 trees to be planted (220 purchased so far)
- With an increased budget we were able to hire removals of 1200 dead ash trees in various park and other city owned properties that endangered parks users and/or private property
 - Maywood park (N 40th St. entrance) – 20 ash
 - Wildwood cemetery (NW corner) – 39 ash
 - Maywood park (near 34th St) – 100 ash
 - Penn. Ave woodlot (near 25th St) – 80 ash
 - Polk Ct – 2 ash
 - Kiwanis Park – 120 ash
 - Najacht Rd (right of way) – 350 ash
 - Weeden Creek & Lakeshore Dr – 32 ash
 - Rolling Meadows woodlot – 25 ash
 - Jaycee park – 300 ash
 - Vollrath park 20 ash
 - Evergreen park 12 ash
 - Moening Rd (park) 2 ash
 - S wildwood Ave woodlot – 58 ash
 - Maywood park (Taylor Dr) – 40 ash
 - **Total cost \$117,000**
- Goals for 2025
 - Plant more that we remove
 - Keep up with stump grinding
 - Prune 4000 trees

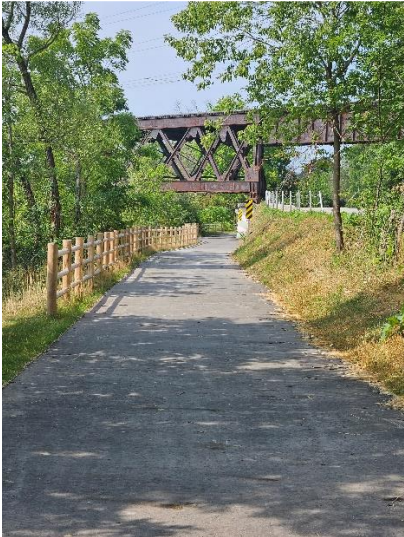
Boar of Marina, Parks and Forestry
Parks Report
02/04/2025

Below are completed 2024 Capital Park projects:

- Veterans Park Four Court Pickleball Court and Basketball Court



- Kiwanis Park Trail to New Jersey



- Kiwanis Park Six Court Pickleball Court



- Cleveland Park Splash Pad



2025 Projects

- Installation of fencing for two small dog parks in Kiwanis Park and Moose Park.
- Additional Playground in Optimist Park supported by the Optimist Club of Sheboygan.
- Additional Playground in Area 1 of Evergreen Park.
- New Metal 20' x 24' rentable shelter in Area 3 of Evergreen Park.

Park Agreements

- A five-year agreement with Fox Valley Athletics for the operation of Wildwood Athletic Complex will be going to council soon.
- Vollrath Park Disc Golf Concession Agreement – A decision was made to advertise a Request for Proposal (RFP) for the operation of the concession stand. The RFP is being worked on at this time.
- An updated Biergarten Operating Agreement will be going to Council soon.
- The update of the Management services of the Quarry Beach is being worked on at this time.
- A new agreement is being worked on that will include the rental of the small storage area at the Deland beach house. The area will be used for the renting of kayaks and stand up paddle boards and possibly organizing group outings.

Other Items

- The Evergreen Trail Concept will be going to Council as a resolution on 02/03/2025.
- Maywood will be seeking approval from the Council for a Scout camping event in May.
- The City is going through the process of donating an old peace tree sign to the County Museum.

