

City of Sheboygan  
2020-10-20

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CITY OF SHEBOYGANMAYOR'S NEIGHBORHOOD LEADERSHIP CABINETTuesday, October 20,  
2020

Mayor Vandersteen called the meeting to order at 6: 30 pm at City Hall in the 3  
rd Floor Council Chambers, 828 Center Avenue. The Pledge of Allegiance followed.

Members present: Mayor Mike Vandersteen, Director of Planning and Development  
Chad Pelishek, Community & Economic Development Planner Nancy Maring, Peter  
Sjollemma, Shari Thelen, Alderperson Betty Ackley, Grant Coordinator Abby Block,  
Beth Counard, Joe Clarke, Alderperson Dean Dekker, Jody Kraemer, Mary Dotz,  
Adam Roethel, John Ogden, and Police Chief Christopher Domagalski.

Others present: Kym Leibham, Officer Israel Deutsch, Officer Kevin Post,  
Superintendent of Streets & Sanitation Jason Blasiola, Thomas Heckner, Keith  
Jacks, Rochelle Ross, Bill Young, Elaine Jacks, Kris Schoenenberger-Gross, Cal  
Stoffel, City Administrator Todd Wolf, Cheryl Wagner, Alderperson Roberta  
Filicky-Peneski, Alderperson Mary Lynne Donohue, Kristine Karh, Lisa Salgado,  
Scott Hanson, and Community Development Planner Janet Duellman.

Minutes: Motion to approve minutes of July 21, 2020 meeting. All ayes.

#### ITEMS FOR DISCUSSION ONLY

##### 3.1 Feature

##### Presentation:

"Build Friendliness, Safety, and Belonging Through Valuable Neighborhood  
Gatherings" Kym Leibham from Lakeland University.

Kym began by saying that this conversation is going to talk about why all of  
you are involved with your neighborhood, why is it important to you, and why is  
it important for the rest of the neighborhood to build a bond and build a  
relationship. There might be some frustrations with having activities/events  
planned in the neighborhood but then not getting the turn-out or the attendance  
that was hoped for. Kym plans events for a living, so the last thing that she  
would want it is to plan an event that might not be successful, or not well  
attended, or maybe the mission/goal wasn't clearly defined, or didn't meet the

needs of the audience. An important thing to understand is that everyone has different reasons for being part of a neighborhood everyone is going to approach being part of a neighborhood from a different perspective and for different needs.

Kym suggests that before trying to do too many things that are formal in nature, or an activity/gathering/event, she suggests that you take up a campaign to get to know the neighbors. That s a huge effort in and of itself. Kym referenced the handout that was provided to the meeting attendees and said that she wasn t going to read the handout to everyone, but rather she wants to talk big picture. Something as simple as waving when you drive by and smiling that gives people a sense of belonging. Try doing simple little things such as lending a helping hand if you see a neighbor putting up decorations, or even stop by and say, Those decorations look great, my name is and I live down the block. This can open the door for future conversations as you get to know one another. Face-to-face communications are great, but we all know that in this day right now that s a little challenging, so we have to be a little more inventive. Think about up-cycling yard signs after the election is over, cover them up and write a message like Hey all, welcome to the neighborhood! Kym put up a prayer tree in her front yard when the pandemic started and she put a note on it saying that people could leave somebody s name on the tree and that she would pray for that person her tree got filled with names! So think about what little things you can do in your neighborhood to put a smile on somebody else s face and to make your house feel more welcoming. This is an opportunity to open up the channels of communication walk through your neighborhood as people are outside and introduce yourself.

Think about if there s anyone in your neighborhood that s computer savvy and would be able to setup a Facebook group for the neighborhood or perhaps setup a simple neighborhood website for sharing information about what s going on in the neighborhood. Utilize Nextdoor to communicate and plan events. When you have things like this, share it with City staff so they can help get the word out too you are all resources for each other. One example of an event that the End Park Neighborhood is doing is Coffee on the corner which was great for reaching people who generally don t attend formal meetings of the Neighborhood Association. Their Coffee on the corner gatherings specifically said no agenda; that keeps it casual! Think about doing a Christmas decorating contest. Help neighbors rake leaves, share a leaf blower. The holidays are coming, think about writing nice notes to your neighbors and walk around to deliver them. The large item disposal program aka Dumpster Day has been

successful in getting neighbors out to connect with each other and explaining how this special program is a result of the hard work they did to become an official Neighborhood Association. For some of the elderly people in the neighborhood that might need help with things or that might want some companionship, it's tough right now with the pandemic, but some alternatives to in-person visits could be by putting friendly signs/notes in their yard to show them that you're thinking about them or doing a phone campaign to reach out to them. When new people move into the neighborhood, give them a handout that provides information about the Neighborhood Association and the contact info for the point people. Help people who might not be able to move their garbage carts.

When you plan an activity/event in your neighborhood, be sure to effectively communicate that information. Take photos during activities/events and share them on social media to encourage future participating. Be sure that you get permission of people to take their photos first. Make sure that people are welcomed when they arrive at an event and thank them when they leave; everyone likes to feel that their time is appreciated. Please take action. We can't expect other people to do it. Hopefully our actions will inspire others to take action and be involved. Thanks to all of the people who are putting work and time into their neighborhoods. These efforts help Sheboygan remain vibrant and make it a safe and wonderful place to be for all ages.

3.2 Discussion and Presentation of the Neighborhood Resource Packet Nancy Maring and Janet Duellman.

Janet began by saying that the meeting attendees should have received a yellow folder in the bag that was dropped off on their porch. This first tab has neighborhood information, there's contact info for the Neighborhood Associations. Next is information about how to do a neighborhood plan. Then there is information about the Nextdoor.com platform. Next is a summary of what Kuehne Park did for their large item disposal day; Abby Block added to the discussion by saying that their event included doing a survey. Their survey had 29 responses and she was surprised to learn that out of those 29 people only 7 of them use Nextdoor.com. This means that online communications for their group only reaches a small portion. Another thing learned from the survey is that 23 of the people want activities/events to be less formal and more social; 16 said that they would want to share a meal either in a restaurant or potluck style.

For the second tab in the folder, there is information for ideas of neighborhood projects to do. Also note that in the folder there is the handout from Kym's presentation that has a checklist. The third tab in the folder is contact info for city staff. Many of the Neighborhood Associations have taken advantage of contacting city staff to have them come to neighborhood meetings and present on pertinent topics. There is info about how to access the city's interactive GIS maps. There's instructions for how to find out who your neighborhood officers are on the Police Department's website. There's info about how to view the annual reports from the city departments.

The next tab is for city neighborhood support. The DPW is a great partner for the Neighborhood Associations. A few of the programs they run are Adopt-A-Trail, Adopt-A-Park, and the large item disposal program. The Planning & Development Department offers a hot dog program which supplies hot dogs once a year for a neighborhood block party. They also offer flyer printing. They offer neighborhood planning support. There's info about MNLC mini grants, special project support, and neighborhood mapping. The folder includes a few maps; one for showing the existing Neighborhood Associations, one showing the neighborhood district map that correlates to the 10 alderperson districts.

City Administrator Todd Wolf thanked everyone who is involved in their Neighborhood Associations because they are leaders in our city they help foster neighborhoods and bring people together, this is how we make the city a better place for everyone. We have so much to offer to new neighbors and to people who are visiting our community.

3.3 Large Item Disposal Program results. Jason Blasiola said that there was about 30 tons total collected, it was a successful program this year.

3.4 Sheboygan Neighborhood Pride update. Travis Gross said that they have been meeting regularly at Taylor Park and are trying to continue to work with some new neighborhoods. He s been trying to get Cleveland Park to start meeting regularly, but COVID has made that more difficult and there are issues trying to find places to meet since being outside is tougher as the weather gets colder.

3.5 Neighborhood roundtable discussion.

Todd Wolf stated that the large item disposal program in 2019 collected 23.07 tons then in 2020 there was 30.06 tons. Thanks to everyone who worked on this program, it truly helps clean up our neighborhoods.

Elaine Jacks mentioned that one of the Neighborhood Associations said that they were creating a welcome packet, she doesn t know all of the resources that are in it, but she thinks that this packet is a nice idea.

Rochelle Ross said that the Franklin Park, The Flats, and King Park Association are working with the Sheboygan Police Department on the Making The Grade clothing collection program from now through November 6. There is a drop off site at St. Peter Claver Parish on S. 12 th Street for people to donate new clothing that will be given to students at Longfellow Elementary.

Mary Dotz said that the End Park Neighborhood Association has been talking about starting to do welcome packets. They struggle with how to know when there are new neighbors that move in. Mary is a lead on Nextdoor and she receives notifications about new neighbors, but she doesn't know how to verify this information and keep it up to date. Nancy responded to say that the Nextdoor website is a third-party company that unfortunately city staff can't really help with much. She suggested using the help button on the website to contact their support and inquire about if they have any suggestions for how to address this concern. Nancy suggested an idea to designate block captains so that you divide up the responsibility of each keeping an eye on couple blocks to see if they notice anyone moving in/out rather than watching the entire neighborhood yourself. King Park is a good example of this, they've had block captains for a long time. Mary said they try to have representatives from each street, but that's been challenging to achieve.

Alderman Dean Dekker said that Officer Deutsch suggested that they have a mid-block meeting which took place at the old gas station site on Indiana Avenue. They had leftover hotdogs from a previous event, so they fried those up and got quite a few neighbors who stopped by because of the visibility of their meeting location. He said they plan to pursue this in the future as far as moving around the meeting locations and having different treats such as ice cream.

John Ogden lives in the Gateway Neighborhood and he inquired about a sign he had seen in the Near North Neighborhood that was attached onto the pole of an existing street sign that said "Welcome to the Near North Neighborhood." He asked if that's something that more neighborhoods could do. Nancy Maring said that Near North did that signage a few years ago as their MNLC mini-grant project. She referenced the mini-grant application that is included in the resource packet if others are interested in doing something similar. Their mini-grant also included doing some yard signs and gave them to anyone in the neighborhood that was interested. Chad added that the city has an in-house sign shop within the DPW, so we can work with neighborhoods to produce these signs in a cost-effective manner. There wasn't a financial cost to Near North because as part of the mini-grant they put in sweat equity as volunteering time valued at \$15 that was used as their match.

Alderperson Roberta Filicky-Peneski said that she has attended at least one of each of the Neighborhood Associations that are in her district and she said that they are each quite different and effective in their own ways. Memorial Neighborhood is beginning to discuss the possibility of changing their name because in a couple years Memorial Hospital won't be there anymore, so that can be a new opportunity. When hearing about the Making The Grade clothing drive project that reminded her of a project that the neighborhood near Grant Elementary School did at one point where they adopted a Grant School family and they put together a Christmas present package.

Chad Pelishek made some closing remarks to say that they had hoped to do this meeting as a party at Kiwanis Park, but unfortunately that wasn't possible due to the pandemic. If there's anyone who didn't receive the resource packet, please reach out to the Planning & Development Department to request one. If any of the Neighborhood Associations are in need of a large indoor space for meetings, the Council Chambers in City Hall is available and there's plenty of space for people to social distance if that's something you need please contact us because we don't want to see the pandemic be something that separates us. We also have resources for GoToMeeting and Zoom meetings if you need those. Nancy concluded that they will be sending a follow-up email after this meeting to the participants with additional resources and also there will be a survey to gather info about how staff can best serve and support the Neighborhood Associations.

CLOSING OF MEETING  
Next meeting date: Tuesday, January 5, 2021.

ADJOURN  
Meeting adjourned at 7: 42 pm.