

**\*\*\*ATTACHMENTS\*\*\***

~~X~~

6.1

Gen. Ord. No. 24 - 20 - 21. By Alderpersons Dekker and Sorenson.  
November 16, 2020.

AN ORDINANCE creating a Handicap Parking stall on the south side of Heller Avenue east of N. 16<sup>th</sup> Street.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Pursuant to Section 118-51 of the Municipal Code entitled "Erection of Official Signs," a Handicap Parking stall shall be added 220 feet east of the east curb line of N. 16<sup>th</sup> Street to 239 feet east of the east curb line of N. 16<sup>th</sup> Street.

Section 2. The Department of Public Works and the Police Department are hereby authorized and directed to install the signs to give notification of the aforementioned parking restriction.

Section 3. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, and this ordinance shall be in effect from and after its passage and publication.

Dean Dekker

PW

\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, Mayor

**CITY OF SHEBOYGAN**

**REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Ordinance creating a Handicap Parking stall on the south side of Heller Avenue east of N. 16<sup>th</sup> Street.

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**REPORT PREPARED BY:** Ryan Sazama, City Engineer

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**REPORT DATE:** November 19, 2020

**MEETING DATE:** November 24, 2020

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**FISCAL SUMMARY:**

**STATUTORY REFERENCE:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

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Wisconsin Statutes: N/A  
Municipal Code: N/A

**BACKGROUND / ANALYSIS:** The City of Sheboygan Department of Public Works received a request from the Sheboygan Area School District through their Executive Management Team to have the City of Sheboygan create a Handicap Parking stall on Heller Avenue at the front entrance of Jefferson School. This elementary school does not have a school designated parking lot; therefore, a designated Handicap Parking stall is needed in the street.

**STAFF COMMENTS:** The Department of Public Works has reviewed this request and supports it.

**ACTION REQUESTED:** Motion to recommend the Common Council adopt Gen. Ord. No. 24-20-21 creating a Handicap Parking stall on the south side of Heller Avenue east of N. 16<sup>th</sup> Street.

**ATTACHMENTS:**

- I. Gen. Ord. No. 24-20-21

III

4.8

Res. No. 125 - 20 - 21. By Alderperson Dekker. November 16, 2020.

A RESOLUTION adopting a Master Plan for Jaycee Park.

WHEREAS, City Staff has worked with Graef-USA Inc. ("Graef") to prepare a master plan for Jaycee Park in order to guide the City with future development of Jaycee Park; and

WHEREAS, as part of the master plan development process, several meetings took place with relevant stakeholders, including interested members of the general public; and

WHEREAS, as a result of all of the feedback from relevant stakeholders, as well as the history of the park, the attached Master Plan was prepared.

NOW, THEREFORE, BE IT RESOLVED: That the Common Council adopts the attached Master Plan as the Jaycee Park Master Plan to guide the City with future development of Jaycee Park.

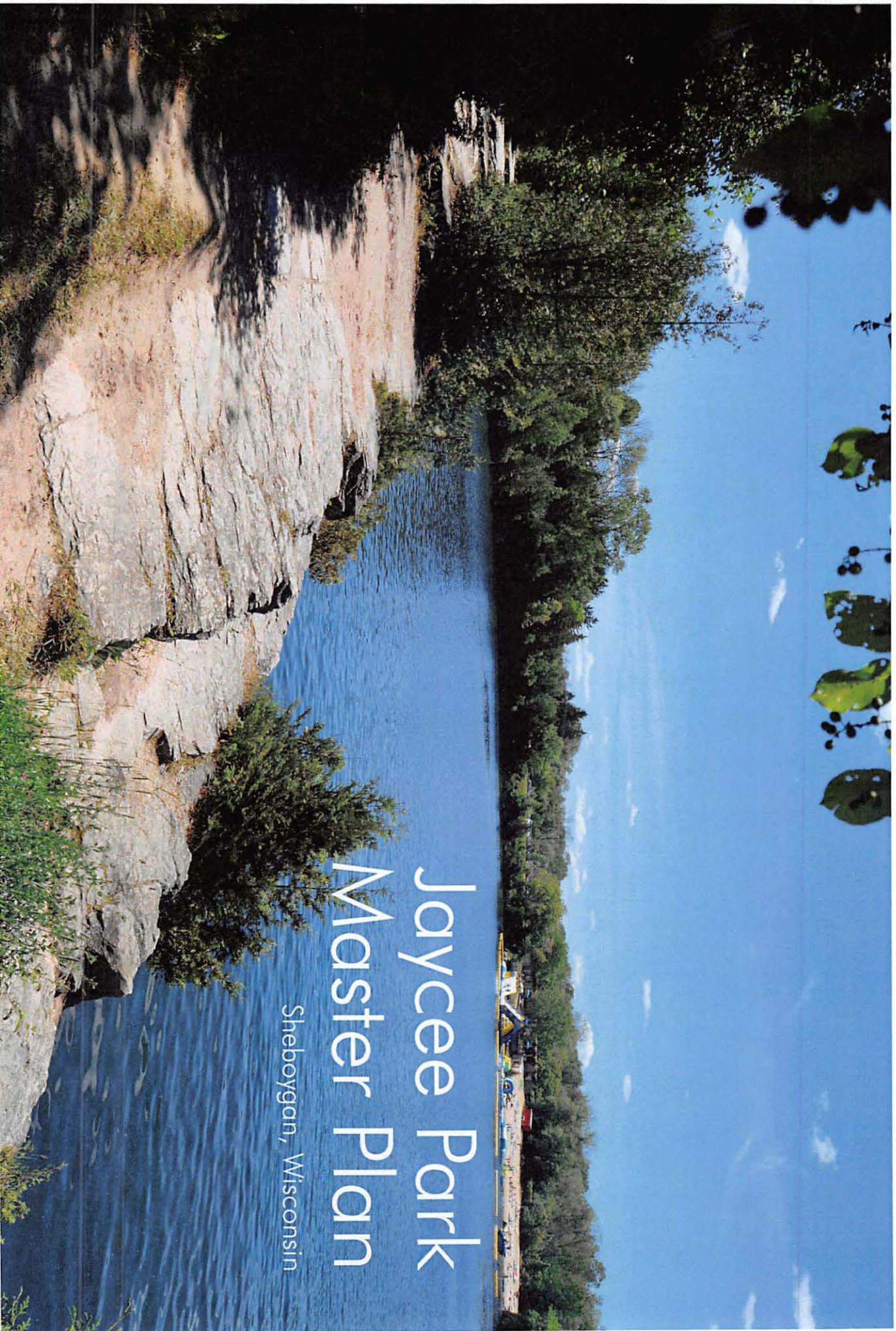
Dean Dekker

PW

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

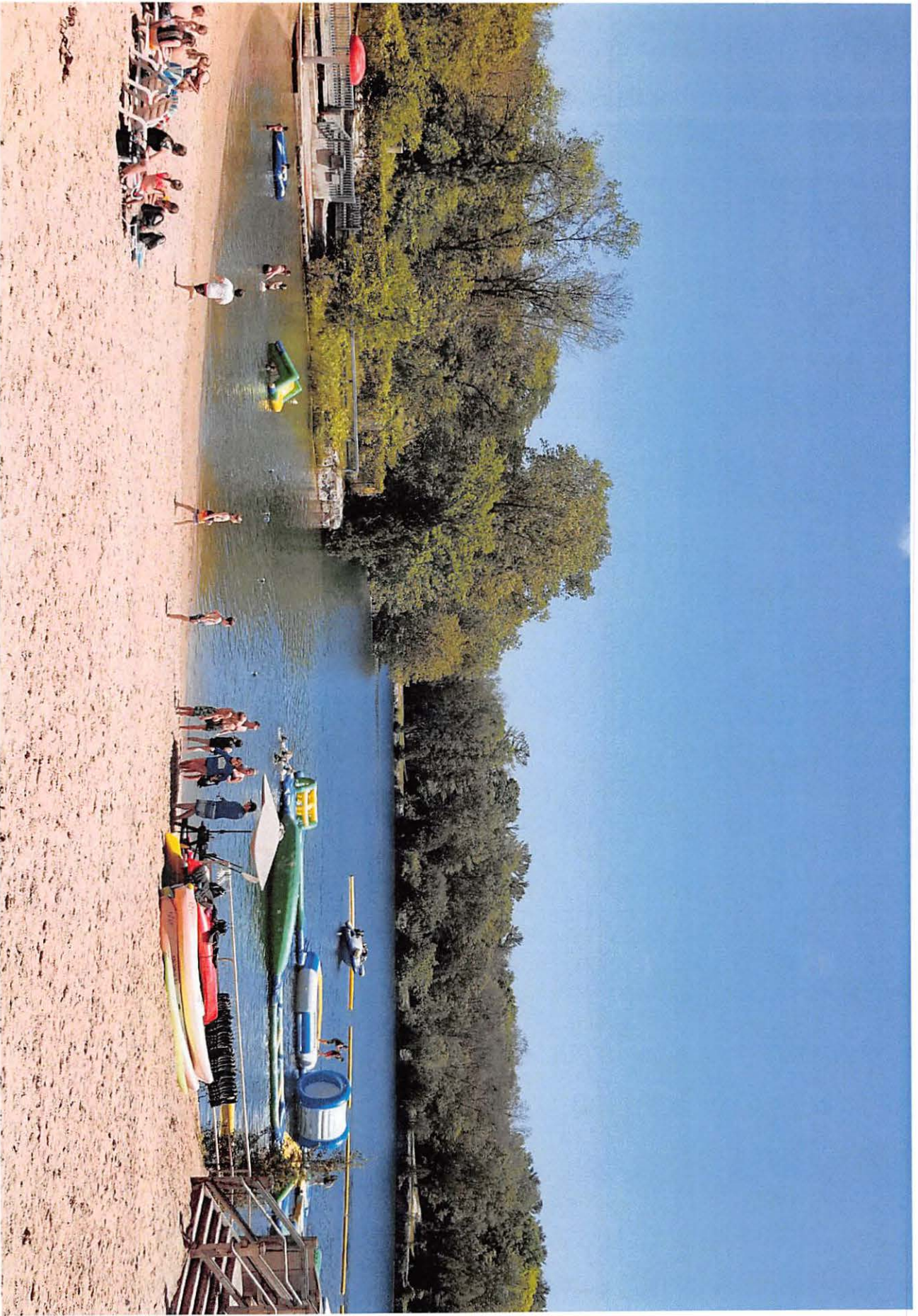


# Jaycee Park Master Plan

Sheboygan, Wisconsin

DRAFT EXECUTIVE SUMMARY DOCUMENT  
NOVEMBER 11, 2020





▶ Photo source: GRAEF (above and cover)

# Letter from the Superintendent

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The Jaycee Park Master Plan has been prepared to provide the City of Sheboygan a valuable aid in continuing efforts to meet recreation needs for the community. Jaycee Park has been a significant part of the City's Parks and Recreation since it was first purchased by the City in 1943. Since then the park has gone through many changes and has been used by the community in different ways. City Public Works Staff along with the Board of Marina, Parks and Forestry, realize that the park has a great potential for many uses and partnerships and that a roadmap was needed to guide the City in the future development of the park.

To achieve the goals of this plan the following items were completed:

- Sought external consultant
- Established a city working committee
- Developed a transparent process
- Assessed past and current park use
- Identified future needs and improvements
- Facilitated community engagement
- Defined capital improvement budgets
- Identified potential phasing implementation Strategies.

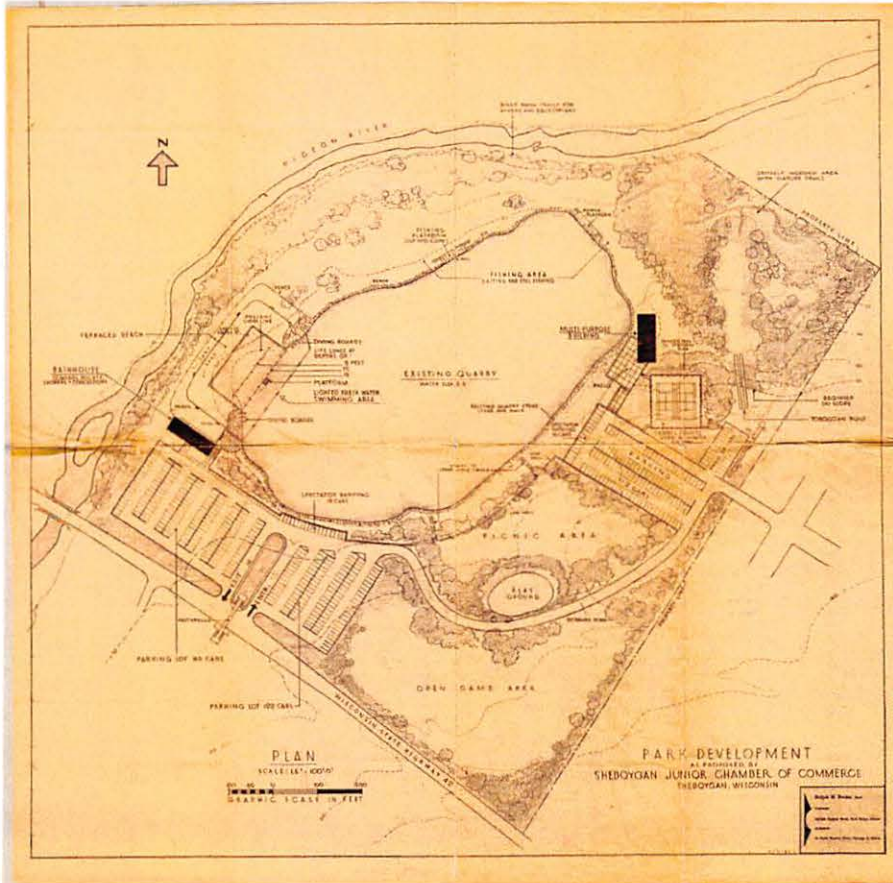
The new Master Plan will create a strategic blueprint that provides specific, tactical recommendations to lead a full realization of this marvelous resource.

**Joe Kerlin**

Superintendent of Parks and Forestry

# Park Origins

## A History Rich with Ambition



▲ 1963 plan for Jaycee Park by Ralph H. Burke, Inc.

The land that is now Jaycee Park was purchased by The City of Sheboygan in **1943** from the former Roth Building and Supply Co. which had operated the quarry in conjunction with a lime kiln. The City used the land as a fill site until **1963**, when the design firm Ralph H. Burke, Inc. was engaged by the Jaycees to develop the 37-acre site as a Recreation Park at a cost of approximately \$560,000.

Endorsed by Sheboygan Common Council, the new park was intended to fulfill the need for a swimming area, create additional park space to compliment Evergreen Park and to provide winter recreation facilities for the Community. The proposed development garnered community-wide interest and additional support from the Farmers' and Sportsmen's Conservation Club, the Knights of Columbus and the Skihasen Ski Club. The proposed plan included a controlled swimming area with a beach, bathhouse, water slide, and diving boards; fishing platforms; picnic areas; nature trails; exercise stations; a beginner ski slope and toboggan runs; tennis courts to be used in winter for ice skating; a playground; an open game area; and a multi-purpose building with 150-person capacity and parking for 300 cars. Construction of the swimming area was scheduled to be complete for the **1965** season.

An ambitious **1982** plan by the firm Leisure Concepts and Design proposed a \$2.6M aquatic center with wave-action swimming pool, boating and three-hundred-foot water slides with anticipated attendance of 45,000-69,000 people annually. The plan anticipated that revenue generation would more than pay for the cost of the improvements. While City of Sheboygan's Common Council's Public Works Committee and Board of Park and Forestry

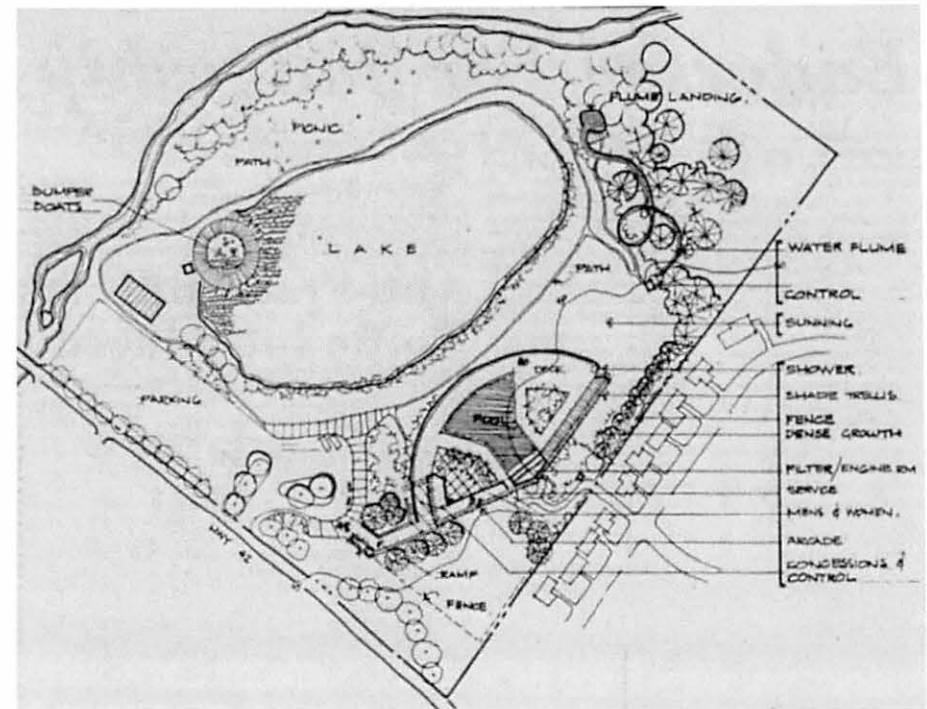
Commissioners initially voted to move forward with the proposal, Sheboygan's Capital Improvements Commission ultimately delayed implementation indefinitely over funding concerns.

In **1988**, Jaycee Quarryview Center was built as a renovation to the original 1960s bathhouse. The Jaycees donated \$52,000 toward the updated structure, which to this day provides a year-round recreation facility for the park and includes a 100-person occupancy hall, concessions, bathhouse and lifeguard room. The building was gifted to the City of Sheboygan from the Jaycees in **1989**. In **1992**, an 18-hole disc golf course designed by John Adler was built in Jaycee Park, featuring both open and wooded conditions within variable terrain and views of Quarry Lake. The course has proven to be quite popular and has since expanded to twenty-holes. In **2013**, operation of Quarry Beach and recreational activities was turned over from the City of Sheboygan to Empire Recreation Management, LLC.

In **2017**, EOS (ee-os) Surf Shop, in partnership with the City of Sheboygan, became owner and operator of Quarry Beach Adventure Park and Water Sports, which has provided a safe way for families to enjoy the lake within a controlled environment. In addition to the water park, EOS provides canoe, kayak, Stand-Up-Paddle (SUP) board rentals for use on the lake.

In January of **2020**, the City of Sheboygan Department of Public Works hired GRAEF to draft an updated Master Plan for the park based upon both current and future needs of the Community. The Master Plan provides specific, tactical recommendations that enable full realization of the park's potential as both a local

and regional recreational destination. The plan is intended to be a working document that provides phased implementation of proposed improvements in response to both current and prospective needs, while providing enough flexibility to accommodate unanticipated needs as they arise in the future.



▲ 1982 plan for Jaycee Park by Ralph H. Burke, Inc.

# Methodology

## Inventory, Analysis, Engagement, & Design

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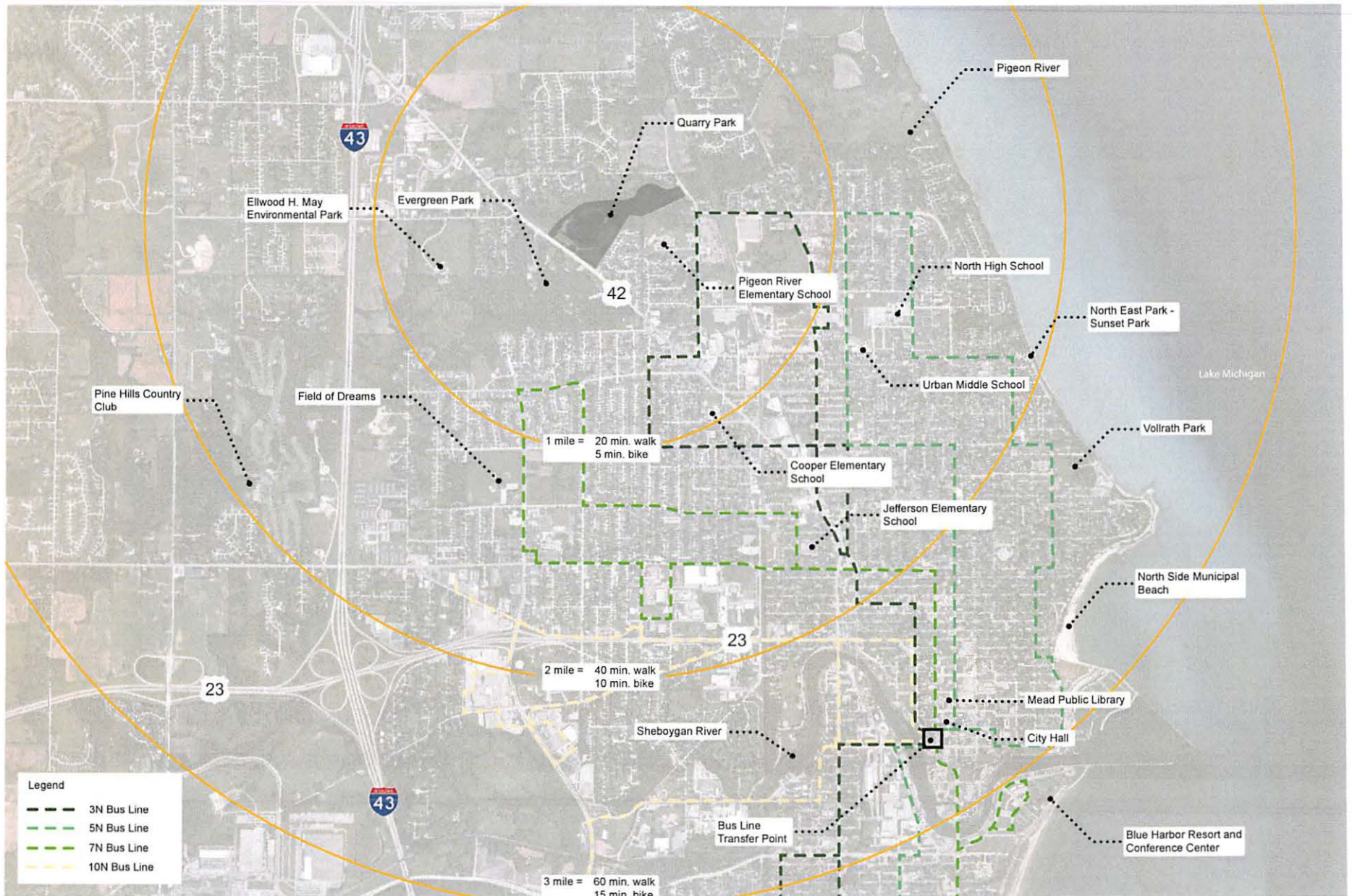
The design process included a comprehensive inventory and analysis of existing conditions, engagement with a City appointed Steering Committee, a Stakeholder Group representing a wide range of park users and the general public to garner input and generate enthusiasm for improvements proposed in three different options for the park. The input received ultimately resulted in the generation of a single consensus plan representing the most highly valued aspects of each of the three alternatives. The final plan not only reflects the needs and desires of the City of Sheboygan's Department of Public Works, but the Community as a whole.

GRAEF, with assistance from City of Sheboygan's Department of Public Works (DPW), gathered and reviewed current and historic data associated with the park including the site's physical character, park uses and users, geographic and programming relationships with other public destinations within the area, funding opportunities and operational partnerships.

## Site Context

Jaycee Park is prominently located at the northwestern entrance into the City of Sheboygan at 3401 Calumet Drive, across from Evergreen park and along the Pigeon River. With the Pigeon River forming its northern edge, a centralized lake with surrounding limestone bluffs, and expansive woodland and wetland areas, the park is one of the most geographically diverse public open spaces within the City and surrounding area.

The Pigeon River is a tributary of Lake Michigan and serves as an important ecological and recreational corridor. The river serves as an anadromous migration route and spawning grounds for Steelhead Trout from Lake Michigan during periods of higher water levels and therefore plays an important role in the enveloping riparian ecosystem while providing a unique regional fishing attraction. Canoeing and kayaking are also popular recreational activities when water levels allow but occasionally require portaging less navigable sections of the river. Both sides of the river are within Jaycee Park at the park's SW corner but access is limited along the river's north side due to steep topography along Calumet Drive. The

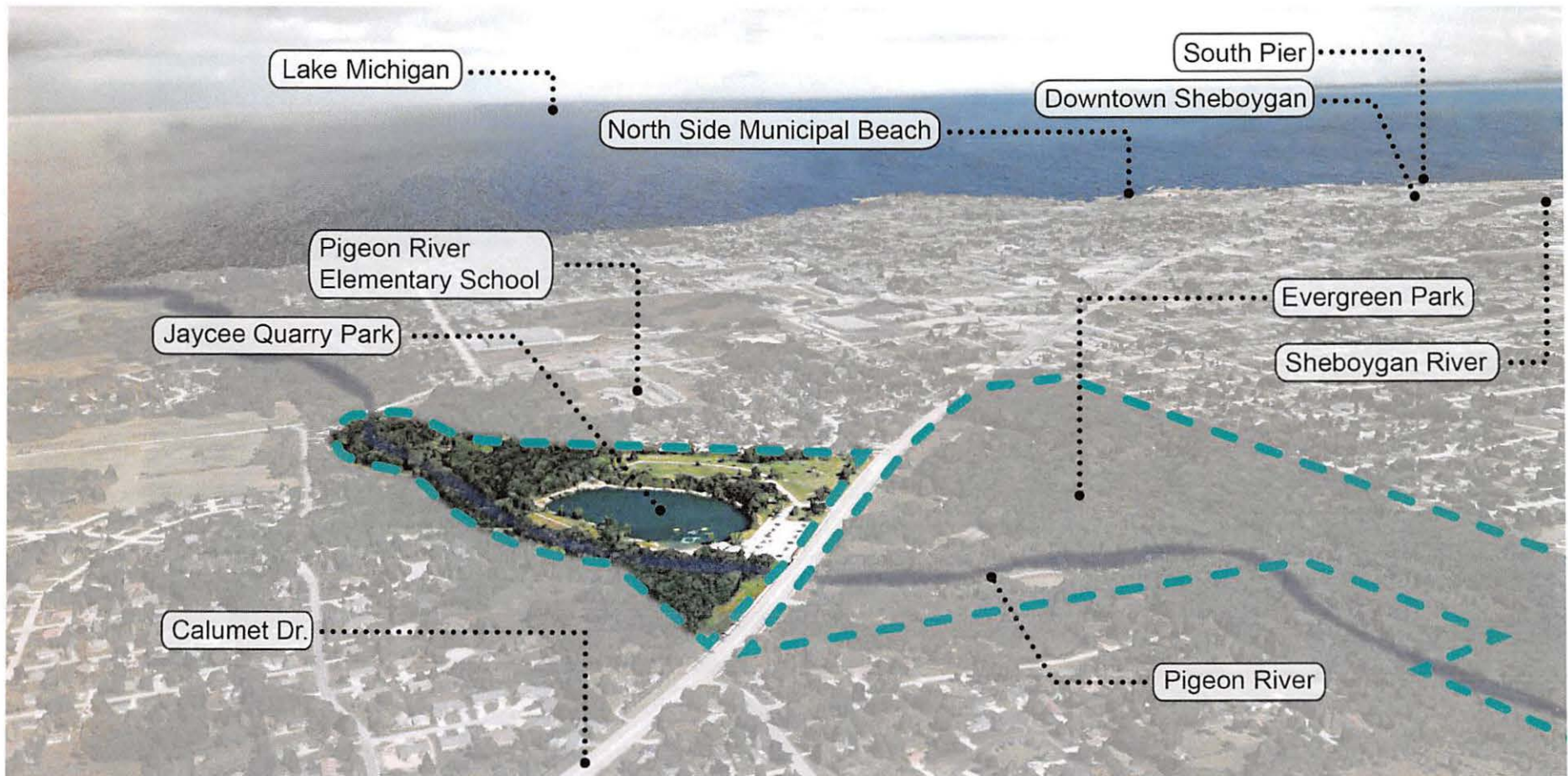


## REGIONAL CONTEXT

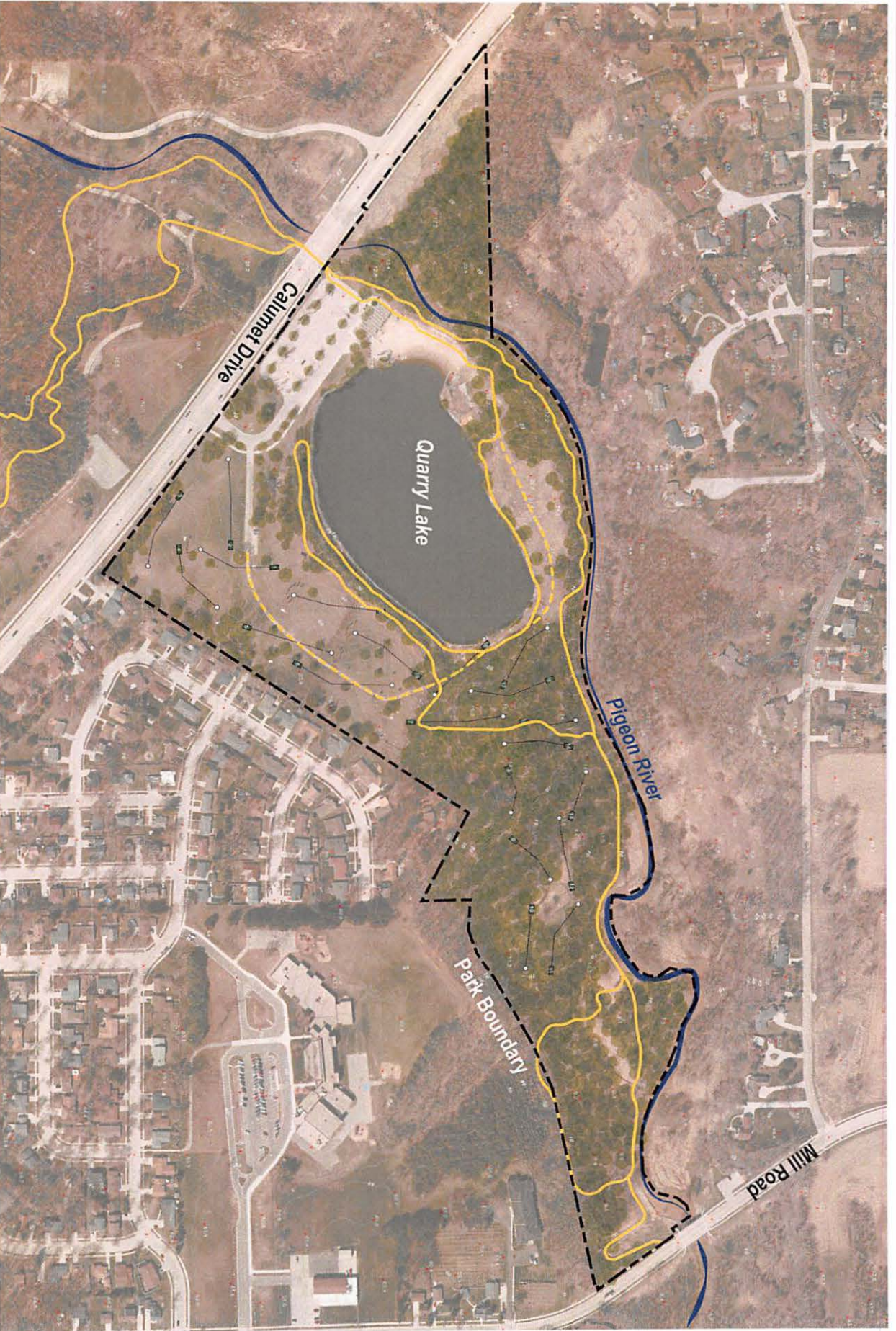
river continues to form the northern edge of the park as it flows east toward Lake Michigan. Not only does the river serve a multitude of both active and passive recreational activities within a unique riparian habitat, it also serves as a geographical conduit providing uninterrupted connectivity between many other public open space destinations, including Maywood Environmental Park, Evergreen Park and Pigeon River Parkway, which in turn provide access to

surrounding neighborhoods, business and civic destinations.

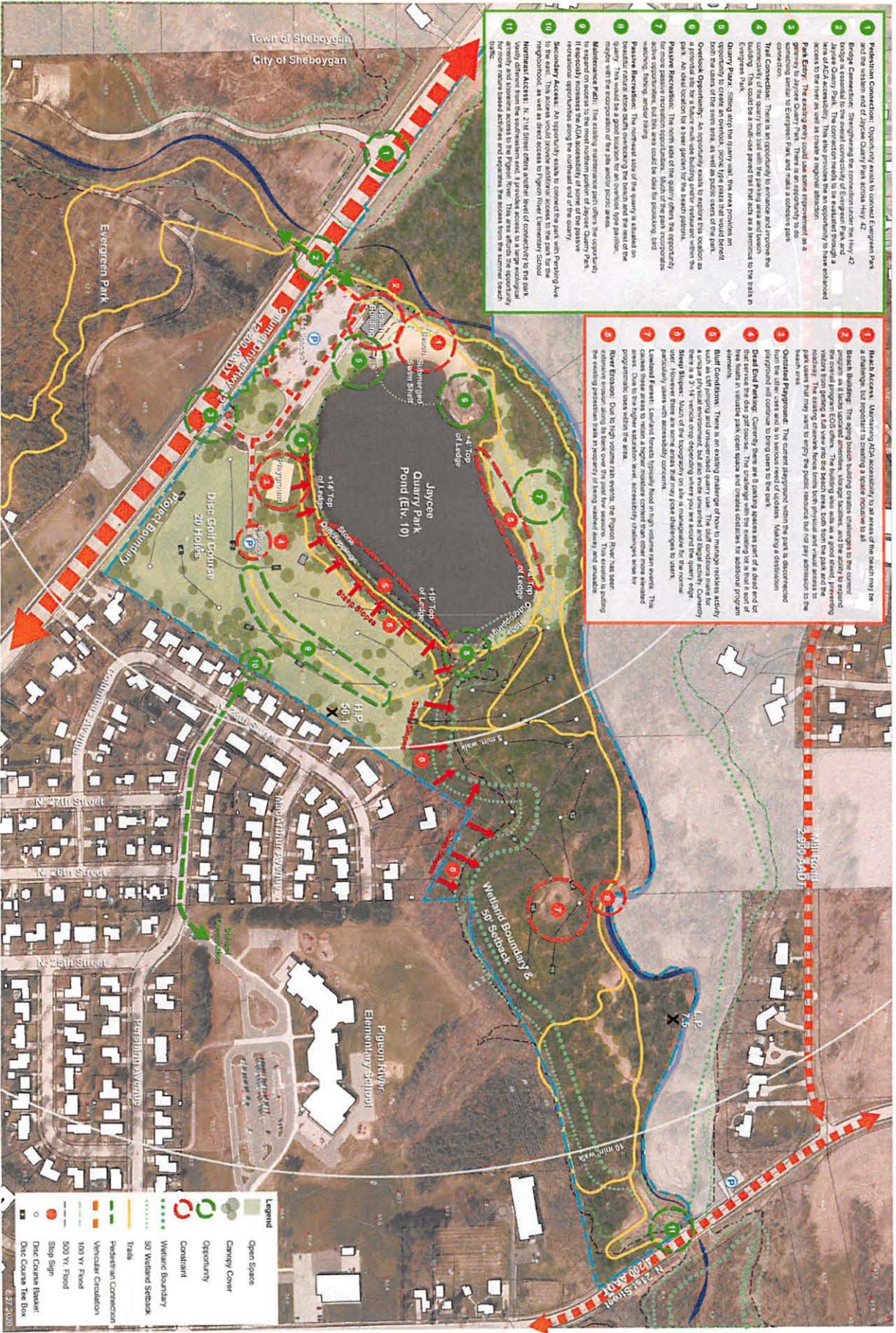
While the park is within walking distance of many public destinations and surrounding neighborhoods, it is also less than a twenty minute bike ride to Vollrath park along the Lake Michigan shoreline via Eisner Avenue, 8th Street and North Avenue.



SURROUNDING AREA & CITY OF SHEBOYGAN LANDMARKS



## EXISTING CONDITIONS



- 1 Pedestrian Connection: Opportunity exists to connect Evergreen Park and the western end of Jaycee Quarry Park. See page 42.
- 2 Bridge: A bridge connecting the eastern boundary of Evergreen Park and Jaycee Quarry Park. The connection needs to be evaluated through a series of ICA accessibility. This also provides an opportunity to have enhanced access to the park on the west side of the quarry.
- 3 Trail Connection: There is an opportunity to enhance and improve the building. This could be a multi-use paved trail that acts as a reminder to the trails in Evergreen Park.
- 4 Quarry Park: Sitting atop the quarry, the area provides an opportunity to create an overlook, overlook type park that would present overlooks on the quarry walls, as well as the views of the park, a paved trail for a future multi-use building under restaurant above the park. As a trail location for a beer garden for the quarry.
- 5 Passive Recreation: The north side of the quarry offers the opportunity for more passive recreation opportunities. Much of the park incorporates existing walking and/or biking trails.
- 6 Passive Recreation: The northeast side of the quarry is situated on a plateau, nature stone walls overlooking the basin and the west of the quarry. This would be a good location for an overlook type park.
- 7 Main Quarry Park: The east side of the quarry park offers an opportunity to increase the ADA accessibility of some of the passive recreation opportunities along the northeast end of the quarry.
- 8 Secondary Access: An opportunity exists to connect the park with Peeping Ave. Main Quarry Park. This would be a good location for an overlook type park.
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# OPPORTUNITIES & CHALLENGES

# Inventory & Analysis

GRAEF, along with City of Sheboygan’s DPW staff, conducted a site walk-through to better understand how the site is currently being used and potential uses that have yet to be realized. A photographic inventory was performed to supplement the existing data provided by City of Sheboygan’s DPW. All of this information was synthesized into a single composite plan that GRAEF analyzed to identify opportunities and challenges associated with the site’s existing conditions. The following pages contain a summary of these observations.



**Pedestrian and Bicycle Connectivity:** An underpass condition below Calumet Drive/Hwy 42 along the Pigeon River provides safe passage between Evergreen Park and Jaycee Park for pedestrians and cyclists. A dead-end condition at the terminus of Pershing Avenue provides an opportunity for a secondary entrance from the neighborhood immediately east of the park for those on foot.



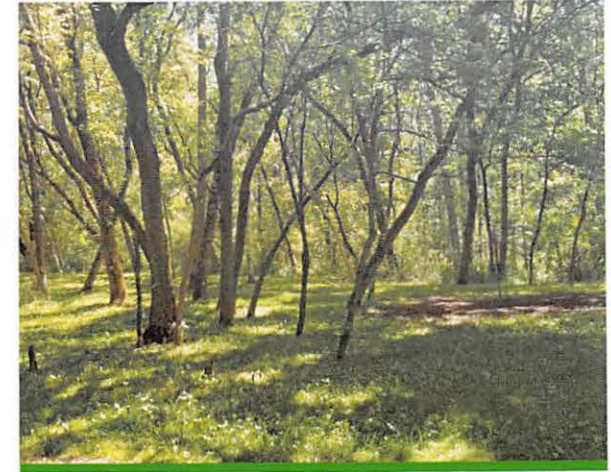
**Park Entry Experience:** The existing park entrance is understated due to obscured views of the Pigeon River, Quarry Lake, beach and unique limestone bluffs. Selective clearing of existing vegetation would provide framed views of the park, thereby elevating the entry experience and visitors’ first impressions of this regional destination. Moreover, Jaycee Park, flanked by Evergreen Park, serves as the Northwestern gateway into the City of Sheboygan from Highway 42 which makes visibility of this amenity even more important. Enhanced entry signage at the southwestern entrance along Calumet Drive/Hwy 42 and at the northeastern entrance along Mill Road would help reinforce the Park’s identity and improve way-finding around the Park’s perimeter.



**Trail Enhancements:** There is an opportunity to improve the quality, hierarchy and connectivity of trails within the Park. A wide, paved, multi-use loop trail around Quarry Lake would provide a unique experience within the park unlike anything else in the City. This loop trail would also provide better service access around the park for maintenance vehicles. The underpass below Calumet drive provides a safe and uninterrupted connection between Jaycee Park and Evergreen Park, but enhancements to the trail on either side of the road are necessary to fully capitalize on the synergy between activities shared between these two parks. People accustomed to biking in Evergreen Park because of the quality of its trails could extend their excursion to include a loop around Quarry Lake.



**Perched Views:** The bluffs created as a result of former mining operations provide opportunities to capitalize on panoramic views of the lake and surrounding park in the form of new park structures, overlooks, picnic areas, council rings and camp sites.



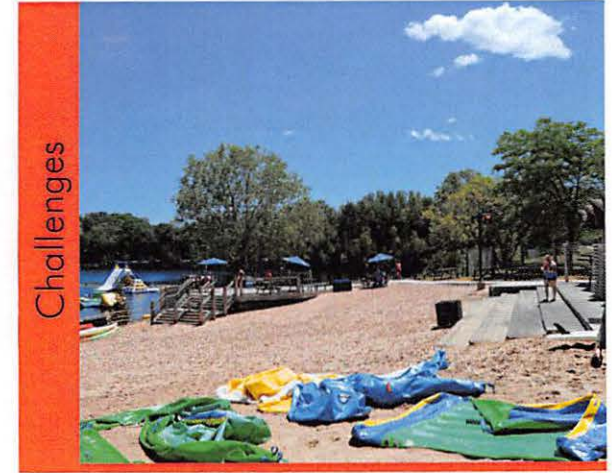
**Passive Recreation:** With extensive woodland, wetland and access to the Pigeon River, the northeast side of the park offers an opportunity for more passive recreation opportunities within a natural setting including picnicking, bird watching, fishing, hiking and geo-caching. With such a diverse range of possible experiences, Jaycee Park provides an opportunity to enjoy outdoor recreation in myriad ways.



**Quarry Lake:** The lake is a result of excavated limestone associated with former quarry operations. Naturally-filtered groundwater continues to feed the Lake, resulting in consistently fair to good water conditions.

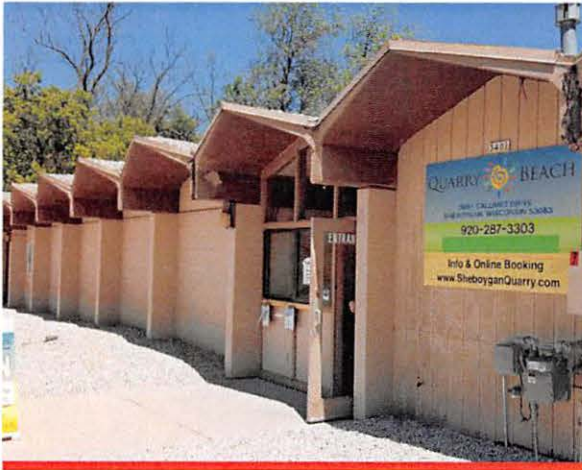


**20 hole frisbee golf course:** The course is one of two in City of Sheboygan and presents a regional attraction for the park. With 20 holes, there is flexibility to potentially repurpose two of the holes for another desired use.



Challenges

**Beach Access:** Providing ADA accessibility to all areas of the beach may be a challenge, but it is important to creating a space inclusive to all.



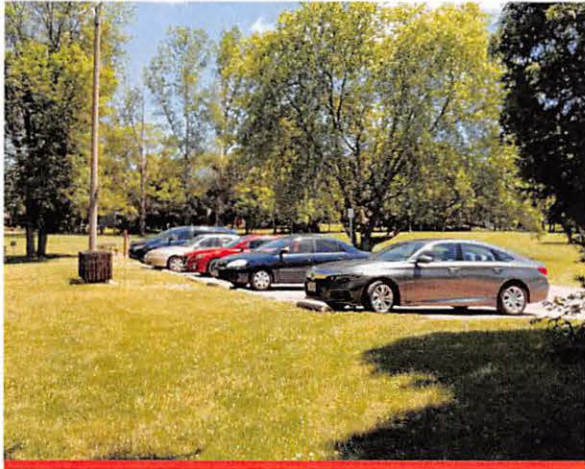
**Jaycee Quarryview Center (beach house):** The aging building creates challenges to the current water park uses as it lacks updated amenities, storage facilities, and the ability to expand the overall program that the lessee EOS wants to offer. The main hall has an occupancy of 100 people but is underutilized. The concessions area has limited functionality and the bathrooms are undersized and in poor condition. The building also obscures views to the beach, both from the park and the road.



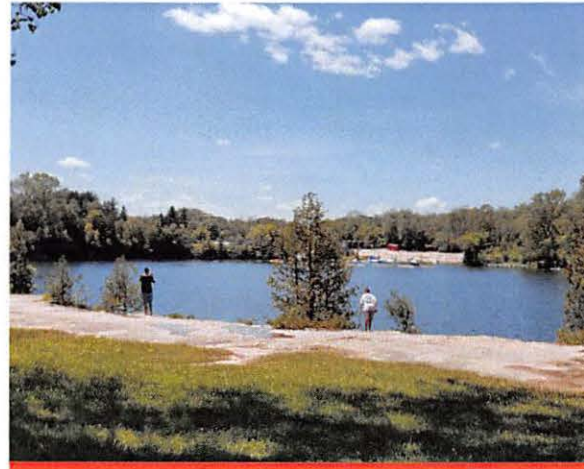
**The existing chain link fence** along the northwest side of the parking and connecting to Jaycee Quarryview Center limits both physical and visual access to park users that may want to enjoy the public resource without paying admission to the beach area.



**Outdated Playground:** The current playground within the park is disconnected from the other uses and needs updating to improve functionality and safety. Making a destination playground will serve as another attraction to bring users to the park.



**Dead End Parking:** Currently there are 8 parking spaces as part of a dead end lot that only service the disc golf users and encroaches upon valuable open space that could otherwise be used for additional park programming.



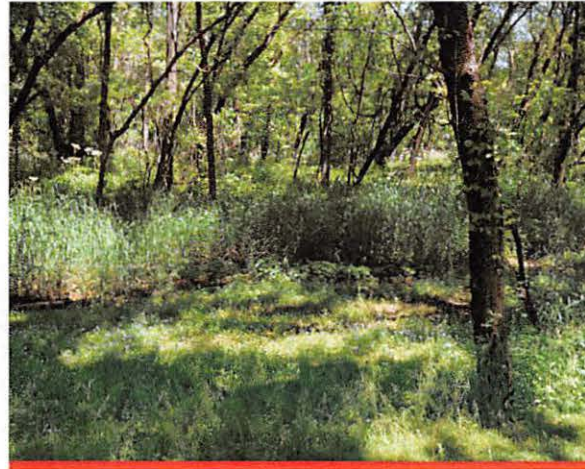
**Bluff Conditions:** The bluffs that were created as a result of former quarry operations contribute to a unique physical environment but significantly limit physical access to the lake. The bluffs surround approximately 80% of the lake with a vertical drop ranging between 3' and 12'. The vertical edge condition poses a risk to park users and raises liability concerns associated with unwanted and illegal activities such as cliff jumping. Due to the liability concerns, access to the lake during spring, summer and fall is only allowable through paid use of the water park and rental operations.



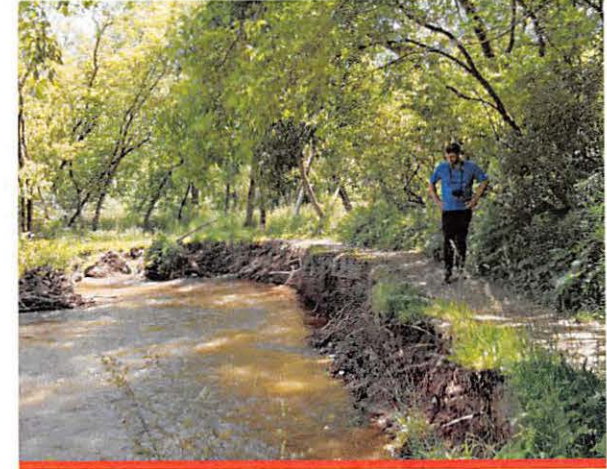
**Steep Slopes:** Much of the topography on site is manageable for the average user. However, there are some areas that present significant challenges to less physically able users. A concrete wall constructed to retain the steep slope between Calumet Drive and the park obscures views of the parking lot but also limits visibility of the park from the road.



**Pedestrian Underpass:** The pathway below Calumet Drive allows safe passage between Evergreen Park and Jaycee Park but the slope of the path exceeds ADA requirements and is therefore not as usable as it could be.



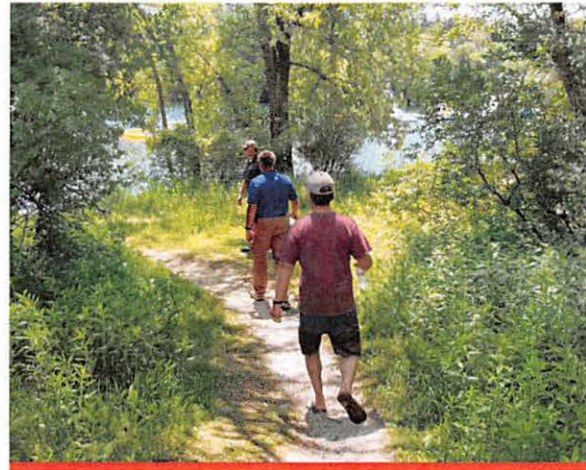
**Lowland Forest and Wetland Area:** Lowland forests typically flood in high volume rain events. This causes these areas to retain a higher moisture content than other more elevated areas. Due to the higher saturation level, accessibility challenges arise for programmatic uses within the area.



**River Erosion:** Due to high volume rain events, the Pigeon River has seen extensive erosion along its bank over the past few seasons. This erosion is putting the existing trails in jeopardy of being washed away and unusable.



**Vegetation:** While the ecology within the park is diverse, significant overgrowth obscures views to the lake and other park amenities which compromises visibility from Calumet Drive and safety associated with natural surveillance of those areas currently hidden.



**Trails:** The majority of existing trails within the park are narrow “single-track” dirt paths that are under-maintained and therefore underutilized, especially by less physically able people. Very little hierarchy is present within the trail system which makes prioritization of use and maintenance difficult to determine. Biking used to be a more popular activity within the park, but conflict between cyclists and pedestrians along the narrower trails has become an issue.

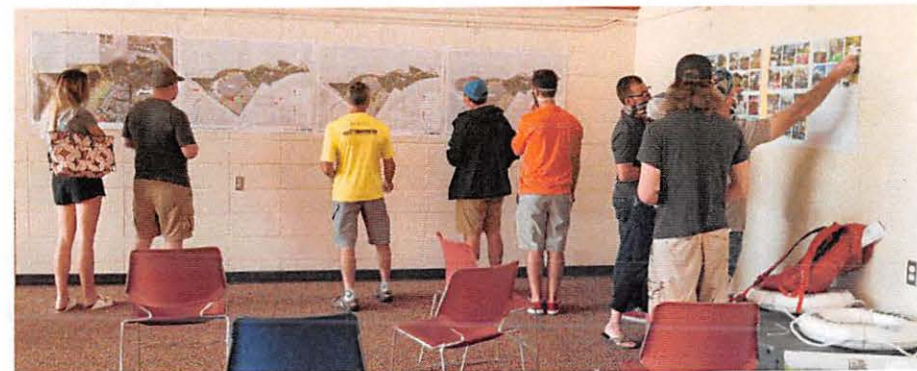
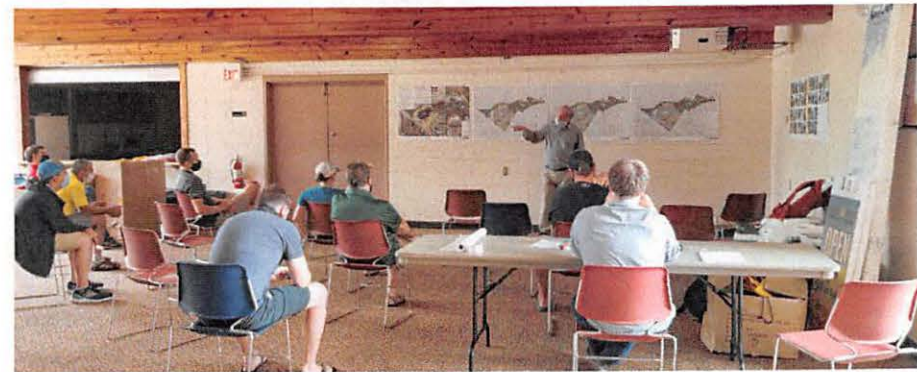


**Eastern entrance:** The entrance into Jaycee Park from Mill Road is safer with far less vehicular traffic than Calumet Drive, but is not clearly demarcated.

## Community Engagement & Preliminary Design

GRAEF facilitated a series of community input sessions to garner feedback and generate enthusiasm for improvements proposed in three preliminary options for the park based upon observations made during the team's analysis of the site. The input sessions involved meetings with a City appointed Steering Committee, a Stakeholder Group representing frequent users of the park, and the general public. The options were diagrammatic and intended to generate thought on the location and scale of possible program elements and how those elements related to one another.

While in-person attendance at these engagement sessions was limited due to COVID-19 social distancing requirements, attendees were given an opportunity to provide input on their preferences and City of Sheboygan's DPW posted content shared during each meeting on their website to provide opportunity for additional feedback.

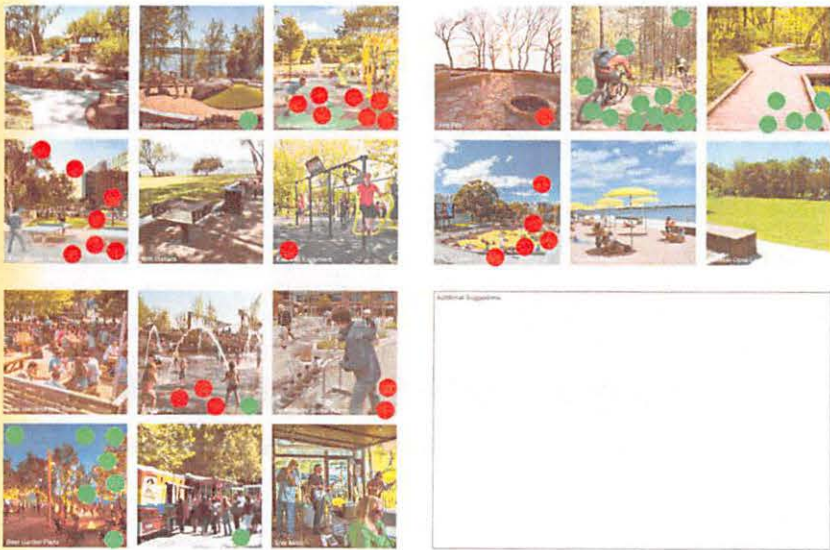


▲ Stakeholder and public input sessions took place in August 2020. Photo credit: GRAEF

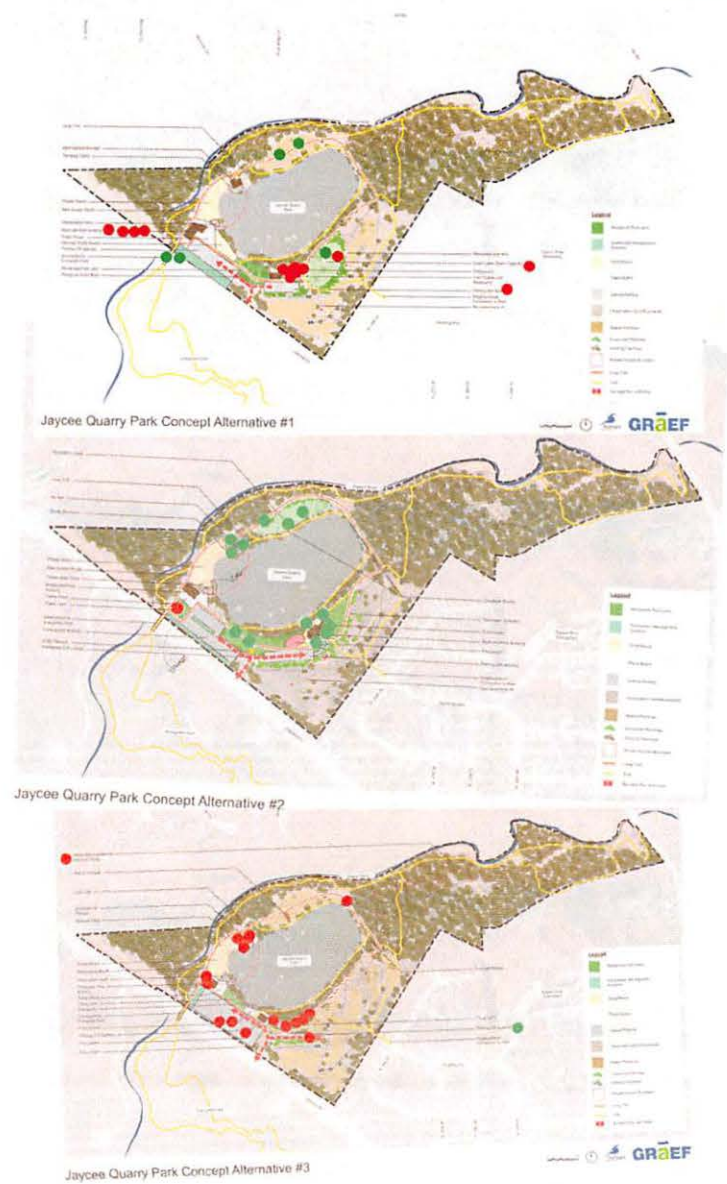
Program Precedents



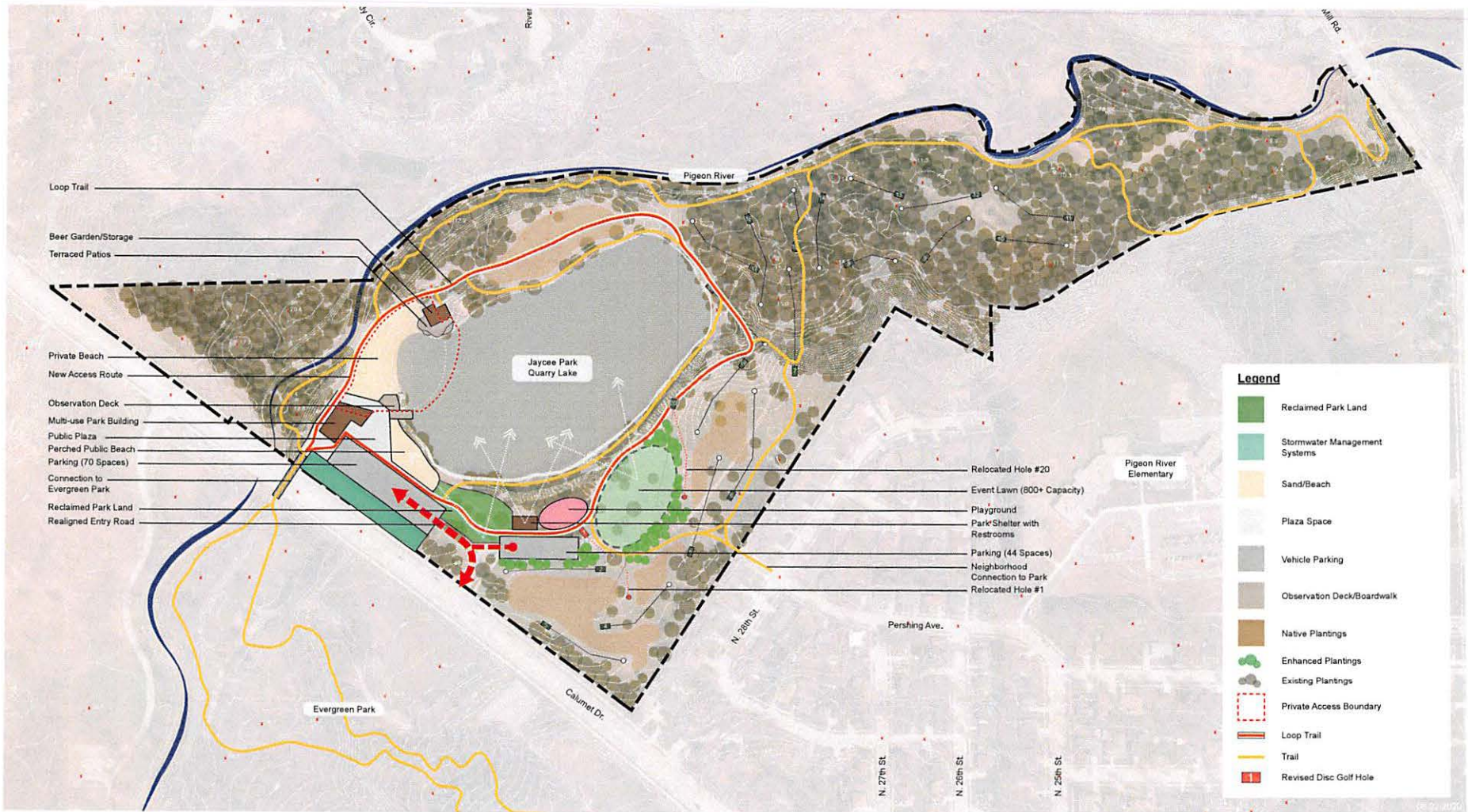
Program Precedents



▲ Stakeholders placed dots on precedent images that they did or didn't like during the input sessions.



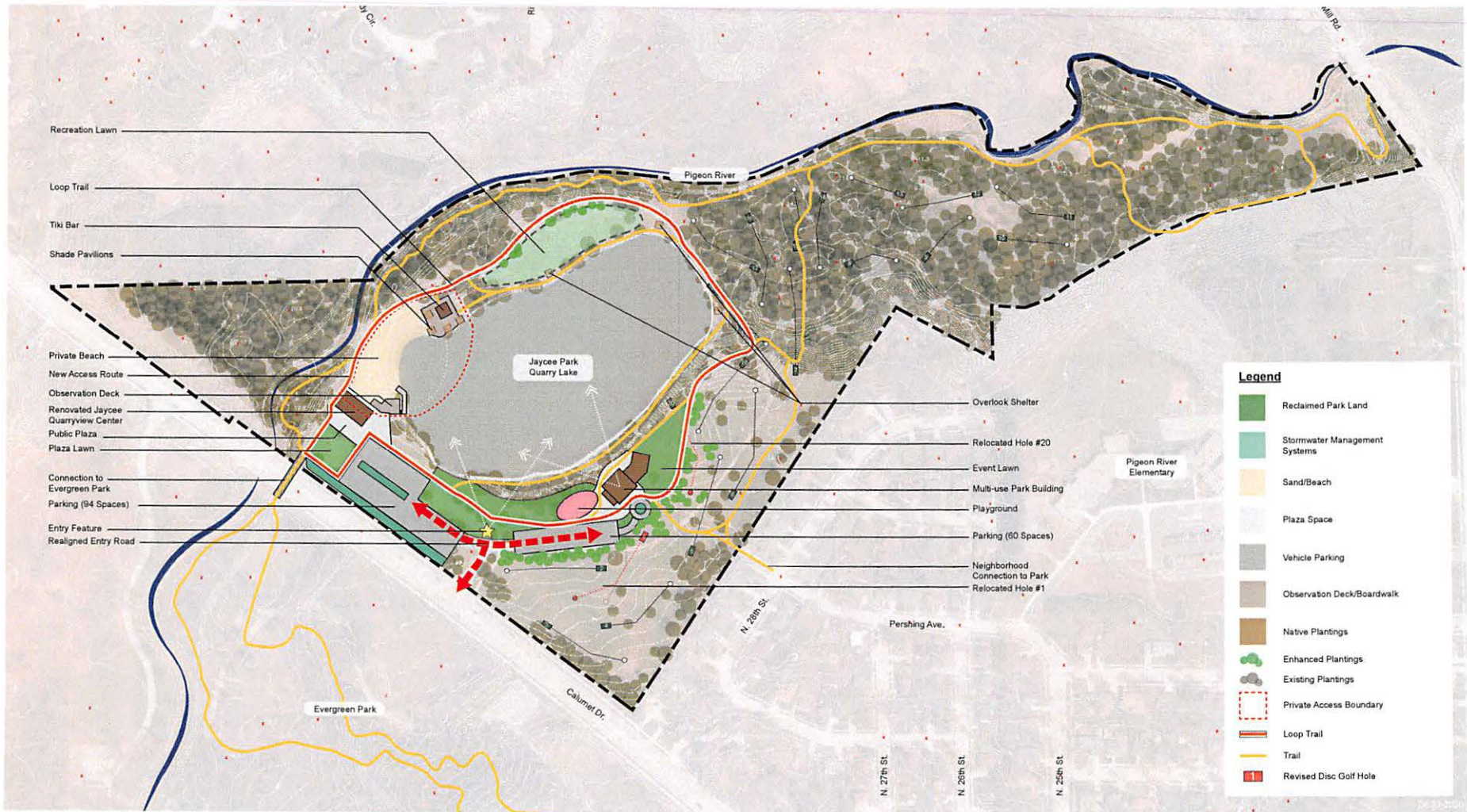
▲ Stakeholders and Steering Committee member gave feedback on preliminary park design concept alternatives



## JAYCEE PARK CONCEPT ALTERNATIVE #1

- » New multi-use park building with plaza space to replace the outdated Jaycee Quarryview Center.
- » Expanded waterfront experience.
- » Perched Beach.
- » Paved multi-use lake loop trail.
- » New playground to replace old playground at SE corner of lake.

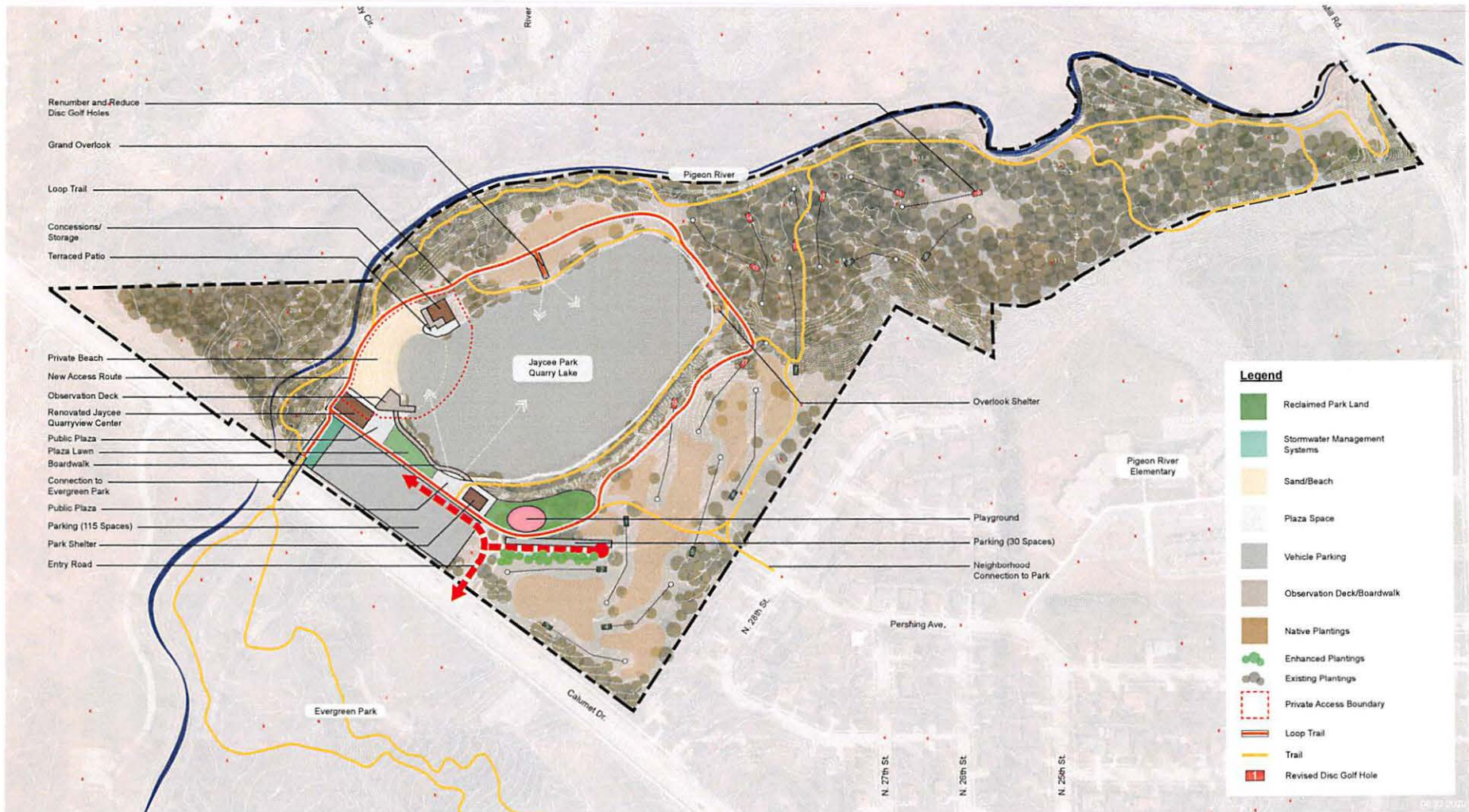
- » Large flexible lawn for recreation and events along east side of lake.
- » New open-air shelter with restrooms at SE corner of lake, near open lawn and playground.
- » Beer garden and storage area with terraced patios at north end of pay-to-access beach (in former water slide location).



### JAYCEE PARK CONCEPT ALTERNATIVE #2

- » Renovated Quarryview Center for enhanced beach and water park experience.
- » New “lodge” building along SE side of lake with beer garden and flexible lawn for recreation and events.
- » New playground adjacent to lodge building
- » Tiki bar with shaded huts at north end of pay-to-access beach.

- » Paved multi-use lake loop trail.
- » Large flexible recreation and events lawn along NW side of lake.
- » Overlook shelters at west end, northwest corner and northeast corner of lake.



### JAYCEE PARK CONCEPT ALTERNATIVE #3

- » Renovated Quarryview Center for enhanced beach and water park experience.
- » New park shelter at south end of lake.
- » Waterfront boardwalk along south shore of lake between renovated beach house and new park shelter.
- » New concessions area at north end of pay-to-access beach with terraced patio into water.

- » Paved multi-use lake loop trail.
- » Overlook at NW side of lake.
- » New playground to replace old.
- » Stormwater detention area/rain garden at west end of beach house parking area.

# Precedent Imagery Community Feedback Activity

One of the activities used at the stakeholder and public input sessions was an imagery preference activity. Rather than presume more detailed design solutions, precedent imagery was provided to offer examples of how different program elements within each diagram could be physically expressed. Participants placed green or red dots on the precedent imagery boards to indicate which ideas and designs they thought would be a good fit for Jaycee Park and which would not, respectively. On these two pages, each image is marked with the number of red and green dots they received from community members.

**#** This image is a good fit for Jaycee Park

**#** This image is **not** a good fit for Jaycee Park



Park Structure



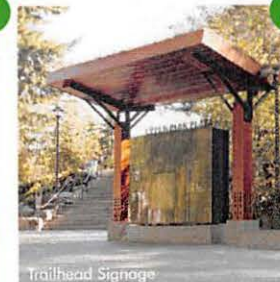
Permeable Pavers



Infiltration Basin



Trail Signage



Trailhead Signage



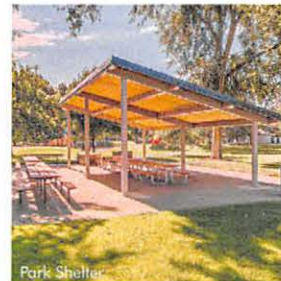
Educational Signage



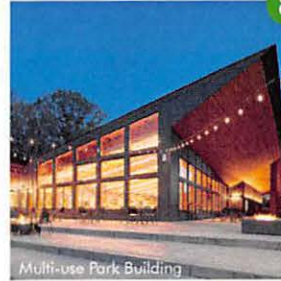
Park Shelter



Shade Structure



Park Shelter



Multi-use Park Building



Multi-use Park Building



Park Structure



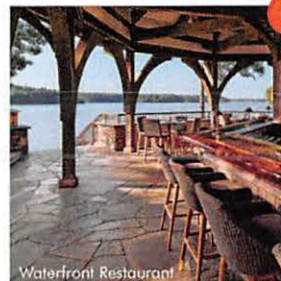
Shade Structure



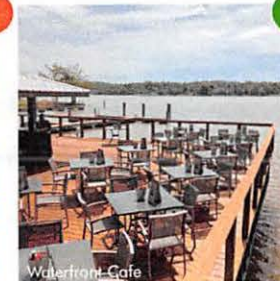
Concessions



Public Plaza (Programmed)



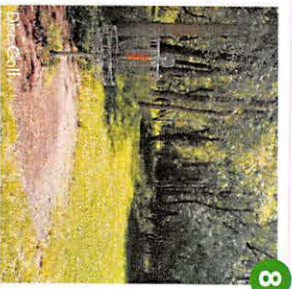
Waterfront Restaurant



Waterfront Cafe



Park Cafe/Concessions



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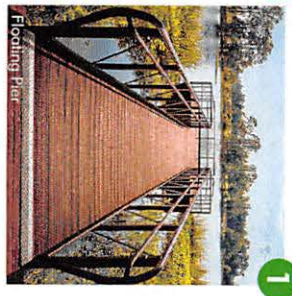
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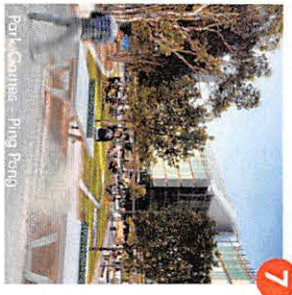
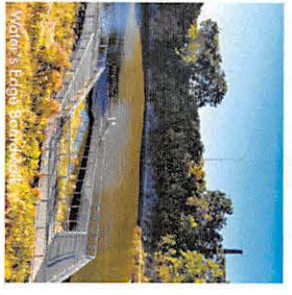
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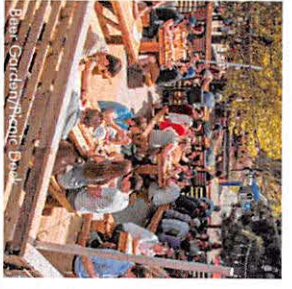
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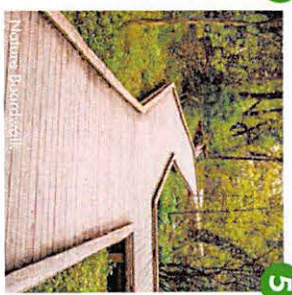
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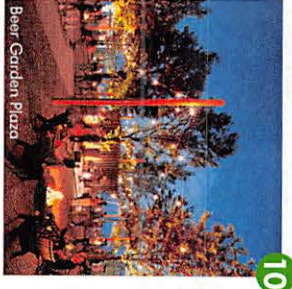
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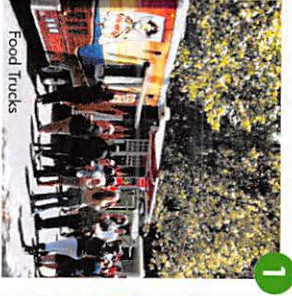
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5

# Community Feedback: What we heard

Below is a summary of feedback from the Steering Committee, the Stakeholder Group, and the general public.

## **Pigeon River has become an important environmental corridor.**

- » There is an opportunity to connect to the mouth of the river at Lake Michigan.
- » The river is less accessible east of the park, especially during dry periods.
- » Significant effort would be required to make it accessible to the mouth.
- » River has filled in over time.
- » River is nicer in Evergreen Park.
- » Water level fluctuates significantly with rain events.
- » Steelhead present during high water levels.
- » Significant erosion is evident along the river. Shoreline stabilization is needed. Are there funding opportunities?
- » The river is not visible from the park.
- » The river should be part of the pedestrian entry experience.

## **Cyclists use Jaycee Park as a starting point due to substantial parking off Calumet Drive, but trails need a lot of work.**

- » Evergreen Park more of a cycling destination (better maintained trails).
- » Jaycee Park trails are too tight/condensed (lots of dirt single track), making Evergreen Park more desirable.
- » International Mountain Bicycling Association (IMBA) study of Evergreen Park (assessment and recommendations) underway and could inform trail improvements within Jaycee park.
- » Marquette/Copper Harbor good case study for cycling.
- » Park is used in winter for fat biking.
- » Cyclists use east entrance off Mill Road because it is much safer than the entry off Calumet Drive.

**Dogs are an issue for some people.**

**Maywood occasionally schedules field trips along the Pigeon River to Jaycee Park.**

**Pigeon River School does not currently use park much recreationally.**

**“A paved multi-use loop trail is a good idea”**

**Is there an opportunity to develop mutually beneficial synergy between parks?**

**Open water swim in “deep water” requires significantly more insurance.**

- » Depth of lake within water park drops significantly past trampoline.
- » Insurance cost prohibitive to allow swimming in entire lake.
- » EOS responsible for insurance/liability associated with lake access and water park, which is why public access to lake is limited. Cliff jumpers are an issue. Supposed to call the police.
- » Restricting access will be challenging if not impossible.
- » Swimming not allowed beyond buoys.
- » Water park has 65 person capacity (not including beach). New play equipment will allow more (75+/-)
- » Groups pay for 90 minute access to water park.
- » Consider ADA access into water.

**Video surveillance exists, but minimal.  
Flood lights being considered.**

**“Trail improvements and hierarchy are needed.”**

- » Trails are not clearly marked.
- » Low-level maintenance limits accessibility to trails.
- » Mountain biking used to be popular. Bike race used to occur annually.

**Maywood books Quarry Quest Camp.**

**Pond is spring fed, so water quality is fair/good. Some sediment/muck on bottom. Sand for beach has been imported.**

**Existing Park Building:**

- » Private during summer operation (operated by EOS), but public and rentable during off season.
- » If EOS is closed, then building is publicly inaccessible/closed during the summer.
- » EOS/Building Open from 10:30am - 6pm during the summer.
- » Purchased food options are minimal and include pizza, ice cream and snacks.
- » Opportunity for more concessions
- » Kitchen used to be accessible from outside for walk-ups but has been closed for years.
- » EOS is interested in extending hours.
- » Desire to host more group events within beach house.
- » Building hosts “Making Spirits Bright” (Evergreen Park light show) rents November-December
- » Crime is minimal but vandalism is an issue.
- » Usability of the existing building is a challenge. On a normal day, only 10-20% of building is used.
- » Existing building should be demolished and replaced with a new building.
- » Building upgrades
  - Baby changing station
  - Showers
  - Staging areas needed
  - Storage
  - Game room for activities during inclement weather.

**Building location up for discussion.**

**“Like idea of new multi-use building at SW corner of lake.”**

**Proximity to bluffs offers great views and might discourage cliff jumping.**

Shaw Family Playground in Evergreen Park is new, so a playground within Jaycee Park is not needed.

Ziplining has been considered (both in and out of water)

Disc golf course hole location and quantity up for discussion. Very Popular park activity and considered a desirable use.

Phased improvements/implementation important.

## “A beer garden would do well in the park”

- » No alcohol in park allowed (currently).
- » Integrate a new beer garden with new building construction.
- » Great case studies of successful implementation (Milwaukee County Parks) and the current agreement between the City and Der Sheboygan Biergarten.

## Revenue generation from new park amenities should help fund maintenance.

Maintenance will need to increase with proposed improvements.

### Winter activities include ice fishing.

- » There is no ice skating.
- » Cross-country skiing only in Evergreen Park (has groomed trails).
- » How do you monetize winter uses?

Camping, especially for events, would be nice. Like the idea of a large flexible lawn area.

### How do we manage competing interests between parks???

- » Maywood covers educational/interpretive opportunities, so less opportunity in Quarry Park.

Sustainable design including green infrastructure and native habitat should be considered.

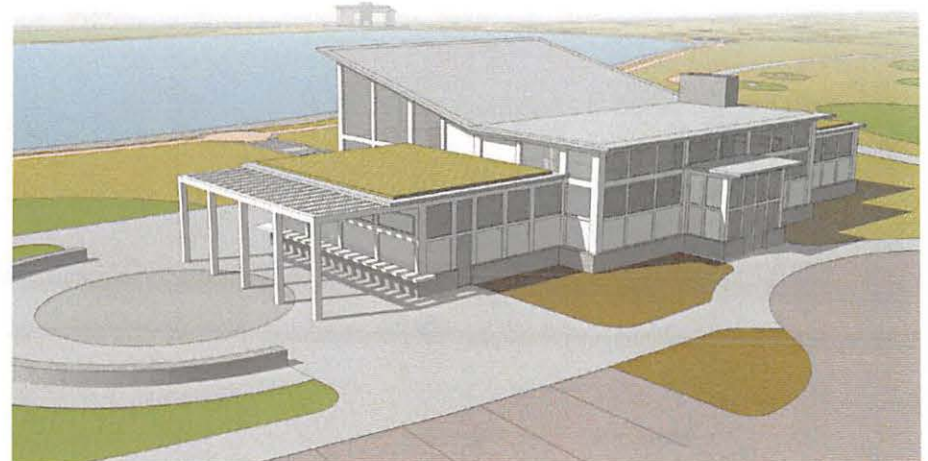
# Final Consensus Plan

The input received ultimately resulted in the generation of a single consensus plan representing the most highly valued aspects of each of the three alternatives. The plan not only reflects the needs and desires of the City of Sheboygan's Department of Public Works, but the Community as a whole.

For each of the elements of the consensus plan, the planning team has developed an estimate of probable construction cost. These estimates reflect high-level, order of magnitude costs based on 2020 unit pricing. It is important to understand that many factors will affect the ultimate cost of each proposed improvement, including decisions associated with both building and site programming needs and desires (which may change over time) as well decisions about finish and materials used for each proposed improvement. Costs will need to be adjusted and refined during subsequent design phases, and closely coordinated with the City's and their partners' capacity and desire to fundraise for this project.

- 1 New multi-use park building with plaza space at SE end of Quarry Lake:** The new building would house a larger events space with up to 150 person occupancy, an indoor/outdoor concessions area with beer garden and a large flexible open space for both active and passive recreation. The building is sited on top of a steep slope overlooking Quarry Lake, the beach and the western horizon. Operational use would be determined by the City but is intended to be flexible enough to accommodate both public and private activities.

costs | building: \$1,650,000  
patio space, path, and walls: \$200,000  
parking lot: \$45,000  
landscaping: \$20,000





# CONSENSUS MASTER PLAN

**2 Green Infrastructure:** The construction of any new structure is a great opportunity to implement green building solutions that mitigate the park’s carbon footprint and benefit the surrounding ecology by focusing on the use of renewable energy, stormwater harvesting for irrigation, greywater use for toilets, stormwater bio-infiltration, green roofs and the use of recycled building materials. Further, green building infrastructure has been proven to extend the life cycle of buildings. Federal, State and Local incentives exist to promote implementation of green building solutions. In the final consensus plan, a stormwater bio-remediation area is proposed near the new Beach House entrance to intercept and infiltrate stormwater draining from the parking lot before it reaches the Pigeon River. This more naturalized basin also supports Wisconsin’s Pollinator Protection Plan by offering critical habitat for important pollinators native to our State.

cost | \$10,000

**3 Expanded waterfront experience:** Shifting the existing parking lot further away from the lake allows more space along the waterfront for park users and activities. This shift would also make the waterfront more visible from Calumet Drive, thereby enhancing visitor’s entry experience and first impressions of the park.

cost | \$50,000

**4 Perched Beach:** This publicly accessible beach would be a free alternative to the pay-to-access beach associated with the water park. The perched condition would not allow physical access to the lake but would provide a beach experience with views of the lake for park users who are less interested in activities associated with the water park.

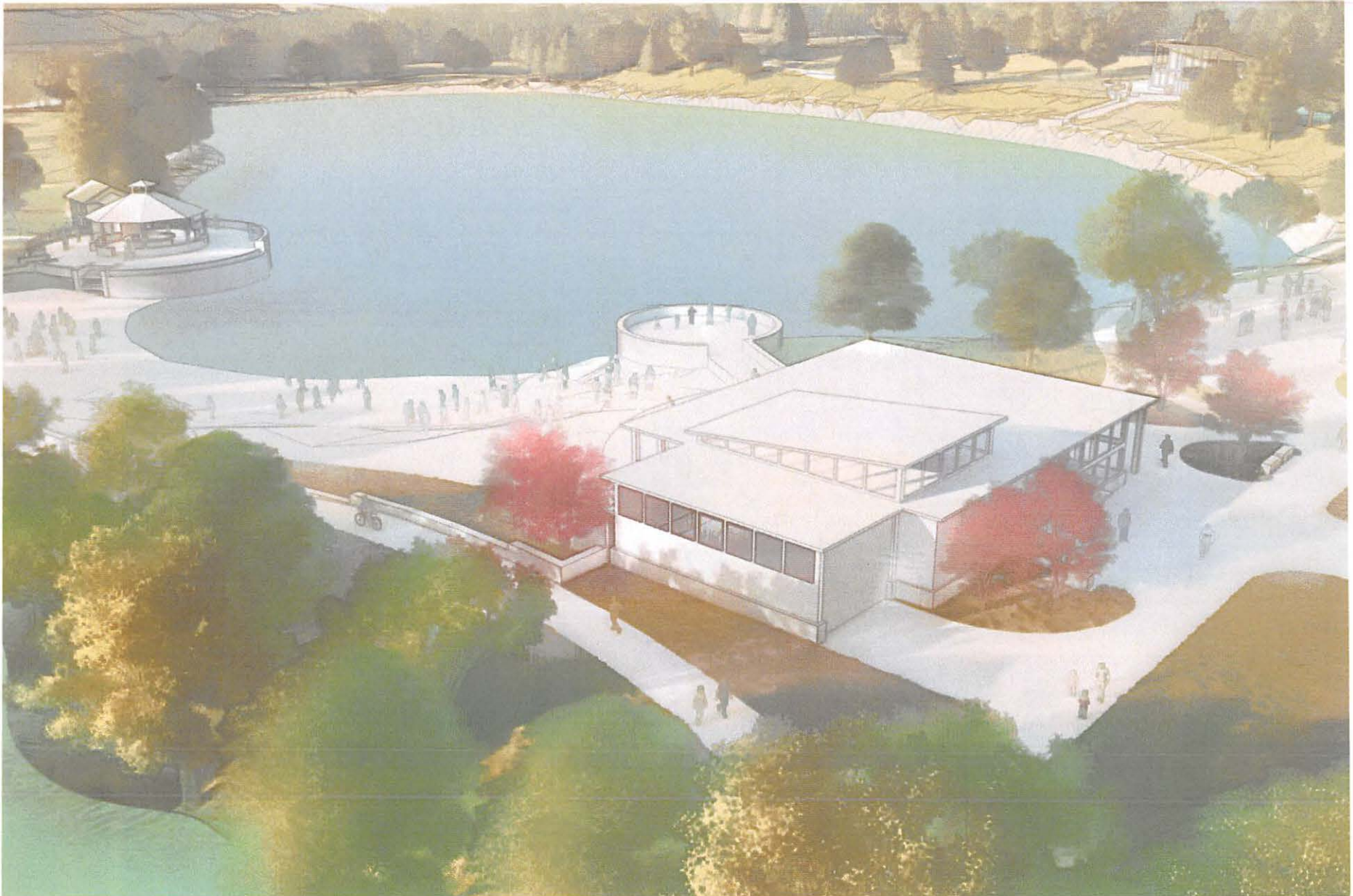
cost | \$30,000

**5 Paved multi-use lake loop trail:** At 10’ wide, this wider, paved trail would provide a looped experience around the lake to serve myriad activities for park uses. It would also provide service access for maintenance vehicles. The paved surface would allow for easy snow removal during Wisconsin’s long winters thereby extending the use of the park throughout the year. Low-voltage, dark-sky compliant pathway lighting would provide enough illumination for park users to safely navigate the path during early mornings and evenings which would further extend use of the park during seasonal periods of limited daylight. The path is strategically located along the outside perimeter of other, more water-oriented programming in order to segregate disparate uses and minimize risk of conflict. A parcours with intermittent exercise stations at regular intervals would provide an opportunity for a unique outdoor exercise experience with views of the lake. While the path would be accessible to the general public, a 42” high railing along the eastern edge where the path runs along the beach is necessary to extend the water park’s pay line and ensure segregation between people paying to use the beach and the general public. The railing would be short enough to allow views of the beach and lake from the path but designed in such a way as to prevent people from climbing over.

cost | \$68,000

**6 Selective clearing for framed views of the river, lake and new park structures:** Providing enhanced views of both existing and proposed park amenities is critical to the visibility and success of the park. Views from Calumet Drive into the park would reinforce the park’s identity as visitors approach from the northwest and serve as natural wayfinding reinforced by more traditional entry signage.

cost | TBD



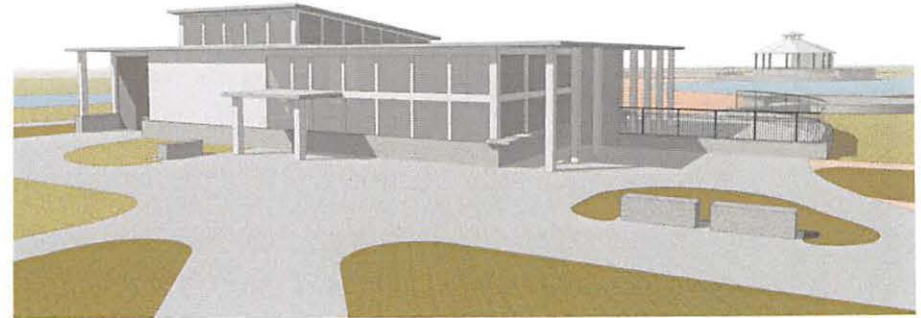
CONSENSUS MASTER PLAN | NEW BEACH HOUSE WITH OVERLOOK 8 & TIKI HUT 9

**7 Entry Signage:** New monumental signage is recommended at both southern and northeastern park entries. Jaycee Park is one of the City's most valuable public amenities and this master plan strives to make it a regional destination. Quality signage at the park's perimeter will elevate users' entry experience and set the stage for quality experiences and memories shared within the park.

cost | \$30,000

**8 New beach house:** A new structure shall replace the outdated Jaycee Quarryview Center and facilitate operations associated with the Quarry Beach Adventure Park and Water Sports rentals. The building will include ticketing and check-in area, showers and baby changing area, indoor/outdoor concessions, a small game room for use during inclement weather, a storage area and lifeguard room. The new building would be rented and operated by EOS or another vendor in the future. Exterior plaza space will accommodate pick-up/drop-off and queuing adjacent to the main entry and include some additional space for smaller gatherings adjacent to publicly accessible waterfront open space. Reconfiguring the parking lot to provide more park space along the southern shoreline of Quarry Lake creates an opportunity to introduce green infrastructure to intercept and bio-remediate stormwater flowing from the parking before it drains into the Pigeon River.

costs | building: \$800,000  
patio space, path, and walls: \$120,000  
parking lot: \$70,000  
landscaping: \$15,000



**9 New Tiki Hut building:** An ancillary structure on the north end of the beach would serve beach and lake rentals (lounges chairs, umbrellas, SUP boards, canoes, and kayak, etc.), additional concessions as well as payment and rentals associated with a new ropes course located within the large open space to the north.

costs | building: \$300,000  
patio space, path, walls & terraced  
seating: \$125,000  
landscaping: \$15,000





CONSENSUS MASTER PLAN | COUNCIL RING AT THE SOUTHEAST CORNER OF QUARRY LAKE 12

**10 Ropes course:** Located within a larger open space along the western shore of the lake, an interactive course featuring climbing and balancing obstacles, ziplining and trust exercises would be used by daily park visitors or rented out for private events. Operations would be staged from the new Tiki Hut at the north end of the beach.  
cost | Owner Furnished, Owner Installed (OFOI)

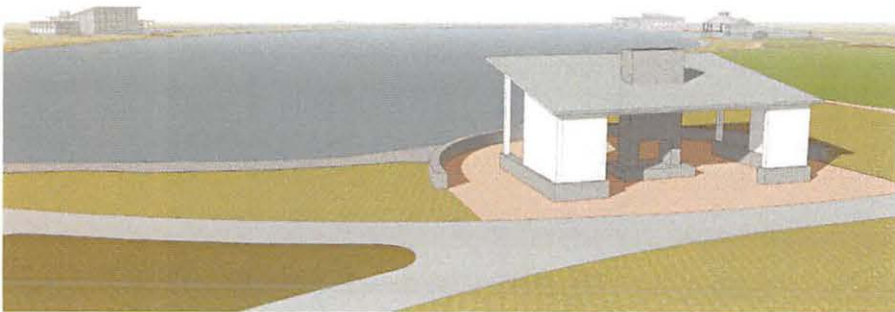
**11 New shelter at NE corner of lake:** Just off the multi-use path, this new shelter could host both public and private events with commanding views of the lake. The adjacent open space along the western shoreline is large enough for additional tents needed to host events without encroaching upon ropes course activities. The shelter would be primarily open air with a fireplace. Service access for maintenance vehicles would be easily accommodated through the use of the multi-use trail.  
cost | \$150,000

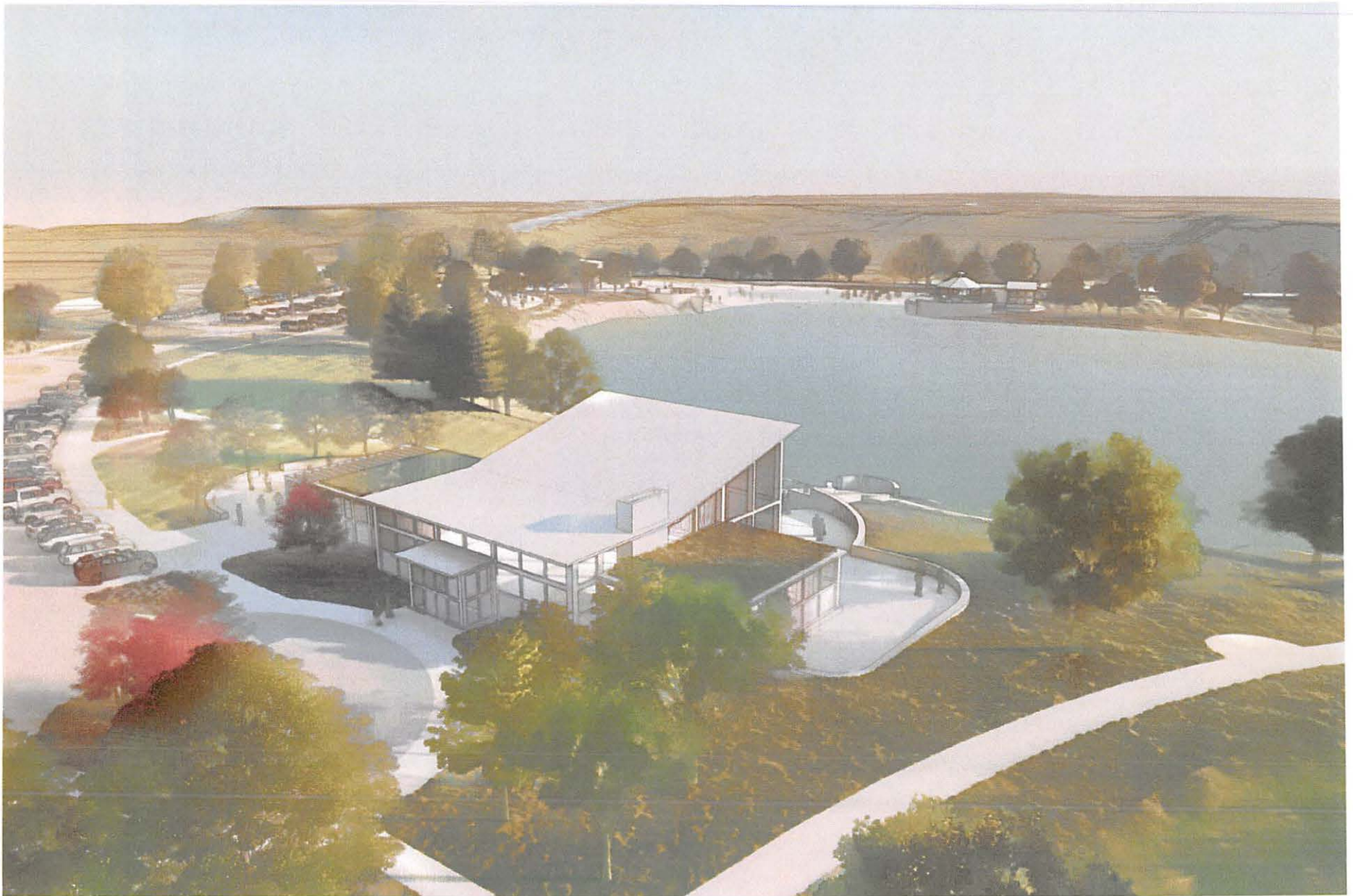
**12 Council ring at SE corner of lake:** Perched high upon the bluff, a stone council ring with fire pit offers a more intimate experience for park users to enjoy views of the lake further removed from the more active recreation associated with other areas of the park.  
cost | 25,000

**13 Enhanced naturalized landscape around the frisbee golf course:** Similar to the rugged landscape aesthetic of Whistling Straights, the park's disc golf course would have native grassland habitat surrounding smaller, intermittent zones of manicured lawn evocative of Lake Michigan's western shoreline that is so closely tied to this region's identity. Other enhancements including additional obstacles would be the responsibility of future course management.  
cost | 50,000

**Additional costs associated with the master plan:**

Signage & wayfinding throughout the park: \$30,000  
Lighting around Loop Trail: \$120,000  
Site furnishings as needed: OFOI

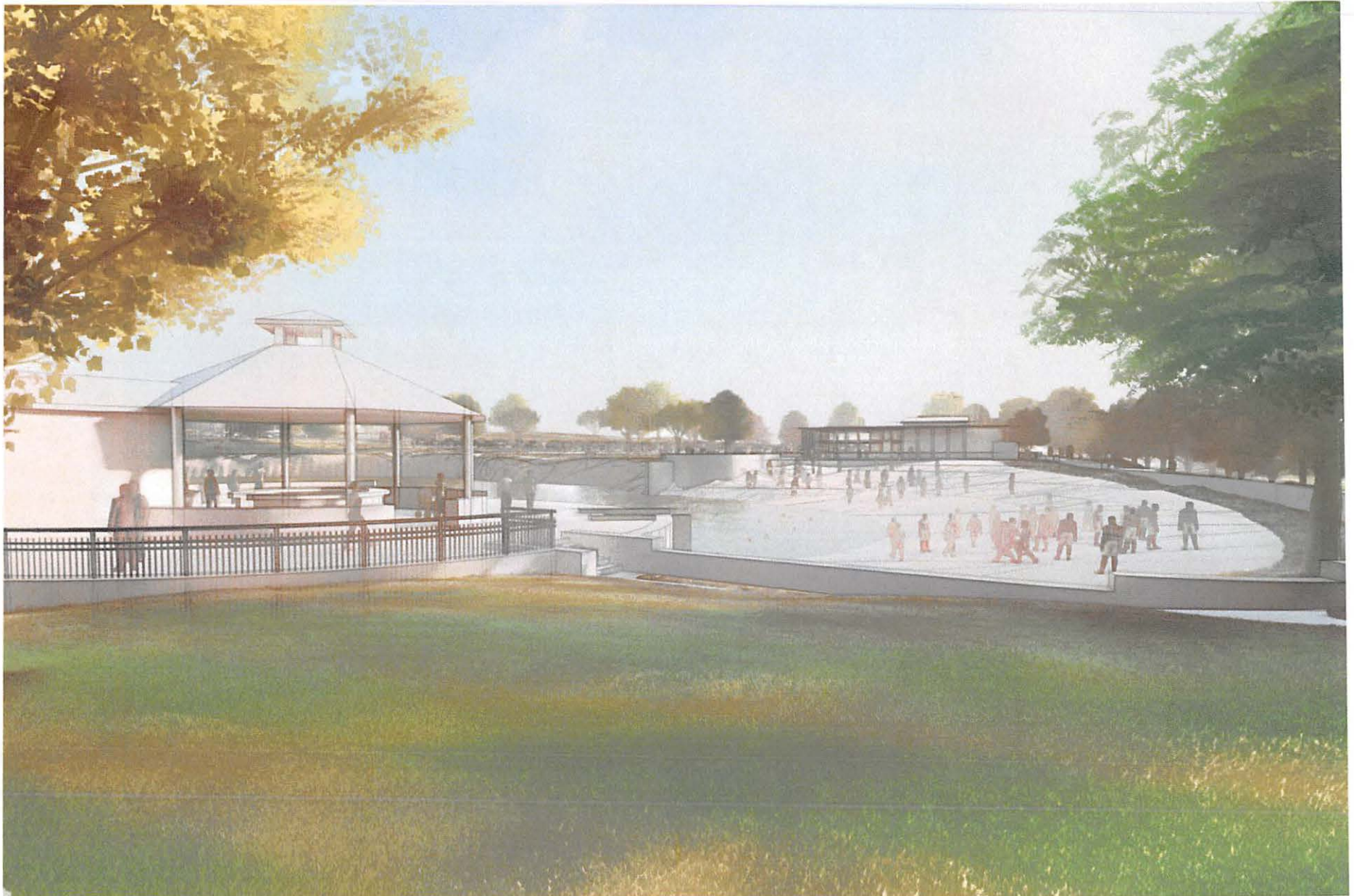




CONSENSUS MASTER PLAN | MULTI-USE PARK BUILDING AT SOUTHEAST CORNER ①



CONSENSUS MASTER PLAN | SHELTER AT THE NORTHEAST CORNER OF QUARRY LAKE 11



CONSENSUS MASTER PLAN | VIEW OF THE TIKI HUT 9, BEACH, AND BEACH HOUSE 8



CONSENSUS MASTER PLAN | THE VISION FOR JAYCEE PARK

# Implementation

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It is important to consider that this master planning effort is just that: a master plan. It does not include any detailed design, but a high-level road map identifying improvements to the park that would benefit the Community and make it a regional destination. Once funding is secured to implement a particular improvement proposed in this master plan, **it is imperative that the City engage a professional designer appropriately licensed to provide a more detailed design of the elements associated with that improvement.** The professional consultant would provide construction level documentation of the improvement for accurate bidding by a licensed and insured contractor. This approach toward implementation will ensure that the ideas presented in the master plan, which reflect the needs and desires of the Community, are fully realized and without compromise.

As the City of Sheboygan evolves, so might the needs and desires of the Community. This master plan acknowledges that the only constant is change and the improvements proposed in this document are intended to be flexible enough to accommodate whatever changes occur in the future. While phased implementation of proposed improvements is important, the realization of improvements is dependent upon funding and partnerships that have yet to be determined.



II

DIRECT REFERRAL TO PUBLIC WORKS COMMITTEE

R. O. No. 107 - 20 - 21. By DIRECTOR OF PUBLIC WORKS. November 24, 2020.

Submitting a recommendation from the Board of Marina, Parks and Forestry Commissioners to adopt the Master Plan for Jaycee Park.

The City of Sheboygan hired Graef-USA Inc. ("Graef") to aid in the designing of a Master Plan for Jaycee Park. Graef inventoried the site, met with the Steering Committee, Stakeholders, and held community input meetings. The plan submitted by Res. No. 125-20-21 to the Public Works Committee is the result of that planning process. The Commissioners reviewed the plan and voted unanimously to recommend the Public Works Committee recommend adoption of the Master Plan to the Common Council.

fw

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Director of Public Works



# Jaycee Park Master Plan

Sheboygan, Wisconsin

DRAFT EXECUTIVE SUMMARY DOCUMENT  
NOVEMBER 11, 2020





▲ Photo source: GRAEF (above and cover)

# Letter from the Superintendent

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The Jaycee Park Master Plan has been prepared to provide the City of Sheboygan a valuable aid in continuing efforts to meet recreation needs for the community. Jaycee Park has been a significant part of the City's Parks and Recreation since it was first purchased by the City in 1943. Since then the park has gone through many changes and has been used by the community in different ways. City Public Works Staff along with the Board of Marina, Parks and Forestry, realize that the park has a great potential for many uses and partnerships and that a roadmap was needed to guide the City in the future development of the park.

To achieve the goals of this plan the following items were completed:

- Sought external consultant
- Established a city working committee
- Developed a transparent process
- Assessed past and current park use
- Identified future needs and improvements
- Facilitated community engagement
- Defined capital improvement budgets
- Identified potential phasing implementation Strategies.

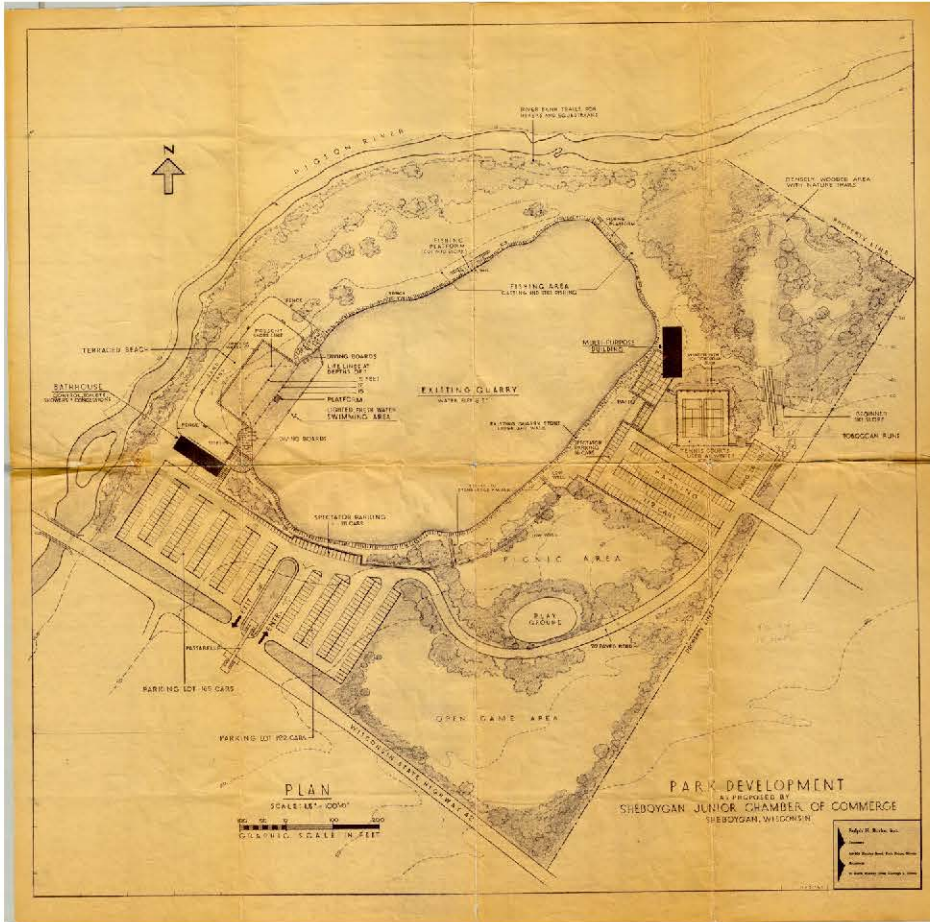
The new Master Plan will create a strategic blueprint that provides specific, tactical recommendations to lead a full realization of this marvelous resource.

**Joe Kerlin**

Superintendent of Parks and Forestry

# Park Origins

## A History Rich with Ambition



▲ 1963 plan for Jaycee Park by Ralph H. Burke, Inc.

The land that is now Jaycee Park was purchased by The City of Sheboygan in **1943** from the former Roth Building and Supply Co. which had operated the quarry in conjunction with a lime kiln. The City used the land as a fill site until **1963**, when the design firm Ralph H. Burke, Inc. was engaged by the Jaycees to develop the 37-acre site as a Recreation Park at a cost of approximately \$560,000.

Endorsed by Sheboygan Common Council, the new park was intended to fulfill the need for a swimming area, create additional park space to compliment Evergreen Park and to provide winter recreation facilities for the Community. The proposed development garnered community-wide interest and additional support from the Farmers' and Sportsmen's Conservation Club, the Knights of Columbus and the Skihasen Ski Club. The proposed plan included a controlled swimming area with a beach, bathhouse, water slide, and diving boards; fishing platforms; picnic areas; nature trails; exercise stations; a beginner ski slope and toboggan runs; tennis courts to be used in winter for ice skating; a playground; an open game area; and a multi-purpose building with 150-person capacity and parking for 300 cars. Construction of the swimming area was scheduled to be complete for the **1965** season.

An ambitious **1982** plan by the firm Leisure Concepts and Design proposed a \$2.6M aquatic center with wave-action swimming pool, boating and three-hundred-foot water slides with anticipated attendance of 45,000-69,000 people annually. The plan anticipated that revenue generation would more than pay for the cost of the improvements. While City of Sheboygan's Common Council's Public Works Committee and Board of Park and Forestry

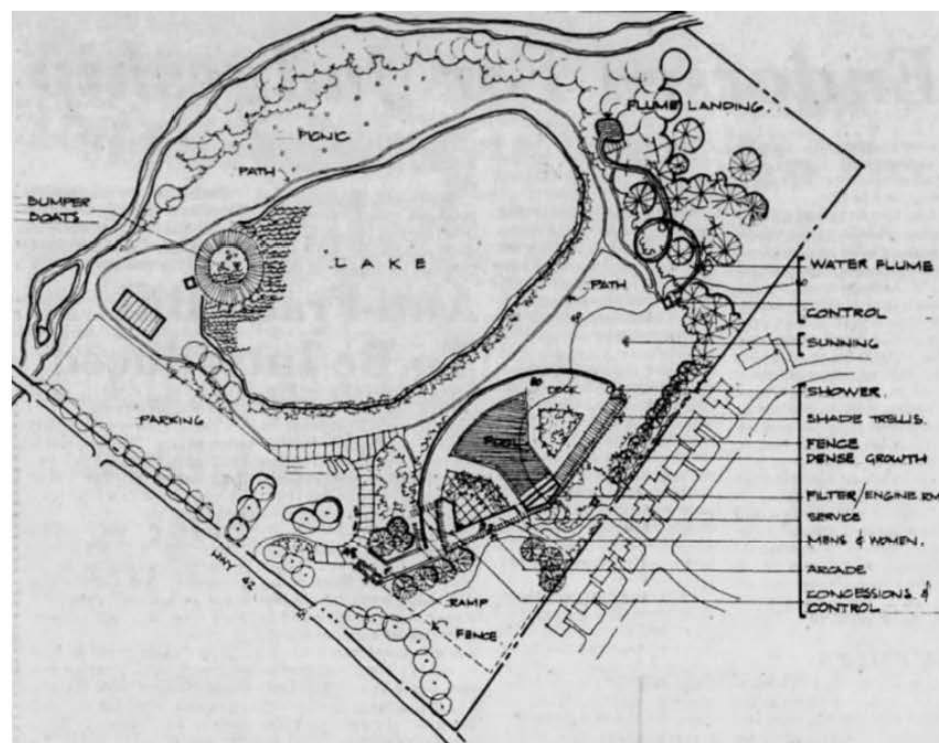
Commissioners initially voted to move forward with the proposal, Sheboygan’s Capital Improvements Commission ultimately delayed implementation indefinitely over funding concerns.

In **1988**, Jaycee Quarryview Center was built as a renovation to the original 1960s bathhouse. The Jaycees donated \$52,000 toward the updated structure, which to this day provides a year-round recreation facility for the park and includes a 100-person occupancy hall, concessions, bathhouse and lifeguard room. The building was gifted to the City of Sheboygan from the Jaycees in **1989**. In **1992**, an 18-hole disc golf course designed by John Adler was built in Jaycee Park, featuring both open and wooded conditions within variable terrain and views of Quarry Lake. The course has proven to be quite popular and has since expanded to twenty-holes. In **2013**, operation of Quarry Beach and recreational activities was turned over from the City of Sheboygan to Empire Recreation Management, LLC.

In **2017**, EOS (ee-os) Surf Shop, in partnership with the City of Sheboygan, became owner and operator of Quarry Beach Adventure Park and Water Sports, which has provided a safe way for families to enjoy the lake within a controlled environment. In addition to the water park, EOS provides canoe, kayak, Stand-Up-Paddle (SUP) board rentals for use on the lake.

In January of **2020**, the City of Sheboygan Department of Public Works hired GRAEF to draft an updated Master Plan for the park based upon both current and future needs of the Community. The Master Plan provides specific, tactical recommendations that enable full realization of the park’s potential as both a local

and regional recreational destination. The plan is intended to be a working document that provides phased implementation of proposed improvements in response to both current and prospective needs, while providing enough flexibility to accommodate unanticipated needs as they arise in the future.



▲ 1982 plan for Jaycee Park by Ralph H. Burke, Inc.

# Methodology

## Inventory, Analysis, Engagement, & Design

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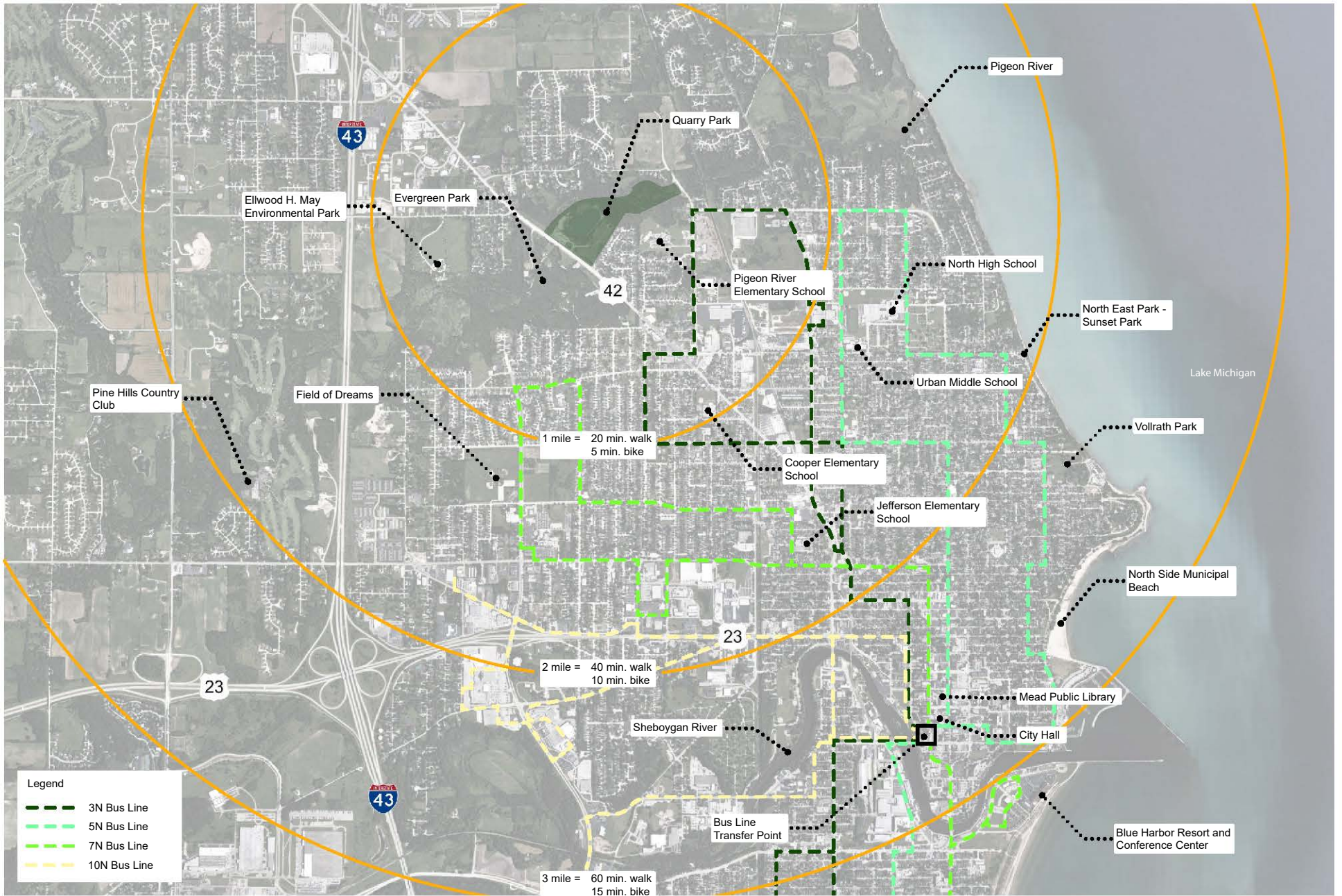
The design process included a comprehensive inventory and analysis of existing conditions, engagement with a City appointed Steering Committee, a Stakeholder Group representing a wide range of park users and the general public to garner input and generate enthusiasm for improvements proposed in three different options for the park. The input received ultimately resulted in the generation of a single consensus plan representing the most highly valued aspects of each of the three alternatives. The final plan not only reflects the needs and desires of the City of Sheboygan's Department of Public Works, but the Community as a whole.

GRAEF, with assistance from City of Sheboygan's Department of Public Works (DPW), gathered and reviewed current and historic data associated with the park including the site's physical character, park uses and users, geographic and programming relationships with other public destinations within the area, funding opportunities and operational partnerships.

## Site Context

Jaycee Park is prominently located at the northwestern entrance into the City of Sheboygan at 3401 Calumet Drive, across from Evergreen park and along the Pigeon River. With the Pigeon River forming its northern edge, a centralized lake with surrounding limestone bluffs, and expansive woodland and wetland areas, the park is one of the most geographically diverse public open spaces within the City and surrounding area.

The Pigeon River is a tributary of Lake Michigan and serves as an important ecological and recreational corridor. The river serves as an anadromous migration route and spawning grounds for Steelhead Trout from Lake Michigan during periods of higher water levels and therefore plays an important role in the enveloping riparian ecosystem while providing a unique regional fishing attraction. Canoeing and kayaking are also popular recreational activities when water levels allow but occasionally require portaging less navigable sections of the river. Both sides of the river are within Jaycee Park at the park's SW corner but access it limited along the river's north side due to steep topography along Calumet Drive. The

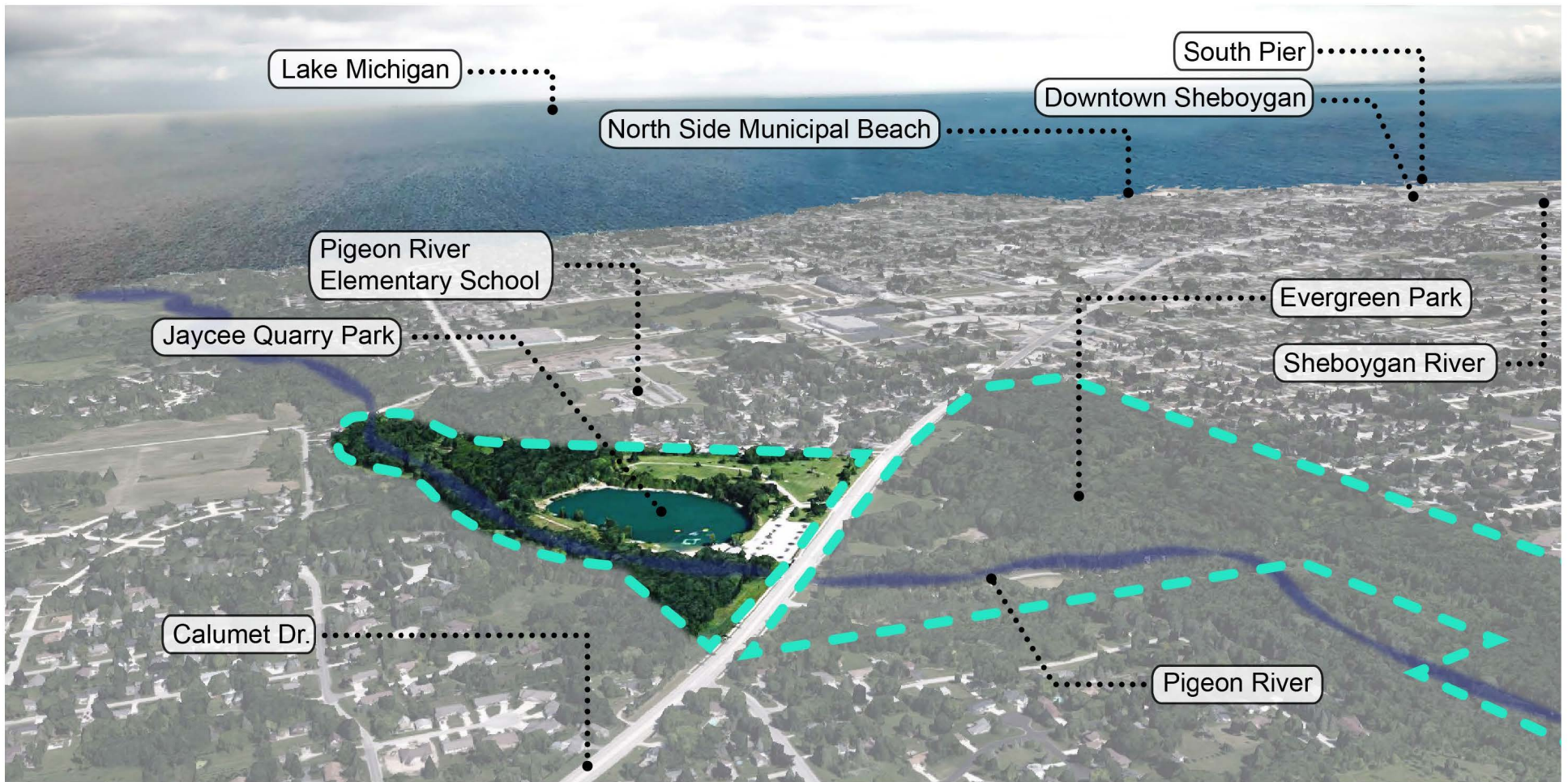


## REGIONAL CONTEXT

river continues to form the northern edge of the park as it flows east toward Lake Michigan. Not only does the river serve a multitude of both active and passive recreational activities within a unique riparian habitat, it also serves as a geographical conduit providing uninterrupted connectivity between many other public open space destinations, including Maywood Environmental Park, Evergreen Park and Pigeon River Parkway, which in turn provide access to

surrounding neighborhoods, business and civic destinations.

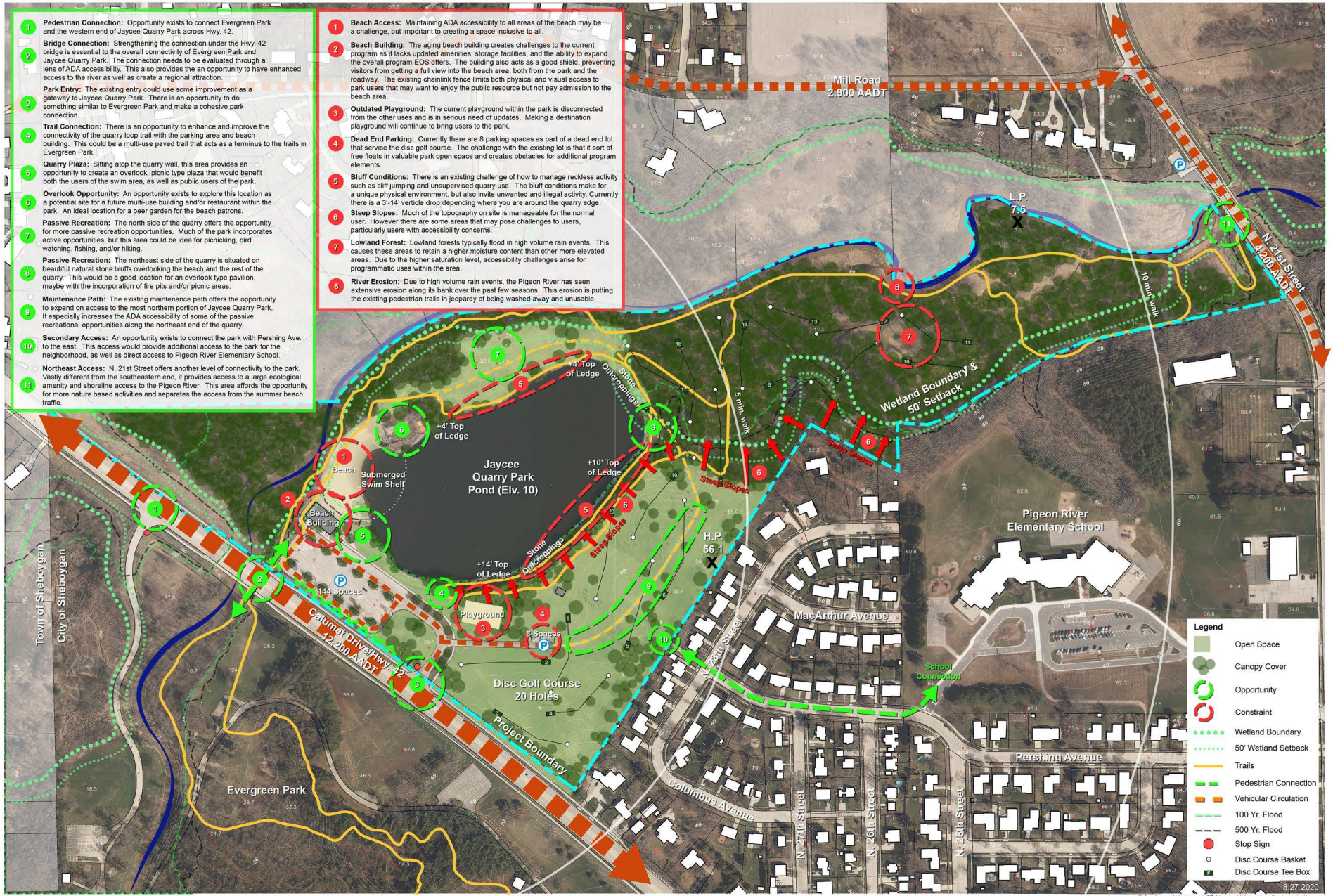
While the park is within walking distance of many public destinations and surrounding neighborhoods, it is also less than a twenty minute bike ride to Vollrath park along the Lake Michigan shoreline via Eisner Avenue, 8th Street and North Avenue.



SURROUNDING AREA & CITY OF SHEBOYGAN LANDMARKS



## EXISTING CONDITIONS



## OPPORTUNITIES & CHALLENGES

# Inventory & Analysis

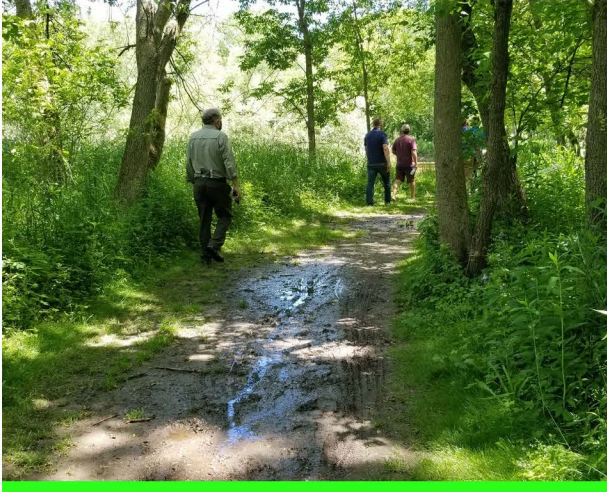
GRAEF, along with City of Sheboygan's DPW staff, conducted a site walk-through to better understand how the site is currently being used and potential uses that have yet to be realized. A photographic inventory was performed to supplement the existing data provided by City of Sheboygan's DPW. All of this information was synthesized into a single composite plan that GRAEF analyzed to identify opportunities and challenges associated with the site's existing conditions. The following pages contain a summary of these observations.



**Pedestrian and Bicycle Connectivity:** An underpass condition below Calumet Drive/Hwy 42 along the Pigeon River provides safe passage between Evergreen Park and Jaycee Park for pedestrians and cyclists. A dead-end condition at the terminus of Pershing Avenue provides an opportunity for a secondary entrance from the neighborhood immediately east of the park for those on foot.



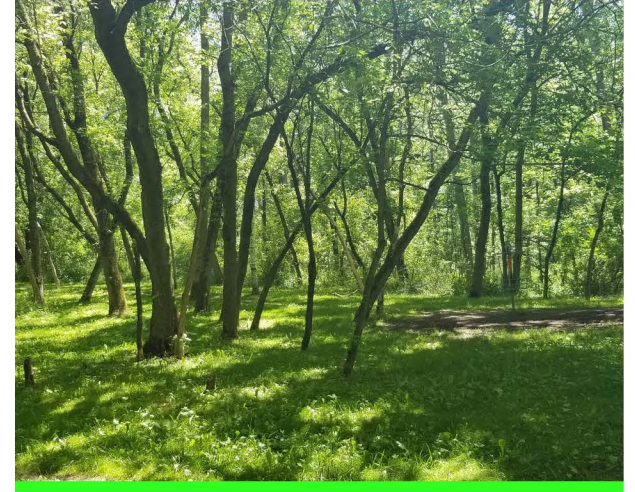
**Park Entry Experience:** The existing park entrance is understated due to obscured views of the Pigeon River, Quarry Lake, beach and unique limestone bluffs. Selective clearing of existing vegetation would provide framed views of the park, thereby elevating the entry experience and visitors' first impressions of this regional destination. Moreover, Jaycee Park, flanked by Evergreen Park, serves as the Northwestern gateway into the City of Sheboygan from Highway 42 which makes visibility of this amenity even more important. Enhanced entry signage at the southwestern entrance along Calumet Drive/Hwy 42 and at the northeastern entrance along Mill Road would help reinforce the Park's identity and improve way-finding around the Park's perimeter.



**Trail Enhancements:** There is an opportunity to improve the quality, hierarchy and connectivity of trails within the Park. A wide, paved, multi-use loop trail around Quarry Lake would provide a unique experience within the park unlike anything else in the City. This loop trail would also provide better service access around the park for maintenance vehicles. The underpass below Calumet drive provides a safe and uninterrupted connection between Jaycee Park and Evergreen Park, but enhancements to the trail on either side of the road are necessary to fully capitalize on the synergy between activities shared between these two parks. People accustomed to biking in Evergreen Park because of the quality of its trails could extend their excursion to include a loop around Quarry Lake.



**Perched Views:** The bluffs created as a result of former mining operations provide opportunities to capitalize on panoramic views of the lake and surrounding park in the form of new park structures, overlooks, picnic areas, council rings and camp sites.



**Passive Recreation:** With extensive woodland, wetland and access to the Pigeon River, the northeast side of the park offers an opportunity for more passive recreation opportunities within a natural setting including picnicking, bird watching, fishing, hiking and geo-caching. With such a diverse range of possible experiences, Jaycee Park provides an opportunity to enjoy outdoor recreation in myriad ways.



**Quarry Lake:** The lake is a result of excavated limestone associated with former quarry operations. Naturally-filtered groundwater continues to feed the Lake, resulting in consistently fair to good water conditions.



**20 hole frisbee golf course:** The course is one of two in City of Sheboygan and presents a regional attraction for the park. With 20 holes, there is flexibility to potentially repurpose two of the holes for another desired use.



**Beach Access:** Providing ADA accessibility to all areas of the beach may be a challenge, but it is important to creating a space inclusive to all.



**Jaycee Quarryview Center (beach house):** The aging building creates challenges to the current water park uses as it lacks updated amenities, storage facilities, and the ability to expand the overall program that the lessee EOS wants to offer. The main hall has an occupancy of 100 people but is underutilized. The concessions area has limited functionality and the bathrooms are undersized and in poor condition. The building also obscures views to the beach, both from the park and the road.



**The existing chain link fence** along the northwest side of the parking and connecting to Jaycee Quarryview Center limits both physical and visual access to park users that may want to enjoy the public resource without paying admission to the beach area.



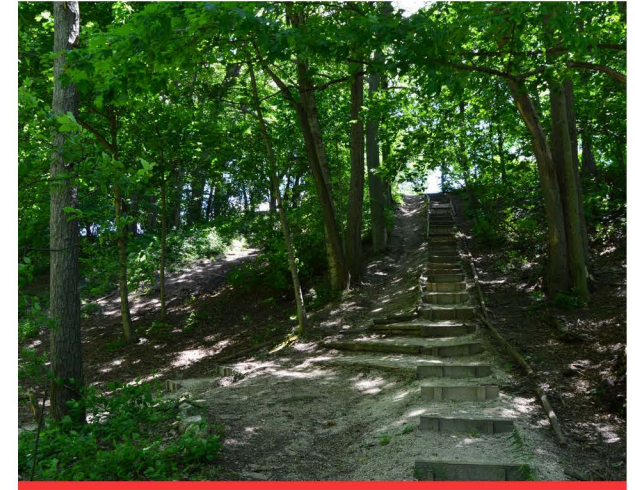
**Outdated Playground:** The current playground within the park is disconnected from the other uses and needs updating to improve functionality and safety. Making a destination playground will serve as another attraction to bring users to the park.



**Dead End Parking:** Currently there are 8 parking spaces as part of a dead end lot that only service the disc golf users and encroaches upon valuable open space that could otherwise be used for additional park programming.



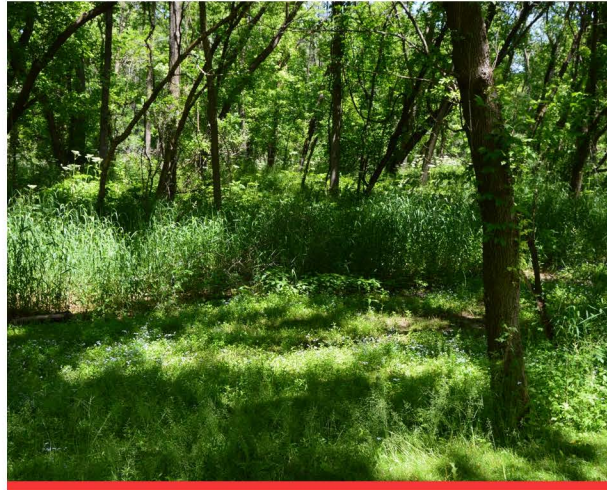
**Bluff Conditions:** The bluffs that were created as a result of former quarry operations contribute to a unique physical environment but significantly limit physical access to the lake. The bluffs surround approximately 80% of the lake with a vertical drop ranging between 3' and 12'. The vertical edge condition poses a risk to park users and raises liability concerns associated with unwanted and illegal activities such as cliff jumping. Due to the liability concerns, access to the lake during spring, summer and fall is only allowable through paid use of the water park and rental operations.



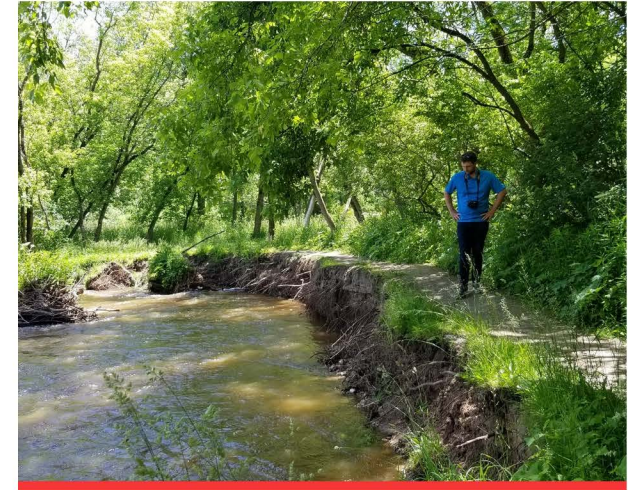
**Steep Slopes:** Much of the topography on site is manageable for the average user. However, there are some areas that present significant challenges to less physically able users. A concrete wall constructed to retain the steep slope between Calumet Drive and the park obscures views of the parking lot but also limits visibility of the park from the road.



**Pedestrian Underpass:** The pathway below Calumet Drive allows safe passage between Evergreen Park and Jaycee Park but the slope of the path exceeds ADA requirements and is therefore not as usable as it could be.



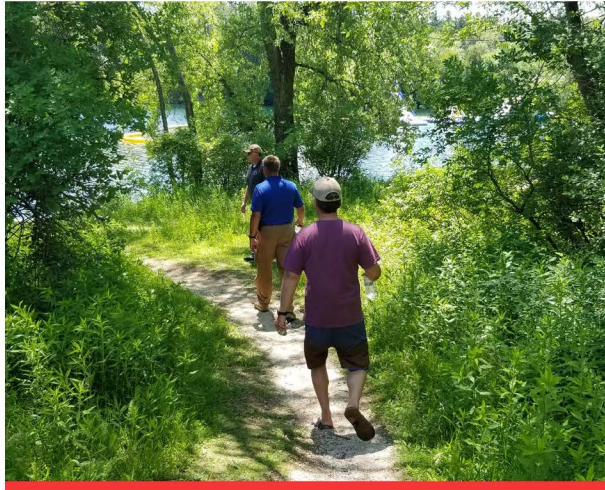
**Lowland Forest and Wetland Area:** Lowland forests typically flood in high volume rain events. This causes these areas to retain a higher moisture content than other more elevated areas. Due to the higher saturation level, accessibility challenges arise for programmatic uses within the area.



**River Erosion:** Due to high volume rain events, the Pigeon River has seen extensive erosion along its bank over the past few seasons. This erosion is putting the existing trails in jeopardy of being washed away and unusable.



**Vegetation:** While the ecology within the park is diverse, significant overgrowth obscures views to the lake and other park amenities which compromises visibility from Calumet Drive and safety associated with natural surveillance of those areas currently hidden.



**Trails:** The majority of existing trails within the park are narrow “single-track” dirt paths that are under-maintained and therefore underutilized, especially by less physically able people. Very little hierarchy is present within the trail system which makes prioritization of use and maintenance difficult to determine. Biking used to be a more popular activity within the park, but conflict between cyclists and pedestrians along the narrower trails has become an issue.



**Eastern entrance:** The entrance into Jaycee Park from Mill Road is safer with far less vehicular traffic than Calumet Drive, but is not clearly demarcated.

# Community Engagement & Preliminary Design

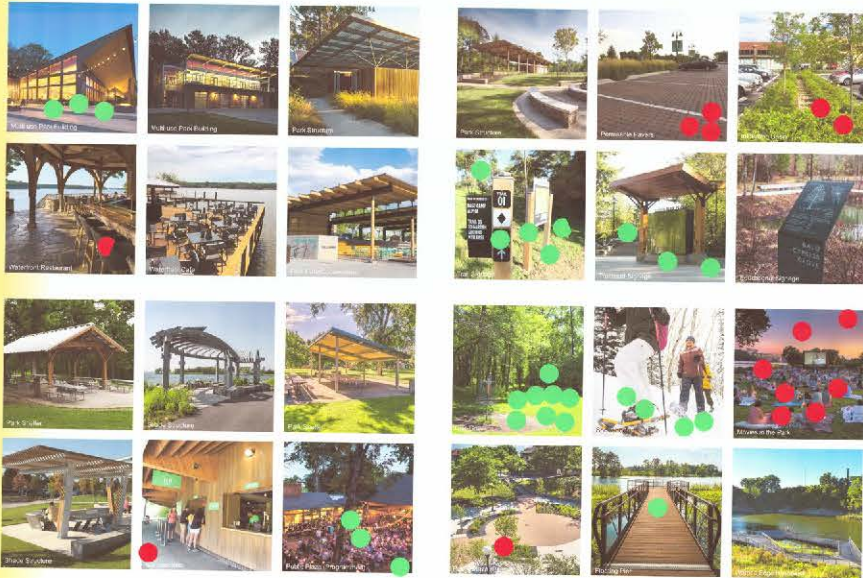
GRAEF facilitated a series of community input sessions to garner feedback and generate enthusiasm for improvements proposed in three preliminary options for the park based upon observations made during the team’s analysis of the site. The input sessions involved meetings with a City appointed Steering Committee, a Stakeholder Group representing frequent users of the park, and the general public. The options were diagrammatic and intended to generate thought on the location and scale of possible program elements and how those elements related to one another.

While in-person attendance at these engagement sessions was limited due to COVID-19 social distancing requirements, attendees were given an opportunity to provide input on their preferences and City of Sheboygan’s DPW posted content shared during each meeting on their website to provide opportunity for additional feedback.



▲ Stakeholder and public input sessions took place in August 2020. Photo credit: GRAEF

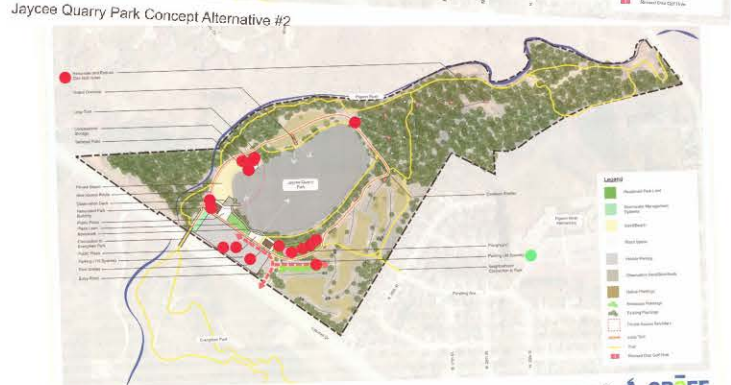
Program Precedents



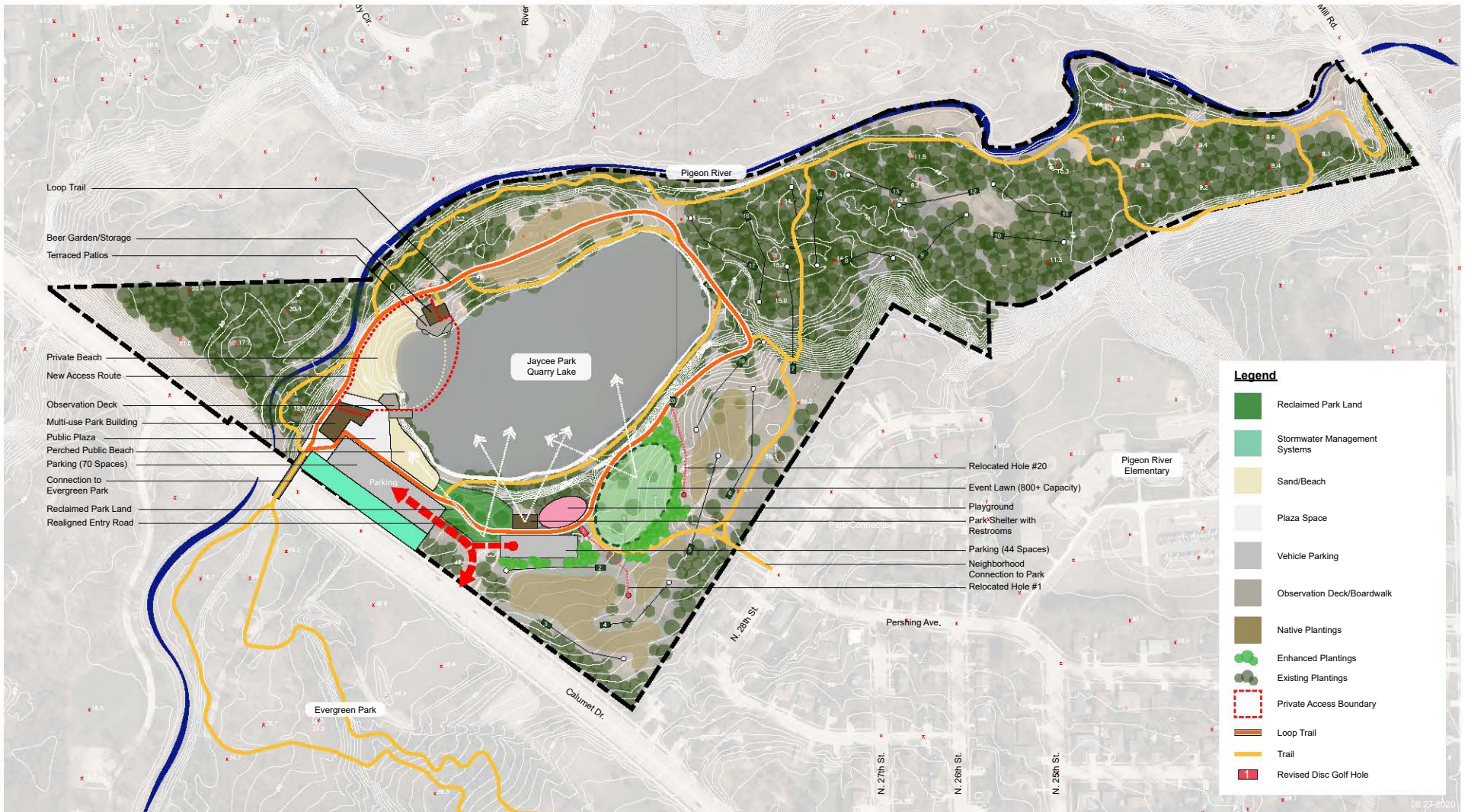
Program Precedents



▲ Stakeholders placed dots on precedent images that they did or didn't like during the input sessions.



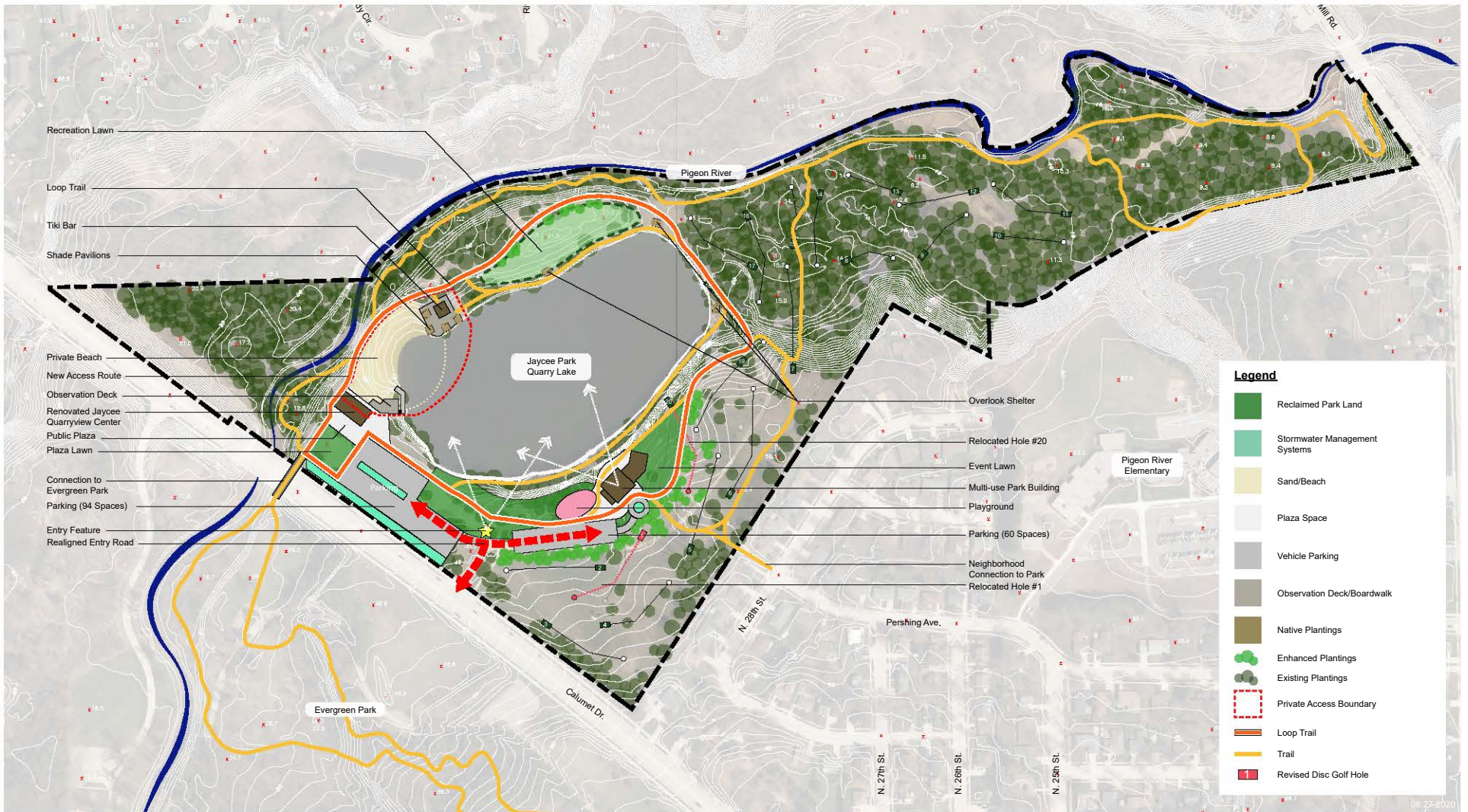
▲ Stakeholders and Steering Committee member gave feedback on preliminary park design concept alternatives



## JAYCEE PARK CONCEPT ALTERNATIVE #1

- » New multi-use park building with plaza space to replace the outdated Jaycee Quarryview Center.
- » Expanded waterfront experience.
- » Perched Beach.
- » Paved multi-use lake loop trail.
- » New playground to replace old playground at SE corner of lake.

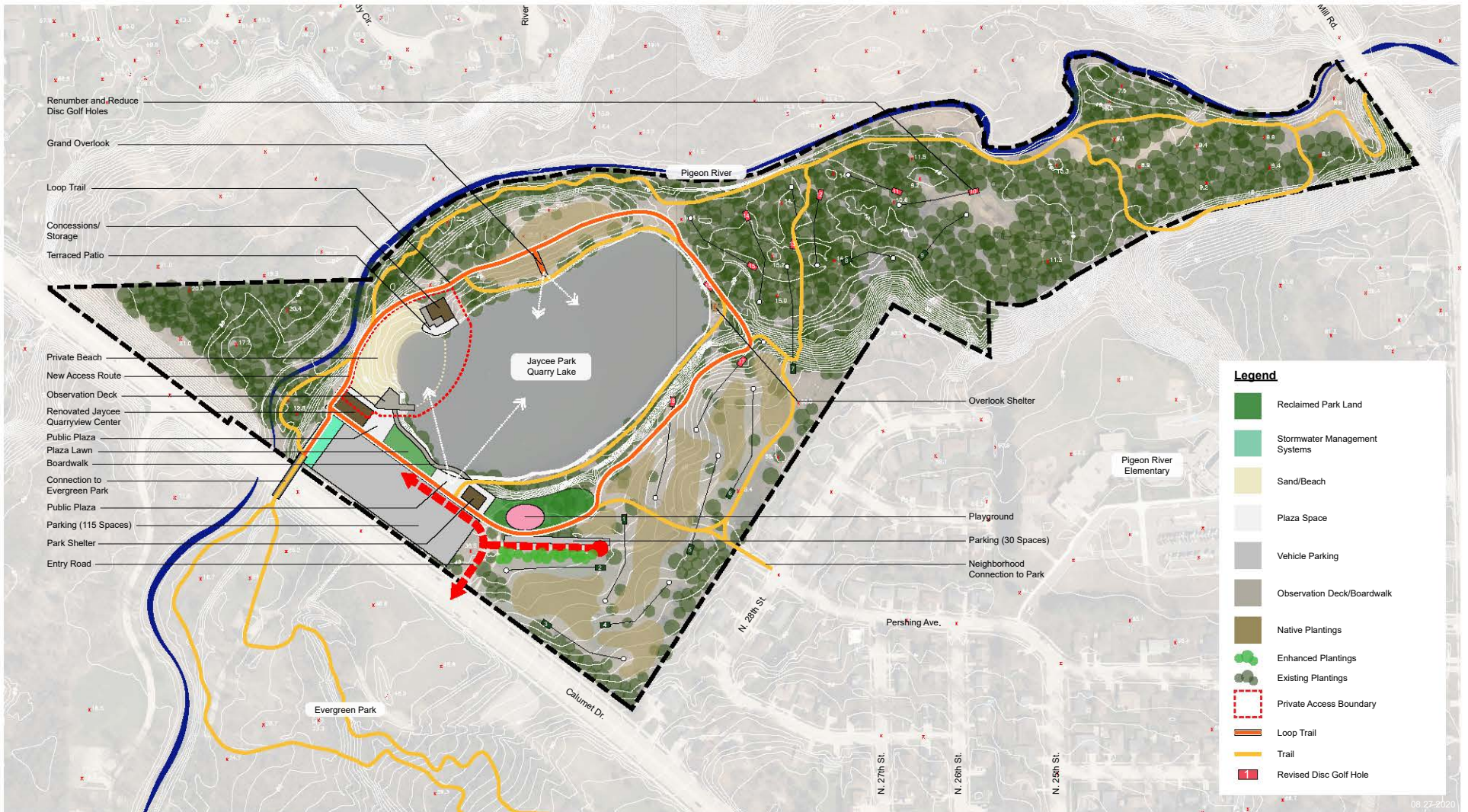
- » Large flexible lawn for recreation and events along east side of lake.
- » New open-air shelter with restrooms at SE corner of lake, near open lawn and playground.
- » Beer garden and storage area with terraced patios at north end of pay-to-access beach (in former water slide location).



## JAYCEE PARK CONCEPT ALTERNATIVE #2

- » Renovated Quarryview Center for enhanced beach and water park experience.
- » New “lodge” building along SE side of lake with beer garden and flexible lawn for recreation and events.
- » New playground adjacent to lodge building
- » Tiki bar with shaded huts at north end of pay-to-access beach.

- » Paved multi-use lake loop trail.
- » Large flexible recreation and events lawn along NW side of lake.
- » Overlook shelters at west end, northwest corner and northeast corner of lake.



### JAYCEE PARK CONCEPT ALTERNATIVE #3

- » Renovated Quarryview Center for enhanced beach and water park experience.
- » New park shelter at south end of lake.
- » Waterfront boardwalk along south shore of lake between renovated beach house and new park shelter.
- » New concessions area at north end of pay-to-access beach with terraced patio into water.

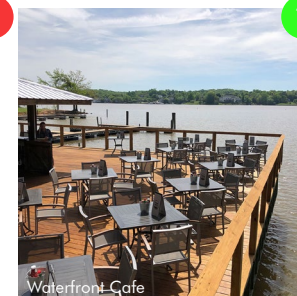
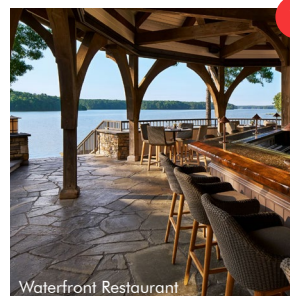
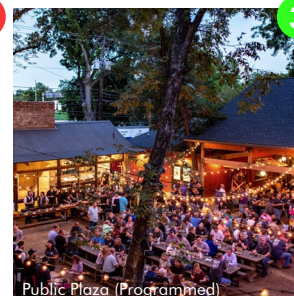
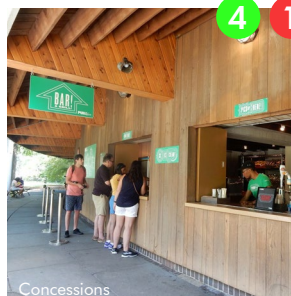
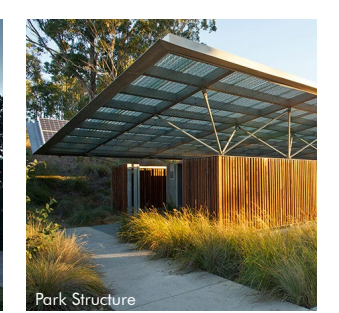
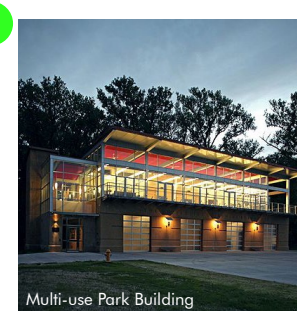
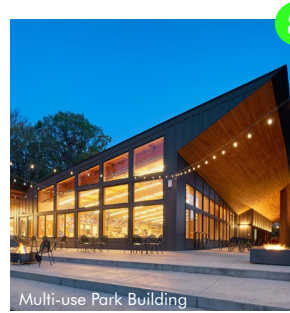
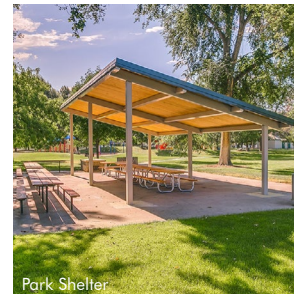
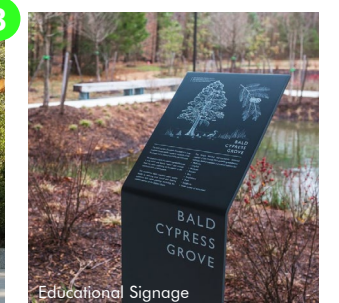
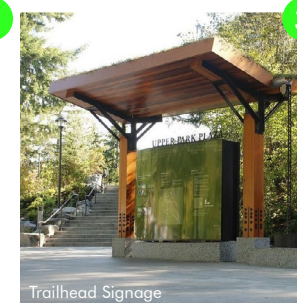
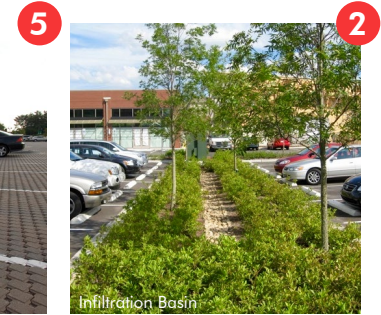
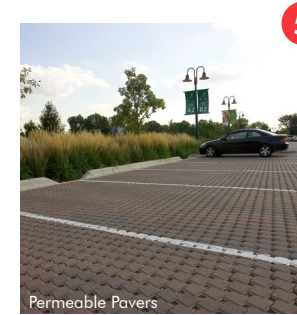
- » Paved multi-use lake loop trail.
- » Overlook at NW side of lake.
- » New playground to replace old.
- » Stormwater detention area/rain garden at west end of beach house parking area.

# Precedent Imagery Community Feedback Activity

One of the activities used at the stakeholder and public input sessions was an imagery preference activity. Rather than presume more detailed design solutions, precedent imagery was provided to offer examples of how different program elements within each diagram could be physically expressed. Participants placed green or red dots on the precedent imagery boards to indicate which ideas and designs they thought would be a good fit for Jaycee Park and which would not, respectively. On these two pages, each image is marked with the number of red and green dots they received from community members.

**#** This image is a good fit for Jaycee Park

**#** This image is **not** a good fit for Jaycee Park

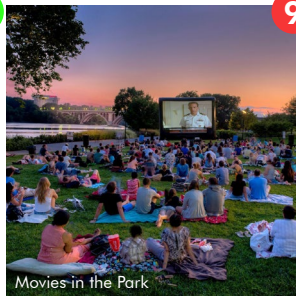




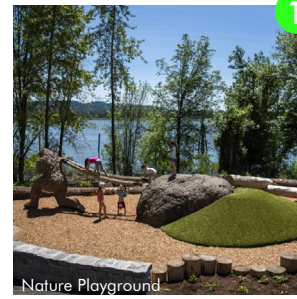
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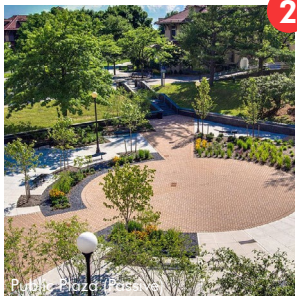
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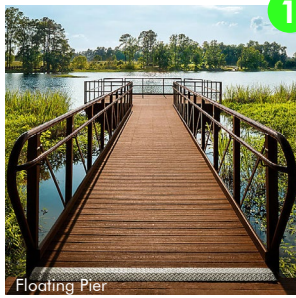
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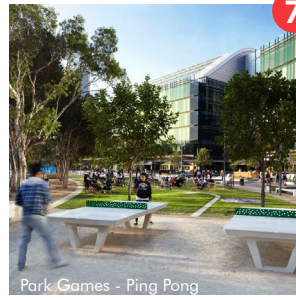
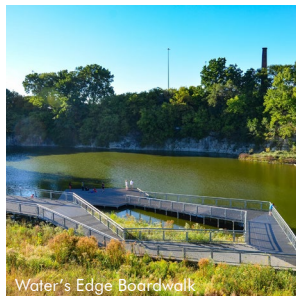
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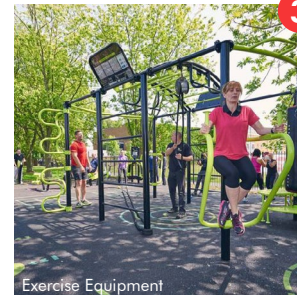
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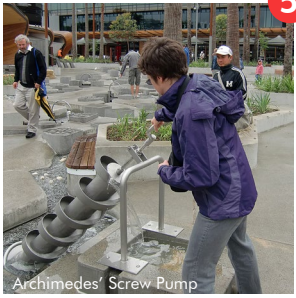


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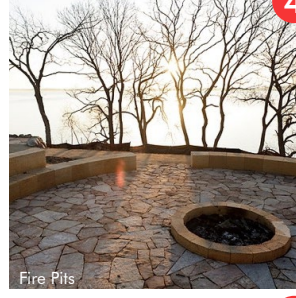


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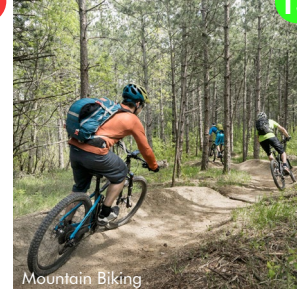
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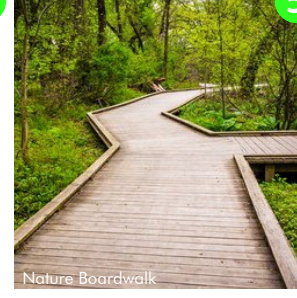
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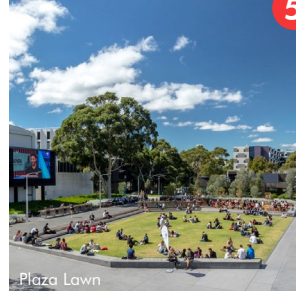
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5



# Community Feedback: What we heard

Below is a summary of feedback from the Steering Committee, the Stakeholder Group, and the general public.

## **Pigeon River has become an important environmental corridor.**

- » There is an opportunity to connect to the mouth of the river at Lake Michigan.
- » The river is less accessible east of the park, especially during dry periods.
- » Significant effort would be required to make it accessible to the mouth.
- » River has filled in over time.
- » River is nicer in Evergreen Park.
- » Water level fluctuates significantly with rain events.
- » Steelhead present during high water levels.
- » Significant erosion is evident along the river. Shoreline stabilization is needed. Are there funding opportunities?
- » The river is not visible from the park.
- » The river should be part of the pedestrian entry experience.

## **Cyclists use Jaycee Park as a starting point due to substantial parking off Calumet Drive, but trails need a lot of work.**

- » Evergreen Park more of a cycling destination (better maintained trails).
- » Jaycee Park trails are too tight/condensed (lots of dirt single track), making Evergreen Park more desirable.
- » International Mountain Bicycling Association (IMBA) study of Evergreen Park (assessment and recommendations) underway and could inform trail improvements within Jaycee park.
- » Marquette/Copper Harbor good case study for cycling.
- » Park is used in winter for fat biking.
- » Cyclists use east entrance off Mill Road because it is much safer than the entry off Calumet Drive.

**Dogs are an issue for some people.**

**Maywood occasionally schedules field trips along the Pigeon River to Jaycee Park.**

**Pigeon River School does not currently use park much recreationally.**

**“A paved multi-use loop trail is a good idea”**

**Is there an opportunity to develop mutually beneficial synergy between parks?**

**Open water swim in “deep water” requires significantly more insurance.**

- » Depth of lake within water park drops significantly past trampoline.
- » Insurance cost prohibitive to allow swimming in entire lake.
- » EOS responsible for insurance/liability associated with lake access and water park, which is why public access to lake is limited. Cliff jumpers are an issue. Supposed to call the police.
- » Restricting access will be challenging if not impossible.
- » Swimming not allowed beyond buoys.
- » Water park has 65 person capacity (not including beach). New play equipment will allow more (75 +/-)
- » Groups pay for 90 minute access to water park.
- » Consider ADA access into water.

**Video surveillance exists, but minimal. Flood lights being considered.**

**“Trail improvements and hierarchy are needed.”**

- » Trails are not clearly marked.
- » Low-level maintenance limits accessibility to trails.
- » Mountain biking used to be popular. Bike race used to occur annually.

**Maywood books Quarry Quest Camp.**

**Pond is spring fed, so water quality is fair/good. Some sediment/muck on bottom. Sand for beach has been imported.**

**Existing Park Building:**

- » Private during summer operation (operated by EOS), but public and rentable during off season.
- » If EOS is closed, then building is publicly inaccessible/closed during the summer.
- » EOS/Building Open from 10:30am - 6pm during the summer.
- » Purchased food options are minimal and include pizza, ice cream and snacks.
- » Opportunity for more concessions
- » Kitchen used to be accessible from outside for walk-ups but has been closed for years.
- » EOS is interested in extending hours.
- » Desire to host more group events within beach house.
- » Building hosts “Making Spirits Bright” (Evergreen Park light show) rents November-December
- » Crime is minimal but vandalism is an issue.
- » Usability of the existing building is a challenge. On a normal day, only 10-20% of building is used.
- » Existing building should be demolished and replaced with a new building.
- » Building upgrades
  - Baby changing station
  - Showers
  - Staging areas needed
  - Storage
  - Game room for activities during inclement weather.

**Building location up for discussion.**

**“Like idea of new multi-use building at SW corner of lake.”**  
Proximity to bluffs offers great views and might discourage cliff jumping.

**Shaw Family Playground in Evergreen Park is new, so a playground within Jaycee Park is not needed.**

**Disc golf course hole location and quantity up for discussion. Very Popular park activity and considered a desirable use.**

## **“A beer garden would do well in the park”**

- » No alcohol in park allowed (currently).
- » Integrate a new beer garden with new building construction.
- » Great case studies of successful implementation (Milwaukee County Parks) and the current agreement between the City and Der Sheboygan Biergarten.

### **Winter activities include ice fishing.**

- » There is no ice skating.
- » Cross-country skiing only in Evergreen Park (has groomed trails).
- » How do you monetize winter uses?

### **How do we manage competing interests between parks???**

- » Maywood covers educational/interpretive opportunities, so less opportunity in Quarry Park.

**Ziplining has been considered (both in and out of water)**

**Phased improvements/implementation important.**

## **Revenue generation from new park amenities should help fund maintenance.**

**Maintenance will need to increase with proposed improvements.**

**Camping, especially for events, would be nice. Like the idea of a large flexible lawn area.**

**Sustainable design including green infrastructure and native habitat should be considered.**

# Final Consensus Plan

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The input received ultimately resulted in the generation of a single consensus plan representing the most highly valued aspects of each of the three alternatives. The plan not only reflects the needs and desires of the City of Sheboygan's Department of Public Works, but the Community as a whole.

For each of the elements of the consensus plan, the planning team has developed an estimate of probable construction cost. These estimates reflect high-level, order of magnitude costs based on 2020 unit pricing. It is important to understand that many factors will affect the ultimate cost of each proposed improvement, including decisions associated with both building and site programming needs and desires (which may change over time) as well decisions about finish and materials used for each proposed improvement. Costs will need to be adjusted and refined during subsequent design phases, and closely coordinated with the City's and their partners' capacity and desire to fundraise for this project.

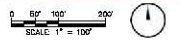
- 1 New multi-use park building with plaza space at SE end of Quarry Lake:** The new building would house a larger events space with up to 150 person occupancy, an indoor/outdoor concessions area with beer garden and a large flexible open space for both active and passive recreation. The building is sited on top of a steep slope overlooking Quarry Lake, the beach and the western horizon. Operational use would be determined by the City but is intended to be flexible enough to accommodate both public and private activities.

**costs | building: \$1,650,000**  
**patio space, path, and walls: \$200,000**  
**parking lot: \$45,000**  
**landscaping: \$20,000**





## CONSENSUS MASTER PLAN



**2 Green Infrastructure:** The construction of any new structure is a great opportunity to implement green building solutions that mitigate the park’s carbon footprint and benefit the surrounding ecology by focusing on the use of renewable energy, stormwater harvesting for irrigation, greywater use for toilets, stormwater bio-infiltration, green roofs and the use of recycled building materials. Further, green building infrastructure has been proven to extend the life cycle of buildings. Federal, State and Local incentives exist to promote implementation of green building solutions. In the final consensus plan, a stormwater bio-remediation area is proposed near the new Beach House entrance to intercept and infiltrate stormwater draining from the parking lot before it reaches the Pigeon River. This more naturalized basin also supports Wisconsin’s Pollinator Protection Plan by offering critical habitat for important pollinators native to our State.

cost | \$10,000

**3 Expanded waterfront experience:** Shifting the existing parking lot further away from the lake allows more space along the waterfront for park users and activities. This shift would also make the waterfront more visible from Calumet Drive, thereby enhancing visitor’s entry experience and first impressions of the park.

cost | \$50,000

**4 Perched Beach:** This publicly accessible beach would be a free alternative to the pay-to-access beach associated with the water park. The perched condition would not allow physical access to the lake but would provide a beach experience with views of the lake for park users who are less interested in activities associated with the water park.

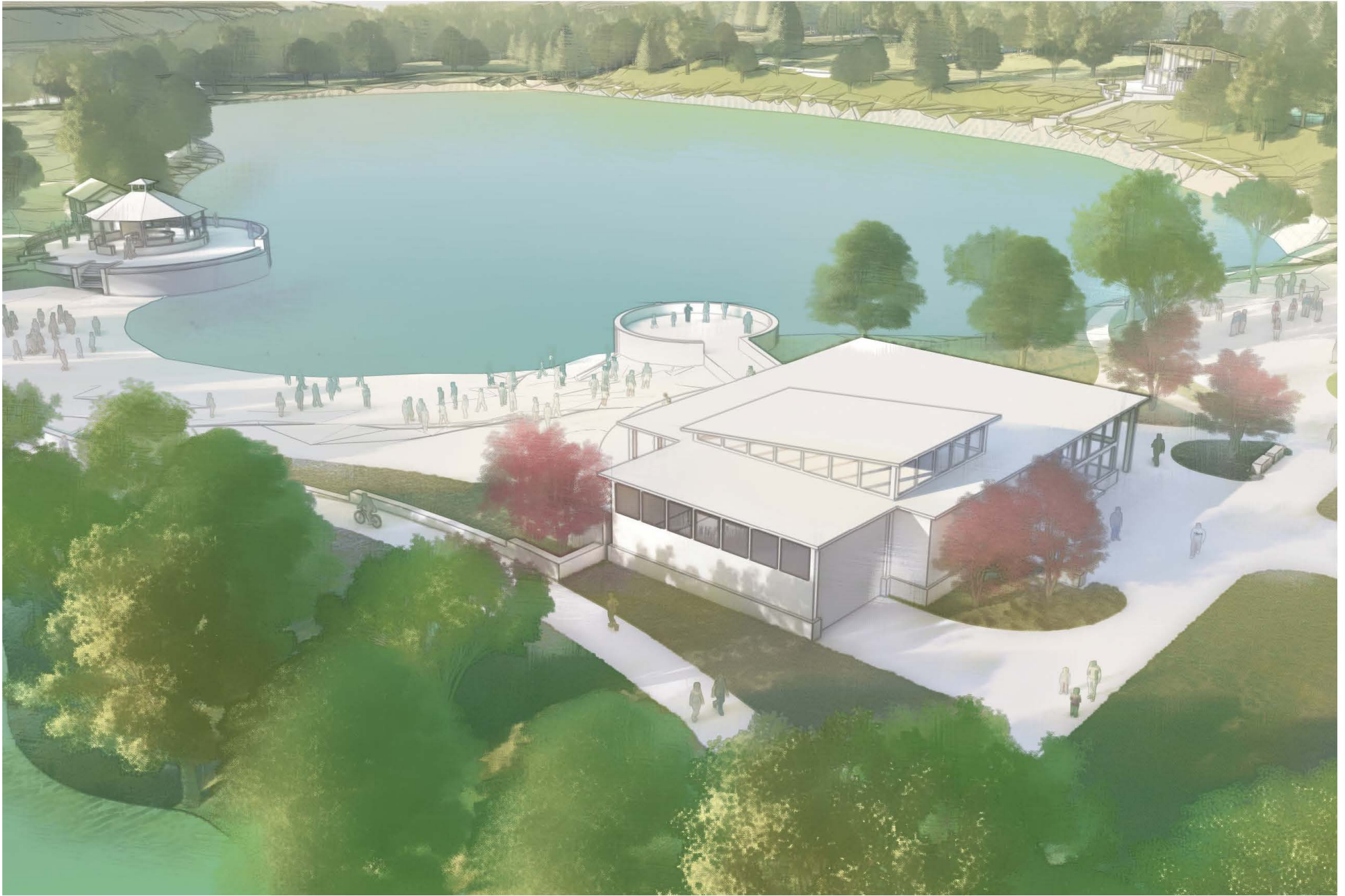
cost | \$30,000

**5 Paved multi-use lake loop trail:** At 10’ wide, this wider, paved trail would provide a looped experience around the lake to serve myriad activities for park uses. It would also provide service access for maintenance vehicles. The paved surface would allow for easy snow removal during Wisconsin’s long winters thereby extending the use of the park throughout the year. Low-voltage, dark-sky compliant pathway lighting would provide enough illumination for park users to safely navigate the path during early mornings and evenings which would further extend use of the park during seasonal periods of limited daylight. The path is strategically located along the outside perimeter of other, more water-oriented programming in order to segregate disparate uses and minimize risk of conflict. A parcours with intermittent exercise stations at regular intervals would provide an opportunity for a unique outdoor exercise experience with views of the lake. While the path would be accessible to the general public, a 42” high railing along the eastern edge where the path runs along the beach is necessary to extend the water park’s pay line and ensure segregation between people paying to use the beach and the general public. The railing would be short enough to allow views of the beach and lake from the path but designed in such a way as to prevent people from climbing over.

cost | \$68,000

**6 Selective clearing for framed views of the river, lake and new park structures:** Providing enhanced views of both existing and proposed park amenities is critical to the visibility and success of the park. Views from Calumet Drive into the park would reinforce the park’s identity as visitors approach from the northwest and serve as natural wayfinding reinforced by more traditional entry signage.

cost | TBD



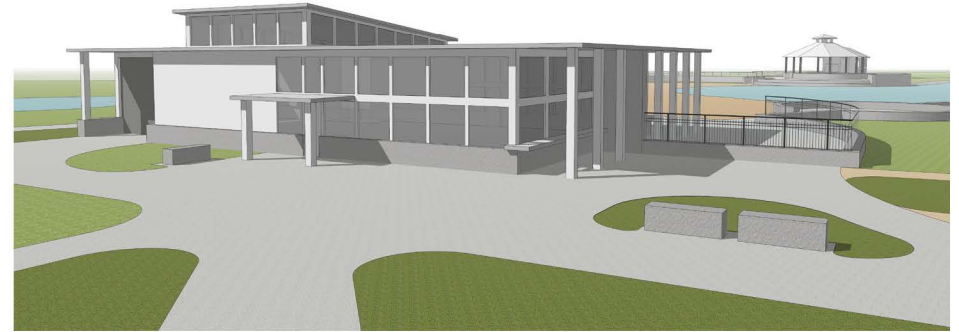
CONSENSUS MASTER PLAN | NEW BEACH HOUSE WITH OVERLOOK 8 & TIKI HUT 9

**7 Entry Signage:** New monumental signage is recommended at both southern and northeastern park entries. Jaycee Park is one of the City’s most valuable public amenities and this master plan strives to make it a regional destination. Quality signage at the park’s perimeter will elevate users’ entry experience and set the stage for quality experiences and memories shared within the park.

cost | \$30,000

**8 New beach house:** A new structure shall replace the outdated Jaycee Quarryview Center and facilitate operations associated with the Quarry Beach Adventure Park and Water Sports rentals. The building will include ticketing and check-in area, showers and baby changing area, indoor/outdoor concessions, a small game room for use during inclement weather, a storage area and lifeguard room. The new building would be rented and operated by EOS or another vendor in the future. Exterior plaza space will accommodate pick-up/drop-off and queuing adjacent to the main entry and include some additional space for smaller gatherings adjacent to publicly accessible waterfront open space. Reconfiguring the parking lot to provide more park space along the southern shoreline of Quarry Lake creates an opportunity to introduce green infrastructure to intercept and bio-remediate stormwater flowing from the parking before it drains into the Pigeon River.

costs | building: \$800,000  
patio space, path, and walls: \$120,000  
parking lot: \$70,000  
landscaping: \$15,000



**9 New Tiki Hut building:** An ancillary structure on the north end of the beach would serve beach and lake rentals (lounging chairs, umbrellas, SUP boards, canoes, and kayak, etc.), additional concessions as well as payment and rentals associated with a new ropes course located within the large open space to the north.

costs | building: \$300,000  
patio space, path, walls & terraced seating: \$125,000  
landscaping: \$15,000





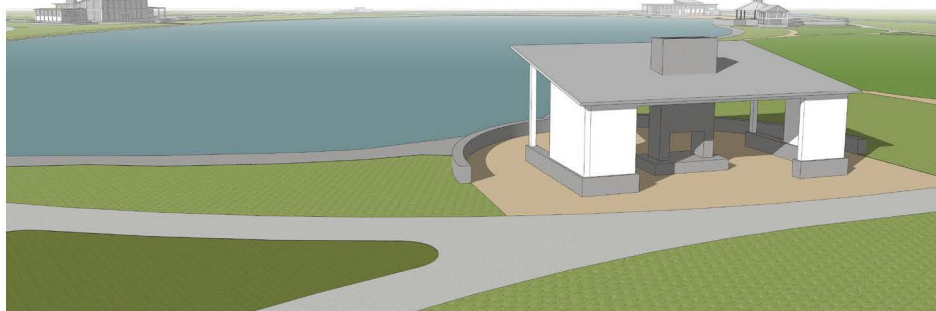
CONSENSUS MASTER PLAN | COUNCIL RING AT THE SOUTHEAST CORNER OF QUARRY LAKE 12

**10 Ropes course:** Located within a larger open space along the western shore of the lake, an interactive course featuring climbing and balancing obstacles, ziplining and trust exercises would be used by daily park visitors or rented out for private events. Operations would be staged from the new Tiki Hut at the north end of the beach.

**cost | Owner Furnished, Owner Installed (OFOI)**

**11 New shelter at NE corner of lake:** Just off the multi-use path, this new shelter could host both public and private events with commanding views of the lake. The adjacent open space along the western shoreline is large enough for additional tents needed to host events without encroaching upon ropes course activities. The shelter would be primarily open air with a fireplace. Service access for maintenance vehicles would be easily accommodated through the use of the multi-use trail.

**cost | \$150,000**



**12 Council ring at SE corner of lake:** Perched high upon the bluff, a stone council ring with fire pit offers a more intimate experience for park users to enjoy views of the lake further removed from the more active recreation associated with other areas of the park.

**cost | 25,000**

**13 Enhanced naturalized landscape around the frisbee golf course:** Similar to the rugged landscape aesthetic of Whistling Straights, the park's disc golf course would have native grassland habitat surrounding smaller, intermittent zones of manicured lawn evocative of Lake Michigan's western shoreline that is so closely tied to this region's identity. Other enhancements including additional obstacles would be the responsibility of future course management.

**cost | 50,000**

**Additional costs associated with the master plan:**

Signage & wayfinding throughout the park: \$30,000

Lighting around Loop Trail: \$120,000

Site furnishings as needed: OFOI



CONSENSUS MASTER PLAN | MULTI-USE PARK BUILDING AT SOUTHEAST CORNER 1



CONSENSUS MASTER PLAN | SHELTER AT THE NORTHEAST CORNER OF QUARRY LAKE 11



CONSENSUS MASTER PLAN | VIEW OF THE TIKI HUT 9, BEACH, AND BEACH HOUSE 8



CONSENSUS MASTER PLAN | THE VISION FOR JAYCEE PARK

# Implementation

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It is important to consider that this master planning effort is just that: a master plan. It does not include any detailed design, but a high-level road map identifying improvements to the park that would benefit the Community and make it a regional destination. Once funding is secured to implement a particular improvement proposed in this master plan, **it is imperative that the City engage a professional designer appropriately licensed to provide a more detailed design of the elements associated with that improvement.** The professional consultant would provide construction level documentation of the improvement for accurate bidding by a licensed and insured contractor. This approach toward implementation will ensure that the ideas presented in the master plan, which reflect the needs and desires of the Community, are fully realized and without compromise.

As the City of Sheboygan evolves, so might the needs and desires of the Community. This master plan acknowledges that the only constant is change and the improvements proposed in this document are intended to be flexible enough to accommodate whatever changes occur in the future. While phased implementation of proposed improvements is important, the realization of improvements is dependent upon funding and partnerships that have yet to be determined.



**CITY OF SHEBOYGAN**

**REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Resolution adopting a Master Plan for Jaycee Park.

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**REPORT PREPARED BY:** Joseph L. Kerlin, Superintendent of Parks and Forestry

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**REPORT DATE:** November 17, 2020

**MEETING DATE:** November 24, 2020

---

**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budget Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:** Earlier this year, the City requested Statements of Qualifications for the implementation of designing a new Master Plan for Jaycee Park from three consulting firms. Graef-USA was chosen, and since then, they have facilitated several Steering, Stakeholders, and Community meetings. Attached is the proposed plan with designs.

**STAFF COMMENTS:** The Steering Committee members consisting of Director of Public Works David Biebel, City Engineer Ryan Sazama, City Forester Tim Bull, Park Leadman Scott Plehn, Superintendent of Parks and Forestry Joe Kerlin, and owner of EOS Mike Miller, have worked closely with Graef-USA in the facilitating and writing of this plan and are requesting that the plan be accepted as a Master Plan for Jaycee Park.

The Marina, Parks, and Forestry Commission, at the November 17, 2020 Commission meeting, motioned and passed unanimously to approve the plan as is and recommend approval to the Public Works Committee.

**ACTION REQUESTED:** Motion to recommend the Common Council adopt Res. No. 125-20-21 adopting a Master Plan for Jaycee Park.

**ATTACHMENTS:**

- I. Res. No. 125-20-21
- II. R.O. 107-20-21
- III. Proposed Jaycee Park Master Plan

III

4.6

Res. No. 123-20-21. By Alderpersons Dekker and Sorenson.  
November 16, 2020.

A RESOLUTION authorizing the Mayor to sign the Reinstatement and Second Amendment to Purchase and Sale Agreement, extending several dates in the previous Agreement authorized pursuant to Res. No. 12-19-20, for the purchase of land from the Union Pacific Railroad Company.

RESOLVED: That the Mayor is hereby authorized to execute said Reinstatement and Second Amendment to Purchase and Sale Agreement, a copy of which is attached hereto.

*Dean Dekker*

\_\_\_\_\_  
\_\_\_\_\_

PW

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

**REINSTATEMENT AND SECOND AMENDMENT  
TO PURCHASE AND SALE AGREEMENT**

This REINSTATEMENT AND SECOND AMENDMENT TO PURCHASE AND SALE AGREEMENT ("Reinstatement and Second Amendment") is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2020 ("Reinstatement and Second Amendment Effective Date"), by and between UNION PACIFIC RAILROAD COMPANY, a Delaware corporation ("Seller"), and CITY OF SHEBOYGAN, a municipal corporation of the State of Wisconsin ("Buyer"), and reinstates and amends that certain Purchase and Sale Agreement dated June 14, 2019, as amended by that First Amendment to Purchase and Sale Agreement dated February 21, 2020 (collectively, the "Agreement"), for the sale and purchase of certain real property located in City of Sheboygan, Sheboygan County, State of Wisconsin, more particularly described therein ("Property").

IT IS MUTUALLY AGREED by and between Seller and Buyer as follows:

**Section 1. Agreement.** The Agreement, which terminated pursuant to its own terms, is hereby reinstated and, except as amended herein, all of the terms and conditions of the Agreement are reinstated and shall have the same force and effect and be as binding upon the parties hereto as if the same were repeated herein.

**Section 2. Defined Terms.** The defined terms in the Agreement shall apply and have the same meaning in this Reinstatement and Second Amendment as if fully set forth herein.

**Section 3. Survey.** The Survey, as defined in Section 4.C of the Agreement, is hereby extended to February 10, 2021.

**Section 4. Feasibility Review Period.** The Feasibility Review Period, as defined in Section 4.D of the Agreement, is hereby extended to February 10, 2021.

**Section 5. Closing Date.** The Closing Date, as defined in Section 5 of the Agreement, is hereby amended to be on or before March 10, 2021.

**Section 6. Facsimile or E-mail Execution.** This Reinstatement and Second Amendment may be executed in counterparts, which shall be effective as an original and each counterpart may be delivered by one party to the other by either facsimile transmission or scanned image sent by e-mail.

**Section 7. Amendment Supplemental.** All of the terms of the Agreement remain in full force and effect except as specifically amended by this Reinstatement and Second Amendment. If there is any conflict between the terms of this Reinstatement and Second Amendment and the terms of the Agreement, the terms of this Reinstatement and Second Amendment will control.

*(Signature page to follow)*

IN WITNESS WHEREOF, the parties hereto have executed this Reinstatement and Second Amendment as of the Reinstatement and Second Amendment Effective Date first above written.

**SELLER:**

**UNION PACIFIC RAILROAD COMPANY,  
a Delaware corporation**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**BUYER:**

**CITY OF SHEBOYGAN,  
a municipal corporation of the State of Wisconsin**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**CITY OF SHEBOYGAN**

**REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION**

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**ITEM DESCRIPTION:** Resolution authorizing the Mayor to sign the Reinstatement and Second Amendment to Purchase and Sale Agreement, extending several dates in the previous Agreement authorized pursuant to Res. No. 12-19-20, for the purchase of land from the Union Pacific Railroad Company.

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**REPORT PREPARED BY:** Chad Pelishek, Director of Planning & Development

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**REPORT DATE:** November 17, 2020

**MEETING DATE:** November 24, 2020

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**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:** The City's Harbor Centre Master Plan and city's Five Year Strategic Plan identify that purchase of the former Union Pacific Railroad right-of-way from Pennsylvania Avenue to Union Avenue and adjacent right-of-way along Indiana Avenue as an action item. The city has been working with railroad for a number of years to receive a purchase and sale agreement from them to purchase the approximately 21 acres of the land. The original value of \$1,271,503 was determined from the price for per square foot Sheboygan County paid in 2012 when they purchased the northern lag of right-of-way and constructed the Shoreland 400 trail.

Since that time, the City has completed a survey of the right-of-way to be acquired and the amount of acreage to be purchased is substantially less than the original \$1,271,503 and city staff is optimistic that post parties will be able to agree on price less than the original amount and a closing could occur in March 2021.

**STAFF COMMENTS:** The city through the Sheboygan County and Bay-Lake Regional Planning Commission completed a Phase 1 and 2 Environmental Site Assessment and overall the soil conditions do not seem of concern.

**ACTION REQUESTED:** Motion to recommend the Common Council adopt Res. No. 123-20-21 authorizing the Mayor to sign the Reinstatement and Second Amendment to Purchase and Sale Agreement, extending several dates in the previous Agreement authorized pursuant to Res. No. 12-19-20, for the purchase of land from the Union Pacific Railroad Company.

**ATTACHMENTS:**

I. Res No. 123-20-21

III

47

Res. No. 124 - 20 - 21. By Alderpersons Dekker and Sorenson.  
November 16, 2020.

A RESOLUTION authorizing the Purchasing Agent to issue a purchase order to Industrial Marketing & Consulting for the purchase of a replacement street sweeper for the Public Works Department.

WHEREAS, there is funding for the purchase of a replacement street sweeper for the Public Works Department in the 2021 budget; and

WHEREAS, in light of the long lead time on street sweepers, it is desirable to place the order, and lock in the price, for the street sweeper in 2020, even though delivery will not occur until 2021; and

WHEREAS, City Staff has explored purchasing the street sweeper through a cooperative purchasing plan, but the City is able to obtain a better price by working directly with the street sweeper dealer assigned to this region; and

WHEREAS, the quote from the assigned dealer - Industrial Marketing & Consulting - which identifies all of the specifications of the street sweeper, is attached to this Resolution; and

WHEREAS, once the new street sweeper has been received, the street sweeper it is replacing will be put to public auction.

NOW, THEREFORE, BE IT RESOLVED: That the Purchasing Agent is authorized to issue a standard City of Sheboygan Purchase Order to Industrial Marketing & Consulting for the purchase of one street sweeper that meets the specifications set forth in the attached quote.

PW

BE IT FURTHER RESOLVED: That in the 2021 calendar year, if sufficient funds are appropriated in the City's budget approved by the Council, the appropriate City officials are hereby authorized to draw funds in the amount of \$275,300.00 for the purchase of the street sweeper. These funds shall be drawn from Account # 70136100-641100 (Motor Vehicles-Vehicles) in an amount not to exceed \$275,300.

*Don Deke*

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I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

**INDUSTRIAL MARKETING & CONSULTING**

516 D AVENUE  
 GWINN, MI 49841  
 USA

**QUOTATION**

Quote Number: 022308  
 Quote Date: Nov 4, 2020  
 Page: 1

Voice: 906-346-7888  
 Fax: 906-346-7578

**Quoted To:**

CITY OF SHEBOYGAN  
 PURCHASING DIVISION  
 828 CENTER AVE.  
 SHEBOYGAN, WI 53081  
 USA

**EXHIBIT A**

Customer ID	Good Thru	Payment Terms	Sales Rep
SHE1	12/4/20	upon receipt	

Quantity	Item	Description	Unit Price	Amount
1.00	600000	2020 MODEL 600 TYMCO SWEEPER	134,000.00	134,000.00
2.00	600088	Floodlight-Incandescent (additional)	100.00	200.00
1.00	600054-C	REAR CAMERA/MONITOR SYSTEM...SINGLE VIEW WITH TWO ADDITIONAL CAMERAS.	3,250.00	3,250.00
1.00	600053	AUX. HYD. SYSTEM	1,100.00	1,100.00
1.00	600067	Sweeper Deluge System	1,000.00	1,000.00
1.00	600015-A	Extra Water Capacity; additional 110 gallons for a total of 330. Water pump standard 5GPM. Electric Type.	4,500.00	4,500.00
2.00	600022	G.B. TILT ADJUSTER	800.00	1,600.00
1.00	600002	Hydraulic Shut Off Valve	200.00	200.00
1.00	600007	Additional Water Spray Nozzle- Left Gutter Broom Nozzle	400.00	400.00
1.00	600007-A	Additional Water Spray Nozzle- Right Gutter Broom Nozzle	400.00	400.00
1.00	600007-D	Additional Water Spray Nozzle-Hopper Nozzles	400.00	400.00
1.00	600036	ABRASION PROTECTION PACKAGE	950.00	950.00
1.00		Skid Bumper Extension Set 3"	250.00	250.00
1.00	600004	Limb Guard. Stainless steel guard mounted on hopper for protection from tree branches while sweeping.	200.00	200.00
1.00	600045	HIGH OUTPUT WATER	750.00	750.00
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			<b>TOTAL</b>	<b>Continued</b>

**INDUSTRIAL MARKETING & CONSULTING**516 D AVENUE  
GWINN, MI 49841  
USA**QUOTATION**Quote Number: 022308  
Quote Date: Nov 4, 2020  
Page: 2Voice: 906-346-7888  
Fax: 906-346-7578**Quoted To:**CITY OF SHEBOYGAN  
PURCHASING DIVISION  
828 CENTER AVE.  
SHEBOYGAN, WI 53081  
USA

Customer ID	Good Thru	Payment Terms	Sales Rep
SHE1	12/4/20	upon receipt	

Quantity	Item	Description	Unit Price	Amount
1.00	600087	Front Pick Up Head Curtain Lifter	1,500.00	1,500.00
1.00	600009	Gutter Broom Variable Speed	750.00	750.00
1.00	600079	AUTO SWEEP INTERRUPT with overspeed interrupt.	1,000.00	1,000.00
2.00	600076	Gutter Broom Drop Down (requires GB tilt adjuster)	800.00	1,600.00
1.00	600084	DUMP SWITCH IN CAB	200.00	200.00
1.00	600091T	Stainless Hopper Assy(includes hopper weldment, door, inspection doors, raker plate, high capacity dust separator, skimmer hood & hopper screen	17,500.00	17,500.00
1.00	600096	Stainless Hopper Drain	750.00	750.00
1.00	600092	STAINLESS STEEL BOLT ON BLOWER HOUSING	1,250.00	1,250.00
1.00	600033T	FRONT REMOVABLE CURTAIN SET	250.00	250.00
1.00		2021 Peterbilt 220 Right Hand Steer. 1-speed	94,000.00	94,000.00
1.00	600803	LED LIGHTS...STOP/TURN/TAIL	500.00	500.00
1.00	600828	HAZARD REFLECTORS	100.00	100.00
1.00	600810	AMBER BEACON LIGHT-LED: SAE CLASS 1 WITH PROTECTIVE LIMB GUARD (CAB MOUNTED)	350.00	350.00
1.00	600824T	LED TRAFFIC DIRECTING LIGHT 44" LONG	800.00	800.00
1.00	600827	FIRE EXTINGUISHER	100.00	100.00
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			<b>TOTAL</b>	<b>Continued</b>

**INDUSTRIAL MARKETING & CONSULTING**

516 D AVENUE  
 GWINN, MI 49841  
 USA

**QUOTATION**

Quote Number: 022308  
 Quote Date: Nov 4, 2020  
 Page: 3

Voice: 906-346-7888  
 Fax: 906-346-7578

<b>Quoted To:</b>
CITY OF SHEBOYGAN PURCHASING DIVISION 828 CENTER AVE. SHEBOYGAN, WI 53081 USA

Customer ID	Good Thru	Payment Terms	Sales Rep
SHE1	12/4/20	upon receipt	

Quantity	Item	Description	Unit Price	Amount
1.00		Battery Disconnect Switch	450.00	450.00
1.00	TTL	Any applicable tax, title or license fees are additional.		
1.00		Freight, delivery, setup and training	5,000.00	5,000.00
			<b>Subtotal</b>	<b>275,300.00</b>
			<b>Sales Tax</b>	
			<b>Freight</b>	
			<b>TOTAL</b>	<b>275,300.00</b>

**CITY OF SHEBOYGAN**

**REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Resolution authorizing the Purchasing Agent to issue a purchase order to Industrial Marketing & Consulting for the purchase of a replacement street sweeper for the Public Works Department.

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**REPORT PREPARED BY:** Bernard R. Rammer, Purchasing Agent

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**REPORT DATE:** Novemeber 16, 2020

**MEETING DATE:** November 24, 2020

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**FISCAL SUMMARY:**

**STATUTORY REFERENCE:**

Budget Line Item: 70136100-641100  
Budget Summary: Motor Vehicle Fund  
Motor Vehicles  
Budget Expenditure: \$ 260,000  
Budgeted Revenue: N/A

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Wisconsin Statues: N/A  
Municipal Code: N/A

**BACKGROUND / ANALYSIS:** The Motor Vehicle Division is in need of a replacement street sweeper to replace a 12-year-old unit that is in need of major repairs. The expenditure is included in the 2021 Capital Improvements plan. It bears noting that since the time that the budget was developed, the unit to be replaced has developed several mechanical issues.

**STAFF COMMENTS:** After considerable research, the Motor Vehicle Division has determined that a machine manufactured by Tymco Sweepers best meets all of the needs of the division and offers the best overall value. While Cooperative national contracts are in place with Tymco Sweepers, the quote provided by the regional authorized Tymco Representative was found to be the lowest cost, with all things being equal.

Following receipt of the new unit in 2021, the old unit will be sold at auction, with the proceeds to be deposited back into the Motor Vehicle Fund. It bears noting that since the time that the budget was developed, the unit to be replaced has developed several mechanical issues which will not be repaired prior to sale and may have an adverse impact on the residual value.

**ACTION REQUESTED:** Motion to recommend that the Council adopt Res. No. 124-20-21 authorizing the Purchasing Agent to issue a purchase order to Industrial Marketing & Consulting for the purchase of a replacement street sweeper for the Public Works Department.

**ATTACHMENTS:**

- I. Res. No. 124-20-21

VI

5.1

R. C. No. 187 - 20 - 21. By PUBLIC WORKS COMMITTEE. November 16, 2020.

Your Committee to whom was referred R. O. No. 97-20-21 by City Clerk submitting a communication from Michael Thomas, President of Black-American Community Outreach, regarding Juneteenth Day celebration; recommends the Common Council instruct staff to prepare the appropriate document to waive the park rental fee for the Juneteenth Day Celebration.

Refer back to PW

*Dean DeBke*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Committee

I HEREBY CERTIFY that the foregoing Committee Report was duly accepted and adopted by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_, Mayor

II

36.

R. O. No. 97 - 20 - 21. By CITY CLERK. November 2, 2020.

Submitting a communication from Michael Thomas, President of Black-American Community Outreach, regarding Juneteenth Day celebration.

ps

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CITY CLERK

## DeBruin, Meredith

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**From:** Mayor Vandersteen  
**Sent:** Wednesday, October 28, 2020 1:08 PM  
**To:** DeBruin, Meredith  
**Subject:** FW: Juneteenth Day

Meredith,

Please place this communication on the agenda at the November 2, 2020 meeting of the City Council for referral to the Public Works Committee.

Thank you,

Mike

Mike Vandersteen, Mayor  
City of Sheboygan  
Office: 920-459-3317  
Cell: 920-207-2410

Read the latest issue of the City of Sheboygan Newsletter, the Sheboygan Insider:  
<http://www.sheboyganwi.gov/residents/sheboygan-insider/>

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**From:** Michael Thomas [mailto:ministerandcoach@yahoo.com]  
**Sent:** Wednesday, October 28, 2020 12:32 PM  
**To:** Mayor Vandersteen  
**Subject:** Juneteenth Day

Hello Mayor and City Common Council. I'm writing this letter on behalf of the Black-American Community Outreach. On June 19, 2021 the BACO would like to host and be the main organizers of the Juneteenth Day celebration. Our intentions are to secure Kiwanis Park for these festivities. In the short time our organization has been established, we've partnered with the City of Sheboygan, Sheboygan Police Department, and many others to lead positive events throughout the community. We ask that the City of Sheboygan would place their trust in us again, as we look to put on another positive event in our community. With the Juneteenth Proclamation given to myself last year, I thought it would be only right to have the city show its support for this holiday again. I'm asking that the city would cover the cost or waive the fee required for securing the Kiwanis Park. BACO is an official 501(c)(3) non-profit but as of yet, we haven't received much monetary donations. The funds we do have must be used to help put the event on. We look to make this event exciting and more grand than the celebration put on this year. We need support from our community to do so. I hope that the City of Sheboygan would be the first to show their support for this event and heart for the black community. I thank you for considering us and this opportunity.

Sincerely,

Michael Thomas  
President of Black-American Community Outreach

**CITY OF SHEBOYGAN**

**REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION**

---

**ITEM DESCRIPTION:** Report of Committee to whom was referred R. O. No. 97-20-21 by City Clerk submitting a communication from Michael Thomas, President of Black-American Community Outreach, regarding Juneteenth Day celebration; recommends the Common Council instruct staff to prepare the appropriate document to waive the park rental fee for the Juneteenth Day Celebration.

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**REPORT PREPARED BY:** Joseph L. Kerlin, Superintendent of Parks and Forestry

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**REPORT DATE:** November 19, 2020

**MEETING DATE:** November 24, 2020

---

**FISCAL SUMMARY:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budget Expenditure: N/A  
Budgeted Revenue: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:** Michael Thomas, President of Black-American Community Outreach, (BACO) is requesting that the City would cover the cost or wave the fee required for securing the Kiwanis Fieldhouse and Kiwanis Green Space for a Juneteenth Day celebration on June 19, 2021. The cost for using these two areas in Kiwanis Park for one day is \$550 before tax.

This request came before the Public Works Committee for consideration on November 10, 2020. The Committee recommended the Common Council instruct staff to prepare the appropriate document to waive the park rental fee for the Juneteenth Day Celebration.

The Common Council has referred back R. O. No. 97-20-21 to Public Works to gather more information on the rental from Michael Thomas.

**STAFF COMMENTS:** Staff is requesting that this be tabled at this time to give staff additional time to meet with Michael Thomas.

**ACTION REQUESTED:** Motion to hold R. C. No. 187-20-21.

**ATTACHMENTS:**

- I. R.C. No. 187-20-21
- II. R.O. No. 97-20-21
- III. Communication from Michael Thomas to the Mayor Mike Vandersteen and Common Council.
- IV. Special Event Permit Application

# CITY OF SHEBOYGAN SPECIAL EVENT PERMIT APPLICATION



### SECTION 1 - Organization Information

Name of Organization

Black - American Community Outreach

Street Address

1036 High ave

City

Sheboygan

State

WI

Zip

53081

Telephone Number

920-287-9768

Fax Number

Individual Organizing the Event

Michael Thomas

Address

1036 High Ave

City

Sheboygan

State

WI

Zip

53081

Email

ministerandcoach@yahoo.com

Telephone Number

920 287 9768

Event Day Telephone Number

same

### SECTION 2 - Event Information

Name of Event

Juneteenthday Celebration

Date(s) of Event

June 19, 2021

Generally describe the event and its purpose:

This event will celebrate the holiday Juneteenth Day. There will be music, food, give aways, and more

Is your event a (check all that apply):

- Street Festival
- Music Concert
- Block Party
- Religious/Educational
- Parade (that includes the following)
  - Vehicles
  - Animals
  - Marching Units
  - Other: \_\_\_\_\_

- Run or Walk (Distance: \_\_\_\_\_)
- Bike Ride (Distance: \_\_\_\_\_)
- March utilizing any Public Property
- Rally/Memorial
- Public Assembly for Political Purpose
- Sport Tournament (Fishing, Soccer, etc.)
- Water Activity (use of lake or river)
- Other: \_\_\_\_\_

May we share your event on social media outlets (City website/Facebook/Nextdoor)?

- Yes
- No

# CITY OF SHEBOYGAN

## SPECIAL EVENT PERMIT APPLICATION



**Location of Event:**

- |                                                                          |                                                       |
|--------------------------------------------------------------------------|-------------------------------------------------------|
| <input checked="" type="checkbox"/> Park or other public property        | <input type="checkbox"/> Public parking lot           |
| <input type="checkbox"/> Public street, sidewalk, alley, or right-of-way | <input type="checkbox"/> Private property             |
|                                                                          | <input type="checkbox"/> Redevelopment Authority Land |

**Park(s) Requested:**

**Public Parking Lot Requested:**

- |                                                        |                                                  |                                                     |
|--------------------------------------------------------|--------------------------------------------------|-----------------------------------------------------|
| <input checked="" type="checkbox"/> Kiwanis Fieldhouse | <input type="checkbox"/> Evergreen Area 4        | <input type="checkbox"/> Lot 2                      |
| <input checked="" type="checkbox"/> Kiwanis Greenspace | <input type="checkbox"/> Evergreen Area 5        | <input type="checkbox"/> Lot 3                      |
| <input type="checkbox"/> Deland Community Center       | <input type="checkbox"/> Evergreen Area 6        | <input type="checkbox"/> Lot 4                      |
| <input type="checkbox"/> Deland Greenspace             | <input type="checkbox"/> Roosevelt Fieldhouse    | <input type="checkbox"/> Lot 5                      |
| <input type="checkbox"/> Richardson Shelter            | <input type="checkbox"/> Cleveland Park Shelter  | <input type="checkbox"/> Lot 7                      |
| <input type="checkbox"/> King Park                     | <input type="checkbox"/> Veterans Park Shelter   | <input type="checkbox"/> Lot 8                      |
| <input type="checkbox"/> Quarryview Center             | <input type="checkbox"/> Vollrath Park Shelter   | <input type="checkbox"/> Lot 9                      |
| <input type="checkbox"/> Deland Home                   | <input type="checkbox"/> Lakeview Park Shelter   | <input type="checkbox"/> Lot 10                     |
| <input type="checkbox"/> Evergreen Area 1              | <input type="checkbox"/> End Park Shelter        | <input type="checkbox"/> Lot 11                     |
| <input type="checkbox"/> Evergreen Area 2              | <input type="checkbox"/> Fountain Park Bandshell | <input type="checkbox"/> Lot 13                     |
| <input type="checkbox"/> Evergreen Area 3              | <input type="checkbox"/> Optimist Park Shelter   | <input type="checkbox"/> Lot 14                     |
|                                                        | <input type="checkbox"/> Other: _____            | <input type="checkbox"/> Lot 17                     |
|                                                        | _____                                            | <input type="checkbox"/> South Pier                 |
|                                                        |                                                  | <input type="checkbox"/> Riverfront                 |
|                                                        |                                                  | <input type="checkbox"/> S. 12 <sup>th</sup> Street |

List any streets that may be closed or otherwise affected by your event: none

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Will your event have a significant number of vehicles utilizing metered parking? No

Do you require parking meters to be covered? If so, locations of the meters, meter number-letter, and days needed: no

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**You MUST attach a detailed map or diagram of your event indicating the specific location, layout of the event, the direction of the route (including all turns and the number of traffic lanes to be used). Any concessions, service tents, and other temporary structures must be indicated on the diagram. The diagram will be due completed with signed special event policies and procedures form.**

# CITY OF SHEBOYGAN

## SPECIAL EVENT PERMIT APPLICATION



If the event takes place on City property (parks, city streets or right-of-ways, or other city owned facilities) in whole or in part:

We have reviewed the proposed location for the event and determined suitability for our proposed use. There are no requested changes, upgrades, or safety concerns identified.

**OR**

We are requesting the following changes or upgrades:

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### SECTION 3 - Additional Information

What is the estimated daily attendance for this event:

300

What is the estimated total attendance for this event:

300

Number of Booths:

?

Event Day	SUN	MON	TUE	WED	THUR	FRI	SAT 10/19/21
SET-UP TIME							6 am
START TIME							10 am
STOP TIME							9 pm
TEAR DOWN / CLEAN-UP							11 pm

Additional organization(s) sponsoring event, including addresses:

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Please check this box if your organization is tax-exempt and provide proof of tax exempt status with this application.

# CITY OF SHEBOYGAN

## SPECIAL EVENT PERMIT APPLICATION



**IT IS THE RESPONSIBILITY OF THE EVENT ORGANIZER TO MAKE THE APPROPRIATE CONTACT WITH THE COORDINATORS LISTED BELOW AND SUBMIT COPIES OF ANY PERMITS TO THE DEPARTMENT OF PUBLIC WORKS AT LEAST TWO WEEKS PRIOR TO THE EVENT. IF ALL DOCUMENTATION IS NOT RECEIVED THE EVENT WILL BE CANCELED.**

Will you have (check all that apply):

- Street closures ..... Police Department
- Meters bagged ..... Parking Utility
- Pre-event advertising through yard or other signs ..... City Development
- Temporary directional or other signage during the event ..... City Development
- Alcoholic beverages ..... City Clerks
- Food and/or non-alcoholic beverages ..... Health Department
- Vendor related sales and/or display booths ..... City Clerks
- Tent/Canopy larger than 100 square feet or other temporary structure  
..... Public Works/Parking Utility
- Generator(s) and/or additional electrical facilities (Amps, Lighting, PA system, entertainment)  
..... Fire Department/Public Works
- Bon fires and/or open flames ..... Fire Department
- Fireworks or pyrotechnic devices ..... Coast Guard/Fire Department
- Activities in a park outside of normal operating hours ..... Public Works
- Bleachers, stage and/or fencing ..... Public Works
- Cones and/or barricades ..... Public Works/Parking Utility
- High-risk activities such as bounce houses, rock walls, dunk tanks, etc. .... City Clerks/Public Works
- Carnival activities ..... City Clerks/Fire Department
- Circus activities ..... City Clerks/Fire Department
- Amplified sound/music ..... Fire Department/Police Department
- Animals included or allowed in event ..... Public Works/Police Department
- Operation of amusement machines, devices, or mechanical games ..... City Clerks
- Use of Redevelopment Authority (RDA) Land ..... City Development/City Clerks
- Activities on river/lake ..... Coast Guard/Fire Department
- Operation of amusement machines, devices, or mechanical games ..... City Clerks

**CITY OF SHEBOYGAN  
SPECIAL EVENT PERMIT APPLICATION**



**SECTION 4 - Contact Information**

**PRIMARY CONTACT**

Name	Michael Thomas			Daytime Telephone
Cell Phone	920-287-9768			Fax
Email	ministerandcoach@yahoo.com			
Address	City	State	Zip	
1036 High ave	Sheboygan	WI	53081	

**SECONDARY CONTACT**

Name	Corey Roberson			Daytime Telephone
Cell Phone	920-254-8808			Fax
Email				
Address	City	State	Zip	

**ONSITE PRIMARY CONTACT**

Name	Penny Rogers			Daytime Telephone
Cell Phone	920-912-3165			Fax
Email				
Address	City	State	Zip	

**ONSITE SECONDARY CONTACT**

Name				Daytime Telephone
Cell Phone				Fax
Email				
Address	City	State	Zip	

**NOTE: Either the primary or secondary onsite contact must be present at all times during the event.**

**CITY OF SHEBOYGAN**  
**SPECIAL EVENT PERMIT APPLICATION**



**SECTION 5 – Equipment Rentals**

Please see the below table for any equipment rentals that may be necessary for your event. Note that there is a minimum delivery charge of \$25.00 for any equipment rental and any special service requests are billed at \$50.00/hour/person. Any equipment rental fees will be billed separately from reservations.

Quantity	GRILLS			
	\$10 Each	Chicken Grill	2'x4' sections	8 sections
	\$20 Each	Large Grill	18"x40" sections	10 sections
	TABLES & SEATING			
	\$18 Each	6' Picnic Combo	Table and attached benches	100 available
	\$13 Each	10' Straight Table	22" Wide, 30" High, 10' Long	110 available
	\$8 Each	10' Straight Bench	12" Wide, 19" High, 10' Long	100 available
	\$8 Each	4' Park Bench	Bench w/backrest	150 available
	\$200 / Rental	320 Chairs	White Plastic, \$20.00 charge for each missing chair	1 available
	STAGES			
	\$400 / Rental	Mobile Stage	Aluminum stage, 24' deep, 32' wide, 40" high	1 Available
	\$60 / Rental	Drum Stage	(4) 4'x8' Panels, 12 or 18" high	1 Available
	\$250 / Rental	Wood Stage (½ Stage) 28'x12'	(8) 42"x12' Panels	42 Panels Available
	\$400 / Rental	Wood Stage (Full Stage) 28'x24'	(16) 42"x12' Panels	
	\$50 / Rental	Dance Floor (½ Floor) 17.5'x36'	(15) 42"x12' Panels	
	\$100 / Rental	Dance Floor (Full Floor) 35'x36'	(30) 42"x12' Panels	
	MISCELLANEOUS			
	\$10 Each	Snow Fence w/stakes	50' Roll	
	\$50 Each	Bleachers	16' long, 5 rows	6 Available
	\$0 Each	Garbage Cans		
	\$0 Each	Recycling Cans		

CITY OF SHEBOYGAN  
SPECIAL EVENT PERMIT APPLICATION



**SECTION 6 - Legal Notice**

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Special Event organizers and participants must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. I further understand that an incomplete application may be cause for denial of the event.

**HOLD HARMLESS/INDEMNIFICATION AGREEMENT**

The undersigned sponsor of an organized special event acknowledges that the City of Sheboygan has adopted a Resolution granting such sponsor permission to hold a special event utilizing the streets, sidewalks and/or other properties or rights of way of the City of Sheboygan. It is understood that such permission is conditioned upon the sponsor agreeing to indemnify and hold the City harmless from any and all claims, suits, or actions for damage or injury associated with the organized special event.

It is understood and agreed that the undersigned sponsor of an organized special event shall save the City of Sheboygan harmless and indemnify the City for any loss, cost, or damage that may arise out of or in connection with the organized special event to be held on the streets, sidewalks and/or other properties or rights of way of the City of Sheboygan on the 19 day of June, 2021. Further, the undersigned sponsor hereby releases the City, its agents, and employees from any liability whatsoever associated with the organized special event and agrees that the City shall not be liable for any loss, damage, or injury to the person or property of anyone arising out of or resulting from the sponsor's use of the City streets and or sidewalks for its organized special event. Further, the undersigned also agrees to pay all reasonable expenses and attorney's fees incurred by the City if the undersigned shall default under the provisions of this agreement.

IN WITNESS WHEREOF, on behalf of (group name) Black -  
American Community Outreach of  
\_\_\_\_\_, have signed this agreement on the  
28 day of October, 2021.

Signature(s): Michael Thomas

\*If a corporation, signed by president and an officer of the corporation.

**CITY OF SHEBOYGAN**  
**SPECIAL EVENT PERMIT APPLICATION**



**SECTION 7 – Special Event Policies and Procedures**

The event organizers shall obey all laws, rules, regulations, and special orders given by the City of Sheboygan officials for the safety and health protection of the citizens. Such laws, rules, regulations, orders, and recommendations may either be written or verbal form and the decision of the City officials shall be final and conclusive.

A person(s) who obtains a park rental permit shall comply, and shall ensure all others using the park pursuant to the park rental permit comply, with all applicable public health guidance in effect at the time of the rental. This includes – but is not limited to – guidance issued by the Sheboygan County Health Officer, the State of Wisconsin, and the federal government (including, but not limited to, the Centers for Disease Control).

Fees for all shelters or fieldhouses deemed unavailable for outside use by the Department of Public Works during the duration of the event shall be paid by the sponsoring organization. Any Greenspace fees are charged for the use of Kiwanis or Deland Park property due to the events' impact on regular recreational use.

THE EVENT ORGANIZER SHALL SUBMIT A GENERAL LIABILITY INSURANCE POLICY CERTIFICATE IN THE AMOUNT OF \$1,000,000 NAMING THE CITY OF SHEBOYGAN AS AN ADDITIONAL INSURED PARTY. The Department of Public Works must receive this certificate at least 60 days prior to the event date. The City of Sheboygan also requires PRODUCT AND PREMISES LIABILITY INSURANCE IN THE AMOUNT OF \$1,000,000 IN THE AGGREGATE. A certificate of insurance must be provided to the City of Sheboygan showing the correct amount and naming the City of Sheboygan as "additional insured".

At all times, a member of the organization's staff shall be patrolling any water banks as a safety measure.

The event sponsor must plan for safe arrival, departure, and parking of the event attendees, participants, and vendors. Adequate, trained personnel shall be provided to control and regulate parking of vehicles in approved areas. No heavy vehicles are permitted on park turf areas. The City of Sheboygan prohibits vehicles from parking on playing fields and other specific parkland. Some grassy areas allow parking under specific conditions with AT LEAST 60 DAYS PRIOR APPROVAL by the Department of Public Works.

Please attach any information that you wish to have the City consider or you believe may be relevant to your event application.

- I am enclosing other information that I believe is necessary or helpful to describe the planned event

Please review the Contingency Plan Information on the following page.

- I have reviewed and have considered the Contingency Plan Information

# CITY OF SHEBOYGAN

## SPECIAL EVENT PERMIT APPLICATION



### FOR REVIEW ONLY CONTINGENCY PLAN

Event sponsors should review and consider the following issues when they are Contingency Plan Information planning or preparing for an event. Many of these issues are required by one or more regulations, or are components of larger regulations. Considering other issues which may not be required should contribute to the planning and operation of the event. Developing responses to these questions should result in more productive and fruitful discussions with the various departments with the City during their review of the Special Events Permit Application.

1. Weather related issues: rain, snow, severe storms, tornadoes, etc.
  - a. If the weather forecast includes bad weather, will the event be cancelled? If so, how will attendees be notified?
  - b. Develop a plan for the sudden onset of severe weather. Where will the people go and who is designated to assist in their safe arrival at the safe refuge place?
  - c. Is there an area of safe refuge in case of a tornado?
2. Medical Issues
  - a. Where will ambulance access to the event be in case one is needed?
  - b. Who will conduct crowd control in the event of a medical emergency?
  - c. Will a first aid station, with trained first aid provider, be provided at the event? Where?
  - d. If applicable, is there adequate shade to prevent heat stroke? Will water be provided? Where?
3. Crowd Control
  - a. Who will monitor the barricades?
  - b. Who will work the entry gates? Maintain egress and access?
  - c. Who will patrol the area to prevent incidents from getting out of control?
  - d. Develop a plan for those patrolling the crowd of what to do if they encounter unruly behavior. Have communications equipment.
4. Security
  - a. Will there be Police Officers providing security? If so, contact the Police Department for applicable requirements or guidelines relation to the number necessary.
  - b. If volunteers or private agencies provide security, will they have appropriate phone numbers for EMS, Fire, and Police?
  - c. If applicable, what will security officials do if non-paying attendees breach the gate/perimeter?
  - d. If a complaint is received, for example, for loud music, how and who will handle the complaint?
  - e. Provide communications equipment. Portable radios, cell phones, and access to land lines.
  - f. If applicable, secure monies in an area not accessible to the attendees.
5. Logistics
  - a. Where will there be, or will there be, a staging area for support staff?
  - b. What time will the crowd be disbursed and by whom?
  - c. Who will conduct clean-up?
  - d. Remember to maintain fire lanes and access roads.
  - e. Appoint one person to oversee and take responsibility for the event. Who?
  - f. Will an adequate amount of restroom facilities be provided? Where?
  - g. Is there adequate safe parking provided? Where?
  - h.

CITY OF SHEBOYGAN  
SPECIAL EVENT PERMIT APPLICATION



**SECTION 8 – Signature**

I am allowed to sign this application on behalf of the event sponsor. The information contained in this application for a Special Event permit is true, correct, and complete to the best of my knowledge. If there are any changes to the Special Event, I agree that I will promptly notify the City of Sheboygan of these changes and request approval of them.

Michael Thomas  
Signature

10-27-20  
Date

Michael Thomas  
Print Name

President of Black-American Community Outreach  
Print Title and Organization Name

**SECTION 9 – FOR OFFICE USE ONLY**

In agreement to the promises and stipulations stated within this application, the parties concerned have hereunto affixed their signatures below.

**CITY OF SHEBOYGAN**

Dawn M Row 10/30/2020  
Public Works Business Manager Date

\_\_\_\_\_  
Director of Public Works Date

\_\_\_\_\_  
City Clerk Date

\_\_\_\_\_  
Director of Transit Date

\_\_\_\_\_  
Director of Planning & Development Date

\_\_\_\_\_  
Police Date

\_\_\_\_\_  
Fire Date