

2019 Annual Performance Measurement Report City of Sheboygan, Wisconsin

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The City Attorney's Office provides legal services to city staff and alderpersons in an efficient manner to assist them in making fully informed decisions. This includes providing guidance, training, and information. The City Attorney, who is elected by the residents of Sheboygan, is the legal advisor and attorney for the City of Sheboygan. We perform professional legal work, represent the city in legal proceedings, conduct the city's legal business and related work, draft ordinances and resolutions, prosecute all violations of city ordinances, keep up with new law and trends in the law, and provide legal advice as appropriate to the Mayor, Common Council, various committees, and the city's management team.

The City Attorney's Office provides internal support to all six focus areas of the City of Sheboygan Strategic Plan:

- 1. Quality of Life
- 2. Infrastructure and Public Facilities
- 3. Economic Development
- 4. Neighborhood Revitalization
- 5. Governing and Fiscal Management
- 6. Communication

	2017 Actual	2018 Actual	2019 Actual
Workload Measurement			
Municipal Court cases prosecuted	801	640	842
Circuit Court cases prosecuted	8	2	9
Abatements	2	1	0
Inspection Warrants	3	1	1
Raze Orders	1	7	4
Business Development Loans	1	1	3
Real estate closings	9	7	8
Lawsuits against City	5	6	7
Foreclosures	4	3	3
Bankruptcies	12	12	12
Effectiveness			
Departments indicating a			
positive response to	91%	88%	98%
promptness			
Departments indicating a			
positive response to court as	94%	85%	95%
an approachable service			
Resident Satisfaction Rating	83%	85%	89%

OFFICE OF THE CITY CLERK 2019 ANNUAL REPORT

Many of the accomplishments in the Office of the City Clerk can be found in the day-today activities that focus on providing excellent customer service and information to the citizens of the City of Sheboygan. The office frequently provides front reception to residents and visitors and directs many incoming telephone inquiries. The following are just a few of the accomplishments achieved by the Office of the City Clerk in 2019:

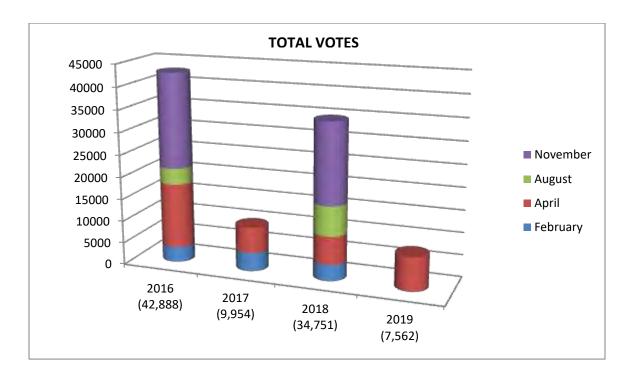
COMMITTEES/COMMISSIONS/BOARDS

- Distributed agendas and minutes for all city Committees/Commissions/Boards.
- Created Common Council agendas.
- Processed Council documents (acquired signatures, prepared minutes, published the synopsis and legal notices, updated the Municipal Code, etc.).
- Archived Common Council documents.
- Maintained listings and official originals of 193 Resolutions and 56 Ordinances.

ELECTIONS

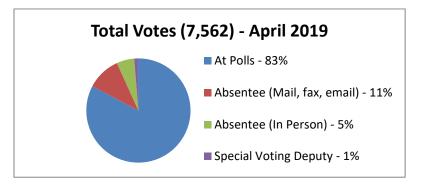
- Administered 1 election.
- Trained and employed 140 election inspectors.
- Organized 9 polling places to accommodate the 26 voting wards in the city.
- Worked collaboratively with city officials, staff, and the community to amend city Ordinance to update the polling location for voters in Ward 24.
- Continued use of new voting equipment from Clear Ballot, while providing feedback for improvements. Received new voting machines with updated features to be used in 2020.
- Responded to Voter registration maintenance letters sent by the Wisconsin Election Commission (719 mailings for 4-year maintenance and 1740 mailings for "Movers").
- Attended Department of Homeland Security Exercise in Madison.
- With the assistance of IT and in conjunction with the Wisconsin Elections Commission (WEC), implemented endpoint testing software on all office computers.
- Processed 746 voter registrations.

ELECTIONS (continued)



• Total Ballots cast for 2016, 2017, 2018, and 2019 are listed below:

• Below is a breakdown of Total Votes for 2019:



LICENSES/PERMITS

• Processed the following applications:

ALCOHOL RELATED LICENSES	2016	2017	2018	2019
"Class A" Intoxicating Liquor	10	12	11	14
Class "A" Fermented Malt Beverage	57	49	47	44
"Class B" Intoxicating Liquor	121	116	112	112
Class "B" Fermented Malt Beverage	148	145	138	131
"Class C" Wine	13	12	13	9
Special B Picnic	81	59	69	78
Beverage Operator	729	690	708	726
Provisional Beverage Operator	411	279	159	159

ADDITIONAL PERMITS/LICENSES (List not all-inclusive)	2016	2017	2018	2019
Taxi Driver	89	98	93	109
Provisional Taxi Driver	41	45	41	38
Massage Establishment	22	28	26	24
Cigarette	70	66	61	67
Commercial Operator	49	71	64	54
Residential Alarm	128	108	121	128
Commercial Alarm	318	345	344	361
Alarm Business	14	28	19	21
Transient Merchant	17	16	19	17
Mobile Food Vendor	14	17	20	26

CITY OF SHEBOYGAN **PUBLIC WORKS**

ANNUAL REPORT

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MESSAGE FROM

The Director

On behalf of the Department of Public Works, it is my pleasure to present the 2019 Annual Report highlighting the past year's successes, challenges and accomplishments. The Department is proud to provide the daily critical services necessary for the City of Sheboygan and its residents, providing the highest quality of life while being fiscally responsible. The Department of Public Works is unique in that it has a daily direct impact on every resident through the services and infrastructure provided and maintained. The Department's Mission is in close alignment with the City of Sheboygan's Mission and this Annual Report will demonstrate the commitment and dedication to successfully fulfilling this goal.

The year 2019 was significant with the grand reopening of the reconstructed City Hall. After many years of discussion and relocating City offices during the construction, City Hall was reopened with much excitement and received great reviews. North Avenue was reconstructed from Calumet Drive to North 15th Street along with the Pennsylvania Avenue Bridge resulting in two major road improvement projects. Our Parks and Forestry Division continue the monumental tasks of managing the devastating impacts from the Emerald Ash Borer and our urban forest. Nevertheless, the Department was able to plant over 500 trees in 2019 and continues our State of Wisconsin leadership with the "Tree City" designation 41 years.

These are just a few highlights of many contained within this year's annual report. The annual report demonstrates the Department of Public Works commitment to improving the quality of life within the City of Sheboygan. It details the amount of services provided and the levels of effort required to meet the increasing demands facing the Department. Furthermore, it displays the competing requests for services within the Department and how the Department effectively manages and adjusts resources to meet, and in some cases exceed, resident expectations. All of this activity is executed with the guidance of the City Mission, goals and objectives, as well as budget set forth by the Common Council.

Again, this year's annual report showcases the Department's greatest asset, its employees. Included within the report is recognition of the department employees and their service to the community. The Department has embraced many employee engagement activities and volunteer service to the community as showcased

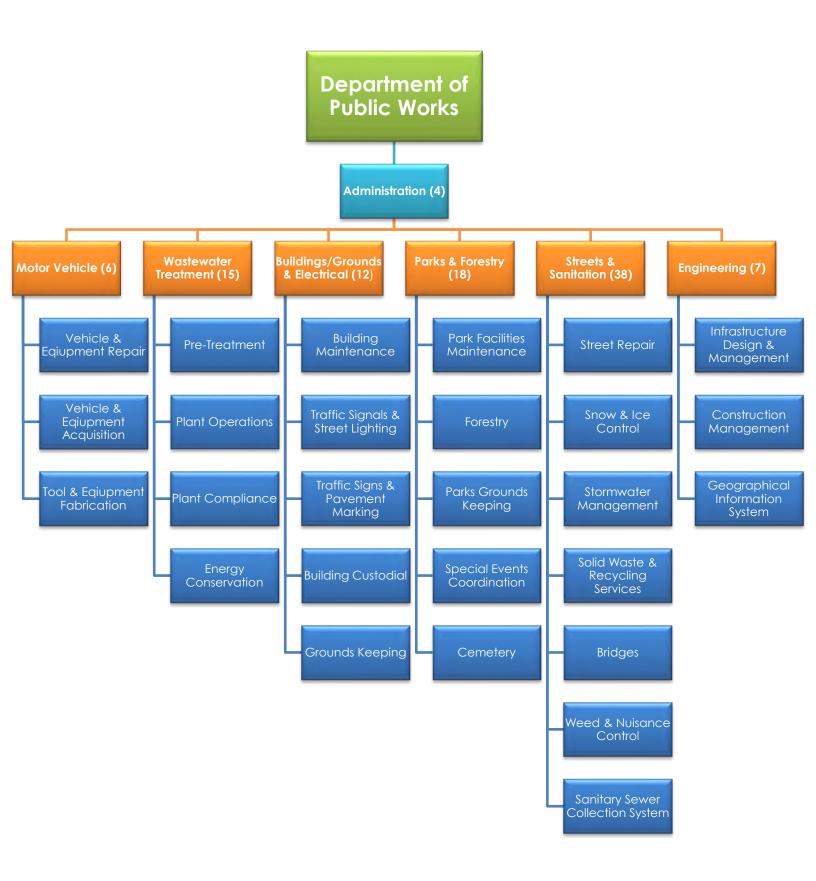


within the report. Without the support and commitment of the employees many of the positive results achieved this past year would not be possible. I am proud of the employees of the Department of Public Works and their quality work they provide to the community, every single day, and want to congratulate them on another successful year.

With that recognition, the Department of Public Works is again pleased to present this 2019 Annual Report to the Common Council. It is our goal to provide accurate and transparent information to help the Common Council answer questions from residents about public works issues. The Department of Public Works is committed to the betterment of the City of Sheboygan by providing quality infrastructure, community services and natural environments for not only today's generation but future generations as well.

Dedication enthusiasm Professionalism Integrity RESPECT

David H. Biebel Director of Public Works



2019 COMMON COUNCIL

Mayor, Mike Vandersteen City Administrator, Darrell Hofland City Clerk, Meredith DeBruin **City Attorney, Chuck Adams** President, Todd Wolf Vice-President, Mary Lynne Donohue

Alderperson District 1 Barb Felde Alderperson District 2 Todd Wolf Alderperson District 4...... Alderperson District 5 Alderperson District 6 Dean Dekker Alderperson District 7 Alderperson District 8 Ryan Sorenson Alderperson District 9 Trey Mitchell Alderperson District 10

Alderperson District 3 Donohue Rose Phillips

2019 PUBLIC WORKS COMMITTEE

Chairman, Todd Wolf



Vice-Chairman, Ryan Sorenson

Member, Betty Ackley

Member, Dean Dekker

Member, Rose Philips

WHAT WE DO

DEPARTMENT OF PUBLIC WORKS VISION

Provide a professional Public Works organization that will offer quality infrastructure and services, in a sustainable way that will contribute to making Sheboygan a desirable place to work, live and play.

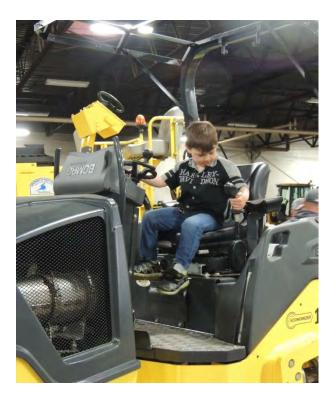
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CORE FUNCTIONS

The Department of Public Works is comprised of seven divisions: Administration, Engineering, Parks, Forestry and Cemetery, Streets and Sanitation, Facilities and Traffic, Motor Vehicle, and Wastewater. The DPW handles some of the most frequently reported community issues such as traffic signals, potholes, household garbage pickup, and street trees. Public Works also provides engineering services to the City.

COMMUNITY OUTREACH

Public Works week occurs annually in May, watch for an open house event hosted at the Municipal Service Building



GOALS & OBJECTIVES

The Department of Public Works seeks to provide quality infrastructure that conveys safe, efficient delivery of essential goods and services, provide clean and beautiful public spaces that maximize the natural environment to enhance the overall quality of life, and deliver professional quality public service with a friendly and welcoming atmosphere.

To meet each aspect of the goal, the Department has several objectives.

1

To provide quality infrastructure that conveys safe, efficient delivery of essential goods and services:

- Construct, repair and maintain City streets, sewers and other critical infrastructure to ensure public safety
- Maximize agency relationships with other entities to coordinate expansion, maintenance and reconstruction of infrastructure in an equitable manner
- Develop public right of ways with designs that encourage accessibility and efficient movements
- Meet with key stakeholders early in the planning stage to gain understanding and informed consent
- Provide complete streets and use best practices to create clean and beautiful public spaces
- Continue to maintain environmental compliance below regulatory requirements
- Continue to operate the wastewater/storm water collection and treatment system in a fiscally sound manner for the benefit of our customers

- Evaluate all infrastructure for areas of insufficiency and develop an action plan to correct areas of concern
- Develop a five-year capital improvements program identifying and prioritizing the major infrastructure projects needed to meet the community's needs

2 To provide clean and beautiful public spaces that maximize the natural environment to enhance the overall quality of life:

- Collect and properly dispose, garbage, litter, debris, graffiti from public spaces creating a clean, livable community
- Lead sustainability practices preserving natural resources and reducing energy consumption
- Preserve and maintain all facilities in a manner that provides a safe environment for the facilities' functions and occupants
- Maintain an adequate amount of active and passive recreational lands to meet current and future recreation needs
- Ensure that open space, recreation facilities and programs are designed to meet the special needs of all residents, especially senior citizens and the handicapped
- Coordinate subdivision review with all Divisions responsible for providing or maintaining adequate park facilities
- Continue to replace old and deteriorating recreation equipment at all City parks
- Continue to monitor and maintain existing park equipment to ensure its longevity and safety

3

To deliver professional quality public service with a friendly and welcoming atmosphere:

- Retain, develop, and recruit individuals with self-motivation and personal responsibility while embracing diversity and overall understanding of our mission
- Provide training and acquire skills to allow individuals to succeed and grow
- Provide a safe, healthy, and supportive work environment valuing employee contributions to the community
- Improve the effectiveness, efficiency, and quality of DPW service delivery through employee development, technology, and equipment
- Leverage the use of volunteers and public/private contractors to supplement the core levels of service needed
- Establish quality customer service mentality (treat others as you would want to be treated)
- Develop time management principals, scheduling – prioritization of activities through communication within the organization

DPW VITAL STATISTICS



19 BRIDGES 12.87 MILLION GALLONS OF SEWAGE TREATED

DAILY



36 PARKS 30,000 SIGNS E 40 SIGNALIZED INTERSECTIONS OVER 168,000 SQUARE FEET OF BRIDGE DECKS



171 MILES OF SANITARY SEWER

102.5 MILES OF STORM SEWERS





15.799 SQUARE MILES IN AREA

199.7 MILES OF STREETS

4,571 LIGHTS

ADMINISTRATION

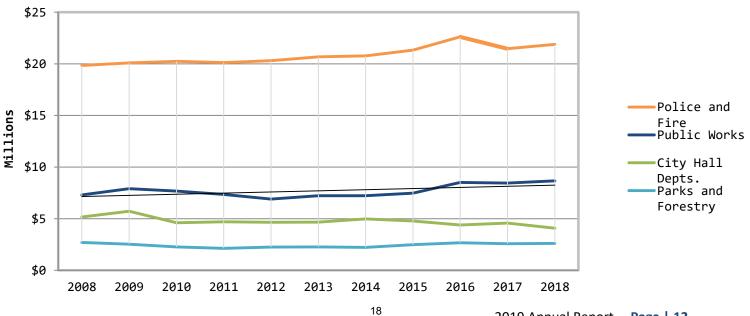
The City of Sheboygan's Department of Public Works main purpose is to improve the quality of life by effectively developing, maintaining and improving the infrastructure, natural resources, and community services. The administration is charged with the responsibility of developing strategy and ensuring the effectiveness of the Department's activities in meeting the needs of the citizens of Sheboygan. This is accomplished through the effective planning, organizing, leading and controlling of all available resources within the Department.

One of the most important functions of administration is preparing and controlling the Department's budget. Public Works continues to innovate, adjust, and lead with regard to maximizing results with limited resources. Public Works is unique when compared with other departments in the City, in that the Department has both internal and external customers. This

David H. Biebel	Director of Public Works
Dawn Sokolowski	Business Manager
Heather Burke	Administrative Clerk
Melissa French	Administrative Clerk



environment often creates competing demands for services, which the Department consistently balances with good satisfaction ratings. Overall, the Public Works and Parks and Forestry budget has remained flat over the long term and well under the growth rates of other City departments as is shown in the chart below:



City Budgets

While the Department's budget has remained relatively flat, the Department's workload and demand for services is ever increasing. The operations of the Department are not comparable to a commercial setting in which economic demands determine the amount of labor and material needed. In addition, the Department has competing demands for the same limited resources further adding to the challenges. Annual Park Reservations 1032 1034 1015 929 929 2016 2017 2018 2019



Annual Park Reservation Revenue

City parks are one of the great assets of the community as shown on the annual parks reservation and annual park reservation revenue graphs. Notable figures for 2019 are the increase in permits and revenue over previous years. This is most likely due to rentals for buildings accounting for 66 percent of our rentals and the first increase in fees in many years. Building rentals require more attention from park staff versus outdoor open shelters. Most importantly, a visitor's first impressions typically are the quality and cleanliness of streets and parks. The administration office staff manages all park reservations and special event applications.



The Administration provides support services to all the Divisions within the Department by managing the budget, personnel transactions, customer requests, and public information. The objectives of the Administration are to support the necessary Divisions in order for their personnel to effectively concentrate on accomplishing their objectives. In addition, the Administration manages required reports for State and Federal agencies, grants, and the majority of permits and requests for service. Examples include: park permits, permits to excavate the right-of-way, permits to occupy the right-of-way (dumpster permits), boat ramp permits, and river boat slip leases.

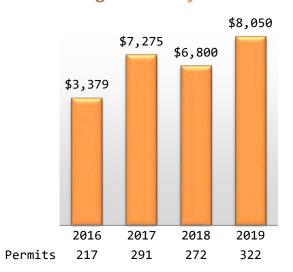
The Public Works office also handles all of the Municipal Driveway permits. Any resident wishing to cut an existing curb to install or expand a driveway must secure a permit through our offices. The purpose of this permit is to ensure proper placement of driveways so as not to cause problems. There is a small fee (\$25.00) for residential driveway permits. Also, a filing fee is charged for commercial driveways for recording at the Register of Deeds.

In years past, the Department had seen a decrease in the number of driveway permits issued. There was an increase shortly after the adoption of the new winter parking rules which have been in effect for over a decade and may be the cause of the upturn in permits issued once again, due to the increased discussion of snow emergency rules. The Department encourages

residents to develop and provide off-street parking. The permits issued by the Department allow for the proper placement of driveways to prevent issues. Off-street parking significantly helps the Department in street sweeping, snow removal, garbage collection, tree trimming, and other operations.

This is the same philosophy behind permits to occupy street right-of-way (ROW) or dumpster permits. This permit allows residents, businesses, or contractors to occupy the street ROW, typically the parking lane, with equipment for extended periods of time. A fee is collected for this activity and is based on the length of time someone is occupying the street ROW.

Permits to Occupy Right-of-Way





■Work Limitation/Restriction (Days)

■Lost Time (off work)

Worker compensation claims can be a costly part of any business, especially in Public Works, where the nature of work is hazardous and physical. As a result, the Administration is serious about protecting employees from injuries.

In late 2015, the Department hired a Superintendent of Streets and Sanitation who has a strong safety background and has made several safety improvements. The Department also takes advantage of Cities and Villages Mutual Insurance Company (CVMIC), the City's insurance company that provides assistance as part of our membership.

This year in an effort to engage employees, they were asked to participate in discussions pertaining to safety and other topics to create a more

rewarding work environment. The Department continues to strive for improving and providing a safe and enjoyable work environment for all employees as well as the public at our work zones.

Overall, the Administration is opening the lines of communication with the citizens of Sheboygan. In 2016, the Department enhanced its use of social media (Nextdoor, Facebook, Instagram, Twitter, and the DPW website) by providing real-time updates on road closings, construction detours, snow removal operations, garbage collection schedule changes, and other critical information. In addition, the administration gives public presentations to community groups and organizations on public works projects and programs.



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CAPITAL PROJECTS BY THE NUMBERS

PLANNED	35

DESIGNED

4

9

13

UNDER CONSTRUCTION

CLOSED OUT

22

PROJECT HIGHLIGHTS

- City Hall Renovation Project
- Pennsylvania Avenue Bridge Reconstruction
- North Avenue Reconstruction
- North 15th Street Reconstruction
- Niagara Avenue Reconstruction
- SouthPointe Enterprise Campus

Capital improvement projects are a big part of Public Works' role in building the future. The Capital Improvement Program (CIP) establishes a five year plan for improvements to the community's infrastructure.



City Hall Renovation and Grand Opening

Completion: September 2019

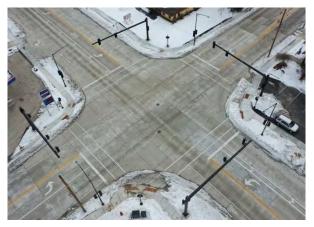
Project Description: This project created a safe, functional space for citizens and employees of the City of Sheboygan. There was a desire to preserve the historical nature of City Hall, however significant modifications needed to be made to make it a functional space for many years. In September 2019, a grand opening was held to welcome employees and citizens back to the renovated City Hall.



Pennsylvania Avenue Bridge Reconstruction

Expected Completion: Spring 2020

Project Description: The Pennsylvania Avenue Bridge was built in 1973 and the bridge deck was in need of replacement. This project replaced the bridge deck, while also improving the street lighting and navigation lighting. Improvements to the sanitary sewer were also completed.



North Avenue Reconstruction

Expected Completion: Summer 2020

Project Description: This project reconstructed portions of North Avenue continuing where the previous improvements at Calumet Drive stopped. These projects combine to provide a new and efficient roadway between North 15th Street and Calumet Drive. Work included a new railroad crossing, updated street lighting, and new traffic signals at the intersection with North 15th Street.

ENGINEERING

The Engineering Division of the Department of Public Works has five main areas of concentration:

- Planning and design
- Asset management •
- Surveys, maps, and records •
- **Construction management**
- **Consultant oversight**

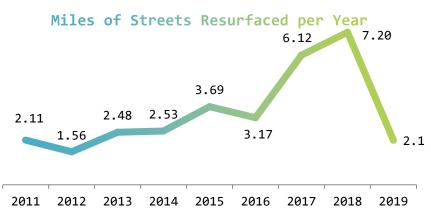
Through its programs and services, the Engineering Division seeks to improve the quality of life within the City by overseeing maintenance of the existing infrastructure and design and oversight of improvement projects. The Engineering Division has a total of eight full time employees with several of the staff being with the Division many decades providing key historical references and information.

The Engineering Division manages the major infrastructure improvement

Ryan Sazama, P.E.	City Engineer
Kevin Jump, P.E.	Civil Engineer/Project Manager
Scott Isaacs, P.E.	Environmental Engineer
Michael Born, P.L.S.	City Surveyor/Engineering Technician
Vic Gatawakas	Senior Engineering Technician
Jordan Sucha	Civil Engineering Technician
Tyler Hill	Engineering Technician
Andrew Bartell	Geographic Information Systems Specialist



projects (capital improvements program) within the City. Since 1995, the City of Sheboygan has invested approximately \$68.7 million in infrastructure improvements. The annual street resurfacing program provides the majority of street improvements. However, State and Federal funding for connecting highways provides for the major reconstruction projects. In 2019, the City of Sheboygan had two federally funded reconstruction projects. The projects were North Avenue (Calumet Drive to North 15th Street) and the Pennsylvania Avenue Bridge. These two projects had a combined construction cost of \$7.7 million. North 15th Street, from Wisconsin



Avenue to Niagara Avenue and Niagara Avenue from North 15th Street to North 14th Street was also reconstructed in 2019. Furthermore, new subdivision development requires the expansion of streets and sewer systems.

Since 2012, the Division has relined CIPP (cure-in-place-pipe) over 7.60 miles of sanitary sewer and approximately 2.55 miles of storm sewer.



Liner Being Inserted Into Sewer Pipe

Sewer Lining Program



The City of Sheboygan's Pavement Management Program is a strategy that identifies cost-effective methods for preserving the City street network and prioritizes the levels of maintenance along with funding levels in order to improve the quality and extend the life on our existing street network. Pavement Management Systems take complex, large networks and data, and summarize this information into usable data for decision making. Streets are ranked biennially by many factors such as pavement condition, average daily traffic,

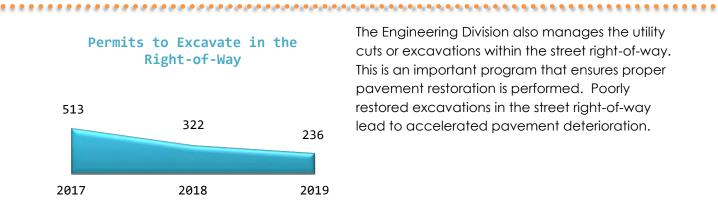
pavement type, utility condition, width, age, and

many other factors. The goal of the Pavement Management is to make cost effective decisions with limited funding while improving and extending the life of the street.

2019 Average **Pavement Rating**

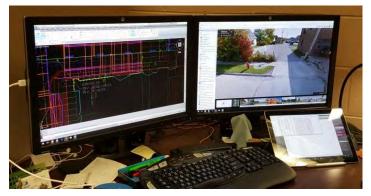
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The Pavement Management System provides the Department of Public Works with a comprehensive overview of our street network and display the overall health or condition of this network, all based on condition assessments and maintenance strategies matrixes and funding analysis. As a result, the Department has increased its efforts to improve this critical infrastructure to our community as is evident in the increased miles of streets resurfaced/reconstructed in recent years.



The Engineering Division also manages the utility cuts or excavations within the street right-of-way. This is an important program that ensures proper pavement restoration is performed. Poorly restored excavations in the street right-of-way lead to accelerated pavement deterioration.

The Engineering Division also maintains all the mapping and data regarding the City's infrastructure. The City's base map is now digitally produced. In 2018, the Engineering Division invested in a new mapping and data collection software called ESRI. This software is the standard used throughout the industry. This software will allow the Division to transfer and share data more efficiently with other



Computer Aided Design Station

departments in the City of Sheboygan as well other governmental and private industry entities. It will be the foundation for all of the infrastructure and data to be captured geographically. The



Computer Surveying/GPS Equipment

majority of City services, even those outside of Public Works, are geographic in location.

Surveying data is also captured digitally and downloaded into the mapping and design software (CAD) greatly enhancing the accuracy as well as speed to alter designs and review alternative layouts.

The Engineering Division manages the City Sidewalk Program, which inspects defective sidewalk and orders their replacement. It is the City's responsibility to maintain a safe pedestrian walkway, and failure to do so may result in future liability. Once notified of a defective sidewalk, the property owner has the option to do the work, hire their own contractor, or contract with the City's contractor for the sidewalk replacement. With approximately 350 miles of sidewalk, this program is ongoing.

Sidewalk Repair/Replacement Program





Before (left) and After (right) Sidewalk Replacement



The Engineering Division has designed and installed over \$227,681 of mini-storm sewers in the City since the project's initiation. Since the flood of 1998, the Division has taken an aggressive approach to solving clear water problems. This program continues to grow; however, the Engineering Division now requires storm sewer laterals in any new construction to ensure sump pumps are not discharged into the sanitary sewers. The mini-storm sewer program is ongoing.



Mini-Storm Sewer Installation - Backyard



Incorrect Sump Pump Discharge

GOAL

Provide quality infrastructure that conveys safe, efficient delivery of essential goods and services



PARKS, FORESTRY and CEMETERY

The Parks, Forestry and Cemetery Division of the Department of Public Works main purpose through its facilities, programs, services, and personnel, seeks to enhance the quality of life and environment; to acquire, conserve and protect natural resources; and to provide leisure opportunities for the benefit of its present and future citizens.

Parks, Forestry and Cemetery Division goals include:

- Provide appropriate financial support for park, recreation, and open space needs
- Develop an attractive diversified park system comprising of imaginatively designed indoor and outdoor areas and facilities to meet the varied interests of the residents
- Maintain the park system, in accordance with high standards, so as to contribute to the beauty, charm, and quality of life of the City of Sheboygan
- Cooperate with and support the Sheboygan Area School District in the joint planning, design, development, and operation of areas and community, recreation and education programs
- Utilize land and water resources in cooperation with both public and private agencies for the maximum development of recreation programs and services
- Maintain high standards in leadership, facilities, and equipment consistent with the Department of Public Works and the City of Sheboygan's mission
- Provide for the planting, maintenance and preservation of all trees and flora on City owned properties

Joe Kerlin	Superintendent
Tim Bull	City Forester
Scott Plehn	Parks Leadman
Ken Meinnert	Forestry Leadman
Brian Meulbroek	Construction & Maintenance
Dan Billmann	Craftsman Construction & Maintenance Craftsman
Jim Lavey	Cemetery Caretaker
Tom Perl	Tree Trimmer
Mark Kiser	Tree Trimmer
Jim Stromski	Tree Trimmer
Jason Harrison	Utility Driver
Chad Prisinger	Park Caretaker
Ryan Cyr	Park Caretaker
Mike Johnson	Park Caretaker
James Gilliam	Truck Driver
Rich Beseler	Truck Driver
Chad Kuehn	Truck Driver



PARKS CREW



36 Parks **705** Acres

explore enjoy water relax outdoors





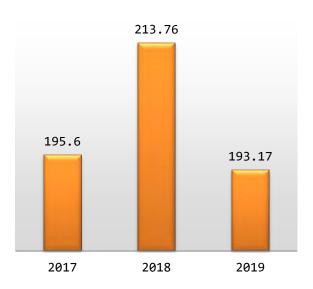
The Division is responsible for maintaining and improving the City park system, which consists of 36 parks, 705 acres, six rentable pavilions, 10 rentable picnic shelters, a bandshell, 24 restrooms, 25 playgrounds, three splash pads, two fish cleaning stations, 10 tennis courts, six baseball/softball fields, Wildwood Softball Complex, Wildwood Baseball Complex, two miles of public beaches, concreate skate park and an archery range. The Division also assists with the many Sheboygan celebrations held throughout the summer season.

Park garbage is collected twice a week by two park staff using the park garbage truck. The Division also collects garbage from the 8th Street receptacles, City offices, and the Police and Fire Departments.

Grass cutting and park maintenance dominate the summer season. The grass cutting crews are comprised of seasonal and full-time employees. These crews are responsible mowing and trimming of all parks, street boulevards, and water retention areas.

In addition to routine maintenance items, the Division is responsible for delivering park equipment to the major festivals and smaller gatherings within the park system. Department charges these organizations for the use and delivery of the equipment. Other than equipment and park rental fees, the majority of the parks are available at no charge to the public.

Park Garbage in Tons



	Park Equipment Used										
	4' Bench	Straight Tables	Straight Benches	Combo Tables	Stages	Grills	Snow Fence	Garbage Barrels	Chair Trailer	Dance Floor	Bleachers
2016	333	455	264	600	14	43	195	410	6	6	9
2017	71	340	174	526	13	17	137	334	4	4	9
2018	95	308	192	556	17	37	97	381	8	9	9
2019	77	243	172	636	13	36	95	496	8	4	8

For 2019, the Department scheduled 10 major events in the parks:

- Greek Fest
- Freedom Fest Independence Day Celebration
- Hmong Summer Festival
- Rotary Lobster Boil
- Jaycee's Bratwurst Days
- Gus Macker Basketball Tournament
- Night Market
- Taste Sheboygan
- Maywood Earth Ride
- Riverfest

These celebrations are open to the entire community and enrich quality of life of the citizens of the City of Sheboygan. The Division is committed to supporting these events and providing quality services which is consistent with enhancing the quality of life for the citizens of Sheboygan.

Winters for the park crew consist of adding a tree trimming crew, snow removal of 26.2 miles of sidewalks and trails, cleaning 11 parking lots and maintenance of park signs, picnic tables, garbage corrals, and grills. The Parks, Forestry, and Cemetery Division also assists the Streets Division on an asneeded basis for snow removal.





New Sheboygan A's Party Deck and Field Improvements at Wildwood Softball Complex

Capital Improvements for the year consisted of the in-house construction of a 56' x 32' park garage building in Deland Park, construction of two tennis courts and three pickleball courts in Vollrath Park, sidewalk construction to meet ADA accessibility in Cleveland Park and Optimist



Deland Park Garage

Park, and a Kiwanis Park Master Plan Design.

The addition of a new park garage at Deland Park addresses the growing need for a place to store equipment in a central location for the lakefront crew.

> Enhancing the Quality of Life

The Parks Division also worked with Lakeshore Natural Resource Partnership (LNRP), and several other partners to hire Wisconsin Conservation Corps (WisCorps) to remove and chemically treat a variety of invasive species. Stantec, an environmental engineering consultant, was instrumental in working with WisCorps along the North Point Bluff. WisCorps is already set to continue working along the bluff in 2020. Part of the Bluff Restoration Project will be the continued invasive removals and planting of a variety of native trees and shrubs for erosion control



Bluff Restoration Project



Jaycee Quarryview Park is 38.29 acre park that provides a year round 18-hole disc golf course, mountain bike trails along Pigeon River and a beautiful spring fed quarry that is home to the Quarry Beach and Adventure Park. The adventure park first opened in 2013, leased by the City to a private company. In 2017, a local company, EOS Surf, took over management and lease of the Quarry. The park provides water park inflatables, or wibits, for ages 6 and up, kayaks, stand up paddleboard rentals and lessons, a beautiful sand beach and party room rental. The park is a big part of Sheboygan's history, and the adventure park has brought new life to the whole park.



Stand Up Paddleboard Rentals and Wibits at Quarry Beach and Adventure Park

Another popular City park destination is the Ellwood H. May Environmental Park, or more commonly referred to as, "Maywood." This park is unique in that it remains in a natural state. Its primary focus is environmental education and stewardship. Maywood has six diverse ecosystems, an arboretum, a butterfly and humming bird garden and a fantastic Ecology Center. Programs offer educational and outdoor experiences designed to connect people of all ages to the natural world. In 2018, Maywood worked with the Sheboygan Area School District and Camp Y-Koda to start a pre-school program. The program offers a hands on nature based learning experience.



In 2019, the Parks Division partnered with a private company for the creation of an authentic German Biergarten. City staff first started talking about a beer garden in one of Sheboygan's parks in 2017. The city advertised for proposals in 2018 and in September entered into an operating agreement with Power Pubs, LLC to open 'The Sheboygan Biergarten' in 2019. The Biergarten is located in Area 8 of Kiwanis Park and its seasonal operations are based on authentic German Biergarten offering concessions, including several authentic German beers, a few domestic beers, wine, soft drinks and water. They offered German large pretzels and cheese curds for snacks, but patrons were encouraged to bring in their own food. The Biergarten was set up to be very family friendly. The city even changed current ordinances to allow dogs on a leash in the Biergarten area during open hours.



Cole Park Adopt-A-Park Kick-off

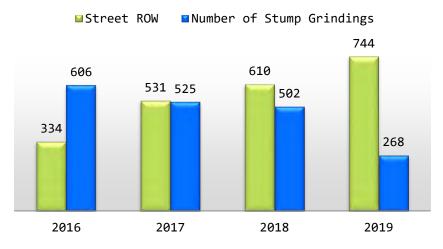
In 2018, the Department of Public Works piloted an Adopt-A-Park and Adopt-A-Trail program for local businesses and community groups. The program has been successful so far, with inquires for

more adoptions coming in regularly. In 2019, RCS adopted a section of trail along the Shoreland 400, the Friends of North Point adopted the North Point Overlook Park and the Vollrath/North Point Neighborhood Association adopted Cole Park. This brings the total adoptions since the programs' initiation to six. The Department works closely with leaders from the businesses and neighborhood associations to plan kick-off events to annouce their adoptions , organize and provide support for clean-ups, and provide guidance for future park upgrades.



FORESTRY CREW

Tree and Stump Removals



Recognize that the public lands owned and managed by the City present an opportunity for the City to practice good environmental management and demonstrate sustainable land management practices.

GOAL



Tim Bull, the City Forester, giving a demonstration of how the Forestry Subdivision treats for the Emerald Ash Borer.



The Division has five full-time forestry employees that care for 23,000 street trees and all park trees. During the winter months, an additional three person crew is formed by other Public Works Department workers and aid in the trimming of

the street trees.

In 2016, the Common Council accepted its first Urban Forestry Management and Emerald Ash Borer (EAB) Plan. It also developed a planting plan, inventorying over 3,700 possible street planting sites. Tree planting and ash tree management became a priority for the Division in 2017 and will be for years to come. The urban forest of Sheboygan provides aesthetic, economical, and environmental benefits to citizens, businesses, and visitors. Beyond shade and beauty, trees have practical benefits and real monetary value. The purpose of having an urban forest management plan is to ensure that the citizens of City of Sheboygan will enjoy the benefits of



trees through proper arboricultural techniques and management practices. The plan breaks down into two main goals:

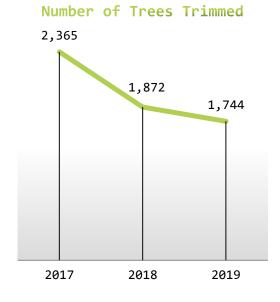
1 Eliminating high risk situations such as high-risk trees, branches, and the removal and management of EAB infected trees.

2 Establish a routine, comprehensive Urban Forestry Program for a healthy forest.

In 2019, the Division contracted for the planting of 535 trees. Financing for the tree planting was a combination of city funds, community block grant funds, a grant from 100 Friends of Wisconsin and USDA Forest Service, and donations from the local Rotary Clubs. The Division also treated

799 ash trees, removed 374 ash trees, removed 370 other dead, dying or hazardous trees, trimmed 1,744 trees, and ground out 268 stumps.

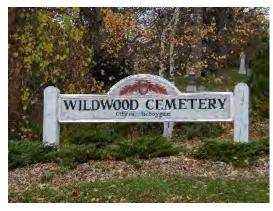






41 YEARS of Tree City USA

This year the City received its 40th Tree City USA award during its Arbor Day Program in Deland Park. Sheboygan is the longest Tree City USA recipient in the State of Wisconsin. The Wisconsin DNR and the Sheboygan Area Rotary Clubs joined the City in the celebration. The Sheboygan Area Rotary Clubs donated \$14,500 to the City to aid in the replanting of City trees.

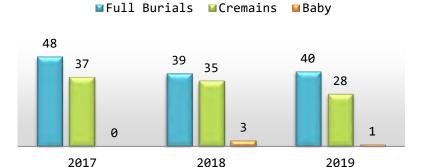


The City of Sheboygan Department of Public Works has owned and operated the Wildwood Cemetery since the 1850's. The cemetery is 62 Wildwood Cemetery

acres and has over 25,000 graves with perpetual care, with approximately 20,000 burial lots remaining. Of the 62 acres, 40 acres are intensively maintained, and the remaining 22 acres are reserved for future use. The cemetery has a dedicated full-time caretaker and office support staff that provides quality death-care services to families in their time of need. The cemetery is supported by the parks and forestry crews and several seasonal employees. Tree care, mowing and trimming account for a tremendous amount of staff time keeping the cemetery looking nice for visiting families.



Wildwood Cemetery Burials



STREETS and SANITATION

The Streets and Sanitation Division has 37 full-time employees, which makes it the largest Division within the Department of Public Works. The Division places a high priority on improving the quality of life by effectively developing, maintaining and improving the infrastructure, and community services.

Daily street maintenance for the Division includes

- Street excavation and repairs
- Tarring or crack filling
- Pothole repair
- Asphalting and concrete work
- Street sweeping
- Snow and ice removal
- Barricading for City celebrations/events

Daily sanitation maintenance for the Division includes

- Garbage and recycling program
- Residential Recycling Center
- Sewer maintenance and construction



Jason Blasiola **David Groves Scotty Buboltz Brandon Munnik Bruce Matzdorf Nick Binsfeld Ben Mohar Kevin Prisinger** Mark Wilhelm **Chris Anderson** Mark Kuhfuss John Burkard Adam Gilson **Travis Hill** Gene Kunstman James McKenzie **Mark Polich** Thomas Ross **Bill DeAmico Tim Allee** John Bridges **Jason Brill Chad Jones Travis Larson Robert McNitt** Matt Yancev Nate Schanno **Brian Schmitt** Shawn Soucheck **Ryan Schneider** Joel Brunnbauer **Kyle Thomas**

Superintendent Supervisor of Operations Leadman Leadman Leadman Maintenance Worker IV Maintenance Worker IV Maintenance Worker IV Maintenance Worker IV Maintenance Worker III Maintenance Worker III Maintenance Worker III Maintenance Worker III Maintenance Worker II Maintenance Worker III Maintenance Worker III Maintenance Worker III Maintenance Worker II Maintenance Worker III Maintenance Worker II Maintenance Worker II Maintenance Worker III Maintenance Worker II Maintenance Worker I Maintenance Worker II Maintenance Worker II Maintenance Worker I

Chris Dekker Adam Fryman Mike Yank James Michalesko Maintenance Worker III Maintenance Worker II Maintenance Worker I Maintenance Worker I



Accountability innovation Service Fiscal Responsibility RESPECT



Demonstrating the Sewer Camera Truck on Public Works Day





Street maintenance is one of the major functions within the Division and the most costly.

In 2019 the budget was \$1.7 million. The Division performs street repairs as well as repairs from contractor's utility excavations within the street right-of-way.

The Streets Division has made a concentrated effort to fill pot holes using hot mix asphalt during the 2019 construction season. Using hot mix makes a better, longer lasting repair. As shown in the graph, the DPW placed 214 tons of hot mix asphalt in 2019. The DPW's goal is to respond to pothole requests within two business days. During 2019, the Department's response rate averaged 1.8 days.

During the winter months when hot mix is unavailable, cold mix asphalt is the only alternative. Cold mix asphalt does not adhere to the road surface and will eventually come loose. The Division makes every effort to revisit these areas and install hot mix during the summer months.

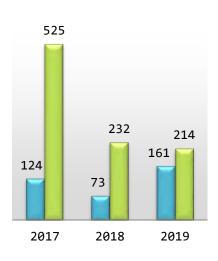
The Division is using more asphalt with an asphalt paver. The Water Utility and Wisconsin Public Service (gas) are performing their own street repairs as a result of their work. This work is inspected by the Division to ensure quality and to prevent premature failures. Overall, the Division is pleased with this arrangement because it allows our crews to concentrate on more important repairs and maximize the effectiveness of street repairs.



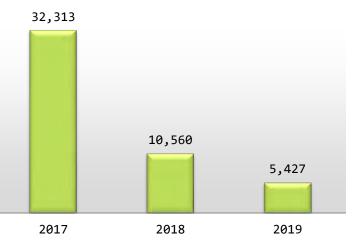
Pot Hole Wagon



■Potholes - cold mix tons ■Potholes - hot mix tons







Asphalt is placed on streets with blacktop overlays. Furthermore, streets are resurfaced with asphalt when the pavement becomes deteriorated. In 2017, the DPW took delivery of a new asphalt paver. As a result, the Division has had a large increase in the amount of tons used. The Streets and Sanitation Division has started working with the Engineering Division to complete Capital Projects. This year the DPW did not pave as many streets as in 2018 due to state projects

40

and emergency repairs. The Division did complete paving sections of Pershing Avenue, Taylor Drive, and North 8th Street. The DPW placed a total of 5,012 tons of asphalt with the paver, overlaying 5,427 linear feet of asphalt in 2019.

2019 Cost of Asphalt per ton: \$35.04

The DPW purchases the majority of the asphalt from Sheboygan County Highway Department. The end result lowered the overall cost per ton.



Concrete Crew





The DPW concrete crews have been placing more yards of concrete the last three years due to the installation of American's with Disabilities Act accessible ramps. DPW crews have been working with the Engineering Division to learn how to use laser levels and set the proper grade for the accessible ramps. Crew members have also attended seminars to learn about the specific grades and requirements of ADA Act. Speficially in 2019, DPW personnel installed the ADA compliant ramps in the neighborhood surrounding the Shaw Family Playground and the formal Social Security Administration Building.



ADA Accessible Ramps near Shaw Family Playground



ADA Accessible Ramp outside of former Social Security Administration Building



Street Excavation Patch

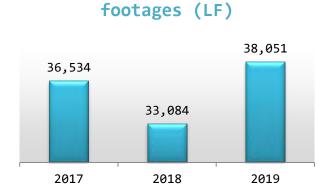
Street Right-of-Way (ROW) excavations occur when contractors need to dig within the street ROW to repair, replace or install utilities. It is important for the Department to regulate this activity to ensure protection of the street and underground utilities. In efforts to maintain the integrity of the street network and prevent disruption of traffic and public services, careful coordination is required by the DPW.

In previous years, the Streets Division would perform all the repairs to the ROW. This activity would take a considerable amount of time and resources away from other Division projects. In efforts to work more efficiently, the Division has shifted this work back to the contractor's or utilities performing street ROW

excavations. The Division ensures the quality of the repair through the permit process and frequent inspections.

The Division has witnessed an increase in the amount of utility service holes in City streets. Telecommunications deregulation has opened the competition, and the result is more companies installing new communication wires. In addition, the gas utility has systematically upgraded their infrastructure.

Crack filling is performed on a two-year, five-year and ten-year cycle, in that streets with asphalt overlays or new streets have cracks filled during these time periods. It is imperative to fill cracks to prevent water from penetrating into the pavement, which will cause further deterioration. This program started in 1985 and has been very successful. In 2019, DPW cracked filled 38,051 linear feet. As the Division starts to overlay more streets, the City will continue to see increases in the amount linear feet cracked filled yearly.



Crack and joint filling

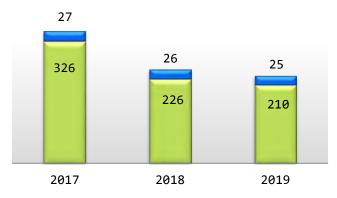


Crack Filling

The Streets Division is responsible for the response and control of noxious weeds and tall grass complaints. The Division takes calls on a complaint basis and will respond to verify if there is a problem. The supervisor notifies the property owner when a violation is discovered and gives 48 hours' notice to cut the weeds or grass.

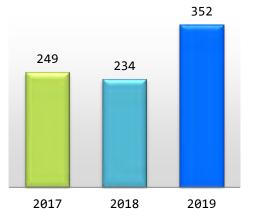
A follow-up inspection is then necessary to see if the problem has been rectified. If not, the supervisor will then notify the City's contractor to proceed with cutting the weeds or grass. As one can imagine, this process is time consuming. However, it is a necessary program that helps maintain the high quality of life within our community.

Weed and Tall Grass Complaints



Number of lots cut by city contractorNuisance notices issues (weeds notice)

Bridge Openings



Bridge maintenance is another major function under the Street and Sanitation Division. Maintenance includes seal coating the bridges biannually. The City

Bridge Maintenance

has 19 bridges with over 185,000 square feet of bridge decking. The 8th Street Bridge over the Sheboygan River is the most expensive bridge in terms of maintenance and operation. The bridge has a lift span that must be opened for maritime traffic. From May 1 through October 31, the bridge is staffed with tenders that open and close the bridge for boaters.

State and Federal regulations require bridges are inspected biannually by a certified bridge inspector, whom the Division has contracted with the County.



8th Street Bridge controls

8th Street Bridge being inspected

Snow and Ice Control

Snow and ice control is one of the most important and visible activities the Streets Division performs. The Division takes a proactive approach through advance planning, work crew training, equipment readiness, deicing agents,

monitoring weather forecasts, dispatching crews and public notification.

The Department of Public Works has started to use brine to treat the roadways. The direct application of brine, also known as anti-icing, can be applied to road surfaces up to three days prior to a snow event. Anti-icing is often the most cost effective and environmentally safe practice in certain winter road maintenance situations.



Applying the brine to the roadways will prevent the snow and ice from forming a bond with the road surface. By preventing the bond, it becomes easier to remove the snow from the roadway.

Anti-icing requires about a fourth of material at one tenth the overall cost. One ton of salt makes around 800 gallons of brine. The DPW can treat 26 miles of road with 800 gallons of brine. Comparatively, one ton of salt applied directly on to the road at 300 lbs. per lane mile is able to treat up to 6.6 miles.

In addition to anti-icing, DPW salt and plow trucks have the capability to apply brine to the salt as it is applied to the road surfaces. Applying brine to

road salt is called pre-wetting. According to recent studies, pre-wetting salt can reduce salt usage by 30 percent. By pre-wetting the salt with brine prior to being applied to street, it is activated and starts working when it comes in contact with road. Whereas dry salt needs to come into contact with precipitation before it will to start work. When dry salt is applied to roadways researchers, have found

20 SNOW EVENTS

The City saw 20 snow events for a total of **69** inches of snow. The DPW used **3,212** tons of salt in 2018/2019. that up to 30% of the salt bounces and scatters into the curb lines. Pre-wetted salt does not bounce as much and stays in the roadways.

Over the past four winter seasons, the City of Sheboygan has experienced an average of 20 snow events a year that required the DPW to respond. In 2018 / 2019 season, the City of Sheboygan saw 20 snow events for a total 69 inches of snow. The DPW used 3,212 tons of salt.



Salt Brine Treated Road

Winter Snow Operations

Year	EVENT #	event Duration (HRS)	event precipition (inches)	total Man Hours	labor Cost	salt (tons)	salt cost (tons)
2012-2013	24	319.25	61.50	4,004	\$126,126	5,012	\$297,574
2013-2014	32	248.00	69.25	4,680	\$147,428	4,667	\$283,777
2014-2015	19	124.50	29.00	1,960	\$ 61,740	2,302	\$162,055
2015-2016	22	332.25	39.70	3,115	\$ 98,107	4,552	\$320,433
2016-2017	22	447.50	65.00	4,988	\$157,122	4,557	\$314,314
2017-2018	15	253.50	47.50	3,424	\$117,710	2,925	\$195,785
2018-2019	20	231.00	69.00	2,937	\$102,795	3,212	\$245,300

In 2019, the Streets & Sanitation Division crews worked ahead and performed the majority of underground repairs prior to the paving crew overlaying the streets.

Sanitary and Storm Sewer Construction

During the 2019 construction season, the DPW replaced 29 sanitary manholes. The Division uses precast concrete manholes as replacements. Often times, they are replacing cream city brick manholes that were built by hand in the late 1800's. Using precast structures makes for faster and easier repairs, limiting the amount of time that our employees are working



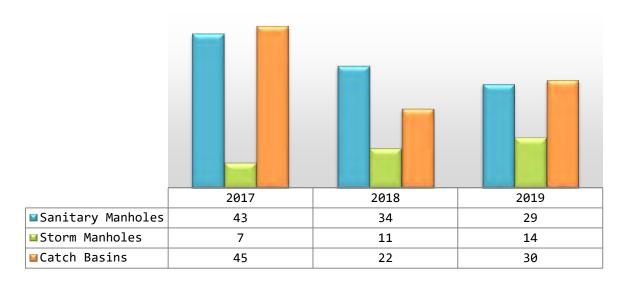
Preparing to install a new sanitary manhole

in an excavation. Precast structures also limit the amount of infiltration from ground and surface water.

Along with replacing sanitary manholes, crews also replaced catch basins and storm water manholes. Replacing the entire manhole with a precast concrete one is more effective over the long term because they allow little opportunity for groundwater infiltration. Although this process is more time consuming, older manholes constructed with block, brick or a combination thereof are easily infiltrated by groundwater.



Precast Manhole with Rubber Boot

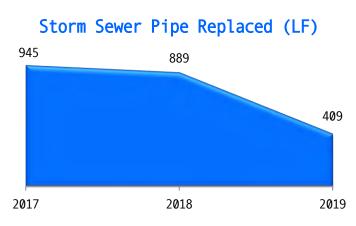


Sanitary and Storm Sewer Replacements

Whenever possible, crews try to increase the size of the pipe when replacing catch basin leads. Unfortunately, this is not always possible due to the fact that other buried utilities may be in conflict with the storm sewer pipe. In 2019, the DPW replaced 30 catch basins, 14 storm manholes and over 409 linear feet of storm sewer pipe.







Due to water quality concerns, the State of Wisconsin now requires the City to permit its storm sewer system through the Wisconsin Department of Natural Resources (WDNR). The permit requires "best management practices" (BMP) to ensure water quality. Two major BMP are street sweeping and catch basin cleaning. In 2000, the Streets Division started to systematically clean catch basins. Prior to this period, the Division cleaned basins only on a complaint basis. The first year experienced a large amount of tonnage collected due to the infrequent cleaning in the past. In 2019, the DPW removed over 102 tons of debris from the catch basins.



Sewer Whirlwind Catch Basin Cleaning Truck



Stormwater



Catch Basin Cleaning, Before (Left) and After (Right)

Street Sweeping

Beginning in 2000, the Division restructured some of the street sweeping routes to comply with the WDNR's storm water permit requirements. Overall, the amount of tonnages collected as part of the street-sweeping program has

been fairly consistent with a slight downward trend. One change that has significantly affected the program was the requirement to dispose of the street sweeping debris in a landfill. Previously, the Division used material in backfill or compost.

The DPW has three sweepers that are regenerative air/vacuum sweepers and one mechanical sweeper. During early spring, the DPW will dispatch



all four sweepers for heavy sweeping. After, the City has been completely swept one time; two sweepers are kept on through the rest of the year as weather permits. In 2019, the Department swept over 4,916 miles of curb line and removed 813 tons of debris from the City streets.

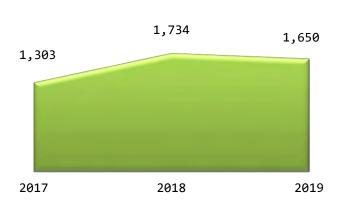
STREET CLEANING

In 2019, the street sweepers removed 813 tons of debris and swept 4,916 curb miles.

Leaf Collection

The Street Division manages the fall leaf collection program. Every fall, between the months of October and November the City allows residents to rake leaves into the parking lane of the street to facilitate efficient collection of leaves. Since the Division is already performing street sweeping it is most

effective to allow the residents to rake additional leaves from their property into this designated area.



Leaf Collection Tons



Leaf Collection Special Vacuum Trailer



Garbage and Recycling

The Sanitation Division provides curbside pick-up of garbage and recyclables for residential units of four or less. Every week the eight sanitation operators make approximately 18,000 stops or pick-ups. In 2019, the DPW collected

12,281 tons of garbage and 3,302 tons or recyclables. The Division uses split rear packers for the collection of both garbage and recyclables without commingling the material. This allows the Division to collect both materials with one vehicle.

The City of Sheboygan is scheduled to convert to an Automated Garbage and Recycling Program in May of 2020. The execution plan included an extensive project plan that will ensure the project's success.

Key milestones for 2019 included:

- Roll out implementation plan for the project
- Purchase of seven automated side loader trucks totaling \$2,002,498
- Working with GIS systems to identify households that will participate in program
- Council approval on ordinance changes to establish clear program guidelines
- Communications to residence on incorporating \$12 quarterly recycling fee in January 2020
- Contracting with Sun Graphics on creation of Public Works website, new department logo, social media management, marketing support, educational collateral, design services and video production
- Awarded Recycling Partnership Grant of \$296,000
- Engaged sanitation staff to assist with reviewing routes and provide input on solutions for identifying areas that may require route changes in efforts to provide residents with a smooth transition for automated garbage and recycling pickup

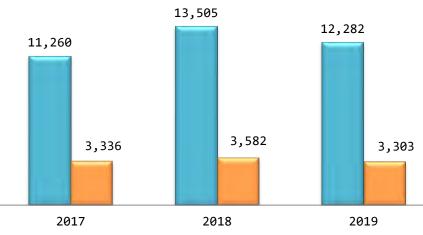
Public Works will continue to work in early 2020 on purchasing the carts, and 'roll out' an extensive public education outreach to establish comprehensive community engagement, which is critical for the success of the project.

GARBAGE & RECYCLING CREW

Refuse/Recycling Curbside Collection

MUNSTER Kawasaki

■Garbage collected (tons) ■Recycling collected (tons)





MATERIAL

The Residential Recycling Center is a drop-off site that provides residents with a place to dispose scrap metal, yard waste, waste oil, and many other items not picked-up with curbside collection or banned from landfills. Currently, there is

Residential Recycling Center

no charge for this service. The following page is a summary of the utilization of the drop-off site. The increase in scrap metal collected is due to the market prices falling; as a result, citizens are not cashing in their scrap metals and conveniently using the drop-off site. The trend in yard waste has steadily grown due to the increased awareness of the Residential Recycling Center's accessibility.

CITY OF SHEBOYGAN **PUBLIC WORKS**

Residential Recycling Center

is available to City of Sheboygan residents

Monday – Friday from 8 a.m. to 6 p.m. and Saturdays from 8 a.m. to 4 p.m.



DPW RECYCLING CENTER STATISTICS



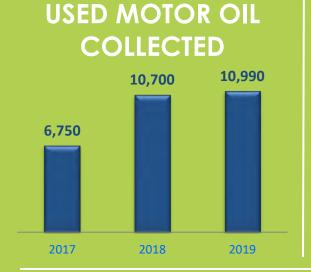
OIL COLLECTION TANKS

SCRAP METAL TONS



2018

2019

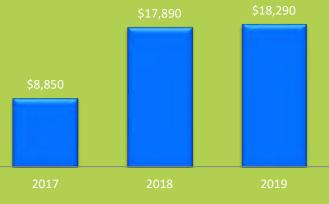


2,769 TONS OF YARD WASTE MANAGED IN 2019





\$18,290 DOLLARS SPENT ON BRANCH GRINDING



This Division performs sanitary sewer repairs through an interdepartmental budget from the Wastewater Treatment Plant. These expenses are charged against the sewer rates. The repairs are prioritized with any street resurfacing or reconstruction. Sanitary and Storm Sewer Maintenance

Sewer "jetting" is performed with a high-pressure water hose and is jetted through the sewer pipe to clean the inside of the pipe. Sewers become restricted with debris build-up such as leaves, twigs, sand, and gravel in storm sewers whereas; sanitary sewers have mineral deposits, grease, and roots. Sewer "jetting" alone is not sufficient to remove roots. The City hires a contractor to apply chemical-laden, thick foam to kill roots which then decay and slough away. When debris causes the sewer to become restricted or smaller, the sewer is not capable of handling the normal flow. As a result, backwaters may occur. Sanitary sewers are the Division's main concern due to the health concerns of the potential of raw sewage backing up. This explains the large disparity between the numbers of feet of sanitary sewer jetted versus storm sewer.

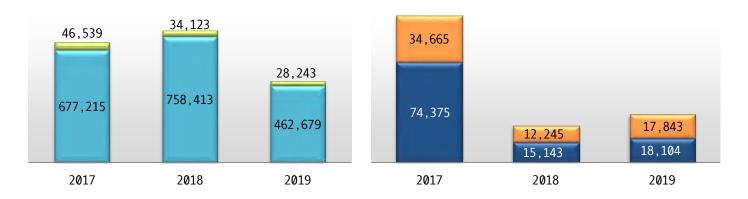
The Public Works Department owns and operates a sewer camera truck. This equipment allows the Division to inspect the integrity of sewer pipe to determine its performance. As a rule, prior to any street resurfacing or reconstruction the sewers are inspected to determine whether or not they should be replaced, lined or remain. This practice has significantly reduced the need to excavate in newly paved streets, which is never popular or good for public relations. In addition, to maintain high standards, new sewers are inspected to verify appropriate construction practices.

Sanitary Sewer Cleaning

Sanitary sewer televising footages (LF)Sanitary sewer jetting footages (LF)

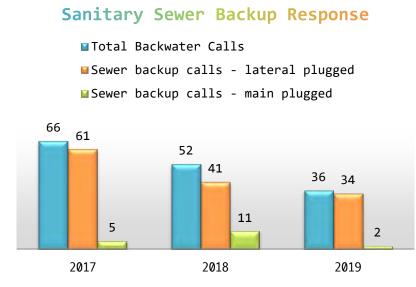
Storm Sewer Cleaning

Storm sewer televising footages (LF)Storm sewer jetting footages (LF)



Backwaters occur when sewage backs-up into a residence or business. There are numerous reasons why a backwater may occur. Unfortunately, the majority of backwaters are result of the property owner flushing or dumping inappropriate materials into the drains. The end result is a

clogged sewer lateral, which is the property owner's responsibility. At times the sewer main is clogged and must be opened and cleared for the sewage to flow again.



In 2019, two backwaters were discovered in sewer mains. Potential problems are removed before they can cause a backwater. In 2019, 426,679 linear feet of sewer pipe was jetted, and 28,243 linear feet were televised. The reduction from 2018 to 2019 in sanitary jetting and televising was due to an increase in storm sewer jetting and televising.

In an effort to educate the public, the Division has

developed an informational handout for the public on "Coping with Sewer Back-ups." It is available on the Department's web site and is personally delivered on backwater calls.

Manhole entries are performed during inspections, cleaning operations, installing monitoring equipment and installing the camera for TV inspections. Every entry must have a permit that documents confined space entry. Furthermore, two persons must be on-site during the entry for safety.

Manhole entries are very dangerous due to the potential of lethal gases and engulfment from flows. Annual training is mandatory for employees required to enter confined space. The City of Sheboygan has 4,852 sanitary sewer manholes and approximately 3,202 storm sewer manholes.



Debris in a Sanitary Sewer



Sewer TV Crew

FACILITIES and TRAFFIC

The Facilities and Traffic Division consists of 12 full time employees, which are responsible for maintaining the City's building infrastructure system including the Emergency Alert System also known as the Civil Defense Warning System. The staff is responsible for the overall preventative maintenance and repair of the heating, and ventilating systems, plumbing system, electrical equipment, and also provides custodial services for City Hall and the Municipal Service Building. This staff is also instrumental in reducing City costs by performing numerous services for all City departments to including City Hall, Municipal Service Building, Transit, Police Department, Senior Activity Center, and five Fire Stations.

Michael Willmas	Superintendent
Scott Tetschlag	Leadman
Robert Hayon	Maintenance Worker V
Allen Fleisner	Maintenance Worker V
Christopher Peterson	Maintenance Worker III
Allen Keitel	Maintenance Worker III
David Smith	Maintenance Worker III
James Herschleb	Maintenance Worker III
Juan Garcia	Maintenance Worker II
Tyson Pitsch	Maintenance Worker II
Travis Fintelmann	Maintenance Worker II
Steven Kuchinski	Maintenance Worker II





In 2019, one the Facilities and Traffic Division's most notable accomplishments was moving all City Hall employees, their departmental files, and belongings back to the newly renovated City Hall. This task entailed careful planning and layout. This Division worked long hours to minimize the shutdown of services that City Hall provides on a daily basis to the residents of Sheboygan.



Enjoying a Newly Renovated City Hall



RFB System near Shaw Family Playground



Fire Station 3 Ambulance and Truck Bay after LED Conversion

The Division was also responsible for converting 53 light poles to energy efficient LED's in the City owned parking lots; this resulted in an annual energy savings of \$5,158. Other LED conversions included: Transit's bus wash bay, Fire Station 3 ambulance and truck bays, and updating the marina's store.

Other notable projects include the installation of a rapid flashing LED beacon (RFB) crosswalk warning system to the intersection of North 25th Street and Calumet Drive and the additon of a flashing LED enhanced radar speed driver feedback sign. This project was introduced to provide an enhanced warning system to vehicular traffic for the safety of pedestrians crossing Calumet Drive to utilize the Shaw Family Playground. These systems have been determined to be highly effective in prompting drivers to

yield to pedestrians by the Federal Highway Administration. The RFB systems are less expensive to install and maintain because they do not require any in-pavement wiring or light modules like the in-road flasher systems.

Updates to the Municipal Service Building are ongoing and include adding a women's bathroom, locker room, and shower area. This is significant because when the building was constructed in 1966, there were no provisions for a female workforce. In efforts to accommodate a more diversified workforce the additions are a necessity

for the Department of Public Works. This project was started in 2019 and will be completed in early 2020.







Progress for Women's Shower Stalls and Lavatory Areas

GOAL

Preserve and maintain City buildings and/or facilities in a manner that provides a safe environment for the facilities' functions and occupants. Strive to reduce facility depreciation, equipment and structural failures through preventative maintenance programs.





The Division is responsible for the design, maintenance, and repair of all Cityowned traffic control systems, signs, markings, and devices. This Division is divided into two: Signs and Paint and Electrical both working in conjunction

with each other to keep our roadways safe to travel.

This Division is also responsible for installing, removing, and maintaining all festive decorations throughout the City of Sheboygan.

Signs and Paint

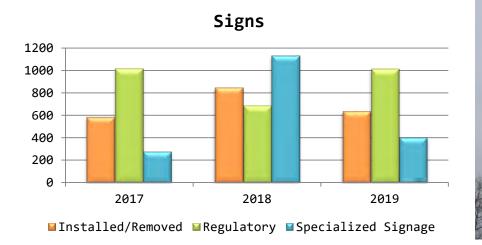
The Signs and Paint Subdivision, which consists of four full time employees, is responsible for all City street signs and painted traffic markings; such as, center lines, stop bars, crosswalks, and turn arrows.

The City of Sheboygan has approximately 30,000 signs, ranging from stop signs, street name signs, speed limit signs, no parking signs, and custom signs. All City of Sheboygan signs are designed, fabricated, and installed in house using a computerized plotter and multi-color heat transfer printing system which can create custom indoor/outdoor signage. The Signs and Paint Subdivision fabricates signs for many departments city-wide including the Mayor's Office, Fire and Police, Maywood, Parks, Wastewater Treatment Plant, Motor Vehicle Division, and other outside agencies. The



Sign design and fabrication

Subdivision also works closely with Shoreline Metro in supplying them with custom signage along with installing and replacing parking meters.







Street Markings

The Signs and Paint Subdivision maintains crosswalks at 405 different locations throughout the City and 195 traffic arrows at 72 different locations. The centerline painting is contracted with the Sheboygan County Highway Department which has the specialized equipment for this procedure. With the help of City employees, this process takes approximately two weeks to complete. In 2019, the Subdivision line stripped a total of 87 miles of white and yellow paint which equates to 1,650 gallons of paint in the process. To get the reflectivity of the centerlines 11,550 pounds of glass beads were added in the painting procedure.

Notable projects for 2019 include working with multiple departments and the Friends of North Point to design, fabricate, and install parking restriction signage to restrict parking along North Point Drive. Another project was updating all signage that pertains to winter parking rules to reflect an extension of the winter season. The Division also worked closely with Planning and Development Department in fabricating and installing historic signs throughout the city. The Division also completed fabricating and installing all roadway signage for SouthPointe Enterprise Campus.

SNOW ROUTE

In 2019, almost **200** signs were updated to reflect the change in no parking dates





Historic Sign installed in the City

The Electrical Subdivision consists of two full time Journeyman Electricians. The electricians are responsible for the design, installation, maintenance, and repair of all City-owned electrical systems to include: City owned buildings, installation of data cabling, traffic signaling and coordination, street lighting, pathway lighting, parking lot lighting, and our park system which also includes ball diamond lighting.

This Subdivision installs, repairs, and maintains 39 signalized intersections, seven red flashing signals, and two yellow flashing signals. In addition to the traffic signals, the City owns and

maintains over 2,700 street lights, 505 pathway lights, parking lot lights, and 1,380 lights in our park system. The Subdivision is also tasked with the design and layout of newly installed lighting throughout the City.

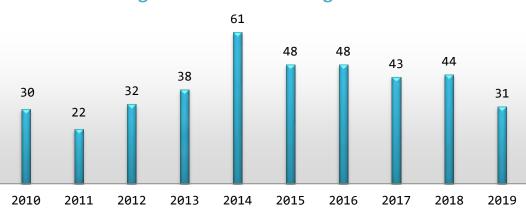
The year 2016 saw the most comprehensive preventive maintenance done in over 10 years on the 39 signalized intersections we are responsible for. Over \$30,000 in materials went into completing this job. For example, the Electricians replaced 379 12" LED traffic lamps which costed approximately \$13,265; the majority of the new LED's are replacing incandescent lamps which consume nearly 10 times more power than the energy efficient LED's.

Annually, the Subdivision tests all the traffic controllers, which contains the program for that individual intersection, and conflict monitors, which monitors for any faults in the system, to ensure they are operating correctly.





Electricians also respond to knockdown situations both day and night. The severity and complexity of each incident varies from one incident to another. Damage from these incidents to City owned property has varied from \$1,000 to over \$50,000 per incident. Almost 100% of the repairs are completed by the Department of Public Works.



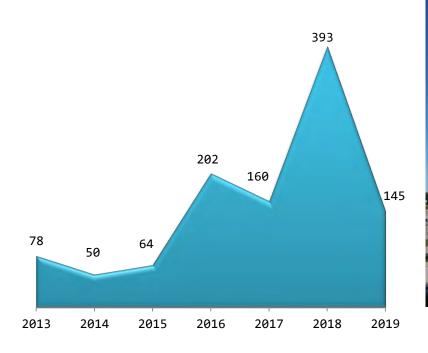
Traffic Signal and Street Light Knockdowns

As a part of a five-year Capital Improvement Project, the Division updated or installed 42 new LED Lumec light poles on 8th Street in 2019. Once completed, the project will replace 264 Sternberg light poles to energy efficient Lumec light poles with an annual energy savings of \$7,195.



The Division also retro-fit 50 Phillips-Gardco street light fixtures to energy efficient LED's which will result in an annual energy savings will be \$2,654.

LED Street Lighting Conversion





Adding Energy Efficient LED Lighting



MOTOR VEHICLE

The Motor Vehicle Division is responsible for maintaining the Department's fleet of equipment. This Division is established as an enterprise account within the City budget. The Motor Vehicle fund is used to account for the central automotive equipment operations, which includes the purchasing, dispatching, repair, and maintenance of vehicles and motorized equipment used by the Department.

In 2018, the Motor Vehicle Division implemented a 5-S methodology. The goal of the methodology is to create a workplace that is clean, uncluttered, safe and well organized. The Division embraced the goals and was able to make a significant impact on their work environment. They eliminated any garbage and clutter and discussed what items were being used infrequently and could be eliminated. They also relocated several

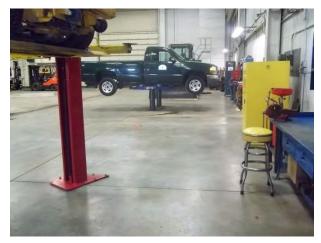
Rick Ney	Su
Dennis Klumb	M
Max Zschetzsche	Ce
Bill Leissring	Ce
Shane Piel	Ce
Scott Hinz	Se

upervisor of Operations Master Certified Mechanic Certified Mechanic Certified Mechanic Certified Mechanic ervice Mechanic



workstations and equipment to create a better work flow. Now, each member of the team is responsible to maintain the workplace on a daily basis; for example, each piece of equipment has a specific location to be returned to, and the work place is wiped clean.





Before (left) and After (right) 5S Initiative



Motor Vehicle Yearly Comparison

Year	2015	2016	2017	2018	2019
Total Pieces of Equipment	406	366	387	396	402
Gallons Diesel Fuel	94,500	92,500	78,496	85,210	86,193
Gallons Gasoline	23,859	25,348	25,734	26,203	27,501
Gallons Motor Oil	924	1,035	814	856	781
Gallons Hydraulic Oil	351	1,189	515	528	549
Snow Plow Trucks	25	27	27	27	27
Snow Plow Blades	54	58	58	58	58
Repair Orders Processed	1,448	1,384	1,271	1,099	1,226

WASTEWATER TREATMENT

The Sheboygan Regional Wastewater Treatment Plant (WWTP) is owned and operated by the City of Sheboygan. It provides wastewater treatment for the City of Sheboygan, City of Sheboygan Falls, Village of Kohler, Town of Sheboygan and Town of Wilson.

Mission: To protect public health and the environment by providing reliable and cost efficient wastewater collection and treatment services.

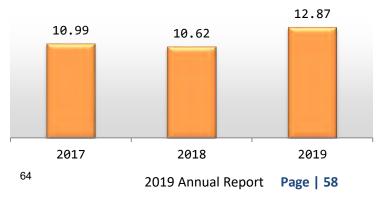
Goals:

- Meet all compliance and reporting obligations for wastewater, air emissions, and biosolids reuse
- Maintain the infrastructure of the wastewater system in a sustainable and fiscally responsible manner
- Empower the employees to develop and implement practices which will optimize the process and continuously improve equipment reliability
- Update and implement the long term facility plan, through effective planning and project execution
- Work with industrial customers to effectively meet all compliance obligations in a cost effective manner
- Use new technologies to improve the process and reduce operating costs

Steve Jossart Mark Wittstock Robert Butcher Wendy Gorges Steve Meifert Brendan O'Connor William Voss Brian Willadsen Tyler Hoffman Josh Lampe Tony Gottschalk Jeffery Sargent Mark Oldenburg Dana LePage Superintendent Pretreatment Supervisor Maintenance Supervisor Administrative Assistant Process Systems & Operations Coordinator Operator Operator Operator Operator Master Electrician Maintenance Technician Maintenance Technician Maintenance Technician



Average Flow Million Gallons/Day





The WWTP is a conventional activated sludge wastewater treatment facility which

utilizes enhanced biological nutrient removal to reduce total phosphorous and total nitrogen levels in the final effluent. The plant process includes primary treatment, secondary treatment (activated sludge) followed by effluent disinfection prior to discharging to Lake Michigan. Sludge generated by the facility is stabilized using anaerobic digestion, after which the material is dried to less than 10 percent moisture at a temperature above 180 F to

Process

produce a Class A biosolids material. This material is then sold to a customer who uses it to enhance the nutrient and organic value of their top soil. Gases produced from the digestion of sludge are used for process heat as well as to generate electricity utilizing the on-site gas turbines.

There were many significant accomplishments in 2019. The following is a list of the most important items completed during the year:

- Plant Staff automated the Turblex aeration blower controls to eliminate the need to manually bring these units on line.
- A phosphorous optimization plan was completed and submitted to WDNR in December discussing our trials and results toward meeting the proposed 0.60 mg/l limit.
- Plant staff installed a second scum pump for the final clarifiers and automated the system to maintain final scum levels automatically. The new pump replaced an older progressive cavity style pump which was at the end of life and was not the proper pump for the scum application.
- Digester #8 was taken out of service, pumped out, cleaned and inspected.
- Coupling guards for all of the facilities centrifugal pumps were updated to meet OSHA specifications by plant personnel.
- Plant staff fabricated and installed platforms around the biosolids dryer to provide safe access to maintain the equipment.
- Plant staff installed automated seal water control for the raw wastewater pumping system.
- The drive on Primary Clarifier #2 was replaced, the clarifier was inspected, the rake arm coating was repaired, all concrete control joints in the tank were re-sealed and a new skimmer and scum beach was installed to restore skimming on this unit.



Primary Clarifier #2

65

- Plant staff rebuilt the existing scum pump for Primary Clarifier #2 and installed permanent discharge piping to the tailings removal system.
- The installation of the new electrical switchgear system was completed. The installation included the replacement of the existing switch gear, feeder breakers and cables to the four substations. As part of the project scope, all remaining electrical gear was cleaned, inspected and set to meet current Arc Flash requirements.
- A permanent explosion proof heater was installed by plant staff in the fine screen building to replace the temporary heating system that had been previously used.
- Implemented new rate calculating tool to set rates for the facilities customers.
- Upadated security system software and server.
- Plant staff installed an in-line spare ferric chloride feed pump.



Operator Cleaning Clarifier #2

New Skimming Mechanism and Beach on Clarifier #2

New Scum Pump for Final Clarifiers #1 and #3

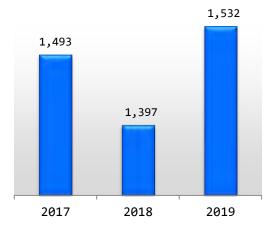
Annual Biosolids Production

The staff invested a great deal of time to improve the operation of the sludge drying system during 2019.

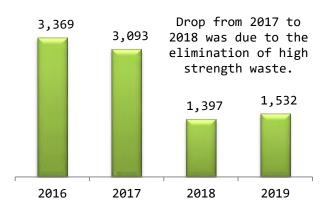
Accomplishments include:

- Improved screw press cake solids from an average of 18.3 percent to an average of 20.6 percent moisture.
- Resolved issue with scale in the spray condenser, minimizing downtime to clean and the cost for replacement media.
- Installed experimental mixer to improve polymer mixing.
- Installed automatic sludge dilution to improve feed solids consistency and press run ability.

Dried Biosolids Annual Production Tons



Total Biosolids Production Tons/Year



Challenges for 2020 include optimizing polymer consumption to reduce chemical costs while maintaining cake solids and possibly eliminating sludge thickening prior to the screw press dewatering system.

Biosolids generation has been reduced by approximately 55 percent since suspending the acceptance of high strength waste. With this reduction in Biosolids generation, the facility has proven it has the capacity to dry all the Biosolids generated now and into the foreseeable future, and should no longer have a need to land apply liquid Biosolids.



Primary Clarifier #2

Each of the 15 permitted Significant Industrial Users (SIU) complete wastewater sampling and laboratory

wastewater sampling and laboratory analysis for a specific list of parameters set by the Environmental Protection Agency (EPA) and the Sheboygan Regional WWTP semi-annually. Each Industry must meet their individual permit limits. In 2019, two industries received letters of Notice of Non-Compliance (NON). No industries were determined to be in Significant Non-Compliance (SNC).

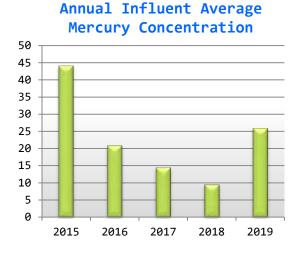
Each permitted industry received an Annual Site Inspection (ASI) during 2019. There were six industries which were reissued Industrial Wastewater Permits in 2019.

The on-site laboratory is responsible for the analysis of all conventional pollutants including Total Suspended Solids (TSS), Carbonaceous Biochemical Oxygen Demand (CBOD5), Total Phosphorous, Ammonia, Total Chlorine, pH and Temperature. There is one primary analyst and two operators who are trained to perform the analysis when the primary analyst is off. Of the conventional pollutants analyzed, only a small number of samples were completed by a contract laboratory. The laboratory was nominated for laboratory of the year by WDNR Lab certification after the successful completion of the laboratory audit.

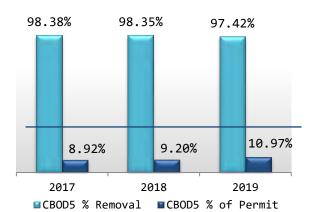
Laboratory

Industrial Pre-Treatment

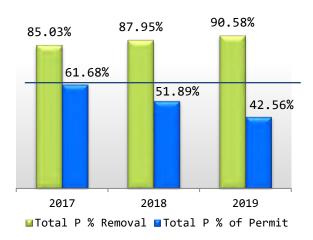
Program

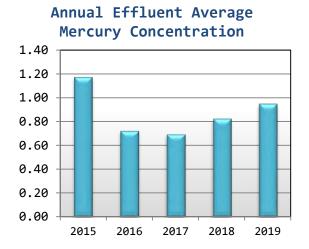


Carbonaceous Biochemical Oxygen Demand

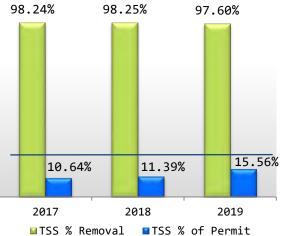


Total Phosphorous

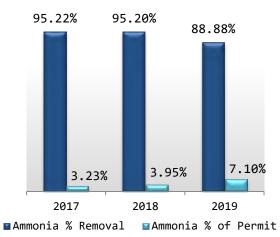




Total Suspended Solids



Effluent Ammonia



68

There are a number of significant projects planned for 2020 in addition to continuous improvements to reduce effluent Total Phosphorous and continued optimization of the drying process.

Major projects scheduled for 2020 include:

- 1. Replacement of the roof on the east digester complex.
- 2. Rebuilding of Digester #6 cover.
- 3. Painting Indiana Street lift station.
- 4. Replacing the heat exchangers for the anaerobic digesters.
- 5. Replacing the North entrance gate at the WWTP.

Future Challenges and Improvements



The Department of Public Works had several engagement activities for 2019. Annually, the year starts with Director, David H. Biebel presenting the Annual Report of Operations to the department. Mayor Vandersteen and the City

Administrator Darrell Hofland are in attendance for the presentation. The meeting is conducted in a 'town hall' format. Employee recognition includes breakfast and raffles for door prizes throughout the presentation.

In May, the Department celebrates the American Public Works Association's Public Works Week, which includes an open house in which we invite the public to interact with employees on a one on one basis. Educational information is presented, as well as interactive activities to demonstrate the issues the Department has to address with on a regular basis. Each division comes up with a focus idea for their area. Most importantly there are fun, family friendly activities. For 2019, there was a sand box, disc golf baskets, face painting, raffles, a brat fry and an opportunity for people to decorate manhole covers that were placed in front of Pigeon River School.

After a long, busy summer for the employees, the department gathers for a picnic in August. There is a wide range of activities held after hours for employees and their families to gather for a bit of fun to cap off the summer. One highlight for the kids is the large piñata that is full of candy and other small toys and the adults are excited for the cornhole tournament.









Department of Public Works Annual Picnic

Holiday Parade Highlights

ANDY FACTORY

This year, the Department of Public Works participated in two holiday parades – the Jaycees Annual Holiday Parade in the City of Sheboygan and the Main Street Memories Holiday Parade in the City of Sheboygan Falls. The float and all the 'elves' that helped put it together and participated in the parade where rewarded with 1st Place Non-Profit in the Jaycees Holiday Parade and 2nd Place for the Main Street Memories Holiday Parade. Adding to the fun, the alderpersons that serve on the Public Works Committee were invited to participate in the parades. Staff was very pleased with the result and they are looking forward to making the parades an annual part of engagement.



CITY OF SHEBOYGAN **PUBLIC WORKS**

Finance Department Annual Performance Measurement Report: 2019



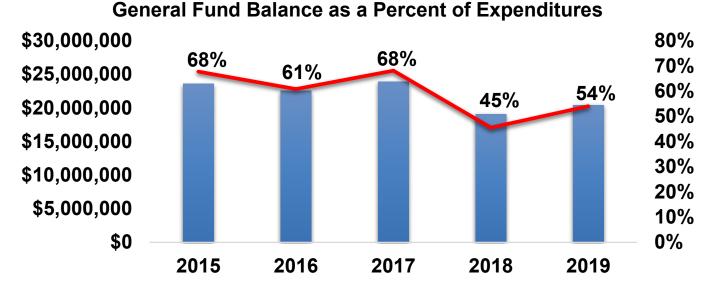
The Finance Department provides support to all six Focus Areas of the Strategic Plan: Quality of Life, Infrastructure and Public Facilities, Economic Development, Neighborhood Revitalization, Governing and Fiscal Management, and Communication.

This department is responsible for reporting on the financial performance of the City of Sheboygan. As such, the department constantly reviews activity to assure the city is expending within the amount budgeted. The information presented below is a summary of activity in 2019 of the General Fund. As of this date, the 2019 final audit has not been completed, therefore subject to change.

The General Fund is the primary operating fund of the City of Sheboygan and accounts for revenues and expenditures that are not required to be accounted for in other funds. The principal sources are property taxes and state aids. All departments are financed through this fund with public safety and public works as the largest expenditures.

Fund Balance of the General Fund

At year end fiscal 2019 assigned and unassigned general fund balance (expendable available financial resources) was \$20,407,352 or 54 percent of 2019 expenditures. A key factor in the growth of fund balance is to remain within the budgeted expenditures and above projected revenues. Monies are allocated each year in the city budget to various departments, programs and activities. However, if those monies have not been expended at the end of each fiscal year, they automatically revert to the General Fund's fund balance rather than being carried forward as a departmental surplus.



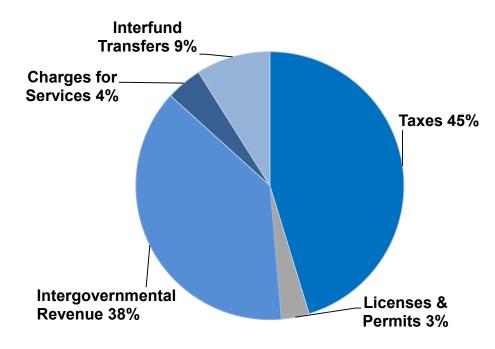
The following chart depicts a five-year history of the fund balance of the General Fund.

ne following chart depicts a five-year flistory of the fund balance of the General Fund.

The 2019 unassigned fund balance as a percent of revenues will be 53 percent, exceeding the benchmark of 25 percent. A factor addressed by the rating agency during bond ratings is stable General Fund reserves.

General Fund Revenues

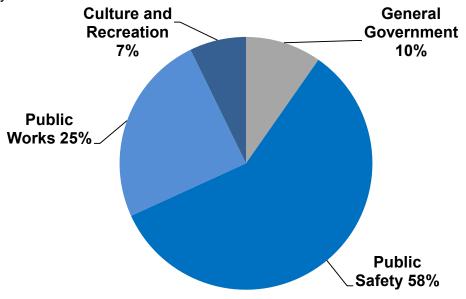
The 2019 General Fund revenues totaled \$38,206,702, an increase of \$437,789 from 2018. As evidenced in the chart below, the greatest source of revenue is taxes at 45 percent with intergovernmental revenue slightly less at 38 percent.



**Intergovernmental Charges for Services, Fines and Forfeitures, Miscellaneous Revenue are one percent.

General Fund Expenditures

The General Fund expenditures totaled \$37,774,122, a decrease of \$4,408,250 from 2018. The decrease in expenditures in large part, is the 2018 transfer of excess fund balance for the initiation of the City Hall renovation project. The 2019 expenditures are reflective of the previous annual inflationary trends. The chart below illustrates the largest expenditure of the city is 58 percent of total expenditures for Public Safety.



**Health and Human Services and Conservation and Development are one percent.

2

Total budgeted expenditures for 2019 were \$38,545,378. The amount of unspent general fund budget in 2019 did not exceed the benchmark of 3.7 percent as presented in the table below.

General Fund Expenditures	2015	2016	2017	2018	2019
Budget	\$37,070,049	\$39,363,836	\$36,589,087	\$37,651,007	\$38,545,378
Actual	\$34,348,224	\$37,065,857	\$35,104,909	\$42,182,372	\$37,774,122
Unspent	\$2,721,825	\$2,297,979	\$1,484,178	-\$4,531,365	\$771,256
Percentage	7.34%	5.84%	4.06%	-12.04%	2.00%

Bond Rating

The city's bond rating is further evidence of its financial strength. Sheboygan's general obligation bonds are currently rated Aa2 by Moody's Investors Service. This high rating translates directly into lower interest rates on the city's debt.

Bond ratings are based on economic, debt, administration, and fiscal factors. The city's current rating was reaffirmed on July 30, 2019. Obligations rated Aa2 are considered to be of high quality and are subject to very low credit risk. The modifier 2 indicates a mid-range ranking of obligations rated Aa.

Investment Earnings

Investment earnings in 2019 were 3.03 percent on fixed income investments and 2.25 percent on cash and cash equivalents. Investments held at the Local Government Investment Pool earned 1.63 percent in 2019.

The table below illustrates the city's investment rate of return in comparison to the State of Wisconsin Local Government Investment Pool.

Investment Earnings	2015	2016	2017	2018	2019
Fixed Income					
Investments	3.56%	1.67%	1.53%	1.39%	3.03%
Cash and Equivalents	1.52%	1.60%	0.33%	1.13%	2.25%
Local Government Pool	0.09%	1.30%	4.20%	1.21%	1.63%

Other Responsibilities

- Assist external auditors, Clifton, Larson, Allen SC, in preparation of the 2019 Comprehensive Annual Financial Report for submittal to the Government Finance Officers Association (GFOA) of the United States and Canada to receive the Certificate of Achievement for Excellence in Financial Reporting.
- Assisted with the development of the 2020 Annual Program Budget and submission for the 2019 GFOA Distinguished Budget Award.
- Coordinated annual debt issuance, which included bond refunding to capture interest savings, with Wisconsin Public Finance Professionals LLC and Quarles and Brady, LLP to retain stable debt service tax levy.
- Aligned investments into long and/or short-term funds to yield improved returns.
- Provided continual support to all six Focus Areas of the Strategic Plan through responsible fiscal management.

SHEBOYGAN FIRE DEPARTMENT ANNUAL REPORT

RESCUE

Message from the Chief

As I reach the halfway point of my first year with the City of Sheboygan and the members of the Fire Department, I am humbled and impressed by the level of service the men and women provide to all those who live, work, and recreate in this great city.

I am pleased to present the Sheboygan Fire Department's 2019 Annual Report, which provides a detailed review of our department's activities for the year.

Here are some quick highlights of the fire department's 2019 accomplishments:

- We installed over 160 smoke alarms to those in need within our community.
- Out of 5,735 calls for service that we responded to in 2019, 88 percent of the time we met the NFPA standard of arriving on scene within 380 seconds or less.
- The renovation of our historic 113-year-old downtown fire station was completed. This station was built in 1906 and remains in service with a minimum crew of four personnel responding with an engine and ambulance. It is currently our busiest station responding to over 1,550 calls for service throughout the year.
- We took receipt of a 100 foot Aerial Platform from Pierce Manufacturing. The ladder truck is housed at our headquarter station on 25th Street and responds to all structure fires throughout the city.
- We also received two pick-up trucks; one will be used as the shift commander's response vehicle and the other as a department utility vehicle.
- Our department was the recipient of a \$1,000 donation by Acuity Insurance on behalf of the second grade class from Jackson Elementary. The donation went toward the purchase of a new thermal imaging camera that can assist firefighters in locating trapped or lost individuals in low visibility conditions.

All the members of the Sheboygan Fire Department continue to dedicate themselves in providing the highest level of service to all those we serve. On behalf of the men and women of the Sheboygan Fire Department, I thank you for taking the time to review our annual report.

Respectfully submitted,

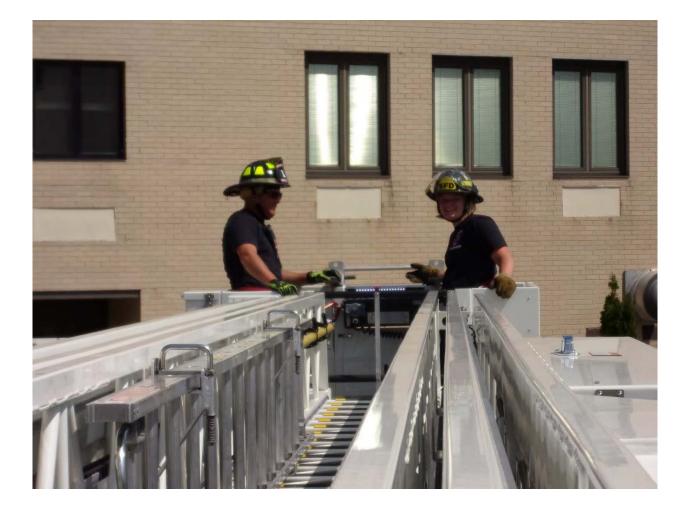
Eric Montellano Fire Chief

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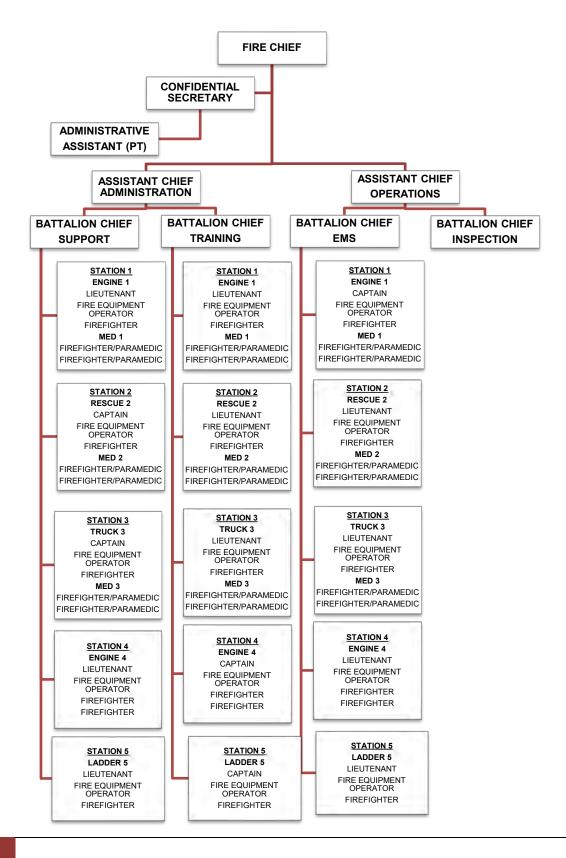
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Mission Statement

The Sheboygan Fire Department is dedicated to serving all who live, visit, work and invest in the City of Sheboygan through excellence in fire protection, rescue, emergency and non-emergency medical services, code enforcement, and education, and at the highest professional level in a compassionate, ethical, and cost effective manner.



Organizational Chart



Stations

Fire	Station	#1

- 833 New York Avenue
- Engine 1
- Med 1



Fire Station #2

- 2413 South 18th Street
- Rescue 2
- Med 2
- Trench Rescue Trailer



Fire Station #3 - Department Headquarters

- 1326 North 25th Street
- Truck 3
- Med 3
- Battalion Chief Vehicle



Fire Station #4

- 2622 North 15th Street
- Engine 4
- Engine 6 (Reserve)
- Med 6 (Reserve Ambulance)



Fire Station #5

- 4504 South 18th Street
- Engine 5
- Engine 7 (Reserve)

2019

Management and Administrative Staff

2019



Services Provided

- Fire Suppression and Rescue
- Rope Rescue
- Excavation Rescue
- Confined Space Rescue
- Water/Ice Rescue
- Automobile and Industrial Extrication
- Emergency Management
- Advanced Life Support Response
- Fire Safety Building Inspections
- Smoke Alarm Installations

- Code Enforcement
- Building Plan Review
- Fire Safety Training for Businesses
- Medical Transports
- Public Service/Assistance
- Hazardous Materials Response
- School Fire Safety
 Education
- Special Event Standby
- Fall Prevention Referrals

Equipment, Apparatus and Buildings Update Equipment

- Purchased 10 new sets of turnout gear.
- Purchased gas meters to help monitor air quality more effectively.
- Purchased \$4,000 worth of nozzles with a Federal Firefighters Grant.
- All ladders, hoses and pumps were tested according to NFPA Standards.

Apparatus

- Purchased 1 van for Inspector and School Programs.
- Purchased 1 pickup truck to be used for a Command Vehicle.
- Purchased 1 pickup truck to be used for plowing and hauling of equipment, dirty gear, personnel, and pulling the Survive Alive House.
- Purchased 100 foot aerial platform.

Buildings

• Purchased \$10,000 worth of physical fitness equipment with a Federal Firefighters Grant.

2019

- Station 1
 - First floor apparatus bay had tile installed on the walls.
 - Sump pump was installed in the basement.
 - Replaced cast iron pipe with PVC piping.
 - Converted all lights to LED.
 - o Installed new ceiling tiles.
- Station 2
 - New furnace installed.
 - Prepared for future improvements to roof.
- Station 5
 - Converted all outside lights to LED.



Significant Events



Cargill Malting Facility

On August 6, 2019, the Sheboygan Fire Department responded to a call of three individuals trapped in a grain silo. All three individuals were evacuated safely due to the swift action of Cargill employees, Fire Department personnel, Sheboygan Police and the Sheboygan County Technical Rescue Team (which includes 17 members of the Sheboygan Fire Department). The Sheboygan County Technical Rescue Team was named a recipient of the 2019-2020 Hometown Hero Award in recognition of their selfless dedication and service to our communities.

First Responder Award

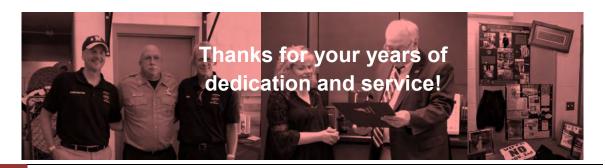
Sheboygan Fire Department Assistant Chief Charles Butler has played a vital role in the Dementia Crisis Care Task Force. On October 10, 2019, Butler was recognized with a Hometown Hero Award—First Responder of the Year for the 27th Assembly District for his selfless dedication and service in our community.



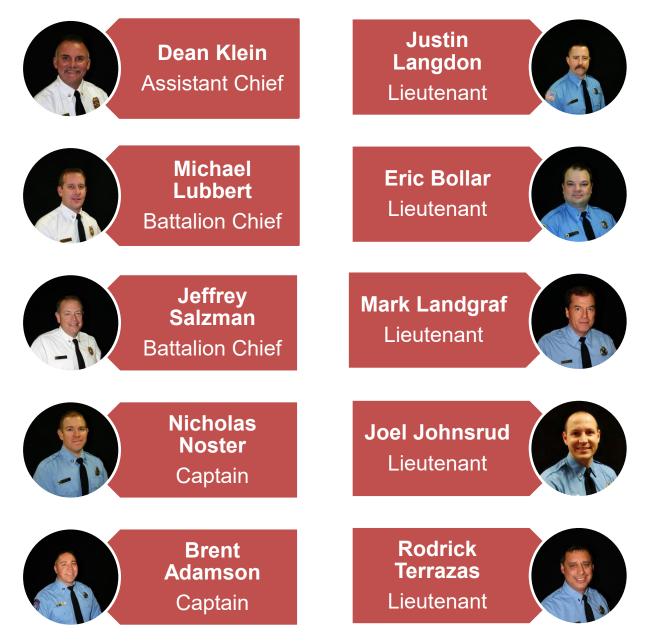
Personnel Changes

Retirements





Promotions





Appointments



New Hire Training

When newly hired personnel enter the Sheboygan Fire Department, it is important for the department to get them up to speed and into their day-to-day positions as soon as possible. It is also critical to their performance and safety that they are properly familiarized with their assignments and how to perform them according to the standards and expectations of the department.

The training division of the Fire Department works diligently to assure that these new firefighters have all of the tools necessary to perform their jobs. New firefighters are given intensive department familiarization through a year-long probationary period that begins with three weeks of direct instruction on eight hour days prior to moving on to the 24 hour duty rotation. They are issued gear, brought up to speed on pertinent policies and procedures, tested on their driving performance for ambulance vehicles, their medical care and their firefighting skills, and even tested on historical facts and background on the fire department. All of this helps to build a sense of team and family as a member of the Sheboygan Fire Department.

Everyone coming into the department has some education, various certifications, and licenses as a condition of hire.

Response Statistics

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	50	0.87%
112 - Fires in structure other than in a building	2	0.03%
113 - Cooking fire, confined to container	8	0.14%
114 - Chimney or flue fire, confined to chimney or flue	1	0.02%
117 - Commercial Compactor fire, confined to rubbish	1	0.02%
118 - Trash or rubbish fire, contained	4	0.07%
131 - Passenger vehicle fire	7	0.12%
138 - Off-road vehicle or heavy equipment fire	1	0.02%
142 - Brush or brush-and-grass mixture fire	1	0.02%
151 - Outside rubbish, trash or waste fire	8	0.14%
154 - Dumpster or other outside trash receptacle fire	3	0.05%
160 - Special outside fire, other	2	0.03%
162 - Outside equipment fire	1	0.02%
231 - Chemical reaction rupture of process vessel	1	0.02%
251 - Excessive heat, scorch burns with no ignition	31	0.54%
300 - Rescue, EMS incident, other	67	1.17%
311 - Medical assist, assist EMS crew	270	4.71%
320 - Emergency medical service, other	26	0.45%
321 - EMS call, excluding vehicle accident with injury	3965	69.14%
322 - Motor vehicle accident with injuries	92	1.60%
323 - Motor vehicle/pedestrian accident (MV Ped)	11	0.19%
324 - Motor vehicle accident with no injuries.	20	0.35%
331 - Lock-in (if lock out , use 511)	16	0.28%
341 - Search for person on land	1	0.02%
342 - Search for person in water	1	0.02%
350 - Extrication, rescue, other	6	0.10%
351 - Extrication of victim(s) from building/structure	2	0.03%
352 - Extrication of victim(s) from vehicle	5	0.09%
353 - Removal of victim(s) from stalled elevator	7	0.12%
354 - Trench/below-grade rescue	1	0.02%
355 - Confined space rescue	2	0.03%
357 - Extrication of victim(s) from machinery	1	0.02%
361 - Swimming/recreational water areas rescue	3	0.05%
362 - Ice rescue	1	0.02%
381 - Rescue or EMS standby	19	0.33%
400 - Hazardous condition, other	1	0.02%
410 - Combustible/flammable gas/liquid condition, other	4	0.07%
411 - Gasoline or other flammable liquid spill	9	0.16%
412 - Gas leak (natural gas or LPG)	33	0.58%
413 - Oil or other combustible liquid spill	13	0.23%
422 - Chemical spill or leak	25	0.44%
424 - Carbon monoxide incident	17	0.30%
440 - Electrical wiring/equipment problem, other	4	0.07%
442 - Overheated motor	6	0.10%
444 - Power line down	14	0.24%
	τī -	0.2770

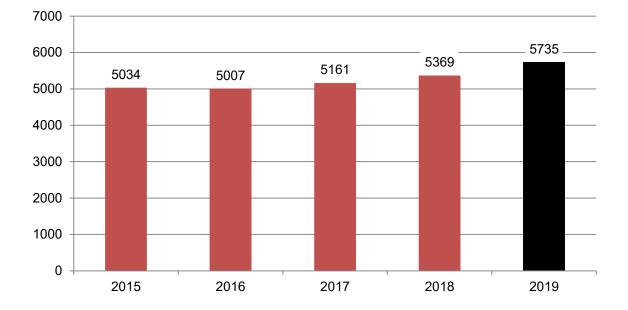
Detailed Breakdown by Incident Type (Continued)

INCIDENT TYPE	# INCIDENTS	% of TOTAL
445 - Arcing, shorted electrical equipment	8	0.14%
463 - Vehicle accident, general cleanup	3	0.05%
500 - Service Call, other	1	0.02%
511 - Lock-out	70	1.22%
512 - Ring or jewelry removal	2	0.03%
520 - Water problem, other	3	0.05%
521 - Water evacuation	5	0.09%
522 - Water or steam leak	13	0.23%
531 - Smoke or odor removal	13	0.23%
542 - Animal rescue	19	0.33%
550 - Public service assistance, other	1	0.02%
551 - Assist police or other governmental agency	32	0.56%
552 - Police matter	27	0.47%
553 - Public service	104	1.81%
554 - Assist invalid	115	2.01%
555 - Defective elevator, no occupants	2	0.03%
561 - Unauthorized burning	62	1.08%
600 - Good intent call, other	31	0.54%
611 - Dispatched & cancelled en route	71	1.24%
622 - No incident found on arrival at dispatch address	54	0.94%
631 - Authorized controlled burning	16	0.28%
651 - Smoke scare, odor of smoke	22	0.38%
652 - Steam, vapor, fog or dust thought to be smoke	8	0.14%
653 - Smoke from barbecue, tar kettle	2	0.03%
661 - EMS call, party transported by non-fire agency	7	0.12%
671 - HazMat release investigation w/no HazMat	29	0.51%
700 - False alarm or false call, other	1	0.02%
711 - Municipal alarm system, malicious false alarm	1	0.02%
714 - Central station, malicious false alarm	4	0.07%
715 - Local alarm system, malicious false alarm	6	0.10%
730 - System malfunction, other	1	0.02%
731 - Sprinkler activation due to malfunction	12	0.21%
733 - Smoke detector activation due to malfunction	35	0.61%
734 - Heat detector activation due to malfunction	2	0.03%
735 - Alarm system sounded due to malfunction	37	0.65%
736 - CO detector activation due to malfunction	22	0.38%
741 - Sprinkler activation, no fire - unintentional	11	0.19%
743 - Smoke detector activation, no fire - unintentional	51	0.89%
744 - Detector activation, no fire - unintentional	2	0.03%
745 - Alarm system activation, no fire - unintentional	45	0.78%
746 - Carbon monoxide detector activation, no CO	19	0.33%
900 - Special type of incident, other	2	0.03%
911 - Citizen complaint	1	0.02%
TOTAL INCIDENTS:	5735	100.00%

Major Incident Type Breakdown

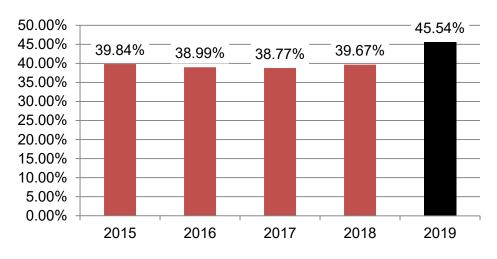
MAJOR INCIDENT TYPE	2019 GOAL	2019 ACTUAL
Fires	< 90	89
Rescue and Emergency Medical Service	4300	4516
Non Fires	1000	1130

Total Responses



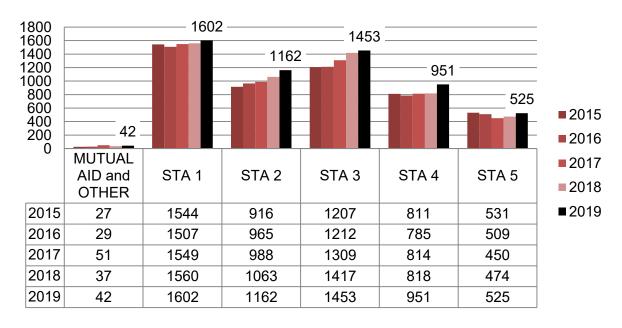
Formal Fire Investigations

	2018	2019
Investigations	100	91



Average Percent of Overlapping Incidents

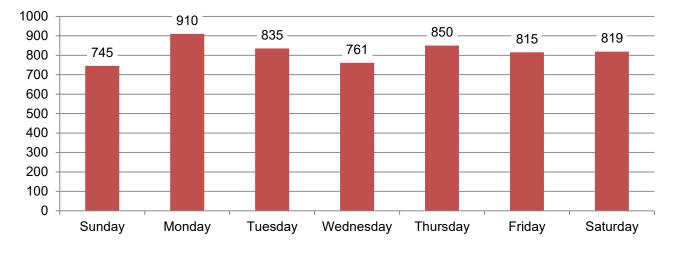
The measure of simultaneous calls represents the percentage of total call requests for the Fire Department while another call or multiple calls are already in progress. Generally speaking the call requests are random. However, in 2019 there was a slight increase in concurrent calls from the previous year,



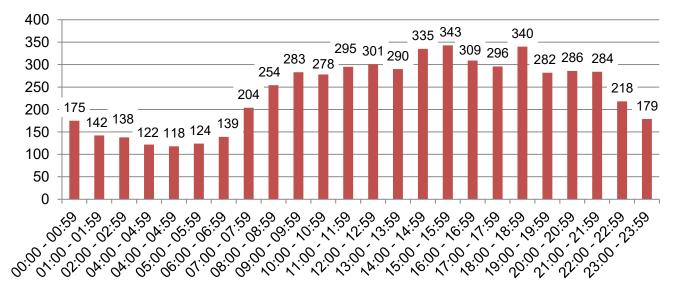
Station Incident Count per Station

The *Response Requests by Station Area* graph is the total number of incidents as divided by Fire Station Single Alarm response area as designated by the Fire Department. These response areas are established to maintain appropriate response times as set forth by the National Fire Protection Association (NFPA).

Calls by Day of Week



Calls by Time of Day



The Calls by Day of Week and Calls by Time of Day graphs are indicators of when requests for the Fire Department occur in Sheboygan. While there are some patterns that are seen, these graphs match trends nationally overall and also indicate that requests happen at all times.

Emergency Medical Services

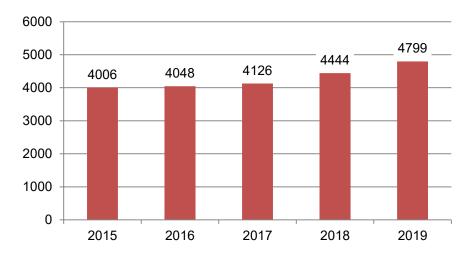
The Sheboygan Fire Department has provided paramedic level EMS transport services to the citizens of Sheboygan for 12 years, in addition to the fire and rescue services it has provided for well over 100 years.

The Sheboygan Fire Department maintains a fleet of four ambulances to provide care and transport to the sick and injured. During the past 10 years the department has continued to provide quality, consistent, and compassionate emergency medical service to the community well within current national standards.

As a value-added service of the Fire Department, the revenues generated through the provision of the ambulance service help to offset the cost of maintaining an effective and efficient Fire Department. This is done through the use of cross-trained personnel with a great deal of education and training and who are prepared to meet the emergency and non-emergency needs of those it serves, whether it be a medical emergency, a fire, or other service need. Each ambulance also carries firefighting equipment for the firefighter/paramedics that staff those vehicles. This allows those personnel to also be able to respond to fires should they occur.

As part of the department's injury prevention efforts, the Fire Department has partnered with the Aging and Disability Resource Center (ADRC) in assisting with a referral program that provides for education and support from the ADRC for those who may need assistance or education about preventing falls in the home. When it is recognized through the department's contact, that a person might be in need of assistance or support, crews will offer the referral and the department will make contact with the ADRC. ADRC will then make contact with the individual and offer assistance. The department's goal is to encourage every ambulance service in the county to provide this service and connection to the resources they need.

Total EMS Contacts



Fire Prevention and Public Education

In 2019, the Sheboygan Fire Department continued its Fire Prevention/Education program, which spans the months of September and October. During this time, the firefighters visit both the public and parochial schools in Sheboygan to provide fire safety education to children in grades Kindergarten through Fourth grade.

Topics include; Meeting Your Friendly Firefighters, Stop, Drop, and Roll, Plan Your Escape, House of Hazards, and Survive Alive House.



Once a year, smaller schools, have the opportunity to come to Fire Station 3 for the Fire Academy. The Fire Academy provides the same educational programing as listed, but in a single location. This past year, the Sheboygan Fire Department provided 149 programs educating approximately 3,049 students at schools throughout the City of Sheboygan and an additional 168 students at the Fire Academy.

While it is a core mission of the Sheboygan Fire Department to respond to and mitigate incidents within the City, it is also the department's mission to reduce the number and severity of those incidents by proper code development and enforcement, effective and efficient response, and ongoing public education. It is through this continuous and comprehensive program of education that the department maintains a culture of safety in the community.

This general program area of public education is vital to the success of the Fire Department's mission. The funding for the materials used for the school programs is largely generated through a program developed and operated by the National Fire Safety Council (NFSC). Each year, local businesses are solicited for donations toward the program by NFSC on the department's behalf and those funds are used by the department to purchase all of the fire prevention materials used in the public education programs delivered in the schools.

The Sheboygan Fire Department works closely with the Building Inspection Division in the city to assure that buildings are safe and up to NFPA 1 Fire Safety Code. In addition to safety compliance, annual fire inspections also serve as a way for firefighters to remain familiar with the buildings and business owners in their response areas, which aids in properly protecting the owners interest in property and also public safety. This past year, 1,987 inspections were conducted. The program also contains tools for developing pre-fire plans for a safer, more effective, and efficient response to a property should there ever be an emergency.

2019

Training and Resource Development

The nature of the responsibilities of a Fire Department requires continuous training of its personnel to assure the best possible chance of a positive outcome when critical incidents occur. This is especially important when those events do not happen very often and staff gets one chance to get it right. Training and preparation is tailored to create effectiveness, efficiency, and safety when the Fire Department responds to incidents. The Sheboygan Fire Department provides for training of its employees through many different programs using a variety of methodologies that are designed to best meet the needs of the department both fiscally and operationally. Because of the inherent dangers present in the job, many of the training areas are statutorily mandated for the protection of both the employee and the citizens they serve.

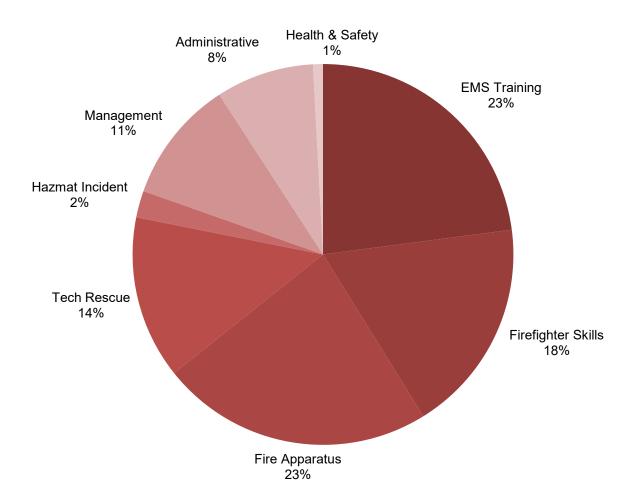


Extrication training during the summer of 2019.



Training with our Sister City from Esslingen, Germany.

Training Distribution



Training Category/Hours

Category	Total Hours
EMS Training	2826
Firefighter Skills	2248
Fire Apparatus	2851
Tech Rescue	1706
Hazmat Incident	280
Management	1286
Administrative	1026
Health & Safety	104
Total Training Hours	12327

2019

In Memoriam





JOSEPH RAML

Born: 1960

Appointed: 1994

Retired as Fire Equipment Operator

Returned to Quarters: 2019

KENNETH CESAR Born: 1936 Appointed: 1962 Retired as Fire Equipment Operator Returned to Quarters: 2019



WILLIAM KRAUS Born: 1936 Appointed: 1963 Retired as Fire Equipment Operator Returned to Quarters: 2019

"What we do for ourselves dies with us. What we do for others and the world remains and is immortal."

Albert Pine



DAVID BERENZ

Born: 1941 Appointed: 1969 Retired as Lieutenant

Returned to Quarters: 2019

Photo Credits

Cover page photo courtesy of Gary C. Klein/USA TODAY NETWORK-Wisconsin

Personnel photos courtesy of Jean Zemke

Other photos provided by the Sheboygan Fire Department



2019

HUMAN RESOURCES | BENCHMARK MEASUREMENTS CALENDAR YEAR 2019





CITY OF SHEBOYGAN

Our Mission is to provide residents, the business community and visitors with fiscally responsible municipal services in an effective and responsive manner to meet the needs of our diverse community.

Our Vision is to be a family-oriented and prosperous community with a wide variety of housing, business, cultural and recreation opportunities in save and attractive neighborhoods.

Our Values guide all actions and reflect what we require of our employees and expect from our elected officials. These core values set the high standard to which we expect to be measured.

Our Culture promotes an experience that is fastpaced, unpretentious and meaningful while providing high quality services for the citizens and employees of the City of Sheboygan.

City of Sheboygan employees uphold and promote the mission, vision and core values of the City of Sheboygan, and work to fulfill the six main principles of the Strategic Plan through these essential competencies:

- Respect
- Accountability
- Teamwork
- Innovation
- Fiscal Responsibility
- Service





PEOPLE MOVEMENT | HEADCOUNT

Turnover is inevitable in any organization. People remain the city's most valuable asset. The Human Resources Department tracks changes throughout the year in order to evaluate areas of concern.

2016		2017		201	18	20	19
12 retired	2.7%	13 retired	2.9%	18 retired	4.0%	27 retired	6.0%
25 resigned	3.1%	19 resigned	4.2%	35 resigned	7.8%	20 resigned	4.4%
3 discharged	0.6%	2 discharged	0.4%	1 discharged	0.2%	6 discharged	1.3%
0 laid off	0.0%	1 laid off	0.2%	0 laid off	0.0%	0 laid off	0.0%
2 job eliminate	0.4%						
6.8%		7.6%		13.6	5%	11.3	80%

Turnover for 2019: 11.80%

War For Talent

Total turnover reduced slightly from Calendar Year 2018. While in 2019 the number of retirements is higher, turnover due to resignations dropped by approximately 40 percent. While this is an improvement over last year, it is important to understand why employees choose to leave.

The City of Sheboygan needs to make valiant efforts at retaining talent - including a continuation of competitive salary and benefits, as well as a culture that supports the city's mission, vision and values while providing meaningful employment to team members.

HUMAN RESOURCES | BENCHMARK MEASUREMENTS CALENDAR YEAR 2019



The **Human Resources Department** is responsible for recruitment of qualified applicants, employee orientation, maintenance of personnel records, administration of employee benefits, retirement processing, compensation administration, job classification, labor market research, employee relations, labor negotiations, health and wellness administration and regulatory compliance.

Statement of Purpose

The function of the Human Resources Department is to provide applicants and employees to various departments to successfully serve the City of Sheboygan and to provide employees with appropriate compensation and benefits programs both during employment and into retirement.

Staff Expectations

The foremost item in every employee's job purpose is to handle problems and adversity with a positive attitude. That includes personal conflicts with others in the organization, design flaws in procedures, system breakdowns and all the other many mess ups and frustrations that can happen in this agency. All staff needs to help smooth the rough spots instead of making them worse through negativity. Staff needs to figure out a way to be in control, composed and genuinely friendly. Never treat customers as if they were one more problem or as if you are not pleased to have them here.

Equal Opportunity Employer

The City of Sheboygan, Wisconsin is an Equal Opportunity Employer In compliance with the Americans with Disabilities Act, the City of Sheboygan will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with their supervisor.

Diversity and Inclusion

The City of Sheboygan is committed to supporting differences across race, gender, age, religion and identity as experience drives us forward every day.



PULSE OF INSURANCE PROGRAMS

Health insurance is one of the city's highest expenditures. The City of Sheboygan has teamed up with a group of employees to review and implement programs that aim to keep employees healthy and contain costs in medical expenditures.

Medical Insurance					
Health Plan Loss Ratio CY2019:	<mark>96.50%</mark>				
Total Plan Costs:	\$6,145,777				
Budgeted Plan Cost: \$6,372,07					
Difference:	\$ 223,298				
Dental Insurance					
Dental Plan Loss Ratio CY2019:	104.02%				
Dental Plan Loss Ratio CY2019: Total Plan Costs:	104.02% \$ 429,778				

Employee premium rates were increased by 10 percent for 2019 and 5 percent for 2020. No plan design changes were identified for 2020. The initiatives identified by the City's Group Health Insurance and Wellness Team are credited with the some of the cause for favorable results, as well as employees and participants of the plan making improved consumerism efforts.

Mission Statement



The mission of the Information Technology Department is to provide products and services that are effective and efficient in meeting the electronic computing requirements for the City of Sheboygan and affiliated organizations in a manner that is timely and cost effective.

Vision Statement

As a customer service based and quality focused organization, the Information Technology Department envisions providing a vibrant infrastructure and software application tool sets that are scalable both vertically and horizontally in order to support the future goals and strategic directions of the City of Sheboygan in the following manner.

Function

- Provide project management services
- Utilize a virtual computing environment for faster deployment
- Consolidate technologies
- Provide redundant and resilient systems
- Establishing common standards
- Establish life-cycle management
- Financial stewards of resources

Key Activities: 2019

- Purchased, installed and configured City Hall and Waste Water Treatment Plant Data Center equipment, providing a redundant and resilient environment for the City of Sheboygan.
- Coordinated relocation of city employees and relevant technologies back into City Hall.
- Implemented audio/visual technologies for all conference rooms and Council Chambers for City Hall.
- Implemented the MUNIS Budget Entry Module and successfully used it to create the 2020 budget.



710 North 8th Street Sheboygan, WI 53081 920-459-3400

MEMORANDUM

TO: Darrell Hofland, City Administrator

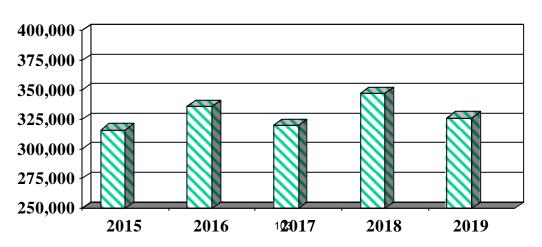
FROM: Garrett Erickson, Library Director

DATE: February 14, 2020

SUBJECT: 2019 Annual Report

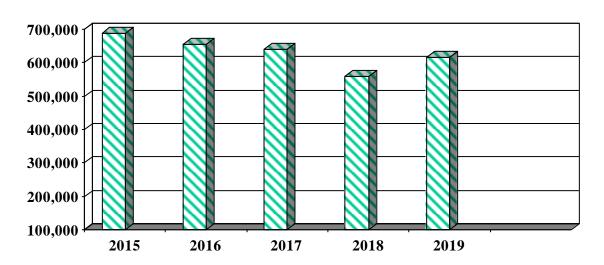
Mead Public Library continued providing materials, programs and services to help meet the informational, recreational, educational, social and cultural needs of the community. The type of materials, services and programs available were adjusted to better meet the needs of the Sheboygan citizens and the surrounding communities. In addition, Mead staff have increased the number of workshops, lectures and other educational events available to the public.

In 2019, 326,128 people visited the library, down from 346,769 the year before. Contributing factors to the decrease are the City of Sheboygan Landscaping project of the Mead Public Library grounds, and several days of closure early in the year due to winter weather. Mead's steady gate count underscores its transformation from a bookfirst venue into a community hub that remains a major draw by offering free access to lifelong learning opportunities, while also serving as a social outlet, gathering place and entertainment space.



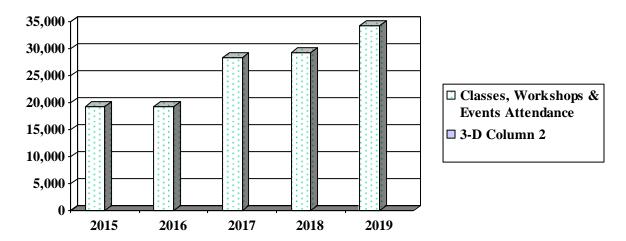
Annual Library Visits

In 2019, library users checked out 614,805 items, which included books, audiobooks, CDs, DVDs, magazines as well as digital downloads. This number is slightly up compared to the number of items checked out in the previous year.



Checkout of Combined Physical and Digital Materials

The library offered 1,297 classes, workshops and events that together attracted 34,250 people. These attendance numbers were an increase of 8 percent over figures from the previous year.

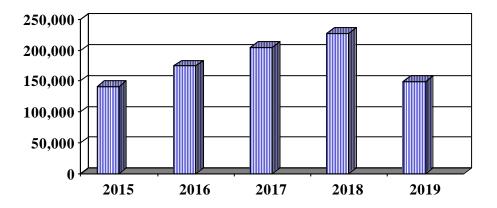


Classes, Workshops and Events Attendance

Free Internet access continues to be among the most in-demand resources offered by the library, whether it's through library-provided workstations or Wi-Fi that's accessible using mobile devices. Library-provided Internet sessions rose 11.1 percent during the past year, with citizens using it for research, skills training, job searching, homework help, social connection and entertainment.

2

Internet Sessions



2019 Highlights & Achievements

Mead Public Library had a busy and productive year in 2019 that continued to focus on repurposing spaces and expanding the range of services offered to the Sheboygan community.

Our mission is to connect people with ideas, resources and technology to educate, entertain and empower, so Mead staff members have worked diligently to make the library a welcoming and functional environment for our patrons. Our gate count (visitors who enter the building) has remained steady for several years (over 100 people per hour on average), an indicator of the importance of maintaining and improving our physical facility.

The 2nd floor was updated with new carpeting and the main stairway was upgraded with vinyl, which was partially funded through the city's capital improvement projects process, as well as through generous private donations. Much of the area was re-painted, which gave the space a renewed look. In addition to the 2nd floor carpet replacement, the library updated its Maker Space by enclosing the Makerspace area, as well as both teen center areas on the $2^{nd} \& 3^{rd}$ floors to reduce the noise impacts between areas.

Mead receives IT and delivery services through the Monarch Library System Consortium, which ensures citizens can quickly receive library materials from any public library in Sheboygan, Ozaukee, Dodge and Washington counties.

The library's Facebook page now reaches tens of thousands of people each month and had 4,208 followers in 2019, while subscriptions to Mead's monthly eNewsletter topped 3,370 subscribers and its quarterly printed newsletter now reaches over 1,200 people. The library has also grown its social presence using Instagram, with 742 people now following the library's account.

A Survey of Classes & Events Held at or Sponsored by the Library in 2019:

- Largest venue for the Sheboygan Children's Book Festival, with the library hosting 30 events that together attracted nearly 2,000 people
- Hosted the third annual WinterGreen festival with over a dozen local organizations, including schools, colleges, businesses and nonprofits participating
- Brought the Great Decisions lecture series back to Sheboygan for the third straight year, and featured discussions on global issues and U.S. foreign policy, moderated by professors and experts from throughout Wisconsin
- Hosted spring and fall Academy talks, featuring current-event lectures in conjunction with the Wisconsin Academy of Sciences, Arts and Letters
- Continued the popular Family Night series weekly throughout summer on the City Green
- Hosted the second annual Sheboygan Mini Maker Faire on the City Green
- Expanded our early childhood literacy offerings due to high demand
- Offered popular computer coding classes and workshops for teens
- Collaborated with Art4Fun and Science4Fun, to offer learning-focused after school programs for children
- Also collaborated with Millipore Sigma Corp. scientists who lead hands-on science workshops for kids, teens and adults
- Offered the Make it @ Mead series of teen crafting programs: makerspace provides material and space to create arts and crafts, technology/fabrication projects

Additional program offerings included numerous film series, poetry circles, book groups, lectures and visits from local authors, game tournaments, music classes and crafting events. The library is grateful to the organizations that offer financial support for programming: the Mead Public Library Foundation, the Friends of Mead Public Library, and the Kohler Foundation.

Looking Ahead:

The library and library board completed several large projects in 2019, including an update of the library's strategic plan.

Improvements to the interior of the library will continue, as several areas of the building will receive fresh paint; aging and worn furniture will be replaced.

The staff will work with the Department of Public Works and City Planning Department to update the look and functionality of the property outside the library.

Several infrastructure update projects took place in 2019, including: the replacement of many dated, pneumatic HVAC controls in the building to newer more efficient digital controls and the adoption of the city's digital phone system.

The library remains committed to building community partnerships to ensure that resources are used wisely. We will continue to be one of the main venues of the Sheboygan Book Festival in the fall. We are working with the City Development to ensure the new City Green has a multitude of family programming throughout the summer months. The library staff will continue partnering with the Sheboygan Area School District, including ongoing projects with the Étude Group and Red Raider Robotics.

MUNICIPAL COURT - ANNUAL REPORT 2019

The Municipal Court oversees non-criminal traffic and ordinance violations. The mission of the court is to provide access to justice to the people of the City of Sheboygan and the Village of Kohler in a timely and cost-effective manner. The Municipal Court accounts for the collection of forfeitures owed to the City of Sheboygan and Village of Kohler.

Workload Measurements	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual
Sheboygan Police Department cases	4,630	4,938	6,067	6,139	5,503
Sheboygan Building Inspection Department cases	712	510	711	503	489
Sheboygan Fire Department cases	8	4	1	4	0
Village of Kohler cases	437	549	326	294	603
Total Number of cases	5,787	6,001	7,105	6,940	6,595

	2015	2016	2017	2018	2019
Effectiveness	Actual	Actual	Actual	Actual	Actual
Total Forfeitures ordered	\$1,831,748	\$1,525,863	\$1,352,116	\$1,263,291	\$1,369,504
Total Forfeitures, Fees, Restitution & Reimbursements collected	\$948,443	\$773,575	\$737,143	\$953,456	\$902,518
Resident satisfaction rating	N/A	92%	89%	81%	94%

	2015	2016	2017	2018	2019
Permanent Staffing	Actual	Actual	Actual	Actual	Actual
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	1.00	1.00	1.00	1.00	1.00
Total Staffing	2.50	2.50	2.50	2.50	2.50

City Development 2019 Annual Report

ennsylvania Ave

The Department of City Development Annual Report outlines accomplishments regarding development activity, trends, and departmental initiatives.



DIVISION PROFILE: PLANNING AND DEVELOPMENT

Mission Statement

Actively promote a diverse, safe, and dynamic community and enhance the living, working, and recreational choices for all Sheboygan citizens and visitors.

Vision Statement

The vision of Planning and Development is to take a leadership role in creating opportunities for our City to continue to grow and sustain our diverse communities that define and give Sheboygan its unique character.



Planning and Development Division Boards, Commissions, and Committees

Planning and Development staff coordinates meetings and provides these committees with professional reports and recommendations.

- Architectural Review Board
- City Plan Commission
- Redevelopment Authority
- Housing Rehabilitation Loan Commission
- Sustainable Sheboygan Task Force
- Common Council
- Board of Zoning Appeals
- Historic Preservation Commission
- Joint Review Board
- Planning and Development Division **Permits and Applications** 2018 2019 Conditional Use Permit/Site Plan/ Rezone 136 79 Architectural Review 30 36 Sign Permits 107 116 Home Occupation 4 2



The Planning and Development **Division provides:**

- Conditional use permits
- Site plan approval
- Zoning information and letters
- Home occupation approval
- Landscape plan review and approval
- Neighborhood association support
- · GIS mapping services
- CDBG grant management
- Business loans
- Housing rehabilitation loans
- Grant writing services
- Grant disbursement and management
- Website management
- · Social media coordination
- Plan/report writing and document design
- Sustainability initiative coordination
- Sign Permits
- Economic development services
- Business Improvement District support
- Green Tier Legacy Community representation
- Neighborhood planning services
- Landlord Training administration
- Visit Sheboygan Support

PLANNING AND DEVELOPMENT

Master plans are tangible and often visible statements of where the redevelopment area or park is now, what it should be in the future and what is required to get there. While processes for developing them vary, master plans are most successful when they represent a vision that brings together the concerns of different interest groups, and their recommendations create a ground swell of community and political support.



Good master plans are flexible, and have involved the community and other stakeholders from the outset, giving the plan a legitimate base, and a better chance to come to fruition. While circumstances vary from place to place, the decision to develop a master plan is often determined by the need to understand the current conditions of the area, to generate and build community interest and participation, to create a new and common vision for the area's future, and/or to develop a clear and solid set of recommendations and implementation strategy.

2019 MASTER PLANS

River Bend Master Plan

Consultant group, GRAEF, completed the master plan for a neighborhood in Sheboygan called River Bend. Public input sessions were held, and public comments have been incorporated into the final plan. The Plan compiles 11 recommended actions related to the future growth and stability of the mixed use neighborhood as the land use of several key sites transitions from industrial uses to commercial and residential. Key recommendations include streetscaping, pedestrian amenities, public access to the Sheboygan River, street reconstruction, property rehabilitation, support for riverfront activities, and catalytic site redevelopment. The planning area is bounded by the Sheboygan River, and Pennsylvania Avenue.

Downtown Districts Activation Plan

The City of Sheboygan engaged GRAEF, a Milwaukee consulting group, to create a Master Plan for Urban Design and Activation for Sheboygan's Downtown Districts. This plan is meant to be a compliment to the 2014 Harbor Centre Master Plan, which is still in use today. This plan will help direct and inspire the city's placemaking efforts in Sheboygan's core, and lays the groundwork for expanding placemaking efforts into districts throughout the city. The districts covered in this plan include Downtown, Uptown, Michigan Avenue, and Indiana Avenue.





2019 Developer Summit

In October 2019, City Development collaborated with the Sheboygan County Economic Development Corporation (SCEDC) to host the 5th annual Developer Summit. During this day-long event, representatives from the City of Sheboygan and the SCEDC provided information for interested developers from across the state by means of presentations, tours, and demonstrations.

The 2019 Summit involved 22 developers, who began their day with a presentation at the acclaimed Stefanie H. Weill Center for the Performing Arts, followed by a tour of the city highlighting potential development opportunities. The tour included two impressive stops the Acuity Insurance facility, including a meeting with their Human Resources department explaining the needs of their workforce, and a behind-the-scenes tour of the much aniticipated new John Michael Kohler Art Preserve.

Sheboygan has seen successes resulting from past Developer Summit events, and plans to continue hosting summits in the future.



CONTINUED FOCUS ON HOUSING OPTIONS



In the recent past, Sheboygan has not developed new multi-family housing so new employees coming to the area have had to live further away to find the type of home that they want. Since 2015, developers have constructed a significant number of apartment and condominium units. As a new projects open for occupancy they are filling up quickly. While these new apartments are starting to address the housing market need in Sheboygan, the demand for new housing inventory continues to grow. If a new worker comes to Sheboygan to take a job and they live outside of the city or county, the community does not reap the full benefit of their employment at a local business.

What is the per year impact on our local economy? If 100 additional workers with an average salary of \$48,133 (a total of \$4.8 million) were to find housing in Sheboygan, then the spending of these residents will create wages and jobs for others. The spending will also be a boost to our local businesses, resulting in totals of over \$1 million 110 f commercial activity.

2019 HOUSING DEVELOPMENTS

Project	Approximate Value	Units	Туре	
Badger State Lofts*	\$30,500,000	118	Affordable - Section 42	Α
The Oscar**	\$47,000,000	248	Market Rate	В
Kingsbury Village*	\$6,000,000	33	Market Rate	С
7Penn Apartments*	\$13,000,000	66	Market Rate	D
South Pier Riverfront Condominiums*	\$6,000,000	21	Condominium	E
The Luxe Apartments	\$8,000,000	48	Market Rate	F
Water's Edge Condominium Complex	\$7,000,000	32	Condominium	G

G

As of December 2019: *Under construction **Approved but not started

10.



F

\$117,500,000 TOTAL INVESTMENT

118 UNITS AFFORDABLE HOUSING



B

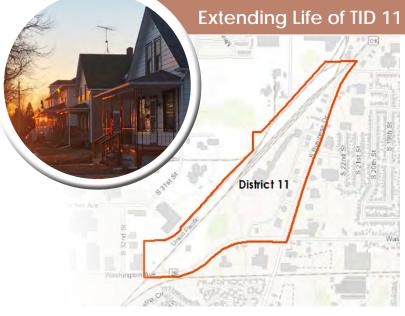
WATER'S EDGE

MINIUMS

LUXEADA

NTS

TAX INCREMENTAL DISTRICTS (TID) UPDATE



In September 2019, the Common Council voted to approve extending the life of TID 11, Washington Square, and using the revenue to improve the city's housing stock. The extension should capture approximately \$712,964 of excess increment, of which 75 percent must be utilized for affordable housing for low and moderate income households, and the remainder can be used to improve neighborhood conditions. The funds will be used to provide funding for the rehabilitation of upper floors in the central business districts into affordable housing, as well as facade and landscaping improvements in targeted neighborhoods.

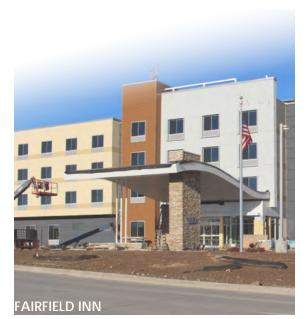
District 13 District 12 District 17 114

Sharing Revenue from TIDs 12 and 13 with TID 17

TID 12 was established for the office building at the corner of N. 8th Street and Niagara Avenue and the GrandStay as a blight district. TID 13 was established for the Landmark Square development and the Sheboygan Senior Community (now Founders Club) as a blight district. Under state statutes, excess increment in a TID may be shared with a recipient district of like kind. Under the project plan amendment, TID 13 would share excess increment with TID 17 for about \$387,000 per year, and TID 12 would share excess increment with TID 17 for approximately \$174,000 per year. At this time, there is no expansion of TID 12 or 13 planned and no outstanding debt payments to cover.

TID 17 is known as Indiana Avenue. Due to the amount of infrastructure needed in this area as well redevelopment of the large parcels of land, city staff recommends sharing increment from TID 12 and 13 to cover upcoming debt payments that may be necessary.

COMMERCIAL DEVELOPMENTS



Project	Approximate Value
Meijer	\$14,000,000
Panera Bread	\$1,000,000
Dulmes Decor	\$5,000,000
Sheboygan Visitor Center	\$1,500,000
Central Tool (LTC)	\$5,000,000
Prevea	\$17,500,000
JMKAC Art Preserve	\$20,000,000
Vista Care	\$2,000,000
Fairfield Inn	\$6,500,000
Acuity Insurance Interior Build-Out	\$2,600,000

Meijer Development

Developed on the site of the derelict Memorial Mall, Meijer opened their doors in Sheboygan in 2019. The Meijer store includes a pharmacy, bakery, and deli, home goods, apparel, sporting goods, and electronics. Meijer is open 24 hours a day, 365 days a year. Froedert Medical College of Wisconsin has a FastCare clinic in the Meijer complex. Insured and uninsured patients can be seen for a variety of services at the walk-in clinic.

Panera Bread has opened a location in an outlot at the Meijer development, and the entire Sheboygan community is excited to see this addition to its dining options.

SouthPointe Enterprise Campus

Construction of the SouthPointe Enterprise Campus is complete. Final work in 2019 consisted of landscaping, street lighting, tree planting and signage. The Common Council approved hiring CBRE to assist with marketing and real estate services for the campus. This new business park offers shovel-ready sites, both commercial and industrial, from 2-100 acres, and boasts ample frontage on Interstate 43.





INNOVATION DISTRICT UPDATE

FreshTech is Wisconsin's only Innovation Community. It is a half-mile master-planned area designed for collaboration and co-working, stimulating events, research labs, makerspace and urban housing. FreshTech's goal is to provide employees and entrepreneurs with a refreshing experience by encouraging collaboration with other thought leaders within a rich innovative environment.

District Planning

The City of Sheboygan commissioned an intial concept plan for the Fresh Tech Innovation District in 2016, and found the need to update the plan in 2019. The city engaged The Kubala Washatko Architects, Inc., Milwaukee, to create a master plan for the area. The plan will take into account the development of a multi-tenant class A office building that will act as the central hub of the district, as well as open public spaces, programming, and parking needs for the area. Initial concepts for the master plan will be reviewed in early 2020.

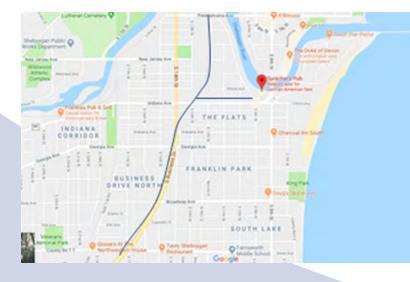


Programming

The Sheboygan County Economic Development Corporation (SCEDC) has created and filled a new position, Director of Innovation and Engagement, whose mission is to develop and execute programming ideas for the innovation ecosystem in Sheboygan County. A task force made up of representatives from non-profits, governments, and private business has been assembled to help guide the programming that ultimately takes place. Initial programs will be held in 2020.

Makerspace

The Etude Group, who run a charter elementary, middle, and high school in Sheboygan, have been contracted to complete a makerspace study for the community. The group was tasked with identifying the type and use of the makerspace, as well as identify a group of potential leaders in the effort. Preliminary results of the study were communicated in fall of 2019, and the group has begun refining their recommendation.



Multi-Use Trail Extension

The purchase and sale agreement has been approved and signed to purchase approximately 21 acres of abandoned railroad from Union Pacific to extend the Shoreland 400 Trail south. The extension will connect to the existing Shoreland 400 Trail, which runs from Pennsylvania Avenue to North Avenue. When the extension is complete, the Shoreland 400 Trail will extend all the way from North Avenue on the North to Union Avenue on the South. The majority of the trail is off-street and paved, making it ideal for non-motorized transportation and recreation.

DOWNTOWN IMPROVEMENTS



Pop-Up Shops

The program ran from October through December 2019, with three successful shops which were selected from a pool of applicants. The winners received free rent in a downtown storefront to test the market and see if a brick and mortar store would work for them. The ultimate goal of the program is to have the selected pop-ups eventually become permanent shops. The pop-up shop program adds vibrancy, interest, and variety to downtown Sheboygan.

Above and Beyond Mural

Local North High School Junior Maddie Green set to ignite happiness with a whale of a project! An inspired mural painted by local artist Jessica Rassel graces the exterior wall of Above & Beyond Children's Museum in downtown Sheboygan.

Living Room Project

Active8, a local not-for profit group, undertook the creation of the "Living Room Project" on an otherwise unused bump-out along N. 8th Street. The Living Room Project is a place for people to gather downtown, rather than just passing through.

City Green Programming

Night Market

The Night Market was an open-air market at City Green offering a wide variety of experiences for all backgrounds and ages, featuring local makers and entrepreneurs. The market held mix of art, craft and food vendors, live music, games, a kid zone, and beer garden that was all coordinated by SCIO, Harbor Centre Business Improvement District, and the City of Sheboygan.

Levitt AMP

The John Michael Kohler Arts Center and City of Sheboygan received a three year grant (2019-2021) from the Levitt Amp Foundation to continue to bring world-class music to Sheboygan, for a free weekly concert for 10 weeks each summer.

Mead Public Library Partnership

Mead Public Library utilizes City Green on a weekly basis for their well-attended family fun nights, but also for special occasions including their Mini-Maker Faire that was held in June 2019.





PLANNING AND DEVELOPMENT CDBG PROGRAM Community Development Block Grant

Community Development Block	
Grant funding distribution	Amount
Public Service Agencies (Non-profits & Government Agencies)	\$158,000
Park Facilities - Library Plaza	\$247,311
Public Facilities - Downtown Playground	\$30,000
Public Facilities - Painting Railings	\$129,000
Historic Preservation	\$100,000
Street Improvements - Streetscaping	\$49,620
Administration	\$178,483

Each year the Department of City Development receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). 15 percent of the city's total CDBG allocation can be granted to public service agencies, to help support their programs and administration costs, and 20 percent can be used for departmental administration of the entire CDBG program. In 2019, CDBG funds were also used for public facilities, historic preservation, and street improvements. The public facilities funds were used to paint the railings along the riverfront, reconstruction of the Library Plaza, and a downtown playground at the Above and Beyond Children's Museum on North 8th Street.



Library Plaza Renovation Project

The project, which began in spring 2019, included repairs to the Lawrence Halprin-designed water feature outside the library along with improvements to the walkways and seating areas surrounding the building.

The parking lot entrance and book return were also re-worked to improve access for patrons using disability parking. In addition, the four brass sculptured panels by local artist Sharron Quasius were reframed and relocated to the Eighth Street side of the plaza.

Game On Business Loan

Game On, Wisconsin's only modern-day gaming and ESports entertainment venue is located in Sheboygan and received a \$50,000 Business Loan, funded by CDBG, to help with working capital and the purchase of equipment.

9

Craft30 Relocation

Craft30, a pub previously located on S. 10th street, renovated and moved into the former Club Michigan building on Michigan Avenue. The move represents an expansion from the bar's previous space, increasing from 3,000 to 9,000 square feet. This move allowed the parcel the bar previously occupied to come under city control, as a part of the FreshTech Innovation District. The new building underwent some rehabilitation work, and to assist with those costs Craft30 received a \$50,000 historic preservation construction grant. Craft30 also received a \$75,000 business loan, funded by CDBG to aid in their business expansion efforts.

PLANNING AND DEVELOPMENT

Visit Sheboygan

Planning and Development Division staff are actively involved in the Visit Sheboygan, Inc. The Director of Planning and Development holds the chairperson role on the Board of Directors and actively works to increase visitor spending and room tax collections over the course of the year, and coordinates the 4th of July Celebration and overseeing the activities of Visit Sheboygan. Visit Sheboygan will move into a new Visitor Center in 2020.

Sheboygan County Economic Development Corporation (SCEDC)

Planning and Development Division staff maintain a fruitful working relationship with the SCEDC, holding weekly check-in meetings, communicating about development opportunities, planning for the FreshTech Innovation District, and hosting the annual Developer Summit.

John Michael Kohler Arts Center

The collaboration with the John Michael Kohler Arts Center has been a key to downtown revitalization efforts. The continuation and success of the Levitt AMP concert series has been a huge draw for the downtown. The connection of the Arts Center to the National Endowment for the Arts has provided funds to complete a number of downtown placemaking and revitalization projects that would have not been possible without them.

Sheboygan County Interfaith Organization (SCIO)

SCIO is the organization that has operated the Sheboygan Farmers Markets, both winter and summer, for 30 years. In 2019, the City of Sheboygan had two partnership opportunities with SCIO - the Night Market, and downtown planter decoration. The Night Market was a success - being a fun-filled family event held in downtown Sheboygan. The downtown planter decoration included colorful carrot charms fabricated and painted by Lakeshore Technical College. The charms celebrated SCIO's 30th anniversary with the Sheboygan Farmers Market.



PLANNING AND DEVELOPMENT OUALITY OF LIFE

SolSmart - Bronze Designation

SolSmart is a designation program developed by The Solar Foundation (TSF) to assist and recognize communities that act to cut red tape and improve local solar market conditions by making it faster, easier, and more affordable to go solar in their jurisdictions. In 2019, the City of Sheboygan achieved Bronze SolSmart designation.

StriveOn App Historic Tour

The City of Sheboygan recently created a historical walking tour through the use of the StriveOn App. The creation of this tour was funded by an \$8,000 grant from AARP. The Downtown Historic Tour looks at 15 historical sites in Sheboygan ranging from Sheboygan City Hall to the Islander Tug at Harbor Pointe Miniature Golf. This educational excursion helps to showcase some of Sheboygan's historical hidden gems that are often overlooked. With this tour and the StriveOn App, visitors and residents can engage with Sheboygan's history, learning the origins of some of Sheboygan's oldest places. The Planning and Development Division is committed to adding additional tours to the StriveOn App.

Rock the Block

For the third year in a row, the Planning and Development Division partnered with Habitat for Humanity Lakeside to hold a Rock the Block event. The North Railway and End Park neighborhoods were the chosen for the event, with 14 total projects, over three days, with over 85 volunteers! Homeowner projects included porch rebuilds, garage and fence repairs, lighting and siding installation. Community project locations included RCS empowers and alley and street clean-ups.



Sheboygan Livability

Planning and Development Division staff have been highly involved in advancing Sheboygan's livability and age friendly goals through their participation and leadership in the Sheboygan For All Task Force. This group, headed by the Director of Senior Services, completed a plan to advance livability work within city departments, as well as in the community. The plan was accepted by AARP, advancing Sheboygan as an AARP Age Friendly Livable Community.





PLANNING AND DEVELOPMENT NEIGHBORHOOD REVITALIZATION

Association Achievements

Neighborhood associations engage in a number of activities, but some notable projects from 2019 include: Memorial Neighborhood held their first historic walk, with the assistance of the Sheboygan County Historical Society, and Vollrath/North Point adopted Cole Park as well as completed the installation of a brochure holder in Vollrath Park for their historic walk guides.

Neighborhood Associations

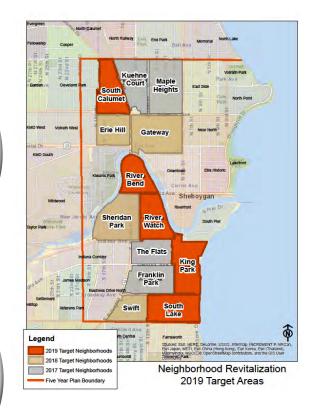
End Park became the city's 10th official neighborhood association. A special Mayor's Neighborhood Leadership Cabinet meeting was held in September to celebrate all our associations, and to allow members to meet one another, and meet other city resources. A resource binder was developed and distributed to neighborhoods outlining programs, providing applications, and pertinent contact information for city staff, leadersh³ and elected officials. Neighborhood Associations continue to work closely with city staff and the Police Department to ensure issues are dealt with in a timely manner, and projects have the necessary resources to be completed.





Core Neighborhoods Chosen

Each year, core focus neighborhoods are chosen, within the five-year plan boundary, where baseline surveys are taken to better understand the current conditions in the city's central neighborhoods. In 2019, South Calumet and River Bend were chosen on the north side, and River Watch, King Park and South Lake were chosen on the south side,



Large Item Disposal Program

Spearheaded by the Streets and Sanitation Division of the Department of Public Works (DPW), the City Development Department aided in organizing the first Large Item Disposal Program, a benefit for the neighborhood associations to particiapte in. Participating associations were allowed to choose a Saturday in spring to hold their event, where DPW sponsored a dumpster and crusher truck stationed in the neighborhoods where residents can bring approved large items not usually picked up during the weekly garbage routes. The program was a huge success and will continue in 2020.

DIVISION PROFILE: BUILDING INSPECTION

The Building Inspection Division is dedicated to public safety in the construction environment throughout the city through development and promotion of uniform codes and standards, code administration, and in education and instruction of safe and secure homes and businesses.



Permitting

The Building Inspection Division provides a public service window, open during City Hall business hours, at which the public can obtain permits. The Building Inspection Division is customer focused and strives to address permitting issues as swiftly as possible.

Coordination

The Building Inspection Division also works closely with Planning and Zoning, Engineering, Utilities, Streets, Police, and Fire/Rescue during final inspections phase of the project and during criminal and fire investigations.

Enforcement

The Building Inspection Division has adopted all the Department of Professional and Safety, State of Wisconsin Building, Mechanical, National Electric Code (NEC) and Plumbing Codes. Through the adoption of these codes, the city ensures that all construction in the city is compliant with all codes and requirements of the State. The city also adopts the International Property Maintenance Code as it relates to enforcement of property maintenance.

Building Inspection Permits	2019 Issued	Total Fees Collected
Building	1965	\$578,249
Electrical	444	\$169,970
HVAC	551	\$227,500
Plumbing	328	\$89,680
Wrecking/Razing	22	\$4,062
Signs	69	\$9,308
Commercial Occupancy	44	\$11,000
Other Revenues	NA	\$210,064
Totals	3,423	\$1,299,833
Building Inspection Licensing	2019 Issued	Total Fees Collected
Weights and Measures	76	\$29,583
Contractor Licensing	509	\$78,415
Totals	585	\$107,998
Total Permits and Licensing		\$1,407,833.03



DIVISION PROFILE: BUILDING INSPECTION

A R and Tabl

Building Inspection Division Commissions, and Committees

The Building Inspection Division staffs the Board of Zoning Appeals and Board of License Examiners. Building Inspection staff coordinates meetings and provides these committees with professional reports and recommendations.



The Building Inspection Division provides:

- Building inspection services
- Electrical inspection services
- · Heating inspection services
- Plumbing inspections services
- Clearwater inspections
- Weights and measures
- Residential and commercial plan review
- Code enforcement
- Landlord/tenant concerns
- Contractor licensing
- Occupancy inspections

Residential Housing Construction 2015-2019

Year	Housing Type	Number of Units	Percentage	Number of Buildings
2015	Single	7	9%	7
	Duplex	2	2%	1
	Multi - Apartment	72	89%	5
	Multi - Condominium	0	0%	0
		81	100%	13
2016	Single	7	5%	7
	Duplex	26	20%	13
	Multi - Apartment	98	75%	2
	Multi - Condominium	0	0%	0
		131	100%	22
2017	Single	10	5%	10
	Duplex	36	20%	18
	Multi - Apartment	91	75%	1
	Multi - Condominium	0	0%	0
		137	100%	29
2018	Single	6	56%	10
	Duplex	2	44%	4
	Multi - Apartment	0	0%	0
	Multi - Condominium	10	0%	0
		18	100%	14
2019	Single	5	2%	5
	Duplex	2	1%	1
	Multi - Apartment	232	89%	3
	Multi - Condominium	21	8%	1
		260	100%	14

BUILDING INSPECTION CODE ENFORCEMENT

2019 Code and Nuisance Orders

The Department of City Development employs two parttime code enforcement officers whose work is vital for the revitalization of Sheboygan's neighborhoods. The Code Enforcement Officers are responsible for issuing and following up on code and nuisance orders in the city, improving the conditions of our neighborhoods and protecting the integrity of our housing stock. Orders are issued based on complaints received, as well as our code enforcement officer's own observances.

The map pictured here illustrates code and nuisance orders that were issued in 2019. The Code Enforcement Officers have issued orders throughout the city, and spend time observing conditions in every neighborhood in Sheboygan. While many orders are rectified and complied with upon the first issuance of a letter, many cases require diligent follow-up which is a large part of our code enforcement officers' job, which cannot be accurately reflected in a map.

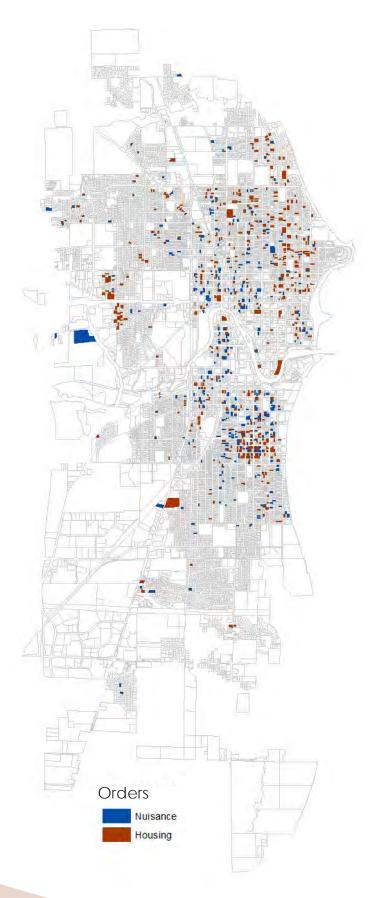
Nuisance Complaint Statistics

Total Number of Complaints: 683 Violations: Sanitation – 505, Storage – 32, and Off Street Parking – 128 Number of Violations Fixed: 533 (80%) Number of Citations issued: 101

Housing Inspection Activity

Total Number of Violations: 1,047 Number of Inspections: 670 Average Violation per Inspection: 1.57 Number of Violations Fixed: 951 (90%) Number of Citations issued: 318





BUILDING INSPECTION CODE ENFORCEMENT

Reducing Neighborhood Blight

Keeping our neighborhood safe, clean, and protecting quality of life all lie at the heart of Sheboygan's neighborhood revitalization program. At times, structures are not sound, or are beyond repair, and have become detractors to the overall aesthetic and quality of the neighborhood they belong to. These structures go through the process of citation which attempts to get the owners to remediate the problem, but there are times where remediation does not occur and the city takes steps to raze the buildings. Often, these buildings are called "neighborhood killers" because of the detrimental effect they can have on the area surrounding them. Removing the building can have a dramatic and positive effect on the neighborhood.



Interdepartmental Focus on Neighborhood Issues

The Code Enforcement Officers work closely with police officers, city attorneys, and the Department of Public Works employees to follow up on issues observed in our neighborhoods that require more coordination and enforcement than what their position or the Building Inspection Division can offer. Through this interdepartmental cooperation Sheboygan has made strides in cleaning up our neighborhoods and setting a new higher standard for maintenance of property throughout the city.

City of Sheboygan Landlord Training Program

The City of Sheboygan runs an annual Landlord Training Program for area landlords to become more familiar with current landlord/tenant laws, police procedures, tenant screening, and property maintenance. Over the past five years, over 150 landlords have attended the training.

Demolition of Gas Station Indiana Corridor Neighborhood

The Indiana Avenue Neighborhood Association has been petitioning for the removal of an abandoned gas station in their neighborhood for years. The station, at the corner of 21st Street and Indiana Avenue, stood vacant and decaying, and the neighbors were tired of the eye sore at the entrance to their neighborhood - it conveyed a message that this neighborhood was not clean, safe, or friendly. The city worked with Sheboygan County to obtain control of the site after the property was taken under tax foreclosure. Demolition has been completed, but soil testing and site evaluation is underway to understand the level and types of contamination present. The City Development Department will continue to work with the neighbors to develop a plan for the property moving forward.



City Development 828 Center Avenue, Suite 208 Sheboygan, WI 53081 (920) 459-3377



SCHNABEL

2019 ANNUAL REPORT

SP.

Christopher Domagalski, Chief of Police 1315 N. 23rd Street, Suite 101 Sheboygan, WI 53081





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Our Vision

To be the safest community of its size in the United States.

Our Mission

is to be the model of excellence in policing by working in partnership with the community and others to: FIGHT crime, the fear of crime and disorder; ENFORCE laws while safeguarding the constitutional rights of all people; PROVIDE quality service to all our residents and visitors; and CREATE a work environment in which we recruit, train and develop an exceptional team of employees.



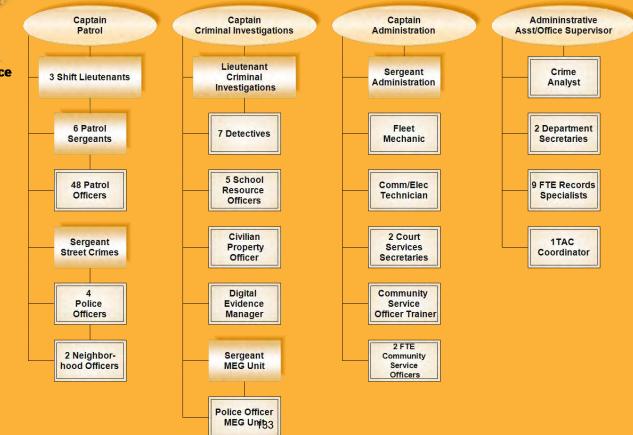


Mayor Michael Vandersteen Chief Administrative Officer Darrell Hofland

District	Wards	Alderperson	District	Wards	Alderperson
1	1, 5, 6	Barb Felde	6	18, 19	Dean Dekker
2	2, 3, 12	Todd Wolf	7	14, 15, 21	Rose Phillips
3	11, 13	Mary Lynne Donohue	8	20, 24	Ryan Sorenson
4	4, 7, 10	Betty Ackley	9	22, 25	Trey Mitchell
5	8, 9, 16, 17	Markus Savaglio	10	23, 26	Jim Bohren

2019 Table of Organization

Chief of Police



Police & Fire Commission 2019-2020

President Robert Lettre, Sr. Secretary Andrew Hopp Commissioner Henry Jung Commissioner Jeanne Kliejunas Commissioner Larry Samet



The 2019 Sheboygan Police Department annual report is herein presented for your review. The report documents the department's challenges, accomplishments and key activities.

One of the challenges we faced in 2019 was the loss of experience and institutional knowledge that comes with the retirement of long serving and highly competent employees. As identified on page 8, in 2019 three of our key civilian employees and five of our sworn personnel retired along with two sworn officers who left to pursue new opportunities in the private sector. The five sworn personnel were all individuals that had been promoted during their time with us and provided leadership and expertise within the department. While the loss of so much experience and expertise has had a negative impact on the department, it has also opened a door for others within the organization. These new opportunities allow other employees room to grow, take on new responsibilities and bring with them a renewed enthusiasm, curiosity and additional perspective.

Because of the turnover in personnel during the last few years much of the focus in 2020 will need to be on professional development, mentoring and coaching. Investing our time in the development of newly hired and promoted personnel in 2020 will pay big dividends in the coming years.

Over time we have learned a lot about how working in law enforcement can impact an individual's physical, emotional and psychological wellbeing. During 2019 the Sheboygan Police Department continued to improve and grow our peer support and chaplain programs to ensure resources are in place to maintain our emotional and psychological wellbeing. The department held our first ARMOR Academy in 2019 to share this important information with the spouses and significant others of department employees.

During 2019 the department continued its focus on crime and accident reduction. We finished 2019 with a 5% reduction in crashes and 911 Part 1 Crimes, a 55% reduction from the 2,006 Part 1 Crimes reported in 2009.

I am grateful to all of the employees of the Sheboygan Police Department for the Teamwork, Professionalism, Leadership and Competence they have demonstrated this past year. I am extremely proud of their work and the difference they make daily in our city. I am also thankful we have great partners to work with across all city departments and strong political leadership that supports us.

Finally, I am grateful for the partnership, cooperation and support we receive from the great residents of our city. Without your guidance and assistance we could not be successful. Sincerely, Cutt

135

Christopher Domagalski, Chief of Police

Goal # 1 – Reduce Crime, Fear and Disorder

Activities: Effectively apply CompStat principles in our daily work.
 Focus on prevention and asking the next question to identify and solve problems.
 Use crime analysis to create intelligence for use in directing police resource decisions.
 Continue partnerships to address blight and revitalize neighborhoods.
 Use data to drive enforcement efforts related to traffic safety.
 Identify Prolific Offenders and work with, Prosecutors, the Courts and Probation and Parole to connect them with treatment and support services and/or develop criminal cases for prosecution.
 Continue involvement in the Sheboygan County Criminal Justice Advisory Committee and activities that support universal screening and assessment and the development of treatment, monitoring and support services.

Expected Outcomes: Maintain or Reduce Part 1 Crimes including an overall Part 1 Crimes target of 1115.

Individual crime targets as follows: of Robbery ≤ 15, Aggravated Assaults ≤ 100, Burglary ≤ 100 and Theft ≤ 900.
Total Accidents ≤ 1500.
High Visibility Education and Enforcement Deployments = 12.
Pounds of prescription drugs collected ≥ 1200

Goal # 2 – Build Community Trust

Activities: Increase department messaging through the coordinated and timely release of information. Build Neighborhood capacity by continuing to promote Neighborhood Associations. Increase direct contact with citizens through neighborhood meetings, park and walk and bicycle patrols. Identify community issues and address through collaborative approach at the neighborhood level. Continue ongoing efforts to educate the public regarding drug and alcohol abuse. Maintain and leverage Beat Officer Positions.

Expected Outcomes: An informed community with greater awareness of department activity.

Enhanced relationships and greater understanding of the police role across the community.

Coordinate and hold more than 50 neighborhood meetings.

Increase collaborative problem solving with the community.

Maintain percentage of residents that feel safe walking in their neighborhood during the day at greater than 80%. Increase in the percentage of residents that feel safe walking in their neighborhood at night above 60%. Increase in Police legitimacy.

Goal # 3 – Create an Organization that Embraces Innovation and Creates Opportunities to Improve

Activities: Continue evaluation of workflow and position responsibilities to support department activities and mandates Improve process efficiency.

Continue training and redesign of associated processes and responsibilities.

Continue ongoing evaluation of digital platforms to increase stability, efficiency and reliability.

Transition to ESRI GIS platform for Crime Analysis.

Emphasize the connection of department values to daily decision making.

Practice the judicious and impartial use of police authority.

Use shift briefings and roll call time to share priority information and follow-up.

Expected Outcomes: Create Public Value by operating within the authorized budget and working towards continuous improvement.

Improved stability, efficiency and reliability of digital platforms.

More dependable systems and enhanced customer service.

Clear internal expectations and procedural justice.

Increased in voluntary compliance with community norms, decrease in the use of force and

Increased police legitimacy.

Increased situational awareness and effectiveness.

Goal # 4 – Enhance Employee Culture and Morale and Create an Environment where Employees have a heightened sense of Pride in the organization.

Activities: Ensure Goals and Objectives are set for all Employees during evaluation process and tie evaluation to organizational goals and personal development plan.

Focus on professional development.

Celebrate Successes of Organization.

Deliver key training across department; including resiliency, firearms transition, and supervisory development and rapid response.

Continue Leadership in Police Organization training for all levels of the department and increase ownership of problems and concerns.

Continue department advisory group to identify issues, improve feedback, offer ideas and find solutions.

Continue ARMOR Academy, resiliency, peer support, and officer wellness activities (both physical and emotional).

Expected Outcomes: Increased Camaraderie, Pride and Trust among all Police Department employees.

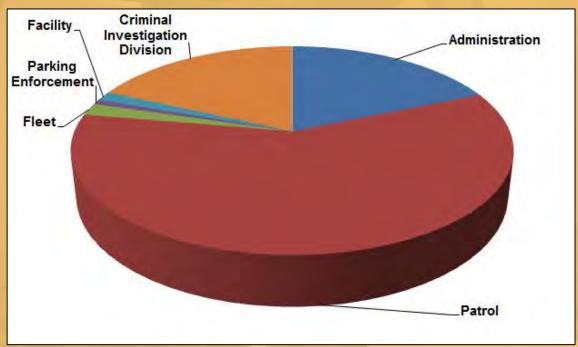
Enhanced employee motivation, satisfaction and pride in the organization.

Healthier and more resilient workforce.

Enhanced relationships.

2019 SPD BUDGET

Administration	\$2,176,022.00
Patrol	\$6,875,771.00
Fleet Maintenance	\$217,371.00
Parking Enforcement	\$92,536.00
Facility	\$165,398.00
Criminal Investigation Division	\$2,120,141.00
Total Budget	\$11,647,239.00



2019 Internal Investigations



Twenty-six (26) internal investigations were conducted in 2019. Of those investigations, sixteen (16) were initiated by the Department, and ten (10) were citizen complaints.

2019 INTERNAL INVESTIGATIONS

INVESTIGATIVE FINDINGS	#	
SUSTAINED	10	
NOT SUSTAINED	2	
UNFOUNDED	1	
EXONERATED	3	
NO FORMAL COMPLAINT	0	1

2019 CITIZEN COMPLAINTS

INVESTIGATIVE FINDINGS	#
SUSTAINED	2
NOT SUSTAINED	3
UNFOUNDED	1
EXONERATED	3
NO FORMAL COMPLAINT	1

- Sustained
- = The allegation is supported by sufficient proof.

Not Sustained

- = The evidence is not sufficient to prove or disprove the allegation.
- Unfounded = The allegation is false or otherwise not based on valid facts.
- Exonerated
- = The incident that occurred or was complained against was lawful and proper.

2019 Use of Force & Search Warrants



2019 USE OF FORCE	
DEADLY FORCE	1*
DISPLAY FIREARM	75
DISPLAY ELECTRONIC CONTROL DEVICE	25
DEPLOY ELECTRONIC CONTROL DEVICE = The allegation is supported by sufficient on	8 pof.
EMPLOY ACTIVE COUNTERMEASURES	6
APPLY HOBBLE DEVICE	5
DEPLOY SPECIALTY IMPACT MUNITIONS	0
DEPLOY OLEORESIN CAPSICUM SPRAY	3
DEPLOY IMPACT WEAPON (BATON)	0
CANINE BITE	0
* Task Force Officer Incident, Ashla	and, WI

MONTH	SEARCH WARRANTS
January	10
February	16
March	18
April	9
May	21
June	9
July	8
August	9
September	6
October	8
November	10
December	3
Total	127

New Hires in 2019

7 new officers joined the SPD in 2019. Officers Kendra Zipperer, Christopher Sondalle, Jack Grassman and Lucas Haese took the oath in May. Officers Lindsay LeCount, Kyle Wagner and Dekker McCabe were sworn in during December. We also welcomed a new **Records Specialist** Clerk, Mona Mair and a new Crime Analyst, Cal Stoffel



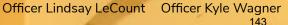
Officer Kendra Zipperer





Officer Christopher Sondalle



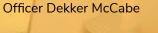


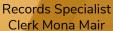
Officer Jack Grassmann



Officer Lucas Haese









Crime Analyst Cal Stoffel

2019 Retirees

In 2019, we said goodbye to eight dear friends and longtime employees. Sgt. Terry Meyer, Detective Paul Hammann and Fleet Mechanic Dave Daniels all retired after more than 30 years with the Department. Sgt. Scott Reineke retired after 29 years and Lt. Mike Williams after 26 years. Mary Burkard retired after 28 years and Jackie Schefsky after 24 years. Detective Tamara Remington retired after 14 years with the SPD and over 24 years in law enforcement.



Dept. Secretary Jackie Schefsky

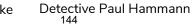


Sgt. Scott Reineke



Records Specialist Clerk Mary Burkard







Detective Tamara Remington



Lt. Mike Williams



Sgt. Terry Meyer



Fleet Operations Mechanic Dave Daniels



SPD K9 Unit

The SPD K9 Unit worked diligently in 2019 and was used **348** times for various disciplines. This included **13** demonstrations, **27** tracks, **24** building searches, **8** area searches and **9** scheduled school searches.

The K9's recovered 12 ½ lbs. of THC, 2 ounces of cocaine, 4 ¼ ounces meth, ½ ounce of Heroin, 16 weapons and approximately \$40,000 in illegal monies.





The K9's assist officers in being better able to respond to the many different work related needs that occur on the job. Their special skills include traffic stops, search warrants, tracks, school searches, and article searching. The Unit also provides community presentations highlighting skills and accomplishments. The K9 Unit helps locate not only persons hiding from apprehension, but more importantly, locating missing vulnerable persons throughout Sheboygan County.



ADMINISTRATIVE SERVICES DIVISION Captain Steve Cobb

The Administrative Services Division is responsible for a variety of support services throughout the department. This includes documenting the training of all department members, recruiting and screening candidates to fill entry level Police Officer positions, managing the police facility, managing the offices of the Sergeant of Administration, Court Services Division, Police Fleet Services, Radios and Communications, and the Volunteer in Police Service Corps.

The Sergeant of Administration is responsible for managing individual members training, supervising the department's Community Service Officers and School Crossing Guards, managing the departments parking enforcement and traffic functions, and coordinating the Sheboygan Police Citizens Academy.

Court Services manages the transfer of all case information between the Police Department and the City Attorney's office or the Sheboygan County District Attorney's office. This office ensures that there is an efficient transfer of case information and scheduling between the SPD and our prosecuting authorities.

The Police Fleet consists of 42 different motor vehicles. Our fleet manager is responsible for general maintenance and repairs of all vehicles. In addition, each year, the fleet manager is responsible for conversion of newly purchased vehicles into Police Vehicles.

The primary responsibility of the Radio and Electronic Technician is working in support of the Sheboygan County Radio system to ensure that there is an effective radio communications network in place. This involves radio service to over 300 mobile and portable radios that function within the City. In our role as a County partner in this project, our technician supports any radios on our county network. In addition, this office maintains the 911 emergency phone systems, and the City of Sheboygan telephone network.

TRAINING AND CAREER DEVELOPMENT

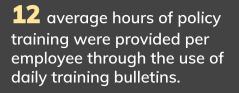
Over the course of 2019, department goals were supported by providing training that recognizes the need to develop a coordinated tactical response with other first responders in the City. Training was provided in conjunction with the Sheboygan Fire Department in responding to active shooters. This training follows a national protocol for developing coordinated responses to events that pose both a tactical threat and require evacuation and treatment of injured people. Over 4 sessions, Police Officers and Firefighters drilled in their response and responsibilities to provide service at an active shooting.

Over **8,100** hours of training to sworn personnel, average of 95 hours per officer.

5 members of the Police Department attended Leadership in Police Organizations academies.

- **32** hours of in-service training provided to all sworn personnel.
- **3** Officers attended 720 hour recruit academies.





Facilitated the attendance of **1** Sergeant to the Administrative Officers Course, Southern Police Institute at the University of Louisville in Kentucky.

ADMINISTRATIVE SERVICES DIVISION

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In a continuing effort to maintain compliance with the Juvenile Justice Delinquency Prevention Act, we continued training and auditing of all juveniles held securely at the Sheboygan Police Department. New policy and training led to only **5 secure juvenile holds** at the Sheboygan Police Facility, reduced from 203 (97%) from when auditing began in 2015.



Facilitated a study group to identify and acquire replacement handguns for the Sheboygan Police Department.



Managed hiring processes that resulted in the **hiring of 7 officers** during calendar year 2019, and established eligible candidates for 2020 vacancies.



Administered a Police Citizen Academy that **trained 20 citizens** over 11 weeks.



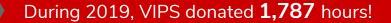
ADMINISTRATIVE SERVICES DIVISION

Volunteers in Police Service

The Administrative Services section oversees 11 volunteers who are members of our Volunteers in Police Service program. V.I.P.S. provide a variety of support services as volunteer members. They help in Police Records and Court Services offices, as well as providing tours of the Police facility to community groups.

The V.I.P.S. also assist daily by serving subpoenas, managing collection and separation of materials from the drug drop boxes, administering civilian fingerprint services, shuttling police vehicles to the car washes, and managing bicycle license sales.

VIPS are led by Coordinator Penny Weber. Other members include: Mary Ann Dickfoss, Joe Glover, Jr., Connie Mehan, Ethel Pillman, Barb Strauss, Doug Strauss and Catherine Williamson. Volunteers also include three police department chaplains, Rev. Mario Ciotola, Rev. Lori Ciotola and Rev. Ethan Tews. The Sheboygan Police Chaplaincy program was developed to serve as a resource to provide spiritual and emotional support to members of the department, their families and members of the public.





Volunteer Doug Strauss assisting with a prescription drug sort and disposal.

ADMINISTRATIVE SERVICES DIVISION



CRIMINAL INVESTIGATION DIVISION Captain Kurt Brasser

The Criminal Investigation Division encompasses the Detectives, School Resource Officers, MEG Unit, the Property/Evidence Officer and the Digital Evidence Manager. The Division is responsible for the more complex investigations including homicide, robbery, sexual assault, identity theft, forgery and burglary.

2019 was a productive year for CID. Two new Detectives were assigned to CID, filling positions left open due to retirement and promotion. All personnel were trained with updated Cellebrite procedures for analyzing cell phones, and 8 officers were trained to be certified as basic level Cellebrite phone analysts. Long term powered phone storage was developed in the Evidence Room.

School Resource Officers conducted a Junior Police Academy and graduated 20 students. Safety Town was also presented in partnership with the Sheboygan Area School District and the Sheboygan Service Club.

Sex assault investigation training was provided in conjunction with the Sheboygan County Sex Assault Response Team.

68

Sex Offender Waiver Background Investigations

84

Child Interviews at the Child Advocacy Center

991 Cases assigned

to CID

9992 Forensic Phone Downloads

31 Outreach Events

This number includes events provided exclusively by CID & events where CID participated with other department personnel.

CRIMINAL INVESTIGATION DIVISION

Breakdown of the Cases Assigned to CID

Total	301
Cleared by Arrest	47
Closed	50
Active	87
Inactive	31
Situation Resolved	30
Unfounded	4
Information Only (Intel)	39
Referred to Other Agency	5
Void	3
Other	5

Cleared by Arrest: An investigation resulting in at least one arrest.

Closed: An investigation that is closed with no arrests.

Active: Currently assigned and under investigation.

Inactive: A case in which all current investigative leads have been exhausted, but will be reopened if new information is obtained.

Situation resolved: A case in which law enforcement assisted in resolving in incident, no arrests made, no additional investigation anticipated.

Unfounded: A case reported to law enforcement but investigation revealed the incident did not occur as reported, deemed false or baseless.

Information: A report used to compile information, often criminal intelligence.

CRIMINAL INVEST®GATION DIVISION

Breakdown of the Cases Assigned to School Resource Officers

Total	690
Cleared by Arrest	455
Closed	56
Active	19
Inactive	18
Situation Resolved	119
Unfounded	11
Other	12

Cleared by Arrest: An investigation resulting in at least one arrest.

Closed: An investigation that is closed with no arrests.

Active: Currently assigned and under investigation.

Inactive: A case in which all current investigative leads have been exhausted, but will be reopened if new information is obtained.

Situation resolved: A case in which law enforcement assisted in resolving in incident, no arrests made, no additional investigation anticipated.

Unfounded: A case reported to law enforcement but investigation revealed the incident did not occur as reported, deemed false or baseless.

Information: A report used to compile information, often criminal intelligence.

CRIMINAL INVEST®GATION DIVISION

Open Records Requests for Digital Files **197** Discovery Requests for Digital Evidence **1,326** **8,975** total video files shared via Evidence.com

Total number of property & evidence items logged into the SPD property room **3,680** Total number of property & evidence items purged or returned **2,197**

577 Items processed at the Crime Lab

CRIMINAL INVESTIGATION DIVISION

The MEG Unit

60 People Arrested 193 Drug Charges 5,620gms Of Illegal Drugs Seized



Community Talks about Drug Awareness & the Opioid Crisis



PATROL DIVISION Captain James Veeser

The Patrol Division is the largest, most visible division within the police department and consists of 63 sworn personnel. The division is overseen by a Captain, 3 Lieutenants and 7 Sergeants. The patrol officer is typically the first to respond to a call for service. These calls for service range from traffic accidents and criminal conduct to environmental situations and medical emergencies. The Division utilizes crime software to determine deployment strategies when addressing crime and disorder. In addition, patrol officers incorporate various forms of community engagement with residents in order to build positive relationships.

The Patrol Division has a number of specialized assignments that are utilized to support fellow officers and residents in need of specific police services. These being the Emergency Response Team, Accident Reconstruction Unit, Armorers, Probationary Training Officers, and Honor Guard Team. In addition, officers are assigned to the Street Crimes Unit, K9 Unit and Neighborhood Beat Officer program in order to address associated issues on a daily basis. The Patrol Division continued to work with City Planning to provide Landlord/Tenant Training. The event continues to draw landlords who are educated on responsible ownership of rental properties.



GIS software was updated on the Sheboygan Police Department website "Community Neighborhoods Web App" allowing users to quickly determine their neighborhood officer.

The Sheboygan Police Department Honor Guard Unit replaced the original, outdated uniform with 9 new Marlow White Uniforms with accessories.



The Patrol Division collaborated with local law enforcement agencies and assigned 4 patrol officers to the Sheboygan County Civil Disturbance Unit. These officers receive specialized training on maintaining the peace and de-escalating situations that involve crowds at civil events.



The Patrol Division upgraded and purchased **10 Alco-Sensor PBT's** after receiving a \$4000 grant from the Wisconsin Department of Transportation.



Police personnel continued to utilize nasal based disbursement of Narcan. In 2019, officers administered **7 doses of Narcan** at the scenes of overdoses.





The Street Crimes Unit conducted **18 search warrants** and made **89 arrests**. They seized **2.6 lbs.** of THC, **554** marijuana vape cartridges, **96.84 gms** of methamphetamine, **53.97 gms** of cocaine, **12.16 gms** of heroin, **9 doses** of LSD, and hundreds of pieces of drug paraphernalia.



The Street Crimes Unit responded to **26 accidental drug overdoses** in 2019. The Unit was actively involved in the Sheboygan County Drug Court team, helping the participants in the program maintain sobriety while holding them accountable for their actions.



The Crash and Reconstruction Team responds to major crash and investigative scenes and utilizes modern technology to document and diagram the location of evidence at the scene. In 2019 the unit responded to **3** fatal motor vehicle crashes, and **2** serious injury crashes.



The Patrol Division provided on site **ALICE Active Shooter Response training** at 5 area businesses and held 1 large group instruction attended by over 50 people. ALICE drills were also conducted with each of our High Schools and Middle Schools.

ACCIDENT REDUCTION

The Sheboygan Police Department continued efforts in 2019 to reduce the number of traffic accidents within the community. The Patrol Division collected collision data and focused on enforcing traffic violations in the most prevalent accident locations in the city. This directed patrol was accompanied by informing the public via social media that enforcement was occurring in a specific area – no surprises! In addition, social media announcements continued to educate drivers how to prevent being involved in an accident. Police also understand that teens are the least experienced drivers and susceptible to accidents. This led to officers providing educational segments within local driver education classes explaining the need to be a responsible driver.

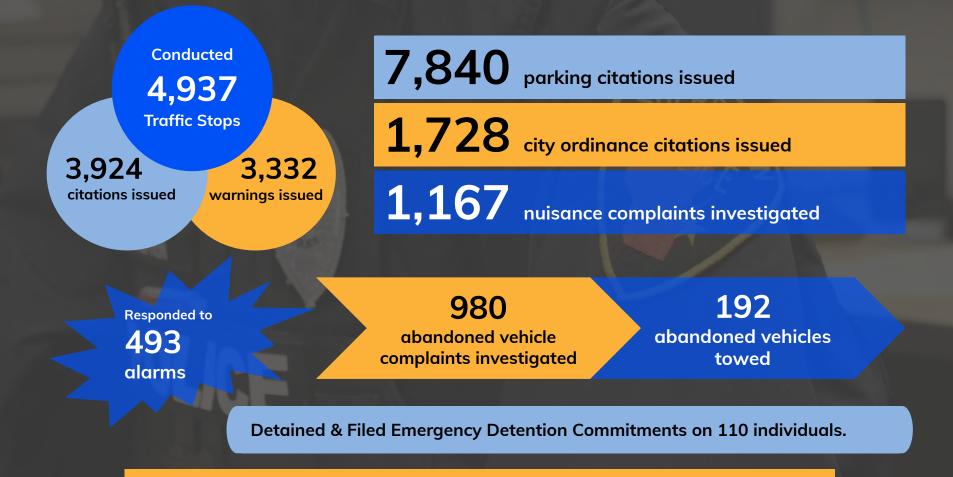


Finally, with assistance of "Kelly the Pug", videos depicting avoidable accidents and the means to avoid an accident were developed by police personnel. These videos were humorous but also meant to ask for everyone's assistance in reducing accidents.

The accident reduction efforts resulted in another successful year of reducing accidents by 5.5% (1,684 in 2018 to 1,592 in 2019).

A D.A.R.T. TEAM IS A SPECIALLY TRAINED POLICE OFFICER PAIRED WITH A VICTIM ADVOCATE.

Just like in other communities, domestic abuse unfortunately remains one of the largest categories of violent crime in Sheboygan. In 2019, The Sheboygan Police Department partnered with Safe Harbor and the Sheboygan County Victim Witness Services Office to establish a Domestic Abuse Response Team. The team pairs a police officer with a domestic abuse advocate from Safe Harbor to conduct follow-up visits with victims of domestic violence. The goal of the program is to prevent repeat victimization by providing community resources, security services, safety planning and other support to help those who have suffered most from domestic abuse to break the cycle of violence. This program was initiated with support from the Wisconsin Department of Justice Beat Patrol grant, which is intended to support local police departments in reducing incidents of violent crime. We are continuing this partnership in 2020 to help ensure better outcomes for those who have suffered in an abusive relationship.





INFORMATION SERVICES Paula Haelfrisch

Information Services at the Sheboygan Police Department consists of the following positions: 1 Administrative Assistant/Office Supervisor, 1 Crime Analyst, 1 Time Agency Coordinator, 2 Department Secretaries, 7 Records Specialist Clerks, 1 PT Records Specialist Clerk, 1 LTE (limited term employment) Records Specialist Clerk.

The civilian staff continues to provide support to the sworn personnel of the Sheboygan Police Department at various levels.

The following slides contain statistical data compiled by the Crime Analyst.



TOTAL NUMBER OF LAW INCIDENT COMPLAINTS FOR THE CITY OF SHEBOYGAN POLICE DEPARTMENT IN 2019

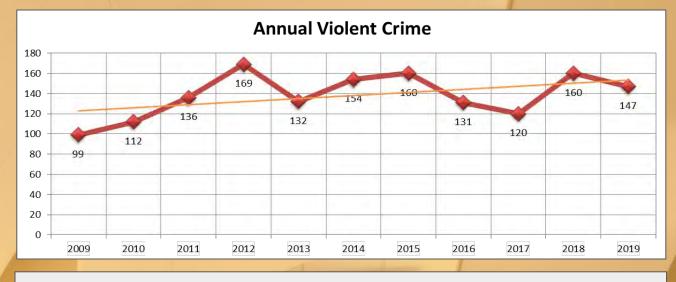
		N.										
					Part I	Crimes						
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2014-2018 Avg	2019
Homicide	2	1	0	3	1	1	0	1	0	0	0	1
Rape	18	20	16	19	20	20	22	20	24	21	21	28
Robbery	28	22	26	21	14	17	14	10	11	11	13	9
Agg. Assault	51	69	94	126	97	116	124	100	85	128	111	109
Violent	99	112	136	169	132	154	160	131	120	160	145	147
Burglary	312	216	231	262	187	161	128	119	91	89	118	79
Theft	1,539	1,234	1,166	1,212	1,023	1082	991	908	702	703	877	664
MV Theft	49	44	50	42	31	24	31	36	32	25	30	18
Arson	7	3	6	5	6	12	4	5	12	8	8	3
Non-Violent	1,907	1,497	1,453	1,521	1,247	1,279	1,154	1,068	837	825	1,033	764
Total Part I	2,006	1,609	1,589	1,690	1,379	1,433	1,314	1,199	957	985	1,178	911

5 Year Average										
Part 1 Crimes	Homicide	Rape	Robbery	Agg. Assault	Burglary	Theft	MV Theft	Arson	Total Part 1 Crimes	
2019	1	28	9	109	79	664	18	3	911	
5 Year Average	0	21	13	111	118	877	30	8	1,178	
Difference	Increase	33%	-31%	-2%	-33%	-24%	-40%	-63%	-23%	

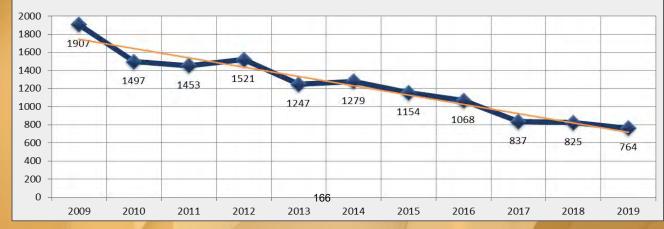
20	2019 Goals - Violent Crime								
Offenses Goal Actual Difference Percent									
Homicide	0	1	1	Increase					
Rape	20	28	8	40%					
Robbery	15	9	-6	-40%					
Agg. Assault	100	109	9	9%					
Total	125	147	22	18%					

2019 Goals - Property Crime

Offenses	Goal	Actual	Difference	Percent
Burglary	100	79	-21	-21%
Theft	900	664	-236	-26%
MV Theft	30	18	-12	-40%
Arson	5	3	-2	-40%
Total	1,050	764	-286	-27%

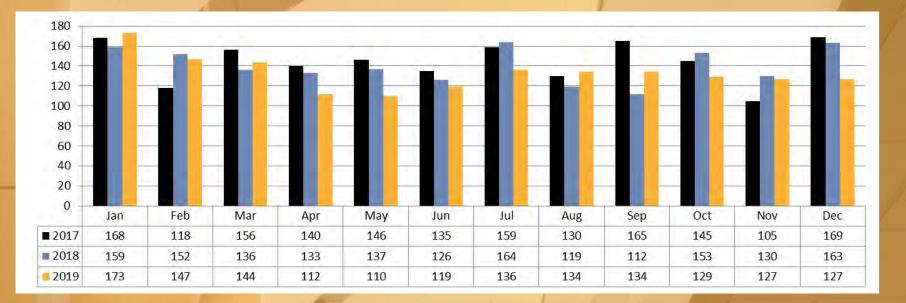


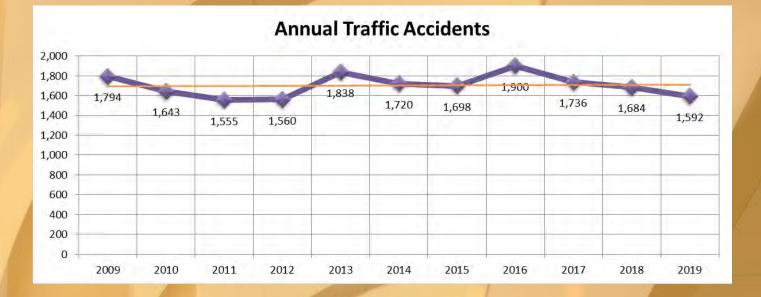
Annual Non-Violent Crime



2019 Traffic Accident Data

	2018 1	「otal	1,684	2019 Total	1,592	Difference	-92	Percent	-5%
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Community Outreach

Partnering together to make our city the best it can be.



The Sheboygan Police Department continued to build relationships with community members through "Coffee with a Cop." Several events were held during the year and hosted by McDonald's, Z-Spot, Glas Coffeehouse, and Union Cup. We look forward to continuing the conversations throughout 2020.



Hop with a Cop April 13, 2019

Sheboygan Police officers worked with the Sheboygan Area School District to hold an Easter egg hunt at Grant School. The program brings the festivities surrounding Easter to students who may not have the opportunity to experience the fun.







Going Back to School

Officer Samuels was invited to Longfellow Elementary School in April as part of the school-side Day of Service. Questions were answered about the job and a treat was sent back to the station.

In May, Officer Warrens had the privilege of reading a book about police officers to a kindergarten class and showing them her police equipment and squad car.

In October, the 4th and 5th period Family and Consumer Education students at Horace Mann Middle School had a module on grilling. They invited the Police Department to come over for an outdoor cookout.







Giving Back to School

Officer Todd Danen held a summer hygiene drive and Aurora Hospital staff donated 1,974 hygiene products to be distributed to students in need. Officer Bryan Pray collected nearly \$4,000 in back to school supplies from members of our community for our first "Pack the Station for Education." We are blessed to be a part of such a generous and supportive city!





Neighborhood Clean Ups

SPD officers teamed up with local residents, neighborhood associations and volunteers to keep our neighborhoods and parks looking good. Special thanks to employees from Tate & Lyle, Biolife, students from North High and the Public Works Department. By giving back wherever you are we can all make this world a little better!



Ridge Court Clean Up with time for fun after



King Park clean up with volunteers from Biolife



Kiwanis Park Clean Up with Tate & Lyle Employees



North High students also cleaned King Park

Neighborhood Activities

National Night Out was a great summer event, promoting police-community partnerships and camaraderie to make our neighborhoods safer, more caring places to live.

Partnering with the Historical Society, the Police Department and Travis Gross created a "Beat COP Walk" in the downtown area.

The Indiana Corridor Neighborhood Association hosted a clean up and block party.

In partnership with Habitat for Humanity and City Development, "Rock the Block" volunteers assisted with revitalization projects in the End Park and North Railway neighborhoods.



Crime Dog McGruff and Lt. Zempel at National Night Out



Indiana Corridor Clean Up and Block Party



"Beat Cop Walk" in the downtown area



Rock the Block took place in End Park and North Railway Neighborhoods

2019 Citizen Academy



Over the course of eleven weeks, the Sheboygan Police Citizen Academy provides an opportunity for the citizens we serve to get a close, personal view of policing in our city. Much of the time is spent explaining the facts about our department and our profession, from how people become police officers to the many different possible assignments. During the academy, participants get to spend some time on the firing range, hear from our partners in the court systems, and meet representatives from most of7the specialized offices in the Police Department.

A Resource for Maintaining Our Relationships

ARMOR

2019 ARMOR Academy



ARMOR Academy was developed to provide an opportunity for the spouses or significant others of department members to come together to learn about the potential stresses involved in law enforcement and resources available to develop resilience and promote a healthy home life. Over the course of three nights our spouses and significant others experienced some of the day to day tasks that officers perform, learned about the psychological aspects of a job at the Police Department, and received **re**sources for strengthening our relationships. Cops and Bobbers is an event to focus on building relationships with children between the ages of 7 and 12 years old Our goal is to teach children how to fish, while giving them another experience or hobby to enjoy, rather than having those same children get involved in crime or drugs While partnering with local organizations, and volunteers from the Police Department, Cops and Bobbers has been able to take over 100 kids fishing for the afternoon since its start in 2016. We look to continue to engage the community, while enjoying a favorite past time.







The Sheboygan Police Department and Police Explorers hosted two Bike Rodeos, teaching about bicycle safety and maintenance, in addition to offering helmet fittings, snacks and prizes. The courses have been designed to target elementary school age children, but are open for any child from 6 to 14 years old.



25 Sheboygan police junior cadets completed the one week JPA academy in July 2019. Over the week cadets had the opportunity for classroom and hands on training where they learned about community policing, evidence collection, arrest tactics, and traffic enforcement. At the end of the week, cadets investigated a mock crime scene using the techniques learned. Fun was had by all! Sheboygan Service Club hosts Safety Town in partnership with the Sheboygan Recreation Department, Police Department and SASD. This summer program is 4 sessions, providing 16 hours of safety awareness for children entering kindergarten. Each year about 160 children are enrolled in Safety Town.



The Torch Run is an effort to increase awareness and raise funds for Special Olympics of Wisconsin. It took place in more than 30 communities across Wisconsin, with all participants uniting at UW Stevens Point for the State Summer Games Opening Ceremony. On June 6, 2019, local law enforcement ran and biked through Sheboygan, Kohler, Sheboygan Falls, Plymouth, and Elkhart Lake with a special stop at Trooper Trevor Casper's grave in Kiel, with their final destination being the Special Olympics Wisconsin State Summer Games.

LAW ENFORCEMENT **TORCHRUN®** FOR SPECIAL OLYMPICS

Cop on a Rooftop

Wisconsin Law Enforcement Officers from around the state volunteered at Dunkin' Donuts locations on August 16, 2019 to support the Law Enforcement Torch Run for Special Olympics Wisconsin. In return for the police officers "doing time" at their restaurants, Dunkin' Donuts will donate \$5,000 to the organization.





Shop With A Cop

Shop With A Cop is an outreach program where underprivileged children, who are referred to the program by social agencies, are paired up with an officer for an evening of food, fun and Christmas shopping for his or her family. Several officers and civilian employees from the SPD, and Cadets from the Sheboygan Police Cadet Post were on hand to help out with this year's event. Officers from agencies from across the county joined together to make this year's event as memorable as possible for these great kids!



4th Annual Operation Blue Santa

On December 8th, 2019, SPD officers and staff worked alongside fellow city department members to host "Blue Santa". 8 families, including 21 children, were selected with the help of the School District. The families spent part of the day receiving gifts, getting a professional photograph with Santa, eating a warm meal, and taking a trolley ride to see "Making Spirits Bright". We would like to thank our great community sponsors. Without donations Operation Blue Santa would not exist.

Celebrating Success

The 2019 Sheboygan Police Benevolent Association Service Awards

SPBA Service Award

2019 Sheboygan Police Benevolent Association Service Awards



March 14, 2019 Sheboygan Town & County The Service Awards recipients were nominated by fellow officers, supervisors and civilian co-workers. They represent those who strive to go above and beyond what is expected of them by their peers and the public. These men and women...our co-workers, friends and family members...did not ask to be put in heroic situations, but rather found themselves in circumstances that allowed them to demonstrate the qualities of a hero.

- 🚖 🚖 🗕

Civilian Employee of the Year:

Presented to a non-sworn employee for exemplary service to the community, performance and achievement above and beyond that which is required by the employee's basic assignment.



Yeng Yang

Police Officer of the Year:

Presented to an officer for exemplary service to the community, which involves performance and achievement above and beyond that which is required by an officer's basic assignment.



Detective Joel Clark

2019 Sheboygan Police Benevolent Association Service Awards



March 14, 2019 Sheboygan Town & County

Community Engagement Award:

Presented to individuals who demonstrated outstanding performance in community outreach and engagement and recognize initiatives which show potential for long-term impact on the community and its relationship with the Sheboygan Police Department.



Presented to an officer for exceptional performance of outstanding service on behalf of the department, while carrying out an act of great responsibility, or of critical importance to law enforcement.



Officer Trisha Saeger





Officer Brian Bastil

Officer Stephen Schnabel



Officer Paul Graening



2019 Sheboygan Police Benevolent Association Service Awards



March 14, 2019 Sheboygan Town & County

Citizen's Distinguished Service Award:

Presented to individuals, who are not members of the police department, who through courageous acts of bravery and/or personal risk have assisted in apprehending a criminal, aiding an officer during a critical incident, or who demonstrated exceptional cooperation with the department in the accomplishment of its mission.

Not Pictured: Melissa Gordziej

Life Saving Award:

* * *

Presented to sworn and/or non-sworn individuals for performing an act, through prompt and decisive action, under extraordinary circumstances, that saves or significantly prolongs the life of another.



Sergeant Ryan Schmitt

Officer Ryan Walloch

Thank you For your support in 2019

Old Wisconsin Bullard Children's Dentistry KJH Enterprises of Sheboygan Sheboygan Professional Police Benevolent Association Luigi's Italian Restaurant **Dutchland Plastics** Martens-Trilling True Value St. Mark's Evangelical Lutheran Church Sheboygan Roosted Gobblers Home Depot

Torginol Walmart #1276 **Jeffrey and Michelle Gentine Theodore Bergstrom** Sargento Foods Clint Kindt Mary Lange Erin McKelvey Schueller Kennadi Kehoe William Powell Marge Giesen Edwin Seich Lorraine Reed **Jacque Gerbitz** Phyllis and Gerald Rausch Gary Kohl Kohler Credit Union Shoreline Womans Club Pamela Oehldrich Lorraine Reed James and Sharon Schramm UAW Local 833 Jack and Marian Jarvis Vincent and Kathleen Shircel Markevitch's Braveheart Pub

Thank you

For your support of the SPD K9 Fund

55 Plus First United Lutheran Church Parkside Family Restaurant Sheboygan Dog Training Club Inc. Gary Gasper Briella Heimerl Parkside Family Restaurant Theodore Bergstrom Superior Bar and Grill Michael Jason Meyer Ruth Jones St. Mark Lutheran Church Kwik Trip Lakeshore Screen Printing Sheboygan County and Ozaukee County A Girl and a Gun Chapters Vietnam Veterans of America Lakeshore Chapter 618



The Sheboygan Police Department's 2019 Annual Report was produced by Paula Haelfrisch and Cassandra Wohlgemuth.

Special thanks to all those who submitted information to make this report possible and to Detective Paul Olsen for many of the beautiful photos.

Sheboygan Police Department 1315 N. 23rd Street, Suite 101 Sheboygan, WI 53081 (920)459-3333 sheboyganpolice.com



@Sheboygan_PD

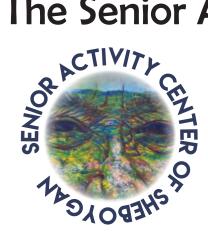


The SPD utilizes the following social media venues to disseminate information to the public; Nixle, Twitter, Nextdoor, Facebook and You Tube. Nixle is a community information system that is a**tgo**able via email, your cell phone by text message, and over the web via Twitter and Facebook.

SENIOR SERVICES ANNUAL REPORT

2019

The Senior Activity Center of Sheboygan



The Senior Activity Center of Sheboygan (SACS) is supported by the City of Sheboygan and the Friends of the Senior Activity Center of Sheboygan, a 501(c)(3) non-profit organization. These two entities provide the organizational structure, as well as the financial supports for staffing, maintenance, and programming. Each entity is essential for the success of the organization.

Senior Activity Center of Sheboygan Commission Barb Felde - Alderperson Jeanne Bogardus - Chair Samy Yang - Vice Chair Sue Garski Laura Gumm Robert Helminiak Rich Miesfeld Canace Pitts Evelyn Prevenas

Friends of SACS Board of Directors

Scott Johnston - President Alison Petri - Vice President Connie Koenig - Treasurer Jane Brill - Secretary Laura Gumm Lisa Hurley Wendy Jacobs Andrew Jakus Cesar Lemus Marilyn Montemayor Derek Muench

OUR MISSION

Providing dynamic social opportunities which promote wellness, learning, and recreation for active seniors.

OUR VALUES

- * **<u>RESPECTFUL</u>** We believe in the inherent value of all people.
- * **WELCOMING** We support an environment that is inclusive and inviting.
- <u>PURPOSEFUL</u> We provide experiences which inspire members and guests to use their talents to the best of their ability.
- * **<u>RELATIONAL</u>** We encourage opportunities to maintain and develop new friendships.
- * <u>ACCESSIBLE</u> We foster an environment that is inclusive and accessible to people of all abilities.

The Staff



Vicky Schneider Director of Senior Services ~ City Staff ~

Senior Services is a newly established department within the City of Sheboygan. While it may be the smallest department within the City of Sheboygan's structure, it serves one of the largest, and growing, populations of adults over the age of 55 in and around the community. The Senior Services Department strives to dismantle stereotypes about aging, while providing a safe and encouraging environment which welcomes people of all ages.

2019 was a year of transition at the Senior Activity Center of Sheboygan. Wendy Schmitz, the Senior Activity Center Supervisor, retired after 13 years of dedicated service to the community. Wendy provided a strong foundation of programming and volunteerism within the center. The current leadership team continues to build on that foundation, by establishing dynamic programming that will be relevant and engaging long into the future.

Of course, this work cannot be accomplished without support from others. This report celebrates the essential relationships with members, volunteers, program leaders, staff, and community partners. It is my hope that you are inspired and encouraged by this report. It is my privilege to share it with you.

Sincerely,

Vicky

Vicky A. Schneider Director of Senior Services



Wendy Schmitz Supervisor Retired 2019 ~ City Staff ~



Melissa Wolf Operations Coordinator ~ City Staff ~



Rachel Conery Program Coordinator ~ Friends Staff ~



Vicky Lynn Meyer SACS Cafe Manager ~ Friends Staff ~



Steve Gosse Custodian

~ City Staff ~

The Volunteers

Volunteers provided thousands of hours leading educational, recreational, artistic, and fitness programs that enhance the lives of seniors in our community. Volunteers also delivered our free monthly newsletter to a variety of locations throughout Sheboygan County. The Reception Desk is 100 percent volunteer based.

Jackie Barbeau Susan Baumgart Liz Burchinal Pat Chokel Ari Clarke-Millard Jon Doll Bonnie Feld Ron Feld Sue Garski Cathy Gierke Chuck Goetz Diane Hackbarth

Tom Hebel Jodell Henning Mary Koczan Ann Kraft Jane Lang Marge Mattern Marilyn Montemayor Ron Mueller Marlis Nonhof Mary Nowacki Georgia Otto Jay Parsons Dan Pawasarat Mary Ann Perl Candace Pitts Betty Rather Jan Rather Evelyn Regan Chris Riley Felicia Rosland-Reindl Carol Saeger Joann Salas Mary Ann Schellinger Pete TenPas Bob Van Der Slice Connie Vandre

A great many more volunteers gave of their time to assist with special events and day to day projects throughout the center. The Center could not function without them and are thankful for their support.

Thank you to the many individuals who give of their time to help the SACS staff continue to encourage older adults to be active and engaged in their community.



Betty Rather, Wendy Schmitz, Jan Rather, and Vicky Schneider showcasing completed fidget blankets made at SACS and donated to local dementia care facilities.



Bonnie Feld demonstrating the finer points of wool spinning on a wheel.

Jackie Barbeau, Carole Lawrence, Marilyn Montemayor, and Terrie Snow talking rhubarb and ricotta cheese at a cooking class.

The Statistics

Friendship Program ~ Over 700 Strong

Visits in 2019 ~ Over 24,000 Strong

Average Daily Visits ~ Over 100 Strong

Annual Program Hours ~ Over 5,000 hours

Average Fitness Class Attendance ~ Over 25 per class

At the end of 2019, a new software system was purchased by the Friends of SACS to provide accurate membership and participation data in 2020.

Average Weekly Program Attendance ~ Over 15 per program

AARP Volunteer Tax Prep ~ 6 community volunteers prepared over 450 returns



Livable Sheboygan work plan submitted and accepted by the AARP Livable Communities Initiative.



Organization Memberships & Partnerships







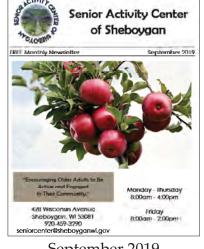


Branding

- Redesigned Monthly Newsletter
- New and Improved Website
- New Social Media Emphasis



January 2019 Newsletter



New Programs

City Department Store Talks

Monthly program invites community members to engage with City of Sheboygan leadership.



Darrell Hofland City Administrator ~ July 2019 ~



Garrett Erickson Director of Mead Public Library ~ August 2019 ~



Tim Bull City Forester ~ September 2019 ~



Derek Muench Director of Transit and Parking ~ October 2019 ~



Eric Montellano Fire Chief ~ November 2019 ~



David Biebel Director of Public Works ~ December 2019 ~

Each month attendance at the City Department Store Talks grows. This is an opportunity for residents to engage in thoughtful and respectful dialog with city leaders.

New Programs



Bocce Ball

As the weather started to warm up, SACS participants ventured outside for a weekly game of bocce ball.





Healthy Feet Foot Care Clinic In October, Lisa Taylor, RN added SACS to her roster of locations for her Healthy Feet Foot Care Clinic. Clients receive toenail trimming, toenail thinning, corn and callous reduction, and a chance to talk about foot concerns they may have - all for a lower cost than going to the podiatrist.





Older Americans Month In May, SACS celebrated the artistic talents of its members with displays at Glas Coffee Shop, Mead Public Library, and Oostburg Library.

Fitness Programs

Rachel's Fitness Classes

In January 2019, the Friends of SACS hired Rachel Conery as the new Program Coordinator. Each week, Rachel teaches several fitness classes with specific focus areas and various levels of difficulty. Rachel's classes continue to grow, in part from the benefits that participants report and Rachel's fun-loving, can-do attitude. Rachel is certified to lead two evidence-based programs: Walk with Ease, which met for 10 weeks to focus on improving arthritic symptoms; Stepping On, which met for eight weeks focusing on falls prevention.



Always full of fun surprises, Rachel showed up for class dressed as a T-Rex!



Body Basics learned about exercises with a weighted ball.



Allegro went on the road to Jackson Elementary for Senior Health & Fitness Day.





On nice days, fitness classes move outside to enjoy the sunshine while getting their workout in.

Body Basics switched gears one day and learned all about how to do the hula!



Walk with Ease and Stepping On participants proudly display their graduation certificates.





Line Dancing had a fun treat when City Administrator Darrell Hofland stopped by to say thank you after their public "Happy Birthday Wishes" on our Facebook page.

Travel

Day Trips

Reorganized Day Trip program saw continued growth thanks to affordable outings to different points of interest around the state!



Ellis Historic Neighborhood Block Party

Each year, SACS hosts the Ellis Historic Neighborhood Block Party. As a thank you for bringing a donated item for the annual partner charity, attendees received dinner, enjoyed games and live music, and had the opportunity to interact with members of our emergency services. The addition of a dunk tank manned by center staff and members of the United States Coast Guard proved to be a big hit with the younger generation.



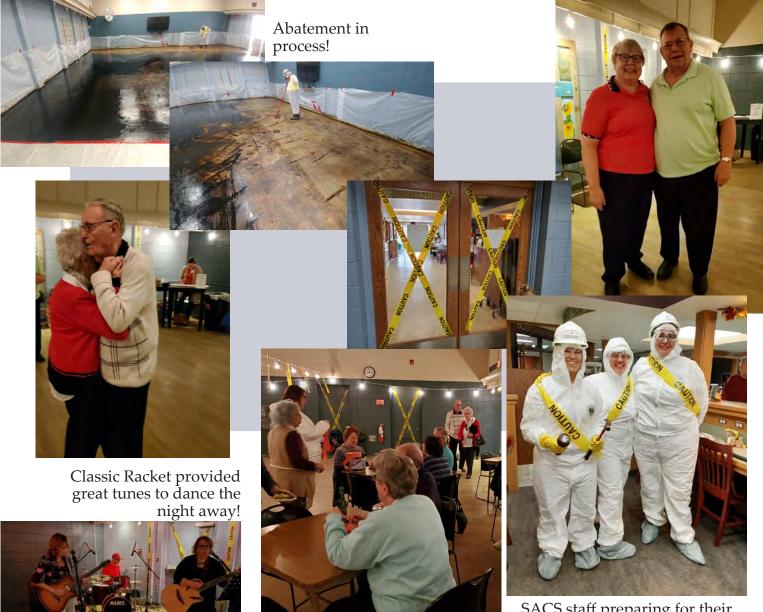
Strategic Planning

In September, SACS hosted a 3-year Strategic Planning session facilitated by Mustard Seed Advisors. This was a first-time collaboration with the Friends of the Senior Activity Center of Sheboygan, City Administration, Elected Officials, and members of the Senior Activity Center of Sheboygan Commission. Discussions included the recently completed ADA building assessment, the financial audit of the Friends, programming, building needs, aging stereotypes and the effect they have on SACS, and center growth.



The Best-est Asbestos Party Ever

The Friends of SACS hosted the Cut The Rug fundraiser in September to help SACS "cut the rug", remove the carpet in the Great Room, and replace it with laminate flooring. New flooring provides safer footing for fitness classes and an opportunity for new programming, such as pickleball. The 30 day fundraiser brought in **\$10,000**! Delays in the project happened when our old friend asbestos appeared under the old flooring. Not to be deterred, staff and volunteeers re-themed our celebration as The Best-est Asbestos Party Ever, complete with a special performance by SACS staff members, Melissa and Rachel!



SACS staff preparing for their rendition of the "Safety Dance".

Annual Holiday Brunch

The 2019 Friends Only Holiday Brunch had us looking to warmer weather with our Holidays in Hawaii theme. Over 275 Friends came to celebrate dressed in their Hawaii'an best. City Administration, Elected Officials and volunteers took time out to join the fun. The Raging Grannies entertained us with carols including mele kalikimaka. In the spirit of a new SACS party tradition, Melissa and Rachel reenacted the 12 Days of Christmas, complete with costumes.

> "A Parrot in a Pear Tree, Kakaw!"





Huge thanks to many of our community partners for providing and serving brunch.



Community Partnerships

Thank you to all of SACS' community partners who help to provide engaging programming, volunteer your time, and contribute financial support to the SACS. We could not do what we do without you.



Aging & Disability Resource Center (ADRC) Alliant Energy Aurora Health Care Boys and Girls Club of Sheboygan Ellis Historic Neighborhood Association John Michael Kohler Art Center (JMKAC) Masters Gallery Meadow View Health Services Morningside Health Services Novo Counselina **Pine Haven Christian Communities Platinum Communities** Sharon S. Richardson Community Hospice Sheboyaan Area School District Sheboygan County Historical Society Sheboygan Health Services Sheboygan Lutheran High School Sheboygan Progressive Health Services Shebovaan Senior Community Sheboygan Service Club Steimle-Birschbach Thrivent Financial - Sheboygan County Team United Way of Sheboygan County Wisconsin Advantage Insurance Agency Wisconsin Advisors





2019 YEAR IN REVIEW

Fixed Route Stats

679,266

Total passenger trips provided in 2019.

13.26%

Ridership increase from 2018 to 2019.

2,221

Average Daily Trips provided in 2019.

17.92

Passenger trips per revenue hour in 2019 compared to 15.55 in 2018.

Paratransit Stats

33,314 Total passenger trips provided in 2019.

-3.87% Ridership decrease from 2018 to 2019.

2.66

Passenger trips per revenue hour in 2019 compared to 2.72 in 2018.

City of Sheboygan Community Survey Results: *Public Transit is Important to our Community*

According to the 2019 City of Sheboygan Community Survey, public transit in Sheboygan is important to the residents of the community. Residents rated affordability (91%), reliability (90%) and accessibility (92%) as being "somewhat", "very" or "extremely" important. Residents rated Shoreline Metro substantially higher in 2019 than 2016, the survey's inaugural year.

How well do you think the city is doing in the area of public transit?



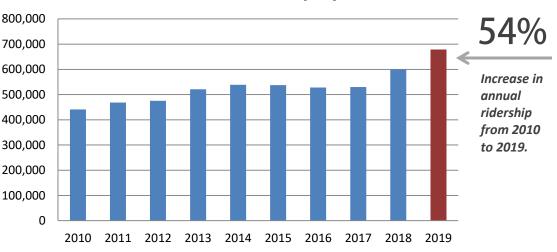
Increase in satisfaction from 2016 receiving a score of 3.0 (out of 4.0).

How would you rate services received from Shoreline Metro?



Rating increase from 2016 receiving a score of 2.9 (out of 4.0).

A Decade to Remember



Shoreline Metro Ridership by Year

Shoreline Metro capped off a decade of significant ridership growth, a 54% increase from 2010 to 2019. Ridership in 2019 reached the highest totals since 2001, an 18-year high. Since 2010, the City of Sheboygan and Shoreline Metro have transformed public transit services in the greater Sheboygan area via the following methods:

- Changed name from Sheboygan Transit System to Shoreline Metro (2011);
- Implemented a Bus Buddy and Travel Training Program (2012);
- Created a customer service office at the Transfer Station (2013);
- Designed route stalls at the Transfer Station for improved logistics (2013);
- Implemented new transit policies and procedures known as T.E.A.M. (2014);
- Originated real-time MDT dispatch software for paratransit services (2015);
- Remodeled and re-energized Dispatch Office (2016);
- Created a Safety, Education and Training Supervisor position (2018); and
- Launched GPS technology for customers via the Bus Tracker app (2019).

Meet the Team

Roland Knorr Operations Supervisor

Bruce Felten Operations Supervisor

Jack Sowinski Safety & Training Supervisor

Ann Koeller Administrative Coordinator

Cindy Ver Duin ADA Coordinator

Joan Mueller Dispatcher

Chuck Reschke Dispatcher

Scott Navis Lead Mechanic

Derek Muench Transit Director

Alderman Todd Wolf Commission Chair

Darrell Hofland City Administrator

Michael Vandersteen Mayor

& over 50 drivers, mechanics, service personnel and Commissioners dedicated to the success of Shoreline Metro.

"We have Excellent city bus services. Keep the services. No more cuts." Community Survey 2019

A Decade to Remember (Continued)

In 2014, Shoreline Metro adopted and developed a new culture. This culture shift was critical to the success of Shoreline Metro then and now. This paradigm shift brought:

- A team approach;
- "Open Door" policy by management;
- Dedication to safety and adherence to safety policies;
- A corrective action approach (removal of disciplinary actions);
- Accountability for all team members;
- Employee recognition and a recognition program;
- Positivity, support and encouragement;

The impact brought immediate results. Team members took noticeable enjoyment in their jobs and managing customer complaints and corrective actions decreased significantly. Team members support and encourage their teammates. Shoreline Metro's cultural shift has given way to a more reliable and enjoyable public transit experience.

Goals, Strategic Plan and Mission

- Continue to support the City of Sheboygan's Strategic Plan by contributing to all of the six focus areas including "Quality of Life" for residents, investment in "Infrastructure and Public Facilities", "Economic Development", "Governing and Fiscal Management", "Neighborhood Revitalization" and "Communication".
- Build positive, effective and long-term partnerships that contribute to Shoreline Metro's Mission and Vision.
- Increase Community Survey scores and grow awareness for Shoreline Metro services.
- Continue Shoreline Metro's commitment to safety and community for team members, customers and residents.
- Maintain and invest in infrastructure including transit service, capital and human assets to ensure deliverance of safe, affordable, reliable and convenient service.

Funding and Revenues

In 2019, passenger fares (\$843,540) accounted for 21% of revenues. The major operating funding sources were Federal Transit Administration (\$1,179,251) and Wisconsin Department of Transportation (1,025,584) at 29% and 25% respectively.

For the remaining 25% of Shoreline Metro's operating revenue, several local partners contributed:

- City of Sheboygan \$511,547;
- City of Sheboygan Falls \$35,178;
- Village of Kohler \$12,151;
- Sheboygan Area School District \$90,000;
- Sheboygan County \$326,474
- Community Development Block Grant \$42,493

Photos: Shoreline Metro received five new Gillig buses in 2019 through the Congestion, Mitigation, and Air Quality Improvement Program (CMAQ). The last time Shoreline Metro received new buses was in 2010.



SUMMER 2019

SHEBOYGAN WATER UTILITY'S **CONSUMER CONFIDENCE REPORT**

UPDATE ON LEAD WATER LATERALS 'Straight from the Tap'



Have you noticed the Utility's new elevated water tower on the far south side? Located in the new Southpointe Enterprise campus, this tower helps provide stable pressure and fire fighting capability within the entire She-

boygan Business Center. Due to steel tariffs, the tower's construction scheduled was delayed into the winter months, but it officially went online in January of 2019.

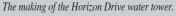
This year the Utility anticipates completion of its Orion radio water meter system. This system allows drive-by acquisition of water meter data and helps the Utility identify water leaks in short order. Although more sophisticated systems exist, the radio units provide an economical step forward into automated meter-reading.

The Utility continues moving ahead in its plans for a future water intake pipeline and raw water improvements. Due to a high investment cost, the Utility has moved steadily but conservatively toward completion of this critical project. Currently every drop of drinking water for the community passes through one of only two intake pipelines in Lake Michigan. One of these pipelines dates to 1909 and needs replacement. The project will also require a new shore well to receive the pipeline and a replacement pumping station as well. Design work will begin late in 2019 and extend into 2020.

Low water rates continue to be the norm for Sheboygan compared to other communities in Wisconsin. The Sheboygan Board of Water Commissioners has moved in prudent, steady fashion to make necessary investments in critical water infrastructure while avoiding large rate increases. However, infrastructure is a key aspect of the local community.

The Water Utility continues to maintain a staff of water professionals dedicated to serving the community. As always, it is my pleasure to work with them in providing safe drinking water at an economical price.

Utility Superintendent Joe Trueblood





Old lead water laterals continue to be a concern. These are the private water pipes leading from the public water mains into homes. They were installed by plumbers prior to the 1950's.

The Sheboygan Water Utility has used phosphate treatment since 1994 to coat the interior of these lead pipes. Whenever one of these pipes is cut open, the white coating is evident and keeps the water from contacting the lead. Since 1994, the Utility's tests for lead have been below EPA action levels, indicating the effectiveness of the coating in minimizing lead exposure.

During - the Sheboygan Water Utility was one of the first to qualify for \$335,000 in WDNR grant monies to replace lead water laterals. The Utility promptly implemented a lead water lateral replacement program which focused on any remaining lead laterals at daycares or schools.

The Utility directed the bulk of the funding on water main replacement projects where old laterals would be impacted. Construction can disrupt the phosphate coating* and cause lead levels to increase for months thereafter. So the funds were used to replace lead water laterals from the curb stop into the home. If the portion from the water main to the curb was lead, the property owner paid for that replacement. In most cases, the cost to property owners



* The protective

phosphate coating

inside a lead

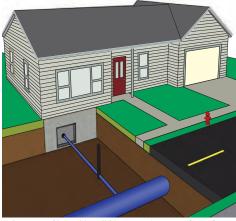
lateral pipe.

ended up between \$2,500 to \$3,500. Medical professionals understand the importance of minimizing exposure to lead. Many older homes still contain lead paint or coatings, and these can be released during home remodeling projects. Contractors typically know how to protect themselves, but do-ityourselfers might overlook this risk. Toys and other products are still discovered with high lev-

els of lead in paint or coatings. Lead arsenate pesticides were also used in the past, and can persist in soil for decades.

And what about lead in your drinking water? First of all, contact the Utility to determine if you even have a lead water lateral. If you do, consider replacing it. If you can't afford to replace it, then visit the Utility's information page

for tips on further minimizing the risks, including flushing your water in the morning or using an inexpensive home filtration device.



Location of lateral (small blue piping) entering home from large blue water main located in the middle of the street.

Lead & Copper

The Sheboygan Water Utility maintained its compliance in 2017 lead and copper monitoring/testing. If present, elevated levels of lead and copper can cause serious health problems, especially for pregnant women and young children. Lead and copper in drinking water are primarily from materials and components associated with service lines and home plumbing. The Sheboygan Water Utility is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead and copper exposure by flushing your tap for 30 seconds to two minutes before using water for drinking or cooking. If you are concerned about lead and copper in your water, you may wish to have your water tested. Information on lead and copper in drinking water, testing methods, and steps you can take to minimize exposure is available from the EPA safe drinking water hotline at 1-800-426-4791 or epa.gov/safewater/lead.

SHEBOYGAN'S BOARD OF WATER COMMISSIONERS



Gerald Van De Kreeke



Rav Haen

Contact Information - Sheboygan Water Utility Address: 72 Park Avenue, Sheboygan, WI 53081 Email: customerservice@sheboyganwater.org

Thirsty for more information about your water? Visit us at: www.sheboyganwater.org, on Twitter, Facebook, and Nextdoor

Elected by the Common Council, the Board of Water Commissioners meets on the third Monday of each month and is responsible for overseeing the operation and maintenance of the Sheboygan Water Utility. Members are (left to right): President Gerald Van De Kreeke, Secretary Mark Smith, and Member Ray Haen.

Customer Service and Billing Information: Phone: (920) 459-3800 Option 2; Fax: (920) 459-4325 After Hours Emergencies: (920) 459-3811





Sheboygan's 2018 Tap Water Quality Analysis

For Your Information — The Utility is required to test for a large number of regulated and unregulated (NR) contaminants in drinking water. The table shows contaminants that were detected. All contaminant levels are within applicable state and federal law. Tests include contaminants in the following categories: microbiological, radioactive, inorganic, volatile organic, and synthetic organic including pesticides, herbicides, and pharmaceuticals. Testing for unregulated contaminants allows USEPA to gather baseline data. Not all contaminants are tested annually. *Sampled every three years as required; results shown are the 90th highest percentile of 30 samples taken throughout the City.

CONTANAINIANIT		T 1			
CONTAMINANT (and the likely source of contamination)	Violation Y/N		Unit	MCLG	MCL
Acesulfame-k – Artificial sweetener	N	0.16	ppb	NR	NR
Alkalinity, total CaC03 – Natural deposits	N	avg 100.0		NR	NR
Aluminum – Water treatment additive, natural deposits	N	0.074	ppm	NS	.052 ppm
Antimony – Natural deposits, manufacturing	N	0.074	ppm	6 ppb	6 ppb
	N	0.17	ppb	3 ppb	
Atrazine – Natural deposits, farm runoff	N	0.04	ppb		3 ppb
Barium – Natural deposits	N	8.4	ppm	2 ppm 0	2 ppm NR
Bromodichloromethane – By-product of drinking water disinfection	N	<500.00	ppb	NR	
Bromoform – By-product of drinking water disinfection			ppt		NR
Calcium – Natural deposits	N	34.0	ppm	NS	NR
Chlorate – By-product of drinking water disinfection	N	46.0	ppb	NR 250 mm	NR
Chloride – Natural deposits, road salt	N	11.0	ppm	250 ppm	NR
Chlorine, free – Residual of drinking water disinfection	N	0.841	ppm	4 ppm	4 ppm
Chloroform – By-product of drinking water disinfection	N	14.75	ppb	0	NR
Chromium – Erosion of natural deposits	N	0.570	ppb	100 ppb	100 ppb
Chromium, Hexavalent – Natural deposits, manufacturing	N	0.21	ppb	NR	NR
*Copper – Residual of copper laterals/plumbing	N	0.059	ppm	1.3 ppm	1.3 ppm
Cotinine – Metabolite of nicotine	N	0.002	ppb	NR	NR
Dalapon – Natural deposits, farm runoff	N	0.37	ppb	200 ppb	200 ppb
DEET – Insect repellant	N	0.008	ppb	NR	NR
Dibromochloromethane – By-product of drinking water disinfection	N	5.43	ppb	NR	NR
Dichloroacetic Acid (HAA) – By-product of drinking water disinfection	N	5.38	ppb	NR	60 ppb
Fluoride – Water treatment additive, natural deposits	N	0.63	ppm	4 ppm	4 ppm
Gross Alpha particles – Natural deposits	N	0.18	pCi/l	0	15 pCi/l
Gross Beta particles – Natural deposits	N	1.2	pCi/l	0	50 pCi/l
Haloacetic Acids, total – By-product of drinking water disinfection	Ν	13.94	ppb	0	60 ppb
Hardness, Total as CaC03 – Natural deposits	Ν	155.00	ppm	NR	NR
Hexachlorocyclopentadiene – Natural deposits, manufacturing	Ν	0.02	ppb	50 ppb	50 ppb
*Lead – Corrosion of household plumbing materials	Ν	7.5	ppb	0	15 ppb
Magnesium – Natural deposits	Ν	11.0	ppm	NR	NR
Manganese – Natural deposits	Ν	0.6	ppb	NR	50 ppb
Molybdenum – Natural deposits	Ν	1.0	ppb	NR	NR
Nickel – Natural deposits, manufacturing	Ν	0.5	ppb	NR	100 ppb
Nitrate – Natural deposits, farm runoff	Ν	0.310	ppm	10	10
Nitrogen – Natural deposits, farm runoff	Ν	260.0	ppb	10,000 ppb	10,000 ppb
Orthophosphate – Corrosion control inhibitor	Ν	0.67	ppm	NR	NR
Radium 226 + 228 Combined – Natural deposits	Ν	0.76	pCi/l	0	20 pCi/l
Sodium – Erosion of natural deposits	Ν	10.0	ppm	NR	500 ppm
Strontium – Natural deposits	Ν	125.0	ppb	NR	NR
Sucralose – Artificial sweetener	Ν	0.038	ppb	NR	NR
Sulfate – Natural deposits	N	29.0	ppm	NR	250 ppm
Trichloroacetic Acid (HAA) - By-product of drinking water disinfection		8.18	ppb	NR	60 ppb
Trihalomethanes, total – By-product of drinking water disinfection	N	28.85	ppb	0	80 ppb
Tris(chloroethyl)phosphate – Flame retardant	N	0.01	ppb	NR	NR
Total Dissolved Solids – Natural deposits	N	180.0	ppm	500	NR
Turbidity – Natural deposits	N	0.03	NTU	NR	.3 NTU
Uranium, total – Natural deposits	N	0.12	pCi/l	0	30 pCi/l
Vanadium – Natural deposits	N	0.3	ppb	NR	NR
· · · · · · · · · · · · · · · · · · ·	11	0.0	PPU	1,11	1,11

Cryptosporidium Monitoring - Cryptosporidium is a microbial parasite naturally found in surface water throughout the world. If ingested, it can cause intense gastrointestinal distress in otherwise healthy people. The Sheboygan Water Utility utilizes UV Disinfection to effectively inactivate the protozoan cryptosporidium.

In compliance with the Long Term 2 Enhanced Surface Water Treatment Rule, the Sheboygan Water Utility has conducted source water monitoring for cryptosporidium. In 2016, cryptosporidium was detected 1 time(s) in the untreated source waters of Lake Michigan.

Turbidity Monitoring - In accordance with s. NR 810.29, Wisconsin Administrative Code, the treated surface water is monitored for turbidity to confirm that the filtered water is less than 0.3NTU. Turbidity is a measure of the cloudiness of water. We monitor for it because it is a good indicator of the effectiveness of the filtration system. During the year, the highest single entry point turbidity measurement was 0.08 NTU. The lowest monthly percentage of samples meeting the turbidity limits was 100 percent.

Sheboygan's Low Water Rates

Sheboygan's water rates are very low compared to other cities in the state. To see how we compare go to: http://sheboyganwater.org/assets/ Customer-Service/Compare.pdf

Sheboygan's Current Water Rates Effective 5/1/2018

Meter Size	Fixed Quarterly Charge	Quarterly Public Fire Protection
5/8"	\$12.00	\$8.52
3/4"	\$12.00	\$8.52
1"	\$21.00	\$21.00
11/4"	\$30.00	\$30.00
11/2"	\$39.00	\$42.00
2"	\$60.00	\$67.50
3"	\$102.00	\$126.00
4"	\$162.00	\$210.00
6"	\$306.00	\$420.00

QUARTERLY VOLUME CHARGE				
First 150/100 C.F.	\$1.50			
Next 4,850/100 C.F.	\$1.30			
Over 5,000/100 C.F.	\$1.13			
SEWER & GARBAGE RATES AS OF 1/1/19				
Fixed Quarterly Sewer Charge \$47.98				
Sewer Volume Charge \$1.87/100 C.F.				
Garbage Fee Per Residential				

Garbage Fee Per Residential Unit, Quarterly Rate \$15.00

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For Spanish & Hmong Readers

El Agua Sheboygan Utilidad informe anual está disponible en español visitando www.sheboyganwater.org.

Daim Ntawv Qhia Txog Sheboygan Water Utility Rau Txhua Xyoo muab sau rau lus Hmoob teev rau hauv internet yog mus saib rau ntawm http://www.sheboyganwater.org.

EXPLANATION OF TERMS USED

Maximum Contaminant Level (MCL): The maximum allowable amount for any substance set by the EPA.

Maximum Contaminant Level Goal (MCLG): The maximum allowable amount for any substance set by the EPA at which no known or anticipated adverse health effects would occur.

Nephelometric Turbidity Unit (NTU): The amount of suspended material in water.

Not Regulated (NR)

Picocuries per liter (pCi/l): A unit of measure of radioactivity. Parts per million (ppm): A unit of measure equivalent to one gallon in one million callons

Parts per billion (ppb): A unit of measure equivalent to one gallon in one billion gallons.

Parts per trillion (ppt): A unit of measure equivalent to one gallon in one trillion gallons. 207

WSCS Cable TV Annual Performance Measurement Report: 2019

Sheboygan

The locally originated programming, created by and for the Sheboygan Community is unique, diverse, and available exclusively through

WSCS.WSCS is a full-service television production facility with a complete studio and remote production capabilities. We can help you plan, script, shoot, edit, cable/web-cast, duplicate, convert, distribute and archive your program or advertisement.

Mission Statement

The mission of WSCS is to make local government more accessible to the citizens of Sheboygan by providing a direct link to local government via television and the web. WSCS is also dedicated to providing equal access to the residents of Sheboygan for using video as an outlet for expressing their creative and intellectual freedoms.

WSCS supports the City of Sheboygan Strategic Plan by providing products and services that support all six Focus Areas of the plan:

- Quality of Life
- Infrastructure and Public Facilities
- Economic Development
- Neighborhood Revitalization
- Governing and Fiscal Management
- Communication

	2017	2018	2019	2019
2018 Benchmark Measurements	Actual	Actual	Actual	Goals
<u>Workload</u>				
Number of Programs Produced	480	622	603	500
Number of Broadcast Channels	5	5	8	8
Number of PSA's Produced	5	0	1	9
Number of Live Televised Common				
Council and Committee of the Whole	29\0	29\0	20\9	29\0
meetings\Missed				
<u>Effectiveness</u>				
On-Demand Viewing	8,298	3,778	4,375	9,500
On-Demand Unique Visitors	3,252	3,254	3,531	3,500
Number of Film Awards	3	3	7	8



City of Sheboygan 828 Center Avenue Sheboygan, WI 53081 920-459-4000

www.sheboyganwi.gov