

## CITY OF SHEBOYGAN

### REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION

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**ITEM DESCRIPTION:** A resolution authorizing the appropriate City officials to execute the agreement between the City of Sheboygan, Lakeland University, and Kohler Credit Union (KCU) regarding the 2023 Memorial Day parade in Sheboygan.

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

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**REPORT DATE:** April 20, 2023

**MEETING DATE:** April 25, 2023

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#### FISCAL SUMMARY:

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

#### STATUTORY REFERENCE:

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

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**BACKGROUND / ANALYSIS:** The City of Sheboygan has a proud tradition of hosting an annual Memorial Day Parade and Fountain Park ceremony to honor fallen service members. The City has contracted with Lakeland University and Kohler Credit Union in past years to provide the necessary services to organize and conduct the parade and sponsor the costs of event planning services and would like to continue this partnership.

The agreement stipulates the sponsorship contribution to the City by Kohler Credit Union for the parade and program, along with outlining the scope of work expected from Lakeland University to receive payment from the City for the production and staffing of the parade and program. The agreement also outlines the in-kind contributions of the City of Sheboygan to support this event.

Events will include a parade route starting at Center Avenue and N. 7<sup>th</sup> Street following 7<sup>th</sup> Street north to Michigan Avenue, then going west to N. 9<sup>th</sup> Street and then south, ending at Fountain Park on Erie Avenue. The event will include a memorial and music under the Fountain Park Bandshell and brat fry.

**STAFF COMMENTS:** The Department of Public Works supports this agreement.

**ACTION REQUESTED:** Motion to recommend the Common Council adopt Res. No. 174-22-23 authorizing the appropriate City officials to execute the agreement between the City of Sheboygan, Lakeland University, and Kohler Credit Union (KCU) regarding the 2023 Memorial Day parade in Sheboygan.

#### ATTACHMENTS:

- I. Resolution No. 174-22-23
- II. Agreement between the City of Sheboygan, Lakeland University, and Kohler Credit Union (KCU)