

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, February 24, 2014 - 5:00 pm

Chairman: Michael J. Orth **Vice Chairman: Anthony Kennedy**
Commissioner: Chris Schwartz **Commissioner: Rocco J. LaMacchia, Sr.**
Commissioner: Kevin E. Mathewson

Call to Order
Roll Call

Approval of the minutes of the meeting held on February 10, 2014.

1. Request from the Kenosha Serra Club to hold their outdoor mass on Sunday, June 29, 2014 at Pennoyer Park. *(District 1)*
2. Request from the Kenosha County Historical Society to hold 2014 “ Kenosha Homecoming Car Show” on Monday, July 21, 2014 through Monday, July 28, 2014 at Kennedy Park and part of Pennoyer Park. *(District 1 & 2)*
3. Request from the Midwest Street Machine and Vintage Car Club to hold their “Father’s Day Car Show” on Sunday, June 15, 2014 at Baker Park. *(District 3)*
4. Acceptance of Project 12-1420 Shagbark Park Trail Development *(3900 Block of 39th Avenue, which has been satisfactorily completed)* by Western Contractors, Inc. *(New Berlin, Wisconsin)* in the amount of \$248,423.26. *(Park Funds Only) (District 10)*
5. Change Requests.

INFORMATIONAL ITEMS:

1. Project Status Report
2. Approved 2014 Special Events by the Park Superintendent

DIRECTOR AND/OR SUPERINTENDENT COMMENTS
CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS AS AUTHORIZED BY LAW

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4052 BEFORE THIS MEETING

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSTITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, February 10, 2014

A meeting of the Board of Park Commissioners was held on Monday, February 10, 2014 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Orth.

At roll call, the following members were present: Commissioners Schwartz, LaMacchia, and Mathewson. Commissioner Kennedy arrived before item #2. Staff members in attendance were Michael Lemens; Director of Public Works: Shelly Billingsley, Deputy Director of Public Works/City Engineer; Jeff Warnock, Superintendent of Parks; Deputy Police Chief Dan Miskinis; Alderperson Scott Gordon, Alderperson Curt Wilson and Alderperson Eric Haugaard.

It was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz, to approve the minutes from the meeting held on Monday, February 3, 2014. Motion carried unanimously.

1. Request from Kathy Koessl to serve fermented malt beverages for a bridal shower on Saturday, August 2, 2014 at Anderson #2 Shelter. (District 9)
Staff/Alderperson: Jeff Warnock spoke.
It was moved by Commissioner Mathewson, seconded by Commissioner LaMacchia, to approve.
Kathy Koessl was present for questions.
Motion carried unanimously.
2. Approval of Amended Agreement By and Between the City (*of Kenosha*) through the Board of Parks Commissioners and Kiwanis Club of Western Kenosha, Inc. (*Nash Park*)
Staff/Alderperson: Jeff Warnock spoke.
It was moved by Commissioner Mathewson, seconded by Commissioner LaMacchia, to approve. Motion carried unanimously.
3. Approval of Easement with WE Energies through Red Arrow Park for providing service to 1803 83rd Street (*First Presbyterian Church of Kenosha*)
Staff/Alderperson. Michael Lemens spoke.
It was moved by Commissioner Schwartz, seconded by Commissioner LaMacchia, to approve. Motion carried unanimously.
4. Change Requests.
It was moved by Commissioner Kennedy, seconded by Commissioner LaMacchia, to approve the change request. Motion carried unanimously.

INFORMATIONAL ITEMS:

1. Project Status Report

SUPERINTENDENT COMMENTS: Jeff Warnock commented that there's been a lot of plowing and salting.

CITIZENS COMMENTS: Joan Wilk commented that she is happy with the Planning of Simmons and it moving forward. She also thanked Chairman Orth for his services.

COMMISSIONERS COMMENTS: Commissioner Kennedy apologized for a Resolution about the Dream Playground Project and the additional benefits with Pennoyer Park included. His intent was to simply ask a question. Commissioner Mathewson is excited to move forward with the Dream Playground Project at Kennedy Park. Commissioner Orth spoke about the Park Planning Process of Kennedy & Pennoyer Park meetings scheduled for Tuesday and Wednesday this week. He also commented that the Planning meetings offer changes and discussion views.

ADJOURNMENT - There being no further business to come before the Board of Parks Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:17 pm.

KEITH G. BOSMAN
MAYOR



CITY OF KENOSHA
625 – 52nd Street
Kenosha, Wisconsin 53140
(262) 653-4000
Fax (262) 653-4010

Feb. 19, 2014

TO: Chairman Michael Orth, Board of Park Commissioners

FROM: Mayor Bosman

RE: Serra Club Mass

The Kenosha Serra Club is requesting from the Parks Commission the use of the Pennoyer Park Bandshell for their Outdoor Mass to be held Sunday, June 29, 2014. Set up will take place beginning at 5 a.m., and take down will be completed by 12 noon.

Recommendation: Parks Commission approval of use of the Pennoyer Park Bandshell for the Serra Club Outdoor Mass on June 29, 2014.

SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PUBLIC WORKS/PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners, Public Works and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha Serra Club

Contact Person who is responsible for event: Bernadette Lasky Loewen

Address: 3518A 7th Ave

City/State/Zip Kenosha, WI 53140

Daytime # 262 694-1830 Evening # _____ Cell# _____

Fax # _____ E-mail: laskyloewen@msn.com

Is the Host Organization a 501(c)-3? Yes, provide ES# 390201010

EVENT INFORMATION

Name of the Event: Outdoor Mass

Date Requested: 6/29/14 Rain Date N/A

Location Requested: Penwoyer Park Estimated Attendance 900

Charitable Event: No _____ Yes, Proceeds donated to _____

Brief Description of the Event: Outdoor Mass preceded by concert by CVO Band

Set up date and time: 6/29/14 - 6:00 A.M.

Time of Event: 9:30 A.M.

Take down date and time: 6/29/14 12:00 p.m.

FOR OFFICE USE ONLY:

Application Packet Received F-13-14 Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

_____ PW Admin _____ PW-Streets: _____ Kris _____

Park Calendar _____ Zimbra _____



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

DEPARTMENT OF PUBLIC WORKS

MICHAEL M. LEMENS, P.E., DIRECTOR
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

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TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL PUBLICWORKS@KENOSHA.ORG

February 18, 2014

Kenosha Serra Club
Attn: Bernadette Lasky Loewen
3518A 7th Ave
Kenosha, WI 53140

RE: Park use for an Outdoor Mass at Pennoyer Park

To whom it may concern:

Your request for park use at Pennoyer Park for an outdoor mass on Sunday, June 29, 2014 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 24, 2014

5:00 p.m.

Room 204

Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact the Community Relations Liaison Kris Kochman at 262-653-4177 or kkochman@kenosha.org.

Sincerely,

Diane S. Hoff

Secretary of the Parks Commission

cc: Board of Parks Commission
Michael M. Lemens, Director of Public Works – w/a
Shelly Billingsley, Director of Engineering – w/a
Jeff Warnock, Superintendent of Parks – w/a

KEITH G. BOSMAN
MAYOR



CITY OF KENOSHA
625 – 52nd Street
Kenosha, Wisconsin 53140
(262) 653-4000
Fax (262) 653-4010

Feb. 19, 2014

TO: Chairman Michael Orth, Board of Park Commissioners

FROM: Mayor Bosman

RE: Kenosha Homecoming Car Show

The Kenosha County Historical Society is requesting from the Parks Commission the use of Kennedy Park for the Kenosha Homecoming Car Show July 25-26, 2014. This event is held every three years and features more than 600 Nash and AMC autos from throughout the country. Setup begins on Wednesday, July 23. Take down will take place on Sunday, July 27.

Recommendation: Parks Commission approval of use of Kennedy Park for the Kenosha Homecoming Car Show July 25-26 at Kennedy Park.

SPECIAL EVENT APPLICATION
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners, Public Works and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha County Historical Society
Contact Person who is responsible for event: Don Shepard - EXECUTIVE DIRECTOR
SANDY MALKIN - MARKETING & EVENT COORDINATOR
Address: 220 - 51st PLACE - KENOSHA HISTORY CENTER
City/State/Zip KENOSHA WI 53140
Daytime # 262-654-5770 X102 OR X104 Evening # _____ Cell# _____
Fax # 262-654-1730 E-mail: sandymalkin@kenoshahistorycenter.org
Is the Host Organization a 501(c)-3? Yes provide ES# 006193

EVENT INFORMATION

Name of the Event: KENOSHA HOMECOMING CAR SHOW - GREAT CARS ON A GREAT LAKE
Date Requested: 7-21 thru 7-28-2014 Rain Date N/A
Location Requested: Kennedy Park and part of Pennoyer Park Estimated Attendance 5,000
Charitable Event: No Yes, Proceeds donated to Kenosha County Historical Soc
Brief Description of the Event: Every 3 years, this car show is held, bringing in over 600 muscle and AMC autos from all over the USA.

Set up date and time: Wednesday, July 23, 2014 ALL DAY
Time of Event: FRIDAY, JULY 25, 8AM-4PM, SATURDAY, JULY 26, 8AM-4PM
Take down date and time: SATURDAY, JUL 26 AFTER SHOW TO SUNDAY, JUL 27

FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commission Approval _____
Copies sent to: Alderperson _____ Dirk _____ Police _____
Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____

@ Zembra - Kennedy Park



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DEPARTMENT OF PUBLIC WORKS

MICHAEL M. LEMENS, P.E., DIRECTOR
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EMAIL PUBLICWORKS@KENOSHA.ORG

February 19, 2014

Kenosha County Historical Society
Attn: Don Shepard/Sandy Malkin
220 51st Pl
Kenosha, WI 53140

RE: Park use for a Homecoming Car Show at Kennedy Park and part of Pennoyer Park

To whom it may concern:

Your request for park use at Kennedy Park and part of Pennoyer Park for a Homecoming Car Show on Monday, July 21, 2014 through Monday, July 28, 2014 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 24, 2014
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact the Community Relations Liaison Kris Kochman at 262-653-4177 or kkochman@kenosha.org.

Sincerely,

Diane S. Hoff
Secretary of the Parks Commission

cc: Board of Parks Commission
Michael M. Lemens, Director of Public Works – w/a
Shelly Billingsley, Director of Engineering – w/a
Jeff Warnock, Superintendent of Parks – w/a

**KEITH G. BOSMAN
MAYOR**



*CITY OF KENOSHA
625 – 52nd Street
Kenosha, Wisconsin 53140
(262) 653-4000
Fax (262) 653-4010*

Feb. 19, 2014

TO: Chairman Michael Orth, Board of Park Commissioners

FROM: Mayor Bosman

RE: Midwest Street Machine Car Show

The Midwest Street Machine and Vintage Car Club is requesting from the Parks Commission the use of Baker Park for their Father's Day Car Show to be held Sunday, June 15, 2014. They plan to set up at 7 a.m. and will take down the event by 3 p.m. on June 15.

Recommendations: Parks Commission approval of use of Baker Park for the Father's Day Car Show on June 15.

**SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PUBLIC WORKS/PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners, Public Works and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Midwest Street Machines & Vintage Car Club

Contact Person who is responsible for event: Tony Pontillo & Bob Roos

Address: 7749-34th AVE

City/State/Zip Kenosha WI 53142

Daytime # 262-8186410 Evening # SAME Cell# 8186410

Fax # _____ E-mail: _____

Is the Host Organization a 501(c)-3? Yes, provide ES# NO

EVENT INFORMATION

Name of the Event: Father's Day Car Show

Date Requested: JUNE 15th 2014 Rain Date NONE

Location Requested: Baker Park Estimated Attendance 90 People

Charitable Event: No _____ Yes, Proceeds donated to _____

Brief Description of the Event: Small car show mostly our members or in past years

one of our clubs had a show their for last 15yr. NAME change only

Set up date and time: 7:AM

Time of Event: 7:AM

Take down date and time: 3:00 PM

FOR OFFICE USE ONLY:

Application Packet Received 12-19-13 Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

Fire: _____ PW Admin _____ PW-Streets: _____ Kris

Park Calendar _____ Zimbra yes



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EMAIL PUBLICWORKS@KENOSHA.ORG

February 18, 2014

Midwest Street Machine & Vintage Car Club
Attn: Tony Pontillo
7749 34th Ave
Kenosha, WI 53142

RE: Park use for a Car Show at Baker Park

To whom it may concern:

Your request for park use at Baker Park for a Car Show on Sunday, June 15, 2014 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

**Monday, February 24, 2014
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street**

You and/or your representative are required to appear.

If you have any questions, you may contact the Community Relations Liaison Kris Kochman at 262-653-4177 or kkochman@kenosha.org.

Sincerely,

Diane S. Hoff
Secretary of the Parks Commission

cc: Board of Parks Commission
Michael M. Lemens, Director of Public Works – w/a
Shelly Billingsley, Director of Engineering – w/a
Jeff Warnock, Superintendent of Parks – w/a



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February 20, 2014

To: Eric Haugaard, Chairman, Public Works Committee
Michael Orth, Chairman, Park Commission

From: Michael M. Lemens, P.E.
Director of Public Works

Subject: Acceptance of Project 12-1420 Shagbark Park Trail Development Construction

Location: 3900 Block of 39th Avenue

Please be advised that the above referenced project has been satisfactorily completed by Western Contractors, New Berlin, Wisconsin. This project consisted of demolition, grading, storm culverts, trail gravel, concrete flatwork, boardwalk construction, and native seeding.

It is recommended that the project be accepted in the final amount of \$248,423.26. Original contract amount was \$247,816 plus \$25,184 for contingency for a total contract amount of \$273,000. Funding was from CIP Line Item PK-11-001.

SAB/kjb



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February 21, 2014

To: Michael Orth, Chairman
Parks Commission

From: Michael M. Lemens, P.E.
Director of Public Works

Subject: Change Request

BACKGROUND INFORMATION

At the May 14, 2012 meeting the Commissioners agreed this item should appear on all future agendas. There are no change requests at this time.

RECOMMENDATION

Receive and file.

ML:dh

February 21, 2014

Informational #1

TO: Michael M. Lemens, P.E.
Director of Public Works

FROM: Cathy Austin, P.E. *Cathy Austin*
Assistant City Engineer

SUBJECT: Project Status Report

- Project # 08-1443 Bike and Pedestrian Connections** - Plans have begun but a major focus on bike paths has been to complete the Bike Path crossing at Washington Road and the extension through Nash Park. Once these projects have been bid, design will be completed on this third phase. (Citywide)
- Project #11-1415 / 12-1415 / 13-1415 CORP Implementations** – Continuing. (Citywide)
- Project #11-1417 Strawberry Park Mass Grading, Trail and Shelter (DNR Stewardship Grant)** [SAA Design Group] – Design work on the master plan implementation has been put on hold due to FEMA study (16)
- Project #11-1421 Southport Beach House Restoration (Wisconsin Coastal Management Grant)** – The final report, plans and specifications have been submitted to the Wisconsin Coastal Management Grant for close out. Plans and specifications will be submitted to the State Historic Society by the end of February. [Enberg Anderson] (12)
- Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant)** –AES has tentatively agreed to come down in the spring of 2014 to plant new plugs and re-seed all bioswales. [VEIT] (SWU) (1)
- Project #11-1137 Pike River Monitoring (WI Coastal Management Grant)** – The final report and sampling report has been sent to the WI Coastal Management Grant administration. (SWU) (1 and 4)
- Project #12-1424 Southport Park Trail (DNR Stewardship Grant)** – Project is currently being advertised, and the bid opening will be held Wednesday, March 5th. [SAA Design Group] (12)
- Project #12-1430 Alford Park Warehouse Demolition** – [Earth Construction] Restoration is in progress. Final walk through is being scheduled. (1).
- Project #12-1421- Simmons Island Boardwalk Phase IA** (DNR Stewardship Grant) [SAA Design Group]. Contract was approved Wednesday, February 19th. Construction is expected to begin in March and run through August. (2)
- Project #12-1432 - Peorio Park Trail** [SAA Design Group] The Army Corps of Engineers is reviewing the plans for necessary permits. Project will be rebid by the spring of 2014. (DNR Stewardship Grant) (1 and 4)
- Project #13-1413 - Petzke Park Phase II** [SAA Design Group] Plans and specifications are being developed for Phase II of Petzke Park with construction in 2014. (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] - City staff is currently re-scoping the project. (6)
- Project #13-1412 - Simmons Field** – [Camosy Construction] Work has meet substantial completion. Final seeding and grading will be finished in the spring of 2014. (12)
- Project 13-1419 – Anderson Fishing Pier** – [SAA Design Group] Design is in process. (9)
- Project 14-1422 – Kennedy Park Master Plan** - [SAA Design Group] The Public Information Meeting on February 11th, held at the Public Museum, drew in 61 attendees, and 37 attendees to the February 12th meeting at Journey Church. SAA Design Group will begin working on concepts for both parks and will present these at two Public Informational Meetings in April. (1)
- Project 14-1423 – Pennoyer Park Master Plan** - [SAA Design Group] The Public Information Meeting on February 11th, held at the Public Museum, drew in 61 attendees, and 37 attendees to the February 12th meeting at Journey Church. SAA Design Group will begin working on concepts for both parks and will present these at two Public Informational Meetings in April. (1)
- Design Work-** Misc. Park projects, ADA Accessible Playground, and finishing 2012 and 2013 CORP projects.



Informational #2

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CITY ENGINEER

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DEPARTMENT OF PUBLIC WORKS

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EMAIL PUBLICWORKS@KENOSHA.ORG

February 2014

TO: Chairman Michael Orth, Board of Park Commissioners
FROM: Jeff Warnock, Park Superintendent
RE: Administrative Approvals

The following is a list of those events that have met the criteria for Administrative approval:

EVENT	DATE	LOCATION
Eggs in the Park	April 19, 2014	Orbiletti Center
American Cancer Society Kenosha Walk/Run	April 26, 2014	Begin and end at the Museum using walking paths around HarborPark
Walk/Run Against Hunger – Shalom Center	May 17, 2014	54 th Street/2 nd Avenue on grassy area to the north – on promenade
Memorial Day Ceremony	May 26, 2014	Navy Park
Cub Scout Fishing Derby	June 7, 2014	Anderson Pond
Ragnar Relay Chicago	June 7, 2014	Anderson/Pennoyer as exchange location for runners
Strides for Minds (5K Walk/Run)	June 14, 2014	Simmons Island Pavilion north to Carthage College and back
KTEC School Run/Walk	June 28, 2014	Lincoln Park
For Pete's Sake 5K Walk/Run	July 12, 2014	Southport Park
Out of Darkness Walk	September 20, 2014	Veteran's Park
Evanston Bicycle Club – North Shore Century Ride	September 21, 2014	Lincoln Park Pavilion as a rest stop
Veterans Day Ceremony	November 11, 2014	Navy Park
Pearl Harbor Day Ceremony	December 7, 2014	Navy Park