

AGENDA
BOARD OF PARK COMMISSIONERS
Monday, February 28, 2010
Kenosha Municipal Building Room 202
5:00 pm

Chairman: Michael J. Orth
Vice Chair: Rocco J. LaMacchia, Sr.
Commissioners: Jesse L. Downing
Anthony Kennedy
Lawrence Green

Call to Order
Roll Call

A. APPROVAL OF MINUTES

A-1. Approval of minutes of regular meeting held on February 14, 2011.

C. REFERRED TO COMMISSION

C-1. Request from KUSD for full sponsorship for their event (Back to School) on September 10, 2011, in Harbor Park. (*District 2*)

C-2. Request from World Congress of Poets for the following:
a. Approval to hold their events at the Bandshell in Penmoyer Park, on August 30, 2011 and Wolfenbuttel Park, on August 31, 2011. (*District 1 & 2*)
b. Approval for full sponsorship.

C-3. Request from Armitage Academy for full sponsorship for a classroom study to be held on April 14, 2011 at the Southport Beach House. (*District 3*)

C-4. Award of Contract for Project 10-1412 Southport Beach House ADA Ramp (7825 First Avenue) to Camosy Construction, Kenosha WI, in the amount of \$27,000.00. (*District 3*)

INFORMATIONAL ITEMS:

1. Peorio Park Controlled Burns
2. CORP Public Information Meetings Summary
3. Bike Path Mapping Funding Award
4. Kenosha Bandshell Concerts Funding Award

DIRECTOR AND/OR SUPERINTENDENT COMMENTS
CITIZEN COMMENTS/COMMISSIONER COMMENTS

OTHER BUSINESS 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.

CITY OF KENOSHA – BOARD OF PARK COMMISSIONERS
Meeting Minutes – February 14, 2011

A meeting of the Board of Park Commissioners was held on Monday, February 14, 2011, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 5:03 pm. The following members were present: Chairman Orth, Commissioners LaMacchia and Green. Commissioner Kennedy arrived during item C-1. Commissioner Downing was excused. Staff members in attendance were Jeff Warnock, Shelly Billingsley and Ron Bursek.

It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve the minutes from the meeting held on Monday, January 31, 2011. Motion passed 3-0.

C-1. Request from the Kite Society of Wisconsin and Gift of Wings for the following:

a. Approval to hold a Kite Festival in Kennedy Park on June 4-5, 2011.

b. Approval of co-sponsorship. *(District 1)*

Public Hearing: Scott Fisher, 9955 W St Martin Rd, Franklin, was present to answer any questions.

Mr. Fisher also donated a banner with the city logo on it.

It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve with co-sponsorship. Motion passed 4-0.

C-2. Approval Easement at Anderson Park. *(District 9)*

It was moved by Commissioner Green, seconded by Commissioner Kennedy, to approve. Motion passed 4-0.

INFORMATIONAL:

1. Lakefront Water Feature Status – Shelly was present to answer any questions.
2. 2011 Pool Operations – Chairman Orth would like to see more evening hours, two week nights. Commissioner Green suggested that both pools would have different evening hours.

DIRECTOR/SUPERINTENDENT COMMENTS: Ron informed the commission that the process for the tree contracts has begun and bids will be in March. Jeff informed the commission that the Tool Cats are working out well.

CITIZEN/COMMISSIONERS COMMENTS: Chairman Orth asked if the city was working on getting FEMA dollars for the last big snow storm. Ron stated that staff would attempt to recover every dollar possible. Chairman Orth explained why the deferred item from last wasn't on this agenda, there is an issue with allowing city equipment go out of the city limits.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 5:30 pm.



Engineering Division
Michael M. Lemens, P.E.
Director/City Engineer
Fleet Maintenance
Mauro Lenci
Superintendent

Street Division
John H. Prijic
Superintendent
Waste Division
Rocky Bednar
Superintendent
Parks Division
Jeff Warnock
Superintendent

DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

Municipal Building · 625 52nd ST · RM 305 · Kenosha, WI 53140
Telephone (262) 653-4050 · Fax (262) 653-4056

February 21, 2011

TO: Alderman Michael Orth, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: KUSD – Back to School Celebration

A request has been received from the Kenosha Unified School District to hold their Back To School – A Celebration of Family and community on Saturday, September 10, 2011 in HarborPark. The Park Division provides equipment, set-up and take-down of the event.

2010 Costs: \$3,150.10

Recommendation: To approve the event and use of the equipment and to charge appropriate fees.

Event Organizer Information

Name of Group Kenosha Unified School District No. 1

Is Host Organization a 501(c)-3? No Yes, #ES - 0353

Group Contact Name Patricia Demos

Address 3600 52nd Street

City/State/Zip Kenosha, Wisconsin 53144

Work Phone (262) 359-2257

Home Phone (262) 552-8358

Cell Phone (262) 945-0158

Fax (262) 359-6276

E-mail pdemos@kUSD.edu

Name of Event <u>Back to School - A Celebration of Family and Community</u>	
Charitable Event? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, Proceeds donated to _____	
Date of Event <u>Saturday, September 10, 2011</u>	Rain Date: _____
Annual Event <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Expected Attendance _____
Event Category (check one)	
Run/Walk _____	Festival _____
Concert _____	Athletic Tournament _____
Other, Please Specify <u>A celebration to welcome back students and families of the Kenosha community</u>	
Park Requested <u>Celebration Park and parcel of land east of Museums</u>	
Admission Fee <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Participants) \$ _____ and/or (Attendees) \$ _____	
Time of Event:	
Set up <u>7:00 a.m.</u>	Event Starts <u>noon</u> Event Concludes <u>4:00 p.m.</u>
Does this require time in the park prior or after your event? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
Explain date and time needed: _____	
<u>Boys and Girls Club tent will be set up the day before on 9/9/11 and taken down on Sunday 9/11/11.</u>	
Will food be prepared and/or served at the event? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See pages 11 and 12)	
Amplified Sound <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See pages 13-17)	
Beer/Wine Coolers Served <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See page 18 and 19)	
Temporary Structure <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See page 10 and 11)	

2010 = \$3,150.10

Organization Meeting

If you have organizational planning meeting regarding your event, should include the Parks Special Event Supervisor, Police & Fire Departments. Working with the City Departments during the planning phase is an excellent way to prevent potential problems & insure good communications. An on-site meeting between your group and the Park Department is also recommended.

Permits

As the event organizer, YOU are responsible for obtaining all permits that the City of Kenosha requires for special events. You must include all pertinent information before this application will be reviewed by staff. Some permit applications and regulations are attached to this Special Event packet. Other permit applications must be obtained from other City Departments. **Copies of any permit must be submitted to the Park Department no later than 30 days prior to the event.**

Vending Permit – required of ALL vendors selling items at your special event. All vendors must return their permit application 30 days prior to the event, or they may not participate in the event. Forms are available at the Park Department or the city of Kenosha website, click on parks.

Temporary Restaurant Permit – required if food or beverages will be sold or served at the event. To obtain application and permit, contact the Kenosha County Health Department 262-605-6700. Please indicate the date you submitted Temporary Restaurant Permit application _____.

Parade Permit – may be required of a run, walk, or bike ride event. Contact the Kenosha Police Department. Please indicate date you submitted Parade Permit application _____.

Street Use Permit – required if your event will require closing a city street or special parking requests on city streets. Call 262-653-4050. Please indicate date you submitted Street Use Permit application _____.

Temporary Class “B” Retailers License – required if your event will be selling fermented malt beverages. To obtain application and permit, contact the City Clerk’s Office, 653-4020. Please indicate date you submitted license application _____.

Fireworks Permit – from the Fire Department 262-653-4100. If at a lake-front park, you must notify the Coast Guard.

Bon-Fire Permit – requires Park Commission approval prior to obtaining a permit from the Fire Department.

Certificate of Insurance

The City of Kenosha requires a "Certificate of Insurance" from you or your parent organization's insurance company. The Event Organizer shall submit a general liability insurance policy certificate in the amount of \$1,000,000 naming the City of Kenosha and its Parks Department as an additional insured party along with any vendors and participants. The City of Kenosha Park Department must receive this certificate 30 days prior to the event date. This official certificate may be mailed or faxed.

Yes, Event Organizer will be submitting Certificate of Insurance.
Insurance certificate will be submitted in July 2011.

Marketing of Event

Please ensure that you have conditional approval of your event before you begin to promote, market or advertise your event. (Will there be live media coverage during the event and where will the media vehicles be parked?)

No

How will this event be marketed, promoted, or advertised?

Fliers will be distributed through Kenosha Unified School District at Open House and the first week of school.
Fliers will also be available at summer school events. Downtown businesses and the Museums will display posters.

The local education channel 20 will provide information as well as the KUSD website.

If Co-Sponsorship has been approved by the Board of Park Commission the City/Park Department & Common Council must be listed as a sponsor.

Site & Route Plan

To ensure proper review of your event, please attach a site and route plan (if applicable). These site and route plans may be blueprints, CAD drawings, or legible sketches.

Site and route plans should include, but are not limited to, the following information: location of tents, stages, fencing, vendors, portable toilets, beer gardens, dumpsters, placement of vehicles, exit location for outdoor events that are fenced, clear signage, accessible paths for wheelchairs as well as ample disabled parking, and any other related event components not listed above.

Your site plan will also include the areas within the requested park you will need for the event including the parking lot, shelter, ball diamonds, soccer fields, ped/bike paths, tennis courts, volleyball courts and any other specific park feature.

If your event includes a walk/run component, the approval of the Park Department and the use of the park **does not imply approval of the proposed route**. The Event Organizer will need to secure approval from the Public Works Department at 653-4050.

Please feel free to include a narrative of the event with the site and route plan.

Parking Plan

As an Event Organizer, it is important that you plan for safe arrival, departure, and parking of the event attendees, participants, and vendors. The Kenosha Police Department does monitor and ticket illegally parked vehicles at the events. As the Event Organizer, you are responsible for informing all participants, volunteers, attendees, and vendors of the parking regulations. If your parking plan includes using neighborhood businesses, churches, etc, you will need to include the approval of such agreements in this parking plan.

n/a

Security and Medical Plan

As an Event Organizer, you are required to provide a safe and secure environment for your event. This is accomplished through sound planning. If your event will have over 250 attendees, you must submit a security and medical plan for your event. This description should include, but is not limited to, the hiring of private security companies and licensed professional emergency services, crowd control, venue safety, communication plan in case of emergency, etc. These plans may be subject to review by the City of Kenosha Police and Fire Departments who may make additional recommendations. For a review of your security and medical plans, please contact the Fire Department at 262-653-4100 and the Police Department. For large events, Police & Fire Department should be invited to planning meeting. A copy of the plan must also be submitted to the Park Department.

~~The City of Kenosha Police and Fire Department representatives will be invited to the planning meetings.~~
~~LJH Ambulance, Incorporated will be hired for professional emergency service.~~
~~Both a private security company and three City of Kenosha Police Officers will be hired to assist with~~
~~crowd control, etc.~~

Mitigation of Impact

As an Event Organizer, you are required to develop mitigating measures to accommodate the impact your event may have on the surrounding neighborhood.

If your event will have over 250 participants/viewers, you must notify the alderman for that park location. This must be done prior to approval by the Board of Park Commissioners.

Your event may also necessitate posting and notifying of park users and neighbors of the event date and any necessary alternate route or parking impacts. If this is required of you, it must be completed prior to approval.

Have you done the appropriate notifications?

No Yes, alderman Name/Date Alderman Theodore Riffa In

Special Event Fees

To assist you with your special event, the Kenosha Park Department rents some equipment for use by the Event Organization. The location of this equipment must be noted on the site and route plan you have attached to this application. Attached at the end of this document are the current fees associated with special events in the Kenosha Parks. These fees include the park rental fee, the equipment rental fees, deposits, and cancellation fees.

All special events, for-profit and non-profit alike, are required to pay all of the fees associated with putting on a special event.

- The Park Department does not and cannot honor requests of waived fees for any portion of your event costs. Co-sponsorship is with Park Commission approval only.
- No individual, group, or organization shall be granted permission to hold an event in the park if there is any unpaid balance from a previous event.
- Cancellation of any event, for any reason, shall result in charges for actual services, labor and materials provided.
- These fees are included in the packet to assist you with your budget planning. If you need assistance in determining the fees for your particular event, contact the Park Department at 262-653-4080.

EQUIPMENT REQUESTS: Appropriate fees will be charged

1 Electric* Water 50 # of Benches 100 # of Picnic Tables
50 # of Trash Containers 3 Barricades Snow Fencing (must provide location)
 Bleachers Reviewing Stand 1 Showmobile Portable Fencing

***Electrical availability vary by location. You may need to provide generators in order to supply the level of service required for your event. Contact the Park Department in advance with any concerns.**

Other Special Requests:

Generator _____

Request closure of Fisherman's Drive for event. On 9/10/11, the street would have to be closed

from 9:00 a.m. until 4:30 p.m.

Application Signature

The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved park area. This permit is subject to all City of Kenosha General Ordinances as defined by the City of Kenosha, in addition to all rules and regulations governing the City's Park Department. The applicant agrees that during the use of the park facility, the sponsoring organization will not exclude anyone from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of the person's race, color, creed, national origin, or handicap.

The applicant for her/himself, and for other persons, organizations, firms and corporation, if any listed in this application, does hereby contract to agree that he/she (and they) will jointly and severally indemnify and hold the City of Kenosha harmless against liability for any and all claims for damages to property, injury to or death of person or persons arising out of or resulting from the negligence of the applicant.

Permit holders shall submit a general liability insurance policy certificate in the amount of \$1,000,000 naming the City of Kenosha, its Park Department and any vendors/participants as an additional insured party.

The applicant has read the Special Event Explanation Packet. The applicant has attached all of the appropriate permit applications for this event.

I hereby certify to the best of my knowledge that the information and statements contained in this application are complete and true. I understand that failure to report components of this event/activity may result in the loss of deposit, revocation of permit and/or failure to secure future permits.

Terrence Dennis
Applicant Signature

February 8, 2011
Date

Application Submission

Please remember, you need a MINIMUM of 90 days advance submission. And most often, the planning of your event and the acquisition of all of the appropriate permits will take much longer than 90 days.

Please mail your application to:
City of Kenosha Park Department
3617 - 65th Street
Kenosha, WI 53142

Temporary Structure Permit

Today's Date January 20, 2011

Name of Event Back to School - A Celebration of Family and Community

Park Requested Celebration Park and parcel of land east of Museums

Date of Event September 10, 2011

Event Organizer Information

Name of Group Kenosha Unified School District No.1

Contact Person Patricia Demos

Address 3600 52nd Street Kenosha, Wisconsin 53144

Work Phone (262) 359-2257 **Home Phone** (262) 552-8358

Type of Temporary Structure

Tent s

Staging - Showmobile

Trailers

Inflatables

Dunk Tank

Other, Please explain _____

Insurance

All vendors that are supplying the organization with a temporary structure must supply a certificate of insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's. Copy to be attached or sent to the Park Department 30 days prior to the event.

Policy is from July 1 - June 30th. Notification will be given after July 1, 2011
Insurance Company _____ Insurance Policy No. _____

Signatures

Vendor Signature _____ Date _____

Park Department Authorization _____ Date _____

---RETURN THIS SHEET TO PARK DEPARTMENT---

Public Amplification Permit Application

By ordinance, public amplification is not allowed in City Parks except by permission from the Board of Park Commissioners. Permission for amplification does not exempt a group from obeying Ordinance restrictions on the volume of sound. Please be considerate of park neighbors and other park users. When notifying the alderman and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

Event Information:

Name of Event Back to School - A Celebration of Family and Community

Date of Event September 10, 2011

Park Requested Celebration Park and parcel of land east of Museums

Contact Person Patricia Demos

Daytime Phone # (262) 359-2257 Evening Phone # (262) 552-8358

Alderman Name Theodore Ruffalo

Approval - Date received _____

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) _____

Times of Sound From noon To 4:00 p.m.

---RETURN THIS SHEET TO PARK DEPARTMENT---



Engineering Division
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Director/City Engineer
Fleet Maintenance
Mauro Lenci
Superintendent

Street Division
John H. Prijic
Superintendent
Waste Division
Rocky Bednar
Superintendent
Parks Division
Jeff Warnock
Superintendent

DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

Municipal Building · 625 52nd ST · RM 305 · Kenosha, WI 53140
Telephone (262) 653-4050 · Fax (262) 653-4056

February 21, 2011

TO: Alderman Michael Orth, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: World Congress of Poets

A request has been received from Stacey Mia on behalf of the World Congress of Poets to hold public events in Kenosha on August 30 and 31, 2011. They are requesting use of Pennoyer Park and the Bandshell on Tuesday, August 30th and Wolfenbuttel Park on Wednesday August 31st. The following is a list costs, it does not include labor or additional equipment request that are not already at each park.

Tuesday, August 30 – Pennoyer Park and Bandshell

- Rental with electric - \$125.00
- Chairs, benches and tables are already at the site
- Tree for planting – organization to purchase the tree (Schwartz Nursery) and staff to plant
- Marker: Needs Park Commission approval and purchased by organization
- Portable toilets: Organization to provide

Wednesday, August 31 – Wolfenbuttel Park and Gardens

- Rental with electric \$100.00
- Large stage - \$250.00
- Folding Chairs – to be brought in by Park staff from another location
- Benches and tables are at the site

Recommendation: To approve the event with 2011 fees to be charged.



**XXXI
World Congress of Poets
P.O. Box 0577
Kenosha, WI 53141-0577
U.S.A.**



Peace Through Poetry

**WORLD ACADEMY OF ARTS
AND CULTURE**

EXECUTIVE BOARD

Patron: Dr. Yu Hsi
Honorary President:
 Dr. Justice S. Mohan
President:
 Dr. Maurus Young, Ph.D.
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 Dr. Germain Droogenbroodt
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 Dr. István Turczi
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 Mrs. Dorothy Young

**XXXI
WORLD CONGRESS OF
POETS**

CITY OF KENOSHA STAFF

Mayor of Kenosha:
 The Honorable Keith Bosman
Community Relations Liaison:
 Penny Haney
**Kenosha Area Convention Visitors
 Bureau — President:**
 Dennis DuChene II

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Vice-President:
 William P. Schmitt, Jr.
Vice-President:
 Gilbert J. Dosemagen
Vice-President:
 Stacey D. K. Mia
Secretary General:
 Jeanine Mayor
Special Events Coordinator:
 Lyle Holthaus

Jeff Warnock, Superintendent
 Kenosha County Parks Department
 3617-65th Street
 Kenosha, WI 53143

January 19, 2011

Dear Mr. Warnock:

This is the formal request for reservation of dates in August for the public events for the Kenosha Congress, per our meeting with the Kenosha Congress Executive Committee and Penny Haney from the Mayor's Office.

The dates we need to reserve and some basic specifications for the events are as follows:

- | | | |
|-----------------------------|--|-----------|
| Tuesday, August 30 | Pennoyer Park and Bandshell | (8am-8pm) |
| | <ul style="list-style-type: none"> • Electrical power for sound system, lighting • Folding chairs, park benches, park tables, etc. • Portable toilets (dependent on crowd expectations) • Area for tree ceremony • Tree for planting • Possible memorial marker for tree | |
| Wednesday, August 31 | Wolfenbittel Park and Gardens | (8am-2pm) |
| | <ul style="list-style-type: none"> • Electrical power for sound system • Large stage for poets, performers • Folding chairs, park benches, park tables, etc. | |

We will need to work out all appropriate details for events (particularly the Tree Ceremony) with you and your staff as the dates approach. It was a pleasure meeting you on Tuesday. I have worked with your staff for many years, specifically Dirk Nelson and Mary Durkee. They are fine people. Thank you for your cooperation and consideration for these events.

Yours truly,

Stacey D.K. Mia
 Vice President, XXXI World Congress of Poets—Kenosha



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February 22, 2011

TO: Alderman Michael Orth, Chairman
 Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Armitage Academy

A request has been received from Armitage Academy for use of the Southport Beachhouse on April 14, 2011 for a classroom study. They are requesting full sponsorship of the fee of \$40.00 per hour for a total of \$160.00.

Recommendation: To approve the usage of the building and to charge the appropriate fees.

Zimbra

mdurkee@kenosha.org

± Font size -

Southport Beach House rental

From : Nancy Kollman <nkollman@armitageacademy.org> Tue, Feb 22, 2011 07:56 AM
Subject : Southport Beach House rental
To : mdurkee@kenosha.org

February 21, 2011

Hello Mary,

My name is Nancy Kollman and I'm a third grade teacher at Armitage Academy. Currently several staff members and I are planning an educational experience for our K-8 students; the theme of which is the study of The Great Lakes. Our interim will last for a 2-week period during which our students will be exposed to a wide variety of topics (industry, trade, ecology, invasive species, shipwrecks, light houses, etc.) covering the years 1850 – present.

We have contacted a number of people in the community to share their expertise and experiences with our student body. It is also our intent to utilize the resources our immediate area has to offer. We'll be visiting the sand dunes, Chiwaukee Prairie, Eichelman Beach and using the Southport Beach House for an outing we have planned.

Through our interim, the students will be learning about many aspects of the Great Lakes including, but not limited to natural habitats. We hope to instill a sense of stewardship so the students will have a stronger desire to be involved with the community

Armitage is a non-profit organization, and we are making a great effort to keep the costs for this experience down for our students. It is for this reason that I am writing to ask for waived fee or consideration for a reduction in the fee for renting Southport Beach House on April 14, 2011.

Thank you for your time,
Nancy Kollman
Armitage Academy
654-4200



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C-4

DEPARTMENT OF PUBLIC WORKS

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February 25, 2011

To: G. John Ruffolo, Chairman, Public Works Committee
 Michael J. Orth, Chairman, Park Commission

From: Michael M. Lemens, P.E. *[Signature]*
 Director of Engineering /City Engineer *MB 2/25/11*

Subject: Project: 10-1412 Southport Beach House ADA Ramp
 Location: 7825 First Avenue

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$25,000.00. Budget amount is \$120,000.00.

This project consists of installing ADA handrails and ramps, removing and replacing concrete sidewalks and curb & gutter, installing detectable warning fields, installing asphalt path, and site restoration.

Following is the list of bidders:

	Bid Total
Camosy Construction, Kenosha, WI	\$24,451.33
TD Concrete, Inc., Racine, WI	\$26,783.00
Platt Construction, Franklin, WI	\$27,583.45
Absolute Construction Enterprise, Racine, WI	\$27,692.76
Rasch Construction, Kenosha, WI	\$28,769.03
Cicchini Asphalt, LLC, Kenosha, WI	\$30,831.50
Bane Nelson, Inc., Kenosha, WI	\$31,434.10
Parking Lot Maintenance, Pewaukee, WI	\$33,348.81
A.W. Oakes & Son, Inc., Racine, WI	\$34,883.00
Black Diamond Group, Oak Creek, WI	\$38,969.50

It is recommended that this contract be awarded to Camosy Construction, Kenosha, Wisconsin, for the base bid amount of \$24,451.33 plus \$2,548.67 in contingency for unforeseen conditions (if needed), for total award amount of \$27,000.00. Funding is from CIP Line Item PK-00-002.

MML/kjb
 cc: Carol Stancato, Director of Finance



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February 21, 2011

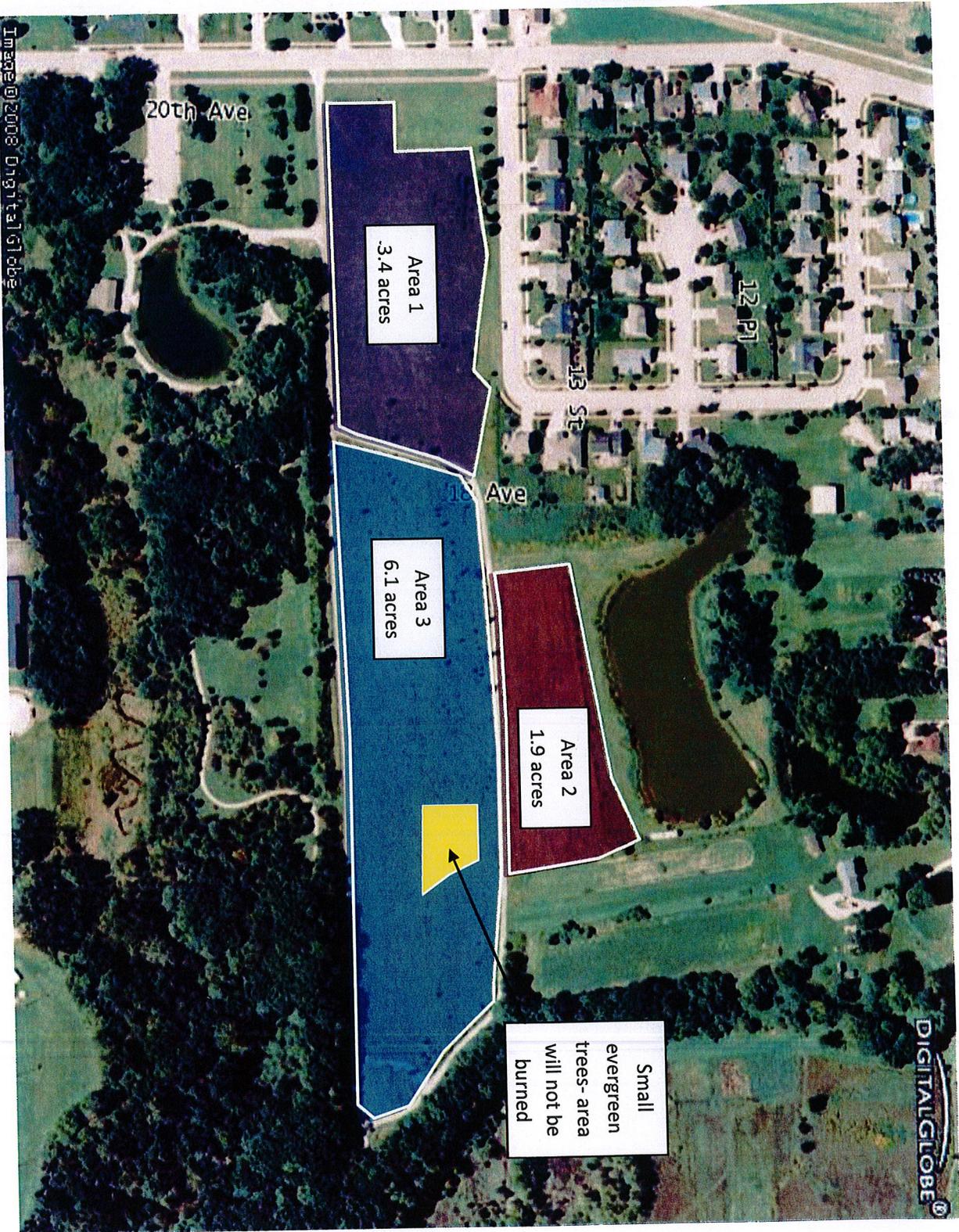
TO: Alderman Michael Orth, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Poerio Park Controlled Burns - Informational

Attached are two maps that indicate the location of the controlled grass and woodland burns to be done at Poerio Park. The burn is tentatively scheduled for the last week of March. The project will be done by Tall Grass Restoration, which handled the grass land burn in 2010.

Poerio Park
Kenosha, WI



DIGITALGLOBE®

Small
evergreen
trees - area
will not be
burned

Area 1
.34 acres

Area 3
6.1 acres

Area 2
1.9 acres

20th Ave

18 Ave

12 Pl

13 St

Image © 2008 DigitalGlobe

Poerio Park
Kenosha, WI



Oak Woodland Burn
(2.7 acres)

Empty Station

DIGITALGLOBE®

Image © 2008 DigitalGlobe



ENGINEERING DIVISION
MICHAEL M. LEMENS, P.E.
DIRECTOR/CITY ENGINEER

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

DEPARTMENT OF PUBLIC WORKS

RONALD L. BURSEK, P.E., DIRECTOR

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February 23, 2011

To: Michael Orth, Chairman
Park Commission

From: Ronald L. Bursek, P.E. 
Director of Public Works

CC: Eric Haugaard
Alderman District 1

Theodore Ruffalo
Alderman District 2

Rocco LaMacchia
Alderman District 5

David Bogdala
Alderman District 17

Subject: ***INFORMATIONAL ITEM – CORP Public Information Meetings Summary***

BACKGROUND INFORMATION

Schreiber Anderson Associates held the Public Information meetings for the subareas on January 18, 25, 26 and February 17, 2011. At the meetings the consultant briefly discussed the objectives of a Comprehensive Outdoor Recreation Plan, outlined some recommendations for parks within the subarea and discussion of the four master plans that have been developed. Schreiber Anderson prepared a summary of the items that were discussed in each of the Public Information meetings for your use.

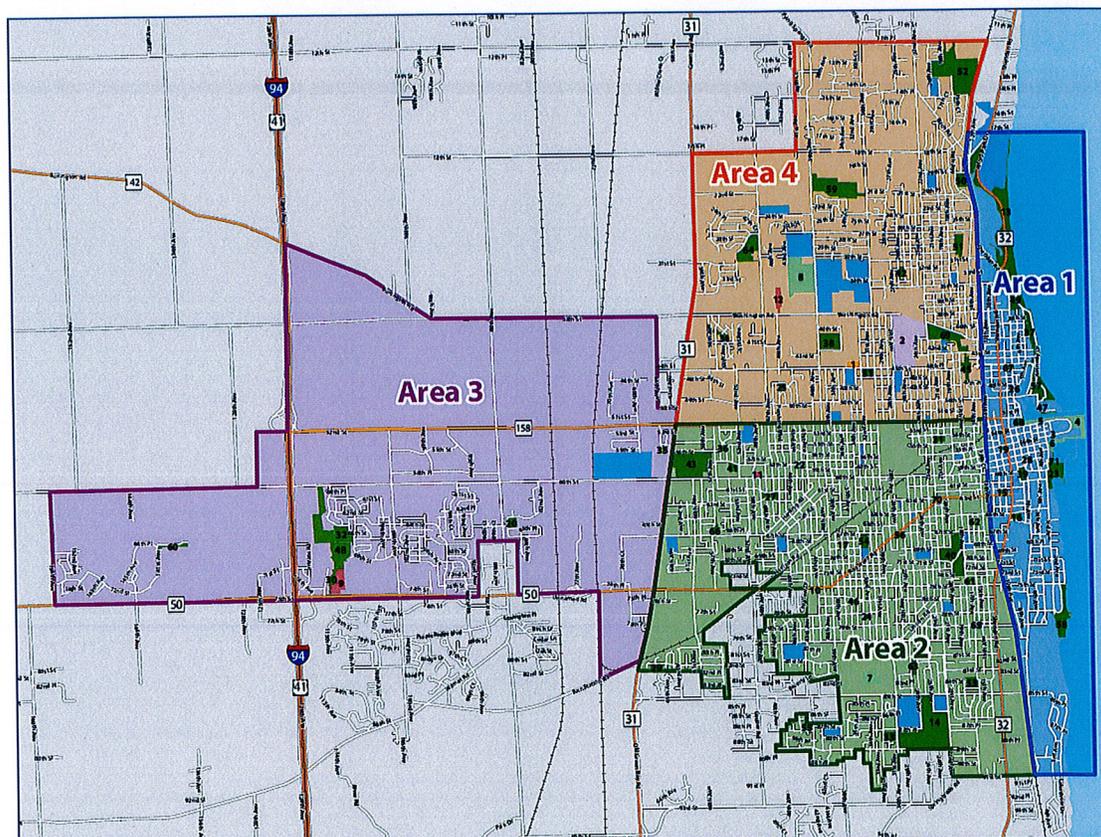
RECOMMENDATION

Informational Only – No Action Required

Public Information Meeting #2 City of Kenosha CORP Sub-Area Meetings January 18, 25, 26 and February 17, 2011

This memo provides an overview of the public meeting outcomes for the second of two public information meetings scheduled to be held during the development of the City of Kenosha Comprehensive Outdoor Recreation Plan.

The city was divided into four sub-areas (shown on map below) to ease the transfer of information and increase the ability of meeting participants to interact with city staff and the consultants. A summary of the results from each sub-area are described below with complete results from each of the four meetings described in Appendix M-2. Additional comments are provided in sub-areas where a master plan is being prepared.



Kenosha was divided into 4 sub-areas for PIM #1 and #2

Public Notice Process

The public was informed about PIM #2 through public notices and mailings. Press releases were published on the Monday of the week when the meeting would take place (January 24, and 31). The first sub-area meeting (Area 1) notice was published on January 12, 2011. Notices were also available on the city's website and city access cable channel 25.

Mailings included sending attendees of the first round of public information meetings (PIM #1) personal invitations to attend PIM #2. In sub-areas where a park master plan is also being

created, postcards were sent to property owners to review CORP progress and to encourage discussion about the park master plan created for their sub-area.

Meeting Format

The meetings included a formal presentation on three topic areas. The first topic was progress of the citywide CORP and included the results of the stakeholder interviews, online survey, and previous round of public information meetings (PIM #1). Second, recommendations generated for parks located in the sub-area where the meeting took place were presented. The third topic was to review the park master plans generated during the CORP update process. Sub-areas that contained one of the master plan parks were afforded more time to review and comment on the concept designs. Note cards were available for attendees to provide written comments.

Public Information Meeting #2 Summary

Sub-Area 1 Meeting Summary

This meeting was held on Tuesday, January 18th at 6:30p.m. at the Municipal Building (625 52nd Street). The focus was on parks located east of 13th Avenue including all lakefront parks. The sign-in sheet was signed by sixteen attendees. Alderman Orth (Park Chairman, District 15) and Alderman Haugaard (1st) was also present.

The first portion of the meeting focused on CORP progress and updates to which there were no comments or questions. A majority of the meeting was spent discussing the Petzke Park Master Plan and the Simmons Island Master Plan.

Comments for Petzke Park included some concerns over the placement of site amenities like the splash pad and basketball courts. There was also a discussion about crime prevention through environmental design and ensuring new facilities would be visible and become less likely targets to vandals. Two concepts were shown – A and B. Elements in Concept B that drew praise include the orientation of park features, the split parking lot, and separation of active use areas.

The Simmons Island plan was discussed at the end of the meeting. Positive comments on the plan included increasing connectivity and improving bridge access and features. However, most attendees disliked the idea of the natural amphitheater and were concerned about use and noise. The realignment of streets and elimination of the loop drive was also not well received. Both concepts showed commercial development and concerns about the financial viability of these enterprises were discussed. Respondents were most interested in beach house restoration, connecting lakeshore multifuse paths, and preserving natural areas.

For more detailed information from Sub-Area 1 see Appendix M-2.

Sub-Area 2 Meeting Summary

This meeting was held on Thursday, February 17th at 6:30p.m. at the Oribiletti Center (Lincoln Park). The original meeting date was February 2, 2011 but was postponed due to a snow event. The focus of the meeting was on recommendations for parks located south of 52nd Street between Green Bay Road and Sheridan Road. The largest parks in this area are Nash Park, Lincoln Park and Anderson Park. The sign-in sheet was signed by eight attendees. Alderman Orth (Park Chairman, District 15) and Alderman Michalski (District 3) were present.

Comments on the CORP included the variety and condition of playground equipment. There was some concern about the utilization of new playground equipment as the older, outdated equipment is replaced. Attendees were assured that new playground equipment is safer and offers a higher level of play than the older equipment. There were comments about not knowing where parks existed within the city, what facilities they contained, and what they were called. This seems to suggest there should be more information available to residents and more marketing or programming to pique interest. There were also two comments on fishing. First, Tirabassi Pond

was developed as an urban fishery, second, that Southport used to have a fishing pier/structure and the addition of this facility would be widely utilized.

Comments for Petzke Park included the addition of tennis courts (to replaced those being removed from Petretti Park), and a question about what a "splash pad" was. The splash pad is an integral feature of both concept plans and provides an aquatic play element to residents of Area 2. Comments on Simmons Island were taken after the formal presentation. Comments included likes and dislikes about the roadway configuration and the strong desire for an artist studio. There was concern about the level or amount of commercial proposed. Respondents thought that some commercial might be okay, but not a restaurant. Existing trees on the site should be preserved.

There were no comments on the Strawberry Creek master plan. One feature of the Sunrise Park master plan that drew attention was the addition of outdoor exercise equipment around the walking/jogging path. An attendee was concerned about the durability of this type of equipment.

For more detailed information from Sub-Area 2 see Appendix M-2.

Sub-Area 3 Meeting Summary

This meeting was held on Tuesday, January 25 at 6:30p.m. at the YMCA (7101 53rd Street). The focus was on parks located west of Green Bay Road. Parks include Horizon, the Phil Sanders Nature Area, the yet-to-be-developed Strawberry Creek Park, and others. The sign-in sheet was signed by four attendees. Alderman Orth (Park Chairman, District 15), Alderman Bogdala (17th) and Downing (16th) were also present.

SAA was introduced by Alderman Bogdala after a brief summary of the plan process. SAA presented an update on the progress of the Kenosha CORP including options for development in all parks located within Area 3. A special focus was placed on communicating the final outcome of the Strawberry Creek Park Master Plan. Attendees liked the Strawberry Creek Park plan, but thought that the play area should be larger.

Another lengthy discussion centered on ways the city could communicate the variety of park sites and amenities available in Kenosha Parks. Online profiles should include pictures, not just a listing of park amenities. Maps, photos, and other images were thought to be more effective and may increase park attendance and appreciation.

For more detailed information from Sub-Area 3 see Appendix M-2.

Sub-Area 4 Meeting Summary

This meeting was held on Wednesday, January 26th at 6:30p.m. at the Northside Library (7101 53rd Street). The focus was on parks located north of 52nd Street between Green Bay Road and Sheridan Road. Major parks in this sub-area include Washington Park (pool, golf course, velodrome), and Peorio Park. The sign-in sheet was signed by forty attendees. Alderman Orth (Park Chairman, District 15), Alderman LaMachia (5), and Alderman Haugaard (1) were also present.

The presentation focused primarily on two park master plans – Sunrise Park and Petzke Park which are both located in Area 4. The major concerns over Sunrise were how long it would take to implement changes, and how (and where) access would be provided. Petzke Park was presented using two concept plans. When asked to vote on either concept A or B, there were more attendees in favor of Concept B. Moving the restroom/shelter from north of the splash pad to south of the splash pad was suggested as a better location because it centralizes this facility between play areas.

For more detailed information from Sub-Area 4 see Appendix M-2.

Public Involvement Opportunities

CORP

The plan development process included a number of opportunities for public involvement. These included several appearances before the Parks Commission, an online survey (linked to the city's homepage between July and October 2010), stakeholder interviews (focused on active user groups and performed in June 2010), and sub-area public information meetings (performed in four sub-areas at two times during plan development). This memo discusses the outcomes of PIM #2. Future public involvement activities include a review meeting with the Parks Commission and adoption by the City Council.

Master Plans

Four park master plans were discussed during PIM #2. These include Simmons Island (Sub-Area 1), Strawberry Creek Park (Sub-Area 3), and Sunrise Park and Petzke Park (Sub-Area 4). Each master plan is being produced independently with benchmarks set to coincide with public information meetings and Parks Commission meetings. While the public involvement process is complete for Strawberry Creek Park and Sunrise Park, there are final concept preparation tasks to be performed for Petzke Park and Simmons Island. The public process for these two parks will include a meeting with the Parks Commission to discuss the final concept plans based on comments from throughout the public process and staff input.

Appendix M-2
Public Comments Recorded for Each Sub-Area

Kenosha CORP (Public Informational Meeting #2)

Sub-Area #1

Jan. 18, 2011

There were 24 people in attendance. There was a formal presentation of the CORP followed by a thorough review of concepts developed for the Petzke and Simmons Island master plans.

CORP

No comments or questions

PETZKE PARK MASTER PLAN

- If splash pad is located in the center of the park doesn't that prevent "eyes on street"?
 - Move more toward a road or park edge
 - Don't put facilities at risk of vandalism
- Fruit bosk located in good soil? Yes.
- Overflow parking? 14th Ave off site.
- Will Carthage allow public access? Yes, it's a public park.
- Prefer grid pattern in Concept B
- Parking capacity in each? About 90 stalls.
- Concept B manages congregation risk better because it splits the parking area into two parts
- Like that Concept B segregates play area from play fields
- Tennis is important because courts will be removed from Petretti Park

SIMMONS ISLAND MASTER PLAN

- Plan is trying to overdevelop a beautiful and natural setting
- A bandshell already exists north of Simmons Island
- Please study the acoustic impact of having a bandshell on island for neighbors located west of the park
- Destination venue in Concept B would remove natural area
- Main commercial theme should be concentrated at beach house
- "Going to dig up the park and move stuff around?"
 - Don't need restaurant in park
 - Rerouting traffic limits elderly driving capability
- Who pays for this? Moving the road doesn't make fiscal sense – focus instead on renovations to beach house
- Sand migration will be an issue on bike trails
- "Don't give the park away!" we already have restaurants and a bandshell
- Like bike path connection to create a loop from Carthage to Simmons
- Commercial space would compete with HarborPark and downtown areas
- This entire development would need to be phased appropriately to have any success
- An artisan village is a great idea, as is mimicking the path south of the harbor canal
- There needs to be a linkage that joins HarborPark to Simmons
- Do not privatize the park with commercial developments
- Can't seem to fill existing band shells, why do we need more?

- Physical barriers include sand migration, cool water, and water depth (won't see big crowds)
- Beach house only works as a beach house because spaces too small in the structure to other uses
- Dead end streets don't resolve traffic issues – they just form congregation areas at the end
- There would need to be a lot of programmed space to increase positive park activities and use
- Who are stakeholders?
- “There's 18 or 19 places to eat or drink near Simmons already...”
- Who is pushing the band shell concept? The administration is looking for higher and better use; natural amphitheater already exists; developers have presented proposals for space
- “I disagree that there is a natural amphitheater – there is no curve...”
- One-way one or off island is “chaos”
- Noise levels would be too high
- Broke city into 4 sub-areas – does another area want a band shell?
- If the beach house was maintained and there were concessions offered there would be a lot more people using it
- A recreational path, like Chicago, sounds nice
- Destination venue disturbing because it's just like HarborPark which failed to bring restaurants and vendors
- Suggest phasing the park 1. Clean up beach; 2. Renovate beach house; 3. Vendors outside of beach house
- Concerns about roundabout
- Speeding is a problem by OC History Museum
- Think restaurant would help create competition with the Lighthouse Tavern and more patrons to area
- Deed restrictions?
- Like bridge improvements because this is a vital link and it's dangerous to traverse in current state
- Put the “Robert M Smith Bridge” plaque back on the bridge
- The true stakeholders are the tax payers of Kenosha
 - All long-term residents relate to Simmons Island “as is”, tread lightly
 - Like the naturalness of the area “as is”
 - This is not “Disneyland”, don't make it an artificial destination
- There's too much happening in the concept plans; and don't over program them
- There needs to be public spaces to display art – and take advantage of view corridors to highlight these exhibits

Kenosha CORP (Public Informational Meeting #2)

Sub-Area #2

Feb. 17, 2011 (Postponed from Feb. 2nd due to snow emergency)

There were 9 people in attendance. There was a formal presentation of the CORP followed by a thorough review of four master plans.

CORP

- Replacement and modernization of aging play equipment was questioned. A meeting attendee wondered if there was a tradeoff in making the equipment safer. Namely, is the new play equipment as enjoyable to use as the old equipment. The answer was "yes". There are a number of manufacturers who perform analyses and monitor test groups in an effort to market safe and popular equipment.
- One attendee felt that older, harder swings were more pleasurable to use. However, they can cause injury and aren't manufactured any longer.
- Some respondents mentioned not knowing what the parks in their area were named. Others didn't really know where parks were located in general. This highlights the need, observed at every sub-area meeting, that more and better marketing of parks should be a priority.
- Tirabassi Pond was specifically designed with depth sufficient for an urban fishery.
- Keep Kenosha Beautiful is still an organization; the budget cut dealt with the elimination of the staff person to coordinate activities but the organization still exists.
- One attendee wanted a fishing wharf installed at Southport Park (brought pictures of a previous installation on that site)
- One attendee would like adult 2-person swings (benches or gliders) installed at parks

PETZKE PARK MASTER PLAN

- Tennis courts not reused from Petretti, they will be built anew (Petretti courts to be removed and not replaced due to condition)
- There was a question about what a "splash pad" was. They are zero-depth water features that utilize pressurized water systems for interactive play.
- Butterflies in the SW corner preferred.
- Allergies from fruit trees?

SIMMONS ISLAND MASTER PLAN

- What happens when water treatment plant expands? Meeting attendee responded that Water Board has determined the water plant will be sufficient for 50 years.
- There were two concepts presented, due to time, comments were gathered after the formal presentation. Notes include:
 - Like roundabout
 - Like playground location
 - Leave road to playground
 - Don't want restaurant
 - Small commercial uses may be suitable
 - Concept A has better parking layout
 - Silent movies and orchestra would be nice

- Round or octagonal shelters preferred
- Save the existing trees
- Artist studio incubator would be nice
- Cabanas could be problematic
- Can there be stone checkers or chess tables available for individuals to bring their sets and have matches?

STRAWBERRY CREEK MASTER PLAN

- There were no comments on this park

SUNRISE MASTER PLAN

- Penoyer and other parks used to have a vita-course, or outdoor exercise equipment, but it didn't last long and was removed. Worry that moving parts will be difficult to maintain.

Kenosha CORP (Public Informational Meeting #2)

Sub-Area #3

Jan. 25, 2011

There were 11 people in attendance. There was a formal presentation of the CORP followed by a thorough review of four master plans including Strawberry Creek Park which is located in Area 3.

CORP

No comments or questions

PETZKE PARK MASTER PLAN

- Like centrally located amenities in Concept B – it seems easier to keep kids together
- Concept B allows the active areas in the central corridor to proceed even if Carthage College is using the lacrosse field
- Concept A is nice in that the layout seems more organic

SIMMONS ISLAND MASTER PLAN

- Where is this park? One respondent was new to the area, discussion was about how new residents find out about Kenosha Parks
 - Didn't really know this park was available – there needs to be more information available (online, etc.), or available to new residents ("Welcome" package), to market Kenosha Parks
 - There needs to be photos, not just spreadsheets of facilities but actual images – maps and aerial photos also help
 - One respondent did some exploring of Kenosha Parks but was disappointed upon arrival at some parks where the level of amenity didn't meet expectations and did not encourage further exploration of other parks
- Both concepts have merit
- A resident of Area 1 mentioned that the current park is "awesome" (beach, woods, hiking, open space); both concepts try to overdevelop the park and this is unneeded; there are plenty of active use parks in Kenosha Parks – leave Simmons Island as natural as possible; clean the beach and renovate the beach house

STRAWBERRY CREEK MASTER PLAN

- SAA discussed the master plan process which included a design charrette, public meetings, and concept drawings – the concept shown tonight is the final result of this process
- As parks gets developed there will need to be a way to communicate this facility to residents in other parts of the city (Marketing of Kenosha Parks)
- Really like that there are trees present in the concepts – will there be additional plantings? Yes. Shade will be used to help cool the playground and shelter, also disperse wind
- The size of the playground seems small
- Will play equipment accommodate all ages? Yes.
- Will there be interactive play equipment? The climbers in Waukegan, IL are a good example of how to involve all park visitors in play (children and adults)
- What will the playground surface be? Mulch.

- Volleyball courts tend to deteriorate – drainage, sand quality, what is maintenance requirement?
Volleyball courts were brought up in the public involvement process and were included in the design.
If engineered adequately, there shouldn't be any drainage issues.

Kenosha CORP (Public Informational Meeting #2)

Sub-Area #4

Jan. 26, 2011

There were 48 people in attendance. There was a formal presentation of the CORP followed by a thorough review of four master plans including Sunrise Park and Petzke Park which are located in Area 4.

CORP

No comments or questions

STRAWBERRY CREEK MASTER PLAN

- Where is this? (Question reinforces the need to promote all Kenosha parks)

SIMMONS ISLAND MASTER PLAN

- Concern that if lake levels rise to traditional levels there will be no "North Beach" as shown on the concepts
- Residents of Area 1 were in attendance, comments include:
 - I didn't hear about these meetings
 - Biggest concern with bringing more people to Simmons is the increased noise and traffic
 - Kennedy Drive closes in the evening – can we also close entrance to Simmons? Would like gates installed at entrance that are closed at 10pm (park close). There's too much congregation down there now, especially after bar close late at night there's a lot of unnecessary noise.
 - Any music venue would increase the amount of noise at the park
 - There are high value residential properties near Simmons, these residents deserve quiet

SUNRISE

- There needs to be a stop sign at 27th and 47th – this is a safety issue, we'd like a 4-way stop
- "I've been here 9 years and the park hasn't been updated, when is this supposed to happen?" (Most likely this park will be phased, but its high on the priority list)
- Why are there no restrooms? (Neighborhood input suggested they weren't necessary)
- The walking path on the south side – is it outside the tree line? Please leave these trees alone because there are privacy issues with adjacent properties – would like a berm or trees installed

PETZKE PARK MASTER PLAN

- Access from west? Yes – sidewalks.
- Lighting on basketball court? No.
- Concept A – switch 2-5 and 5-12 play areas – this puts the younger kids closer to the residential areas where many residents use them
- Want trees on the 29th access
- What is "community garden"? Vegetables.
- Like path around Concept B – would there be benches? Yes.
- What happens to McWhite Property to the north? Nothing.
- Intermittent parking across from the park (Carthage) would provide additional parking for overflow
- Soil issues? Remediated.

- North end on B is empty? Yes – this area remains park, open space.
- How many parking stalls? 90.
- Option A – one soccer field instead of two? This looks cluttered. (may not stripe all field space, concept shows what is possible)
- Do we really need the splash pad? Public input says “yes”.
- Prefer A: 6 votes
- Prefer B: 17 votes
- Like organic flow of A, but want building in center of park
- Don't' like access from 29th and 30th because there could be parking in front of those homes would could prevent resident parking
- There is no parking on 14th Ave (bike lanes will be installed; sidewalks too)
- Can you extend the trail to the south in Concept A? No – berms in this location.
- Are the lengths of the trail networks similar in both concepts? Yes.
- Existing shelter structure is a hang out area for after-hours use, disturbs neighbors
- More than one parking area is advantageous it helps to separate congregation potential
- Concept B – would be improved if shelter/restroom were moved to the south side
- Put this park on the fast track, please
- Is the Carthage money going to be used for all Kenosha Parks or just this one? Petzke only.
- Better to keep all field space together? Yes (tends to reduce conflicts).



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TELEPHONE (262) 653-4050 • FAX (262) 653-4056

February 23, 2011

To: Michael Orth, Chairman
Park Commission

From: Ronald L. Bursek, P.E. 
Director of Public Works

Subject: ***INFORMATIONAL ITEM – Bike Path Mapping Funding Award***

BACKGROUND INFORMATION

In December, staff submitted an application applying for funding to design and install Bicycle Trail mapping kiosks and maps through the request of the John J and Ruth F Kloss Charitable Trust. A letter received from the Trust Advisory Board requested that the City of Kenosha Park Division apply for \$12,500 to implement the design and installation of Bicycle Trail Maps within the City of Kenosha. The Park Division was awarded the funding in February. Staff forwarded the check to finance to deposit into an account to track the funding activities.

Upon the award of funding staff requested Schreiber Anderson Associates (SAA) to submit a proposal to complete the design work of the map, brochures and kiosks to be installed within the bike trail system. The awarded funding and the design fees will dictate the number of kiosks that will be installed. Staff has negotiated a task order with SAA because the ground work for the map was originally included in the Park CORP project and has been used on a variety of their exhibits.

SAA's task order outlines that they will complete the following tasks for \$6,522 (without contingencies):

1. Research and Data Collection – the map will add features such as one-way street designations, public areas with restrooms and drinking fountains, etc that is not already included in the CORP map such as roadways and parks.
2. Map Program and Elements – This will allow the development of the preferred map format and destinations that should be highlighted.
3. Concept Development – SAA will provide a map that can be used as a fold-up pocket guide and for display on kiosks located strategically around the City.
4. Concept Review – Revise the Concept Development per feedback obtained.
5. Cost Estimate – Obtain price quotes on the fold-up guide and kiosk map.
6. Final Graphics – Final revisions and submittal of the maps in native format and pdf versions.

It is staff's recommendation that future map updates could be sponsored by surrounding entities that would like advertising space on the map or even their establishment marked on the map. This could possibly lead to sponsoring of a kiosk within the City.

RECOMMENDATION

Informational Only – No Action Required

THE
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P.O. Box 3194 , 777 E Wisconsin Ave • Milwaukee, WI 53202

February 7, 2011

City of Kenosha
Parks Division-Bicycle Path Mapping
Attn: Ronald Bursek, Director of Public Works
625 52nd Street
Kenosha WI 53140

Dear Ron:

Thank you for completing the grant application for the John J. and Ruth F. Kloss Charitable Trust. Both the Advisory Board and the U. S. Bank Charitable committee have approved your grant request in the amount of \$12,500. Enclosed is a check representing full payment of the grant.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kathy Pertl".

Kathleen M. Pertl
Vice President / Managing Director
414-765-6420
kathy.pertl@usbank.com

Enclosure

cc: Chris Kosma





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February 23, 2011

To: Michael Orth, Chairman
Park Commission

From: Ronald L. Bursek, P.E. 
Director of Public Works

Subject: ***INFORMATIONAL ITEM – Kenosha Bandshell Concerts Funding Award***

BACKGROUND INFORMATION

In December, staff submitted an application applying for funding to schedule “Concerts at the Shell” through the request of the John J and Ruth F Kloss Charitable Trust. A letter received from the Trust Advisory Board requested that the City of Kenosha Park Division apply for \$6,000 to provide concerts at the shell in honor of Ralph Houghton. The Park Division was awarded the funding in February. Staff forwarded the check to finance to deposit into an account to track the funding activities.

Ralph Houghton was a high school band leader and was instrumental in planning and fund raising for the Sesquicentennial Bandshell, leading to construction in the 1980’s. The concert series was identified to pay homage to his leadership and active interest in community music. Mr. Houghton passed away in 2009.

RECOMMENDATION

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P.O. Box 3194 , 777 E Wisconsin Ave • Milwaukee, WI 53202

February 7, 2011

City of Kenosha
Parks Division-Kenosha Bandshell, Extra Concerts
Attn: Ronald Bursek, Director of Public Works
625 52nd Street
Kenosha WI 53140

Dear Ron:

Thank you for completing the grant application for the John J. and Ruth F. Kloss Charitable Trust. Both the Advisory Board and the U. S. Bank Charitable committee have approved your grant request in the amount of \$6,000. Enclosed is a check representing full payment of the grant.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Pertl".

Kathleen M. Pertl
Vice President / Managing Director
414-765-6420
kathy.pertl@usbank.com

Enclosure

cc: Chris Kosma

