

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 202
Monday, March 26, 2012 - 5:00 pm

Chairman: Michael J. Orth
Commissioner: Jesse L. Downing
Commissioner: Lawrence Green

Vice Chair: Rocco J. LaMacchia, Sr.
Commissioner: Anthony Kennedy

Call to Order
Roll Call

A. APPROVAL OF MINUTES

A-1. Approval of the minutes of the meeting held on March 12, 2012.

C. REFERRED TO COMMISSION

C-1. Request from the Urban League of Racine and Kenosha to waive the fees for the Juneteenth Festival on Saturday, June 25, 2012.

INFORMATIONAL ITEMS:

1. Project Status Report

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, March 12, 2012

A meeting of the Board of Park Commissioners was held on Monday, March 12, 2012, in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 5:45 pm by Chairman Orth.

At roll call, the following members were present: Commissioners LaMacchia, Downing, Kennedy and Green. Staff members in attendance were Mayor Keith Bosman; Shelly Billingsley, Director of Engineering; and Jeff Warnock, Superintendent of Parks.

It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve the minutes from the meeting held on Monday, February 27, 2012. Motion passed unanimously.

Informational Items 1 thru 4 were taken first.

- B-1. Request from the Urban League of Racine and Kenosha for the following on Saturday, June 23, 2012 (*rain date of Saturday July 7, 2012*):
- a. To hold their Juneteenth Festival in Pennoyer Park with the Bandshell (*1st choice*) or HarborPark and Celebration Place (*second choice*)
 - b. Request to Utilize Park Equipment
 - c. Full Sponsorship (*District 1 & 2*) (*Deferred from February 27, 2012 meeting*)
- Staff/Aldersperson: Jeff Warnock spoke
It was moved by Commissioner Kennedy, seconded by Commissioner Green, to approve with 50% sponsorship and Park choice pending the discussion between the Parks Chairman and Superintendent of Parks. Motion passed unanimously.

At this time, Commissioner Kennedy left.

- B-2. Approval of Service Agreement with Applied Ecological Services for Anderson Park Rain Garden Maintenance. (*Deferred from February 27, 2012 meeting*)
It was moved by Commissioner Green, seconded by Commissioner Downing, to approve. Motion passed unanimously.
- C-1. Request from the Kemper Center to use the showmobile at the Anderson Arts Center for their Twilight Jazz program on various dates. (*Note: in the past we have charged 50% of costs*) (*District 2*)
It was moved by Commissioner Green, seconded by Commissioner Downing, to approve with 25% sponsorship. Motion passed unanimously.
- C-2. Request from Safe Harbor Humane Society for the following on Saturday, September 22, 2012:
- a. Use of Lincoln Park and the Pavilion for Zoogy's Walk for Paws
 - b. Full Sponsorship (*Note: 1st time event for City*) (*District 12-formerly District 8 & 12*)
- Public Hearing: Frank Carmichael, Representative of Safe Harbor Humane Society, spoke
It was moved by Commissioner Downing, seconded by Commissioner Green, to approve. Motion passed unanimously.

- C-3. Request from the Urban League to hold a Cinco de Mayo Festival in Columbus Park on Saturday, May 5, 2012. *(District 7)*
Staff/Aldersperson: Jeff Warnock spoke
It was moved by Commissioner Green, seconded by Commissioner Downing, to approve with 50% sponsorship. Motion passed unanimously.
- C-4. Approval of Task Orders for Professional Services by SAA Design Group, Inc., for the Sunrise Park Trail Development. *(District 5)*
Staff/Aldersperson: Shelly Billingsley spoke
It was moved by Commissioner Downing, seconded by Commissioner Green, to approve. Motion passed unanimously.
- C-5. Award of Contract for Project 10-1415 Lake Front Water Feature *(5501 Ring Road)* to Camosy Construction *(Kenosha, Wisconsin)* in the amount of \$275,000. *(District 2) (Also referred to Public Works)*
Staff/Aldersperson: Shelly Billingsley spoke
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 3-1 (with Commissioner Downing voting nay).
- C-6. Award of Contract for Project 11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin *(3601-7th Avenue)* to Veit & Company *(New Berlin, Wisconsin)* in the amount of \$349,000. *(District 1) (Also referred to Public Works and Stormwater Utility Committee)*
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed unanimously.

INFORMATIONAL ITEMS:

1. Grant Presentation from DNR – Mayor Bosman and Jim Richie, DNR spoke. Jim Richie passed out a handout.
2. ASLA Award Announcement – Blake Theisen, SAA Group, Mayor Bosman and Shelly Billingsley spoke.
3. 2012 Special Events – Approved by Parks Administration – Jeff Warnock spoke
4. Project Status Report

DIRECTOR/SUPERINTENDENT COMMENTS: Jeff Warnock updated the Committee on the work at Southport and Alford Warehouse.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 6:23 pm.



Engineering Division
Shelly Billingsley P.E.
Director of Engineering
Fleet Maintenance
Mauro Lenci
Superintendent
Park Division
Jeff Warnock
Superintendent

Street Division
John H. Prijic
Superintendent
Waste Division
Rocky Bednar
Superintendent

DEPARTMENT OF PUBLIC WORKS

Michael M. Lemens, P.E., Director

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

March 23, 2012

TO: Chairman Michael Orth, Board of Park Commissioners
FROM: Jeff Warnock, Park Superintendent
RE: 2011 Juneteenth Festival

The Urban League of Racine and Kenosha is requesting a 100% sponsorship of their 2011 fees for their 2011 Juneteenth Festival held in Lincoln Park. The organization was billed a total of \$675 in fees for the use of the park and equipment.

History

This event has received 100% sponsorship in previous years. Enclosed you will find the letter of recommendation from staff and the vote from the 2011 Park Commission meeting.

For their 2012 event – the commission approved 50% sponsorship of the fees

Recommendation

To deny the request



Urban League

Empowering Communities.
Changing Lives

URBAN LEAGUE of Racine and Kenosha, Inc.

An affiliate of the National Urban League

718 N. Memorial Dr., Racine, WI 53404 * Ph 262-637-8532 * Fax 262-637-8634
1418-68th St., Kenosha, WI 53143 * Ph 262-652-2111 * Fax 262-652-7044

December 20, 2011

Alderman Michael J. Orth
Chair, Kenosha Board of Park Commissioners
6211-40th Ave.
Kenosha, WI 53142

Dear Chairman Orth:

This letter serves as our agency's request to have \$675 in fees waived as follows:

- \$100 – park facility fee for 06/25/11 Juneteenth Festival
- \$450 – equipment fee for 06/25/11 Juneteenth Festival
- \$125 – show mobile fee for 06/25/11 Juneteenth Festival

The Juneteenth Festival held on Saturday, June 25, 2011 at Lincoln Park netted a small deficit. A portion of the deficit resulted from the cost of adding security (Schmitt Protective Services). Regardless, it was a success in that it engaged the community on a beautiful day in Kenosha around a historic event that should never be forgotten.

Please include this request from the Urban League for a fee waiver as an agenda item at a future meeting of the Park Commissioners. I will attend the meeting to provide information and answer any questions that may arise from members of the Parks Commission.

Thank you in advance for your consideration of this request.

Sincerely,

Yolanda Adams

President and CEO

Cc: Joseph F. Madrigrano, ULRK Board Chair
Kelle Laura Rogers, ULRK Chair of Finance



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

B-1

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

April 7, 2011

TO: Chairman Orth, Board of Park Commissioners
FROM: Jeff Warnock, Superintendent of Parks *JW*
RE: Special Event: Juneteenth Day

A request has been received from the Urban League of Racine & Kenosha, Inc. to use Lincoln Park and various pieces of equipment for their Juneteenth Festival. The event will be held on Saturday, June 25, 2011 from 11:00 am – 6:00 pm. This event has been held for several years and has been co-sponsored.

They are requesting use of benches, picnic tables and the new showmobile. The cost for the event including setup and take down in 2010 was \$1,132.36

Recommendation of staff: Approve the event, with no sponsorship

To the Honorable Mayor and Common Council B-1

Your Committee on Board of Park Commissioners on: April 27, 2011

to whom was referred: Request form the Urban League of Racine & Kenosha, Inc. to hold their Juneteenth Festival at Lincoln Park on Saturday, June 25, 2011 and requesting full sponsorship. (District 8 & 12) (Deferred from the meeting held on April 11, 2011)

MOTION: Downing

SECOND: Green

Respectfully report and recommend:

Approve as recommended.

4-0

COMMITTEE

CIRCLE ONE


Michael J. Orth, Chairman

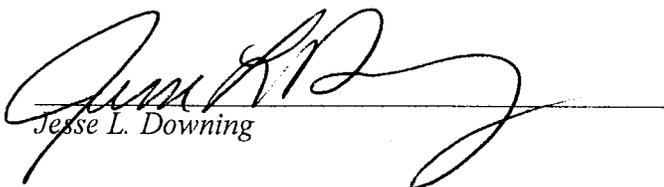
Aye

No


Rocco J. LaMacchia, Sr.

Aye

No


Jesse L. Downing

Aye

No

Anthony Kennedy

Aye

No


Lawrence F. Green

Aye

No

MEMO INVOICE REQUISITION

Customer: Urban League of Racine/Kenosha	Date: October 25, 2011
Address: 718 N. Memorial Drive Racine WI 53404	Assigned Invoice Number: 111335 OCT 31 2011 <i>nk</i>
Attn: Yolanda Adams	Customer Number: 1512

Description	Amount												
Juneteenth Festival at Lincoln Park on June 25, 2011													
Park Facility Fee	\$100.00												
Equipment: 30 benches (\$150.00); 20 Picnic tables (\$300.00) and the use of showmobile Non-Profit (\$125.00)	\$575.00												
													
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Account Number(s)</td> <td style="width: 40%;">Issuing Department – Name & Number</td> <td style="width: 30%; text-align: right;">Total</td> </tr> <tr> <td>110-00-46529 - \$100</td> <td><i>97</i> Parks – 10</td> <td></td> </tr> <tr> <td>110-00-46510 - \$575</td> <td>450.00</td> <td style="text-align: right;">\$675.00</td> </tr> <tr> <td>110-00-46531 - \$125</td> <td>125.00</td> <td></td> </tr> </table>	Account Number(s)	Issuing Department – Name & Number	Total	110-00-46529 - \$100	<i>97</i> Parks – 10		110-00-46510 - \$575	450.00	\$675.00	110-00-46531 - \$125	125.00		
Account Number(s)	Issuing Department – Name & Number	Total											
110-00-46529 - \$100	<i>97</i> Parks – 10												
110-00-46510 - \$575	450.00	\$675.00											
110-00-46531 - \$125	125.00												

Information #1

March 22, 2012

TO: Michael Orth
Park Commission Chairman

FROM: Shelly Billingsley, P.E.
Director of Engineering



SUBJECT: Project Status Report

- Project #10-1415 Lakefront Water Feature** - Plans are completed and bids were received on March 7th. [stantec (formerly Bonestroo)] (2)
- 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 CORP Implementations** – Consultant services for the design work associated with the grants and the work identified in the CORP will begin upon the execution of the Master Contract. Priority will be first given to Strawberry Creek, Anderson Pool and the projects that have received grant funding. (Citywide)
- Project #11-1416 Petzke Park Mass Grading** –The parking lot has received the base material and will be paved in the spring. The contractor is working when they can due to the weather conditions. Construction is scheduled to be completed in early July. [BCF Construction] (1)
- Project #11-1417 Strawberry Park Mass Grading** – Design work on the master plan implementation has begun. [SAA Design Group] (16)
- Project #11-1419 Park Fee Study** – The report is 90% complete. Staff is reviewing the draft document and making additional changes and adding data. The next step will be to discuss possible recommendations for inclusion into a section of the report. Staff is anticipating that the draft document will be given to Park Commissioners in May. (Citywide)
- Project #11-1421 Southport Beachhouse Restoration (Wisconsin Coastal Management Grant)** – Consultant services for the design work associated with this project will begin after a kickoff meeting. [Enberg Anderson] (12)
- Project #11-1422 Peorio Pond Invasive Control (DNR/EPA Grant)** – The pond has been filled with clay, stone and topsoil per WDNR requirements. The existing site has been sprayed with Polymer to keep the soil from eroding during the winter months and to allow for the fill to settle. In spring the site will be re-graded, seeded, fertilized and mulched for final restoration. (1 and 4)
- Project #11-1423 Southport Shoreline Repair** – Staff has submitted for the shoreline maintenance permit and once obtained will begin rebuilding the shoreline in Southport Park. (12)
- Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant)** – [AECOM] Plans are completed and bids were received on March 7th. [AECOM] (SWU) (1)
- Project #11-1137 Pike River Monitoring (WI Coastal Management Grant)** – waiting approval of the contract by City of Racine. (1 and 4)
- Project #12-1414 Anderson Pool Modifications and Splash Pad** – Design work on the master plan implementation has begun. Preliminary plans from SAA are expected next week. [SAA Design Group] (9)
- Project #12-1425 Washington Park Pool Stair Modifications** – Per Health Department Inspection the stairs to the slides at Washington Pool need repair. Staff is currently advertising for request for quotes. Quotes are due March 7, 2012. (6)
- Design Work-** Staff is working on the following projects:
Revisions to the Google Map, Park Fee Study, Tree Contracts, Strawberry Creek Trail and Shelter Grant, Sunrise Park Trail Grant, Southport Park Trail Grant, Simmons Island Park Boardwalk Grant, Shagbark Trail Grant, Poerio Pond Play Area, Museum Fountain.