

AGENDA
BOARD OF PARK COMMISSIONERS
Monday, April 11, 2011
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 March 28, 2011 and the special meeting held on April 4, 2011.

C. REFERRED TO COMMISSION

C-1. 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)*

INFORMATIONAL ITEMS:

1. Washington Park Restroom Demolition Schedule
2. Easement Resolution 39th Avenue in conjunction with future park land.

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 – March 28, 2011

A meeting of the Board of Park Commissioners was held on Monday, March 28, 2011, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 5:01 pm. The following members were present: Chairman Orth, Commissioners LaMacchia, Downing, Kennedy, and Green. Staff members in attendance were Jeff Warnock and Shelly Billingsley.

It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve the minutes from the meeting held on Monday, March 14, 2011. Motion passed 5-0.

DISCUSSION ITEM:

1. Lakefront Water Feature – Shelly gave an update. Shelly informed the commission that most of the plans and specs are done just waiting for the Department of Commerce to get back with the city. Jeff informed the commission that nothing will be done until the end of the season.

DIRECTOR/SUPERINTENDENT COMMENTS: Jeff showed a video of the golf course that will be airing on channel 25.

CITIZEN/COMMISSIONERS COMMENTS: Commissioner LaMacchia commented on the nice job of the golf video.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 5:14 pm.

CITY OF KENOSHA – BOARD OF PARK COMMISSIONERS
Special Meeting Minutes – April 4, 2011

A special meeting of the Board of Park Commissioners was held on Monday, April 4, 2011, at the Kenosha Municipal Building in Room 200. The meeting was called to order at 6:50 pm. The following members were present: Chairman Orth, Commissioners LaMacchia, Downing, Kennedy, and Green. Staff members in attendance were Jeff Warnock and Assistant City Attorney Bill Richardson.

- B-1. Approval of Lease By and Between the City of Kenosha, Wisconsin (A Municipal Corporation) and Yamaha Motor Corporation, U.S.A (A California Corporation) and related Service Contract with Harris Golf Cars/Yamaha. *(Deferred from the meetings held March 7 & 14, 2011) (Also referred to Finance Committee)*
Staff: Jeff and Bill were present to answer any questions.
It was moved by Commissioner Kennedy, seconded by Commissioner Green, to approve. Motion passed 5-0.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 6:52 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

C-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

2011

3-25-11

**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 and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Urban League of Racine & Kenosha, Inc
 Contact Person who is responsible for event: Yolanda Adams
 Address: 718 N. Memorial Dr.
 City/State/Zip Racine WI 53404
 Daytime # 262-898-9066 Evening # 262-652-1523 Cell# 262-705-4734
 Fax # 262-637-8634 E-mail: yadams 2006@yahoo.com
 Is the Host Organization a 501(c)-3? Yes, provide ES# 39-1042332

EVENT INFORMATION

Name of the Event: Juneteenth Festival
 Date Requested: Sat 6-25-11 Rain Date Sun 6-26-11
 Location Requested: Lincoln Park (SE end) Estimated Attendance 250
 Charitable Event: No Yes, Proceeds donated to Urban League Programs
 Brief Description of the Event: Family event with food and novelty vendors and entertainment. Basketball tournament to be held simultaneously
 Set up date and time: Set up 6-25-11 @ 10:00 am
 Time of Event: 11:00 am
 Take down date and time: 6-25-11 @ 6:00 pm

FOR OFFICE USE ONLY:

Application Packet Received 3-30-11 Administrative/Commission Approval
 Copies sent to: Alderman MARKS Dirk Police

Other: _____

325-11

**EQUIPMENT RENTAL REQUEST
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

NOTE: Appropriate fees will be charged – listed below 2009 rates and are subject to change for 2010

✓yes Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.

_____ Water: Varies by location

Requested

<u>30</u>	Benches	\$30 per unit (10 benches per unit)	
<u>20</u>	Picnic Tables	\$75 per unit (5 tables per unit)	
<u>30</u>	Trash Containers	Provided at no cost	
_____	Barricades	\$30 per unit (10 per unit)	
_____	Snow fencing	\$20 per 50 feet	
_____	Portable fencing	\$75	
_____	Bleachers	\$100 per unit	\$50 Deposit
_____	Reviewing Stands	\$100 per section	\$50 Deposit
_____	Showmobile(new)	\$250 (Non-Profit)	\$500 (For-Profit)
<u>1</u>	Showmobile(old)	\$125 (Non-Profit)	\$250 (For-Profit)

*Direct Labor costs for setup/removal after normal working hours will be billed at \$45 per hour.

Other Special Requests: _____

NOTE: The organization will be notified if equipment requested is available for the date of your event.

**TEMPORARY STRUCTURE
CITY OF KENOSHA - PARK DIVISION**

3-25-11

Name of Event Juneteenth Festival

Park Requested Lincoln Park Date of Event: Sat 6-25-11

**Structure location must be placed on site map.

Type of Temporary Structure

Tent

Staging

Trailers

Inflatables yes (2)

Dunk Tank

Other, Please explain _____

Vendor Information

(Name of Company and/or individual providing temporary structure)

Yolanda Adams, CEO
Urban League of Racine &
Kenosha

Name of Company/Individual: _____

Work # 262-898-9066 Home # 262-652-1523 Cell 262-705-4734

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.

Insurance Company Johnson Insurance

Signatures

Vendor Signature _____ Date _____

3-25-11

**PUBLIC AMPLIFICATION PERMIT APPLICATION
CITY OF KENOSHA – PARK DIVISION**

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 Juneteenth Festival

Location of Event: Lincoln Park Date of Event Sat 6-25-11

Contact Person Yolanda Adams

Type of Amplified Sound

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

Requested time of amplification: Start: 11:00 am Ending 6:00 pm

Name of Company and/or Individual handling the amplification of the event:

Yolanda Adams, CEO

Daytime # 262-898-9066 Evening # 262-652-1523 Cell # 262-705-4734

See Attachment D1 for an excerpt of the Noise Ordinance.



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

ADMINISTRATION SUPERVISOR
JANICE D. SCHROEDER

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 8, 2011

To: Michael Orth, Chairman
Park Commission

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

Cc: Ald. Ohnstad, District 6

Subject: **INFORMATIONAL ONLY - Washington Park Restroom Demolition Schedule**

BACKGROUND INFORMATION

Public Works staff and Graef (Consultant) are nearing completion of the Washington Park Restroom redesign. The project is tentatively scheduled to be receiving bids in mid-May pending the last round of staff comments which are due back to Graef by the end of the week.

However, as part of this project the existing restroom facility will need to be demolished. Staff has included as part of the bid form an alternate to construct the facilities after August 15 (tentative end of the velodrome season). This will allow the committee and staff to analyze the cost differences in delaying construction until after the velodrome season or if the City wants to provide alternate restrooms and construct the building this summer.

RECOMMENDATION

Informational Only – No Action is required.



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

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DEPARTMENT OF PUBLIC WORKS

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April 8, 2011

To: Michael J. Orth
 Chairman: Park Commission

From: Kevin K. Risch, P.E. *KKR 4-8-11*
 Assistant City Engineer

Subject: *****FOR INFORMATION ONLY*****
39th Avenue from 18th Street to 24th Street
Resolution for City Owned Land

BACKGROUND/ANALYSIS

Since this land is ultimately deemed to be converted into a park in the near future, Public Works wishes to keep the Parks Commission up to date on what is taking place on this parcel of land owned by the City of Kenosha.

As part of the extension of 39th Avenue from 18th Street to 24th Street, the City of Kenosha has acquired most of the Right of Way needed for the construction to begin in 2011. However, one easement of land required for this project to begin is a portion of land owned by the City of Kenosha. This land was acquired in 2006 as a gift from Mills Enterprise, LLC due to the environmental elements where Von Gunten Creek passes through. Ultimately, the best use for this land will be to convert this into a park in the near future to be used by the public after the roadway is constructed.

The piece of land needed (see attached) is a 50 foot by 300 foot area that will be required to maintain the area of land leading up to the creek crossing under the roadway. As part of this Wisconsin Department of Transportation project, the DNR required slopes of 3 foot in the horizontal and 1 foot in the vertical direction (3:1) in order to minimize the wetland impact near the creek. Therefore, there may be a need in the future to maintain this area adjacent to the creek bottom. The land interest needed is in the form of a Permanent Limited Easement (PLE). This easement will not impact any of the future park land that will be built in the future.

<u>PARCEL</u>	<u>OWNER</u>	<u>INTEREST</u>
Parcel 16	City of Kenosha	PLE 0.344 acres

This Resolution is being presented to both the Public Works Committee together with Common Council for approval.

RECOMMENDATION

Item is for information only and no action is required.

KKR

RESOLUTION # _____

BY: THE PUBLIC WORKS COMMITTEE

To Dedicate Permanent Limited Easement for Parcel 16, Plat of Right-of-Way Required for 39th Avenue from 24th Street to 18th Street In Accordance with Resolution of Relocation Order # 161-10

WHEREAS, It has been declared and determined to be in the public interest to acquire certain interests in property necessary for the construction of 39th Avenue from 18th Street south to 24th Street under authority of Section 62.22, Wisconsin Statutes; and,

WHEREAS, Parcel 16 of that Plat of Right-of-Way Required is owned by the City of Kenosha; and,

WHEREAS, a Permanent Limited Easement (PLE) as shown on the plans for grading purposes is required on said Parcel 16 to construct the roadway;

NOW, THEREFORE, BE IT RESOLVED, that the necessary PLE on Parcel 16 in accordance with the adopted Plat of Right-of-Way Required is hereby dedicated.

Adopted this _____ day of _____ 2011

ATTEST:

Debra L. Salas, Deputy City Clerk

APPROVE:

Keith G. Bosman, Mayor



COUNTY OF KENOSHA

COUNTY CLERK

Mary T. Schuch-Krebs

1010 - 56th Street
Kenosha WI 53140
(262) 653-2552
Fax: (262) 653 2564

November 11, 2010

Dear City of Kenosha:

Please be advised that the Kenosha County Clerks Office is in receipt of the Relocation Order for:

Resolution //161-10 - To Amend Resolution //81-09 regarding the Relocation Order for 39th Avenue from 18th Street South to 27th Street for Right-of-Way Improvements and to Authorize Other Actions Necessary to Acquire Fee Title and Interest and Possession of Certain Property.

Sincerely,

Mary T. Schuch Krebs
County Clerk

MTEK/rdb

Parcel 16 3831-06-00 39th Avenue R-O-W
Permanent Easement
City of Kenosha, a Municipal Corporation
To
City of Kenosha, a Municipal Corporation
Part of Kenosha County Tax Parcel No. 07-222-24-207-002

A Permanent Easement for the right, permission and authority to adjust grade, or to construct and/or fill slopes, and to construct, install, operate and maintain storm water drainage channels and appurtenances (inlets, drainage pipe, etc.), and for road construction support structures including end-walls, and rip-rap, as needed for the 39th Avenue road construction project, or as in the future deemed needed and necessary, on a part of Outlot 2 of Certified Survey Map 2517, a certified survey map recorded as Document 1476709 on April 19, 2006 with the Kenosha County Register of Deeds Office, and being a part of the Northwest Quarter and the Southwest Quarter of the Northwest Quarter, and part of the Northwest Quarter of the Southwest Quarter, of Section 24, Town 2 North, Range 22 East of the Fourth Principal Meridian, in the City of Kenosha, Kenosha County, State of Wisconsin, said easement including for such purpose the right to preserve, protect, remove or plant any trees, shrubs or vegetation that Grantee deems desirable, along with the right to operate the necessary equipment thereon and the right of ingress and egress when required; additionally Grantor agrees not to alter or change the ground elevation within the easement area by more than 0.4 feet unless approved by the City of Kenosha, and to keep easement area free and clear of any and all structures not approved by the City of Kenosha; said easement area being more particularly described as follows:

Commencing at the northwest corner of the Northwest Quarter of said Section 24; thence South 1°14'41" East along the west line of said Quarter Section, 1,996.09 feet to the westerly extension of the south line of Outlot 2 of Certified Survey Map 2517; thence South 89°00'01" East along the westerly extension of said south line, 80.06 feet to the southwest corner of said Outlot 2; thence North 1°14'41" West along the west line of said Outlot 2, a distance of 367.00 feet to the point of beginning; thence continuing North 1°14'41" West along said west line, being here also the east line of 39th Avenue, 300.00 feet; thence South 89°00'01" East parallel to the south line of said Outlot 2, a distance of 50.00 feet; thence South 1°14'41" East, 300.00 feet; thence North 89°00'01" West parallel to the south line of said Outlot 2, a distance of 50.00 feet to the point of beginning; containing 0.344 acres of land, more or less.