

**** PLEASE NOTE CHANGE IN ROOM ****

**AGENDA
PUBLIC SAFETY & WELFARE COMMITTEE MEETING
Kenosha Municipal Building - Room 202
Monday, June 9, 2014 - 5:00 pm**

Chairman: Rocco J. LaMacchia, Sr **Vice Chairman: Jack Rose**
Aldersperson: Kurt Wicklund **Aldersperson: Scott N. Gordon**
Aldersperson: Keith W. Rosenberg

**Call to Order
Roll Call**

Approval of the minutes of the meetings held on May 12, 2014, May 19, 2014 and June 2, 2014.

1. Previous Trial to Remove the 2-hr Parking from 8:00am to 6:00pm Monday-Saturday except Holidays Signs on 31st Avenue from 56th Street to 60th Street and 58th Street from 30th Avenue to 31st Avenue. *(District 11)(Staff recommends approval)*
2. Approval of Emergency Vehicle Pre-Emption System Agreements between the City and the Wisconsin Department of Transportation *(STH 31 & 78th Street Northbound, Southbound, Eastbound and Westbound)*. *(District 14) (Also referred to Public Works)*
3. Ordinance by Aldersperson Patrick A. Juliana, Co-Sponsors: Aldersperson Jan Michalski, Aldersperson Bob Johnson - To Repeal and Recreate Subsection 16.02 B. *(of the Code of General Ordinances for the City of Kenosha)* Regarding the Definition of "Exterior Premises". *(Referred from Council on 6/2/14)*
4. Resolution by Aldersperson Bob Johnson, Co-Sponsors: Aldersperson Kurt Wicklund, Curt Wilson and Jack Rose - Resolution Urging the Mayor to Evaluate the Application of, and Consider the Implementation of a Lean Six Sigma Process Improvement Review of the City's Licensing and Permitting Processes. *(Referred from Council on 6/2/14)*
5. Resolution by Aldersperson David F. Bogdala, Co-Sponsors: Aldersperson Steve Bostrom, Aldersperson G. John Ruffolo and Aldersperson Scott Gordon – To Urge the State of Wisconsin Legislature to Pass and Governor Scott Walker to Enact Tougher OWI Laws Regarding Multiple OWI Offenses and Those Who Cause Bodily Harm While Driving Under the Influence. *(Referred from Council on 6/2/14)*
6. Resolution by Aldersperson David F. Bogdala, Co-Sponsors: Aldersperson Steve Bostrom and Aldersperson G. John Ruffolo – To Improve Efficiency in the City *(of Kenosha)* Permitting Process by Establishing the Citizen Project. *(Referred by Council on 6/2/14)*

**CITIZEN COMMENTS/ALDERPERSON COMMENTS/OTHER BUSINESS PERTAINING TO
PUBLIC SAFETY& WELFARE MATTERS AS AUTHORIZED BY LAW**

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4050 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.

PUBLIC SAFETY & WELFARE COMMITTEE
Minutes of Meeting held Monday, May 12, 2014

A meeting of the Public Safety & Welfare Committee was held on Monday, May 12, 2014 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:19 pm by Chairman LaMacchia.

At roll call, the following members were present: Alderpersons Wicklund, Rose, Gordon and Rosenberg. Staff members in attendance were: Michael Lemens, Director of Public Works; Jeff Warnock, Superintendent of Parks; Frank Pacetti, City Administrator; Deputy Police Chief Dan Miskinis; Fire Chief John Thomsen; City Attorney Bill Richardson; Rich Schroeder, Deputy Director of Community Development and Inspections; Alderperson Jan Michalski; Alderperson David Bogdala; Alderperson Curt Wilson; Alderperson Dave Paff; and Alderperson Eric Haugaard.

It was moved by Alderperson Gordon, seconded by Alderperson Rosenberg, to approve the minutes from the meetings held on Monday, April 28, 2014 and May 7, 2014. Motion carried unanimously.

1. Aldermanic request for the installation of a westbound stop sign at the intersection of 13th Avenue and 61st Street. (*District 3*) (*Staff recommends a 90-day trial*)
Staff/Alderperson: Michael Lemens and Alderperson Jan Michalski spoke.
It was moved by Alderperson Gordon, seconded by Alderperson Rosenberg, to approve. Motion carried unanimously.
2. Previous Trial for the removal of “No Parking” Signs on 24th Street from 30th Avenue to approximately 250 feet east. (*District 5*) (*Staff recommends approval*)
Staff: Michael Lemens spoke.
It was moved by Alderperson Wicklund, seconded by Alderperson Rose, to approve. Motion carried unanimously.
3. Previous Trial for northbound and southbound Yield Signs at the following Intersections: 35th Ave & 70th St, 36th Ave & 70th St, and 35th Ave & 69th St (*District 8*) (*Staff recommends approval*)
Staff: Michael Lemens spoke.
It was moved by Alderperson Rose, seconded by Alderperson Wicklund, to approve. Motion carried unanimously.
4. Resolution by Alderperson David F. Bogdala, Co-sponsor Alderperson Steve Bostrom – To Amend the City (*of Kenosha*) Capital Improvement Program for 2013 by Decreasing F1-13-003 “Fire Administration Office” in the Amount of \$99,237 and to Decrease Line Item IN-14-001 “Cost Share Resurface” in the Amount of \$11,600 and to Decrease Item SW-10-005 “River Crossing Ditch Restoration” in the Amount of \$50,000 and to Create Capital Improvement Line Item IN-14-003 “104th Ave Resurfacing” in the Amount of \$160,837 for a Net Change of \$0. (*Oral Referral from Council on 5/5/14*) (*Also referred to Public Works & Finance*)
Staff/Alderperson: Alderperson David Bogdala, Frank Pacetti and Alderperson Dave Paff spoke.
It was moved by Alderperson Rose, seconded by Alderperson Wicklund, to deny. Motion carried unanimously.

5. Special Exception from the Sixteen-foot Height Restriction in Order to Construct a Twenty-three-foot (23') High Accessory Structure at 2123 26th Street (*Vaccaro*).
Staff: Rich Schroeder spoke.
Public Hearing: Jeff Vaccaro, Tom and Jill Geb spoke.
It was moved by Alderperson Gordon, seconded by Alderperson Rosenberg, to defer for two weeks. Motion carried unanimously.

6. Special Exception from the Eight Hundred Forty (840) Square Foot Size Limitation in Order to Construct a Nine Hundred Sixty (960) Square-foot Accessory Structure at 6500 29th Avenue (*Moseley*).
Staff: Rich Schroeder spoke.
Public Hearing: Robert Moseley spoke.
It was moved by Alderperson Wicklund, seconded by Alderperson Rose, to approve.
Motion carried unanimously.

7. Reschedule of May 26, 2014 (*Memorial Day*) meeting.
The gavel was passed. It was moved by Alderperson LaMacchia, seconded by Alderperson Rosenberg, to cancel the meeting and if needed to have a special meeting before council. Motion carried unanimously.

ADJOURNMENT - There being no further business to come before the Public Safety & Welfare Committee, it was moved, seconded and unanimously carried to adjourn at 5:52 pm.

PUBLIC SAFETY & WELFARE COMMITTEE
Minutes of the special Meeting held Monday, May 19, 2014

A special meeting of the Public Safety & Welfare Committee was held on Monday, May 19, 2014 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:19 pm by Chairman LaMacchia.

At roll call, the following members were present: Alderpersons Wicklund, Rose, Gordon and Rosenberg. Staff members in attendance were: Michael Lemens, Director of Public Works; Shelly Billingsley, Deputy Director of Public Works/City Engineer; Jeff Warnock, Superintendent of Parks; Brian Wilke, Community Development Specialist; and Police Deputy Dan Miskinis.

1. Special Exception from the Sixteen-foot Height Restriction in Order to Construct a Twenty-three-foot (23') High Accessory Structure at 2123 26th Street (*Vaccaro*).
(*Deferred from the 5/12/14 meeting*)
Staff: Brian Wilke spoke.
Public Hearing: Jeff Vaccaro and Tom Geb spoke.
It was moved by Alderperson Wicklund, seconded by Alderperson Gordon, to defer until the next meeting. Motion carried unanimously.

2. Approval of the Emergency Vehicle Preemption Agreements between the City and the Wisconsin Department of Transportation. (Also referred to Public Works)
Staff: Michael Lemens spoke.
It was moved by Alderperson Gordon, seconded by Alderperson Rosenberg, to approve. Motion carried unanimously.

ADJOURNMENT - There being no further business to come before the Public Safety & Welfare Committee, it was moved, seconded and unanimously carried to adjourn at 5:33 pm.

PUBLIC SAFETY & WELFARE COMMITTEE
Minutes of Meeting held Monday, June 2, 2014

A meeting of the Public Safety & Welfare Committee was held on Monday, June 2, 2014 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman LaMacchia.

At roll call, the following members were present: Alderpersons Wicklund and Rose. Alderperson Rosenberg arrived during item #1. Alderperson Gordon arrived during item #2. Staff members in attendance were: Rich Schroeder, Deputy Director of Community Development and Inspections; and Police Chief John Morrissey.

1. Special Exception from the Sixteen-foot Height Restriction in Order to Construct a Twenty-one-foot (21') High Accessory Structure at 2123 26th Street (*Vaccaro*) (*Deferred from the 5/12/14 & 5/19/14 meetings*)
Staff: Rich Schroeder spoke.
Public Hearing: Jeff Vaccaro, Tom & Jill Geb spoke.
It was moved by Alderperson Wicklund, seconded by Alderperson Rose, to approve.
Motion carried 3-1 (with Alderperson Rosenberg voting nay)

2. BJA FY 2014 Edward Byrne Memorial Justice Assistance Grant (*JAG*) Program Intergovernmental Agreement by and between the City of Kenosha, Wisconsin and the County of Kenosha, Wisconsin. (*Also referred to Finance Committee*)
Staff: Police Chief John Morrissey spoke.
It was moved by Alderperson Rose, seconded by Alderperson Rosenberg, to approve.
Motion carried unanimously.

ADJOURNMENT - There being no further business to come before the Public Safety & Welfare Committee, it was moved, seconded and unanimously carried to adjourn at 5:15 pm.



Engineering Division
Shelly Billingsley
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
Shelly Billingsley, P.E., Deputy Director

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

Date: June 6, 2014

To: Alderman Rocco LaMacchia, Chairman
Public Safety and Welfare Committee

From: Shelly Billingsley, P.E.
Deputy Director of Public Works / City Engineer

CC: Alderperson Scott N. Gordon
District 11

Subject: ***Previous Trial to Remove the 2-hr Parking from 8:00 AM to 6:00 PM Monday-Saturday except Holidays Signs on 31st Avenue from 56th Street to 60th Street and 58th Street from 30th Avenue to 31st Avenue.***

BACKGROUND INFORMATION:

This request has been on trial as indicated with no complaints or problem reported.

RECOMMENDATION:

Staff recommends approval to remove the parking restrictions at the approved locations.



Engineering Division
Shelly Billingsley
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
Shelly Billingsley, P.E., Deputy Director

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

Date: February 17, 2014

To: Alderman Rocco LaMacchia, Chairman
Public Safety and Welfare Committee

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

cc: Alderman Scott N. Gordon
11th District

Subject: ***Aldermanic Request for a the removal of the 2 HR PARKING 8:00 AM TO 6:00 PM MON – SAT EXCEPT HOLIDAYS on 31st Avenue from 56th Street to 60th Street and 58th Street from 30th Avenue to 31st Avenue.***

BACKGROUND INFORMATION:

Alderman Gordon is requesting for the removal of "2 HR PARKING 8:00 AM TO 6:00 PM MON – SAT EXCEPT HOLIDAYS" on 31st Avenue from 56th Street to 60th Street and 58th Street from 30th Avenue to 31st Avenue. (see Attachment 1 for location)

The parking restriction signs on 31st Avenue were installed per Resolutions 22-91 and 117-91. The parking restriction signs on 58th Street were installed per Resolution 36-94. Staff believes that these parking restrictions were enacted to prevent workers at the Chrysler Engine Plant from parking all day on the residential streets.

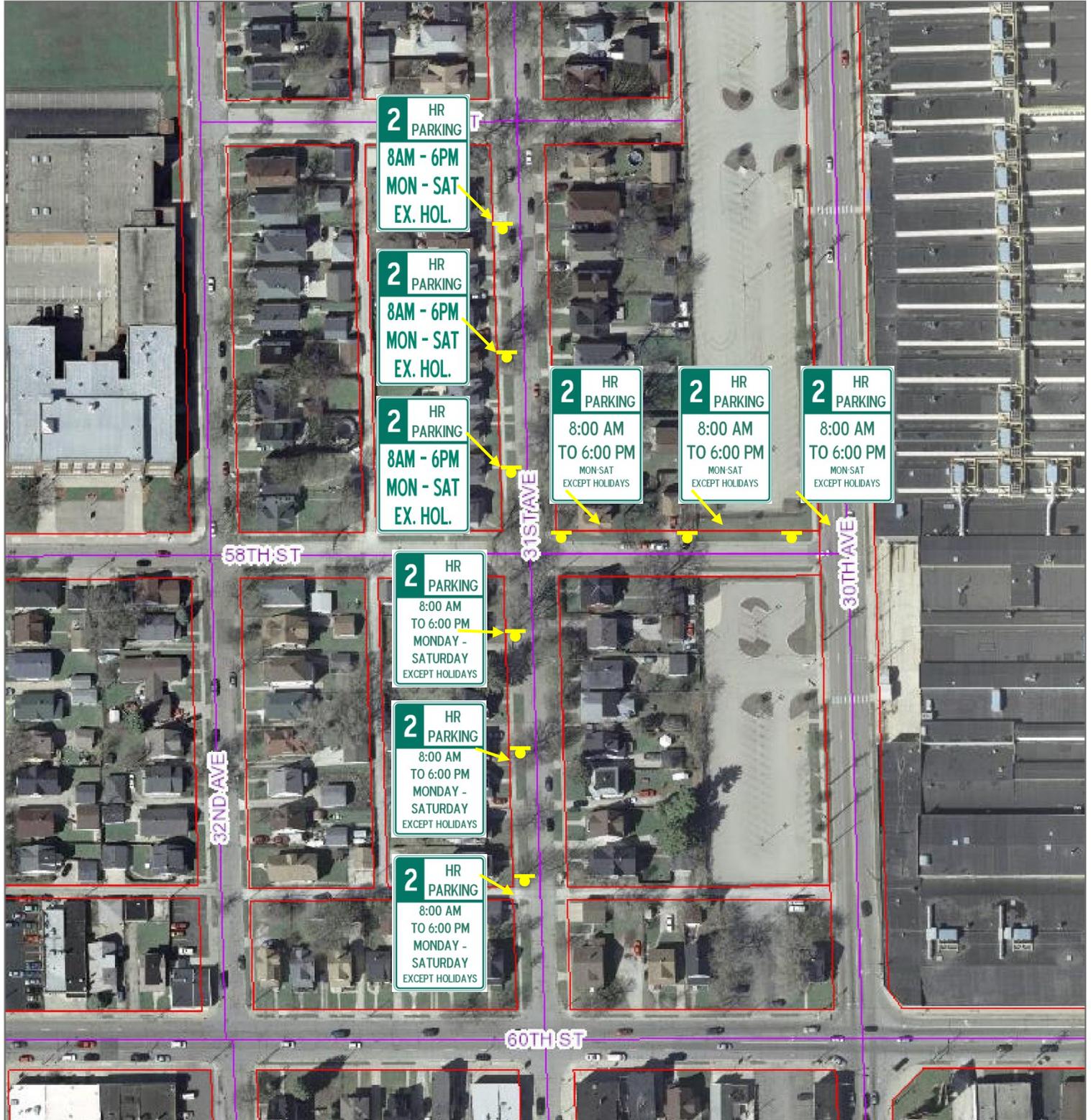
RECOMMENDATION:

The Chrysler Engine Plant closed in the fall of 2010, and with it the need for parking restrictions at the subject locations are obsolete. Staff recommends the signs on 31st Avenue and 58th Street be removed as requested.

Existing 2 Hour Parking Signs Near 31st Avenue from 56th Street to 60th Street



1 inch = 150 feet
Date Printed: 2/13/2014



DISCLAIMER This map is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, data and information located in various state, county and municipal offices and other sources affecting the area shown and is to be used for reference purposes only. Kenosha County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact Kenosha County.



Engineering Division
Shelly Billingsley
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
Shelly Billingsley, P.E., Deputy Director

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

Date: June 6, 2014

To: Alderman Rocco LaMacchia, Chairman
Public Safety and Welfare Committee

Eric Hugaard, Chairman
Public Works Committee

From: Shelly Billingsley, P.E.
Deputy Director of Public Works / City Engineer

Subject: ***Emergency Vehicle Pre-Emption System Agreements between the City and the Wisconsin Department of Transportation***

BACKGROUND INFORMATION:

Staff is working with the Wisconsin Department of Transportation (WisDOT) to install Emergency Vehicle Preemption (EVP) on all WisDOT maintained traffic signals within the Kenosha Fire Department's jurisdiction. The following WisDOT signal is to be upgraded and WisDOT has approached the City and asked if we would like to add EVP to this intersection:

- STH 31 and 78th Street

WisDOT will install and maintain Infrared EVP equipment at all intersections and the City will install and maintain GPS EVP equipment at all intersections. Funding is available in the Capital Improvement Plan Project Number OT-09-006

RECOMMENDATION:

Staff recommends approval of the Emergency Vehicle Preemption System Agreements with the Wisconsin Department of Transportation and authorize the Director of Public Works to execute the agreements.



Division of Transportation
System Development
Southeast Regional Office
141 N.W. Barstow Street
P.O. Box 798
Waukesha, WI 53187-0798

Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet: www.dot.wisconsin.gov

Telephone: (262) 548-5903
Facsimile (FAX): (262) 548-5662

E-Mail: waukesha.dtd@dot.wi.gov

MAY 19, 2014

CITY OF KENOSHA
ATTN: MR. CHASE KUFFEL
625 52ND STREET, ROOM 305
KENOSHA, WI 53140

Dear Mr. Kuffel:

Subject: EVP Request – Kenosha County
Location: STH 31 & 78th Street – Northbound, Southbound, Eastbound and Westbound

This letter is in response to your request for Emergency Vehicle Pre-emption (EVP) at the state maintained traffic signal located at STH 31 & 78th Street. The Wisconsin Department of Transportation will furnish all Infrared EVP traffic signal equipment necessary. The Infrared EVP equipment will be installed as part of the permit project (0663-22-55) to install the new traffic signal. The City of Kenosha will be responsible for providing all GPS EVP equipment and having a contractor install the equipment.

Enclosed please find three copies of the Emergency Vehicle Pre-emption System Agreement for the intersection stated above. Please review the agreements and, if conditions are satisfactory, sign and date all three copies and return them at your earliest convenience. One fully executed original of the agreement will be returned to you.

If you have any questions, please feel free to contact me at (262) 548-8736.

Sincerely,

A handwritten signature in cursive script that reads "David A. Brantner".

David A. Brantner, P.E.
Signal Operations Engineer

WISCONSIN DEPARTMENT OF TRANSPORTATION

Emergency Vehicle Pre-emption (EVP) System Agreement

This is a binding agreement between the Wisconsin Department of Transportation and the

City of Kenosha

This agreement stipulates the terms and conditions for use of Emergency Vehicle Pre-emption (EVP) systems at the state-owned traffic control signal located at the intersection of

STH 31 & 78th Street

in the City of Kenosha

Description of route: Northbound, Southbound, Eastbound and Westbound

Listing of estimated number of vehicles to be outfitted: 32 Fire Department vehicles

Inventory of spare Infrared EVP equipment shall be provided by WisDOT.

Inventory of spare GPS EVP equipment shall be provided by the City of Kenosha.

The Department's Policy for *Use of Emergency Vehicle Pre-emption (EVP) Systems at State-Owned Traffic Control Signals* is hereby made a part of this agreement (copy attached). The following special terms or conditions also apply to this agreement:

ACCEPTED FOR THE

City of Kenosha

Local Government

BY _____ DATE _____

TITLE _____

APPROVED BY THE WISCONSIN DEPARTMENT OF TRANSPORTATION

BY _____ DATE _____

TITLE _____

Date August 2012



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR.
SUPERINTENDENT

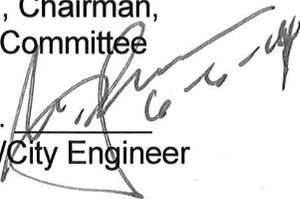
DEPARTMENT OF PUBLIC WORKS

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

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL PUBLICWORKS@KENOSHA.ORG

June 6, 2014

To: Rocco L. LaMacchia, Sr., Chairman,
Public Safety & Welfare Committee

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

Subject: Ordinance by Alderperson Patrick A. Juliana, Co-Sponsors: Alderperson Jan Michalski,
Alderperson Bob Johnson - To Repeal and Recreate Subsection 16.02 B. *(of the Code of General Ordinances for the City of Kenosha)* Regarding the Definition of "Exterior Premises".

BACKGROUND INFORMATION

As a request from Alderperson Patrick A. Juliana, the Legal Department has prepared the following Ordinance to Repeal and Recreate Subsection 16.02 B. *(of the Code of General Ordinances for the City of Kenosha)* Regarding the Definition of "Exterior Premises".

RECOMMENDATION

Staff has no recommendation

MML/dh

ORDINANCE NO. _____

DRAFT 05/12/14

SPONSOR: ALDERPERSON PATRICK A. JULIANA
CO-SPONSORS: ALDERPERSON JAN MICHALSKI
ALDERPERSON BOB JOHNSON

TO REPEAL AND RECREATE SUBSECTION 16.02 B. OF THE CODE OF GENERAL ORDINANCES FOR THE CITY OF KENOSHA REGARDING THE DEFINITION OF “EXTERIOR PREMISES”

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Subsection 16.02 B. of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed and recreated as follows:

Exterior Premises. The open space on the premises or the portion of the premises upon which there is not structure **and those portions for which there is structure, but is not designed to be weathertight. Examples of Exterior Premises include, but are not limited to, open porches, decks, patios, and balconies..**

Section Two: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney

ORDINANCE NO. _____

SPONSOR: ALDERPERSON PATRICK A. JULIANA
CO-SPONSORS: ALDERPERSON JAN MICHALSKI
ALDERPERSON BOB JOHNSON

TO REPEAL AND RECREATE SUBSECTION 16.02 B. OF THE CODE OF GENERAL ORDINANCES FOR THE CITY OF KENOSHA REGARDING THE DEFINITION OF “EXTERIOR PREMISES”

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Subsection 16.02 B. of the Code of General Ordinances for the City of Kenosha, Wisconsin, is hereby repealed and recreated as follows:

Exterior Premises. The open space on the premises or the portion of the premises upon which there is not structure and those portions for which there is structure, but is not designed to be weathertight. Examples of Exterior Premises include, but are not limited to, open porches, decks, patios, and balconies..

Section Two: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

DEPARTMENT OF PUBLIC WORKS

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

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL PUBLICWORKS@KENOSHA.ORG

June 6, 2014

To: Rocco L. LaMacchia, Sr., Chairman,
Public Safety & Welfare Committee

From: Michael M. Lemens, P.E. *[Signature]*
Director of Public Works/City Engineer

Subject: Resolution by Alderperson Bob Johnson, Co-Sponsors: Alderperson Kurt Wicklund, Curt Wilson and Jack Rose - Resolution Urging the Mayor to Evaluate the Application of, and Consider the Implementation of a Lean Six Sigma Process Improvement Review of the City's Licensing and Permitting Processes.

BACKGROUND INFORMATION

As a request from Alderperson Bob Johnson, the Legal Department has prepared the following Resolution Urging the Mayor to Evaluate the Application of, and Consider the Implementation of a Lean Six Sigma Process Improvement Review of the City's Licensing and Permitting Processes.

RECOMMENDATION

Staff has no recommendation

MML/dh

RESOLUTION _____

DRAFT 05/30/14

SPONSOR: ALDERPERSON BOB JOHNSON
CO- SPONSOR: ALDERPERSON KURT WICKLAND
ALDERPERSON CURT WILSON
ALDERPERSON JACK ROSE

**RESOLUTION URGING THE MAYOR TO EVALUATE THE
APPLICATION OF, AND CONSIDER THE IMPLEMENTATION
OF A LEAN SIX SIGMA PROCESS IMPROVEMENT REVIEW
OF THE CITY’S LICENSING AND PERMITTING PROCESSES**

WHEREAS, “Lean Manufacturing” (also known as “Lean Enterprise” or “Lean Production”, hereinafter simply, "Lean") is a production approach and set of methods that seeks to eliminate all non-value added activity, or waste, from a process and to improve the "flow" or smoothness of the process; and

WHEREAS, Six Sigma is a collection of statistical tools designed to reduce defects and process variation; and

WHEREAS, although Lean and Six Sigma were originally developed for manufacturing systems, private and public-sector organizations have adapted and applied these methods individually, and frequently in combination (the combination known as “Lean Six Sigma”), to office environments, service-delivery processes, and administrative processes including permitting; and

WHEREAS, agencies of several states, including the states of Delaware, Iowa, Michigan, Minnesota, and Nebraska, have dramatically improved agency permitting and administrative processes using business-process improvement methods such as Lean and Six Sigma, which agencies have reported: drastically reduced permit-application backlogs; reduced lead times for permit reviews by greater than 50 percent; decreased complexity in permit application forms; improved consistency of permit reviews that allow staff to focus more time on mission-critical work thereby improving staff morale; and increased transparency of the processes to stakeholders thereby achieving far greater customer satisfaction outcomes among applicants *without* sacrificing community protection goals; and

WHEREAS, every great city grows and the City of Kenosha wishes to embrace continued economic prosperity and opportunity without compromising local jurisdiction, encouraging imprudent projects, jeopardizing local resources or endangering the standard of review; and

WHEREAS, the City of Kenosha recognizes that its diverse landscape, natural resources and community character contribute to both the quality of life and to the City’s attractiveness; and

WHEREAS, transparent, timely, efficient and predictable license and permit application processes would assist the public objectives of having good development and promote economic

opportunity while protecting local resources and public safety; and

WHEREAS, agency process improvement initiatives regarding license and permit application processes can similarly save municipal costs, promote understanding for neighbors and advocates and allow applicants to focus on substantive matters rather than deciphering a disparate process.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kenosha that the Mayor is urged to:

- Evaluate the application and consider the implementation of a Lean Six Sigma process improvement review of the City's licensing and permitting processes to help determine and establish ambitious but realistic performance targets aimed at achieving high customer satisfaction and applicant experience; and

- Evaluate 21st century information technology systems and practices that support the deployment of a web-based system that facilitates "one-stop" access to permitting functions such as eGovernment, eBusiness and ePermitting portals; and

- Identify and prepare a report highlighting ordinances that have the effect of "getting in the way" of the streamlining and simplification spirit and whose elimination would not gut or dismantle necessary safeguards.

BE IT FURTHER RESOLVED that the Common Council hereby requests that the Mayor direct that a member of staff report to the Common Council as soon as reasonably possible, regarding the evaluation of possible implementation of the Lean Six Sigma analyses to the licensing and permitting processes.

Adopted this ___ day of _____, 2014.

APPROVED: _____
KEITH G. BOSMAN, Mayor

ATTEST: _____
DEBRA SALAS, City Clerk/Treasurer

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

5

DEPARTMENT OF PUBLIC WORKS
MICHAEL M. LEMENS, P.E., DIRECTOR
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL PUBLICWORKS@KENOSHA.ORG

June 6, 2014

To: Rocco L. LaMacchia, Sr., Chairman,
Public Safety & Welfare Committee

From: Michael M. Lemens, P.E. *[Signature]*
Director of Public Works/City Engineer

Subject: Resolution by Alderperson David F. Bogdala, Co-Sponsors: Alderperson Steve Bostrom,
Alderperson G. John Ruffolo and Alderperson Scott Gordon – To Urge the State of
Wisconsin Legislature to Pass and Governor Scott Walker to Enact Tougher OWI Laws
Regarding Multiple OWI Offenses and Those Who Cause Bodily Harm While Driving
Under the Influence.

BACKGROUND INFORMATION

As a request from Alderperson David F. Bogdala, the Legal Department has prepared the following oral referral from the Common Council meeting on Monday, June 2, 2014 regarding a Resolution Urging the State of Wisconsin Legislature to Pass and Governor Scott Walker to Enact Tougher OWI Laws Regarding Multiple OWI Offenses and Those Who Cause Bodily Harm While Driving Under the Influence.

RECOMMENDATION

Staff has no recommendation

MML/dh

RESOLUTION _____

PRINCIPAL SPONSOR: ALDERPERSON DAVID F. BOGDALA
CO-SPONSOR: ALDERPERSON STEVE BOSTROM
CO-SPONSOR: ALDERPERSON G. JOHN RUFFOLO
CO-SPONSOR ALDERPERSON SCOTT GORDON

TO URGE THE STATE OF WISCONSIN LEGISLATURE TO PASS AND GOVERNOR SCOTT WALKER TO ENACT TOUGHER OWI LAWS REGARDING MULTIPLE OWI OFFENSES AND THOSE WHO CAUSE BODILY HARM WHILE DRIVING UNDER THE INFLUENCE

WHEREAS, Wisconsin remains the only state in the nation where a first-time operating while intoxicated (OWI) conviction results in a civil forfeiture offense without the potential for incarceration; and

WHEREAS, according to the Department of Transportation, two hundred people died in drunken driving-related accidents in 2012 in the State of Wisconsin and Wisconsin's drunken driving fatality rate, with 3.4 deaths per 100,000 residents, exceeds the national average (3.2), and is much higher than in Illinois (2.5) and Minnesota (2.1); and

WHEREAS, 225 people died in alcohol-related crashes in 2011 and 2,984 were injured, and of the 28,213 convictions statewide in 2011, 38.6% of drivers were repeat offenders; and

WHEREAS, the City of Kenosha Common Council does support legislation that would:

1. Criminalize all first offense OWI violations with a blood alcohol concentration of 0.16 or above, making it a criminal misdemeanor.
2. Reclassify all convictions of OWI third offense or fourth offense as felonies.
3. Criminalize all OWI offenses which result in injury and require mandatory incarceration as a penalty component for such offense

NOW THEREFORE BE IT RESOLVED, that the Common Council for the City of Kenosha does urge the State of Wisconsin Legislature to pass, and Governor Scott Walker to enact, tougher OWI laws regarding first offense OWI convictions where there is a blood alcohol concentration greater than or equal to .16, those offenders with three or greater OWI convictions, and those who cause injury while driving under the influence.

BE IT FURTHER RESOLVED, that the Common Council does hereby direct the City Clerk's office, after approval by the Common Council, to send this resolution to the offices of State Representative Peter Barca, State Representative Tod Ohnstad, State Representative Samantha Kerkman, State Representative Jim Ott, State Senator Robert Wirch, and State Senator Alberta Darling.

Adopted this _____ day of _____, 2014.

ATTEST: _____, City Clerk
Debra Salas

APPROVED: _____, Mayor
Keith G. Bosman

Passed:

Published:

Drafted By:

DAVID F. BOGDALA
17th District Alderperson
City of Kenosha
State of Wisconsin



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

6

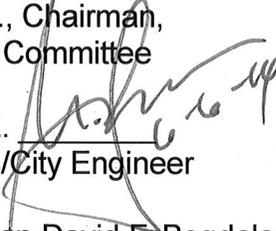
DEPARTMENT OF PUBLIC WORKS

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

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL PUBLICWORKS@KENOSHA.ORG

June 6, 2014

To: Rocco L. LaMacchia, Sr., Chairman,
Public Safety & Welfare Committee

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

Subject: Resolution by Alderperson David F. Bogdala, Co-Sponsors: Alderperson Steve Bostrom and
Alderperson G. John Ruffolo – To Improve Efficiency in the City (of Kenosha) Permitting
Process by Establishing the Citizen Project

BACKGROUND INFORMATION

As a request from Alderperson David F. Bogdala, the Legal Department has prepared the following oral referral from the Common Council meeting on Monday, June 2, 2014 regarding a Resolution to Improve Efficiency in the City (of Kenosha) Permitting Process by Establishing the Citizen Project.

RECOMMENDATION

Staff has no recommendation

MML/dh

RESOLUTION _____

PRINCIPAL SPONSOR: ALDERPERSON DAVID F. BOGDALA
CO-SPONSOR: ALDERPERSON STEVE BOSTROM
CO-SPONSOR: ALDERPERSON G. JOHN RUFFOLO

**TO IMPROVE EFFICIENCY IN THE CITY OF KENOSHA PERMITTING
PROCESS BY ESTABLISHING THE CITIZEN PROJECT**

WHEREAS, it is incumbent upon the Common Council and Administration for the City of Kenosha to provide an atmosphere conducive for citizens to obtain the necessary permits for their homes and businesses in an efficient and productive manner; and

WHEREAS, the current process for obtaining permits for Structural, Fencing, Signs, Soil Erosion, Electrical, Plumbing, HVAC, Pools, Replacement/Modification, Plan Review, Razing, Moving a Building, Street Occupancy, Reinspection, Certificate of Occupancy, Temporary Occupancy, Zoning Board of Appeals Action, Vacant Building, Fire Prevention Bureau can be cumbersome, inefficient, and difficult for citizens to navigate; and

WHEREAS, the Common Council for the City of Kenosha desires the development of a more efficient permitting system, which could include an automated and/or expedited permitting process.

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of Kenosha does hereby:

1. Establish “The Citizen Project”, which is an effort to enhance citizen interaction involving the permitting system and create efficiencies thereof; and,
2. Create The Citizen Project Special Committee subject to Robert’s Rules of Order, the open meetings and public records law, which is created with the purpose of examining current permitting process and making recommendations to the Common Council for improvements, created as follows:

- a. The Special Committee will be comprised of four alderpersons, of which two will include the alderperson of the 12th and 17th, the remaining two alderpersons will be appointed by the Council President and confirmed by Common Council, a Secretary, and six Members;
- b. The Secretary will be the City Clerk or her designee from the City Clerk's Office. Notwithstanding Robert's Rules of Order, the Secretary shall have voting privileges;
- c. The six Members will be i) the Director of IT or his designee; ii) the Director of Community Development and Inspections or his designee from said department; and iii) four citizens appointed by the Mayor and confirmed by the Common Council;
- d. The term of The Citizen Project Special Committee shall commence upon approval of this Resolution by the Common Council for the City of Kenosha and shall expire twelve months from commencement or upon implementation and completion of the Common Council approved recommendations forwarded to the Common Council within six months of commencement, whichever comes first.

Adopted this _____ day of _____, 2014.

ATTEST: _____, City Clerk
Debra Salas

APPROVED: _____, Mayor
Keith G. Bosman

Passed:

Published:

Drafted By:
DAVID F. BOGDALA
17th District Alderperson
City of Kenosha
State of Wisconsin