

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, June 11, 2012 - 5:00 pm

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

Call to Order
Roll Call

A. APPROVAL OF MINUTES

A-1. Approval of the minutes of the meeting held on May 29, 2012.

C. REFERRED TO COMMISSION

C-1. Request from Kenosha Bible Church to hold a Bonfire on Alford Park Beach on Thursday, June 26, 2012. *(District 1)*

C-2. Request from Rotary Club of Kenosha West to Install a Softball Wall of Fame adjacent to the Lincoln Park Pavilion. *(District 12)*

C-3. Project 12-1426 Poerio Park Playground and Ice Rink Construction *(1401 16th Avenue)* Recommendation to Reject Bid and Re-Advertise Contract. *(District 1)*
(Also referred to Public Works)

C-4. Project 12-1414 Anderson Pool Splashpad Construction *(8730 22nd Avenue)* Recommendation to Reject Bids and Re-Advertise Contract. *(District 9)* *(Also referred to Public Works)*

C-5. Approval of Task Order #5 for Professional Services by SAA Design Group, Inc., for the Sunrise Park Master Plan Implementation. *(District 5)*

C-6. Change Requests.

INFORMATIONAL ITEMS:

1. Project Status Report
2. Status of Construction of Project 10-1415 Lakefront Water Feature
3. Boys & Girls Sign at Old Little League Park *(District 11)*

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 Tuesday, May 29, 2012

A meeting of the Board of Parks Commissioners was held on Tuesday, May 29, 2012 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:01 pm by Chairman Orth.

At roll call, the following members were present: Commissioners Schwartz, LaMacchia, Kennedy, and Mathewson. Staff members in attendance were Alderperson Steve Bostrom, Alderperson David Bogdala, Dan Miskinis; Deputy Chief of Police, Michael Lemens; Director of Public Works, and Jeff Warnock; Superintendent of Parks.

It was moved by Commissioner LaMacchia, seconded by Commissioner Kennedy, to approve the minutes from the meeting held on Monday, May 14, 2012. Motion carried unanimously.

B-1. Request from Bonus Round Productions for the following on September 8-9, 2012 (*rain dates of September 15-16, 2012*):

- a. To use the Bandshell & Pennoyer Park for a Community Event
- b. Permission to Sell Fermented Malt Beverages (*District 1*) (*Deferred from the 5/14/12 meeting*)

Public Hearing: Rebecca Cooper spoke.

It was moved by Commissioner Mathewson, seconded by Commissioner LaMacchia, to approve items a & b. Motion carried unanimously.

C-1. Request from Friends of the Kenosha Public Museums for the following on Sunday, July 15, 2012:

- a. To hold the "Art Fair in Library Park"
- b. Full Sponsorship requested by the Applicant (*District 2*)

It was moved by Commissioner LaMacchia, seconded by Commissioner Mathewson, to approve with full sponsorship. Motion carried unanimously.

C-2. Request from Greater Mt. Hebron Church to hold the "Save the Youth Backpack Giveaway" in Lincoln Park on Saturday, August 18th, 2012 (*rain date of August 25, 2012*). (*District 12*)

Public Hearing: Curtis Tolefree spoke

Staff/Alderperson: Alderperson Steve Bostrom spoke.

It was moved by Commissioner Kennedy, seconded by Commissioner LaMacchia, to approve with 50% sponsorship. Motion carried unanimously.

C-3. Request from the Waukegan Sail and Power Squadron for Permission to Allow Fermented Malt Beverages at their Event at Simmons Island Picnic Area on Sunday, July 29, 2012. (*District 2*)

Public Hearing: Sean Sullivan spoke.

It was moved by Commissioner Mathewson, seconded by Commissioner LaMacchia, to approve. Motion carried unanimously.

- C-4. Request from Kenosha Education Association (*KEA*) to use Park Equipment on Monday, June 4, 2012 at 5610-55th Street. (*District 11*)
Public Hearing: Mary Moder spoke.
Staff/Aldersperson: Jeff Warnock spoke.
It was moved by Commissioner Kennedy, seconded by Commissioner Schwartz, to approve. Motion carried unanimously.
- C-5. Request from KASL to place a sign on Field #5 at Anderson Park. (*District 9*)
Public Hearing: Roger Koessl (KASL President) spoke.
Staff/Aldersperson: Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Kennedy, to approve. Motion carried unanimously.
- C-6. Change Requests.
No action was taken.

INFORMATIONAL ITEMS:

1. Project Status Report
2. 2012 Special Events – Approved by Parks Administration
3. Southport Beach House Restoration
Public Hearing: Kevin Donahue (Representative of Engberg Anderson), Margaret Heller, Susan Schlenker, and Liz Ruby spoke.
Staff/Aldersperson: Aldersperson Bostrom, Aldersperson Bogdala, Michael Lemens, and Jeff Warnock spoke.
A Presentation and Handouts were given to the Committee.

COMMISSIONER COMMENTS: Commissioner Kennedy commented on updating the Park Policy with Parks Events and the Southport Beach House.

ADJOURNMENT - There being no further business to come before the Board of Parks Commissioners, it was moved, seconded and unanimously carried to adjourn at 6:46 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

June 8, 2012

TO: Chairman Michael Orth, Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Bon Fire Request

A request has been received from Kenosha Bible Church, the Celebrate Recovery Group to hold a bon fire on Alford Park Beach. The event will be from 5:00 pm – 9:00 pm on Thursday, July 26, 2012.

Recommendation: To approve the request with the stipulation that the organization receive a permit from the Fire Department.

Zimbra

mdurkee@kenosha.org

± Font size ±

Request for picnic//bomb fire permit

From : Joanne Freitag
<jfreitag1@carthage.edu>

Tue, Jun 05, 2012 02:19 PM

Subject : Request for picnic//bomb fire permit

To : mdurkee@kenosha.org

Kenosha Bible Church

Celebrate Recovery Group

Kenosha, WI

June 5, 2012

Kenosha Parks Department

Kenosha, WI

Attn: Mary Durkee

To whom it may concern:

Please accept this letter as an official request to reserve a site at Alford Beach to have a picnic and bomb fire activity for the Celebrate Recovery Support Group that is sponsored by the Kenosha Bible Church. The date for the

picnic/bomb fire activity is Thursday, July 26, 2012. The time for the event will be from 5:00 pm until 9:00 pm.

If you have any questions please call me at 262-945-3274. We understand that our request will be presented to the council on June 11, 2012 and that you will contact me as soon as the determination is made by the council.

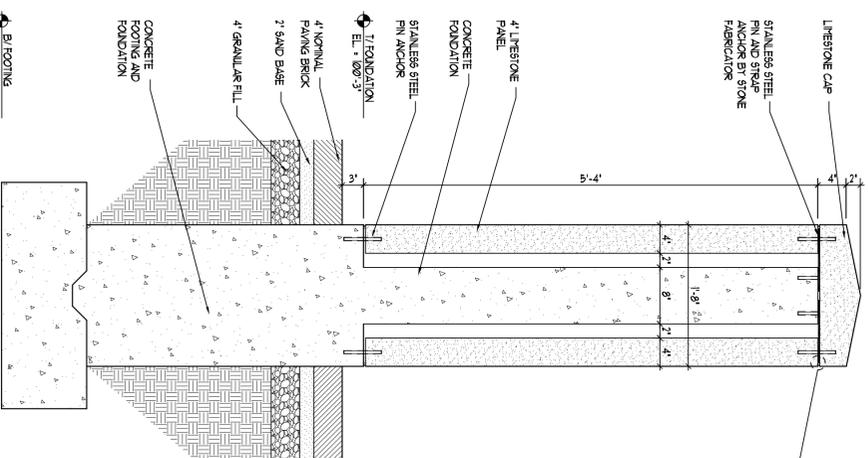
Sincerely,

Joanne Freitag

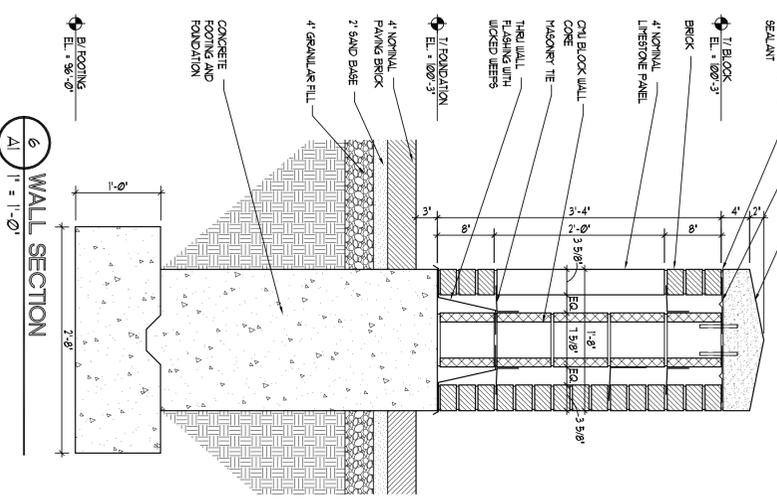
Celebrate Recovery - Kenosha Bible Church

262-945-3274

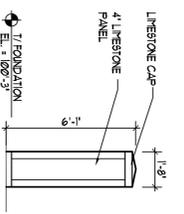
Email: jfreitag1@carthage.edu



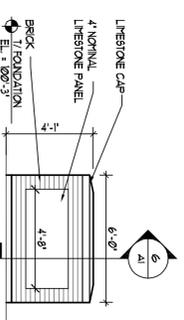
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1/4" = 1'-0"



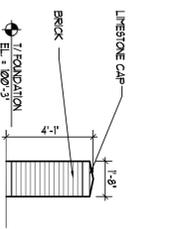
6 WALL SECTION
1/4" = 1'-0"



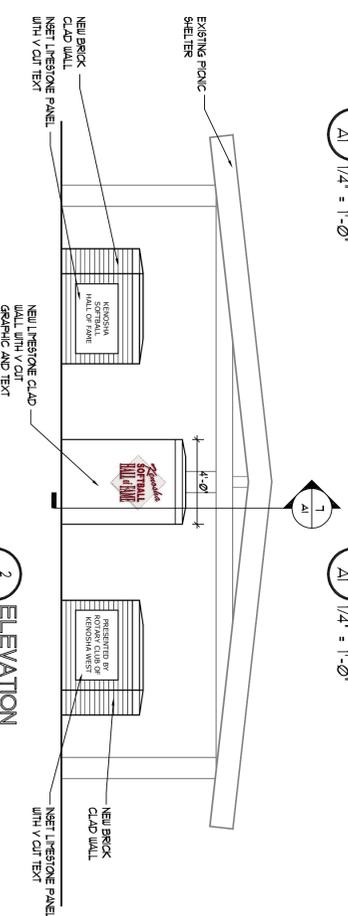
5 ELEVATION
1/4" = 1'-0"



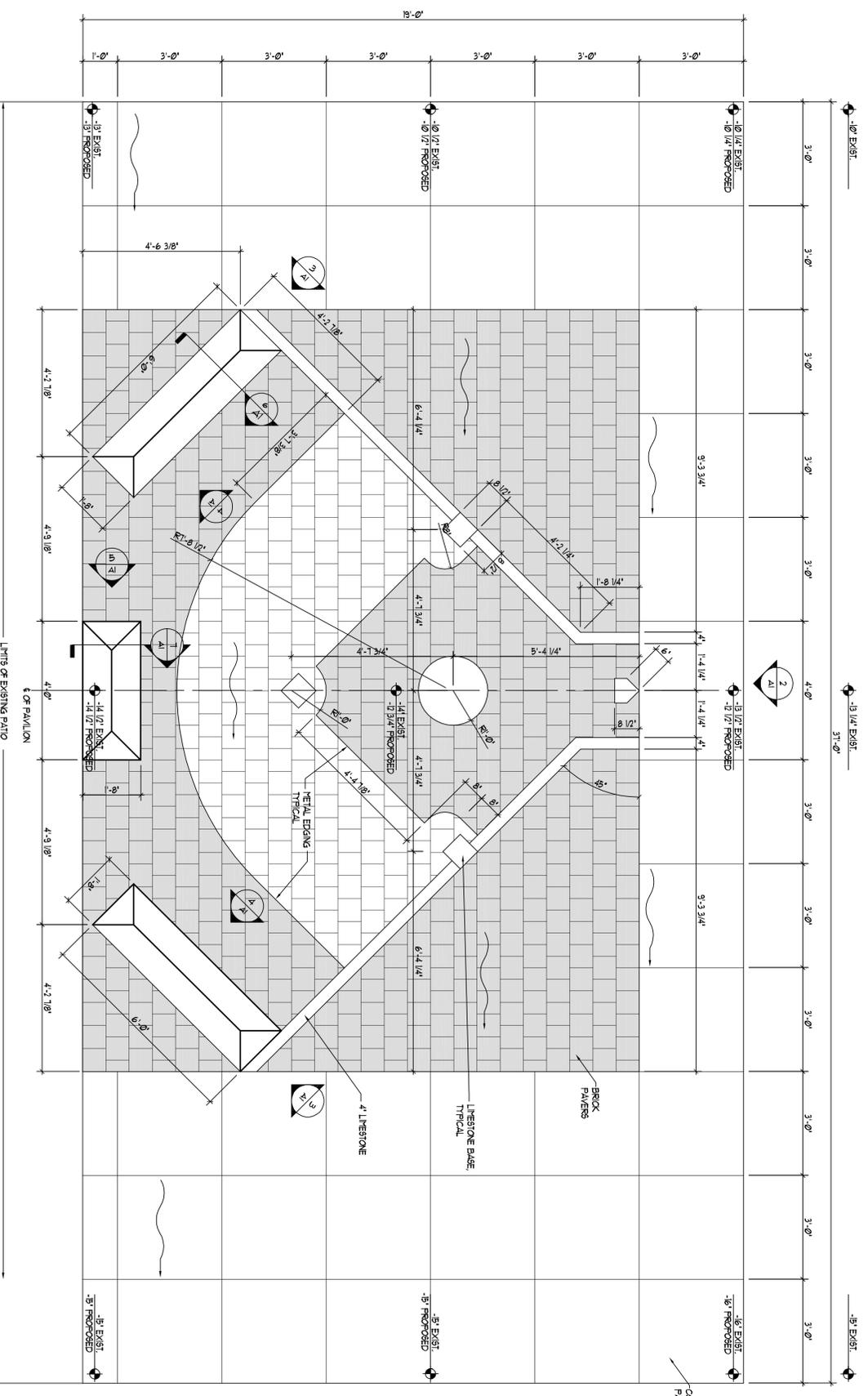
4 ELEVATION
1/4" = 1'-0"



3 ELEVATION
1/4" = 1'-0"



2 ELEVATION
1/4" = 1'-0"



1 PAVING PLAN
1/2" = 1'-0"

REVISIONS:

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SOFTBALL HALL OF FAME
Lincoln Park, Kenosha, Wisconsin
PLAN, ELEVATIONS AND SECTIONS

600 Fifty-Second Street
Suite 220
Kenosha, WI 53142
Ph.: (262)652-2800
Fax: (262)652-2812

Partners in Design
ARCHITECTS

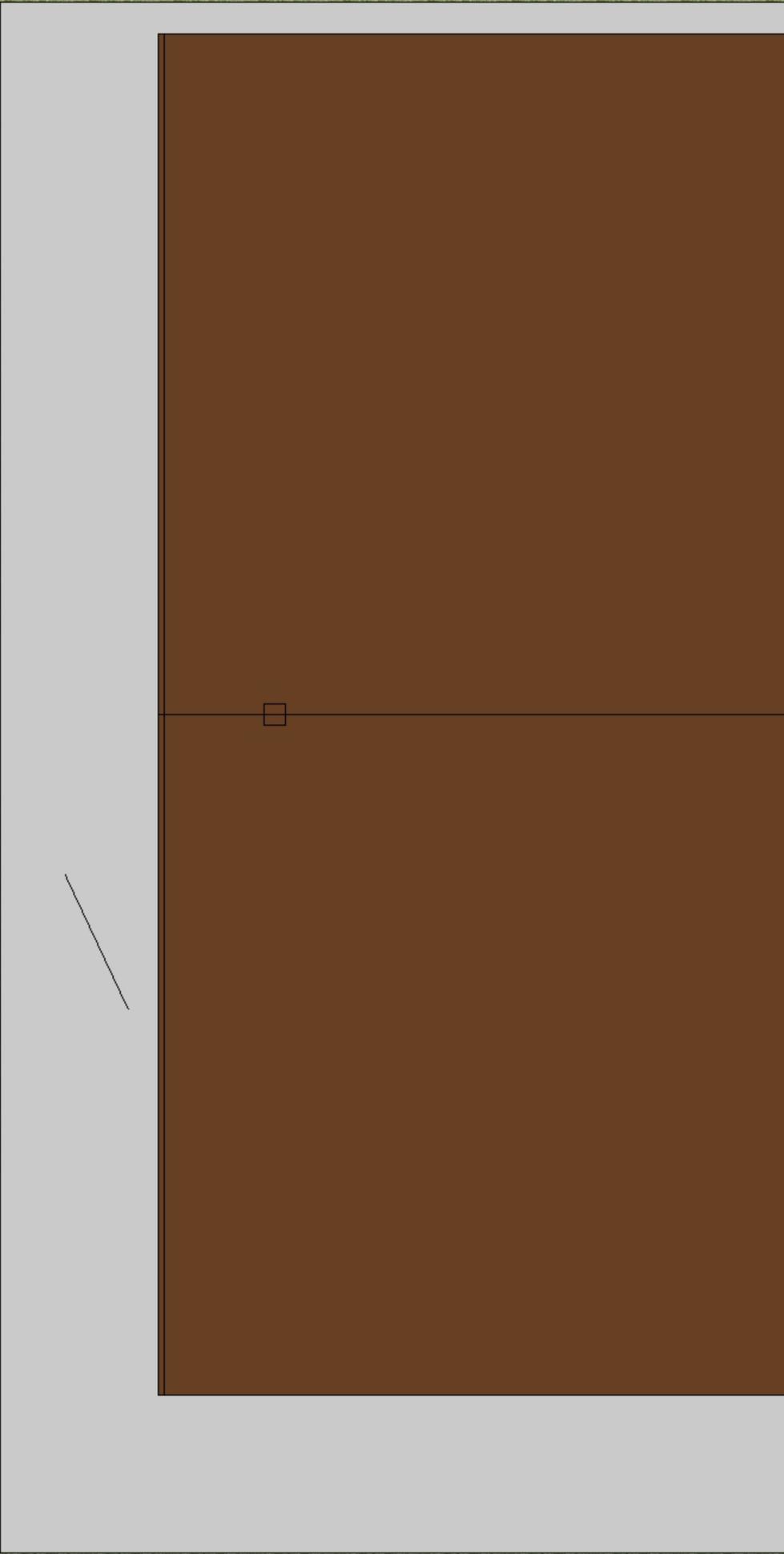
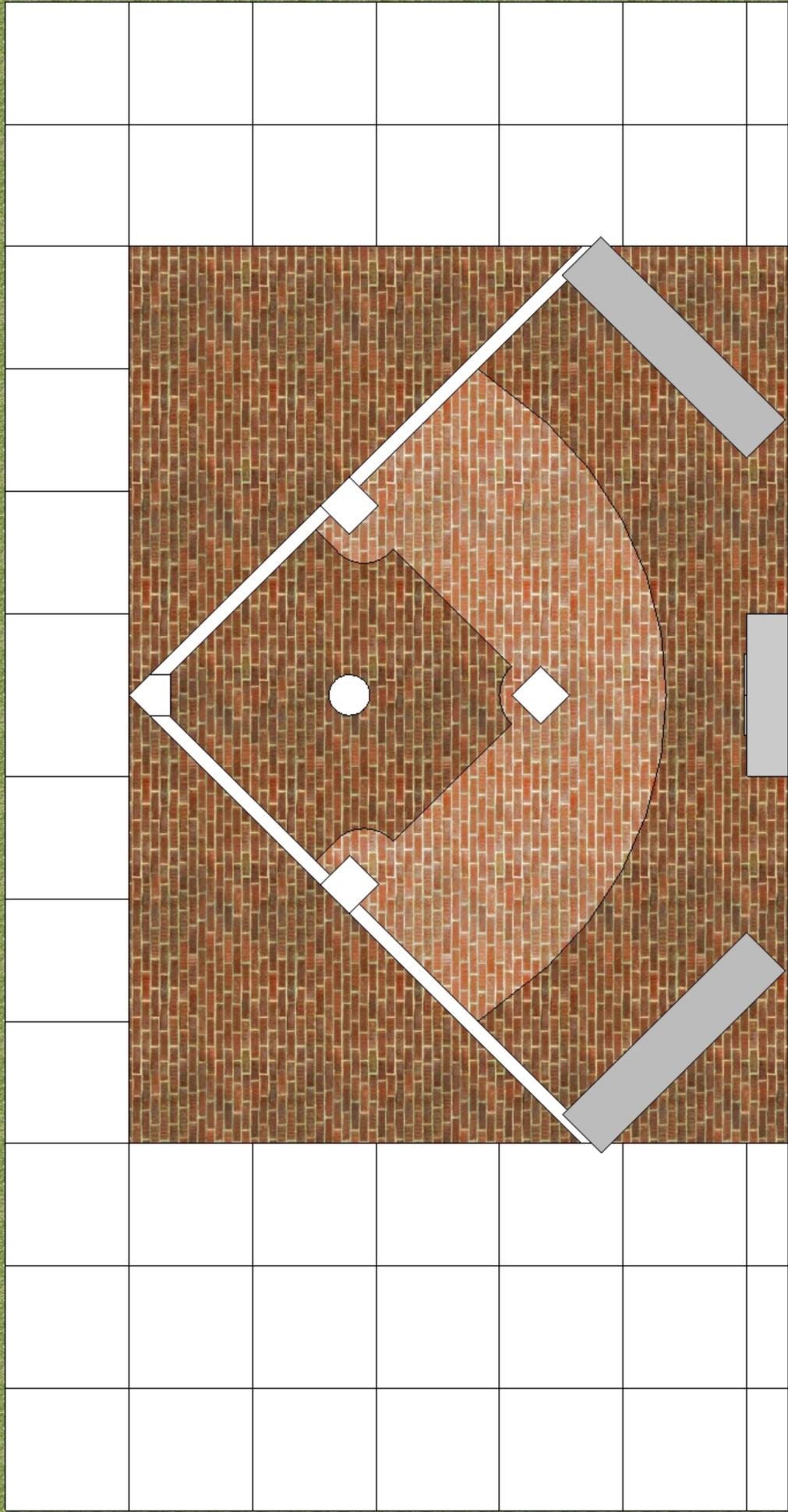


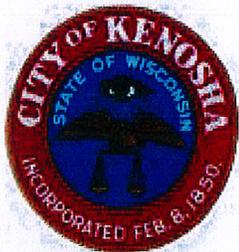
PROJECT NO.: 61712.053
DRAWN BY: ALC
CHECKED BY: TOC
DATE: 05.23.12
SHEET NO.:

A1



SPONSORED BY THE
ROTARY CLUB OF
KENOSHA WEST





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Director/City Engineer
Fleet Maintenance
Mauro Lenci
Superintendent

Street Division
John H. Prijic
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Rocky Bednar
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Parks Division
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June 8, 2012

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

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Director of Engineering / City Engineer

Cc: Alderman Eric Haugaard, District 1
Alderman G. John Ruffolo, District 4

Subject: Project: 12-1426 Poerio Park Playground and Ice Rink Construction (1401 16th Avenue) – Approval of Recommendation of City Engineer to reject all bid and re-advertise the contract

BACKGROUND ANALYSIS

On June 6, 2012 bids were opened for Project 12-1426 Poerio Park Playground and Ice Rink Construction. Camosy Construction, Kenosha, Wisconsin was the only bidder. Camosy Construction's bid was for a total of \$149,949.50. Budgeted amount for this project was not to exceed \$193,490 (\$90,959.10 has been allocated to the equipment purchase).

Bids cannot exceed budgeted amount. Plans and specifications are being reviewed.

RECOMMENDATION

Approve the recommendation to reject the bid.

SAB/kjb



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Jeff Warnock
Superintendent

C-4

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June 8, 2012

To: Eric J. Hugaard, Chairman, Public Works Committee
Michael J. Orth, Chairman, Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Director of Engineering /City Engineer

Cc: Alderman Keith W. Rosenberg, District 9

Subject: Project: 12-1414 Anderson Pool Splashpad Construction (8730 22nd Avenue) –
Approval of Recommendation of City Engineer to reject all bid and re-advertise the
contract

BACKGROUND ANALYSIS

On June 6, 2012 bids were opened for Project 12-1414 Anderson Pool Splashpad Construction. Platt Construction and Camosy Construction were the only bidders. Platt Construction's bid was for a total of \$543,415.49 and Camosy Construction's bid was for a total of \$554,360.78. Budgeted amount for this project was not to exceed \$350,000.

Bids cannot exceed budgeted amount. Plans and specifications are being reviewed and revised where possible to reduce costs. The contract will be re-advertised.

RECOMMENDATION

Approve the recommendation to reject all bids.

SAB/kjb



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June 7, 2012

To: Michael Orth, Chairman
Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Director of Engineering / City Engineer

Cc: Jesse Downing
District 16

Subject: ***Task Order #5 Amendment with SAA Design Group, Inc.***

BACKGROUND INFORMATION

The Kenosha Park Division has received a task order to complete a Sunrise Park Master Plan implementation specification bid package for the Sunrise Park Master Plan Phase I implementation. This task will be under the professional services agreement with SAA for professional services for 2012.

The Kenosha Capital Improvement Program for 2012 included \$507,053 of funds that will be utilized for the development of Sunrise Park.

RECOMMENDATION

Approve the Amendment of Task Order #5 between the Department of Public Works - Park Division and SAA Design Group for an additional \$13,100 to include their quote of \$11,880 with \$1,220 of contingency. (Total Contract for grant project and Master Plan implementation \$24,600)

TASK ORDER #5 - SCOPE OF SERVICES (REV. 6-5-12)

Tasks to be completed:

1. **Site Survey and Basemap Compilation**
SAA will acquire and assemble site survey and infrastructure drawings to be provided by the city. All existing topographic information to be analyzed at a one foot contour level. All existing pavement, structures, storm sewer, water service, electrical service, and sanitary sewer information must be provided in the detailed topographic survey provided to SAA.
2. **Meeting #1: Design Program and Coordination**
SAA will hold one conference call meeting with city staff to coordinate limits of Phase 1 construction (primary loop trail system, and select area grading), design parameters, utility connections, constraints, and permitting requirements.
3. **Preliminary Design**
SAA will prepare design development drawings for the limits of phase 1 to include trail/path layout including future fitness station pads, grading, demolition plans, erosion control, and onsite stormwater detention facilities. The new trail/path will connect to existing pedestrian systems whenever possible as reflected in the adopted Master Plan.
4. **Meeting #2: Design Review**
SAA will attend one meeting with city staff to review preliminary engineering drawings. Digital copies (pdf) of the plans will be submitted to the city for review one week prior.
5. **Construction Document Bid Set Preparation**
SAA will prepare bid documents to be let publicly in the summer of 2012. Bid documents to include detailed construction plans and project specifications (city standards to be utilized with SAA Special Provisions). Final documents to be provided to the city in print ready digital format.
- 5A. **Additional Construction Document Items**
Per discussion on 5-31-12, SAA will add park element items to the final bid set to include the shelter, water lateral service, electrical service, site lighting, secondary path system, pedestrian plaza, drinking fountain, and the playground (alternate bid).
6. **Prepare Cost Estimate**
SAA will assemble a detailed estimate of probable construction costs based upon the final construction documents.
7. **Permitting**
SAA will complete the required DNR WRAPP (NOI) permit and submit to the review agency prior to plans being let for bidding. Permitting fees will be paid by SAA and submitted for reimbursement to the city. All local permitting (erosion control, stormwater) will be completed by the city unless otherwise requested of SAA.

Deliverables:

Final project deliverables will include the following:

- One (1) 22x34 inch preliminary plan set for the review meeting (Meeting #2)
- One (1) 8.5x11 inch final estimate of probable construction costs
- One (1) copy of submitted permits (digital format)

Sunrise Park CDs Phase 1

- One (1) CD/DVD containing final copy-ready construction documents and estimate of probable construction costs (native format and PDF)

Schedule:

SAA is on schedule and will complete the project by July 1, 2012.

Fee:

In consideration of the preceding scope of services, SAA proposes a revised fixed fee, including expenses of \$22,435.

The additional requested services resulted in a fee adjustment of \$11,880 over the initial scoped agreement.



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June 8, 2012

To: Michael Orth, Chairman
Park Commission

From: Shelly Billingsley, P.E.
Director of Engineering / City Engineer

Subject: *Change Requests*

BACKGROUND INFORMATION

Staff is not requesting any changes to the CORP 2012 budget at this time.

RECOMMENDATION

Approval of no change requests.

Information #1

June 8, 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** – Demolition of the site has begun. [Camosy] (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** – Projects as outlined in the CORP and under the change requests have begun. (Citywide)
- Project #11-1416 Petzke Park Mass Grading** –The parking lot and sidewalks are beginning to be paved and poured. . Construction is scheduled to be completed in early July. [BCF Construction] (1)
- Project #11-1417 Strawberry Park Mass Grading, Trail and Shelter (DNR Stewardship Grant)** – Design work on the master plan implementation has begun. The property is currently undergoing the annexation process from the Village of Bristol and additional work will be needed with the submittal of the draft FEMA maps. The property is impacted by a proposed Floodway that staff is currently researching for conversion to flood fringe. [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. (Citywide)
- Project #11-1421 Southport Beachhouse Restoration (Wisconsin Coastal Management Grant)** – Consultant services for the design work associated with this project have begun. [Enberg Anderson] (12)
- Project #11-1422 Peorio Pond Invasive Control (DNR/EPA Grant)** – The grant will be closed out and seed will not be planted in anticipation of the educational playground and ice rink installation. (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. Staff is waiting for permit to be issued. (12)
- Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant)** – [VEIT] Work will be delayed within the beach area due to the Chapter 30 permit. Work may begin on the bioswales in May. (SWU) (1)
- Project #11-1137 Pike River Monitoring (WI Coastal Management Grant)** – Work associated with this grant will begin in May. (SWU) (1 and 4)
- Project #12-1414 Anderson Pool Modifications and Splash Pad** – Design work on the master plan implementation has begun. Bids are currently being reviewed due to bids being received over the estimated construction costs. [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. Park employees have completed this work with approval from Health Department. (6)
- Project #12-1423 Sunrise Park Trail (DNR Stewardship Grant)**– Design work has begun. Staff is anticipating that the project will be bid this summer for construction to begin this fall. [SAA Design Group] (5)
- Project #12-1420 Shagbark Trail (DNR Stewardship Grant)** – Design work has begun. Staff is anticipating that the project will be bid in Fall for a Spring 2013 construction [SAA Design Group] (10)
- Project #12-1424 Southport Park Trail (DNR Stewardship Grant)** – Design work has begun. Staff is anticipating that the project will be bid in Fall for a Spring 2013 construction [SAA Design Group] (12)
- Project #12-1410 Tree Removal** – The contract has been executed [Droprite] (Citywide)
- Project #12-1133 Tree Pruning** – The contract is pending signature from contractor. [Trees R Us] (Citywide)
- Project #12-1412 Tree Planting** – The contract has been executed [Paul Swartz] (Citywide)
- Project #12-1426 Peorio Park Playground and Ice Rink** – Design work has begun. Bids have been received and staff is requesting that they be rejected due to the bid costs being higher than estimated construction costs. Staff is discussing the option of completing the work with City employees. [SAA Design Group] (1 and 4)
- Project #12-1427 Sunrise Park Master Plan Implementation** – Design Services are being proposed on the June 11 agenda. [SAA Design Group] (5)
- Design Work-** Staff is working on the following projects:
Revisions to the Google Map, Simmons Island Park Boardwalk Grant, Museum Fountain, and miscellaneous specifications for direct purchase items as outlined in the CORP for 2012.



Information #2

Engineering Division
Shelly Billingsley, P.E.
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June 8, 2012

To: Michael Orth, Chairman
Park Commission

Cc: Alderman Schwartz, District 2

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Director of Engineering / City Engineer

Subject: ***Informational Item - Construction Status for the Lake Front Water Feature Project***

INFORMATION ONLY

This to update the Commissioners on the status of the Lake Front Water Feature project. Camosy, Inc. has begun construction and has found many unforeseen conditions. The existing Lake Front Water Feature was constructed by others and donated to the City. Unfortunately final construction plans and construction documentation was never submitted to the City.

To keep this construction project moving forward City staff has approved two additional work items, covered under contingency with an additional one pending, for the unforeseen conditions. To date, Camosy has the following additional work items to address the unforeseen conditions;

1. The foundation of the stairs at the back of the fountain was poured monolithically with the base slab. So Camosy requested an additional \$1,200.00 to saw cut 15-inches deep to ensure a clean separation from the steps and the base fountain. City approved this request.
2. After removing the fountain base, described above, Camosy uncovered massive underground concrete foundations. The two foundations totaled approximately 30 extra cubic yards of reinforced concrete that needed to be cut, rubblized, removed and disposed of from site. Camosy requested \$8,300.00 for this additional work. City approved this work and requested that we pay it on a time and material basis with a "not to exceed" amount of \$8,300.00.
3. Camosy was preparing to install the new water lines to the play features and were planning to use an existing 10" PVC line as a conduit for these pipes. However, it was discovered that the existing line has two 45-degree bends because proper as-built plans were non-existent. The bends do not allow for this existing line to be used as a conduit for running the water lines. Camosy is proposing to bore a new line under the existing stairs. All work associated with performing this task is close to \$15,000. Staff is negotiating with Camosy to see if there is a way to reduce the cost, therefore staff is waiting final additional work bid.

Once staff approves the third additional work item, as listed above, the majority of the contingency will have been expensed. A substantial portion of the project is yet to be completed.

RECOMMENDATION

Informational Only – No Action Required