

AGENDA  
BOARD OF PARK COMMISSIONERS  
Monday, June 13, 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 May 27, 2011.

**C. REFERRED TO COMMISSION**

C-1. Request from Krista Maurer to waive the fees for the rental of Oribiletti Center on June 12, 2011.  
*(Districts 8 & 12)*

C-2. Request from KUSD (Tremper Cross Country Invitational) to close Martin Luther King Drive on August 27, 2011. *(Districts 8 & 12)*

C-3. Potential use for Brownfield Funds and 2008 CIP Funds for Petzke Park Improvements and Nash School Recreation Area. *(Districts 1 & 17)*

C-4. Request from Pedro Nunez for permission to operate his peddler business on Simmons Island Beach.  
*(District 2)*

C-5. Kenosha Sports Complex Approval of Materials. *(District 10)*

C-6. Approval of Resolution to Authorize staff to pursue grants for the Recreational Trails Act:  
a. Sunrise Park  
b. Southport Park

INFORMATIONAL ITEMS:

1. CORP & Master Plan Comments and Time Line
2. Sample of Parks using Link to Google Maps
3. Potential Stewardship Grant Applications
4. Update on the 4<sup>th</sup> of July Celebration

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 – May 25, 2011**

A meeting of the Board of Park Commissioners was held on Wednesday, May 25, 2011, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 5:08 pm. The following members were present: Chairman Orth, Commissioners LaMacchia and Green. Alderman Kennedy arrived during the CORP & Master Plan presentation. Alderman Downing was excused. Staff members in attendance were Jeff Warnock, Ron Bursek, and Shelly Billingsley.

It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve the minutes from the meeting held on Monday, May 9, 2011. Motion passed 3-0.

- C-1. Request from Christina Salinas to set up a Lemonade Stand on behalf of Alex's Lemonade Stand Foundation within lakefront parks. *(Districts 1 & 2)*  
Public Hearing: Christina Salinas, 3809 15<sup>th</sup> Street 1B, was present to answer any questions.  
Staff/Alderman: Chairman Orth informed Ms. Salinas to check with the health department to see if she will need any permits from them.  
*It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 3-0.*
- C-2. Request from Ben & Jerry's and Shehadeh Pita Shack for permission to sell concessions within lakefront parks. *(Districts 1 & 2)*  
Public Hearing: Alex Shehadeh, 4043 35<sup>th</sup> Avenue, was present to answer any questions.  
*It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve. Motion passed 3-0.*
- C-3. Request from Mrs. Rochelle L Streeter-Jackson to place a memorial in Streeter Park in memory of Cornelia Streeter. *(District 8)*  
Public Hearing: Alderman Marks, 8<sup>th</sup> District, was present to answer any questions.  
*It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 3-0.*
- C-4. Request from KASL (Kenosha Area Soccer League) to place two signs on the outside building in Anderson Park. *(District 9)*  
Public Hearing: Jeff Kessl, KASL, was present to answer any questions.  
*It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 3-0.*
- C-5. Request from the Mary Lou & Arthur Mahone Foundation to use Park Division equipment for the Harbor Park Jazz & Blues concert in Harbor Park on Saturday, August 20, 2011, with sponsorship. *(District 2)*  
Public Hearing: Tim Mahone, 600 52<sup>nd</sup> Street #110, was present to answer any questions.  
*It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve with full sponsorship. Motion passed 3-0.*
- C-6. Request from Kenosha Area Chamber of Commerce Foundation to use Park Division equipment for the Grill Games to be held in Harbor Park on Saturday, August 27, 2011, with sponsorship. *(District 2)*  
Public Hearing: Lou Molitor, 600 52<sup>nd</sup> Street #120, was present to answer any questions.  
*It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve with full sponsorship. Motion passed 3-0.*
- C-7. Request from Bradley Zastrow to hold the Thunder Run Poker Run at the Kenosha Harbor on July 15-16, 2011. *(District 2)*  
Public Hearing: Phil Anello, 5219 Palm St, McHenry IL, was present to answer any questions. Alderman Haugaard, 1<sup>st</sup> District, was present and asked several questions. Alderman Ruffalo, 2<sup>nd</sup> District, was present to answer any questions.  
*It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve as recommended. Motion passed 3-0.*
- C-8. Request from Kenosha Special Olympics to waive the fees for softball practices at Lincoln Park. *(District 12)*  
*It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 3-0.*

- C-9. Request from Thomas Steiner (St. Joe's School) to closed Martin Luther King Drive on May 31, 2011. *(Districts 8 & 12) It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 3-0.*
- C-10. Award of Contract for Project 11-1420 Parks Field Office Building Tuckpointing (3617 65th Street) to Custom Restoration, Pewaukee, Wisconsin, in the amount of \$116,000. *(District 11) It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve. Motion passed 3-0.*
- C-11. Elect a Park Commissioner to the City Plan Commission. *Chairman Orth passed the gavel and nominated Commissioner Kennedy, Commissioner Green seconded. Motion passed 3-0.*

INFORMATIONAL ITEMS:

1. CORP & Master Plan Presentation by SAA Design Group – Blake Theisen, SAA Design Group, gave the presentation. Alderman Bogdala, 17<sup>th</sup> District, spoke on the presentation. Commissioner Kennedy suggested that we put the parks pictures on Channel 25. Ron Bursek informed the commission that we have an intern that is working on getting all the parks on goggle maps.
2. Monthly Events

CITIZEN/COMMISSIONERS COMMENTS: Lou Rugani, 4526 29<sup>th</sup> Avenue spoke on the presentation. Ray Forgianni, 8731 45<sup>th</sup> Avenue, spoke on the presentation. Commissioner Kennedy would like emergency contact numbers for park employees.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 7:19 pm.



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

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

**DEPARTMENT OF PUBLIC WORKS**

**Ronald L. Bursek, P.E., Director**

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

June 7, 2011

**TO:** Chairman Michael Orth  
Board of Park Commissioners

**FROM:** Jeff Warnock, Park Superintendent

**RE:** Request from Krista Maurer

A request has been received from Krista Maurer on behalf of the "Brandon Morris Charity Community BBQ" for sponsorship of their event that was held on Sunday, June 12, 2011 at the Orbiletti Center. She or a representative for the charity will be in attendance to explain the charity and answer any questions.

**Recommendation:** To deny the sponsorship

**CC:** Alderperson Katherine Marks  
Alderperson Steve Bostrom

**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS  
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

625 - 52<sup>nd</sup> Street  
Room 305  
Kenosha, Wisconsin 53140

Phone: 653-4080  
Fax: 653-4056

OFFICE HOURS 8 AM – 4:30 PM MONDAY – FRIDAY

Make check payable to "City of Kenosha."

| OFFICE USE ONLY              |                       |                          |                   |
|------------------------------|-----------------------|--------------------------|-------------------|
| Rental Fees: _____           | Beer: _____           | Deposit: _____           | Total Due: _____  |
| Date Paid: _____             | Receipt #: _____      | By: <u>ST</u>            | Total Paid: _____ |
| Park Calendar: <u>6-1-11</u> | Zimbra: <u>6-1-11</u> | Date Permit given: _____ | <u>6-1-11</u>     |

**INSTRUCTIONS:**

- Please Print (blue or black ink)

Applicant Name: Krista Maurer Individual, Club, Organization, or Company

Name and Title (if any): I  
Individual authorized to sign this agreement on behalf of the applicant

Address: 4824-58th St City: Kenosha State: WI Zip: 53144

Daytime Phone: 262 9454468 Alternate Phone: 832 6189759

**FACILITY REQUESTED** Obelita Center / Lincoln Park

**Event Date** June 12th, 2011

**Nature of Event:** Community Bar-B-Q  
(Be specific on what type of event – i.e., 16<sup>th</sup> birthday party, graduation, baby/bridal shower, wedding reception, etc.)

**Attendance:** 100 approx (Number of people) **Time requested:** From: 4pm to 8pm (INCLUDES SETUP AND TAKE DOWN)

**PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM**

**Beer Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER)** NO (Yes or NO)  
The above-named assumes responsibility for exercising control over attendees behavior at the event. This person or designee must be present for the duration of the event.

**Do you plan to have a DJ?** Yes (Yes or No)  
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

**Do you plan to have a Band?** NO (Yes or NO)  
Allowed only at Southport Beach House and Oribiletti Center.

**Do you plan to place any tents/bouncy houses in the park area?** NO (Yes or NO)  
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than three (3) business days prior to the event.

**RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS**

The Department of Public Works, although responsible for the general maintenance of City parks, will not inspect the park area to be used immediately prior to the use to determine the suitability and safety of the use. In addition, it will not supervise such use.

Please read and initial each responsibility:

- **REPORT UNSAFE CONDITIONS AND/OR ANY PROBLEMS WITH YOUR RESERVATION TO THE DEPARTMENT OF PUBLIC WORKS (653-4080 DURING THE WEEK) OR POLICE DEPARTMENT (656-1234) AS SOON AS PRACTICABLE. POLICE WILL PAGE A PARK SUPERVISOR FOR YOU.** KM (initial)
- Inspect the park area immediately prior to park use to determine whether or not the area is suitable and safe for such use. If such inspection reveals that such area is not suitable and safe for the intended use, the area shall not be used until the area is made suitable and safe for such use. [initial] (initial)
- Supervise all persons using area under authority of this agreement. Sponsoring individual/ organization must provide private security for gatherings of over 250 persons in the park. [initial] (initial)
- **Beer Permit: MUST BE 21 YEARS OF AGE OR OLDER;** The consumption of fermented malt beverage is permitted only by persons and groups appropriately licensed under state law and local ordinance. Wine and liquor are prohibited. Beer/wine coolers are permitted only in designated parks as outlined in the Code of General Ordinances. The selling of fermented malt beverages is prohibited. [initial] (initial)
- Use Area in accordance with General and Special Park Rules and Regulations as outlined in the Code of General Ordinances, a copy of which is attached hereto. [initial] (initial)
- **Clean up by the applicant is mandatory after the event. The applicant agrees to be responsible to:**
  - a. Pay the cost of any damage to the facilities/equipment.
  - b. Excess cleanup costs which will be billed at \$45.00 per man hour incurred by the City.
  - c. **Nails, tacks, staples, screws, and any kind of tape are prohibited; any use thereof will constitute damage and result in forfeiture of some or all of the prepaid deposit.** [initial] (initial)
- **Cancellation Policy:** The City of Kenosha Department of Public Works requires a minimum of 30 days notification of any rental cancellation. A \$25.00 fee will be charged for any picnic or wedding cancellation. A \$30.00 fee will be charged for any park building (**Southport, Oribiletti, or Baker**) cancellation. All fees will be forfeited if events are canceled without minimum notification. Inclement weather on event date will not be considered as a reason for a refund. [initial] (initial)
- Glass beverage containers are prohibited within the park/facility. [initial] (initial)
- Upon approval of applicant's park use request, this form will be signed by the Public Works Director or an authorized representative of the Department of Public Works. A copy of this signed agreement will be given to the applicant and must be brought to the park site on the date of use. [initial] (initial)
- Building rental (**Southport, Oribiletti, Baker**) requires the applicant to pick up the keys at the Department of Public Works (625 - 52<sup>nd</sup> Street) on the day of the event, or the Friday before the event if such event is held on a weekend. **Keys may be picked up between 8 AM and 4:30 PM and returned the next business work day.** [initial] (initial)

The undersigned accepts responsibility for any damage to city property, fixtures, or buildings covered by this permit resulting from permittee's use of facilities, and is to abide by all rules of the Department of Public Works as stated in the attached Code of General Ordinances and attached Rules & Regulations.

I hereby certify that I shall be personally responsible on behalf of myself/organization for any damage sustained by any park equipment, furniture, or facilities as a result of the occupancy of said premises by myself/organization. I agree to abide by and to enforce the rules, regulations, and policies of the City of Kenosha Department of Public Works affecting the use of recreation facilities.

**THIS IS A LEGAL DOCUMENT CARRYING FINANCIAL OBLIGATIONS**

Signature of Applicant: [Signature] Date: 6/01/11

Driver's License of Applicant: M660-507-4103-00

Approved by: [Signature] Date: 6-1-11  
Department of Public Works Director or Authorized Representative of the Public Works Department.

Brandon Morris  
U Can B More  
P.O. Box  
Kenosha, WI 53141



To Whom It May Concern:

I am writing on behalf of The Third Annual Brandon Morris Charity Weekend. The event is hosted by a team of dedicate professionals focused on giving back to the youth, and agencies which serve youth, in the community of Kenosha. We believe that student-athletes need not only adequate training, tournament exposure but inspiration, role-models and mentoring support to succeed in school, athletics and beyond. We truly believe that "U Can B More" cultivates the minds and skills of youth in our own community by coming along side the youth and their families, and providing empowerment through this weekend's celebration activities.

The weekend festivities will start by featuring: a Friends and Family Bowling event at GRC, volunteering at the Shalom Center (restocking the pantry), a Feed the Homeless Bruch at First Step Services, Inc., a end of the Year Teen Dance at the Swedish American, a High School Basketball Showcase Tourney at Kenosha very own St. Joe's Academy, and the finale community Bar-B-Q at the Oribiletti Center.

We are in need of the city's help to make this Bar-B-Q possible. Due to low-economic status of many families this year, we are asking that the fee for the Oribiletti Center rental be waived from the city committee. If the fee is waived, our group can then provide appropriate funding for security, youth games, face painting, and food for the Kenosha's community. Please consider making the donation of the Oribiletti Center as this will help make our Bar-B-Q a great achievement. With the city's help, we ensure to make this community Bar-B-Q a wonderful and safe success.

If you are interested in more information about the U Can B More mission, please feel free to contact me directly. I look forward in hearing from you soon.

Sincerely,

A handwritten signature in black ink, appearing to read "Brandon Morris", is written over the printed name.

Brandon Morris  
U Can B More  
C:832.678.9759  
E:ucanbmore2@gmail.com



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

**Street Division**  
John H. Prijic  
Superintendent  
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**DEPARTMENT OF PUBLIC WORKS**

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June 7, 2011

**TO:** Chairman Michael Orth  
Board of Park Commissioners

**FROM:** Jeff Warnock, Park Superintendent

**RE:** Request from KUSD

A request has been received from the Kenosha Unified School District for permission to close Martin Luther King Drive on Saturday August 27, 2011 for a cross-country meet. The closure request is for between 7:00 am – 1:00 pm during this event for runners crossing the road. The area is also used for staging of school busses from various teams. The event ends at approximately 12 noon and the other teams would be leaving about that time.

This closure would affect the usage of the Orbiletti for that day. An event is scheduled in the building for that day beginning at 11:00 am. Staff has spoken with the permittee for the building, and as long as two parking spaces are reserved for her to set up the event in the building, she would be okay with the closure.

**Recommendation:** To approve the request for closure on the stipulation that there are parking spaces reserved and that the barricades be taken down at 12 noon to allow the guests to access the building.

**CC:** Alderperson Katherine Marks  
Alderperson Steve Bostrom



# KENOSHA UNIFIED SCHOOL DISTRICT NO. 1

EDUCATIONAL SUPPORT CENTER

3600 - 52ND STREET • KENOSHA, WISCONSIN 53144-2697 • PHONE 262-653-6300

[www.kusd.edu](http://www.kusd.edu)

May 20, 2011

Mr. Jeff Warnock, Park Superintendent  
City of Kenosha Parks Department.  
3617 65 Street  
Kenosha WI 53142

Dear Mr. Warnock,

RE: Street Closure Request

For the past thirty years, Coach Bradley's Tremper High School team has hosted a cross-country meet at Lincoln Park. This year's event will include athletes from 20 schools throughout southeastern Wisconsin. For the safety of the athletes, Kenosha Unified School District/Tremper High School respectfully requests the Board of Park Commissioners to approve the closure of Martin Luther King Drive for this event.

We would need MLK Drive closed from 21<sup>st</sup> Avenue to 14<sup>th</sup> Avenue from 7:00 am to 1:00 pm on Saturday, August 27, 2011.

A Park Use Agreement has already been sent to the City Park Department for the use of Lincoln Park for this event.

We would appreciate your placing our request on the next Park Commission meeting agenda. Please notify my office when this has been scheduled in order for a KUSD representative to attend to answer any questions.

Thank you for your consideration.

Sincerely,

  
Scott Lindgren, CMAA  
Coordinator of Athletics  
(262) 359-6385

cjh

Cc: Michael Lemens  
Michael Orth  
Rocco LaMacchia, Sr.  
Jesse Downing  
Anthony Kennedy  
Lawrence Green

**PARK USE AGREEMENT**

*By And Between*

**THE CITY OF KENOSHA, WISCONSIN - PARK DIVISION**

*(Hereinafter referred to as "Park Division")*

*And*

PERMITTEE Kenosha Unified School District No. 1.

ADDRESS 3600 52 St. Kenosha WI 53144

CONTACT PERSON RESPONSIBLE FOR THE EVENT Scott Lindgren

TITLE Coordinator of Athletics

TELEPHONE 262-359-6385 (prior to event) 262-945-5904 (during event)

The above parties, in consideration of the mutual understanding, undertakings and agreements hereinafter set forth, agree as follows:

1. **PARK USE**

**PARK DIVISION** will make available to PERMITTEE certain park property, as follows:

- a) Name of Park Lincoln Park - (includes bathrooms + concession stand)
- b) Park Activity Tromper Cross Country Invitational
- c) Date(s) and Time Saturday, August 27, 2011  
7:00 am - 1:00 pm.

2. **RESPONSIBILITY OF THE PARK DIVISION**

**PARK DIVISION**, although responsible for the general maintenance of said City park, will not inspect the area to be used immediately prior to the use to determine whether or not the area is suitable and safe for such use and it will not supervise such use.

3. **RESPONSIBILITY OF PERMITTEE**

**PERMITTEE** agrees to:

- a) Inspect the Park areas to be used, in accordance with, but not limited to, the **Safety Checklist**, which is attached hereto as Exhibit "**A**" and incorporated herein by reference, immediately prior to their use to determine whether or not the area is suitable and safe for such use. If said, inspection reveals that any such area is not suitable and safe for such use, the area shall not be used until the area is made suitable and safe for such use.
- b) Report unsafe conditions in the area to the City of Kenosha Park Division or Police Division as soon as possible.

- c) Warn all persons using the area under authority of this agreement of the risks and hazards of the intended use and of any unsafe conditions which may exist or portions of any area which are not suitable for use.
- d) Supervise all persons using area under authority of this agreement.
- c) Use Park Area in accordance with General and Special Park Rules and Regulations, a copy of which is attached hereto as **EXHIBIT 'B'** and incorporated herein by reference.
- f) Be financially responsible for any damage to the Park Area and Buildings and Structures thereon, which are caused by the negligent or intentional acts of persons using area under authority of this agreement.
- g) Applicants who are subject to the Americans with Disabilities Act shall comply herewith.

4. **SECURITY**

**PERMITTEE** shall provide private security at its expense for this event to provide a reasonable amount of protection for persons and property.

5. **INDEMNITY AND HOLD HARMLESS**

**PERMITTEE** shall indemnify and hold harmless **CITY** and **PARK DIVISION** and their officers and employees from and against any and all liability, claims, damages, expenses, attorney fees, cost, judgments or settlements which any of them may sustain should any person or party incur or suffer death, personal injury, or property damage as a result of any act or omission arising out of the use of park property or out of any breach of this agreement upon the part of **PERMITTEE** or its officers, employees or agents.

6. **INSURANCE**

**PERMITTEE** shall obtain and maintain one (1) or more policy(ies) of liability insurance written by one (1) or more insurance company(ies) licensed to do business in the State of Wisconsin, which shall contain an endorsement for contractual liability to support the indemnity and hold harmless provision of this agreement, covering death, personal injury and property damage in the amount of **One Million Dollars (\$1,000,000.00)**. A Certificate of Insurance shall be filed with the Park **DIVISION** prior to the event, which shall confirm said coverage and provide the City with twenty (20) days advance written notice of the cancellation, change or termination of said insurance policy(ies).

7. **AUTHORITY**

a) **PARK DIVISION**

The Park Superintendent is authorized to execute this agreement under authorization of Section 6.05E (2) of the Code of General Ordinances.

b) **PERMITTEE**

The **PERMITTEE** enters into this agreement by authority of

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IN WITNESS WHEREOF, the parties hereto have herein executed this agreement on the dates below given.

**CITY OF KENOSHA PARK DIVISION**

By \_\_\_\_\_ Date \_\_\_\_\_  
Signature

Title: \_\_\_\_\_

STATE OF WISCONSIN  
COUNTY OF KENOSHA)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_,  
\_\_\_\_\_, to me known to be such Park Superintendent or his designee within the  
Park Division and acknowledge that he executed this foregoing instrument as under the authority of said  
Park Division, by its authority.

\_\_\_\_\_  
Notary Public, Kenosha County, Wisconsin  
My Commission expires/is \_\_\_\_\_

**Read carefully before signing: This is a Legal Document carrying financial obligations.**

**I have read all Park Rules and Regulations and understand all requirements that are listed in the approval letter. BE SURE TO HAVE YOUR SIGNATURE NOTARIZED.**

**PERMITTEE**

By Scott Ludwig Date 5/20/11

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_)

The above duly authorized representative of PERMITTEE personally came before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to me known to be the persons who executed the foregoing  
instrument, and acknowledged that they executed the foregoing instrument on behalf of the PERMITTEE  
and by its authority.

Andrea Mallonee  
Notary Public, Kenosha County, Wisconsin  
My Commission expires/is 8/5/12



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

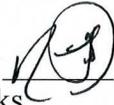
**Street Division**  
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June 10, 2011

To: Michael Orth, Chairman  
 Park Commission

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

CC: Dave Bogdala  
 District 17

Eric Haugaard  
 District 1

Subject: ***Potential Use for Brownfield Funds and 2008 CIP Funds for Petzke Park Improvements and Nash School Recreation Area***

**BACKGROUND INFORMATION**

As previously reported to the Park Commission, staff asked that the remaining funding from the \$100,000 Brownfield Grant originally dedicated to Frost Site be redirected to the Petzke Park expansion onto the MacWhyte Property. However with this funding the Department of Commerce has requested that the funds be utilized ASAP as this funding has been dedicated for numerous years.

Staff would like to propose that Park Commission direct staff to begin design of the Parks Master Plan for installation of the Petzke Park north parking lot and mass grading plan be completed. This will allow staff to utilize the Brownfield Funds and the soil stockpile from the MacWhyte Detention Basin yet this year if possible and remove the existing parking lot near the residents.

Staff has also been advised that the 2008 Playground Equipment CIP Line Item Pk-00-001 has approximately \$59,000 remaining. Staff would like to propose that Park Commission allocate \$3,500 to partner with KUSD for the construction of playground equipment at the Nash School Recreation Area to provide additional recreational amenities to the citizens of that neighborhood. Staff would then propose that the additional funding be redirected to the Petzke Park line item PK-10-004 to be utilized for the design and/or construction of the parking lot and mass grading for the expansion onto the MacWhyte site.

**RECOMMENDATION**

Authorize the Director of Public Works to author a line item transfer request for these two items and to negotiate a design service contract with SAA Design Group to begin the process of developing the plans for the parking lot and mass grading of the Petzke Park expansion.



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 Director/City Engineer  
**Fleet Maintenance**  
 Mauro Lenci  
 Superintendent

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 Superintendent

## DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

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

June 7, 2011

TO: Chairman Michael Orth  
 Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Peddler request from Pedro Nunez

A request has been received from Pedro Nunez for permission to operate his peddler business on Simmons Island Beach. This would be done on Friday thru Sunday from 9:00 am – 8:00 pm. Necessary requirements are as follows:

1. Enter into a Concession Agreement with the City of Kenosha Park Division.
2. Provide a Certificate of Liability Insurance in the amount of \$2,000,000, which indicates that the City of Kenosha is an additional insured.
3. Provide a copy of the permit issued by the Kenosha County Health Department.
4. Provide a copy of all necessary permits issued by the City of Kenosha City Clerk's Office.
5. All trash in the area must be picked up and disposed of properly.
6. In compliance with all Park Rules and Regulations

Recommendation: To approve the request contingent upon compliance with the above requirements.

CC: Alderperson Ted Ruffalo



First of all Pedro's food would like to thank the Board of Park Commissioners for the opportunity to submit this business proposal.

Pedro's food has been in business since 1998 in the city of Kenosha serving Hotdogs, Corn, Snow-cones, Tamales, sodas, and Chips keeping an outstanding record on customer service and never a health violation.

We have participated in several different events like Kenosha Harbor Market, Sunny Summers Market, The taste of Wisconsin and 4th of July fireworks just to mention a few. Pedro's food is insured with \$2,000,000 liability insurance and has all the permits required by the city of Kenosha and the Kenosha health department.

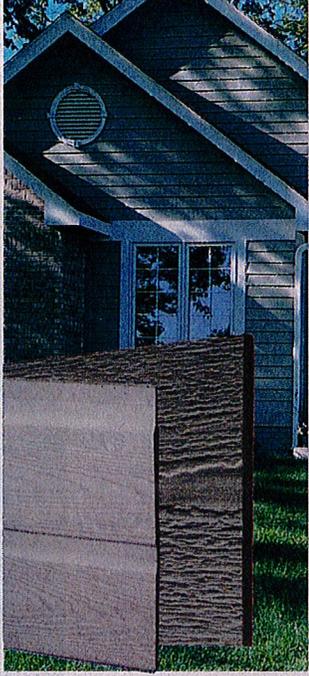
The purpose of this letter is to request permission to operate my business at Simmons Island Beach, Fridays, Saturdays and Sundays From 9AM to 8 PM. At the end of the day we will walk through the area picking trash and we will dispose of it properly.

Please feel free to contact me with any questions or concerns that you may have.

Pedro Nunez  
(262)748-3759  
1309 67<sup>th</sup> Pl  
Kenosha WI.  
53143

Thank you very much!  
Pedro Nunez.

Textured or smooth, treated against rot and decay • Factory primed



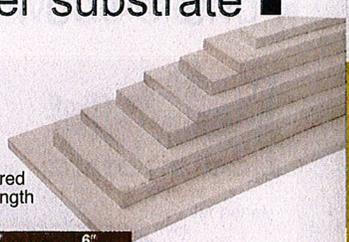
**Engineered Wood Strand Trim Board** MADE IN U.S.A.

- 50 year warranty
- Factory primed
- No knots or voids
- Textured
- 16' length

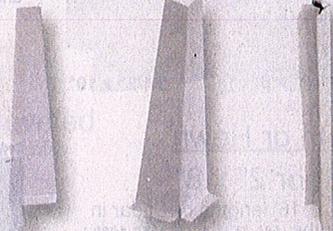
| Size       | 2"       | 4"       | 6"       |
|------------|----------|----------|----------|
| 4/4" x 16' | 142-3096 | 142-3102 | 142-3108 |
| 5/4" x 16' | —        | 142-3132 | 142-3138 |

| Size       | 8"       | 12"      |
|------------|----------|----------|
| 4/4" x 16' | 142-3114 | 142-3120 |
| 5/4" x 16' | 142-3144 | 142-3156 |



**Siding Accessories**



Outside Corner    Inside Corner    Joint

**Aluminum Lap Moulding** MADE IN U.S.A.

• 10 Pack

| Size           | 8"        | 12"      | 12"       |
|----------------|-----------|----------|-----------|
|                | Woodgrain | Smooth   | Woodgrain |
| Inside Corner  | 143-2965  |          |           |
| Outside Corner | 143-3003  | 143-2936 | 143-2994  |

**Joint**    6" x 12" Seam Backer Plate  
• Aluminum 140-0001

| Size  | 7"       | 8"       | 9"       | 12"      | 12"      |
|-------|----------|----------|----------|----------|----------|
|       | Textured | Textured | Textured | Smooth   | Textured |
| 7/16" | —        | 143-3032 | —        | 143-2907 | 143-3029 |
| 5/16" | 140-0005 | 140-0006 | 140-0007 |          |          |
| 3/8"  |          |          |          |          |          |

MADE IN U.S.A.  
**Smooth Lap**

- 7/16" - 12" x 16' 143-2004
- 7/16" - 8" x 16' 143-2000

MADE IN U.S.A.  
**Textured Lap**

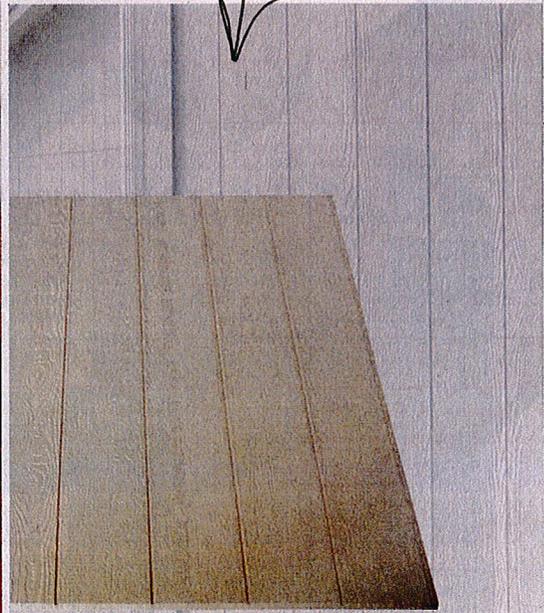
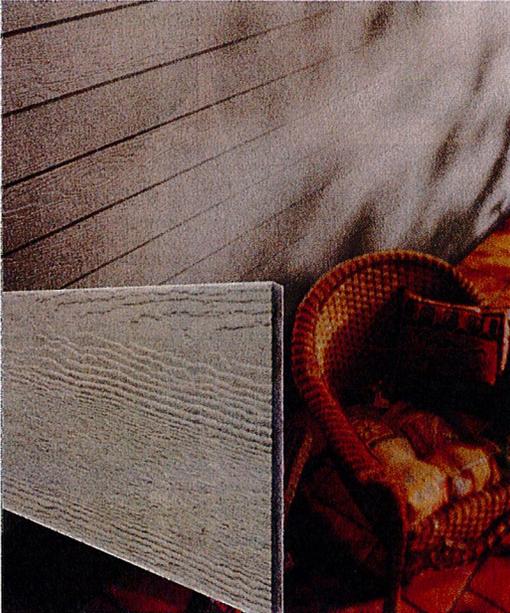
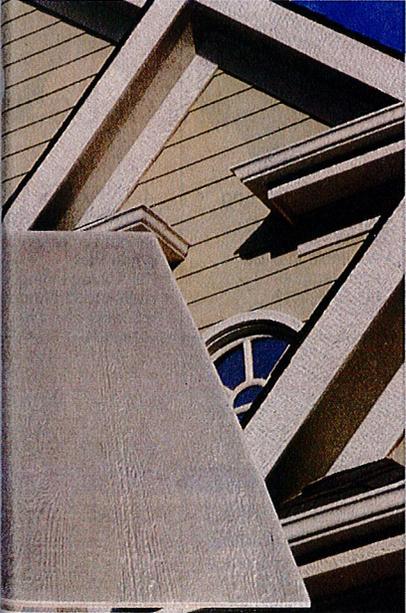
- 7/16" - 8" x 16' 143-1801
- 7/16" - 12" x 16' 143-2101
- 1/2" - 12" x 16' Double 5" 143-2103

MADE IN U.S.A.  
**Textured Panel**

- Grooved 8" on center
- 7/16" - 4' x 8' 143-2143
- 7/16" - 4' x 9' 143-2156
- 4" on center 143-2136

**Precision Series® strand substrate** ■ **LP SMARTSIDE® PRECISION SERIES** MADE IN U.S.A.

Textured, treated against rot and decay • Factory primed



**SmartSoffit™**

- No groove
- 3/8" - 4' x 8' 142-2120

**Lap**

- 3/8" - 6" x 16' 142-2198
- 3/8" - 8" x 16' 142-2204
- 3/8" - 12" x 16' 142-2210

**Panel**

- Grooved 8" on center
- 3/8" - 4' x 6' 142-2102
- 3/8" - 4' x 8' 142-2114
- 3/8" - 4' x 9' 142-2126
- 3/8" - 4' x 10' 142-2132
- 7/16" - 4' x 8' 142-2180
- 7/16" - 4' x 9' 142-2144
- 7/16" - 4' x 10' 142-2162
- 5/8" - 4' x 8' 142-2168
- 5/8" - 4' x 9' 142-2174
- 5/8" - 4' x 10' 142-2180



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

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

**DEPARTMENT OF PUBLIC WORKS**

**Ronald L. Bursek, P.E., Director**

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

June 10, 2011

To: Michael Orth, Chairman  
Park Commission

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

CC: Rocco LaMacchia  
District 5

Jan Michalski  
District 3

Subject: *Approval of Resolution to authorize staff to pursue grants for the Recreational Trails Act*

**BACKGROUND INFORMATION**

Staff has been working with SAA Design Group to identify possible grants for the 2011 Recreation Trails Act grant process which has a grant deadline of June 15. Staff and SAA have identified the following possible grants:

1. Sunrise Park (Master Plan) – Primary Trail system from the south side of the Park and the trail connections to the north and east.
2. Southport Park – Install a 10’ wide asphalt path from the parking lot to the south boundary line connecting to the Kenosha Dunes, reconfiguration of the parking lot striping, and side trail and overlook near the outfall structure.

The 2012 Recreational Trails Act grants will require a 50/50 match to be included in the 2012 CIP. The municipal match can be cash or donation of time/labor.

Staff has obtained a task order amendment from SAA Design Group to complete the grant applications for \$1,945 per grant.

**RECOMMENDATION**

Approve the resolution authorizing the Director of Public Works pursue two grants for the Recreational Trails Act.

## RESOLUTION FOR OUTDOOR RECREATION AIDS

WHEREAS, City of Kenosha is interested in acquiring or  
*(applicant)*  
developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that City of Kenosha has budgeted  
*(applicant)*  
a sum sufficient to complete the project or acquisition and

HEREBY AUTHORIZES Ronald L. Bursek, Public Works Department to act on  
*(name)* *(department)*

behalf of City of Kenosha to:  
*(applicant)*

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that City of Kenosha will comply with state  
*(applicant)*

or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted this 13th day of June, 2011.

I hereby certify that the foregoing resolution was duly adopted by Kenosha Parks Commission at a legal meeting on 13th day of June, 2011.

**Authorized Signature:** \_\_\_\_\_ **Title:** Chairman, Kenosha Parks Commission

**IMPORTANT NOTE:** *The DNR expects the individual authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, carrying out the acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance with grant program.*

## 2011 DNR Grant Applications

### TASK ORDER #4 - SCOPE OF SERVICES

#### Tasks to be completed:

1. Research and Data Collection  
SAA will review recommended project lists from CORP document and assemble preliminary short list for 2011 DNR Stewardship and RTA Grant applications.
2. Grant Application Preparation  
SAA will complete the 2011 DNR Grant applications including narrative descriptions of proposed projects, maps, and detailed cost estimates for selected projects. The RTA applications will be submitted on or before June 15 and the Stewardship applications will be submitted on or before July 15. SAA is prepared to complete 6 applications by the submittal deadline.

#### Deliverables:

Final project deliverables will include the following:

- One (1) hard copy of final grant application for each project including narrative description, detailed cost estimate, and associated maps.
- One (1) CD/DVD containing digital copy of final grant application for each project including narrative description, detailed cost estimate, and associated maps.
- One (1) completed grant application (submitted to DNR) for each project.

#### Schedule:

SAA is prepared to begin work on the project on or about June 1, 2011 and will complete the project by July 15, 2011.

#### Fee:

In consideration of the preceding scope of services, SAA proposes a fixed fee, including expenses of \$1,945 per grant application. The requested six (6) applications = \$11,670.



## DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

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

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

①

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
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June 10, 2011

To: Michael Orth, Chairman  
Park Commission

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

CC: All Aldermen

Subject: ***INFORMATIONAL ITEM – CORP and Master Plan Comments and Time Line***

### **BACKGROUND INFORMATION**

Staff has tentatively put together a timeline for the CORP and Master Plan approval process:

June 27 – all comments on the CORP and Master Plans should be forwarded to Shelly Billingsley to be compiled and sent to SAA for revisions if needed.

July 6 – Revisions to the CORP and Master Plans shall be submitted by SAA for inclusion on the next Parks agenda for approval.

July 11 – Action item to approve the CORP and Four Master plans by the Park Commission

If approved by Park Commission, the CORP and Master Plans will then be forwarded to the Plan Commission and Common Council for approval.

Tentative: Plan Commission – July 21  
Common Council – August 1

### **RECOMMENDATION**

Informational Only – No Action Required



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Director/City Engineer  
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2

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June 10, 2011

To: Michael Orth, Chairman  
Park Commission

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

CC: All Aldermen

Subject: ***INFORMATIONAL ITEM – Sample of Parks using Link to Google Maps***

### **BACKGROUND INFORMATION**

A presentation will be given on the preliminary map that can be used as a link on the City of Kenosha Park Division webpage giving information on each park within the City of Kenosha.

### **RECOMMENDATION**

Informational Only – No Action Required



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Director/City Engineer  
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Superintendent

3

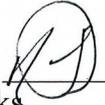
## DEPARTMENT OF PUBLIC WORKS

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June 10, 2011

To: Michael Orth, Chairman  
Park Commission

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

CC: Dave Bogdala  
District 17

Eric Haugaard  
District 1

Theodore Ruffalo  
District 2

Subject: ***INFORMATIONAL ITEM - Potential 2011 DNR Stewardship Grant Application***

### **BACKGROUND INFORMATION**

Staff has been working with SAA Design Group to identify possible grants for the 2011 DNR Stewardship grant program which has a grant deadline of July 15. Staff and SAA have identified the following possible grants:

1. Strawberry Creek Park – Main trail system, secondary trail system, selective clearing in wooded areas and shelter building construction near the playground.
2. Peorio Park – Trail connection from the south side parking lot area through the woods, clearspan multi-use bridge, and trail connection to main trail on north side of creek.
3. Simmon's Island – Main boardwalk from Lighthouse Drive to bathhouse, ADA boardwalk spines into beach area, landscaping buffer behind boardwalk, and manufactured dunes.
4. Shagbark Recreational Area – Trail system connecting Bullen, pond loop trail, and city nursery. This must cross the Unity Lodge property and will require a letter of consent from the property owner to apply for the grant.

The 2012 Stewardship grant funding will require a 50/50 match to be included in the 2012 CIP. The municipal match can be cash or donation of time/labor.

Staff has obtained a task order amendment from SAA Design Group to complete the grant applications for \$1,945 per grant.

### **RECOMMENDATION**

Informational Only – No Action Required

**TASK ORDER #4 - SCOPE OF SERVICES**

**Tasks to be completed:**

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**Schedule:**

SAA is prepared to begin work on the project on or about June 1, 2011 and will complete the project by July 15, 2011.

**Fee:**

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