

AGENDA
BOARD OF PARK COMMISSIONERS
Monday, July 26, 2010
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 July 12, 2010 and the special meeting held July 19, 2010.

INFORMATIONAL ITEM:

1. Master Plan for Petzke Park
2. Updates
 - a. Golf Course
 - b. Pools
 - c. Keep Kenosha Beautiful

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 – July 12, 2010

A meeting of the Board of Park Commissioners was held on Monday, July 12, 2010, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 5:57 pm. The following members were present: Chairman Orth, Commissioner LaMacchia, Downing, and Green. Commissioner Kennedy was excused. Staff members in attendance were Jeff Warnock, Shelly Billingsley, and Ron Bursek.

It was moved by Commissioner LaMacchia, seconded by Commissioner Downing, to approve the minutes from the meeting held on Monday, June 28, 2010. Motion passed 4-0.

- C-1. To Amend the City of Kenosha Capital Improvement Program for 2008 and 2009 by Creating Lines PK-10-002 "Lakefront Water Feature" in the Amount of \$29,000 and \$60,000 respectively and Reducing Lines PK-03-001 "Park Renovations" and PK-95-004 "Park Facility Renovations" in the amount of \$29,000 and \$60,000 respectively for a Net Change of \$0.

Staff: Ron Bursek informed that the city would be going with the recycling feature.

It was moved by Commissioner Downing, seconded by Commissioner LaMacchia, to approve.

Motion passed 4-0.

- C-2. Acceptance of Project 09-1411 Kenosha Sports Complex- Field Drainage (3800 42nd Street) which has been satisfactorily completed by Wanasek Corp., Burlington Wisconsin, in the amount of \$333,033.00. (10th District) *(Also referred to Public Works)*

Staff/Commissioners: Chairman Orth commented on how well the drainage is working. Ron informed that the \$16,000 contingency was not used, so the \$16,000 will be used for the netting.

It was moved by Commissioner Downing, seconded by Commissioner LaMacchia, to approve.

Motion passed 4-0.

INFORMATIONAL ITEM:

1. 14th Avenue ARRA Construction. Ron explained that this is the MacWhyte site and that the date has been moved up from October to August. This will also make Petzke Park bigger. Carthage College would like to build a parking lot.
2. Updates – Golf Course, Pools, and Keep Kenosha Beautiful. Chairman Orth explained that the reports handed are for the commissioners review and at the next Park Commission Meeting the park employees will be present to answer any questions or concerns.
3. Tree Trimming, Cutting, and Planting Contracts. Jeff Warnock informed that legal had these in their office for awhile. Ron Bursek informed the commission that engineering will in the future handle these, so that there will not be any more delays. Chairman Orth mentioned that it is too late in the season to trim and plant certain trees. Chairman Orth also asked about the storm damage branches that were dropped off at Anderson Park if they have been cleared out yet.
4. Presentation by Schreiber/Anderson on status of the Comprehensive Outdoor Recreation Plan and Master plans for Sunrise and Strawberry Creek Parks. Reed Dunbar and Blake Theisen with Schreiber/Anderson gave a power point presentation. Public Information meetings have been schedule for the four focus sub areas.

DIRECTOR/SUPERINTENDENT COMMENTS: Credit Card machines have been installed at the golf course. Cameras also have been installed at the golf course. Jeff had one call so far for the signs on the fence and they turned it down. Commissioner Downing said that he should contact different companies to get them do pay \$5,000 for the sign, it is a great location a lot of traffic.

CITIZEN/COMMISSIONERS COMMENTS: Alderman Bogdala, 17th District, spoke on Kennedy Drive and he would like to have focus sub area #3 rescheduled. Commissioner Downing question the safety of the first base spikes at Lincoln park. Chairman Orth read an e-mail he received against Kennedy Drive closing at 7:00pm. Chairman Orth mentioned that the trees in Wolfenbuttel Park and Eichelman Park need trimming. Chairman Orth said that ATC is removing trees near the power lines.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 7:40 pm.

CITY OF KENOSHA – BOARD OF PARK COMMISSIONERS
Meeting Minutes – July 19, 2010

A meeting of the Board of Park Commissioners was held on Monday, July 19, 2010, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 6:45 pm. The following members were present: Chairman Orth, Commissioner LaMacchia, Downing, Kennedy, and Green. Staff members in attendance were Jeff Warnock and Dirk Nelson.

- C-1. Award the Tree Removal Contract #10-10 to Droprite Tree & Landscape, LLC, Somers, Wisconsin in the amount of \$60,000. *(Also referred to Finance Committee and Stormwater Utility Committee)*
It was moved by Commissioner Downing, seconded by Commissioner Green, to approve. Motion passed 5-0.
- C-2. Award the Parkway Tree Pruning Contract #09-10 to Trees “R” Us, Inc, Wauconda, Illinois in the amount of \$100,00.00. *(Also referred to Finance Committee and Stormwater Utility Committee)*
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed 5-0.
- C-3. Award the Tree Planting Contract #11-10 to Paul Swartz Nursery & Garden Shop, Inc, Burlington, Wisconsin in the amount of \$50,000.00. *(Also referred to Finance Committee and Stormwater Utility Committee)*
It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve. Motion passed 5-0.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 6:50 pm.



ENGINEERING DIVISION
MICHAEL M. LEMENS, P.E.
DIRECTOR/CITY ENGINEER

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

ADMINISTRATION SUPERVISOR
JANICE D. SCHROEDER

DEPARTMENT OF PUBLIC WORKS

RONALD L. BURSEK, P.E., DIRECTOR

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July 21, 2010

To: Michael Orth, Chairman
Park Commission

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

Cc: Eric Haugaard, District 1

Subject: ***INFORMATIONAL ITEM – Master Plan for Petzke Park***

BACKGROUND INFORMATION

The Kenosha Park Division has received a task order amendment from Schreiber Anderson Associates, Inc (SAA) to complete a Master Plan for Petzke Park, located at 1700 29th Street. The Park Division is currently under a professional services agreement with SAA for the development of the Comprehensive Outdoor Recreation Plan and three Master Plans (Strawberry Creek, Sunrise and Simmons Island Parks).

Petzke Park is located adjacent to the former MacWhyte site and the City has received an inquiry by Carthage to expand the existing park property onto the site. Carthage has voiced interest in making a donation to the City for possible amenities to be added to an expanded Petzke Park. Through the Master Plan development process the boundaries of this expanded park could be discussed as well as the view of the adjacent and neighboring property owners. Developing a master plan for the park will allow for public involvement and comments relating to the existing and possible expanded amenities for Petzke Park.

RECOMMENDATION

Informational Only – No Action Required

TASK ORDER #2 - SCOPE OF SERVICES

Tasks to be completed:

1. **Research and Data Collection**
SAA will acquire and review existing plans, maps, and surveys related to the property. County GIS will be used as the basemap for all conceptual design. Elements to be investigated include topography, drainage patterns, wetlands, floodplains, brown-field remediation plans, development limitations, and the natural environment. The entire project team will collaborate for review.
2. **Environmental Status and Impact Meeting**
Hold a meeting with DNR, city staff, ELM, and other stakeholders to review brownfield status and development possibilities. This meeting will also review city plans for the 14th Avenue reconstruction.
3. **PIM #1: Park Program and Vision**
Conduct a public meeting to gather stakeholder input and preferred park programming and amenities utilizing methods such as nominal process and visual preference exercises. This will also include a site visit for the SAA design team. (Meeting #1) This meeting will be attended by the project manager (Blake Theisen) and the landscape designer (Patrick Hannon).
4. **Programming Meeting with City staff and Carthage College staff**
Conduct a workshop meeting/design charrette with city staff and stakeholders from Carthage College to determine required park elements, programming needs, maintenance agreements, and other desired amenities. This meeting should be coordinated with the PIM and held on the same day.
5. **Concept Development**
SAA will prepare two (2) conceptual plan drawings for Petzke Park to include:
Site layout
Conceptual landscaping
Amenity layout
Cross sections
Design character images

The project manager will develop and oversee the design process. The entire project team will collaborate for review.
6. **Prepare Preliminary Cost Estimate**
SAA will prepare preliminary cost estimates for the two (2) concepts. Our team utilizes current pricing structures from other recent SAA project bid tabulations, DOT standard costs, and input from local contractors. Estimates will be prepared by the project manager and landscape designer.
7. **Meeting with City staff and Carthage College staff**
We will review the conceptual drawings for Petzke Park with the city and Carthage College staff. SAA will also meet with the Kenosha County stormwater review agency the same day. (Meeting #2) The meetings will be attended by the project manager.
8. **Meeting with Park Commission**
SAA will present the two (2) concepts and cost estimates to the Park Commission to determine the preferred design program. Direction from this meeting will be utilized to refine the preferred layout and cost estimate in preparation for the draft report. The meeting will be attended by the project manager.

Petzke Park Concept Master Plan

9. Prepare Draft Report

SAA will prepare a draft report summarizing the public input and preliminary recommendations for Petzke Park. This will also include the two (2) preliminary concepts and cost estimates. The report will be written by the project manager with input from the landscape designer.

10. Refine Preferred Concept and Cost Estimate

SAA will update the preferred conceptual plan and associated cost estimate and develop a Final Master Plan for Petzke Park. Plans will be revised and submitted to the City by the project manager and landscape designer.

11. Prepare Final Summary Report

A Final Master Plan summary report will include plan drawings, cost estimates, funding strategies, character images, and implementation recommendations for Petzke Park. The project manager will assemble and submit this report to the City.

Deliverables:

Final project deliverables will include the following:

- Five (5) copies of the draft submittal including the two (2) conceptual plans and associated cost estimates
- Fifteen (15) copies of the draft submittal including two (2) conceptual plans and associated cost estimates
- One (1) 24x26 inch mounted of each concept for the review meeting
- Twenty-six (26) copies of the final Master Plan summary report including 11x17 inch graphics; Two (2) compact disks (or DVDs) with native and pdf file formats
- Two (2) 24x36 inch mounted final Master Plan graphics

Schedule:

SAA is prepared to begin work on the project on or about July 6, 2010 and will complete the project by October 1, 2010

Fee:

In consideration of the preceding scope of services, SAA proposes a fixed fee, including expenses of \$15,924.

End Work Scope

MONTHLY COMPARISONS 2010, 09 & 08 (AS OF JUNE 30)

GREEN FEES	2010	2009	2008
ADULT MON-FRI	\$20,889.50	\$20,705.00	\$19,340.00
ADULT SAT - SUN	\$19,758.50	\$20,220.75	\$23,457.50
SENIOR W/PASS	\$14,208.75	\$12,082.50	\$12,311.00
SENIOR W/O PASS	\$6,483.75	\$3,106.25	\$4,080.00
JUNIOR	\$3,930.00	\$2,899.75	\$2,848.00
CITY EMPLOYEE	\$992.25	\$884.25	\$775.25
EARLY BIRD & TWILITE	\$0.00	\$6,978.00	\$5,775.00
EARLY BIRD	\$4,972.50	\$0.00	\$0.00
TWILITE	\$2,865.00	\$0.00	\$0.00
ADULT + FREE JUNIOR	\$451.00	\$0.00	\$0.00
SENIOR W/P FREE JUNIOR	\$101.25	\$0.00	\$0.00
SENIOR W/O PASS FREE JUNIOR	\$70.00	\$0.00	\$0.00
10 - CARD PUNCH TICKET	\$4,275.00	\$3,895.00	\$4,320.00

GAS CARS	2010	2009	
ADULT (2-PERSON)	\$10,498.00	\$9,961.50	\$10,918.00
1/2 GAS CAR (1-PERSON)	\$4,200.00	\$3,784.00	\$4,800.00
SENIOR	\$7,656.00	\$6,900.00	\$6,754.80
EARLYBIRD (2-PERSON)	\$1,044.00	\$0.00	\$0.00
EARLYBIRD 1/2 (1-PERSON)	\$288.00	\$0.00	\$0.00
TWILITE (2-PERSON)	\$336.00	\$0.00	\$0.00
TWILITE 1/2 (1-PERSON)	\$48.00	\$0.00	\$0.00
10 - CARD PUNCH TICKET	\$200.00	\$0.00	\$240.00

GIFT CERTIFICATES	\$1,714.84	\$1,454.25	\$1,780.00
\$40.00 SPECIAL (JUNE ONLY)	\$1,040.00	\$0.00	\$0.00
JUNIOR & CITY PASSES	\$0.00	\$760.00	\$730.00
SENIOR SEASON PASS	\$4,700.00	\$4,500.00	\$4,550.00
RENTALS	\$1,015.00	\$1,043.00	\$793.50
EQUIPMENT	\$892.24	\$1,504.02	\$1,442.99
CONCESSION	\$12,257.86	\$8,141.48	\$8,701.19
SALES TAX	\$6,816.48	\$381.78	\$367.89

TOTAL GOLFERS	9086	7820	8259
TOTAL CASH	\$131,703.92	\$109,201.53	\$113,985.12



Engineering Division
Michael M. Lemens, P.E.
Director/City Engineer

Fleet Maintenance
Mauro Lenci
Superintendent

Administrative Supervisor
Janice D. Schroeder

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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July 9, 2010

TO: Jeff Warnock, Park Superintendent
FROM: Mary Durkee, Pool Operations Supervisor
RE: Update on Pool Operations

The 2010 Pool Operations budget was reduced In several areas. We approached the season looking for ways to stay within our budget and to continue to provide a service to the general public. In looking at how other cities were handling budget constraints, we felt it was better to open for the normal minimum of ten (10) weeks, but with reduced hours. Also, in reviewing the 2009 attendance records, the day with the lowest attendance was Monday, therefore it was decided to close the pools that day during the summer. The hours of operation were reduced by three (3) hours Tuesday thru Friday; Saturday and Sunday reduction was by one (1) hour. The pools now operate Tuesday through Sunday from 1:00 pm – 6:00 pm.

Pool operations were also closed from Saturday, July 3 through Tuesday, July 6, 2010. Attendance records from previous years indicated that on this holiday weekend, attendance was very low. On Tuesday, July 6, 2010, operations were closed due to the City furlough day.

Staffing was another issue for the pools with respect to state regulations on the number of guards needed in order to operate safely. The position of Head Guard was eliminated, and we only rehired those employees that indicated they would return for the 2010 season. Current staff includes, 2 Pool Managers, 33 Lifeguards and 10 attendants.

I have enclosed documents for your review. Anderson and Washington Pools Attendance records from 2004 to the end of June 2010, and the Pool Revenue report which compares the month of June 2009 and 2010. It should be noted that in 2010, the hours were reduced and the Twilight Hours were eliminated. The twilight swim hours in 2009 were from 6:00 pm – 7:45 pm for an admission of \$2.00 per person.

If you have further questions, please let me know.

POOL REVENUES AND STAFFING

POOL REVENUES			
Type	2009	2010	
And Child	\$11,378.50	\$6,972.00	
Wash Child	\$7,031.50	\$4,377.00	
And Adult/Sr	\$5,654.00	\$3,187.00	
Wash Adult/Sr	\$4,023.00	\$2,170.00	
Twilight/Non Swim	\$2,324.00	\$764.00	
Season Passes	\$11,824.00	\$9,818.00	
TOTAL	\$42,235.00	\$27,288.00	
NOTE: Hours reduced in 2010, No twilight swim in 2010			
POOL STAFFING			
Type	2009	2010	
Lifeguards	\$28,335.15	\$24,917.08	
Attendants	\$5,956.04	\$5,721.98	
TOTAL	\$34,291.19	\$30,639.06	



Action Plan 2010 July Update

Keep Kenosha Beautiful

Introduction

Thank you again for taking the time to listen to the Keep Kenosha Beautiful Action Plan July update for 2010. My name is Catherine Mantuano and I have been the KKB coordinator since September, 2007. This summary has retained information from the March presentation in order to update any new Park Commission members.

At the time I started, the Keep Kenosha Beautiful Commission programs were focused on recruiting volunteers for the Adopt-A-Spot gardens, the Nice Job Neighbor beautification program, clean-ups and involvement in events such as: Bloomin Days, Arts and Flowers and the International Coastal Clean-Up. The primary focus of the Coordinator position was "...for the planning, implementation, coordination, and maintenance of programs to improve the beautification and litter prevention in the City of Kenosha." (See attached job description as provided by the Human Resource Department, Exhibit A in the back of this report.)

During my first year, I experienced a movement underfoot which was the "green" culture. I attended a "Green Kenosha" meeting and discovered first hand the concern Kenosha citizens had regarding our community's green efforts. The meetings continued, many contacts were made and partnerships were formed. The Celebrate Earth Day at Gateway event was introduced in response to this grass roots movement and KKB was part of the original planning committee for that event. The KKB Commission also received a \$10,000 grant supporting our Cigarette Litter Prevention Campaign as a direct result of the new partnerships.

The Keep Kenosha Beautiful Commission has continued to nurture the programs that have been around since 2007, but have also added new programs. These programs were created due to the ever changing demands of our city and it's constituents. KKB is excited to share these programs with you.

Keep Kenosha Beautiful

Summary

The Keep Kenosha Beautiful Commission is honored to present information about our past, present and future. The following is a summary of what we will be sharing with you in this plan and at the Park Commission meeting.

History: The history is a brief description of why the Keep Kenosha Beautiful Commission was created. It also touches on how the KKB coordinator job duties have adjusted to the changing needs of our City and it's citizens.

KKB Commission: The KKB Commission is a group of civic leaders with varied backgrounds. There are business executives, education specialists, entrepreneurs, environmentalist, gardeners, moms, and dads. It is mandatory that an Alderman serves on the KKB Commission and we are fortunate to have Alderman LaMacchia, Sr. as our representative.

Litter Prevention: The KKB coordinator organizes clean-ups around the City of Kenosha. The KKB Commission supplies bags, gloves, tally sheets and activities such as the KKB simple games or grant partnerships. Each year this number grows as KKB partners with educators, local businesses, civic groups and families. The clean-ups educate, promote community service and civic pride, fight blight, and increase Kenosha property values.

Flowers: In the mid-1990's the Keep Kenosha Beautiful Commission developed a new program called "Adopt-A-Spots". Volunteers are recruited to maintain and clean up perennial gardens throughout the City. Many of the plots were previously neglected parcels of land or more formal annual beds. The perennial gardens provide beauty throughout the growing season and create civic pride. They also help prevent blight and increase property values.

Recycling: The State recycling requirements are ever changing, and Keep Kenosha Beautiful has been a partner alongside the Kenosha Public Works Department since KKB's inception. KKB has continued educating through presentations, on-line information and at city wide events. The "Green" awareness has made public interest in recycling soar and KKB is moving forward with programs to support the needs of the city.

Storm Water Management through Native Plants: This is a new program for Keep Kenosha Beautiful. It began when the KKB coordinator attended a seminar on native plants and met Nan Calvert, President of Wild Ones. She was the liaison between the City and the Root-Pike WIN. The KKB Commission is now partnering with Stormwater Utility and planting native plants in our community.

Beautification Programs: KKB will continue to coordinate the Nice Job Neighbor program. The KKB Commission will also continue it's partnership with KUPP and Lemon Street Gallery.

Outreach: KKB is continuing to explore new tools to partner with companies, schools, civic groups, colleges and the general public. These partnerships are a "win-win" situation for all involved. The people who benefit from these efforts are the citizens of Kenosha, the tourist and the potential citizens who come to visit the City of Kenosha.

History of Keep Kenosha Beautiful Program

In 1988, then Public Works Director, Don Holland, attended a Public Works Conference where the national Keep America Beautiful Program (KAB) was introduced. Information on becoming a local affiliate of Keep America Beautiful was brought back to the Common Council. A decision was made to pursue the affiliate status with Keep America Beautiful. Members of the community were selected to attend a pre-certification workshop and all steps were completed to become a KAB affiliate.

Keep America Beautiful, Inc. is the nation's largest volunteer-based community action and education organization. With a network of nearly 1,000 affiliate and participating organizations, KAB forms public-private partnerships and programs that engage individuals to take greater responsibility for improving their community's environment. Keep America Beautiful combines education with hands-on stewardship to make America's communities cleaner, greener, safer, and more livable. KAB programs activate millions of volunteers each year in hands-on community improvement activities, where they learn how to take personal responsibility for improving their local community environments. Each of these organizations address local challenges by engaging and inspiring community stewardship in three focus areas — litter prevention, waste reduction and beautification. Keep America Beautiful provides its network with national programs, public awareness campaigns, and educational materials that can be used by our affiliates to benefit their local communities.

In 1989, a part time coordinator (24 hrs per week) was hired to implement the Keep Kenosha Beautiful (KKB) Program, an affiliate of Keep America Beautiful. The KKB Coordinator worked out of the Public Works Department. The responsibilities for this position include neighborhood clean-ups, reuse, reduce and recycling education for all ages, and neighborhood beautification.

Also during this same time, the State of Wisconsin passed mandatory recycling legislation mandating the recycling of appliances, yard-waste, motor oil, tires, newspapers, magazines, office paper, plastics, glass containers, and steel and aluminum cans. A greater portion of the KKB Coordinator's job responsibilities focused on educating citizens about these new regulations.

In 1994, the job responsibilities of the Keep Kenosha Beautiful Coordinator were split, and a part time position of Recycling Coordinator was created. One individual worked as the Keep Kenosha Beautiful Coordinator and another individual worked as the Recycling Coordinator. Both individuals shared an office and worked together in the Public Works Department. State and national awards were received for programs that were developed promoting reuse, reduce and recycling.

Sometime in the mid 1990's, a budgetary decision was made to drop the affiliation with Keep America Beautiful. The required yearly dues to remain an affiliate became cost prohibitive. Keep Kenosha Beautiful continued to focus on neighborhood clean-ups, beautification efforts and developed a new program called Adopt a Spot. Volunteers agree to plant, water and maintain a previously neglected piece of public land for one year.

In 2007, the current KKB Coordinator retired and a new coordinator was hired. She continues to work part time out of the Parks Division of the Public Works Department.

KEEP KENOSHA BEAUTIFUL COMMISSION

Terms expire May 1

Betty Kriederman 3921 19 th Avenue	(h)658-8561	2011 (-)
Jane Bekos 6207 7 th Avenue, #18	(h)652-5398	2011 (-)
Brian Hervat 7409 98 th Avenue, D	(h)620-4742	2012 (*)
Janet Steinmetz 1341 1 st Street (Racine)	(h)553-2151	2012 (-)
Pamela Thomey 7216 5 th Avenue	(h)652-7384	2012 (-)
Jennifer Schuman 10100 70 th Street	(h)925-1162	2012 (*)
Jeanette Stevenson 5042 29 th Place	(h)605-0954	2013 (-)
Rosemary Thompson 5214 70 th Street	(h)654-4472	2013 (-)
Christine Pratt 8210 61 st Avenue	(h)942-0436	2013 (-)
Alderman Rocco LaMacchia, Sr.	(h)551-9892	2013
Kathryn Prozanski 4429 88 th Place	(h)697-1155	2013 (*)

* may serve one more term

- cannot be reappointed

Ord. 62-04, passed 12/20/04, changed size of commission from 15 members to 11 members. Term is three years.

Keep Kenosha Beautiful

Litter Prevention

The KKB coordinator organizes clean-ups around the City of Kenosha. The KKB commission supplies bags, gloves, tally sheets and activities. Each year this number grows as KKB partners with educators, local businesses, civic groups and families. The clean-ups educate, promote community service and civic pride, fight blight, and increase Kenosha property values.

Projects:

Sunny Squads: This project focuses on kids pre-K to 5th grade. We are marketing to elementary schools, individual families and girl scouts throughout the City of Kenosha. The goal is to motivate our youth to clean-up litter while out playing in the parks, in their neighborhoods or on school grounds. Picking up litter helps to beautify the city and can also be fun. The “take charge” attitude helps to build kids confidence through participation and creates pride in where they live.

Since spring, more than 230 Sunny Squads have cleaned up more than 83 bags of garbage. The Kenosha Girls Scouts, neighborhood groups and KUSD have contributed to that number. More than 17 Kenosha Unified classes have committed to the Sunny Squad program. The KUSD squads will go out into the school grounds at least once a week and pick up garbage. They will also continue working with Christine Pratt, Science Curriculum Teacher Consultant, as they create lesson plans and service learning projects with the students.

School Clean Ups: The Kenosha Unified School District, will distribute KKB clean-up supplies to classes of all ages throughout the school system. This project is a partnership with the Service Learning initiative and the Science Curriculum at KUSD. The figures regarding the April clean-ups were predicted to be as high as 2,000 students from 28 schools. (See attached e-mail as provided by Christine Pratt, Science Curriculum Teacher Consultant, Exhibit B.) These numbers were based on the e-mail response the Service Learning Coordinator received and the amount of bags and gloves delivered. More than 165 bags of garbage was collected.

The KKB website kicked off an on-line tally form for clean-up results. There were 45 KUSD logs on the KKB website in which 1620 participants were logged. More than 2/3rds of clean up participants logged their results on this new tool.

Custom Events for Miscellaneous Service Organizations: KKB still provides bags and gloves to groups who want to help the environment, the city or donate service hours. We have customized events to fit individual needs. Some examples of clean up events that have occurred this year are:

- Beach Clean-up Birthday Party, 10 girls cleaned up 9 bags of garbage on Alfred beach.
- Loving Paws Poop Scoop, 30 dog walkers cleaned up 15 bags of garbage and dog poop, in the Harbor Park and Friendship Park area.
- Boys & Girls Club, two day clean up, Before and After School program, Gang Prevention group, and various sports teams participated. Every City District was represented. KKB recruited Best Buy employees to help physically as well as for fund-raising purposes. Over 90 bags of garbage were collected.
- Retail organizations such as Best Buy, Northface and Timberland, make it mandatory for employees to volunteer time in the community. All of the above have participated in several clean-ups for the City. Approximately 36 bags of garbage have been collected since April.

-Indian Trail Academy, Biotechnology and Environmental Studies, water quality testing, invasive species removal and clean-up at Horizon Park, Kilbourn Creek. (See attached e-mail as provided by Amy Garrigan, Service-Learning Facilitator, KUSD, Exhibit C.)

International Coastal Clean Up: KKB organizes a beach clean-up in partnership with the International Coastal Clean up, the Ocean Conservancy and the Alliance for the Great Lakes. The date for 2010 will be on Saturday September 25th from 9am until 12pm. Volunteers meet at Harbor Market to get their supplies which include a tally sheet. These results are then sent to the Ocean Conservancy where they are documented along with the results throughout the world. This information gives all involved valuable information to use for research opportunities. There is a press release which is followed up with an article in the Kenosha News.

Cigarette Litter Prevention Campaign: KKB will continue to educate Kenosha citizens about cigarette litter through posters and our website. Working with the Parks Division, we will place 12 cigarette receptacles in high cigarette litter public locations. We will continue to partner with Keep America Beautiful and Keep Greater Milwaukee Beautiful in order to expand the program.

Volunteers: KUSD Staff and Students, The North Face employees, Snap-on Tools, Private Schools, Gateway Technical College, Students Today Leaders Forever, Miscellaneous Civic Groups, Best Buy, Kenosha Sports Fishermen, UW-Parkside, Timberland, Loving Paws,

Keep Kenosha Beautiful

Recycling

Education: Keep Kenosha Beautiful and Public Works will continue to educate schools and civic groups about the city's recycling program. We also have links to other local municipalities recycling efforts on our website. This resource helps to offset the many questions we receive at events. KKB will also educate citizens about the “Five R's”: reduce, reuse, recycle, re-purpose, rethink. The “Five R's” are tools that help reduce the amount going into our landfills. This is fiscally beneficial to the City's budget and great for our environment.

We have also continued to partner with Gateway Technical College at the “Celebrate Earth day at Gateway” event. Keep Kenosha Beautiful was included in all the advertising for the event including newspaper and promotional give-aways. We were also interviewed several times on Channel 14 and on WGTD. More than 1500 people attended this year and the amount of vendor participants continues to improve in quality as well as quantity. Some of the partnerships included the Dimensions of Learning, UW-Extension, Snap-on Tools, and X-Ten.

Keep Kenosha Beautiful was also one of the sponsors to bring Mr. Tom Szaky into Kenosha for a speaking engagement during Earth week. Mr. Szaky is the CEO of TerraCycle. He and his company were featured on the cover on Inc. Magazine, and later Tom was awarded the #1 CEO in America, under 30 years old. Tom Szaky and his staff are featured in a National Geographic television show called Garbage Moguls. As a result of his appearance, Keep Kenosha Beautiful in partnership with Snap-on tools has become a TerraCycle Brigade. Snap-on is collecting garbage, and sending it to TerraCycle. This collection effort keeps garbage from the landfill and raises money for Keep Kenosha Beautiful.

Keep Kenosha Beautiful was also a partner in the Kenosha Public Museum Earth Day event. We organized educational activities for kids and adults, based on the Sunny Squad five R's (reduce, reuse, recycle, repurpose, rethink).

Event Recycling: KKB partnered with multiple city departments to focus on recycling at events and in our parks. The city applied for a recycling container grant offered by Coca Cola and Keep America Beautiful. The recycling container grant was not awarded to the City of Kenosha. We will continue to look for private funding and grants to support this endeavor in the future.

Interactive Recycling “Float”: KKB & the Parks Division, partnered with Lakeview Technical Academy in creating an interactive recycling float. The project was a learning experience for all involved. The float was completed and promoted at an event at Lakeview Technical Academy. The press and community leaders, such as Brian Albrecht, President of Gateway Technical college, were at this event.

Partnerships: KUSD, Parks Division, Mayors office, Public Works Division, Waste Division, Gateway Technical College, Snap-on Tools, The Kenosha Community Foundation, Terra Cycle, Inc., Kenosha Public Museum

Keep Kenosha Beautiful

Storm Water Management through Native Plants

Rain Gardens: The rain gardens are a partnership between Stormwater Management, KKB, Tremper Ecology Classes and the Root Pike WIN. We are in the process of planting two, 600 square foot rain gardens on the east side of the Anderson Pool building. KKB and KUSD Service Learning Department, sponsored rain garden and native plant expert, Nan Calvert, to speak to the Tremper Ecology classes in April. The classes created brochures that could be used to educate the public about rain gardens. Due to weather conditions (wet and muddy site), they were not able to plant the garden before the school year ended, but they were able to design the garden. Due to wet conditions, the finished leveling has not been completed. Student volunteers will be contacted this summer, to help plant, as soon as the site is approved.

River Crossings Swale: KKB in partnership with Storm Water Management will help to create a native swale aka "Bio-Swale" in the River Crossings neighborhood. The Stormwater Initiative has hired native plant expert Nan Calvert to educate, design and implement the trial bio-swale. The program initially, brought in Ms. Calvert to speak to the owners about the benefits of native plants on the landscape. This was done through a series of community meetings in order to get public support. The final plan is to plant native plants in the wettest areas of the swale and "no mow" grasses along the edges. This will draw water down to the water table. This will prevent large runoff and soggy conditions. KKB has been recruiting volunteers to plant the swale through resources such as WGTD radio, the Kenosha News, the KKB website, at public events, Racine & Kenosha UW-Extensions plus phone and e-mail solicitation. We will continue to do so until the site is planted or the KKB coordinator's hours run out. The site has been prepared but due to weather conditions, it has not been planted as of today's date. Site continues to be monitored for earliest planting opportunity.

Park Division: KKB is planning a native garden, rain garden combo on the north side of the parks department building. The parking lot will be eventually be torn out and replaced with native plantings. This will serve as another educational opportunity to display the relationship of native plants and storm water run off.

Keep Kenosha Beautiful

Beautification Programs

KUPP: KKB will continue to partner with the Kenosha Union Park Project. In 2009, KKB was able to help organize the mosaic pot project in conjunction with Lemon Street Gallery, and the Park Division. We will continue to help revitalize the park and surrounding neighborhood.

Nice Job Neighbor Program: Keep Kenosha Beautiful will continue to organize this successful program. Kenosha citizens are able to recognize and thank their neighbors for beautification efforts, by nominating them for a *Nice Job Neighbor* article in the Kenosha News. The articles are written by KKB's talented volunteer, Lynda Guy. These articles are posted in the Home section on Thursdays, June to September. Beautification is subjective... it could be a wonderful garden, or a Cinderella make-over on an old or run down property. An exquisite lawn could also receive a nod of approval. The public decides what neighbor deserves recognition by placing one of the *Nice Job Neighbor* door hangers on their door.

Keep Kenosha Beautiful

Outreach

Public Information:

Snap-on tools and KKB have continued to expand its partnership. Snap-on included KKB and Stormwater Utility in their bi-annual Green Works event on the Snap-on campus. There were over 450 people in attendance including Mr. Nick Pinchuk, President, CEO, and Chairman of Snap-on Tools. They included KKB green initiatives in their monthly Green Works newsletter. They have recruited volunteers for various KKB projects including: two adopt-a-spot gardens, and beach captains for the International Coastal Clean-up.

As a result of this outreach, Snap-on Tools donated over \$4000 worth of high quality gardening tools to KKB and the Parks Division.

KKB has pursued a partnership with the Neighborhood Watch program. Some of the areas that need clean ups the most are in transitional neighborhoods where there is more crime. It is challenging to keep the neighborhoods clean as well as to form Neighborhood watches in the higher crime areas. A partnership using creative resources such as Sunny Squad groups and neighborhood rummage sales could give both KKB and the Neighborhood Watch Program more contacts. This partnership can help to fight blight and crime in the City of Kenosha.

Downtown Bid: KKB and the Downtown BID has partnered on gardens, cigarette receptacles, Twilight Market, clean-ups, and Sunny Squads.

KUSD Partnership: Our partnership with KUSD will continue to expand in 2010. Many have been previously mentioned, such as the rain gardens with Tremper, Earth month clean-ups, the Sunny Squad program, and KKB presentations.

Bradford High School restored of approximately fifty wood and metal park benches. The “new” benches are presently being used at the Pennoyer Park band shell.

The Indian Trails Bio-Tech students visited Horizon Park for water testing education. The DNR, KUSD Service Learning Initiative and KKB partnered in a grant that supplied the school with new and improved water testing equipment. More than 100 students spent the day testing the water in Kilbourn Ditch and documenting results. They finished the day cleaning Horizon Park.

Kenosha Sportsfishing and Conservation Group: The KKB coordinator has made a presentation to the group regarding cleaning efforts. The KSCG would like to expand the partnership to include a large Pike River clean up in the fall. This partnership would also include Dan Meyers, who initiated a Pike River clean-up three years ago. Participation is dependent on KKB's limited resources.

Press Releases: We will continue to send out press releases when we have projects that need volunteers. We will also continue our strong relationship with the Kenosha News, WGTD Radio, Channel 14 and Happenings Magazine when there is information to get out to the public.

Keep Kenosha Beautiful

Goals for 2010

The Keep Kenosha Beautiful Commission and coordinator has continued to maintain all beautification programs such as the Adopt-A-Spot gardens and the Nice Job Neighbor recognition program.

There has been an increased focus on clean-ups and the Sunny Squad program. The processes we have put in place have brought volunteers out to clean, with or without KKB's attendance at each clean up. The KKB coordinator has gone to larger volunteer sources such as KUSD, Boys and Girls Clubs and various companies in order to streamline the time it takes to coordinate multiple small events and programs. This process also increases the amount of volunteer energy and accomplishments that contribute to the community.

KKB has developed new on-line tools which have collected valuable information for the KKB Commission. This information helps recruit volunteers and downloads volunteer results, which will help determine Return On Investment (ROI) for many of our programs.

KKB has continued to create service learning projects for students. These projects educate the students about the benefits of volunteering as well as about the specific project theme.

KKB introduced the Storm Water Native Plant program through several presentations as well as volunteer opportunities. This initiative informs the public about stormwater and gives them tools to relieve storm water damage. Some of these tools are rain gardens, and native plants.

KKB will continue to educate citizens about Kenosha's recycling program and the "Five R's". We will continue to move forward with an event recycling pilot plan as resources become available.

The KKB Commission will continue to use and expand its resources and partnerships. The KKB commission is considering moving forward with a partnership with Keep America Beautiful. Due to the KKB Commission's diligence, the affiliate joining fee was reduced from \$4000 to \$450. Part of this reduction in cost is due to the strength of the Keep Kenosha Beautiful commission and the support we have received from the City of Kenosha and its volunteers.

KEEP KENOSHA BEAUTIFUL COORDINATOR

Parks Department

GENERAL OVERVIEW OF POSITION: This position is responsible for the planning, implementation, coordination, and maintenance of programs to improve the beautification and litter prevention in the City of Kenosha. This program involves broad-based public education. The position is responsible for extensive volunteer recruitment and training, media relations, assistance in preparation of budget, meeting agendas and meeting minutes. The position will act as liaison with the Keep Kenosha Beautiful (KKB) Commission, City Administration, and the Parks Department to ensure program accountability.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Manages day-to-day operations of current Keep Kenosha Beautiful programs;
- Promotes public interest in the beautification and litter prevention;
- Initiates, plans, and coordinates programs for litter control in conjunction with and in cooperation with citizens, government, businesses, and industries;
- Manages Adopt-a-Spot garden program; encourages the placing, planting, and preservation of trees, flowers, plants, shrubs, and other ornamentation
- Recruits, trains, assists and supervises volunteers who plan, plant and care for numerous public perennial gardens.
- Represents KKB Commission at meetings, forums, and the like; works with KKB Commission to identify areas where in-kind services can be donated to KKB;
- Maintains perennial garden program consisting of numerous gardens;
- Provides gardening education to volunteers,
- Provides tools, orders plants, and assists with planting,
- Develops community presentations for school and service groups.

OTHER REQUIRED DUTIES & RESPONSIBILITIES:

- Advises and recommends plans for the beautification of the city;
- Develops and maintains a library of resource materials for volunteers;
- Coordinates fund-raising activities;
- Performs other duties as assigned.

REQUIREMENTS:

Training and Experience:

- One year volunteer or paid experience dealing with the media, industry leaders, community groups, and individuals on a project with set goals, objectives, and evaluation criteria;
- One year experience where the applicant has demonstrated the ability to establish and maintain effective public relations and secure the cooperation of others;
- Gardening experience with perennial plants;
- Graduation from a college or university of recognized standing with major course work in communication, education, horticulture, business, art, journalism, or related field desired;
- Or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

Knowledge, Skills and Abilities:

- Knowledge of perennials and general garden design and maintenance;
- Knowledge of various methods to educate adults and children;

- Ability to establish working relationships with the media, community groups, governmental agencies and citizens;
- Knowledge of effective mechanisms to conduct outreach, media, and public relations campaigns;
- Understanding of ways to organize and motivate volunteers;
- Ability to write and speak effectively; organizational management ability; ability to work independently of close supervision;
- Ability to handle reasonably necessary levels of stress;
- Must possess attributes of initiative, tact, courtesy, good judgment and thoroughness.

Physical Requirements: Essential job functions of this position require a significant amount of standing, walking, sitting, climbing, stooping, crouching, kneeling, reaching, and lifting or carrying moderately heavy (20-50 pound) items.

Environmental Requirements: Task may require frequent exposure to adverse environmental conditions.

Sensory Requirements: Work requires visual, color, depth, texture, sound, and odor discrimination.

Additional Requirements: Possession of a valid Wisconsin motor vehicle operator's license and a good driving record. Must be able to work some weekends and evenings.

EXHIBIT B

Keep Kenosha Beautiful / KUSD Partnership

From : Christine Pratt <cpratt@kUSD.edu>

Tue, Apr 20, 2010 12:44 PM

Subject : Keep Kenosha Beautiful/KUSD Partnership

To : Gary Vaillancourt <gvaillan@kUSD.edu>

Cc : Amy Garrigan <agarriga@kUSD.edu>, Catherine Mantuano <cmantuano@kenosha.org>

Hi Gary,

As promised per our discussion with Catherine today, these are the figures that Amy came up with. Approximately 2,000 students from 28 of our schools are participating in earth day clean-ups of the grounds, neighborhoods, and public spaces near their schools. Bags and gloves were generously provided by the Keep Kenosha Beautiful commission.

Chris

--

Christine Pratt
Science Curriculum Teacher Consultant
Department of Curriculum and Instruction
Kenosha Unified School District No. 1
3600 52nd Street
Kenosha, WI 53144
262 359 7394
cpratt@kUSD.edu

ITA service-learning project

From : Amy Garrigan <agarriga@kUSD.edu>

Wed, May 05, 2010 11:16 AM

Subject: ITA service-learning project

To : Gary Vaillancourt <gvaillan@kUSD.edu>

Cc : Paul Fix <pfix@kUSD.edu>, Greg Wright <gwright@kUSD.edu>, Bethany Ormseth <bormseth@kUSD.edu>, Catherine Mantuano <cmantuano@kenosha.org>, Christine Pratt <cpratt@kUSD.edu>

Hi Gary,

I wanted to share some info on a great service-learning project happening at ITA in case you might like to share with the local press.

On May 18th, Paul Fix, Indian Trail Academy teacher and Biotechnology and Environmental Studies Academy Leader, will be leading a group of students to participate in water quality testing and invasive species removal for the second time this year. Sophomore students in the Biotechnology Academy will be collecting data on water quality at Kilbourn Creek (a small creek located behind Woodman's). This data will be reported to the Wisconsin Department of Natural Resources as a baseline for water quality in that area and to monitor changes over time. The sophomore students participated in water quality testing at the same site last November.

On May 18th, the entire academy (180+ kids) is going to help clean the Sanders Park area again. The sophomores will once again be doing the water quality testing and the other students will focus on environmental clean-up and invasive species removal.

This project has been successful with the support of two very important community partners:

- Wisconsin's Citizen-Based Monitoring Partnership Program, part of the Wisconsin Department of Natural Resources, which provided nearly \$4,000 in grant funding to supply the class with water quality monitoring supplies
- The Keep Kenosha Beautiful Commission has provided logistical support and supplies for the students as they help with the park clean-up.

Let me know if you'd like more info and I can connect you with the various partners in this project.

Thanks,
Amy

Amy Garrigan
Service-Learning Facilitator
Kenosha Unified School District
262-945-5660 (cell)
262-359-6169 (office)
Office Hours: M/W 8:30-4:30 and F 8:00-12:00
<http://www.kUSD.edu/departments/service-learning/index.html>

EXHIBIT D

Fw: Lincoln Middle School Dream Girls

From : Ardis Mosley <lynde53144@yahoo.com>
Subject: Fw: Lincoln Middle School Dream Girls
To : cathy mantuano <cmantuano@kenosha.org>

Mon, Jul 12, 2010 10:53 AM

--- On **Mon, 7/12/10, Ardis Mosley <lynde53144@yahoo.com>** wrote:

From: Ardis Mosley <lynde53144@yahoo.com>
Subject: Lincoln Middle School Dream Girls
To: "kathy mantuano" <cmantuano@kenosha.org>
Date: Monday, July 12, 2010, 10:10 AM

The Lincoln Middle School "Dream Girls" is a group of 30 plus middle school girls that meets once a week during the school year with Coordinator Ardis Mosley. They are given various resources in areas of health, college, budgets, pride and service projects. One of the service projects that they wanted to engage was gardening. Their goal was to have a garden that would supply some of the senior citizens with fresh vegetables and give themselves the opportunity to learn about using the earth that surrounds them in a healthy manner.
