

AGENDA
BOARD OF PARK COMMISSIONERS
Monday, August 29, 2011
Kenosha Municipal Building Room 202
5:00 pm

Chairman: Michael 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 August 8, 2011.

C. REFERRED TO COMMISSION

- C-1 Request from St. Joseph Catholic Academy to hold a bonfire on Saturday, September 17, 2011 from 7pm – 10pm on Pennoyer Park Beach. **(District 1)**
- C-2 Request from Prayer House Assembly of God to hold a bonfire on Saturday, September 9, 2011 from 5pm – 8pm on Alford Park Beach. **(District 1)**
- C-3 Request from the Kenosha AFL-CIO for use of park equipment for Laborfest on Monday, September 5, 2011 at St. Therese Picnic Area. **(District 9)**
- C-4 Resolution to Amend the City of Kenosha Capital Improvement Program for 2010 by Decreasing PK00-002 "Southport Beach House" Line "ADA Ramp" by \$60,000 and Creating PK00-002 "Southport Beach House" Line "Building Restoration Design" in the amount of \$75,000 with Outside Funding in the amount of \$15,000 for a Net Change of \$0. **(District 3)**
- C-5 Acceptance of Project 10-1412 Southport Beach House ADA Ramp (7828 First Avenue) which has been satisfactorily been completed by Camosy Construction, Kenosha, Wisconsin, in the amount of \$25,607.59. **(District 3)** *(referred by Public Works Committee)*

INFORMATIONAL ITEMS:

1. Monthly Events

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 – August 8, 2011

A meeting of the Board of Park Commissioners was held on Monday, August 8, 2011, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 5:04 pm. The following members were present: Chairman Orth, Commissioners LaMacchia, Downing, Green and Kennedy. Staff members in attendance were Jeff Warnock, Mike Lemens and Shelly Billingsley.

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

C-1 Request from American Society of Interior Designers at Gateway Technical College for use of the Southport Beach House for an auction on Friday, November 18, 2011. **(District 3)**

It was moved by Commissioner Kennedy, seconded by Commissioner Green to approve with 50% sponsorship. Motion passed 5-0.

C-2 Request from Kenosha Progress Fund, Inc., for use of Sunnyside Park for “Southfest” on September 9 & 10, 2011. **(District 13)**

Ray Misner, 2732 Lincoln Rd, Alderman of the district, spoke. It was moved by Commissioner Green, seconded by Commissioner Downing to approve with full sponsorship subject to receiving an updated application. Motion passed 5-0.

C-3 Proposed Resolution to designate the second Saturday of May as International Migratory Bird Day.

John Krerowicz and Pauline Waara, 1413 87th Street, spoke. It was moved by Commissioner Kennedy, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.

C-4 Grant Agreement Between the State of Wisconsin Department of Administration Division of Intergovernmental Relations Wisconsin Coastal Management Program and the City of Kenosha for Southport Beach House Restoration Enhancements. **(District 3)**

Shelly Billingsley gave an explanation. It was moved by Commissioner Green, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.

C-5 Approval of request by T-Mobile to run a connection to the Existing Anderson Park Cell Tower. **(District 9)**

Jeff Warnock explained how the connection will be done. It was moved by Commissioner Downing, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.

INFORMATIONAL ITEMS:

1. Petzke Park Zoning Change – *The Commission discussed extending the park and how far north to go. After much discussion the Commission will look at zoning the parcel IP, splitting the parcel with the south end deeded park land and the north end not deeded as designated.*

DIRECTOR COMMENTS:

1. Jeff Warnock gave an update on stump removal. They have run into some gas line conflicts trying to remove some stumps. Alford Park Shelter 1 will be removed and no longer rented due to extensive damage. Poerio Pond will be empty another year due to the DNR finding two crayfish in the traps. The DNR will again pump the pond.

There being no further business to come before the the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn the meeting at 5:540pm.



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

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

August 22, 2011

TO: Alderperson Orth, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Bonfire Request

The St. Joseph Catholic Academy has requested to hold a bonfire on Saturday September 17 from 7 – 10 pm. They would like to utilize the Pennoyer Park beach for their event. Necessary requirements are as follows:

1. The organization must obtain a permit from the Kenosha Fire Department and be in compliance with their rules and regulations.
2. In compliance with all Park Rules and Regulations.
3. All trash must be picked up on the beach, placed in plastic bags and put together in one location near a park trash container.

Recommendation: To approve the request with the organization obtaining a permit from the Fire Department.

CC: Pat Ryan, Fire Prevention Bureau

Zimbra

mdurkee@kenosha.org

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bon fire

From : Stephanie Connolly
<tsconnolly3@yahoo.com>

Wed, Aug 17, 2011 09:16 AM

Subject : bon fire

To : mdurkee@kenosha.org

Reply To : Stephanie Connolly
<tsconnolly3@yahoo.com>

Mary,

We would like to request a permit to use Pennoyer Park on Sat. Sept. 17, 2011 from 7 - 10 pm for a bon fire to kick-off St. Joseph Catholic Academy's Homecoming week.

Contact: Stephanie Connolly
551-0681
630-631-6144

I have contacted the fire department and obtained a permit form from them; I will turn that in and pay the fee as soon as we are approved.

Thanks,
Stephanie



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August 22, 2011

TO: Alderperson Orth, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Bonfire Request

The Prayer House Assembly of God has requested to have a bonfire for their back to school event to be held on September 9th. The event would take place on Alford Park beach just south of Carthage College. It would be held from 5:00 – 8:00 pm. Necessary requirements are as follows:

1. The organization must obtain a permit from the Kenosha Fire Department and be in compliance with their rules and regulations.
2. In compliance with all Park Rules and Regulations.
3. All trash must be picked up on the beach, placed in plastic bags and put together in one location near a park trash container.

Recommendation: To approve the request with the organization obtaining a permit from the Fire Department.

CC: Pat Ryan, Fire Prevention Bureau

Zimbra

mdurkee@kenosha.org

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Back to school Bonfire youth event!

From : Edward Villarreal
<villarreal_e@hotmail.com>

Wed, Aug 17, 2011 12:53 PM

Subject : Back to school Bonfire youth event!

To : mdurkee@kenosha.org

Ms. Durkee,

Hello my name is Edward Villarreal and I am the Youth Pastor at Prayer House Assembly of God on the north side of Kenosha. I was given your e-mail address by the city parks division and told to give you all the details for a request to have a fire at the beach just south of Carthage on Alford Park Dr. The date will be for Friday, September 9th. Its a back to school event for our students. We have about 30 students total who may be attending and it would be from 5pm to 8pm. We have about 8 Adult leaders who would also be present and we may bring a barbeque pit to make some hamburgers and hotdogs. If you have any questions you can reach me at this email address which I check daily or my personal cell phone number at (262) 344-5939. Thank you.

Sincerely,
Edward Villarreal Jr.



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August 24, 2011

TO: Michael Orth, Chairman
 Board of Park Commissioners

FROM: Jeff Warnock, Superintendent of Parks *JW*

RE: Request from the Kenosha AFL-CIO

The Park Division has received the annual request from the Kenosha AFL-CIO Council to have park equipment delivered to their Laborfest site at St. Therese Picnic Area. The event will be held on Monday, September 5, 2011

The Park Division provides the Showmobile, park benches and picnic tables for this event, which includes delivery and removal. The equipment would be delivered on Friday, September 2 and picked up on Tuesday, September 6th.

Park Division costs:

30 Benches	\$3.00 each	\$90.00
20 Picnic Tables	\$15.00 each	\$300.00
Showmobile	\$125.00	\$125.00
TOTAL (price includes delivery/take down)		\$515.00

Recommendation:

- Approve usage of the equipment
- Deny full co-sponsorship as per policy

**SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization AFL-CIO

Contact Person who is responsible for event: Ron Frederick

Address: 3030-39th Ave

City/State/Zip _____

Daytime # 262-496-6074 Evening # _____ Cell# _____

Fax # _____ E-mail: _____

Is the Host Organization a 501(c)-3? Yes, provide ES# _____

EVENT INFORMATION

Name of the Event: Harborfest

Date Requested: Sept. 5, 2011 Rain Date _____

Location Requested: St. Therese Estimated Attendance _____

Charitable Event: No Yes, Proceeds donated to _____

Brief Description of the Event: _____

Set up date and time: Fri Sept. 6 8am-12 noon

Time of Event: _____

Take down date and time: _____

FOR OFFICE USE ONLY: Mr. Frederick

Application Packet Received Called 8/22 Administrative/Commission Approval

Copies sent to: Alderman _____ Dirk _____ Police _____

Other: _____

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

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

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

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

_____ Water: Varies by location

Requested

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

COSTS
3 units x 30 = 90
75 x 4 = \$300.00

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

Other Special Requests: _____

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

C-4

RESOLUTION NO. _____

BY: Finance Committee

To Amend the City of Kenosha Capital Improvement Program for 2010
By Decreasing PK00-002 "Southport Beach House" Line "ADA Ramp" by \$60,000 and
Creating PK00-002 "Southport Beach House" Line "Building Restoration Design" in the Amount of
\$75,000 With Outside Funding in the Amount of \$15,000 For a Net Change of \$0

WHEREAS, the City of Kenosha has an opportunity to receive a \$15,000 coastal
management grant for Southport Beach House restoration enhancements requiring a match of
\$15,000 of city funds ; and

WHEREAS, it has been determined that the 6/30/11 storm damage to the Southport Beach
house roof will require design work to determine the necessary repairs; and

WHEREAS, the above amendment to the Capital Improvement Program has been
approved by the Park Commission on August 29, 2011 and the Finance Committee on September
7, 2011;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Kenosha,
Wisconsin that the Capital Improvement Program be, and hereby is amended as follows:

<i>Line Item</i>	<i>Description</i>	<i>Available Authorization</i>	<i>Authorization Adjustment</i>	<i>Amended Authorization</i>
PK 00-002	Southport Beach House – ADA Ramp	93,000	-60,000	33,000
PK 00-002	Southport Beach House – Building Restoration Design	-0-	75,000	75,000
PK 00-002	Southport Beach House- Building Restoration Design – Outside Funding	-0-	(15,000)	(15,000)

Adopted this _____ day of _____ 2011

Approved:

KEITH G. BOSMAN, MAYOR

Attest:

MICHAEL HIGGINS, CITY CLERK-TREASURER

(CIPPK00-002.8.24.11/RES11)



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C-5

DEPARTMENT OF PUBLIC WORKS

Michael M. Lemens, Interim Director

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August 25, 2011

To: G. John Ruffolo, Chairman, Public Works Committee
Michael Orth, Chairman, Park Commission

From: Michael M. Lemens, P.E. *[Signature]* 8-25-11
Interim Director of Public Works/City Engineer

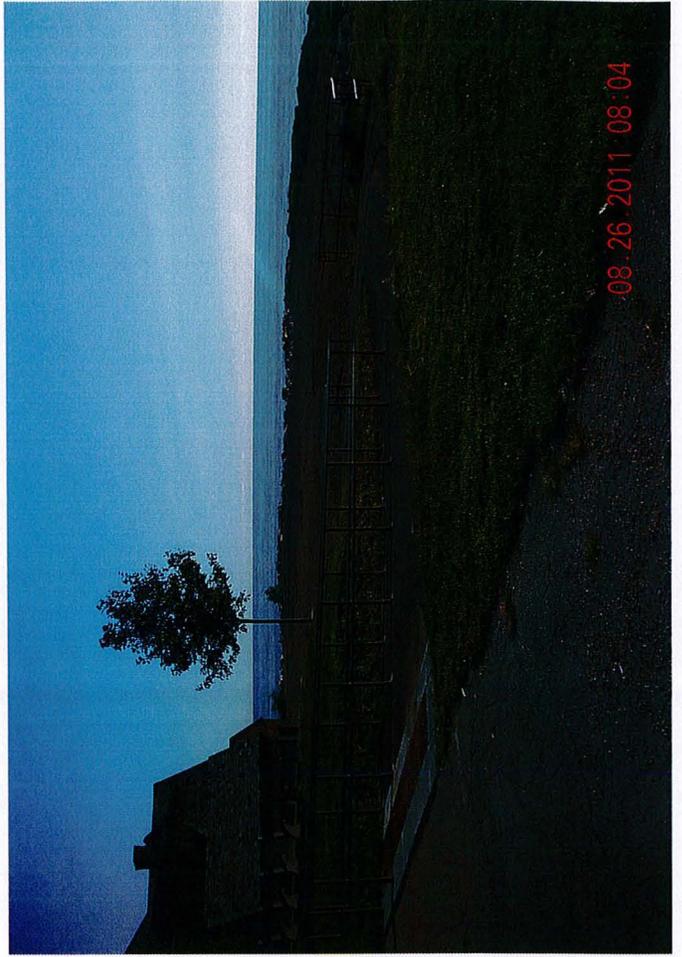
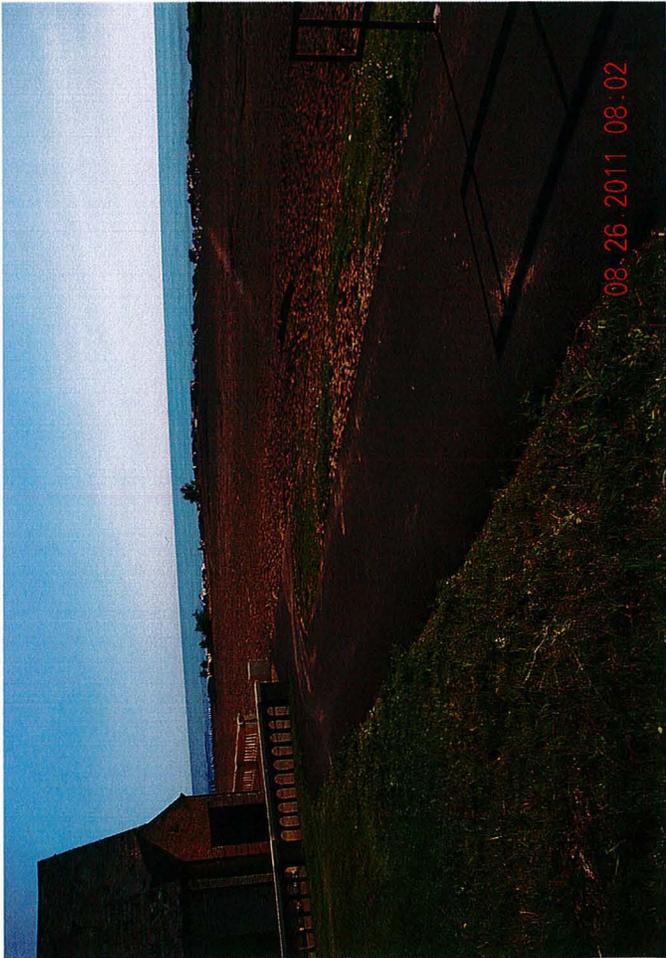
Subject: Acceptance of Project 10-1412 Southport Beach House ADA Ramp

Location: 7825 First Avenue

Please be advised that the above referenced project has been satisfactorily completed by Camosy Construction, Kenosha, Wisconsin. This project consisted of installing ADA handrails and ramps, removing and replacing concrete sidewalks and curb & gutter, installing detectable warning fields, installing asphalt path, and site restoration.

It is recommended that the project be accepted in the final amount of \$25,607.59. Original contract amount was \$24,451.33 plus \$2,548.67 for contingency for a total contract amount of \$27,000.00. Funding was from PK-00-002.

MML/kjb





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August 29, 2011

TO: Michael J. Orth, Chairman
Park Commission

FROM: Jeff Warnock
Park Superintendent

SUBJECT: September Monthly Events

September 3, 2011	All for a Cure – Leukemia & Lymphoma – Walk Run – Poyer Nature Center
September 4, 2011	8 th Annual Wounded Warrior Benefit Car Show – Simmons Island
September 4, 2011	Prayer House of Assembly of God – Church Service – Bandshell
September 5, 2011	Laborfest – St. Therese Church
September 9 & 10, 2011	Southfest – Sunnyside Park
September 10, 2011	Back to School Celebration – HarborPark
September 11, 2011	New Image Chorus - 10 th Anniversary of September 11 th – Bandshell
September 17, 2011	Walk for Life (Care Net Family Resource Center) – Eichelman Park
September 18, 2011	North Shore Century Bike Ride – Evanston Bicycle Clue – thru Kenosha