

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, September 29, 2014 - 5:00 pm

Chairman: Scott N. Gordon
Commissioner: Kurt Wicklund
Commissioner: Jack Rose

Vice Chairman: Keith W. Rosenberg
Commissioner: Rocco J. LaMacchia, Sr.

Call to Order
Roll Call

Approval of the minutes of the meeting held on September 2, 2014.

1. Acceptance of Project 12-1424 Southport Park Trail Development (*7501 2nd Avenue, which has been satisfactorily completed*) by Parking Lot Maintenance, Inc. (*Pewaukee, Wisconsin*). The final amount of the contract is \$114,591.96. (*Park Funds Only*) (*District 12*)
2. Approval for a permanent name for the Anderson Park Dog Park. (*District 9*)
3. Approval of Task Order #13-1 Amendment for Professional Services by SAA Design Group, Inc., for \$50,000 for Petzke Park ADA Playground. (*District 1*)
4. Authorizing Resolution by the Mayor - For the Submission of a Boating Infrastructure Grant Application in Support of the Re-Design and Construction of a Southport Marina Breakwater to Mitigate Sediment Accumulation. (*District 2*)
5. Authorizing Resolution by the Mayor - For the Submission of a Wisconsin Economic Development Corporation Community Development Investment Grant Application in Support of the Re-Design and Construction of a Southport Marina Breakwater to Mitigate Sediment Accumulation. (*District 2*)
6. Set date and time for 2015 Budget Review.

INFORMATIONAL ITEMS:

1. 2014 Project Status Update
2. Review of Rules for the Dog Park

DIRECTOR AND/OR SUPERINTENDENT COMMENTS
CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS PERTAINING TO
PARKS COMMISSION MATTERS AS AUTHORIZED BY LAW

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4052 BEFORE THIS MEETING

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSTITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Tuesday, September 2, 2014

A special meeting of the Board of Park Commissioners was held on Tuesday, September 2, 2014 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners LaMacchia, Wicklund, Rose and Rosenberg. Staff members in attendance were Michael Lemens, Director of Public Works; Assistant City Attorney Bill Richardson; Mayor Keith Bosman; Alderperson Eric Haugaard; Alderperson G. John Ruffolo; Alderperson Bob Johnson; Alderperson David Bogdala; Alderperson Steve Bostrom; Alderperson Rhonda Jenkins; Alderperson Curt Wilson; Alderperson Patrick Juliana; Alderperson Anthony Kennedy and Alderperson Jan Michalski.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve the minutes from the meeting held on Monday, August 11, 2014. Motion carried unanimously.

1. Approval of the Pennoyer Park Master Plan. (*District 1*) **PUBLIC HEARING**
It was moved by Commissioner Rosenberg, seconded by Commissioner Wicklund to approve.
Staff: Michael Lemens and Mayor Bosman spoke.
Public Hearing: Kevin Mathewson, John Fox, Ed Carlson, Gabe Ruffolo, and Steve Mitchell spoke.
Motion to approve carried 4-1 (Commissioner LaMacchia voting nay).

2. Approval of the Kennedy Park Master Plan. (*District 1*) **PUBLIC HEARING**
It was moved by Commissioner Lamacchia to send back to SAA to reconsider to keep the road in. Motion failed due to lack of a second. It was then moved by Commissioner Wicklund, seconded by Commissioner Rosenberg to approve.
Public Hearing: John Fox, Peter Pfaff, Gabe Ruffolo, Greg Winkley, Rick Angelo, Douglas Jackson, Christine Brothen, Steve Carlson, Kyle Flood, John Weiss, Eric Bartel, Tracey Kidwell, Mary Jane Weiss, Dana Anderson, Mark Hasenberg, Steve Mitchell, Bruce McCurdy, Alderperson Steve Bostrom, Todd Ogren, and Pat McDonald spoke.
It was then moved by Commissioner LaMacchia, seconded by Commissioner Rose to take a recess at 6:41 pm. Motion carried unanimously. The meeting reconvened at 6:52 pm.
James Kidwell, Michael Stebbs, Alderperson Rhonda Jenkins, Karen Greidanus, George Clarke, Alderperson David Bogdala, Bob Smuda, Alderperson G. John Ruffolo, Jason Kirby, Tina Minnoch, Tyler Squires, Kevin Mathewson, Alderperson Anthony Kennedy, Eric Flores, and Carol Ruiz spoke.
Public Hearing is closed.
It was then moved by Commissioner Rose, seconded by Commissioner Rosenberg to table the Master Plan. Motion carried unanimously.

ADJOURNMENT - There being no further business to come before the Board of Parks Commissioners, it was moved, seconded and unanimously carried to adjourn at 7:59 pm.



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CITY ENGINEER

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MICHAEL M. LEMENS, P.E., DIRECTOR
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September 22, 2014

To: Eric Haugaard, Chairman, Public Works Committee
Scott N. Gordon, Chairman, Park Commission

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

Subject: Acceptance of Project 12-1424 Southport Park Trail Development
Location: 7501 2nd Avenue

Please be advised that the above referenced project has been satisfactorily completed by Parking Lot Maintenance, Inc., Pewaukee, Wisconsin. This project consisted of demolition, earthwork, asphalt pavement, installation of curb and gutter, installation of concrete pavement, installation of limestone trail, installation of parking lot signs, pavement markings and restoration.

It is recommended that the project be accepted in the final amount of \$114,591.96. Original contract amount was \$102,900.75 plus \$12,099.25 for contingency for a total contract amount of \$115,000.00. Funding was from CIP Line Item PK-11-001.

SAB/kjb



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Dear Kenosha Police K9 Unit Officers Chico, Edy, and Miky,

As you may know, Kenosha is currently building its first dog park within Anderson Park. What you might not have heard is the city Parks Commission hopes to name this pioneering dog park in memorial to your unit.

We Parks Commissioners understand you already train there. The nose leaves no doubt that area is already, in a sense, yours. So we feel naming the new park after your unit is the least we can do.

Being both Commissioners and human we have a great fondness for ceremony. At some point in time there will be an official grand opening at the park. We hope one of your unit might be present. We'd even like to offer the honor of biting apart the ceremonial yellow ribbon. But if that is not really your sort of thing we'll just use the gold scissors instead.

The Parks Commission would like to make one more request. With your permission we would like to invite retired US Marine Corps and Afghanistan veteran Boo to be the Special Guest of Honor on this day. Boo and his handler Lance Corporal James Minton were featured in a recent Kenosha News article.

It is our pleasure to nominate your hard-working and effective unit for this honor. Thank you for your past and continued service to all Kenoshans.

The City of Kenosha Parks Commission,

Scott N. Gordon, Chairman

Keith W. Rosenberg, Vice-Chairman

Rocco J. LaMacchia Sr., Member

Jack Rose, Member

Kurt Wicklund, Member

cc: Mayor Keith Bostrom
Chief John Morrissey
Council President Daniel J Prozanski Jr
Director Michael Lemons
Superintendent Jeff Warnock



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September 29, 2014

To: Scott Gordon, Chairman
Park Commission

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

Cc: Eric Haugaard
District 1

Subject: *Approval of Task Order #13-1 Amendment 2 for Professional Services by SAA Design Group, Inc. for \$50,000 for Petzke Park ADA Playground (Footing Design and Surface Installation)*

BACKGROUND INFORMATION

The Kenosha Park Division has received a task order to complete the design plans and specifications for the Petzke Park ADA Playground footing designs and playground surface installation. Petzke ADA Playground will include the design of the footings and site work needed for the Dream Playground to install the structure and posts. SAA Design Group, Inc. is currently under a professional services master contract for 2014.

The Kenosha Capital Improvement Program includes the design costs for completing the plans and specs for Petzke Park ADA Playground footing designs and playground surface installation.

The funds are allocated under the CIP Line Item PK-13-005 ADA Accessible Park.

RECOMMENDATION

Approve Task Order #13-1 Amendment 2 between the Department of Public Works - Park Division and SAA Design Group for Petzke Park ADA Playground (Footing Design and Surface Installation) \$7,000 to include their quote of \$6,420 with contingency of \$580.

TASK ORDER #13-1 AMENDMENT 2 - SCOPE OF SERVICES

Tasks to be completed:

1. Preliminary Design
SAA will prepare supplemental design development drawings for new playground area to include structure footing placement, sub surface drainage, accommodations for lighting conduit, playground surfacing, and perimeter fencing. These items will be designed in consultation/coordination with Play by Design and the proposed plans for the Dream Park Playground.
2. Construction Document Bid Set Preparation
SAA will prepare bid documents to be let publicly in the fall of 2014.

Deliverables:

Final project deliverables will include the following:

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

Schedule:

SAA is prepared to begin work on the project on or about September 10, 2014 and will complete the project by November 1, 2014.

Fee:

In consideration of the preceding scope of services, SAA proposes a fixed fee, including expenses of \$6,420.



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September 25, 2014

To: Scott Gordon, Chairman
Park Commission

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

Cc: Rhonda Jenkins
District 2

Subject: ***Approval of Resolution for a Boating Infrastructure Grant Application In Support of the Re-Design and Construction of a Southport Marina Breakwater to Mitigate Sediment Accumulation***

BACKGROUND INFORMATION

Staff and Foth have identified the following grant to be submitted for the Boating Infrastructure Grant Application for financial assistance for the planning and redesign for a breakwater at the City's Southport Marina mouth to Lake Michigan.

This grant is requesting \$50,000 grant with \$75,000 City Match (City Match = \$25,000 CIP and \$50,000 Match from WEDC – Other Resolution on Agenda) for a total of \$125,000.

The attached Resolution is a DRAFT, the City Attorney's office is drafting the final version and will be handed out at the meeting.

RECOMMENDATION

Approve the resolution authorizing the Director of Public Works to pursue a Boating Infrastructure Grant Application In Support of the Re-Design and Construction of a Southport Marina Breakwater to Mitigate Sediment Accumulation.

D R A F T

**CITY OF KENOSHA
Authorizing Resolution**

**For The Submission Of A Boating Infrastructure Grant Application
In Support Of The Re-Design and Construction of a Southport Marina Breakwater
to Mitigate Sediment Accumulation**

WHEREAS, the BIG program may be able to provide financial assistance for the planning and redesign for a breakwater at the City's Southport Marina entrance to Lake Michigan.

WHEREAS, the City of Kenosha has identified sources of matching funds sufficient to complete this planning and design project, and

WHEREAS, the City of Kenosha hereby requests assistance for the purpose of planning and designing of this breakwater to mitigate sedimentation accumulation within the Southport Marina.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Kenosha hereby authorizes the Director of Public Works, to act on behalf of the City of Kenosha to submit an application to the Wisconsin Department of Natural Resources for financial assistance; sign necessary documents; and take necessary action to undertake, direct and complete the approved project; and

BE IT FURTHER RESOLVED that the City of Kenosha will comply with state and federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain approval in writing from the WDNR before any change is made in the use of the project site (if applicable).

Adopted this the ___ day of _____, 2014.

BY: _____



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September 25, 2014

To: Scott Gordon, Chairman
Park Commission

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

Cc: Rhonda Jenkins
District 2

Subject: *Approval of Resolution for the Submission of a Wisconsin Economic Development Corporation Community Development Investment Grant Application in Support of the Re-Design and Construction of a Southport Marina Breakwater to Mitigate Sediment Accumulation.*

BACKGROUND INFORMATION

Staff and Foth have identified the following grant to be submitted for the Wisconsin Economic Development Corporation Community Development Investment Grant Application for financial assistance for the planning and redesign for a breakwater at the City's Southport Marina mouth to Lake Michigan.

This grant is requesting \$50,000 grant with \$75,000 City Match for a total of \$125,000.

The attached Resolution is a DRAFT, the City Attorney's office is drafting the final version and will be handed out at the meeting.

RECOMMENDATION

Approve the resolution authorizing the Director of Public Works to pursue a Wisconsin Economic Development Corporation Community Development Investment Grant Application in Support of the Re-Design and Construction of a Southport Marina Breakwater to Mitigate Sediment Accumulation.

D R A F T

**CITY OF KENOSHA
Authorizing Resolution**

**For The Submission Of A Wisconsin Economic Development Corporation
Community Development Investment Grant Application
In Support Of The Re-Design and Construction of a Southport Marina Breakwater
to Mitigate Sediment Accumulation**

WHEREAS, the Community Development Investment (CDI) program may be able to provide financial assistance for the planning and redesign for a breakwater at the City's Southport Marina entrance to Lake Michigan.

WHEREAS, the City of Kenosha has identified sources of matching funds sufficient to complete this planning and design project, and

WHEREAS, the City of Kenosha hereby requests assistance for the purpose of planning and designing of this breakwater to mitigate sedimentation accumulation within the Southport Marina.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Kenosha hereby authorizes the Director of Public Works, to act on behalf of the City of Kenosha to submit an application to the Wisconsin Economic Development Corporation for financial assistance; sign necessary documents; and take necessary action to undertake, direct and complete the approved project; and

BE IT FURTHER RESOLVED that the City of Kenosha will comply with state and federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain approval in writing from the WEDC before any change is made in the use of the project site (if applicable).

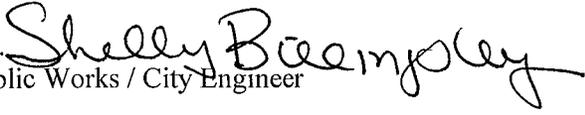
Adopted this the ___ day of _____, 2014.

BY: _____

September 25, 2014

Information #1

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

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

SUBJECT: Project Status Report

- Project # 08-1443 Bike and Pedestrian Connections** - Plans have begun but a major focus on bike paths has been to complete the Bike Path crossing at Washington Road and the extension through Nash Park. Once these projects have been bid, design will be completed on this third phase. (Citywide)
- Project #12-1415 / 13-1415 / 14-1415 CORP Implementations** – Continuing. (Citywide)
- Project #11-1417 Strawberry Park Mass Grading, Trail and Shelter (DNR Stewardship Grant)** [SAA Design Group] – Design work on the master plan implementation has been put on hold due to FEMA study (16)
- Project #11-1137 Pike River Monitoring (WI Coastal Management Grant)** – The final report and sampling report has been sent to the WI Coastal Management Grant administration. (SWU) (1 and 4)
- Project #12-1424 Southport Park Trail (DNR Stewardship Grant)** – [Parking Lot Maintenance] Requesting Acceptance. (12)
- Project #12-1430 Alford Park Warehouse Demolition** – [Earth Construction] Project close-out documents were sent to contractor (1).
- Project #12-1421- Simmons Island Boardwalk Phase IA (DNR Stewardship Grant)** [H&H Civil Construction]. Closeout documents have been sent to the contractor. (2)
- Project #12-1432 - Peorio Park Trail** [SAA Design Group] The bid opening yielded no bids, and as a result Park and Street crews will undertake grading, clearing and grubbing, construction of the limestone path, and retaining wall. The bridge and boardwalk will go out for bid this fall for spring construction. (DNR Stewardship Grant) (1 and 4)
- Project #13-1413 - Petzke Park Phase II** [SAA Design Group] Plans and specifications are being developed for Phase II of Petzke Park with construction in Spring 2014. (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] – Project is currently being advertised for bids. (6)
- Project #13-1419 – Anderson Fishing Pier** – [SAA Design Group] Requesting Award (9)
- Project #14-1417 – Tree Removal** – Contract has been awarded. (City wide)
- Project #14-1418 – Tree Planting** – Contract has been awarded. (City wide)
- Project #14-1421 – Simmons Island Phase 1B** – [SAA Design Group] Design is in progress. (2)
- Project #14-1424 - Southport Beach House Roof Replacement** – Bid Opening has been moved to November 5th. The Local Historic Society made recommendations to staff and staff is working with 2 consultant/contractors to perform a conditional analysis on the existing slate. The results will be submitted to staff prior to the bid opening. (12)
- Project #14-1425 - Simmons Island Fence** – Installation will begin the week of September 29th. (2)
- Project #14-1120 – Eichelman Beach – Nutrient Improvements** – Project is waiting Army Corp Permit (2)
- Project #14-14__ - Anderson Dog Park** – Fence has been installed (9)
- Design Work-** Misc. Park projects, ADA Accessible Playground, and finishing 2012, 2013 and 2014 CORP projects.