

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, October 26, 2015 - 5:00 pm

Chairman:	Scott N. Gordon	Vice Chairman:	Keith W. Rosenberg
Commissioner:	Kurt Wicklund	Commissioner:	Rocco J. LaMacchia, Sr.
Commissioner:	Jack Rose		

Call to Order
Roll Call

Approval of the minutes of the meeting held on October 12, 2015.

1. Request from Kathy Jakubiak for a Wedding at the Southport Beach House on Saturday, August 27, 2016 to:
 - a. Extend the closing hours to 11pm
 - b. Extend the Beer/Wine Permit to 10pm
 - c. Extend the Music Permit to 10pm (*District 12*)

2. Approval of Easement with WE Energies through Strawberry Creek Park for providing service to the Restroom Facility. (*District 16*)

INFORMATIONAL ITEMS:

1. Project Status Report

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 Monday, October 12, 2015

A meeting of the Board of Park Commissioners was held on Monday, October 12, 2015 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:03 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners Wicklund, Rose, LaMacchia and Rosenberg. Staff members in attendance were: Jeff Warnock, Superintendent of Parks; Police Chief John Morrissey; Alderperson Jan Michalski; Alderperson Curt Wilson and Fire Chief John Thomsen.

It was moved by Commissioner Rosenberg, seconded by Commissioner LaMacchia, to approve the minutes from the meeting held on Monday September 28, 2015. Motion carried unanimously.

1. Resolution by Alderperson Jan Michalski, Co-Sponsor Alderperson Patrick Juliana – To Retain the Services of a Qualified Architectural Firm to Provide the City of Kenosha a Comprehensive Plan for Historic Preservation and Rehabilitation of the Southport Beach House. (*Oral referral from Council on 9/21/15*) (*Also referred to Finance*) (*Historic Preservation-APPROVED-Ayes 6:Noes 0; Public Works-APPROVED-Ayes 3:Noes 1*)

It was moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg, to defer for 45 days.

Public Hearing: Alderperson Jan Michalski, Susan Andrea-Schlenker, Ann Morse-Hambrock, Linda Sarli, Lydia Spottswood, Merike Phillips, Jeff Smith and Curzio Caravati spoke.

Chairman Gordon was passed.

Commissioner LaMacchia and Commissioner withdrew their motion. It was then moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to defer for two weeks. It was then moved by Rosenberg, seconded by LaMacchia to make amendment to defer until 5pm meeting on Monday, November 2, 2015. Motion carried unanimously.

2. Change Requests
Staff: Jeff Warnock spoke

It was moved by Commissioner Rose, seconded by Commissioner Rosenberg to approve. Motion carried unanimously.

3. Set date and time for 2016 Budget Review.
The 2016 Budget Review meeting is set for Wednesday, November 4, 2015 at 5pm in Room 202 until 10pm. If need be, it will reconvene back on Thursday, November 5, 2015 at 5pm.

INFORMATIONAL ITEMS:

1. Project Status Report – Jeff Warnock spoke.

SUPERINTENDENT COMMENTS: Jeff Warnock stated that the Parks Division is getting ready for winter.

CITIZEN COMMENTS: George Clark, Lydia Spottswood, Linda Sarli and Susan Andrea-Schlenker spoke about the Southport Beach House.

COMMISSIONER COMMENTS: Chairman Gordon responded back to comments from the citizens regarding the Southport Beach House with putting an agreement together to form a partnership. Commissioner Wicklund commented on the Southport Beach House, the Budget money and picking out the priorities for the repair. Commissioner Rose also commented on the Southport Beach House.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 6:11 pm.



October 21, 2015

TO: Scott N. Gordon, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Kathy Jakubiak for a Wedding at the Southport Beach House on Saturday, August 27, 2016 to:
a. Extend the closing hours to 11pm
b. Extend the Beer/Wine Permit to 10pm
c. Extend the Music Permit to 10pm (*District 12*)

BACKGROUND/ANALYSIS

A request has been received from Kathy Jakubiak to extend the closing hours to 11pm and the beer/wine permit to 10pm for a wedding at the Southport Beach House on Saturday, August 27, 2016.

RECOMMENDATION

To approve the request.

JW/dm

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

625 – 52nd Street
Room 305
Kenosha, Wisconsin 53140
OFFICE HOURS 8 AM – 4:30 PM MONDAY – FRIDAY

Phone: 653-4080
Fax: 653-4056

Make check payable to "City of Kenosha."

OFFICE USE ONLY			
Rental Fees: <u>400</u>	Beer/Wine: <u>25</u>	Deposit: <u>300</u>	Total Due: <u>725⁰⁰</u>
Receipt #: <u>171331</u>	By: <u>D Miles</u>	Zimbra: _____	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: <u>10/15/15</u> <u>Dm</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Kathy Jakubrak
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 3718 53rd ST City: Kenosha State: WI Zip: 53140

Daytime Phone: 262-344-4846 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House

Event Date: Saturday, August 27, 2016

Nature of Event: Wedding
(Be specific on what type of event – i.e., 16th birthday party, graduation, baby/bridal shower, wedding reception, etc.)

Attendance: 80 (Number of people) Time requested: From: 3pm to 11pm
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM

Beer/Wine Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER) _____ (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 or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? _____ (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? _____ (Yes or No)
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than five (5) 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.



**THE CITY OF
KENOSHA**
PUBLIC WORKS

October 21, 2015

Kathy Jakubiak
3718 53rd St
Kenosha, WI 53144

RE: Extension of closing hours to 11pm and the Beer/Wine Permit to 10pm at the Southport Beach House on Saturday, August 27, 2016 for your Wedding.

Dear Miss Jakubiak:

Your request for an extension of the closing hours to 11pm and the beer/wine permit to 10pm at the Southport Beach House on August 27, 2016 for your wedding will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

**Monday, October 26, 2015
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street**

You and/or your representative are required to appear.

If you have any questions, you may contact the Department of Public Works at 262-653-4050.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a



Shelly Billingsley, P.E.
Acting Director of Public Works
City Engineer

October 22, 2015

To: Rocco LaMacchia, Sr., Chairman,
Public Safety & Welfare Commission

From: Shelly Billingsley, P.E.
Acting Director of Public Works

Shelly Billingsley dm

Subject: Approval of Easement with WE Energies through Strawberry Creek Park for providing service to the Restroom Facility. (*District 16*)

BACKGROUND/ANALYSIS

WE Energies is requesting an easement through Strawberry Creek Park to provide service to the Restroom Facility. Attached is an agreement with exhibit "A" and "B" provided to staff.

RECOMMENDATION

Approve easement agreement between the City of Kenosha and WE Energies (*Wisconsin Electric Power Company*)

SB/dm

DISTRIBUTION EASEMENT
OVERHEAD/UNDERGROUND

Document Number

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CITY OF KENOSHA, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area"

The easement area is described on Exhibit "A" attached hereto and incorporated herein.

The location of the easement area with respect to Grantor's land is as shown on the drawing, marked Exhibit "B".

Return To:

William K. Richardson
Office of the City Attorney
625 52nd Street, RM 201
Kenosha, Wisconsin 53140

1. Purpose: The purpose of this easement is to install, operate, maintain, repair, replace and extend overhead and underground utility facilities including: pole(s) along with the associated wires and riser equipment, conduit and cables, pad mounted transformers, pedestals, concrete slabs, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. Access: Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
3. Buildings or Other Structures: Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
4. Elevation: Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. Restoration: Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to the initial installation of said facilities or any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. Exercise of Rights: It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until sometime in the future, and that none of the rights herein granted shall be lost by non-use.
7. Binding on Future Parties: This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

03-121-01-201-300

Parcel Identification Number

Grantor:
CITY OF KENOSHA

By: _____
Keith G. Bosman, Mayor

By: _____
Debra Salas, City Clerk/Treasurer

Acknowledged before me in Kenosha County, State of Wisconsin, on _____, 2015
by _____, the _____
and by _____, the _____
of the CITY OF KENOSHA, for the municipal corporation.

Notary Public Signature, State of Wisconsin

Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires _____

This instrument drafted by:

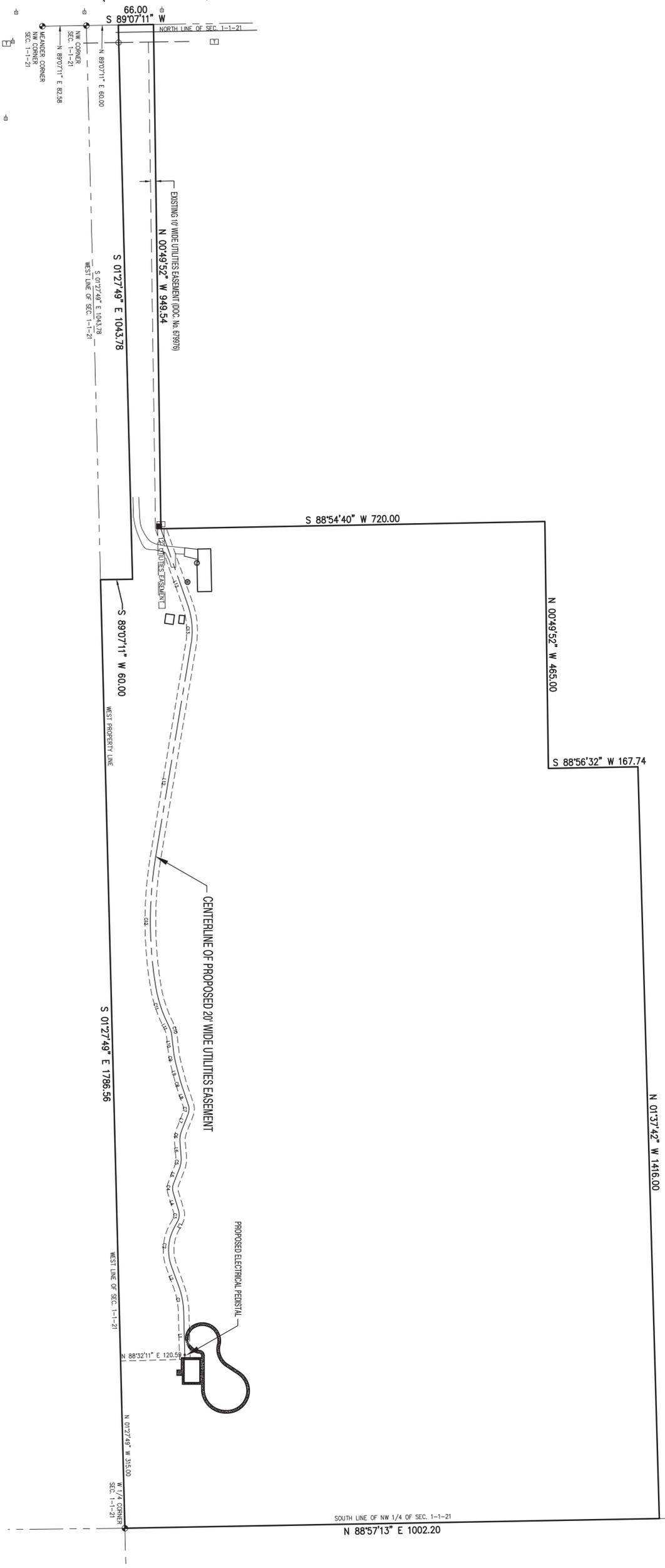
William K. Richardson
Assistant City Attorney
City of Kenosha
625 52nd Street, Room 201
Kenosha, Wisconsin 53140

EXHIBIT A

DESCRIPTION OF THE CENTERLINE OF A 20' WIDE UTILITIES EASEMENT

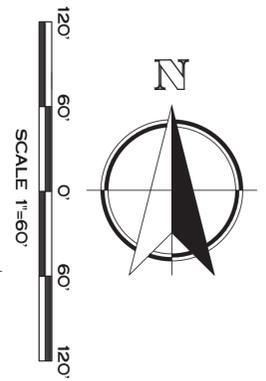
Part of the Northwest ¼ of Section 1, Township 1 North, Range 21 East in the City of Kenosha, Kenosha County, Wisconsin; bounded as follows: Commence at a point on the West line of said Section 1 located N01°27'49"W 315.00 feet from the West ¼ of said Section; thence N88°32'11"E 120.59 feet to the point of beginning of the description of the centerline of a 20' wide utilities easement; run thence N01°27'49"W 89.67 feet to the point of curvature of a curve of Easterly convexity whose radius is 150.00 feet and whose chord bears N10°45'00"W 48.41 feet; thence Northerly 48.62 feet along the arc of said curve; thence N20°02'11"W 40.40 feet to the point of curvature of a curve of Westerly convexity whose radius is 90.00 feet and whose chord bears N04°29'58"E 74.75 feet; thence Northerly 77.08 feet along the arc of said curve; thence N29°02'08"E 11.68 feet to the point of curvature of a curve of Easterly convexity whose radius is 25.00 feet and whose chord bears N06°11'00"E 19.42 feet; thence Northerly 19.94 feet along the arc of said curve; thence N16°40'07"W 36.77 feet to the point of curvature of a curve of Westerly convexity whose radius is 25.00 feet and whose chord bears N02°18'28"E 16.26 feet; thence Northerly 16.56 feet along the arc of said curve; thence N21°17'02"E 30.57 feet to the point of curvature of a curve of Easterly convexity whose radius is 50.00 feet and whose chord bears N08°21'20"E 22.37 feet; thence Northerly 22.56 feet along the arc of said curve; thence N04°34'21"W 27.68 feet to the point of curvature of a curve of Westerly convexity whose radius is 50.00 feet and whose chord bears N08°24'32"E 22.46 feet; thence Northerly 22.66 feet along the arc of said curve; thence N21°23'24"E 33.17 feet to the point of curvature of a curve of Easterly convexity whose radius is 25.00 feet and whose chord bears N01°22'15"E 17.12 feet; thence Northerly 17.47 feet along the arc of said curve; thence N18°38'53"W 37.73 feet to the point of curvature of a curve of Westerly convexity whose radius is 150.00 feet and whose chord bears N16°41'33"W 10.24 feet; thence Northerly 10.24 feet along the arc of said curve; thence N14°44'12"W 33.48 feet to the point of curvature of a curve of Easterly convexity whose radius is 150.00 feet and whose chord bears N10°33'12"W 21.88 feet; thence Northerly 21.90 feet along the arc of said curve; thence N06°22'12"W 31.20 feet to the point of curvature of a curve of Easterly convexity whose radius is 50.00 feet and whose chord bears N16°04'11"W 16.85 feet; thence Northerly 16.93 feet along the arc of said curve; thence N25°46'10"W 9.37 feet to the point of curvature of a curve of Westerly convexity whose radius is 250.00 feet and whose chord bears N17°34'19"W 71.29 feet; thence Northerly 71.54 feet along the arc of said curve to the point of curvature of a curve of Westerly convexity whose radius is 750.00 feet and whose chord bears N00°00'59"E 244.76 feet; thence Northerly 245.85 feet along the arc of said curve; thence N09°24'26"E 405.73 feet to the point of curvature of a curve of Easterly convexity whose radius is 150.00 feet and whose chord bears N05°00'05"W 74.65 feet; thence Northerly 75.44 feet along the arc of said curve; thence N19°24'36"W 150.97 feet to the point of terminus.

CTH K (60th STREET)



Centerline Easement Line Table	
Line #	Length Direction
L1	89.67 N01°27'49\"/>

Centerline Easement Curve Table							
Curve #	Delta	Radius	Arc	Tangent	Chord Direction	Chord Length	Tangent Bearing
C1	18°34'22\"/>						



DIGGERS HOTLINE
 Call 800 or (800) 242-8511
 www.DiggersHotline.com

BEARING BASE: GRID NORTH, WISCONSIN COORDINATE SYSTEM, SOUTH ZONE.
 BASED UPON NAD 83.
 ALL ELEVATIONS REFER TO NATIONAL GEODETIC DATUM OF 1983.

LEGEND

- FOUND IRON PIPE
- POWER POLE
- PAD MOUNT TRANSFORMER
- ⊙ WELL
- ⊞ TELE PIEDestal

NO.	REVISION	BY	DATE
1	ALIGNMENT MODIFICATION	MDR	7-23-15

PROJ. MGR:	MODE
DRAWN:	SCB ETH
DATE:	7-23-15
CHECKED:	MODE
DATE:	7-23-15

STRAWBERRY CREEK PARK PUBLIC UTILITIES EASEMENT DRAWING AND DESCRIPTION

CITY OF KENOSHA, KENOSHA COUNTY, WISCONSIN

Nielsen Madsen & Barber S.C.
 Civil Engineers and Land Surveyors
 1458 Horizon Blvd. Suite 200, Racine, WI. 53406
 Tele: (262)634-5588 Fax: (262)634-5024
 Website www.nmbc.net



Informational #1

October 22, 2015

TO: Shelly Billingsley, P.E.
Acting Director of Public Works

FROM: Cathy Austin, P.E.
Assistant 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 #11-1417 Strawberry Park Trail and Shelter (DNR Stewardship Grant) [SAA Design Group] – Project has been awarded and construction has begun. Shelter construction has begun and is expected to be complete by mid-November (weather dependent). (16)

Project #12-1415 / 13-1415 / 14-1415 / 15-1415 CORP Implementations – Continuing. (Citywide)

Project #12-1430 Alford Park Warehouse Demolition – [Earth Construction] Project close-out documents were sent to contractor. (1).

Project #13-1413 - Petzke Park Phase II [SAA Design Group] Substantial completion has been met. Rasch will be finishing a few punch list items by the end of October. Close out documents will be sent out by the end of October. (1)

Project #13-1414 - Washington Park Velodrome [SAA Design Group] – Construction of the track has been complete. Additional concrete work will continue for the curb and safety zone as well as the paving of the infield track and retaining wall through the middle of November. (6)

Project #14-1141 – Southport Park Shoreline Repair Phase 1 – [Redbarn Design and Engineering] Project close-out documents were sent to contractor. (12)

Project #14-1417 – Tree Removal – Contract nearing completion. Phase 2 tree removal has a change order to the contract in progress. (City wide)

Project #14-1418 – Tree Planting – Contract nearing completion. (City wide)

Project #14-1421 – Simmons Island Phase 1B – [SAA Design Group] Project has been put on hold due to budget. Plans for grading the playground area are being designed. (2)

Project #14-1426 Petzke Park – Dream Playground [SAA Design Group] – Project has been complete and close out documents will be sent out by the end of October. (1)

Project #14-1428 – Washington Park Trail Improvements - Construction has been complete and close out documents have been sent out. (6)

Project #15-1417 – Tree Removal – Project has been awarded by Committee; contract has change order in progress (City Wide)

Project #15-1419 – Park Division West Garage Roof Replacement – Construction has begun and is anticipated to be complete in October (weather dependent). (12)

Project #15-1423 – Anderson Park Paths – Construction has been complete, and close out documents will be sent out by the beginning of November. (9)

Design Work- Misc. Park projects and finishing 2012, 2013, 2014 and 2015 CORP projects.