

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, November 11, 2013 - 5:00 pm

Chairman: Michael J. Orth **Vice Chairman: Anthony Kennedy**
Commissioner: Chris Schwartz **Commissioner: Rocco J. LaMacchia, Sr.**
Commissioner: Kevin E. Mathewson

Call to Order
Roll Call

Approval of the minutes of the meetings held on October 28, 2013 and November 5, 2013.

1. Award of Professional Service Contract for Project 13-1417 Lawn Park Area Tree Removal #2 to Droprite Tree & Landscape (*Somers, Wisconsin*) in the amount of \$50,000.00. (*Also referred to Public Works*)
2. Acceptance of the donation from the Madrigrano Family for a park bench and plaque to be located in Columbus Park. (*District 7*)
3. Change Requests.

INFORMATIONAL ITEMS:

1. Project Status Report
2. Simmons Ball Field Launch Party

DIRECTOR AND/OR SUPERINTENDENT COMMENTS
CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS 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 28, 2013

A meeting of the Board of Park Commissioners was held on Monday, October 28, 2013 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:02 pm by Acting Chairman Kennedy.

At roll call, the following members were present: Commissioners Schwartz and LaMacchia. Chairman Orth and Commissioner Mathewson were excused. Staff members in attendance were Michael Lemens, Director of Public Works; Shelly Billingsley, Deputy Director of Public Works/City Engineer; Jeff Warnock, Superintendent of Parks; Dan Miskinis, Deputy Police Chief and Alderperson Curt Wilson.

It was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz, to approve the minutes from the meeting held on Monday, October 14, 2013. Motion carried unanimously.

1. Request from Kenosha Baseball to place various advertising signs throughout the Simmons Ballfield. (*District 12*)
Staff/Alderperson: Jeff Warnock spoke.
Public Hearing: Conner Caloia (Owner of the Kenosha Baseball) spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz, to approve. After further discussion, it was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz to approve with the Superintendent of Parks to approve any additional changes beyond what was included in this packet. Motion carried unanimously.
2. Resolution by the Committee on Finance – To Amend the City of Kenosha Capital Improvement Program for 2013 By Increasing PK09-001 “Harbor Dredging” in the Amount of \$25,000 With Outside Funding from a State of Wisconsin, Boating Infrastructure Grant Program in the Amount of \$25,000 for a Net Change of \$0. (Referred to Finance from Council on 10/24/13)
Staff/Alderperson: Shelly Billingsley spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz, to approve. Motion carried unanimously.
3. Change Requests.
It was moved by Commissioner Schwartz, seconded by Commissioner LaMacchia to receive and file. Motion carried unanimously.

INFORMATIONAL ITEMS:

1. Project Status Report
2. Southport Beach House Citizen Committee Minutes – It was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz to go into a two minute recess. Motion carried unanimously. At approximately 5:14pm, the Commission went back into session. Margaret Heller spoke.

SUPERINTENDENT COMMENTS: Jeff notified the Committee that the Parks Division is all finished with the Columbus Park infield. Everything else is moving along.

CITIZEN COMMENTS: Cliff Johnson commented on how good our Parks are and how the Simmons Ball Field is coming along. They ball field gives tours if anyone wants one. Margaret Heller commented on repair problems at the Southport Beach House. Tammy Conforti invited everyone to the Common Council meeting on November 4.

ALDERPERSON COMMENTS: Chairman LaMacchia asked the Kenosha Baseball to speak. Jake McGhee (General Manager of the Kenosha Baseball) spoke on the league and the facility at Simmons Ball Field. Commissioner Kennedy spoke about the Southport Beach House Citizens Committee minutes. The Commissioners canceled the November 25th meeting due to the Committee of the Whole meeting that same day.

ADJOURNMENT - There being no further business to come before the Board of Parks Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:25 pm.

CITY OF KENOSHA – BOARD OF PARK COMMISSIONERS
Meeting Minutes – November 5, 2013

A meeting of the Board of Park Commissioners was held on Tuesday, November 5, 2013, at the Kenosha Municipal Building Room 202. The meeting was called to order at 6:17 pm. The following members were present: Chairman Orth, Commissioners Schwartz, LaMacchia, and Mathewson . Commissioner Kennedy arrived at 7:07 pm. In attendance were Mayor Bosman, City Administrator Frank Pacetti, Director of Finance Carol Stancato, Director of Public Works Mike Lemens, Jeff Warnock, Cathy Austin, Director of Human Resources Steve Stanczak, and Sue Clouthier.

1. Review of Park 2014-2018 CIP Budget Review.

Staff/Commissioners:

Mayor Bosman gave an overview of the CIP. Commissioner LaMacchia questioned the master plan. Chairman Orth asked about the progress with FEMA at Strawberry Creek. Commissioner Mathewson questioned how much was spent on the Southport dog park.

Public Hearing:

Aldersperson Steve Bostrom spoke about Southport Beachhouse repairs.

Gregg Kishline also spoke about the Beachhouse.

Margaret Heller spoke about the storm damage and public use of the Beachhouse.

George Clark questioned the amount of expenditures for Beachhouse repairs.

Susan Andrea-Schlenker spoke about the Beachhouse Citizen's Committee.

Public hearing closed.

Staff/Commissioners continued:

Commissioner Mathewson questioned the amount of CIP funds spent on the Southport Beachhouse repairs.

It was moved by Commissioner Mathewson to add \$200,000 to PK-13-002 Southport Park Improvements. The motion failed due to lack of a second.

It was moved by Commissioner LaMacchia, seconded by Commissioner Schwartz to approve as presented. Motion passed 3-1, with Commissioner Mathewson voting nay.

2. Review of the 2014 Executive Budget for Park Division and Washington Park Municipal Golf Course

Staff/Commissioners: Director Lemens gave an overview. Commissioner Mathewson questioned the duties of the additional Arborist position. Superintendent Warnock explained the issued with the emerald ash borer. Commissioner Mathewson commented on the heaving sidewalk problem. Chairman Orth asked about the revenues from agreements with various organizations for Park facility use. Chairman Orth also commented on the 10 new flower beds. Commissioner LaMacchia stated he was glad to see the City's pools remaining open, as other communities are closing some. Commissioner Mathewson asked about the 2014 rates for the Golf Course. Superintendent Warnock explained the new pricing that will come before the Commission in early 2014. Chairman Orth questioned the fund balance of the Golf Course. Director Lemens commented on grant applications for the creek running through the Golf Course.

It was moved by Commissioner LaMacchia, seconded by Commissioner Mathewson to approve the 2014 Park Division and Washington Park Municipal Golf Course budgets as presented, motion passed 5-0.

Citizen/Aldermen comments: Virginia Hoekstra commented on the Commission. Cliff Johnson commented on the great job being done by Parks. Commissioner LaMacchia agreed.

There being no further business, it was moved by Commissioner Mathewson, seconded by Commissioner LaMacchia to adjourn at 7:15 pm, motion passed 5-0.



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR.
SUPERINTENDENT

DEPARTMENT OF PUBLIC WORKS

MICHAEL M. LEMENS, P.E., DIRECTOR
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

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November 5, 2013

To: Eric J. Haugaard, Chairman, Public Works Committee
Michael J. Orth, Chairman, Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Director of Engineering /City Engineer

Subject: **Professional Service Contract for Parkway Tree Removal Project #13-1417**

BACKGROUND INFORMATION

The City of Kenosha Public Works – Park Division has received three proposals to complete list #2 of the Parkway Tree Removal Contract for 2013. Staff has reviewed the proposals and has chosen Droprite Tree & Landscape, LLC, Somers, Wisconsin, based on their references, experience and standard quoted rates.

Contractor	Proposal Amount
Droprite Tree & Landscape, Somers, WI	\$44,306.50
Affordable Tree Care, Sturtevant, WI	\$49,403.00
Asplundh Tree, Schofield, WI	\$52,124.00

The 2013 tree removal list #2 contract includes removing approximately 1129 trees.

RECOMMENDATION

Approve the Agreement between the City of Kenosha and Droprite Tree & Landscape, Somers, Wisconsin, for \$50,000.00 to include their quote of \$44,306.50 with \$5,693.50 of contingency and authorize the Director to execute the contract. The funding for this work will be paid for out of CIP PK-93-004 Reforestation/Tree & Stump Removal.

SAB/kjb



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November 8, 2013

To: Michael Orth, Chairman
Park Commission

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

[Handwritten signature]
11-8-11

CC: Patrick Juliana
District 7

Subject: *Acceptance of the donation from the Madrigrano Family for a park bench and plaque to be located in Columbus Park.*

BACKGROUND INFORMATION

Staff received a request for the placement of a memorial bench and plaque in Columbus Park from the Madrigrano Family. Attached is the location for the proposed bench which is located near the memorial tree that was planted on Arbor Day.

RECOMMENDATION

Staff recommends acceptance of the donation of the Madrigrano Family for a park bench and plaque to be located in Columbus Park.

Columbus Park : Bench Memorial



20TH AVE

54TH ST

22ND AVE

Proposed Bench





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November 8, 2013

To: Michael Orth, Chairman
Parks Commission

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

Subject: Change Request

BACKGROUND INFORMATION

At the May 14, 2012 meeting the Commissioners agreed this item should appear on all future agendas. There are no change requests at this time.

RECOMMENDATION

Receive and file.

SB/dh

November 7, 2013

Informational #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 #11-1415 / 12-1415 / 13-1415 CORP Implementations** – Continuing. (Citywide)
- Project #11-1417 Strawberry Park Mass Grading, Trail and Shelter (DNR Stewardship Grant)** – Design work on the master plan implementation has been put on hold due to FEMA study. [SAA Design Group] (16)
- Project #11-1421 Southport Beach House Restoration (Wisconsin Coastal Management Grant)** – Plans have been submitted to the City for review. Once any necessary changes are made, plans and specifications will be submitted for jurisdictional review. [Enberg Anderson] (12)
- Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant)** –AES has tentatively agreed to come down in the spring of 2014 to plant new plugs and re-seed all bioswales. [VEIT] (SWU) (1)
- 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 #12-1420 Shagbark Trail (DNR Stewardship Grant)** – The contractor has been onsite preparing prairie areas for seed. [Western Contractors] (10)
- Project #12-1424 Southport Park Trail (DNR Stewardship Grant)** –Currently being designed [SAA Design Group] (12)
- Project #12-1430 Alford Park Warehouse Demolition** – [Earth Construction] Restoration is in progress. Final walk through is being scheduled. (1).
- Project #12-1421- Simmons Island Phase I and Boardwalk** [SAA Design Group] Plans and specifications are being completed (DNR Stewardship Grant) (2)
- Project #12-1432 - Peorio Park Trail** [SAA Design Group] Project was bid however no submittals will be rebidding in early part of 2014 with construction planned for Spring 2014. (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 2014. (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] - City staff is currently re-scoping the project. (6)
- Project #13-1412 - Simmons Field** – All grouting and caulking will be complete on the precast planks by next week; all bleacher seats have been installed except for a few in the old grand stands; fabric for the guard rails will be installed next week; decorative fencing and asphalt patching will begin next week. Work is on schedule. [Camosy Construction]
- Project 13-1419 – Anderson Fishing Pier** – Design is in process. [SAA Design Group]
- Design Work-** Misc. Park projects and finishing 2012 and 2013 CORP projects



Informational #2

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November 8, 2013

To: Michael Orth, Chairman
Park Commission

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

Cc: Steve Bostrom
District 12

Subject: *Informational Only – Kenosha Baseball Launch Party*

BACKGROUND INFORMATION

Staff has received the Launch Party invite (attached) from Kenosha Baseball for their event on:
Saturday, November 23rd
1:00 PM

They will be having live music, free food and soda, kids activities, stadium tours, and a meet and greet for the new field manager. Kenosha Baseball will also be unveiling the team name, logo and Simmon's Field Renovations.

RECOMMENDATION

Informational Item – No Action Required



KENOSHA
BASEBALL

LAUNCH PARTY

COME SEE THE UNVEILING OF THE TEAM NAME,
LOGO, AND HISTORIC SIMMONS FIELD RENOVATIONS

FANS CAN MEET THE
NEW FIELD MANAGER

STADIUM
TOURS

KIDS
ACTIVITIES
AND MORE!

**FREE
FOOD
& SODA**

Saturday
NOVEMBER 23 1:00 PM


**LIVE MUSIC
ENTERTAINMENT**

RSVP NOT REQUIRED. HOWEVER, BY SENDING IN AN RSVP TO [JAKE@KENOSHABASEBALL.COM](mailto:jake@kenoshabaseball.com),
YOU REGISTER FOR THE CHANCE TO WIN A PAIR OF SEASON TICKETS.

WWW.KENOSHABASEBALL.COM