AGENDA
BOARD OF PARK COMMISSIONERS

Monday, November 16, 2009
Kenosha Municipal Building Room 202
6:30 pm

Chairman: Michael Orth

Commissioners: Jesse Downing, Donald Ruef, Stephen Casey, Kathy Carpenter

Call to Order
Roll Call

A. APPROVAL OF MINUTES

A-1 Approval of minutes of the special meetings held on November 2, 2009 & November 4, 2009.

C. REFERRED TO COMMISSION

C-1 Proposed Resolution To Establish Guidelines for City Contributions for Events Co-Sponsored by the Board of Park Commissioners. *(Also referred to Finance Committee)*

C-2 Possible Reconsideration of the 2010 Park Executive Budget.

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 – November 2, 2009

A meeting of the Board of Park Commissioners was held on Monday, November 2, 2009, at the Kenosha Municipal Building in Room 202. The meeting was called to order at 6:00 pm. The following members were present: Chairman Orth, Commissioner Carpenter, Casey, Downing, and Ruef. Staff members in attendance were Ron Bursek.

It was moved by Commissioner Ruef, seconded by Commissioner Downing, to approve the minutes from the meeting held on Monday, September 28, 2009. Motion passed 5-0.

C-1. To Amend the City of Kenosha Capital Improvement Program for 2009 by Creating Line PK-09- 003 "Kenosha Sports Complex" in the Amount of $194,000 and Reducing Various 2007 Park CIP Projects in the Amount of$194,000 for a Net Change of $0.
Staff/Commissioners: Ron Bursek informed the commission that the Finance Committee approved this. Chairman Orth asked if the rest of the money was coming from TIF. Commissioner Ruef felt that this should have been from the start of the project. Commissioner Casey concurred with Commissioner Ruef.
It was moved by Commissioner Ruef, seconded by Commissioner Downing, to approve. Motion passed 4-1, with Commissioner Carpenter voting nay.

DIRECTOR/SUPERINTENDENT COMMENTS: Ron Bursek informed the commission that he will eliminate a lot of the problems with future projects.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 6:04 pm.

CITY OF KENOSHA – BOARD OF PARK COMMISSIONERS
Meeting Minutes – November 4, 2009

A meeting of the Board of Park Commissioners was held on Wednesday, November 4, 2009, at the Kenosha Municipal Building Room 202. The meeting was called to order at 5:30 pm. The following members were present: Chairman Orth, Commissioner Downing, Casey, Ruef, and Carpenter. In attendance were Mayor Bosman, Frank Pacetti, City Administrator, Carol Stancato, Director of Finance, Ron Bursek, Director of Public Works, Jeff Warnock, Shelley Billingsley, and Sue Clouthier.

C-1. Review of Park CIP requests for 2010-2014.
Staff/Commissioners: Frank Pacetti gave an overview of the Park CIP requests. Regarding item PK-93-008, Anderson pool heater, Commissioner Casey questioned the age of the heaters at both pools. Ron Bursek stated that the heater at Anderson pool is not working and the heater at Washington pool is in bad shape. He also stated that Johnson Controls will be coming in to do a new analysis of the pool heater situation. Jeff Warnock stated the current pool heaters were installed at least 20 years ago. Chairman Orth stated if the pools were not heated, how many days would they be closed in order to save the cost of installing new heaters at both pools, not a wise use of dollars. Commissioner Casey asked if the heaters were not installed next summer, would the other pool systems work appropriately. Ron Bursek stated the other pool systems are independent of the heaters and there would be no problems. Commissioner Ruef stated he would not support removing the heaters, as pool usage would be cut considerably. Commissioner Carpenter questioned if the current heaters were currently shut off, and if the heater at Washington could be repaired. Ron Bursek said that the heaters would have to be disconnected from the gas lines and neither would be used and that repair of the one is not an option. Commissioner Carpenter questioned the status of installation of the anti-entrapment devices at both pools. Ron Bursek stated that due to Federal regulations regarding installation of the devices that the parts are in high demand. Shelly Billingsley stated that the device would be installed at Washington pool in the spring, and the plan for Anderson was being finalized.
It was moved by Commissioner Casey, seconded by Commissioner Carpenter to remove $200,000 from line item PK-93-008 in 2010 Anderson pool heater. Motion passed 4-1 with Commissioner Ruef voting nay.

It was moved by Commissioner Casey, seconded by Commissioner Carpenter to remove $200,000 from line item PK-94-003 in 2010 Washington pool heater. Motion passed 4-1 with Commissioner Ruef voting nay.

Staff/Commissioners: Regarding item PK-96-006 Picnic Shelter improvements, Commissioner Casey asked which park shelters would be slated for improvements. Jeff Warnock stated Sunnyside parks and Red Arrow park.
Regarding item PK-00-001 Playground Equipment, Chairman Orth asked why there were two years with no new equipment being purchased. Jeff Warnock stated that there is currently equipment in stock, and the Park Division is looking into what can be placed out on a regular schedule.
Regarding Item PK-00-002 Southport Park (Beach House) Chairman Orth noted that there were funding changes from Administration. Frank Pacetti stated that the grant that had been applied for this project was denied due to the fact that the same items were asked for on a prior grant. Ron Bursek stated that a better cost estimate for repairs has been received. Chairman Orth asked if grants for historic preservation could be applied for in the future. Frank Pacetti said yes, it is possible.

It was moved by Commissioner Carpenter, seconded by Commissioner Downing to remove $80,000 for building rehabilitation, $30,000 for ADA ramp, and $20,000 for engineering from line item PK-00-002 for a new total of $130,000 with no outside funding. Motion passed 5-0.

Regarding item PK-03-001 Park Renovations-Various Parks, Commissioner Carpenter asked which parks were scheduled for repairs. Frank Pacetti stated that there were parks in various stages of decay. Jeff Warnock stated that the Park Division was working on a priority list. Commissioner Carpenter stated she would like a copy of the list when completed. Frank Pacetti stated that the Commission will get the list from staff. Commissioner Carpenter then questioned the increase from $60,000 to $100,000. Ron Bursek stated that problems need to be addressed and a list created, he would like to be more aggressive with upgrades.

Regarding item PK-03-003 Municipal Golf Course, Chairman Orth inquired what the item: funding golf fund comes from. Frank Pacetti explained that it is the Golf Course fund balance from the inception and that the improvement were intended to increase play in order to increase funds available in the Golf Course. Chairman Orth asked for a copy of the Golf Course audit. Carol Stancato stated an audit is performed every year as part of the City audit and the Commission will be provided with a copy. Mayor Bosman stated that the Golf Course would be a valuable venue for kids. Comissioner Casey agreed, perhaps attracting a wider clientele range. Chairman Orth stated that the Course would be a good opportunity for kids, perhaps have a free day, and look at new ideas. Mayor Bosman stated with the Golf Course improvements the goal would be to be a destination course and to offer a multi-function building for other functions.
Regarding item PK-09-001 Harbor and Marina Dredging, Chairman Orth asked if there was anyway to fix the dredging problem without using funds. Frank Pacetti stated that the City has applied to the Army Corp of Engineers to redesign the pier to slow down silting, but that there were many requests and it is not known if the request will be approved.
Regarding Item PK-10-001 Field Office Building, Commissioner Casey asked what was being done to the building. Jeff Warnock stated that there would be tuckpointing, window caulking and painting done, and in the future the parking lot.
Regarding item PK-10-002 Lakefront Water Feature, Commissioner Casey asked what this item is for. Ron Bursek stated that it is the Beaver Pond water feature on the lakefront and that the operational requirements were being changed by the State. Shelly Billingsley stated that the City is working with a consultant on options on how to convert the system and the operational impacts, and also that more information would be available in December.
Regarding item PK-10-003 Pennoyer Park, Chairman Orth asked what repairs were slated to be done. Jeff Warnock stated that the bandshell roof and electrical system needed repairs, partially due to vandalism. Chairman Orth mentioned that permanent seating should be added and questioned where additional parking would be added. Jeff Warnock stated that there could possibly be some parking on the south side of the bathhouse and that different areas were being looked at.
Regarding item PK-96-001 Park Equipment, Frank Pacetti stated that the total outside funds line item should equal $4,000. Commissioner Casey stated that he was glad the beach comber was now being used on an ongoing basis. Chairman Orth questioned which cost for the Lakefront mower was correct, $70,000 or $48,000. Jeff Warnock stated he would get the correct cost.
It was moved by Commissioner Casey, seconded by Commissioner Downing to approve as amended. Motion passed 4-1, with Commissioner Ruef voting nay.

Chairman Orth called for a short break at 7:15 pm. Commissioner Ruef was excused and left the meeting.

Chairman Orth reconvened the meeting at 7:27 pm.

C-2. Review of the 2010 Park Division Executive Budget

Staff/Commissioners: Ron Bursek gave an overview of the Park Division budget. He stated that the parks were in better shape than one year ago with seven less people and that the Division can accomplish the Commission's directives with this budget. Frank Pacetti further stated that city-wide that there was a zero percent increase for personal services, a five day furlough for all employees except protective services, and that the pools would be open six weeks instead of 10 weeks, also further labor savings would be due overtime reductions by working three different work schedules.
Chairman Orth questioned the cost of vehicle repairs done in house versus central garage. Jeff Warnock stated that current staff can fix small equipment in house and that larger repairs would go to the central garage.
Commissioner Downing questioned the costs charged to groups renting ball diamonds, soccer fields, etc. Jeff Warnock stated, the only charge is for a permit and that the Park Division is reviewing all agreements with permitting and will be presenting this information to the Commission. Commissioner Downing stated that he would not be supporting the Park Division budget. and that he would like a list on co-oping area rentals. Chairman Orth stated that the fee schedule has not changed in years and that it should not be done on this level, teams come to Kenosha because they are undercharged. Frank Pacetti stated that the fee schedule needs analysis needs to be completed, and should be done by the Finance Committee review of the 2010 budget. Commissioner Casey stated that he would like to see what Administration comes up with and their recommendations after looking at all the agreements.
Chairman Orth stated that he did not feel the pools could be run for six weeks, that skilled lifeguards could possibly work elsewhere, and that the community would be short changed.
It was moved by Chairman Orth to restore funding for the pools for ten weeks, motion failed for lack of second.
Commissioner Casey stated that attendance in pools is down, yet we have an underutilized lake right next to us. Frank Pacetti stated that it was not the intent of Administration to close the pools, that efficiencies were being sought. Commissioner Casey stated that he would like to see attendance records for the time period preceding the slide improvements and the average temperatures in June through August for 2007 though 2009. Chairman Orth stated that he would also like to see attendance figures for communities within 100 miles that also have outdoor pools.
Aldermen: Alderman Ruffolo stated that possibly the pool hours should be reduced instead of number of weeks and that closing the pools could cause problems with the kids not having anything to do. Alderman Misner was also concerned with the shortened time period and would not support the change. Alderman Kennedy stated that the pools are a draw for the City, and that limiting the number of days might not be good, but less hours might be an alternative, he also mentioned the possibility of Alderman receiving free pool passes to pass out to constituents. Alderman Bogdala mentioned an alternative of using the lifeguards at the beaches if they are not being used at the pools. Chairman Orth stated that there were some good ideas for alternatives as a compromise.

Review of the 2010 Washington Park Municipal Golf Course Executive Budget

Staff/Commissioners: Commissioner Casey stated he would like to see a concessions breakdown of beer versus food. Jeff Warnock stated he would provide that information to the Commission. Chairman Orth stated that concession pricing needs to be looked at, in order for the Golf Course to generate $1,000,000 in five years for their CIP contribution, it would need to be better. Commissioner Downing stated that the merchandise for resale needs to be looked at, more revenue should be generated.

Review of 2010 Keep Kenosha Beautiful Executive Budget

Staff/Commissioners: Chairman Orth read the ordinance governing Keep Kenosha Beautiful, that it does not state a paid position. He said that other positions are being eliminated within the City and that he doesn't believe in staffing this position.
It was moved by Chairman Orth, seconded by Commissioner Carpenter to remove the paid position of Keep Kenosha Beautiful Coordinator. Motion passed 3-1, with Commissioner Casey voting nay. The adjustment to the 2010 budget would be a reduction of $33,050 in wages and $6.170 in fringe benefits for a total reduction of $39,220.

Aldermen: Alderman Misner stated that possibly more residents would volunteer to do plantings, the Park division should handle other opportunities.

It was moved by Commissioner Carpenter, seconded by Chairman Orth, to approve the 2010 Park Division Budget as presented, the 2010 Washington Park Municipal Golf Course as presented, and the 2010 Keep Kenosha Beautiful Budget as amended, motion failed 2-2, with Commissioners Downing and Casey voting nay.

Citizen/Aldermen comments: Alderman Kennedy stated that Kenosha Parks were a jewel to the City and that they should continue to be maintained. He also said it was foolish to remove the position from Keep Kenosha Beautiful and that he would not support it.

There being no further business, it was moved by Commissioner Casey, seconded by Commissioner Carpenter to adjourn at 9:47 pm, motion passed 4-0.

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
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TO: Michael Orth, Chairman
Park Commission

FROM: Jeff Warnock

SUBJ: EVENT CO-SPONSORSHIP

DATE: 11/16/2009

BACKGROUND ANALYSIS

City of Kenosha Parks provide tremendous recreational opportunities for Kenosha residents. Several annual City-affiliated or unaffiliated special events are located in City parks. The City has been approached by organizations seeking some or full sponsorship for these events, and the need arose for guidelines on how to respond to these requests. Park staff has coordinated with the City Attorney's office to develop co-sponsorship guidelines.

RECOMMENDATION

Approve resolution to establish guidelines for City contributions for events co-sponsored by the Board of Park Commissioners.

C-1

RESOLUTION NO. _____

BY: PARKS COMMISSION

TO ESTABLISH GUIDELINES FOR CITY CONTRIBUTIONS FOR EVENTS CO-SPONSORED BY THE BOARD OF PARK COMMISSIONERS

WHEREAS, the City of Kenosha, Wisconsin, maintains an extensive park system under the discretion of its Board of Park Commissioners; and,

WHEREAS, one of the purposes of maintaining a park system is to provide recreational opportunities within the City of Kenosha to the citizens of the City; and,

WHEREAS, certain established groups, whether directly affiliated with the City or unaffiliated with the City, occasionally offer organized recreational opportunities within the City parks, said organized recreational events to have historically included: Independence Day fireworks displays, Days of Discovery Tall Ships Festival, Pike River Rendezvous, and the Kenosha Civic Veterans Parade; and,

WHEREAS, said organized recreational opportunities have costs associated therewith, said costs to include City-related costs (e.g., equipment rental and installation; personnel costs for setup and tear down) and costs paid to third parties, even if charged by the City (e.g., electric charges; water charges; security costs; insurance costs; vendors' costs, organizer expense reimbursements); and,

WHEREAS, in order to keep some such organized recreational opportunities in the parks, waiver of Park rental fees through co-sponsorship of the Board of Park Commissioners is sought; and,

WHEREAS, when the Board of Park Commissioners has agreed to co-sponsor an event, the City of Kenosha has not charged the established groups for the City's costs associated with the organized recreational activity; and,

WHEREAS, it is desirable to establish policies with respect to what services

should be contributed.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kenosha, Wisconsin, that should the Board of Park Commissioners exercise its discretion to sponsor/co-sponsor an organized recreational opportunity, the City may contribute to the following limits:

REQUESTOR	PERCENTAGE OF CITY-RELATED RENTAL COSTS	PERCENTAGE ON NON-CITY RELATED COSTS
City	100%	100.00%
Not-For-Profit Corporation or Other Non-Profit Entity	50%	0
Government Entity [County of Kenosha/Kenosha Unified School District/Business Improvement District]	50%	0
For Profit Corporation or Entity, Either or Both of First 2 Years of a Pilot, Annual Event	Up to 50%	0
For Profit – After first 2 Years	0	0

BE IT FURTHER RESOLVED that should the Board of Park Commissioners agree to co-sponsor an event with any entity other than the City of Kenosha, all other rules, regulations, and obligations still apply to the non-City co-sponsor, specifically including the requirement to maintain Liability Insurance.

BE IT FURTHER RESOLVED that co-sponsorship by the Board of Park Commissioners shall be limited to events which will occur within the City limits of Kenosha and all City Park resources (equipment, employee, etc.) subject to such a request must be deployed within the City limits.

Adopted this _____ day of _____, 2009.

ATTEST:_____City Clerk
_____

APPROVED:_____Mayor Date:_____
_____

Drafted By:
MATTHEW A. KNIGHT,
Deputy City Attorney