



Public Works, Parks & Facilities Committee

Robert Grove, Chair
Tom Hincz, Vice-Chair
Monte G. Osterman, Secretary
Mike Dawson
Katlynn Gills, Youth in Governance Representative
Jillian Humphreys, Youth in Governance Representative

Nick Demske
Fabi Maldonado
Tom Kramer

MEETING NOTICE

DATE: January 9, 2020 (Thursday)
TIME: 6:00 p.m.
PLACE: PUBLIC WORKS & DEVELOPMENT SERVICES CONFERENCE ROOM
Ives Grove Office Complex
14200 Washington Avenue
Sturtevant, Wisconsin 53177

This location is handicap accessible. If you have other special needs, please contact the Public Works & Development Services Department at (262) 886-8440.

AGENDA

1. Call to order
2. Review and possible approval of the October 30, 2019 summary minutes
3. Review and possible approval of the November 14, 2019 summary minutes
4. Public comments (limited to 15 minutes, 3 minutes per speaker)
5. Review, discussion and possible action regarding a request to allow landscaping project to remain within County Highway G / North Main Street Right of Way. (Laid over on 11.14.2019)
6. Review, discussion and possible action regarding an ordinance amendment to lower the speed limit on 7 Mile Road near USH 45 in the Town of Norway.
7. Review, discussion and possible action regarding an ordinance amendment to lower speed limits along CTH U, north and south of 7 Mile Road in the Village of Raymond.
8. Review, discussion and possible action on a resolution authorizing Racine County to participate in the WI Department of Natural Resources Dam Grant Program.
9. Review, discussion and possible action concerning a Beaver Trapping license agreement for 2020.
10. Review, discussion and possible recommendation on a resolution authorizing the installation and purchase of a John Deere R10 Flex Wing Rotary from the PBM Materials account.
11. Review, discussion and possible recommendation on a resolution authorizing the application and acceptance of Outdoor Recreation Trail Aids, County Snowmobile Trail Aids Funding through the Wisconsin Department of Natural Resources (WDNR).
12. Review, discussion and possible action concerning an amendment to the "Racine County Park Standards and Operating Procedures" regarding the policy on park hours of operation.

13. Review, discussion and possible action concerning an amendment to the "Racine County Park Standards and Operating Procedures" regarding the policy on picnic reservations.
14. Review, discussion and possible action concerning an amendment to the "Racine County Park Standards and Operating Procedures" regarding the policy on reservations for individual campsites.
15. Review, discussion and possible action concerning an amendment to the "Racine County Park Standards and Operating Procedures" regarding the policy on group camping reservations.
16. Review, discussion and possible action concerning an amendment to the "Racine County Park Standards and Operating Procedures" regarding the policies on baseball/softball fields.
17. Communications and referrals
18. Miscellaneous Public Works business
 - Next scheduled PWPFC meeting: January 23, 2020.
19. Adjournment

Agenda item #2

RACINE COUNTY PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE MEETING

WEDNESDAY, October 30, 2019 - SUMMARY MINUTES

DRAFT

(NOTE: Audio recording from Racine County is available upon request. These minutes are intended as a summary of actions taken by the Committee and do not include verbatim or detailed accounts of all comments made by staff, the Committee and members of the general public present at the meeting.)

Public Works-Development Services Conference Room
Ives Groves Office Complex
14200 Washington Avenue
Sturtevant, WI 53177

Committee Present: Robert Grove, Monte G. Osterman, Mike Dawson,
Nick Demske, Tom Kramer

Members Excused: Tom Hincz, Fabi Maldonado

Youth in Governance

Representatives Excused: Katlynn Gill, Jillian Humphreys

Staff Present: Julie Anderson, Public Works & Development Services Director
Dave Prott, Parks and Highways Superintendent

1. Call to Order, Roll Call

The meeting was called to order at 5:35 p.m. by Chairman Robert Grove.

2. Review, discussion and possible recommendation on a resolution by the Public Works, Parks and Facilities Committee authorizing the conveyance of county-owned land by permanent easement to the City of Racine Water and Wastewater Utility for installation of a water main along and beneath a bike path in the Village of Mt. Pleasant.

(1st Reading requested November 5, 2019 and 2nd Reading requested on November 12, 2019).

Anderson informed the Committee that they previously recommended to approve the draft resolution for this easement area, at their September 26, 2019 meeting. The language for the resolution is now complete and this is ready to move to the County Board for action. The permanent easement is approximately 3,000sf in area. There is a temporary easement that will be within an area of the permanent easement, for installation of a water main near the FoxConn development area in Mt. Pleasant.

Supervisor Monte OSTERMAN moved, second by Supervisor Dawson, to recommend approval of the resolution and move it to County Board for first reading November 5, 2019.

Vote: 5/0. Motion passed unanimously.

3. Review, discussion and possible recommendation on a resolution by the Public Works, Parks and Facilities Committee authorizing the conveyance of county-owned land by temporary construction easement within the permanent easement area to the City of Racine Water and Wastewater Utility for installation of a water main, including a staging and work area for the construction along and beneath a bike path in the Village of Mt. Pleasant.

(1st Reading requested November 5, 2019 and 2nd Reading requested November 12, 2019).

Anderson explained this is the same work area, but that this resolution authorizes a temporary easement within the permanent easement of the bike trail.

Supervisor Monte OSTERMAN moved, second by Supervisor Dawson, to recommend approval of the resolution and move it to County Board for first reading November 5, 2019.

Vote: 5/0. Motion passed unanimously.

4. Miscellaneous Public Works business

Anderson reported that there will likely be discussion and action items for the next meeting of the PWPFC on November 14, 2019. Prutt indicated he is working on a couple of items for that agenda that will be time sensitive and need action by the end of this calendar year.

Anderson also reported that CTH A is now open as the culvert replacement project is now complete. She also informed the Committee that she received a phone call from WISDOT staff on Friday October 25 indicating that STH 32 (Douglas Avenue) was nearing completion and that, weather dependent, the road might be open to traffic by November 1, 2019.

5. Adjournment

There being no further business, **SUPERVISOR Monte OSTERMAN MOVED, seconded by Supervisor Demske, to adjourn at 5:41 p.m. Motion carried unanimously. VOTE: 5/0**

Agenda item #3

RACINE COUNTY PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE MEETING

Thursday, November 14, 2019 - SUMMARY MINUTES

DRAFT

(NOTE: Audio recording from Racine County is available upon request. These minutes are intended as a summary of actions taken by the Committee and do not include verbatim or detailed accounts of all comments made by staff, the Committee and members of the general public present at the meeting.)

Public Works-Development Services Conference Room
Ives Groves Office Complex
14200 Washington Avenue
Sturtevant, WI 53177

Committee Present: Robert Grove, Mike Dawson, Nick Demske, Monte G. Osterman, Fabi Maldonado, Tom Kramer

Committee Excused: Tom Hincz

Youth in Governance Representatives: Katlynn Gills, Jillian Humphreys

Staff Present: Julie Anderson, Director of Public Works & Development Services
Dave Prott, Parks and Highways Superintendent

Others Present: James Chervenka, Rich Bruhn, Dr. Kelly von Schilling Worth, Michael Schienl (Breezy Hill Nursery)

1. Call to Order, Roll Call

The meeting was called to order at 6:00 p.m. by Chairman Robert Grove.

2. Review and possible approval of the September 26, 2019, summary minutes

SUPERVISOR Monte OSTERMAN MOVED, seconded by Supervisor Demske, to approve the September 27, 2019, summary minutes as presented.

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Gill: aye

Youth Representative Humphreys: aye

Motion carried unanimously. VOTE: 6/0

3. Public Comments (limited to 15 minutes, 3 minutes per speaker)

R. Bruhn requested that the speed limit on 7 Mile Rd be lowered, especially near the Drought School. J. Chervenka agreed with Mr. Bruhn and he also expressed concern about the intersection of 7 Mile and USH 45 with the amount of signs that are obstructing view of the stop signs.

4. Review, discuss and possible action regarding a request to allow landscaping project to remain within County Highway Right of Way.

Dr. von Schilling Worth was present and answered questions about the property he owns on Main Street whereby he has placed landscaping material within the County-owned right of way along Main Street. It was determined that there is landscape block installed along the back face of the road curb, trees planted, grading and cutting within the right of way. This conflicts with the permit that was issued to him by County staff. He was also working under an expired permit. Breezy Hill Nursery is the contractor of record for the project. The project also has large pillars which appear to be located at the edge of the road right of way. Staff takes issue with the project that is located within the "clear zone" which is defined as the area located 8 feet from the back edge of the curb.

Significant discussion was held. Staff was directed to discuss this matter with Corporation Counsel to get further guidance and to return to the Committee at a future meeting date. The property owner was advised to install erosion fencing along the "cut" area within the right of way to hold the soil in place to the extent possible.

SUPERVISOR Monte OSTERMAN MOVED, seconded by Supervisor Demske, to lay over this item to a future meeting once staff has gathered more information.

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Gill: aye

Youth Representative Humphreys: aye

Motion carried unanimously. VOTE: 6/0

5. Review, discussion and possible recommendation on a resolution authorizing the purchase of a Trimble GPS System from the 2019 Over-recovery PBM account and from the 2019 Capital Budget for the Racine County Public Works Fleet Division.

Dave Prutt explained the need for this item and how it would eliminate manual surveying while doing road projects. He explained the high level of accuracy with this GPS system and that it would make the crew more efficient with their work in the field. He also explained that this is a purchase that needs to be made before the end of 2019, so he is requesting 1st and 2nd reading of this Resolution at the December 3, 2019 County Board meeting, including approval of the fiscal note.

SUPERVISOR Monte OSTERMAN MOVED, seconded by Supervisor Kramer, to approve this resolution for 1st and 2nd reading at the December 3, 2019 County Board meeting, including the fiscal note.

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Gill: aye

Youth Representative Humphreys: aye

Motion carried unanimously. VOTE: 6/0

6. **Review, discussion and possible recommendation on a resolution authorizing the purchase of three sets of portable rumble strips for traffic control from the 2019 PBM account.**

Dave Prott explained that this purchase is part of a State law that goes into effect January 1, 2020. It is a safety-driven mandate, to better define and protect highway work and construction zones. This mandate involves the use of rumble strips for all work, and all employees must be trained and certified for flagging operations as well as purchase of new communication radios for crews on projects. He explained that the crew (59 personnel) have all received certification with the flagging requirement, but that we now need to purchase the construction zone set up items as described in this resolution. He is also requesting 1st and 2nd reading of this Resolution at the December 3, 2019 County Board meeting, including approval of the fiscal note.

SUPERVISOR Tom KRAMER MOVED, seconded by Supervisor Dawson, to approve this resolution for 1st and 2nd reading at the December 3, 2019 County Board meeting, including the fiscal note.

YOUTH REPRESENTATIVES' ADVISORY VOTES:

Youth Representative Gill: aye

Youth Representative Humphreys: aye

Motion carried unanimously. VOTE: 6/0

7. **Communications and Referrals**

Anderson reported there were none.

8. **Miscellaneous Public Works Business**

- Next scheduled PWPFC meeting: December 12, 2019, if warranted

9. **Adjournment**

There being no further business, **SUPERVISOR Nick DEMSKE MOVED, seconded by Supervisor MALDONADO**, to adjourn at 7:23 p.m. Motion carried unanimously. **VOTE: 6/0**

Agenda item #5

Memorandum

RE: landscaping within CTH G ROW (N. Main St)

Owner: Dr. Kelly von Schilling Worth

Docket Number 2019-0134-01

Staff has reviewed the project, which was done within the County Highway G right of way. The original permit allowed for some grading, but no structural work within the right of way.

At the November 14, 2019 PWWF Committee meeting, there was significant discussion about the work that was done outside of the permit. Also discussed was how, if left to remain, this could set precedent for other work in other county highway rights of way.

Staff further reviewed the situation and of concern is the amount of valuable materials that have been placed within the clear zone (8 feet from back of curb edge). Items in the clear zone include blocks of limestone, lined up along the back face of the curb, as well as trees that were planted within the 8 foot clear zone. Staff believes that the pillars that have been constructed are not within the clear zone.

Final staff recommendation:

Property owner, at his cost, shall remove all items within the 8 feet clear zone. This includes all limestone blocks, as well as trees and shrubs that may have been planted. Grading must be completed such that erosion problems are not created from this site and onto N Main St.

Staff does not take issue with the pillars that have been constructed, and those may remain as it appears they are at the edge of the 8 feet clear zone.

Reasons:

1. The permit that was issued by Racine County was very clear that only grading could occur within the clear zone area.
2. The property owner has admitted to the Committee that more work was done than what the permit allowed.
3. The permit has since expired.
4. Racine County owns the right of way along N Main St. There is no good way to mitigate or lessen the liability to the traveling public or pedestrians on this property. A hold harmless agreement is useless and unable to be enforced since Racine County owns the land where the blocks and trees have been placed.

Summary

1. The 8 feet clear zone shall be fully restored no later than June 1, 2020. Photos of the completed restoration shall be submitted to Racine County.
2. No other walls, structures or vegetation may be placed within the clear zone of N Main St (CTH G).

Agenda item #9

BEAVER/MUSKRAT TRAPPING LICENSE AGREEMENT

This Beaver Trapping Agreement (hereinafter referred to as AGREEMENT) made this _____ day of _____, 2020 by and between Racine County, a quasi-municipal corporation organized under the laws of the State of Wisconsin, (hereinafter referred to as COUNTY) and Jon Stollenwerk, 6224 S Swift Ave. Cudahy, WI 53110 (hereinafter referred to as TRAPPER).

WITNESSETH:

FOR GOOD AND VALUABLE CONSIDERATION, the parties hereby make the following agreements:

1. COUNTY grants TRAPPER permission to trap beaver (*Castor Canadensis*) and muskrat (*Ondatra Zibethicus*) on select County owned property under the terms and conditions set forth in this contract. The AGREEMENT shall become effective for a term of one (1) year from the date set forth above and shall remain in effect until December 31, 2020, or until earlier terminated according to the provisions herein. ~~for one (1) year from the date set forth above, during the period beginning with the first year and ending no later than April 30, 2019.~~ The AGREEMENT shall be automatically extended for four additional one-year terms on the same or mutually agreed upon revised terms upon written approval of both parties.

2. The AGREEMENT applies to the following County-owned locations: John Margis Jr. Wildlife Area property which is located 7516 Fish Hatchery Rd., Burlington, Wisconsin 53105, Root River Parkway property adjacent to Racine/Milwaukee County Line Road (8 Mile Road) east of Nicholson Road in Caledonia, WI 53402 (typically referred to as "Hunt's Landfill"), Quarry Lake Park located at 3533 Northwestern Avenue, Racine, WI 53404, and Fox River Parkway at the Eagle Creek connection across from 623 N. River Road, Rochester, WI 53105. In

addition, AGREEMENT may apply to other Racine County-owned property that is authorized in writing by the Director of Public Works and Development Services.

3. TRAPPER shall possess a valid Wisconsin DNR Resident Trapping license and shall obtain and pay for all required local and state permits necessary.

4. All applicable Racine County ordinances shall remain in effect in regard to the use of the Park and any exceptions must be approved in advance by the Racine County Public Works Committee.

5. To the fullest extent permitted by law, TRAPPER agrees to indemnify and hold harmless Racine County, and its officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage (including costs of investigation and attorney's fees), which arise out of or are connected with the services provided hereunder. TRAPPER shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands, and to bear all other costs and expenses related thereto, including court costs and attorney's fees. TRAPPER's indemnification shall not be construed to extend to any injury, loss, or damage that is caused by the act, omission, or other fault of Racine County.

6. TRAPPER shall obtain and maintain public liability insurance that shall be primary with limits in an amount of at least \$500,000 and shall name Racine County as an additional named insured ~~in regard to~~ about its activities under this contract.

9. This agreement is not assignable by either party.

10. TRAPPER is not authorized to make any representations to any media source. All requests for comment shall be directed to the Director of Public Works and Development Services or the Corporation Counsel's Office.

11. TRAPPER agrees to surrender use, possession and occupancy of the premises peaceably at the termination of the AGREEMENT or upon written request of the Director of Public Works and Development Services or the Corporation Counsel's Office.

12. If the TRAPPER breaks any of the covenants and agreements herein contained or shall willfully and maliciously do injury to the premises, the COUNTY or its legal representative shall have the right at any time thereof without notice to declare the AGREEMENT void and to terminate the agreement.

13. The public shall have a right to use public areas during the trapping time period and the TRAPPER shall have no exclusive right to any space or location in the park.

14. The COUNTY shall provide compensation to the TRAPPER in the amount NOT TO EXCEED YEARLY Two Thousand Four Hundred dollars (\$2,400.00) during the period ending December 31, 2020, and payable at the end of time the trapping is completed by the request of Racine County following the AGREEMENT. The TRAPPER shall submit an invoice, when the requested trapping is completed, to the COUNTY which quantifies the total number of beaver/muskrat trapped multiplied by the agreed upon fee of \$150.00 for the first two (2) beavers/muskrat and \$75.00 per animal beaver/muskrat thereafter for each requested trapping. Proof (pictures) of each beaver/muskrat accounted for on the invoice shall be made on demand by COUNTY. The above fee schedule shall be renewed each year with the four (4) year extension.

RACINE COUNTY

BY: _____

BY: _____

TRAPPER

BY: _____

Agenda item #10

1 RESOLUTION NO. 2020-

January 14, 2020

2
3 **RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE**
4 **AUTHORIZING AND APPROVING THE PURCHASE OF A JOHN DEERE R10 FLEX**
5 **WING ROTARY CUTTER FROM THE 2019 CAPITAL SURRPLUS ACCOUNT FOR**
6 **THE RACINE COUNTY PUBLIC WORKS FLEET DIVISION**

7
8 To the Honorable members of the Racine County Board of Supervisors:

9
10 **BE IT RESOLVED** by the Racine County Board of Supervisors that the Racine
11 County Public Works, Parks and Facilities Committee respectfully requests to use funds
12 not to exceed \$17,500.00 from the Public Works PBM Materials Account for the purchase
13 of a John Deere R10 Flex Wing Rotary Cutter for the Racine County Public Works Fleet
14 Division.

15
16 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
17 the money in the PBM Materials Account came from the over recovery of the
18 Performance Based Maintenance work that the department completed for the
19 Wisconsin Department of Transportation (WisDOT).

20
21 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
22 the purchase of the John Deere R10 Flex Wing Rotary Cutter, as set forth in Exhibit "A"
23 that is attached hereto, is authorized and approved to be funded by the Public Works
24 PBM Materials Account.

25
26 Respectfully submitted,

27
28 1st Reading _____

**PUBLIC WORKS, PARKS AND FACILITIES
COMMITTEE**

29
30 2nd Reading _____

31
32 BOARD ACTION

Robert D. Grove, Chairman

33 Adopted _____

34 For _____

35 Against _____

36 Absent _____

Tom Hincz, Vice-Chairman

37
38 VOTE REQUIRED: 2/3 M/E

Monte G. Osterman, Secretary

39
40 Prepared by:
41 Public Works and Development
42 Services Department

Mike Dawson

43
44 _____
45 Nick Demske
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Fabi Maldonado

Tom Kramer

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

1
2
3
4 **INFORMATION ONLY**
5
6
7

8 **WHEREAS**, the Wisconsin Department of Transportation (WisDOT) created a
9 road maintenance pilot program designed to create transparency of how transportation
10 dollars for road maintenance is being spent and what type of projects are being
11 completed; and

12
13 **WHEREAS**, as a participant in the Performance Based Maintenance (PBM)
14 Program, Racine County submitted a formal bid and entered into an agreement with the
15 WisDOT for specific field/crack and shouldering projects in Racine County; and

16
17 **WHEREAS**, Racine County completed the scope of work for the afore-mentioned
18 projects and accepted payment for the service and materials as provided under the
19 agreement; and,

20
21 **WHEREAS**, John Deere R10 Flex Wing Rotary Cutter shall be used for routine
22 mowing on County and State roads and will replace a 1966 Terrain King Cutter that is no
23 longer a viable cutter and,

24
25 **WHEREAS**, The John Deere R10 Flex Wing Rotary Cutter meets the requirements
26 the departments needs and will be purchased using a purchasing contract from Dodge
27 County WI. (proposal attached)

28
29 **WHEREAS**, there are available funds in the Public Works PBM Materials Account.
30



JOHN DEERE

PROVEN POWER

Selling Equipment

Quote Id: 20831004 Customer Name: RACINE COUNTY HIGHWAY DEPARTMENT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513

FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Proven Power, Inc.
S65w22065 National Avenue
Waukesha, WI 53189-9660
262-679-0100
office@provenpower.com

JOHN DEERE R10 Flex wing Rotary Cutter

Hours:

Stock Number:

Contract: WI Dodge County 18-04-00777-B (PG I4 CG 22)

Selling Price *

Price Effective Date: November 20, 2019

\$ 17,184.36

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
2330P	R10 Flex wing Rotary Cutter	1	\$ 22,211.00	24.00	\$ 5,330.64	\$ 16,880.36	\$ 16,880.36
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
3316	6 Laminated Tires - (Double tires on center and wing) - Puncture proof	1	\$ -137.00	24.00	\$ -32.88	\$ -104.12	\$ -104.12
3511	540 RPM Driveline - Cat 6	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
5120	Ball Type Hitch	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
5280	Rigid Casting Tongue	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
9120	Blade Bolt and Bushing Kit	1	\$ 229.00	24.00	\$ 54.96	\$ 174.04	\$ 174.04
9400	Front Safety Shield - Second row chain	1	\$ 154.00	24.00	\$ 36.96	\$ 117.04	\$ 117.04
9410	Rear Safety Shield - Second row chain	1	\$ 154.00	24.00	\$ 36.96	\$ 117.04	\$ 117.04
Standard Options Total			\$ 400.00		\$ 96.00	\$ 304.00	\$ 304.00
Total Selling Price			\$ 22,611.00		\$ 5,426.64	\$ 17,184.36	\$ 17,184.36



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Proven Power, Inc.
S65w22065 National Avenue
Waukesha, WI 53189-9660
262-679-0100
office@provenpower.com

Quote Summary

Prepared For:
Racine County Highway Department
14200 Washington Ave
Sturtevant, WI 53177
Business: 262-886-8449

Delivering Dealer:
Proven Power, Inc.
Bob Burmeister
S65w22065 National Avenue
Waukesha, WI 53189-9660
Phone: 262-679-0100
bob.provenpower@gmail.com

Quote ID: 20831004
Created On: 20 November 2019
Last Modified On: 20 November 2019
Expiration Date: 20 December 2019

Table with 4 columns: Equipment Summary, Selling Price, Qty, Extended. Row 1: JOHN DEERE R10 Flex wing Rotary Cutter, \$ 17,184.36 X, 1 =, \$ 17,184.36. Equipment Total: \$ 17,184.36

* Includes Fees and Non-contract items

Quote Summary table with 2 columns: Description, Amount. Rows include Equipment Total (\$ 17,184.36), Trade In, SubTotal (\$ 17,184.36), Est. Service Agreement Tax (\$ 0.00), Total (\$ 17,184.36), Down Payment (0.00), Rental Applied (0.00), Balance Due (\$ 17,184.36)

Salesperson : X _____

Accepted By : X _____

Agenda item #11

1 RESOLUTION NO. 2020-

1,14,2020

2
3 RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE
4 AUTHORIZING APPLICATION AND ACCEPTANCE OF OUTDOOR RECREATION
5 TRAIL AIDS – COUNTY SNOWMOBILE TRAIL AIDS FUNDING THROUGH THE
6 WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR) IN THE AMOUNT
7 OF \$47,610.00 WITHIN THE PARKS 2020 BUDGET

8
9 To the Honorable members of the Racine County Board of Supervisors:

10
11 **WHEREAS**, Racine County presently has approximately 158.7 miles of public
12 snowmobile trail;

13
14 **WHEREAS**, Racine County is interested in continuing to maintain, acquire,
15 insure, or develop lands for public outdoor recreational purposes, such as snowmobile
16 trail use as described in the application;

17
18 **WHEREAS**, said public snowmobile trails are eligible for funding under Section
19 23.09(26) of the Wisconsin State Statutes through the Wisconsin Department of Natural
20 Resources Outdoor Motorized Recreation Trail Aids – County Snowmobile Trail Aids
21 Program;

22
23 **WHEREAS**, the maintenance, acquisition, insurance, and development of lands
24 for public snowmobile trail use is consistent with the *Comprehensive Snowmobile Trail*
25 *Plan for Racine County, A Park and Open Space Plan for Racine County, and A Multi-*
26 *Jurisdictional Comprehensive Plan for Racine County: 2035;*

27
28 **NOW, THEREFORE, BE IT RESOLVED** by the Racine County Board of
29 Supervisors that Racine County, through the Public Works and Development Services
30 Department, apply for funds under Section 23.09(26) for such eligible maintenance,
31 acquisition, insurance and/or development costs and hereby authorizes the Director of
32 Public Works and Development Services of Racine County to: act on behalf of Racine
33 County to submit applications to the State of Wisconsin Department of Natural
34 Resources for any financial aid that may be available; to submit reimbursement claims
35 along with necessary supporting documentation within six months of project completion
36 date; and to sign and submit documents and to take necessary action to undertake,
37 direct, and complete approved projects.

38
39 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
40 the transfer of funds within the Parks 2020 Budget, as set forth in Exhibit "A" that is
41 hereto is authorized and approved.

42
43 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
44 additional terms and conditions may be applicable as the Corporation Counsel and the
45 Director of Public Works and Development Services deem necessary and appropriate.
46

3
4 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
5 the County Clerk shall forward a copy of this resolution to the Wisconsin Department of
6 Natural Resources.

7
8 Respectfully submitted,

9
10 **PUBLIC WORKS, PARKS AND FACILITIES**
11 **COMMITTEE**

12 1st Reading _____

13 2nd Reading _____

14 _____
15 Robert D. Grove, Chairman

16 BOARD ACTION

17 Adopted _____

18 For _____

19 Against _____

20 Absent _____

21 _____
22 Tom Hincz, Vice-Chairman

23 _____
24 Monte G. Osterman, Secretary

25 VOTE REQUIRED: 2/3 M/E

26 Prepared by:
27 Public Works and Development
28 Services Department

29 _____
30 Mike Dawson

31 _____
32 Nick Demske

33 _____
34 Fabi Maldonado

35 _____
36 Tom Kramer

37 **The foregoing legislation adopted by the County Board of Supervisors of**
38 **Racine County, Wisconsin, is hereby:**

39 **Approved:** _____

40 **Vetoed:** _____

41 **Date:** _____,

42
43
44
45 _____
46 **Jonathan Delagrave, County Executive**

Agenda item #12

RACINE COUNTY PUBLIC WORKS	NUMBER:
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 01-10-02 REVISED DATE: 03-07-02; 12/10/19
TITLE: POLICY ON PARK HOURS OF OPERATION	PAGE 1 OF 1

LOCATION	PARK AVAILABILITY	PARK OPEN	PARK CLOSED	Notes
Beaumont Park	All Year	Sunrise	10:00 p.m.	
County Bike Trails	All Year	Sunrise	10:00 p.m.	
Browns Lake Tennis Court	All Year	Sunrise	10:00 p.m.	
Bushnell Park	All Year	Sunrise	10:00 p.m.	
Case Eagle Park	All Year	Sunrise	10:00 p.m.	
Cliffside Park	All Year	Sunrise	10:00 p.m.	4, 5
Haban Park	All Year	Sunrise	10:00 p.m.	
Eagle Lake Park	All Year	Sunrise	10:00 p.m.	
Evans Park	All Year	Sunrise	Sunset	
Fischer Park	All Year	Sunrise	10:00 p.m.	
Col. Heg Park	All Year	Sunrise	10:00 p.m.	
Horlick Property Park	All Year	Sunrise	10:00 p.m. Sunset	1
John J. Margis Wildlife Area	All Year	Sunrise	Sunset	
Old Settlers Park (change to one uniform closing time at the Sheriff's Office request. They lock the park gate nightly.)	April - Oct April & Oct May & Sept Jun, Jul & Aug	8:00 a.m. 8:00 a.m. 8:00 a.m. 8:00 a.m.	10:00 p.m. 6:00 p.m. WD 8 pm / WE 10 pm WD 9 pm / WE 10 pm	7 7 7
Pritchard Park	All Year	Sunrise	10:00 p.m.	
Quarry Lake Park	All Year	Sunrise	Sunset	6
Racine - Zilkowski Harbor Park	All Year	Sunrise	10:00 p.m.	2
Root River Parkway	All Year	Sunrise	Sunset	
Saller Woods	All Year	Sunrise	Sunset	
Sanders Park	All Year	Sunrise	Sunset	3, 4, 5
Skewes Park	All Year	Sunrise	10:00 p.m.	
Tabor Park	All Year	Sunrise	10:00 p.m.	
Wadewitz Nature Camp	All Year	Sunrise	10:00 p.m.	4
Unnamed Conservancy Parcels	All Year	Sunrise	Sunset	

1. Access road closed by policy November 15 through April 1
2. Pier parking and access to piers available 24 / 7
3. Loop Road closed November 15 through April 1
4. Overnight camping permitted during camping season or with reservation
5. Camping loop closed October 16 through April 14
6. 8:00 p.m. closing during swimming season
7. ~~Opening and closing the Old Settlers gate will be a cooperative effort between Racine County and the Racine County Fair Association~~

Authorized and approved by order of the Racine County Public Works Committee, March 7, 2002.

Agenda item #13

RACINE COUNTY PUBLIC WORKS	NUMBER:
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 01/01/94 REVISED DATE: 09/11/08; 12/19/19
TITLE: POLICIES - PICNIC RESERVATIONS	PAGE 1 OF 2

Picnic and Open Area Reservations

Racine County parks have many picnic areas. Those picnic areas that are designated reservable are available on a first come, first served basis. The picnic season is the first weekend in May through the last weekend in September. Information on picnic area locations and availability can be obtained online at Racinecounty.com - Parks or by telephone from the Public Works Office during regular business hours at (262) 886-8440.

Picnic reservation requests made in-person or online will be accepted beginning the second business day of the given calendar year only at the Racine County Public Works Office, 14200 Washington Avenue or online at Racinecounty.com – Parks. Office hours are from 8:00 a.m. to 12:00 noon and 12:30 p.m. to 4:30 p.m., Monday through Friday. All fees must be paid at the time the reservation is made. A permit will be issued upon payment of fees.

Reservation requests will be accepted by mail beginning the second business day of the given calendar year with receipt of the following information and payment of fees:

1. Name of park and area requested
2. Date requested for picnic (alternate date if desired)
3. Approximate time of picnic start and end
4. Approximate number of people at picnic (site requested must accommodate requested number of persons)
5. Name of responsible person, address, driver's license number and daytime telephone number
6. Full payment of picnic fees using check or including a Visa / MasterCard number, expiration date and signature

Reservation requests received in the mail will be put in postmark order and processed after the "in-person" reservations have been processed. The permit will be returned via mail to the address given.

Reservation requests by telephone will be accepted beginning the second Monday in January of the given calendar year by calling the Public Works Department and requesting the park reservation desk. Office hours are from 8:00 a.m. to 12:00 noon and 12:30 p.m. to 4:30 p.m., Monday through Friday. The number is (262) 886-8440. The picnic fee must be paid at this time using Visa or MasterCard. The permit will be returned via mail to the address given.

Reservations will not be accepted less than two (2) working days prior to the event. One hour of baseball/volleyball will be included with a reservation subject to availability and may be precluded by organized sporting activity reservations.

Rescheduling is permitted by mail or in person if requested 10 days prior to the date of the scheduled reservation. All cancellations must be submitted on a Refund/Cancellation Request form and received in the Public Works Office by mail, fax or in person 10 days prior to the date

RACINE COUNTY PUBLIC WORKS	NUMBER:
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 01/01/94 REVISED DATE: 09/11/08; 12/19/19
TITLE: POLICIES – PICNIC RESERVATIONS	PAGE 2 OF 2

of the originally scheduled reservation. The person who made the original reservation must sign the Refund/Cancellation Request. A full refund, less a set administrative charge which is authorized through the annual fee schedule, will be made by check and mailed to the address specified. In the case of exclusive use, a full refund, less a \$75.00 cancellation charge will be made by check and mailed to the address specified.

The Public Works Department reserves the right to cancel any picnic reservation if it determines that the reserved area is not usable (e.g. due to fire). In the event the Department cancels a reservation, it will attempt to notify the party who made the reservation, and that party will have the option to reschedule or relocate the event, or to receive a refund of the reservation fee.

NO REFUND OF THE RESERVATION FEE WILL BE MADE EXCEPT AS SET FORTH ABOVE.

NO REFUND OF THE RESERVATION FEE WILL BE MADE FOR ANY REASON RELATING TO WEATHER CONDITIONS.

EXCLUSIVE USE – OLD SETTLERS’ PARK

Requests for exclusive use of Old Settlers’ Park will be received on or after October 1st of the current year for those who had exclusive use reservations that year and wish to reserve the same date in the next year. A reminder letter will be sent to current year exclusive use patrons on October 1st. Those current exclusive use patrons wishing to change their exclusive date will have their request considered after December 1st. Requests will be granted based on availability. Any other exclusive use requests will be accepted as other park picnic reservations.

By Order of the Public Works Committee
Effective Date: September 11, 2008

Agenda item #14

RACINE COUNTY PUBLIC WORKS	NUMBER: 10030
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 01/01/94,01/13/2004, 12/08/05, 10/01/12, 11/13/14 REVISED DATE: 2/12/15
TITLE: POLICIES-CAMPING RESERVATIONS - INDIVIDUAL CAMPSITES	PAGE 1 OF 2

Campground Reservations / Individual Sites – Cliffside and Sanders Parks

Racine County has designated individual camping sites at Cliffside and Sanders Parks. There are reservation only sites and walk-on sites, that are available on a first-come, first served basis. Campground rules apply to all campers. The camping season is the second weekend in April through the second weekend in October.

There are four ways to make camping reservations:

1. Beginning the first business day (Monday – Friday) of the given calendar year, reservations may be requested in-person only at Real Racine Visitor Center, 14015 Washington Avenue, Sturtevant, WI 53177. Reservations will be accepted daily from 9:00 a.m. to 5:00 p.m.
2. After 2:00 p.m. beginning the first working day of the given calendar year, Internet/On-Line reservations may be made through www.realracine.com or phone reservations may be made by calling 262-884-6400 or 1-800-272-2463.
3. Beginning the first business day of the given calendar year, reservation requests received via the mail to Real Racine Visitor Center, 14015 Washington Avenue, Sturtevant, WI 53177 will be processed in postmark order. The camper must provide the following information and payment:
 1. Name of Campground
 2. Number of Campsite
 3. Date of arrival
 4. Date of departure
 5. Name of responsible person, address, and daytime telephone number
 6. Full Payment of reservation and camping fees for the length of the reserved stay

For all camping reservations, the reservation fee and all camping fees for the length of the reserved stay must be paid at the time the reservation is made using Cash, Check, Money Order, Visa, MasterCard, American Express or Discover Card. Whenever possible, correspondence will be made via e-mail or telephone. Otherwise the U.S. Postal Service will be used.

Reservations for sites numbered 1 through 41 must be made not less than seven (7) days before the site is to be occupied. Walk-ons are welcome to sites 1 through 41 if they are not reserved. The information board at the campground entrance will assist walk-ons find an unreserved site. Campsites numbered 42 through 92 are reservation only. These sites should be reserved through Real Racine Visitor Center. Walk-ons are not permitted on these sites.

Should sites 1-41 be occupied, and there are unreserved sites on 42-92, a walk-on may work with the Manager/Host Camper/Parks Office to get permission to occupy an unreserved site in the reservation only section for a portion or their entire stay. Real Racine Visitor Center will be notified of these situations so they may adjust the on-line reservation system.

RACINE COUNTY PUBLIC WORKS	NUMBER: 10030
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 01/01/94,01/13/04, 12/08/05, 10/01/12, 11/13/14 REVISED DATE: 2/12/15
TITLE: POLICIES-CAMPING RESERVATIONS - INDIVIDUAL CAMPSITES	PAGE 2 OF 2

The Real Racine Visitor Center shall process all reservations, cancellations, date of arrival changes and early departures. Only the person whose name is on the reservation may cancel a reservation. When making the cancellation, the camper must provide the reservation information from the reservation form.

Reservation fees are not refundable, but camping fees may be refunded under the following conditions

Cancellations:

- ❖ 72 hours (3 days) or more before 3:00 p.m. on the reservation arrival date, all camping fees will be refunded.
- ❖ Less than 72 hours (3 days) prior to 3:00 p.m. on the reservation arrival date, camping fees less one night, will be refunded
- ❖ With notification after the reservation arrival date at 3:00 p.m., any unused nights remaining less two (2) nights, will be refunded.

Reservation Arrival Date Change

- ❖ 72 hours (3 days) or more before 3:00 p.m. on the reservation arrival date is required to change the reservation arrival date.

Early departure

- ❖ 24 hours (1 day) notice before the 1:00 p.m. departure time, all unused camping fees will be refunded.
- ❖ Less than 24 hours notice of departure, all unused camping fees after the time of notice less one night's camping fees will be refunded.
- ❖ Notification after the reservation departure date, camping fees will not be refunded.

No shows receive no refund. Site changes may be requested and will be accommodated subject to availability. There is a \$5 Administrative Charge for any Reservation change if more than one. If the original payment was by cash, check, or money order, refunds will be issued by check. The refund may take up to 6 weeks to process. Refunds will not be made without prior notification.

Racine County ordinance prohibits the use of a fee area without payment of the fees. Violators are subject to citation. Any site left unoccupied, in which camping fees are not current, is considered abandoned. All personal/camping items will be removed from the site and disposed of.

Racine County reserves the right to remove any campers whose site is unkept and unsightly. A 12-hour notice to vacate will be given and any fees for camping paid in advance will be refunded.

Racine County and their agents reserve the right to make adjustments in the assignments of campsites as becomes necessary due to unforeseen circumstances. Alternate sites will be assigned if requested sites are unavailable.

Reservations and information on campgrounds and site availability can be obtained online by going to the REAL RACINE (Real Racine Visitor Center) website www.realracine.com or call (262) 884-6400 or 1-800-C Racine (1-800-272-2463) or online at www.Racinecounty.com - Visiting - Parks -Camping.

By Order of the Public Works Committee

Agenda item #15

Effective Date: November 8, 2012

RACINE COUNTY PUBLIC WORKS	NUMBER: 10030
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 01/01/1994 REVISED DATE: 11/18/2003
TITLE: POLICIES-CAMPING RESERVATIONS GROUP	PAGE 1 OF 1

Campground Reservations / Group Camping - Cliffside Park and W. R. Wadewitz Nature Camp

Group camping sites at Cliffside Park and W.R. Wadewitz Nature Camp are available for any chartered or licensed not for profit organization. Reservations are required for group camping. Self-registration is not permitted for group campsites. Designated tent sites require a 3-tent minimum.

Cliffside Park group camping can be reserved from the second weekend in April through the second weekend in October. Wadewitz Nature Camp is available for group camping year-round. Wadewitz Nature Camp group campsites can be reserved up to 12 months in advance with payment in full of current fees.

Group camping reservation requests for Cliffside Park made in-person will be accepted beginning the first business day of the given calendar year. Reservations may be made in-person only at the Racine County Public Works Office at 14200 Washington Avenue. Office hours are from 8:00 a.m. to 12:00 noon and 12:30 p.m. to 4:30 p.m., Monday through Friday. The group camping fee for the length of the reserved stay must be paid at this time. The permit will be issued immediately.

Group camping reservation requests for Cliffside Park will be accepted by mail beginning the first business day of the given calendar year. The camper must provide the following information and payments:

1. Name of park and area requested
2. First and second choice of camping site
3. Date of arrival and date of departure
4. Name of responsible person, club or not for profit name, address, and daytime telephone number.
5. Payment of the group camping fees for the length of the reserved stay using check or including a Visa / MasterCard number, expiration date and signature.

Starting the first business day of the New Year, reservation requests received in the mail will be put in postmark order and processed after the "in-person" reservations have been processed. The permit will be returned via mail or email to the address provided.

Group camping telephone reservations requested for Cliffside Park will be accepted beginning the second Monday in January of the given calendar year. Campers should call the Public Works department and request the park reservation desk. Office hours are from 8:00 a.m. to 12:00 noon and 12:30 p.m. to 4:30 p.m., Monday through Friday. The number is (262) 886-8440. The group camping fees for the length of the reserved stay must be paid at this time using Visa or MasterCard. The permit will be returned via mail to the address given.

Use of the Wadewitz Nature Camp Barn requires use of a key for the building. Racine County will contact the individual on the permit by phone or email to provide the four-digit code for the lockbox. Use the building key and return the key to the lockbox, using the same four-digit code, when leaving. If the keys are lost, the cost of replacing the locks and new keys will be charged to the reservation holder.

Use of alcoholic beverages at all group sites is prohibited.

By Order of the Public Works Committee
Effective Date: October 1, 2012

Agenda item #16

Racine County Public Works	NUMBER:
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 11-30-00 REVISED DATE: 12-18-13; 12/10/19
TITLE: POLICIES – BASEBALL/SOFTBALL FIELDS	PAGE 1 OF 3

The purpose of this policy is to identify major baseball/softball fields in the Racine County Park system and to provide rules and operating procedures to allow for managed use. The goal of the policy is to provide baseball/softball fields for the leisure activities of our youth and citizens, while managing and providing protection and stewardship of our resources.

This policy applies to the following baseball/softball fields:

- Pritchard Park (east and west)
- Cliffside Park (northeast, northwest, southeast, southwest)

This policy does not apply to the baseball/softball fields located at Bushnell Park. Racine County has entered into a maintenance and operation agreement with the City of Burlington for the field located there. Operation and scheduling of those diamonds are under the authority of City of Burlington.

1. Requests for baseball/softball league games will be received from leagues that participated at the respective park the prior year. Such requests will be received until the first Tuesday in February. The request shall be submitted on a League Information Form. The form must be signed by a responsible person over 18 years of age. This form may be obtained at the Public Works Department Office. A tentative schedule of the league games shall be submitted with the League Information form. The schedule shall state which park, fields, dates and times are requested to be scheduled. Baseball games are scheduled in 1.5-hour increments and softball games are scheduled in one-hour increments.
2. Any open scheduled time remaining after the first Tuesday in February may be requested until the first Monday in March. The request shall be submitted on a League Information Form. The form must be signed by a responsible person over 18 years of age. This form may be obtained at the Public Works Department Office. A tentative schedule of the league games shall be submitted with the League Information form. The schedule shall state which park, fields, dates and times are requested to be scheduled. Baseball games are scheduled in 1.5-hour increments and softball games are scheduled in one-hour increments.

Racine County Public Works	NUMBER:
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 11-30-00 REVISED DATE: 12-18-13; 12/10/19
TITLE: POLICIES – BASEBALL/SOFTBALL FIELDS	PAGE 2 OF 3

3. Preference in scheduling leagues and games shall be given for youth baseball/softball. Youth is defined as: all players under 18 years of age or associated with an elementary or secondary school up to and including grade 12. Youth baseball/softball by Racine County Policy do not pay diamond fees, unless Racine County drags, lines and bags the diamond.

4. The Public Works Department shall schedule an evening meeting the third week of February, if necessary. All parties who completed and submitted a League Information form and a tentative schedule of league games are required to attend or send a representative. The purpose of this meeting is to review a final schedule for the season, present rules, policies and procedures, address questions, make any necessary adjustments. The Public Works office will send a letter to the person listed on the League Information form providing the place and time of the meeting.

5. Each league shall submit their completed detailed league schedule to the Department at least two (2) weeks prior to the first scheduled game. The detailed schedule shall include the league name, game times, diamond location, team names, and base line lengths for proper set-up.

6. Requests for individual (non-league) ball diamond reservations can be made on or after the first Monday in March. The request may be made in person, by telephone (with charge card), or in writing at Racine County Public Works Office. Reservations will not be accepted less than two (2) working days prior to the requested game date. All fees must be paid at the time of the reservation.

7. A fee is required for each hour of use at each diamond. A fee is established yearly by the Racine County Board of Supervisors. Payment is due for all scheduled league games at least two (2) weeks in advance of the first league game. Those teams not making payment of fees will be removed from the schedule.

8. A fee is required for each hour of use of lights at each diamond. A fee is established yearly by the Racine County Board of Supervisors. Payment for light usage shall be invoiced to the person completing the League Information form. Payment is due 30 days from the date of the invoice.

Racine County Public Works	NUMBER:
PARK STANDARDS AND OPERATING PROCEDURES	INITIAL DATE: 11-30-00 REVISED DATE: 12-18-13
TITLE: POLICIES – BASEBALL/SOFTBALL FIELDS	PAGE 3 OF 3

9. No game officials are provided by the County.
10. The Racine County Public Works Department is authorized to restrict the use of the fields to insure proper field conditions. Fields may be closed to public use for routine maintenance and refurbishing.
11. The Racine County Public Works Department is authorized to cancel games due to rain/weather conditions for the purpose of protecting the playing fields from damage.
12. To inquire about field conditions or possible game cancellations, log in to www.racinecounty.com. Choose “Government”, then “Public Works & Development Services”, then “Parks”, then “Sports and Field Conditions”.
13. Games cancelled by the Department because of inclement weather may be rescheduled as available or credit given toward light fees or a refund may be requested without payment of an administrative charge.
14. All make-up games shall be scheduled through the Racine County Public Works Office at least one (1) week in advance of the game date.
15. For properly reserved and scheduled games, the department will prepare the fields for use. For requests not submitted in the proper manner or time frame, fields will not be prepared.
16. A cancellation of a reservation must be submitted on a Refund/Cancellation Request form and received in the Public Works Office by mail, fax or in person 10 days prior to the date of the game. The person who made the original reservation must sign the Refund/Cancellation Request form. A refund for the fee, less a set administrative charge, which is authorized through the annual fee schedule, will be made by check and mailed to the address specified.