

Agenda
Special Meeting
Board of Parks Commission

625-52nd St, Room 204
Monday, January 4, 2016
4:30pm

Chairperson:	Scott N. Gordon	Vice Chairperson:	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 meetings held on November 2, November 4, November 9 and December 7, 2015.

1. Acceptance of Project 15-1219 Parks West Garage Roof Replacement (3801 65th Street) which has been satisfactorily completed by Carlson Racine Roofing & Sheet Metal, Inc. (Racine, Wisconsin). The final amount of the contract is \$81,392. *(District 15) (Also referred to PW)*
2. Resolution by Finance Committee - To Amend the City of Kenosha Capital Improvement Program for 2012 by Decreasing PK11-001 "Outdoor Rec Plan-Poerio Park" in the Amount of \$3,000, Increasing PK11-001 "Outdoor Rec Plan-Sunrise Park" in the Amount of \$13,000 with Outside Funding from Greenfields Outdoor Fitness in the Amount of \$10,000 for a Net Change of \$0. *(District 5) (Also referred to Finance)*
3. Change Request for Sunrise Park to Allocate Funds for Outdoor Fitness Equipment. *(District 5)*
4. Task Order #16-1 for Professional Services by Ayers *(formerly SAA Design Group, Inc)* for Kennedy Drive Road Options. *(District 1)*

COMMISSIONERS' COMMENTS

End of Meeting

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4050 BY NOON BEFORE THIS MEETING TO MAKE ARRANGEMENTS FOR REASONABLE ON-SITE ACCOMMODATIONS.

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, November 2, 2015

A special meeting of the Board of Park Commissioners was held on Monday, November 2, 2015 in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 5:30 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners Wicklund, Rose, LaMacchia and Rosenberg. Staff members in attendance were: Shelly Billingsley, Acting Director of Public Works/City Engineer; Jeff Warnock, Superintendent of Parks; Alderperson Jan Michalski; Alderperson Bob Johnson and Alderperson Curt Wilson.

1. Provide permission to the Kenosha Community Foundation to place a sculpture in Civic Center Park (900 57th Street). (District 2) (Also referred to Historic Preservation)
Staff: Jeff Warnock spoke.
Public Hearing: Bob Schneider, Executive Director for Kenosha Community Foundation; Francisco Loyola, Member on the Commission of Arts (passed out a hand out); and Alderperson Jan Michalski spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve for a one year trial.
Bruce Niemi, artist, was present and answered questions.
Motion to approve for a one year trial carried unanimously.
2. 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) (Historic Preservation- APPROVED-Ayes 6:Noes 0; Public Works-APPROVED-Ayes 3:Noes 1) (Deferred from the meeting on 10/12/15)
It was moved by Commissioner Rosenberg, seconded by Commissioner LaMacchia to refer back to the Historic Preservation Commission. Motion carried unanimously.
3. Resolution By Alderperson Bob Johnson - Resolution Urging the Mayor to Evaluate the Feasibility of Creating a Temporary Exhibit Presented Every Five Years and Facilitated By and Between the Kenosha Public Museum and the Kenosha History Center for the Purpose of Paying Homage to our City's Rich Automotive History.
It was moved by Commissioner Rosenberg, seconded by Commissioner Rose to defer for 30 days. Motion carried unanimously.
4. Resolution by Alderperson Bob Johnson - To Establish Guidelines for City Contributions for Recreational or Civic Events Held In The Parks.
It was moved by Commissioner Rosenberg, seconded by Commissioner Rose to defer for 30 days. Motion carried unanimously.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:43 pm.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Wednesday, November 4, 2015

A special meeting of the Board of Park Commissioners was held on Wednesday, November 4, 2015 in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 7:20 PM by Chairman Gordon.

At roll call, the following members were present: Commissioners Rosenberg, Wicklund, LaMacchia, and Rose. Staff members in attendance were Mayor Bosman, City Administrator Frank Pacetti, Finance Director Carol Stancato, Acting Director of Public Works Shelly Billingsley, Park Superintendent Jeff Warnock, Human Resources Director Steve Stanczak, and Sue Clouthier.

1. Park 2016-2020 CIP Budget

Staff/Commissioners: Acting Director Billingsley gave an overview of the CIP. Superintendent Warnock also gave an overview. Commissioner LaMacchia commented on the transfer of funds to Streets. Commissioner Rose Wicklund agreed. Commissioner Rose commented on the velodrome progress.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve the 2016-2020 Park CIP budget as presented. Motion passed 5-0.

2. Park Division and Municipal Golf Course 2016 Executive Budget

Staff/Commissioners: Acting Director Billingsley gave an overview of the budget, Superintendent Warnock also commented on the budget. Chairman Gordon passed the gavel and questioned uniforms for employees. Commissioner LaMacchia questioned if the issues with KASL and parking had been resolved. Superintendent Warnock stated that there have been meetings and he thinks that fixes are in the works. Mayor Bosman agreed. Commissioner Rose commented on the bike lane. Chairman Gordon passed the gavel again, and questioned permits for Petzke Park being added to the budget narrative and pool attendance. Commissioner LaMacchia questioned progress on tree and stump removal. Commissioner Rose commented on quick response time to tree issues. Chairman Gordon spoke about seasonals.

Commissioner LaMacchia questioned the cell tower leases at the Golf Course. City Administrator Pacetti commented on the cell tower leases. Commissioner Rose also commented.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to approve the 2016 Park and Washington Park Municipal Golf Course budgets as presented. Motion passed 5-0.

There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 7:58 PM.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, November 9, 2015

A meeting of the Board of Park Commissioners was held on Monday, November 9, 2015 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners Wicklund, LaMacchia and Rosenberg. Commissioner Rose was excused. Staff members in attendance were: Shelly Billingsley, Acting Director of Public Works/City Engineer; Jeff Warnock, Superintendent of Parks; Alderperson Curt Wilson; Deputy Police Chief Dan Miskinis and Fire Chief John Thomsen.

It was moved by Commissioner Rosenberg, seconded by Commissioner Wicklund, to approve the minutes from the meeting held on Monday October 26, 2015. Motion carried unanimously.

1. Acceptance of Project 14-1141 Southport Park Shoreline Repair Phase 1 (*South of 75th Street & 1st Avenue, which has been satisfactorily*) by McMullen & Pitz Construction Co. (*Manitowoc, Wisconsin*). The final amount of the contract is \$1,106,708.87 (*\$509,794.43 Park Funding and \$596,914.44 Stormwater Funding*). (*District 12*) (*Also referred to Stormwater Utility Committee*)

Staff: Shelly Billingsley spoke.

Public Hearing: None

It was moved by Commissioner LaMacchia, seconded by Commissioner Wicklund to approve. Motion carried unanimously.

2. Change Requests

Staff: Shelly Billingsley spoke.

It was moved by Commissioner LaMacchia, seconded by Commissioner Wicklund to approve. Motion carried unanimously.

INFORMATIONAL ITEMS:

1. Project Status Report – Shelly Billingsley spoke.

SUPERINTENDENT COMMENTS: Jeff Warnock commented on closing the Dream Playground building for winter. Also stated that the Parks Division is working on the statue in Civic Park.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:04 pm.

BOARD OF PARK COMMISSIONERS
Minutes of Special Meeting held Monday, December 7, 2015

A special meeting of the Board of Park Commissioners was held on Monday, December 7, 2015 in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 6:48 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners Wicklund, Rose, and Rosenberg. Commissioner LaMacchia was excused. Staff members in attendance were: Shelly Billingsley, Acting Director of Public Works/City Engineer and Alderperson Eric Haugaard.

1. Third Amendment to Lease between the City of Kenosha (Wisconsin), Board of Park Commissioners, Baseball Like It Oughta Be, LLC and Northwoods League, Inc. (*Also referred to Finance*)
Staff: Shelly Billingsley spoke.
Public Hearing: Vern Stenman, Representative with Baseball Like It Oughta Be, spoke. It was moved by Commissioner Rose, seconded by Commissioner Rosenberg to approve. Motion carried unanimously.
2. Resolution By Finance Committee - To Amend the City of Kenosha Capital Improvement Program for 2015 by Creating Line PK15-003 "Simmons Stadium" in the Amount of \$65,000 With Outside Funding from the Simmons Stadium Cell Tower Revenue of \$65,000 for a Net Change of \$0. (*Also referred to Finance*)
Staff: Shelly Billingsley spoke.
Public Hearing: None
It was moved by Commissioner Rose, seconded by Commissioner Rosenberg to approve. Motion carried unanimously.
3. Resolution By Alderperson Bob Johnson - Resolution Urging the Mayor to Evaluate the Feasibility of Creating a Temporary Exhibit Presented Every Five Years and Facilitated By and Between the Kenosha Public Museum and the Kenosha History Center for the Purpose of Paying Homage to our City's Rich Automotive History. (*Deferred from the special meeting on 11/2/15*)
Public Hearing: Don Shepard, Executive Director of the History Center, spoke.
It was moved by Commissioner Wicklund, seconded by Commissioner Rose to approve. After further discussion, Commissioner Rose withdrew his second. Motion fails due to lack of a second. It was then moved by Commissioner Wicklund, seconded by Commissioner Rose to move with no recommendation. Motion carried unanimously.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 6:55 pm.



SHELLY BILLINGSLEY, MBA, PE
Acting Director of Public Works
City Engineer

December 23, 2015

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

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

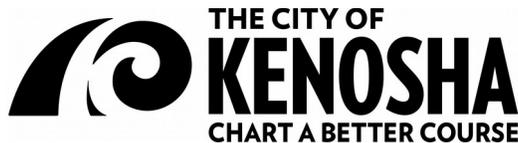
Subject: Acceptance of Project 15-1219 Parks West Garage Roof Replacement

Location: 3801 65th Street

Please be advised that the above referenced project has been satisfactorily completed by Carlson Racine Roofing and Sheet Metal, Inc., Racine, Wisconsin. This project consisted of installation of an insulation infill atop existing metal roof, new EPDM roof membrane, sheet metal, and associated flashing.

It is recommended that the project be accepted in the final amount of \$ 81,392. Original contract amount was \$81,392 plus \$11,608 in contingency for unforeseen conditions (if needed), for total award amount of \$93,000. Funding is from CIP Line Item PK-10-001.

SAB/kjb



SHELLY BILLINGSLEY, MBA, PE
Acting Director of Public Works
City Engineer

December 22, 2015

To: Scott N. Gordon, Chairman,
Board of Parks Commission

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

Subject: Resolution by Finance Committee - To Amend the City of Kenosha Capital Improvement Program for 2012 by Decreasing PK11-001 "Outdoor Rec Plan-Poerio Park" in the Amount of \$3,000, Increasing PK11-001 "Outdoor Rec Plan-Sunrise Park" in the Amount of \$13,000 with Outside Funding from Greenfields Outdoor Fitness in the Amount of \$10,000 for a Net Change of \$0. (*District 5*)
(*Also referred to Finance*)

BACKGROUND/ANALYSIS

Staff received this Resolution from the Finance Department by Finance Committee - To Amend the City of Kenosha Capital Improvement Program for 2012 by Decreasing PK11-001 "Outdoor Rec Plan-Poerio Park" in the Amount of \$3,000, Increasing PK11-001 "Outdoor Rec Plan-Sunrise Park" in the Amount of \$13,000 with Outside Funding from Greenfields Outdoor Fitness in the Amount of \$10,000 for a Net Change of \$0.

RECOMMENDATION

Staff recommends approval.

SB/dm

RESOLUTION NO. _____

BY: Finance Committee

To Amend the City of Kenosha Capital Improvement Program for 2012
 By Decreasing PK11-001 "Outdoor Rec Plan-Poerio Park" in the Amount of \$3,000, Increasing
 PK11-001 "Outdoor Rec Plan-Sunrise Park" in the Amount of \$13,000 With Outside Funding
 from Greenfields Outdoor Fitness in the Amount of \$10,000 for a Net Change of \$0

WHEREAS, the City of Kenosha has received grant funding from Greenfields Outdoor
 Fitness towards the purchase of playground equipment at Sunrise Park and;

WHEREAS, the above amendment to the Capital Improvement Program has been
 approved by the Park Commission on January 4, 2016 and the Finance Committee on January 4,
 2016;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Kenosha,
 Wisconsin that the Capital Improvement Program be, and hereby is amended as follows:

<i>Line Item</i>	<i>Description</i>	<i>Available Authorization</i>	<i>Authorization Adjustment</i>	<i>Amended Authorization</i>
PK11-001	Outdoor Rec Plan – Poerio Park (2012)	21,150	(3,000)	18,150
PK11-001	Outdoor Rec Plan – Sunrise Park (2012)	27,500	13,000	40,500
PK11-001	Outdoor Rec Plan – Sunrise Park (2012) Outside Grant Funding	0	(10,000)	(10,000)

Adopted this _____ day of _____ 2016

Approved:

 KEITH G. BOSMAN, MAYOR

Attest:

 DEBRA SALAS, CITY CLERK/TREASURER

(RES16/cipPK11.001.SunrisePark.12.15.15)



SHELLY BILLINGSLEY, MBA, PE
Acting Director of Public Works
City Engineer

December 23, 2015

To: Scott Gordon, Chairman
Park Commission

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

Cc: Eric Haugaard
District 1

G. John Ruffolo
District 4

Rocco LaMacchia
District 5

Subject: ***Change Requests – (Action Required / Not Receive and File)***

BACKGROUND INFORMATION

Staff received a \$10,000 grant from Greenfield Outdoor Fitness for fitness equipment to be installed along the pedestrian path in Sunrise Park. A CIP Amendment approval is needed for this change request to be able to be approved.

Also, an additional \$3,000 will be allocated from Poerio Park to Sunrise to cover the City share of the grant.

RECOMMENDATION

Staff recommends approval of the change request reducing the 2012 CORP Poerio Park – Playground (which is complete) construction allocation by \$3,000 and increasing Sunrise Park construction by \$3,000 for a net change of \$0. In addition adding \$10,000 in outside funds to Sunrise Park for the acceptance of the grant.

2012 Proposed Improvements

Revised January 4, 2016

MINI PARKS				
Park	Description	Construction	Design	Total
Bain	Planter (utilized an existing planter in stock)	\$0	\$0	\$0
Civic Center	Remove Pavers/base	\$1,500	\$150	\$1,650
	Replace Pavers/Base (800 sq.ft.)	\$4,000	\$400	\$4,400
	Patch Concrete	\$2,500	\$250	\$2,750
Johnson Highlands	Drinking Fountain	\$2,485	\$0	\$2,485
Newman	Spring Riders (2)	\$1,600	\$0	\$1,600
Southwest Library	Spring Riders (2)	\$1,600	\$0	\$1,600
Union	Spring Riders (2)	\$1,600	\$0	\$1,600
	CORP	\$15,285	\$800	
MINI PARKS SUBTOTAL		\$15,285	\$800	\$16,085

NEIGHBORHOOD PARKS				
Park	Description	Construction	Design	Total
Baker	Trash Receptacles	\$800	\$0	\$800
Forest	Field Improvement (West 1)	\$0	\$0	\$0
	Relocate/Upgrade Play Equipment	\$0	\$0	\$0
Hobbs (Change Request #1)	Ice Skating Rink (frame system)	\$0	\$0	\$0
Isetts (Change Request #1)	Trail (614')	\$0	\$0	\$0
	Mid-block Crossing (30th Ave)	\$0	\$0	\$0
Limpert	Climber	\$1,500	\$0	\$1,500
Alford	Soccer Goals (2)	\$5,000	\$0	\$5,000
Schulte	Spring Riders (2)	\$1,600	\$0	\$1,600
Sunrise (Master Plan)	Phase 1: (Mass Grading, Paths, Basketball Court, Shelter, Playground Equipment, Utility Connections, and Landscaping)	\$509,623	\$50,705	\$560,328
		CORP Master Plans CORP and Master Plan Design	\$8,900 \$509,623 \$50,705	
NEIGHBORHOOD PARKS SUBTOTAL		\$518,523	\$50,705	\$569,228

COMMUNITY PARKS				
Park	Description	Construction	Design	Total
Alford	Bike Racks	\$475	\$0	\$475
Anderson	Bike Racks	\$923	\$0	\$923
	Bridge with Fishing Platform	\$60,000	\$11,000	\$71,000
	Paths	\$10,430	\$0	\$10,430
	Pool Replacement	\$416,500	\$60,000	\$476,500
Kennedy (Change Request #1)	Soccer Fields (3)	\$0	\$0	\$0
	Rugby Pitch	\$0	\$0	\$0
	Backstop	\$0	\$0	\$0
	Playground Relocation	\$0	\$0	\$0
	Lawn Restoration	\$0	\$0	\$0
Lincoln	Tree Identification Plaques (\$100 ea.)	\$1,000	\$0	\$1,000
	Backstops for Field #3 and #4	\$7,900	\$0	\$7,900
	Skin Infields (Field #3 and #4) (With City Crews)	\$1,000	\$0	\$1,000
Nash	Play Structure (5-12)	\$38,093	\$0	\$38,093
Pennoyer	Bike Racks	\$1,500	\$0	\$1,500
	Drinking Fountains	\$2,230	\$0	\$2,230
Poerio (Change Request #1)	Expansion of Parking Lot (Sports Complex)	\$0	\$0	\$0
Southport	Bike Parking (3 racks)	\$1,419	\$0	\$1,419
Washington	Bike Racks (5)	\$2,500	\$0	\$2,500
	Bridge Replacement (East)	\$30,000	\$3,000	\$33,000
	Replace Stairs (with bridge replacement)	\$40,000	\$4,000	\$44,000
	Modular Climber (Tot Lot - Washington Rd)	\$5,000	\$0	\$5,000
Wolfenbittel	Bike Racks (5)	\$1,275	\$0	\$1,275
Poerio (Change Request #1 April 30, 2012)	Peorio Park Playground and Ice Rink	\$165,490	\$17,249	\$182,739
Simmons Island (Master Plan)	Playground	\$58,063	\$0	\$58,063
Strawberry Creek Park	Electric Service and State Building Submittal	\$20,000	\$0	\$20,000
	CORP Master Plans Anderson Pool	\$389,235 \$58,063 \$416,500	\$35,249 \$0 \$60,000	\$424,484 \$58,063 \$95,249
COMMUNITY PARKS SUBTOTAL		\$863,798	\$95,249	\$959,047

CONSERVANCY PARKS				
Park	Description	Construction	Design	Total
NONE				
	CORP	\$0	\$0	
CONSERVANCY PARKS SUBTOTAL		\$0	\$0	\$0

SPECIAL USE PARKS				
Park	Description	Construction	Design	Total
Kenosha Sports Complex	Play Structure (Toddler)	\$24,775	\$0	\$24,775
Promenade/HarborWalk (HarborPark)	Irrigation (CIP)	\$12,000	\$1,200	\$13,200
Veteran's Memorial	Bike Racks (2)	\$925	\$0	\$925
	Lighting	\$6,000	\$600	\$6,600
Washington Park Municipal Golf Course	Ski Trail Groomer	\$20,000	\$0	\$20,000
	CORP Washington Park Municipal Golf Course	\$43,700 \$20,000	\$1,800	
SPECIAL USE PARKS SUBTOTAL		\$63,700	\$1,800	\$65,500

2012 Proposed Improvements (Continued)

YEAR SUMMARY - CORP			
Park Type	Construction	Design	Total
Mini Parks	\$15,285	\$800	\$16,085
Neighborhood Parks	\$8,900	\$50,705	\$59,605
Community Parks	\$389,235	\$35,249	\$424,484
Conservancy Parks	\$0	\$0	\$0
Special Use Parks	\$43,700	\$1,800	\$45,500
TOTAL	\$457,120	\$88,554	\$545,674

YEAR SUMMARY - OTHER			
Type	Construction	Design	Total
Sunrise Master Plan Construction	\$509,623	\$0	\$509,623
Anderson Pool	\$416,500	\$60,000	\$476,500
Simmons Island	\$58,063	\$0	\$58,063
Washington Park Municipal Golf Course	\$20,000	\$0	\$20,000
TOTAL	\$1,004,186	\$60,000	\$1,064,186

2012 CIP PK-10-005	
Type	Budget FY 2012
CORP	\$457,120
Anderson Pool (PK-12-001)	-\$66,500
Strawberry Creek	
Sunrise	\$509,623
Petzke	
Simmons Island	\$58,063
Design / Engineering	\$88,554
Outside Funding (Sunrise Park Grant)	-\$10,000
TOTAL	\$1,036,860



SHELLY BILLINGSLEY, MBA, PE
Acting Director of Public Works
City Engineer

December 23, 2015

To: Chairperson Scott Gordon, Park Commission

From: Shelly Billingsley, MBA, PE *Shelly Billingsley*
Acting Director of Public Works / City Engineer's

Cc: Alderperson Eric Haugaard
District 1

Cathy Austin, PE
Assistant City Engineer

Subject: ***Task Order #16-1 for Professional Services by Ayers (formerly SAA Design Group, Inc.) for Kennedy Drive Road Options***

BACKGROUND INFORMATION

The Public Works Department – Engineering Division has received a Task Order (TO) from Ayers for the work requested at the Committee of the Whole meeting on November 23, 2015. The TO will develop “2 – 3 conceptual roadway geometry drawings for the existing Kennedy Drive from the upper Simmons Island restroom building to the north terminus of Kennedy Park (38th Street)”. The concept plan will look at the following:

- Roadway Layout
- Parking and Circulation
- Alternate Traffic Flow Options

All the options will keep the roadway within the current widths due to the construction costs allocated during the budget process. As requested at the Committee of the Whole meeting, the conceptual plans will be delivered to staff no later than February 1, 2016 so City Engineers can then develop the plans and specifications for simple mill and overlay.

RECOMMENDATION

Approve Task Order #16-1 for Kennedy Drive Road Options between the Department of Public Works – Park Division and Ayers (formerly SAA Design Group, Inc.) for \$4,900 and a completion date of February 1, 2016 for the 2 – 3 conceptual roadway geometry drawings.

Kennedy Drive Road Options

TASK ORDER #16-1 - SCOPE OF SERVICES

Tasks to be completed:

1. **Research and Data Collection**
Ayres (formerly SAA) will acquire and review existing plans, maps, and surveys related to the property. County GIS, LIDAR, and topographic surveys completed as part of previous projects will be used as the basemap for all conceptual design.
2. **Concept Development**
Ayres will prepare two to three (2-3) conceptual roadway geometry drawings for the existing Kennedy Drive from the upper Simmons Island restroom building to the north terminus of Kennedy Park (38th Street) to include:
 - Road layout
 - Parking and circulation
 - Alternate traffic flow options
3. **Meeting with City Staff**
Ayres will review the conceptual drawings with the city. (Meeting #1).
4. **Refine Preferred Concept and Cost Estimate**
Ayres will update the preferred conceptual roadway plan based on feedback received from the city staff. The final plan will not be a construction ready plan set, but a springboard guide for development of construction documents.

Deliverables:

Final project deliverables will include the following:

- Five (5) copies of the draft submittal including the conceptual plans
- One (1) 24x26 inch of each concept for the review meeting
- Digital copies of all plans

Assumptions:

It is understood that the existing pavement width is approximately 24' wide, and the future geometry should work within this general footprint. The city does not desire to deviate from the existing alignment or change the existing pavement structural section. Currently, the city has budgeted funds for a mill and overlay project within Kennedy Park. Ayres will not be providing structural recommendations for new roadway design or construction.

Schedule:

Ayres is prepared to begin work on the project on or about January 15, 2016 and will complete the project by February 1, 2016.

Fee:

In consideration of the preceding scope of services, Ayres proposes a fixed fee, including expenses of \$4,900.