

**AGENDA**  
**BOARD OF PARK COMMISSIONERS**  
**Kenosha Municipal Building - Room 202**  
**Monday, February 13, 2012 - 5:00 pm**

<b>Chairman:</b>	<b>Michael J. Orth</b>	<b>Vice Chair:</b>	<b>Rocco J. LaMacchia, Sr.</b>
<b>Commissioner:</b>	<b>Jesse L. Downing</b>	<b>Commissioner:</b>	<b>Anthony Kennedy</b>
<b>Commissioner:</b>	<b>Lawrence Green</b>		

**Call to Order**  
**Roll Call**

**A. APPROVAL OF MINUTES**

A-1. Approval of the minutes of the meeting held on January 30, 2012.

**C. REFERRED TO COMMISSION**

C-1. Request from Debra Salas for Permission to Serve Fermented Malt Beverages during a Wedding Reception in Anderson Park on Sunday, August 5, 2012. *(District 9)*

C-2. Request from Mt Carmel Church for the following on July 13-15, 2012 *(rain dates of July 20-22)*:

- a. To hold their Festival in Columbus Park
- b. Permission to sell Fermented Malt Beverages
- c. To Extend the Park Closing Time from 10:00pm to 11:00pm *(District 7)*

C-3. Request from the Kenosha YMCA to hold their annual Food, Folks and Spokes event on Friday, July 20, 2012 in Library Park. *(District 2)*

C-4. Request from the Hope Council on Alcohol & Other Drugs Abuse, Inc. for the following on Saturday, October 20, 2012:

- a. To hold their 3rd Annual Halloween Happening Pumpkin Roll in Pennoyer Park
- b. Full Sponsorship *(District 1)*

C-5. Request from the Kenosha Unified School District to Conduct their Back to School Event on Saturday, September 8, 2012 in HarborPark and Celebration Place. *(District 2)*

C-6. Request from the Kenosha Area Chamber of Commerce Foundation for the following on August 24-25, 2012:

- a. To hold their 2nd Annual Grill Games in HarborPark and Celebration Place
- b. Permission to sell Fermented Malt Beverages
- c. To Extend the Park Closing Time from 10:00pm to 11:00pm
- d. Full sponsorship *(District 2)*

- C-7. Request from Kenosha Unified School District for the following on Sunday, July 22, 2012:
- a. To hold the Festival of Arts and Flowers in Lincoln Park and the Oriletti Center
  - b. Full Sponsorship (*District 12 – formally District 8*)
- C-8. Review of Engineering Statement from Evans Associates for a New Communications Tower to be Located at 4411 Sheridan Road (*per Section 4.06 D.13. of the Zoning Ordinance*). (*District #2*)
- C-9. Proposed Resolution - To Create the AFSCME Permanent Part-Time Position of Golf Course Clubhouse Manager and to Establish its 2012 Wage Rate.

INFORMATIONAL ITEMS:

- 1. 2012 Special Events – Approved by Parks Administration
- 2. Project Status Report

**DIRECTOR AND/OR SUPERINTENDENT COMMENTS  
CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS AS AUTHORIZED BY LAW**

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4052 BEFORE THIS MEETING

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY BE PRESENT AT THE MEETING, AND ALTHOUGH THIS MAY CONSTITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL NOT TAKE ANY ACTION AT THIS MEETING.

**BOARD OF PARK COMMISSIONERS**  
**Minutes of Meeting held Monday, January 30, 2012**

A meeting of the Board of Park Commissioners was held on Monday, January 30, 2012, in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Orth.

At roll call, the following members were present: Commissioners LaMacchia, Kennedy and Green. Commissioner Downing was excused. Staff members in attendance were Michael Lemens, Interim Director of Public Works; Shelly Billingsley, Assistant City Engineer; and Jeff Warnock, Superintendent of Parks.

It was moved by Commissioner Kennedy, seconded by Commissioner LaMacchia, to approve the minutes from the meeting held on Monday, January 9, 2012. Motion passed unanimously.

C-1. Approval of Master Contract between SAA Design Group, Inc., and the City of Kenosha for Professional Services.

Staff/Aldersperson: Shelly & Michael spoke.

It was moved by Commissioner LaMacchia, seconded by Commissioner Kennedy, to approve. Motion passed unanimously.

C-2. Approval of Task Orders for Professional Services by SAA Design Group, Inc., for the following:

a. Task Order #1 for \$28,500 for Strawberry Creek Park Phase I (District 16)

b. Task Order #2 for \$36,500 for Anderson Pool Splashpad (District 9)

It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed unanimously.

**INFORMATIONAL ITEMS:**

1. Project Status Report – Shelly spoke briefly.

**DIRECTOR/SUPERINTENDENT COMMENTS:** Jeff let the Committee know that he has been working with the Street Division on Snow Plowing City Parks and Sidewalks with salt runs. The City has a total of 5 tool cats that are being run by him and are stored at the Parks building now. Most of the cleaning will be done Monday through Friday during the week unless it snows after 3pm on Friday until Midnight Saturday. He also commented that they are still waiting for the value of the Alford Building before taking it down and the bricks from the building will be saved & kept for future use.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 5:16 pm.



**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Park Division**  
Jeff Warnock  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

**Michael M. Lemens, P.E., Director**

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Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

February 7, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
FROM: Jeff Warnock, Park Superintendent  
RE: Jaskolsi-Strangberg Wedding Reception

A request has been received from Debra Salas to hold a wedding reception at Anderson Park Area #2, which is the area to the west of Anderson Pool. The request is to be allowed to serve fermented malt beverages during the reception. Anderson Park is not a designated area to allow this request without permission from the Board of Park Commissioners.

Recommendation: To approve the event and request to serve fermented malt beverages.

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization \_\_\_\_\_

Contact Person who is responsible for event: Debra L. Salas

Address: 8916 29th Ave

City/State/Zip Kenosha, WI 53142

Daytime # \_\_\_\_\_ Evening # 262-818-4131 Cell# 262-818-4131

Fax # \_\_\_\_\_ E-mail: salasdebra@gmail.com

Is the Host Organization a 501(c)-3? Yes, provide ES# No

**EVENT INFORMATION**

Name of the Event: Jaskolski-Strangberg Wedding Reception

Date Requested: Sunday, August 5, 2012 Rain Date \_\_\_\_\_

Location Requested: Anderson #2 Estimated Attendance 300

Charitable Event:  No  Yes, Proceeds donated to \_\_\_\_\_

Brief Description of the Event: It's to Celebrate my Daughters Wedding. There will be 1-2 tents next to the structure (in case it rains) along with tables & chairs. We will be using the Tremper Parking Lot for the cars.

Set up date and time: 8/5/12, 12pm

Time of Event: 2-10pm

Take down date and time: 8/5/12, 10pm -10:30pm

**FOR OFFICE USE ONLY:**

Application Packet Received 11/19/2012

Administrative Commission Approval *For the Fermented Beverages*

Copies sent to: Alderman #9 (Green) Dirk \_\_\_\_\_ Police \_\_\_\_\_

Other: \_\_\_\_\_





**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Park Division**  
Jeff Warnock  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

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February 7, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
FROM: Jeff Warnock, Park Superintendent  
RE: Mt. Carmel Festival

A request has been received by Our Lady of Mt. Carmel Parish to hold their annual church festival in Columbus Park on July 13 – 15, with rain dates of July 20 – 22, 2012. The organization is also requesting permission to sell fermented malt beverages and to allow an extension of closing time on July 13 & 14 to 11:00 pm.

### Costs

The organization has not received any sponsorship and has made payment in full for 2011 in the amount of \$1,205.

2012: estimated cost based on current requirements: \$1,335  
Benches \$180; Picnic Tables \$750; Showmobile \$125; Barricades \$30;  
Snowfencing: estimate \$250

### Recommendation:

To approve the event with current fees charged; allow permission to sell fermented malt beverages and the time extension as requested.

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization OUR LADY OF MT CARMEL PARISH

Contact Person who is responsible for event: ALEX SAVAGLIO

Address: 1919 54TH STREET

City/State/Zip KENOSHA, WI 53144

Daytime # 262-652-7660 Evening # 262-551-9245 Cell# 262-455-1730

Fax # 262-652-2542 E-mail: asavag@wi.rr.com

Is the Host Organization a 501(c)-3? Yes, provide ES# 0273

**EVENT INFORMATION**

Name of the Event: MT CARMEL FESTIVAL

Date Requested: 7/13, 14, & 15 Rain Date 7/20, 21, & 22

Location Requested: COLUMBUS PARK Estimated Attendance 2000

Charitable Event:  No  Yes, Proceeds donated to PARISH PROJECTS

Brief Description of the Event: \_\_\_\_\_

\_\_\_\_\_  
FESTIVAL WITH FOOD, BEVERAGES, GAMES, AND LIVE MUSIC

Set up date and time: 7/12, 7/13, & 7/14 8AM TO 4PM

Time of Event: 7/13 & 7/14 4PM TO 11PM, 7/15 2PM TO 10PM

Take down date and time: 7/16 8AM TO 3PM

**FOR OFFICE USE ONLY:**

Application Packet Received 1/27/12

Administrative/Commission Approval

Copies sent to: Alderman #7 Dirk  Police

Other: \_\_\_\_\_

**EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

NOTE: Appropriate fees will be charged – listed below 2009 rates and are subject to change for 2010

X Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.

X Water: Varies by location

# Requested

<u>60</u>	Benches	\$30 per unit (10 benches per unit)	
<u>50</u>	Picnic Tables	\$75 per unit (5 tables per unit)	
<u>50</u>	Trash Containers	Provided at no cost	
<u>1 UNIT</u>	Barricades	\$30 per unit (10 per unit)	
<u>X</u>	Snow fencing	\$20 per 50 feet	
<u>      </u>	Portable fencing	\$75	
<u>      </u>	Bleachers	\$100 per unit	\$50 Deposit
<u>      </u>	Reviewing Stands	\$100 per section	\$50 Deposit
<u>      </u>	Showmobile(new)	\$250 (Non-Profit)	\$500 (For-Profit)
<u>X</u>	Showmobile(old)	\$125 (Non-Profit)	\$250 (For-Profit)

\*Direct Labor costs for setup/removal after normal working hours will be billed at \$45 per hour.

Other Special Requests: PLEASE CUT THE GRASS ON WED. BEFORE THE TENTS ARE PUT UP ON THURSDAY  
SNOW FENCE AROUND PARIMETER OF THE FESTIVAL WHERE THERE IS NOT ANY PERMENANT FENCING

NOTE: The organization will be notified if equipment requested is available for the date of your event.

**TEMPORARY STRUCTURE  
CITY OF KENOSHA - PARK DIVISION**

Name of Event MT CARMEL FESTIVAL

Park Requested COLUMBUS PARK Date of Event: 7/8, 7/9, 7/10

\*\*Structure location must be placed on site map.

**Type of Temporary Structure**

Tent

Staging

Trailers

Inflatables

Dunk Tank

Other, Please explain \_\_\_\_\_

**Vendor Information**

(Name of Company and/or individual providing temporary structure)

Name of Company/Individual: \_\_\_\_\_

Work # \_\_\_\_\_ Home # \_\_\_\_\_ Cell \_\_\_\_\_

**Insurance**

All vendors that are supplying the organization with a temporary structure must supply a Certificate of Insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's. Copy to be attached or sent to the Park Department 30 days prior to the event.

Insurance Company \_\_\_\_\_

**Signatures**

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

**PUBLIC AMPLIFICATION PERMIT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

By ordinance, public amplification is not allowed in City Parks except by permission from the Board of Park Commissioners. Permission for amplification does not exempt a group from obeying Ordinance restrictions on the volume of sound. Please be considerate of park neighbors and other park users. When notifying the alderman and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

**Event Information:**

Name of Event MT CARMEL FESTIVAL

Location of Event: COLUMBUS PARK Date of Event 7/13, 7/14, & 7/15

Contact Person ALEX SAVAGLIO

**Type of Amplified Sound**

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) LIVE MUSIC

Requested time of amplification: Start: 7/13 & 14 4PM Ending 7/13 & 14 11PM  
START 7/15 2PM ENDING 7/10 10PM

**Name of Company and/or Individual handling the amplification of the event:**

MATT MILLER

Daytime # \_\_\_\_\_ Evening # \_\_\_\_\_ Cell # 262-945-1817

See Attachment D1 for an excerpt of the Noise Ordinance.

**FERMENTED MALT BEVERAGE SALES APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Name of Event: MT CARMEL FESTIVAL

Location of Event COLUMBUS PARK Date of Event 7/8/, 7/9. 7/10

Name of Group Responsible MT CARMEL PARISH

Person that is Responsible for License and Regulations ALEX SAVAGLIO

Address 1919 54TH ST KENOSHA, WI 53140

Daytime # 652-7660 Evening # 551-9245 Cell # 455-1730

**Beer Selling Permit Information**

Name of the licensed bartender(s) that will be responsible (must be licensed in the City of Kenosha).

STEVE ACERBI

LEE BODAH

Security Company/ Brief description of how security will be handled.

OFF DUTY CITY POLICE OFFICERS AND WRISTBANDS WILL BE USED AFTER ID CHECKS

Have you applied for the Temporary Class "B" Retailers License (from the City Clerk's Office)?

No  Yes, Indicate Application Date: \_\_\_\_\_

**\*A copy needs to be given to given to Park Division prior to event.**

Have you submitted the Certificate of Insurance with a liquor liability naming the City of Kenosha as additionally insured?

No  Yes, Indicate Application Date: \_\_\_\_\_

**\*A copy needs to be given to given to Park Division prior to event.**



**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Park Division**  
Jeff Warnock  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

**Michael M. Lemens, P.E., Director**

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

February 7, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
FROM: Jeff Warnock, Park Superintendent  
RE: Food, Folks and Spokes

A request has been received from the Kenosha YMCA to hold their annual Food, Folks and Spokes event on Friday July 20, 2012 in Library Park and surrounding streets. The set-up will begin on Thursday, July 19<sup>th</sup> and take down, including clean up, will be on Saturday, July 21<sup>st</sup>. This request has been sent to the Public Works Administration and Street Division.

### Costs

2010 – 50% co-sponsorship – a total of \$1,160

2011 – 50% co-sponsorship – a total of \$605

2012 – estimated cost based on current request - \$2,540 (estimate) 50% = \$1,270

Benches – 110 (\$330); Picnic Tables – 110 (\$1,650) ; Snow Fencing at approximately 400 feet with installation (\$560)

Recommendation: To approve the event with all fees charges as per policy

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Kenosha YMCA

Contact Person who is responsible for event: Christine Vandyke

Address: 7101 53<sup>rd</sup> Street

City/State/Zip Kenosha WI 53144

Daytime # 262.564.6814 Evening # \_\_\_\_\_ Emerg. Cell# 262.344.0098

Fax # 262.653.9886 E-mail: CVandyke@kenoshaymca.org

Is the Host Organization a 501(c)-3? Yes, provide ES# 39-082102910

**EVENT INFORMATION**

Name of the Event: Food Folks & Spokes

Date Requested: Fri. July 20, 2012 Rain Date N/A

Location Requested: Public Sq. Central Park Estimated Attendance 10-15,000  
of surrounding streets

Charitable Event:  No  Yes, Proceeds donated to Kenosha YMCA

Brief Description of the Event: International Cycling Classic bike races, food, fun fest for kids, display booths & live entertainment. Non-alcoholic family oriented community event

Set up date and time: Thursday, July 19, 2012, starting at 9am

Time of Event: 10am-10pm

Take down date and time: Friday, July 20 & July 21<sup>st</sup> (am)

**FOR OFFICE USE ONLY:**

Application Packet Received 11/31/2012 Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman #2 Dirk  Police

Fire: [Signature] Public Works (Admin/Streets) Jack Barber

**EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

No  
yes/no

Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.

Yes  
yes/no

Water: Varies by location

**If your event requires any of the following equipment, please indicate the number you are requesting. Please do not list "same as last year"**

110 Benches

110 Picnic Tables

50 Trash Containers

18 Barricades

approx. 400ft Snow fencing

— Portable fencing

4 Bleachers

— Reviewing Stands

— Showmobile(new)

— Showmobile(old)

Other Special Requests: 2 - hot coal cans

NOTE: The organization will be notified if equipment requested is available for the date of your event.

See Attached Fees Schedule

**TEMPORARY STRUCTURE  
CITY OF KENOSHA - PARK DIVISION**

Name of Event Fuel Funks & Spokes

Park Requested Public Sq. Central Park Date of Event: Friday, July 20, 2012

\*\*Structure location must be placed on site map.

**Type of Temporary Structure**

Tent (6)

Staging

Trailers

Inflatables

Dunk Tank

Other, Please explain \_\_\_\_\_

**Vendor Information**

(Name of Company and/or individual providing temporary structure)

Name of Company/Individual: TOP CHOICE Rentals

Work # 262.652.2717 Home # \_\_\_\_\_ Cell \_\_\_\_\_

**Insurance**

All vendors that are supplying the organization with a temporary structure must supply a Certificate of Insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's. Copy to be attached or sent to the Park Division 30 days prior to the event.

Insurance Company \_\_\_\_\_

**Signatures**

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

PARK VENDING PERMIT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

EACH INDIVIDUAL VENDOR MUST FILL OUT AN APPLICATION

EACH APPLICATION TO BE SUBMITTED TO THE PARK DIVISION  
BY THE ORGANIZATION IN CHARGE OF THE EVENT

Name of the Event: Food Folks & Spokes

Location of the Event: Public Sq. Central PK Date of Event: Friday, July 20, 2012

Name of Group/Organization providing the service: Kenosha Ymca

Contact Person: Christine Landyke

Address: 7101 53rd Street Kenosha WI 53144

Daytime # 262-564-6814 Evening # \_\_\_\_\_  
Cell # <sup>avg.</sup> 262-344-0098

**Product or Service Sold**

Please list all items to be sold or service provided. Attach an additional list, if necessary.

Corn on the cob, soda & water. Possibly popcorn

If selling food, please indicate your Temporary Restaurant License # —

Non-Food Item: Kenosha Ymca memberships

**Detail of Vendor Set-up**

Please include what your vending site will contain (tables, tents, electricity, etc. [These items are not provided by the city]) corn roaster, tables, tent (2), electricity, water & coolers

**Insurance**

All vendors must supply a certificate of insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's.

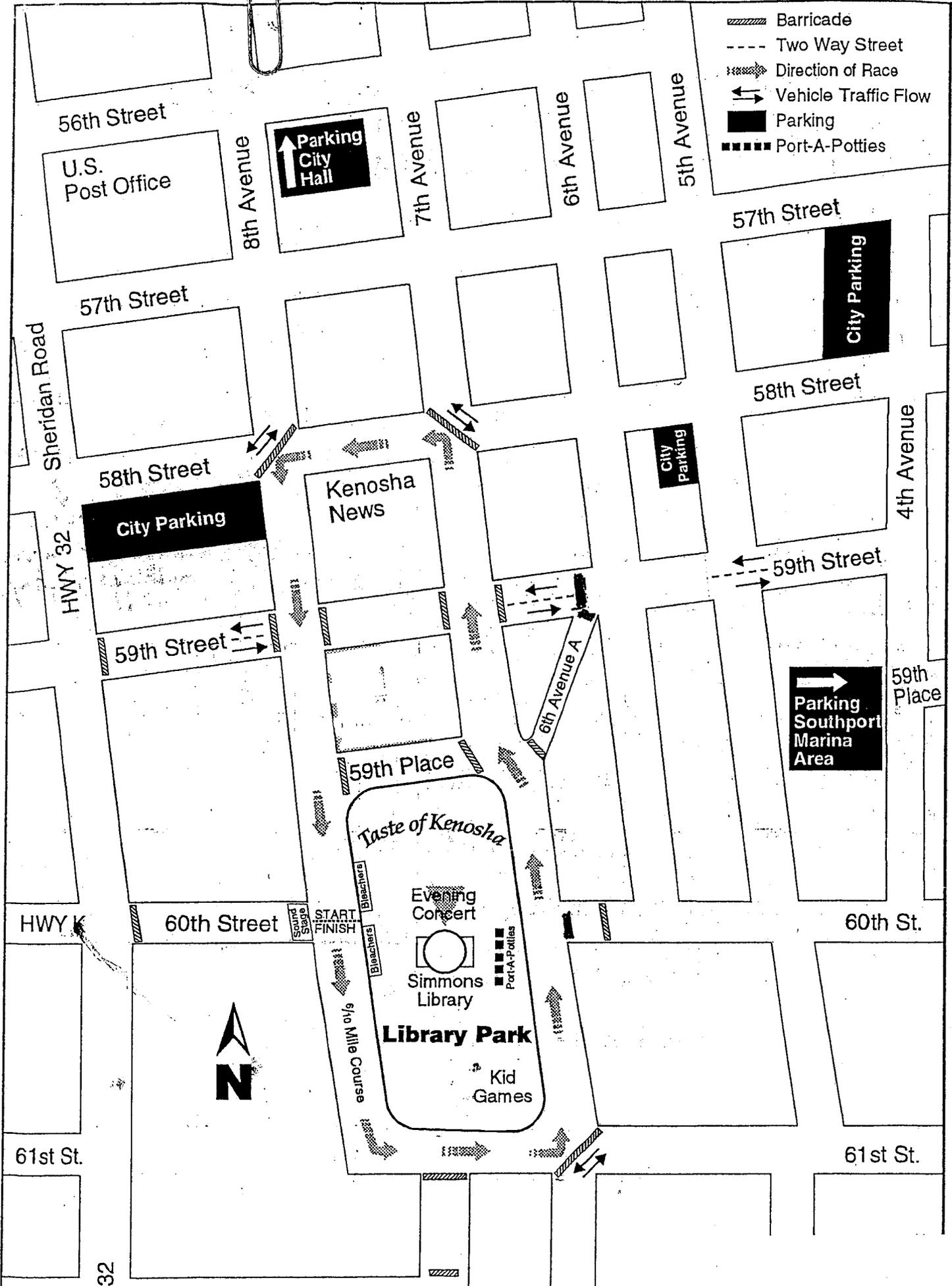
Insurance Company \_\_\_\_\_

A copy of the policy must be provided to the Park Division prior to the event.

Signatures  
Vendor Signature [Signature]

Date 1/25/12

-  Barricade
-  Two Way Street
-  Direction of Race
-  Vehicle Traffic Flow
-  Parking
-  Port-A-Potties





BOARD OF TRUSTEES  
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Douglas Baker, Director  
262-564-6300 Voice  
262-564-6370 Fax  
812 56<sup>th</sup> Street, PO Box 1414  
Kenosha, WI 53141-1414  
dbaker@kenosha.lib.wi.us  
mykpl.info

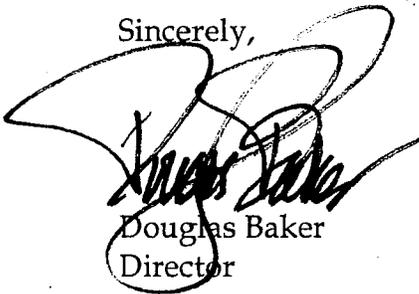
January 30, 2012

Christine VanDyke  
Community Relations Director  
Kenosha YMCA  
7101 53<sup>rd</sup> Street  
Kenosha, WI 53144

Dear Ms. VanDyke:

On behalf of the Kenosha Public Library Board of Trustees, I am pleased to authorize the use of Library Park for the 22<sup>nd</sup> Annual Food Folks & Spokes event on Thursday, July 19 and Friday, July 20, as outlined in your letter of January 25<sup>th</sup>. The permission to use the park is contingent on your event not interfering with access to the Simmons Library by our patrons and final approval by the City Parks Commission.

Sincerely,



Douglas Baker  
Director

DB:rp

c: Lin Swartz-Truesdell, Assistant Library Director  
Joe Sturycz, Library Maintenance Superintendent  
Therese O'Halloran, Head of Branch Services  
Mary Durkee, Park Department ✓



**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
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## DEPARTMENT OF PUBLIC WORKS

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February 7, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
FROM: Jeff Warnock, Park Superintendent  
RE: Hope's Halloween Happening Pumpkin Roll

A request has been received from the Hope Council on Alcohol & Other Drug Abuse, Inc. to hold their 3<sup>rd</sup> annual Halloween Happening Pumpkin Roll on October 20, 2012. The previous two (2) years it was held at Simmons Island Park, this year they are requesting to use Pennoyer Park and the Bandshell.

### Costs

2010 – 100% co-sponsorship  
2011 – 100% co-sponsorship

2012 – estimated costs based on current request = \$255 (estimate) 50% = \$112.50  
Bandshell (\$125.00) Equipment: Benches and cans at site  
Snow Fencing approximately 125 feet including installation - \$100.00  
Barricades: 10 (\$30.00)

### Recommendation

To approve the event with 50% co-sponsorship as recommended by the Commission in 2011

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Hope Council on Alcohol + Other Drug Abuse Inc.

Contact Person who is responsible for event: Guida Brown

Address: 5942 6th AVE 1'

City/State/Zip KENOSHA WI 53140

Daytime # 658-8166 x29 Evening # 652-1964 Cell# 914-1820

Fax # 658-8210 E-mail: guida@hopecouncil.org

Is the Host Organization a 501(c)-3?  Yes provide ES# 6499

EVENT INFORMATION

Name of the Event: Hope's Halloween Happening Pumpkin Roll

Date Requested: 10/20/12 Rain Date \_\_\_\_\_

Location Requested: Pennoyer Park + Bandshell Estimated Attendance 200

Charitable Event:  No  Yes, Proceeds donated to Hope Council on AODA

Brief Description of the Event: Family fun event w/ pumpkin roll, costume contest, and activities for children --- bounce house, face painting, coloring contest & celebrity pumpkin roll competition, too! Concert by The Bugs

Set up date and time: 10/20/12 @ 10:00 Am

Time of Event: 1:00 - 4:00 pm

Take down date and time: 10/20/12 @ 4:00 - 5:00 pm

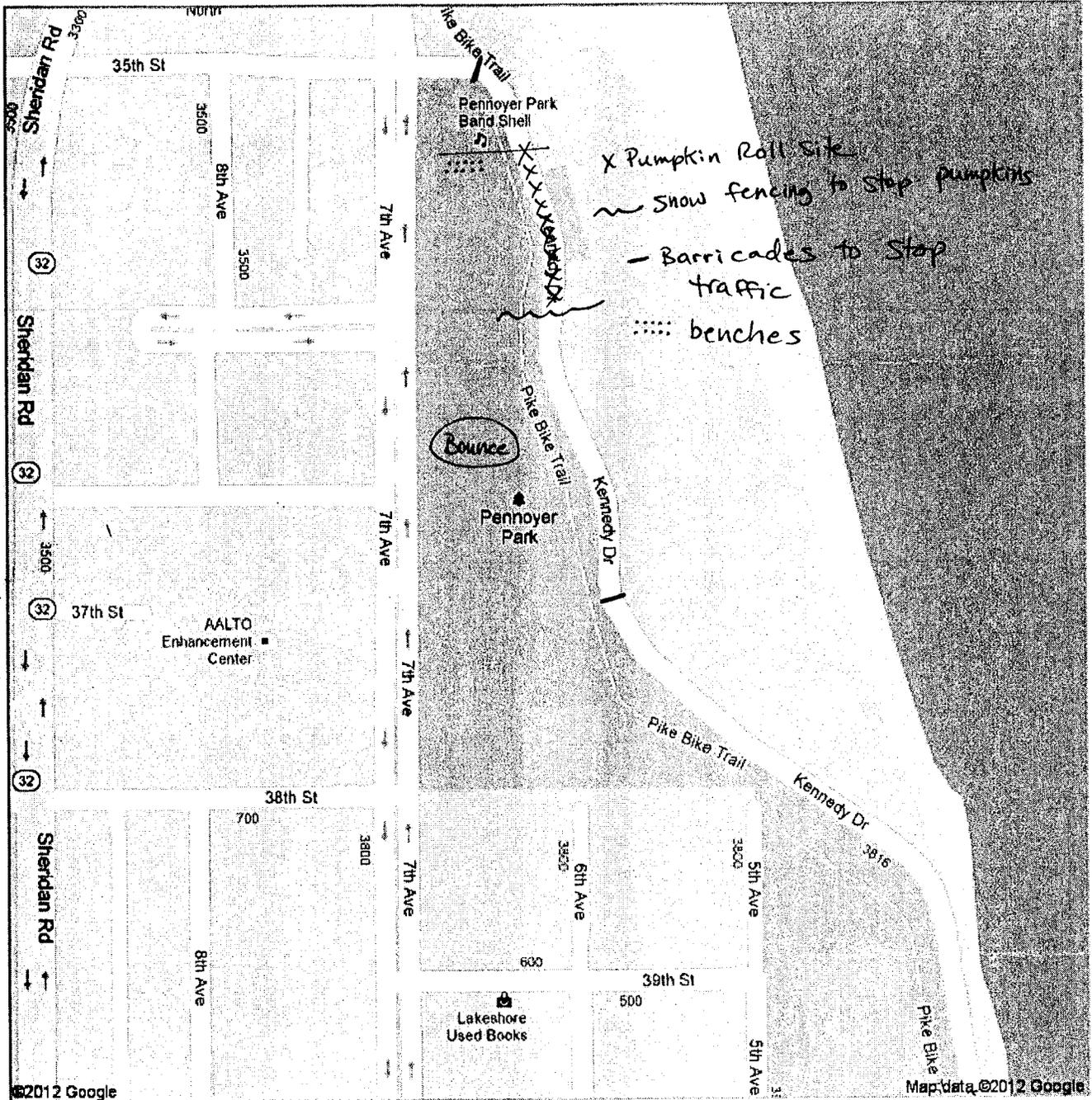
FOR OFFICE USE ONLY:

Application Packet Received 11/19/2012 Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman #1 Dirk  Police

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

3.



10/20/12 Pumpkin Roll

**EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

Yes  
yes/no

Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.

No  
yes/no

Water: Varies by location

**If your event requires any of the following equipment, please indicate the number you are requesting. Please do not list "same as last year"**

10 Benches

\_\_\_\_\_ Picnic Tables

10 Trash Containers

6 Barricades

125' Snow fencing

\_\_\_\_\_ Portable fencing

\_\_\_\_\_ Bleachers

\_\_\_\_\_ Reviewing Stands

\_\_\_\_\_ Showmobile(new)

\_\_\_\_\_ Showmobile(old)

Other Special Requests: Use of the bandshell for  
concert + costume contest + awarding  
the coloring contest prizes.

NOTE: The organization will be notified if equipment requested is available for the date of your event.

See Attached Fees Schedule

**TEMPORARY STRUCTURE  
CITY OF KENOSHA - PARK DIVISION**

Name of Event Hope's Halloween Happening Pumpkin Roll  
Park Requested Pennoyer Date of Event: 10/20/12

\*\*Structure location must be placed on site map.

**Type of Temporary Structure**

- Tent
- Staging
- Trailers
- Inflatables
- Dunk Tank
- Other, Please explain \_\_\_\_\_

**Vendor Information**

(Name of Company and/or individual providing temporary structure)

Name of Company/Individual: Top Choice - Rob Jensen  
Work # 652-2717 Home # \_\_\_\_\_ Cell \_\_\_\_\_

**Insurance**

All vendors that are supplying the organization with a temporary structure must supply a Certificate of Insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's. Copy to be attached or sent to the Park Division 30 days prior to the event.

Insurance Company \_\_\_\_\_

**Signatures**

Vendor Signature Muda Brown Date 1/11/12





**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Park Division**  
Jeff Warnock  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

**Michael M. Lemens, P.E., Director**

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

February 7, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
Chairman G. John Ruffolo, Public Works Committee

FROM: Jeff Warnock, Park Superintendent

RE: 2012 – Back to School – A Celebration of Family and Community Event

A request has been received from the Kenosha Unified School District to conduct their Back to School event on September 8, 2012 from 12 noon – 4:00 pm. The event will take place at Celebration Place and the area east of the Museum. This is the 5<sup>th</sup> year of the celebration.

2010 costs: \$3,150 – Paid in full  
2011 costs: \$2,788 - Paid in full

Estimated costs for 2012: 50 Benches (\$150); 100 Picnic Tables (\$1,500); Showmobile (\$250) and approximately \$1,000 for fencing and labor. Total: \$2,900 (estimated)

Recommendation: To approve the event, use of the equipment and to bill the organization as in previous years.

January 17, 2012

Ms. Mary Durkee  
City of Kenosha Parks Department  
3617 65<sup>th</sup> Street  
Kenosha, Wisconsin 53142

Dear Ms. Durkee:

Thank you for your continued support with the Back to School event. Please find enclosed the Special Event Application – City of Kenosha - Park Division form for the fifth annual Back to School – A Celebration of Family and Community Event. The family/community event is being held on Saturday, September, 8, 2012, from noon – 4:00 p.m., just east of the Kenosha Public Museum and Celebration Park. The event is free to Kenosha area families and will include school supplies, entertainment, activities, food, and resources/information from non-profit agencies.

Please let me know when this item will be placed on the Public Works Committee agenda so I may attend the meeting and respond to any questions. If you need additional information, please feel free to contact me at (262) 359-2257 or email me at [pdemos@kUSD.edu](mailto:pdemos@kUSD.edu).

Sincerely,

  
Patricia Demos  
Community School Relations Manager

DIST

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Kenosha Unified School District No. 1

Contact Person who is responsible for event: Patricia Demos

Address: 3600 52nd Street

City/State/Zip Kenosha, WI 53144

Daytime # 262-359-2257 Evening # 262-552-8358 Cell# 262-945-0158

Fax # 262-359-6276 E-mail: pdemos@kUSD.edu

Is the Host Organization a 501(c)-3? Yes, provide ES# 0353

**EVENT INFORMATION**

Name of the Event: Back to School - A Celebration of Family & Community

Date Requested: September 8, 2012 Rain Date \_\_\_\_\_

Location Requested: Celebration Park & parcel of land east of museums Estimated Attendance 8000

Charitable Event:  No  Yes, Proceeds donated to \_\_\_\_\_

Brief Description of the Event: A celebration to welcome back students and families of the Kenosha community

Set up date and time: Saturday, September 8, 2012 @ 7:00 a.m.

Time of Event: Noon - 4:00 p.m.

Take down date and time: Saturday, September 8, 2012 @ 4:00 p.m.

**FOR OFFICE USE ONLY:**

Application Packet Received 1/27/12 Admin. Or Commission Approval

Copies sent to: Alderman #2 Dir yes Police YES

Fire: \_\_\_\_\_ Public Works (Admin/Streets: To Committee)

**TEMPORARY STRUCTURE  
CITY OF KENOSHA - PARK DIVISION**

Name of Event Back to School - A Celebration of Family and Community

Park Requested Celebration Park & parcel of Date of Event: September 8, 2012  
land east of museums

\*\*Structure location must be placed on site map.

**Type of Temporary Structure**

Tent

Staging Showmobile

Trailers

Inflatables

Dunk Tank

Other, Please explain \_\_\_\_\_

**Vendor Information**

(Name of Company and/or individual providing temporary structure)

Name of Company/Individual: Top Choice Rentals

Work # 262-652-2717 Home # \_\_\_\_\_ Cell \_\_\_\_\_

**Insurance**

All vendors that are supplying the organization with a temporary structure must supply a Certificate of Insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's. Copy to be attached or sent to the Park Division 30 days prior to the event.

Insurance Company KUSD policy is from July 1 - June 30. Notification will begin after July 1, 2012.

**Signatures**

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

**PUBLIC AMPLIFICATION PERMIT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

By ordinance, public amplification is not allowed in City Parks except by permission from the Board of Park Commissioners. Permission for amplification does not exempt a group from obeying Ordinance restrictions on the volume of sound. Please be considerate of park neighbors and other park users. When notifying the alderman and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

**Event Information:**

Name of Event Back to School Celebration - A Celebration of Family & Community

Location of Event: Celebration Park & Parcel of land east of museums Date of Event September 8, 2012

Contact Person Patricia Demos

**Type of Amplified Sound**

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) \_\_\_\_\_

Requested time of amplification: Start: noon Ending 4:00 p.m.

**Name of Company and/or Individual handling the amplification of the event:**

Robert Wells

Daytime # 262-359-6388 Evening # \_\_\_\_\_ Cell # 262-945-2105

**Aldersperson notification**

Have you contacted the Aldersperson of the District in which the event will be held?

X Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

See Attachment D1 for an excerpt of the Noise Ordinance or go to the City of Kenosha web site at [www.kenosha.org](http://www.kenosha.org) and click on General Ordinances and review Section 23.

**EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

  X   Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.  
yes/no

       Water: Varies by location  
yes/no

**If your event requires any of the following equipment, please indicate the number you are requesting. Please do not list "same as last year"**

  50   Benches                        100   Picnic Tables                        50   Trash Containers

       Barricades                             Snow fencing                             Portable fencing

       Bleachers                             Reviewing Stands

  X   Showmobile(new)                             Showmobile(old)

Other Special Requests:   Generator    
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTE: The organization will be notified if equipment requested is available for the date of your event.

See Attached Fees Schedule



**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Park Division**  
Jeff Warnock  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

**Michael M. Lemens, P.E., Director**

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

February 7, 2012

**TO:** Chairman Michael Orth, Board of Park Commissioners  
Chairman G. John Ruffolo, Public Works Committee

**FROM:** Jeff Warnock, Park Superintendent

**RE:** Grill Games 2012

A request has been received from the Kenosha Area Chamber of Commerce Foundation to hold their 2<sup>nd</sup> Annual Grill Games in Harbor Park and Celebration Place. The set-up for the event will be on Thursday August 23, 2012 with the event being from Friday August 24<sup>th</sup> from 3:00 pm – 11:00 pm and Saturday August 25<sup>th</sup> from 10:00 am to 11:00 pm. The organization is requesting permission for the event, to sell fermented malt beverages, an extension of the ending time to 11:00 pm and also full co-sponsorship.

### Costs

2010 – event was not held

2011 - \$4, 457 – full sponsorship

2012 – estimated cost based on current requirements: \$3,400

50 benches \$150.00; 50 picnic tables \$750; Showmobile \$500;

Snow fencing for the area – number of feet not determined – approx. \$2,000

Additional equipment or labor would be charged as required by the organization

Recommendation: To approve the requests with fees being billed to the organization.

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha Area Chamber of Commerce Foundation

Contact Person who is responsible for event: Lou Molitor

Address: 600 52nd ST STE 130

City/State/Zip Kenosha WI 53140

Daytime # 262 654 1234 x113 Evening # 262 237 2316 Cell# 262 237 2316

Fax # 262 654 4655 E-mail: lou@kenoshaarea.com

Is the Host Organization a 501(c)-3? Yes, provide ES# 42706

EVENT INFORMATION

Name of the Event: GRILL GAMES

Date Requested: FRIDAY, AUGUST 24, 2012 + SATURDAY, AUGUST 25, 2012 Rain Date NONE

Location Requested: Celebration Place / Harbor Park (East of Museums) Estimated Attendance 15K (2 days)

Charitable Event:  No  Yes, Proceeds donated to Youth Services - Kenosha County

Brief Description of the Event: BBQ Contest and Music Festival; Kansas City Barbeque Society competition, celebrity BBQ contest, Corporate BBQ Contest, Regional and local music entertainment with family area and carnival

Set up date and time: Thursday August 23, 2012 @ 1:00pm + FRIDAY AUG 24 8:00 AM to 1:00 PM

Time of Event: FRI, AUG 24: 3:00pm to 11:00pm & SATURDAY, AUG 25: 10:00am to 11:00pm

Take down date and time: Sunday, August 26, 2012 8:00 AM

FOR OFFICE USE ONLY:

Application Packet Received \_\_\_\_\_ Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman T. Ruffalo Dirk Police

Fire Public Works Admin Streets

**EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

Yes  
yes/no

Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.

Yes  
yes/no

Water: Varies by location

**If your event requires any of the following equipment, please indicate the number you are requesting. Please do not list "same as last year"**

50 Benches

50 Picnic Tables

40 Trash Containers

Grease Containers ?

9 (street)  
Barricades

yes Snow fencing

6 ASH Container

yes Portable fencing  
per drink for VIP area

\_\_\_\_\_ Bleachers

\_\_\_\_\_ Reviewing Stands

Fri + Sat Showmobile(new)

\_\_\_\_\_ Showmobile(old)

Other Special Requests: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTE: The organization will be notified if equipment requested is available for the date of your event.

See Attached Fees Schedule

**FERMENTED MALT BEVERAGE SALES APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Name of Event: GRILL GAMES

Location of Event Celebration Place/Harbor Park Date of Event 8/24-25/2012

Name of Group Responsible Kenosh Area Chamber of Commerce Foundation

Person that is Responsible for License and Regulations Lou Molitor

Address 600 32nd ST STE 130 Kenosha, WI 53140

Daytime # 262 654 1234 Evening # 262 237 2316 Cell # 262 237 2316  
X113

**Beer Selling Permit Information**

Name of the licensed bartender(s) that will be responsible (must be licensed in the City of Kenosha).  
to be furnished, arrangements thru CSJW  
and Y-Link, the Chambers Young Professional Group  
with licensed bartenders

Security Company/ Brief description of how security will be handled.  
Kenosha Private Police - 2-4 security guards and volunteer  
security personnel

Have you applied for the Temporary Class "B" Retailers License (from the City Clerk's Office)?  
 No  Yes, Indicate Application Date: \_\_\_\_\_

**\*A copy needs to be given to given to Park Division prior to event.**

Have you submitted the Certificate of Insurance with a liquor liability naming the City of Kenosha as additionally insured?  
 No  Yes, Indicate Application Date: \_\_\_\_\_

**\*A copy needs to be given to given to Park Division prior to event.**



**Engineering Division**  
 Shelly Billingsley P.E.  
 Director of Engineering  
**Fleet Maintenance**  
 Mauro Lenci  
 Superintendent  
**Park Division**  
 Jeff Warnock  
 Superintendent

**Street Division**  
 John H. Prijic  
 Superintendent  
**Waste Division**  
 Rocky Bednar  
 Superintendent

## DEPARTMENT OF PUBLIC WORKS

**Michael M. Lemens, P.E., Director**

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
 Telephone (262) 653-4050 · Fax (262) 653-4056

February 7, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
 FROM: Jeff Warnock, Park Superintendent  
 RE: Festival of Arts and Flowers

A request has been received from Kenosha Unified School District to hold their 26<sup>th</sup> annual Festival of Arts and Flowers to be held on Sunday July 22, 2012 in Lincoln Park. The festival will be held that day from 12 Noon – 5:00 pm. This event has received 100% sponsorship in all of the previous years.

### Costs

2010 - \$1,586 – 100% sponsorship  
 2011 - \$2,949 – 100% sponsorship

2012 – estimated cost based on current requirements: \$3,070  
 50 Benches = \$150; 13 Picnic Tables = \$195; Portable Fencing = \$75  
 Showmobile = \$250; Orbiletti Center/Park from July 17 – 24 = \$700  
 Sound (paid by City) = \$900 Tents (paid by City) = \$800

Recommendation: To approve the event with fees being billed to the organization as per policy.



**Kenosha Unified  
School District**

Leading the Progress of Learning

Rec'd 1-30-12

3600 52nd Street Kenosha, WI 53144  
P 262.359.6320 / F 262.359.7672

January 23, 2012

Mr. Jeff Warnock, Superintendent  
City Parks Department  
City of Kenosha  
3617 65 Street  
Kenosha, WI 53142

Dear Mr. Warnock,

This is intended as a formal request from the Festival of Arts and Flowers Planning Committee for the continued co-sponsorship of the twenty-sixth annual Festival of Arts and Flowers to be held on Sunday, July 22, 2012. Through the years, the Festival of Arts and Flowers has brought a very positive community event to Lincoln Park and the Lincoln neighborhood which benefits all involved.

**As in the past, set-up will take place in the Orbiletti Center during the entire week preceding the festival and it will take an additional two days after the festival to disassemble and remove all the artwork and display panels. Therefore the pavilion will be needed from Tuesday, July 17 through Tuesday, July 24.** On Sunday, July 22, the Festival will run from noon until 5:00 P.M. The Special Event Application Form is attached with the requested event setup picture/diagram. Jennifer Miller will supply the Certificate of Liability Insurance as soon as it is available. Please let me know if you have any questions or require additional information.

I will be happy to attend a Parks Commission meeting to answer questions or concerns that the commissioners may have. Thank you for your department's continuing support and participation in this project.

Sincerely,

Dr. Robert Wells  
Coordinator of Fine Arts  
Kenosha Unified School District  
Phone: (262) 359-6388

cc: Jennifer Miller, KUSD Human Resources

DISTRICT #12

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. It will need to be approved by the Board of Park Commissioners and/or the Superintendent of Parks.

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Kenosha Unified School District–Department of Fine Arts

Contact Person who is responsible for event: Dr. Robert Wells

Address: 3600 52<sup>nd</sup> St

City/State/Zip Kenosha, WI 53144

Daytime # 252-359-6388 Evening # \_\_\_\_\_ Cell# 262-945-2105

Fax # 262-359-7712 E-mail: rwells@kUSD.edu

Is the Host Organization a 501(c)-3? Yes, provide ES# 0353 (Public Education entity)

**EVENT INFORMATION**

Name of the Event: Festival of Arts & Flowers

Date Requested: July 22, 2012 Rain Date NONE

Location Requested: Lincoln Park – Warren Taylor Gardens & Orbiletti Center

Estimated Attendance 175-200

Charitable Event:  No  Yes, Proceeds donated to \_\_\_\_\_

Brief Description of the Event: This is a free festival that showcases the work of KUSD's youth in the visual and performing arts, plus performances by professional musical groups and activity booths by the Keep Kenosha Beautiful Organization, Kenosha Public Library and Kenosha Art Association.

Set up date and time: 10:30 am – day of event; July 17-20 for Orbiletti Center setup

Time of Event: 12:00 – 5:00 PM

Take down date and time: 5:00 – 6:00 PM on July 22; Orbiletti Center will be taken down by end of the day on Tuesday, July 24

Will food be served:  Yes  No

Fermented malt Beverages: NO If Yes, \_\_\_\_\_ (Sold or Served at no charge)

RE: FESTIVAL OF ARTS & FLOWERS – JULY 22, 2012

**EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA – PARK DIVISION**

To assist you with your special event, the Kenosha Park Division does have equipment available for rent to your organization. The location of this equipment must be noted on the site and/or route plan you have attached to this application.

Please note: Appropriate fees will be charged

- √   Electric: See Item #8 in the manual. Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for your event.
- √   Water: Varies by location
- 50   Benches – # requested
- 13   Picnic Tables – # requested
- 5   Trash Containers – # requested
- Barricades – # requested
- Snow fencing – # of feet requested
- 17   Portable fencing – # of sections requested
- Bleachers – # requested
- Reviewing Stands – # requested
- √   Showmobile

Other Special Requests: Use of the Orbiletti Center for Student Art Exhibit from July 17-24, 2012

---

NOTE: The organization will be notified if equipment requested is available for the date of your event.

**PUBLIC AMPLIFICATION PERMIT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

By ordinance, public amplification is not allowed in City Parks except by permission from the Board of Park Commissioners. Permission for amplification does not exempt a group from obeying Ordinance restrictions on the volume of sound. Please be considerate of park neighbors and other park users. When notifying the alderman and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

**Event Information:**

Name of Event Festival of Arts & Flowers

Location of Event: Lincoln Park – Warren Taylor Gardens Date of Event July 22, 2012

Contact Person Robert Wells

Name of Company and/or Individual handling the amplification of the event:

Sound Specialty – Glen Saunders

Daytime # 262-554-5201 Evening # \_\_\_\_\_ Cell # \_\_\_\_\_

Alderman of the District: Name \_\_\_\_\_ Approval Date received \_\_\_\_\_

**Type of Amplified Sound**

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) \_\_\_\_\_

Requested time of amplification: Start: 12:00 pm Ending 5:00 pm

·Planning & Zoning

·Community Development

262.653.4030  
262.653.4045 FAX  
Room 308



·Building Inspections

·Property Maintenance

262.653.4263  
262.653.4254 FAX  
Room 100

## DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

Municipal Building · 625 52nd Street · Kenosha, WI 53140  
www.kenosha.org

Jeffrey B. Labahn, Interim Director

Richard Schroeder, Interim Deputy Director

### MEMO

**TO:** Alderman Michael Orth, Chairman and Members of the Parks Commission

**FROM:** Brian Wilke, Department of Community Development & Inspections *BRW*

**RE:** Evans Associates Study - Verizon Cellular Tower (Kenosha Plumbing, 4411 Sheridan Road)

**DATE:** February 10, 2012

The City received a Conditional Use Permit application for a new cellular tower installation for Verizon Wireless to be located at 4411 Sheridan Road. The tower would be installed as a one hundred (100') foot tower, disguised as a flag pole.

As part of the review of the application, City Staff engaged the services of Evans Associates to conduct a study of the application from Verizon on behalf of the City. The purpose of the study is to review the application on a technical level and determine if the applicant has evaluated all available options for their cellular antenna site before applying for the chosen site.

A requirement of Section 4.06 D.13 of the Zoning Ordinance is to present this study to the Alderman of the District and any Board, Authority or Commission having control of a City-owned site located within five hundred (500') feet of the proposed new cellular tower installation. Since Union Park is within five hundred (500') feet of the proposed site, this study is being presented to the Parks Commission.

The intent of this requirement of the Zoning Ordinance is to give the Board, Authority or Commission the ability to advise Staff if the privately-owned site is acceptable, or if the application should be looked at further to explore siting the tower on a City-owned site. According to the Evans Associates study, no other existing tower site is available that meets Verizon's needs to fill a coverage gap in the area of the proposed site. Evans believes the proposed tower is necessary for the continued build out of Verizon's network in the City of Kenosha.

Staff feels that even though having a new cellular tower in Union Park would provide revenue for the City, it would detract from the aesthetics of the Park and negatively impact much of the work done in the Park over the past several years from residents and businesses of the neighborhoods.

#### **Recommendation:**

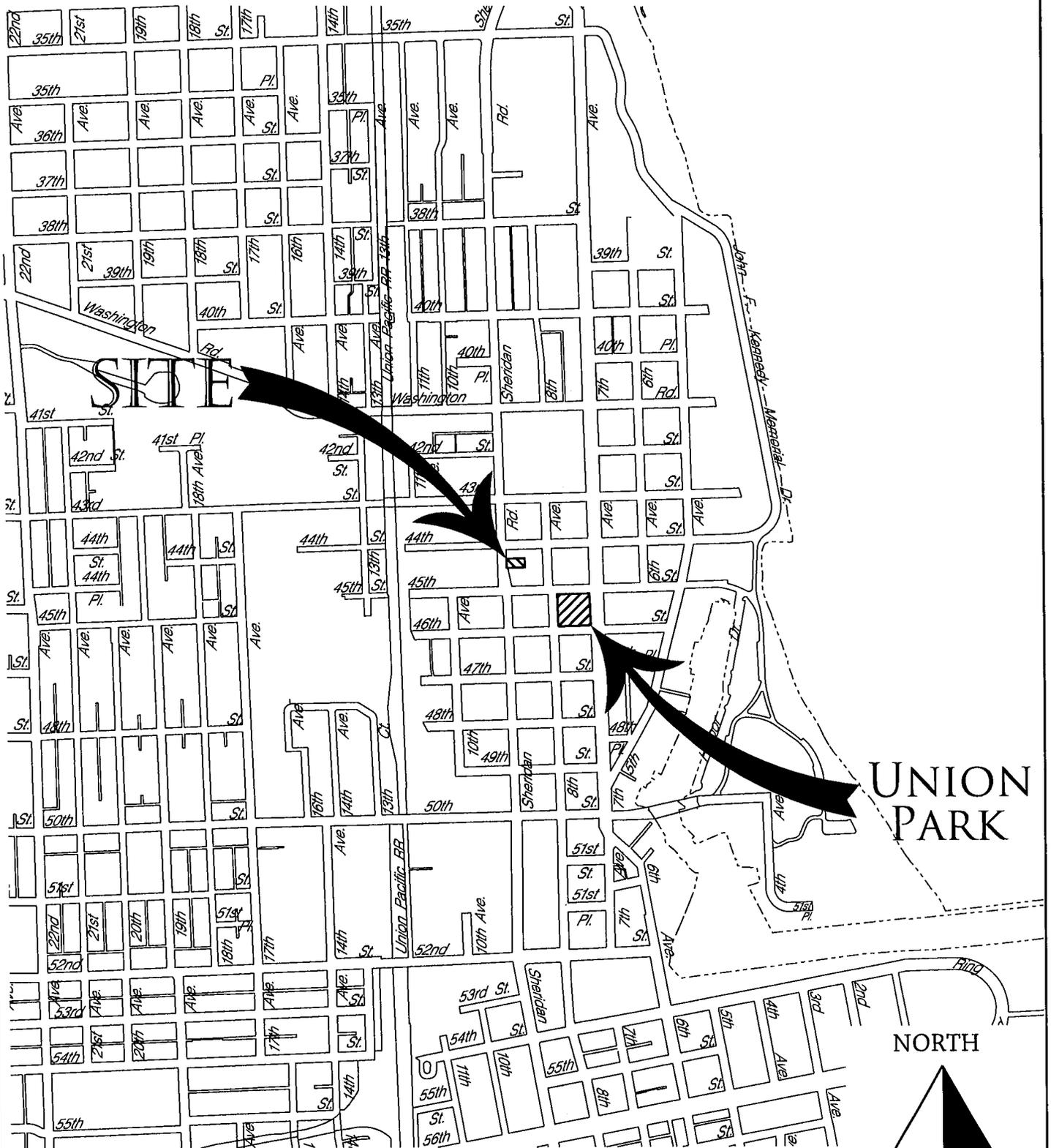
A recommendation is made to receive and file the Evans study, with the direction to Staff to proceed forward with the Conditional Use Permit application as proposed.

BRW:kas

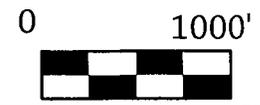
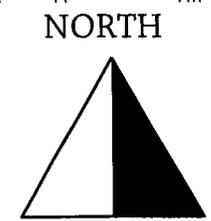
c: Alderman Ted Ruffalo, District #2  
Jeff Warnock, Parks Superintendent

# City of Kenosha

## Vicinity Map Verizon Wireless - Kenosha Plumbing CUP



UNION  
PARK



**Development Review Application  
City of Kenosha, Wisconsin**

**MAILING INFORMATION**

**NAME OF PROJECT:** Kenosha North

**Check one (1) of the following boxes to indicate the recipient of all correspondence:**

<input type="checkbox"/>	Name and Address of Applicant (Please print): SBA Towers III, LLC 5900 Broken Sound Parkway Boca Raton, FL 33487	Phone: 800-799-4722 Fax: E-Mail: rkasser@sbasite.com
--------------------------	---	--

<input type="checkbox"/>	Name and Address of Architect/Engineer (Please print): Terra Consulting Engineers 600 Busse Highway Park Ridge, IL 60068	Phone: 847-698-6400 Fax: E-Mail: tzimm@terraltd.com
--------------------------	---	---

<input type="checkbox"/>	Name and Address of Property Owner (if other than applicant)(Please print): KJTT LLC 4421 Sheridan Road Kenosha, WI 53140	Phone: 262-653-8223 Fax: E-Mail: john@kenoshaplumbing.net
--------------------------	--	---

**PROJECT LOCATION**

Location of Development (street address and / or parcel number): 4411 Sheridan Road, Parcel Number 11-223-30-458-005

**TYPE OF LAND DEVELOPMENT**

**Check all that apply. Note: Additional information may be required within individual Sections.**

<input type="checkbox"/>	Certified Survey Map	Section 1	Page 3
<input type="checkbox"/>	Concept Review ( <i>Land Division</i> )	Section 2	Page 4
<input type="checkbox"/>	Concept Review (Multi-Family Residential or Non-Residential)	Section 3	Page 5
<input checked="" type="checkbox"/>	Conditional Use Permit	Section 4	Pages 6 & 7
<input type="checkbox"/>	Developer's Agreement	Section 5	Page 8
<input type="checkbox"/>	Final Plat	Section 6	Pages 9 & 10
<input type="checkbox"/>	Lot Line Adjustment Survey	Section 7	Page 11
<input type="checkbox"/>	Preliminary Plat	Section 8	Pages 12 & 13
<input type="checkbox"/>	Rezoning	Section 9	Pages 14 & 15
<input type="checkbox"/>	Site Plan Review	Section 10	Pages 16 & 17

**PRIOR TO SUBMITTING THIS APPLICATION TO THE DEPARTMENT OF CITY DEVELOPMENT,  
PLEASE REVIEW THE APPROPRIATE SECTION(S) FOR FEES, REQUIREMENTS AND APPROPRIATE APPENDICES.**

*Submit this cover page, completed application, applicable section(s) and appendices  
along with ALL required plans, information and fees to:*

Department of City Development  
625 52nd Street, Room 308  
Kenosha, WI 53140

Phone: 262.653.4030  
Fax: 262.653.4045  
Office Hours:  
M - F 8:00 am - 4:30 pm

# ZONING ORDINANCE FOR THE CITY OF KENOSHA, WISCONSIN

h. Other issues which may have an adverse social, economic, or environmental impact or affecting the health, safety or welfare of abutting or neighboring properties or the City as a whole.

## 10. Shelter Facility in the I-P District.

a. **Building Plan** as required in §4.05 B. of the Zoning Ordinance.

b. **Site Plan** as required in §4.05 C. of the Zoning Ordinance.

c. **Drainage Plan** as required in §4.05 D. of the Zoning Ordinance.

d. **Landscape Plan** as required in §4.05 E. of the Zoning Ordinance.

e. **Utility Plan** as required by §4.05 F. of the Zoning Ordinance.

f. **Operational Plan** which includes:

(1) Name and address of facility operator.

(2) Proposed operation and supervision including the types of programs and services to be offered.

(3) Number of employees.

(4) Proposed maximum bed capacity.

g. The facility shall meet all applicable Federal, State and local regulations, requirements and licenses.

h. Other issues which may have an adverse social, economic, or environmental impact or affecting the health, safety or welfare of abutting or neighboring properties or the city as a whole.

## 11. Utility Substations in any District.

a. **Building Plan** as required in §4.05 B. of this Ordinance.

b. **Site Plan** as required in §4.05 C. of this Ordinance.

c. **Drainage Plan** as required in §4.05 D. of this Ordinance.

d. **Landscape Plan** as required in §4.05 E. of this Ordinance,

(1) Utility substation structure(s) must be effectively screened from adjacent properties and street frontages.

e. **Utility Plan** as required in §4.05 F. of this Ordinance.

f. **Operational Plan**, which includes:

(1) Name and address of the facility operator.

(2) Facility maintenance detail.

g. The facility shall meet all applicable Federal, State and local regulations, licenses and permitting requirements.

h. Other issues which may have an adverse social, economic or environmental impact or affecting the health, safety or welfare of abutting or neighboring properties of the City as a whole.

## 12. Financial Institutions, Including Related Drive-thru Facilities, in the IP District.

a. **Building Plan** as required in Section 4.05 B. of the Zoning Ordinance.

b. **Site Plan** as required in Section 4.05 C. of the Zoning Ordinance.

c. **Drainage Plan** as required in Section 4.06 D. of the Zoning Ordinance.

d. **Landscape Plan** as required in Section 4.06 E. of the Zoning Ordinance.

e. **Utility Plan** as required in Section 4.06 F. of the Zoning Ordinance.

f. **Parking and Traffic Circulation Plan**, including service window requirements, in compliance with Section 4.06 B. of the Zoning Ordinance.

g. Other issues which may have an adverse social, economic, or environmental impact, or affecting the health, safety or welfare of abutting or neighboring properties or the City as a whole.

## 13. Communication Towers, Radio/Television/Relay Towers and Antennas in The B-2, B-3, M-1, M-2, IP, A-1 and A-2 Districts.

The Co-Location of Antennas is preferred. Accordingly, if the applicant proposes a new Communication Tower installation, they shall demonstrate, to the reasonable satisfaction of the Review Authority, that no existing Tower or Alternative Tower Structure can accommodate their proposed Antenna. Upon a showing by the applicant that the following circumstances exist, the applicant shall be deemed to have satisfactorily demonstrated the need for a new Communication Tower. In evaluating such circumstances, the Review Authority may employ the services of a consulting expert, the expense for which shall be reimbursed by the applicant as an administrative cost of processing the application and will present this report to the Alderman of the District and any Board, Authority or Commission having control of a City-owned site located within five hundred (500') feet of the proposed new Communication Tower installation.

(1) No Alternative Tower Structure is available to accommodate Co-Location.

(2) Existing Alternative Tower Structures are not of sufficient height or otherwise fail to meet engineering requirements for coverage and capacity needs as provided for in the 1996 Telecommunications Act and subsequent case law interpreting the act.

(3) The proposed Antenna would cause interference with another Antenna located on an Alternative Tower Structure.

(4) A City-owned Site is not available for a Co-Location or new Communication Tower.

a. **Building Plan** as required in Section 4.05 B. and Section 14 of this Ordinance, including Communication Tower, Radio/Television/Relay Tower and adjoining service buildings.



**Engineering Statement  
Prepared for the City of Kenosha  
RE: Proposed Verizon Wireless Tower WI 14568-B  
Kenosha, Wisconsin**

**January 30, 2012**

**Prepared by:  
Ralph E. Evans III  
Evans Associates Consultants  
216 Green Bay Road Suite 205, Thiensville, WI 53092  
Phone (262) 242-6000  
[iii@evansassoc.com](mailto:iii@evansassoc.com)  
[evansassociates.com](http://evansassociates.com)**

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**Engineering Statement**  
**Prepared for the City of Kenosha**  
**Proposed Verizon Wireless Tower Site WI 14568**  
**City of Kenosha, Wisconsin**

**I. BACKGROUND**

This engineering report has been prepared by Ralph E. Evans III of Evans Associates, Communications Consultants in Thiensville, Wisconsin, regarding a proposed Verizon Wireless 100 foot monopole structure and a 65' by 58' fenced compound area in the City of Kenosha, in Kenosha County, Wisconsin. The tower will be located on KJJT, Inc. (Kenosha Plumbing) property, at 4411 Sheridan Road.

Evans Associates has been retained to evaluate the proposal from the standpoint of siting a cellular tower for minimal visual impact, and compliance with City of Kenosha Zoning Ordinances, specifically Sections 4.06 D.13 (1) through 4.06 D.13 (4). Pursuant to our employment, this exhibit has been prepared.

The siting information provided to Evans Associates by Verizon Wireless has been used in evaluating the necessity of constructing this Verizon Wireless tower. The analysis and the conclusions contained herein have been prepared by or under the direction of Ralph E. Evans III, or have been submitted by the applicant. Information provided to Evans Associates by other parties is believed to be correct, and has been verified where feasible.

The following analysis consists of three sections:

1. Abstract (Section II)
2. Site Analysis (Section III)
3. Recommendations (Section IV)

**II. ABSTRACT**

Verizon Wireless is continuing its process of building out their network in Kenosha County. Accordingly, the specified site is a "minicell", which means it is required to improve the coverage of the primary service in all or most directions in a moderately sized area. Generally, minicells have minimal overlap with adjacent cells utilized by the same provider; the need for the new site is therefore normally self-evident within the "search area". As wireless phone use increases, the incidence of emergency and safety of life communications also increases, making high-penetration levels mandatory in both urban and rural areas. In order to improve coverage geographically, some new construction is to be expected. Federal regulations require that local communities treat all carriers identically with respect to permit requirements.

On the other hand, public safety<sup>1</sup>, land use and other environmental considerations must be addressed at the local level, especially with respect to the visual impact of the proposed structures and conformance with planning requirements. Accordingly, the proposed site has been analyzed carefully from the standpoints of regulatory history, service necessity and availability of alternative sites. The conclusions reached herein represent the most complete engineering evaluation we are able to perform. This document and the attached exhibits are true and accurate to the best knowledge and belief of Evans Associates.

### **III. SITE ANALYSIS**

The following paragraphs represent our analysis of the instant Verizon Wireless application, which was conceived out of a need to fill a coverage gap and provide uninterrupted cell service to the community, including future 4G (new generation) services such as Verizon Wireless telephone service, voice paging, Internet and wireless data transmission.

The tower height proposed, 100' AGL, has been requested by Verizon Wireless in order provide coverage to the City of Kenosha and its environs. The Verizon Wireless antennas will be mounted within the proposed monopole tower at approximately 95 feet. Additional co-locators' antenna arrays could be placed below the Verizon Wireless array. Because of the topography of the area, the shorter structures invite additional tower proliferation<sup>2</sup>, which is not recommended. Relatively taller structures are required to serve areas behind hills and dense trees, especially for the co-locators that may be mounted lower on the tower.

The proposed site adds area and population to the existing propagation area shown in Figure 1, primarily in a half-mile radius encircling the antenna's location, as shown in Figure 2. This location will facilitate construction of the Verizon Wireless Kenosha County high-speed network.

In Verizon Wireless' opinion, a new structure located in the City of Kenosha will represent the appropriate height and location that will achieve the required technical objectives, which is to provide and stabilize service within the city.

#### **3.1 Validation of RF Information**

The proposed site utilizes a six-antenna array, representing omnidirectional coverage. The tower profile is shown in Figure 9.

In Verizon Wireless' opinion, this structure represents the appropriate height and location that will achieve the required technical objectives, which is to provide and stabilize service east of Highway 32. Evans Associates agrees with this determination.

<sup>1</sup> Except *Radio Frequency (RF) Exposure* issues, which are regulated by the FCC.

<sup>2</sup> This tower is likely to be a much better co-location site if it were somewhat higher (150' or so). This consideration is not a mandatory element in this evaluation, however.

### **3.2 RF Exposure**

The proposed site will meet FCC RF exposure requirements with respect to the general population as long as no high-power antennas are installed below 60 feet above ground level (more than approximately 6 kilowatts ERP).

Accordingly, with the RF energy exposure standards utilized in previous evaluations by this consultant, and as per previous concurring opinions from the Medical College of Wisconsin, it is concluded that there is no credible concern related to RF health risks with respect to the described site as long as the industry standard construction practices are followed.

### **3.3 Alternative Ways of Addressing a Particular Service Area Void**

Close to, but outside of, the search area defined by Verizon Wireless (see Figure 4) there appears to be three alternative structures (See Section 3.9 below, and Figure 10) within an approximate one-mile radius from about the center of the original search ring.

It is the intent of the City of Kenosha Zoning Ordinances, §4.06 D.13 (1) through 4.06 D.13 (4) to populate the county with the minimum number of structures, and in order for Verizon Wireless to act in accordance with the city's ordinance, Verizon Wireless has prepared an analysis discussing the feasibility of these alternative sites in §3.9 of this report.

### **3.4 Conformance to Industry Standards**

A shadow box fence will surround the tower and equipment building for security reasons. The fence will be eight (8) feet high.

At 100 feet overall height, notification to the FAA should not be required.

Assuming no serious malfunction of Verizon Wireless transmitters or public safety radio receivers, interference to public safety or other RF services is not expected. In any case, all transmitters and receivers located at common sites should observe good engineering practice with respect to tower bonding and grounding.

### **3.5 Proposed Height Verification**

As per the above discussion, the tower height is dictated by the antenna height necessary for reliable coverage, which is influenced by topography and "look angle." This proposal does not appear to be excessively high at 100 feet above ground level.

**3.6 Response to Nearby Residents' Questions**

None received by Evans.

**3.7 Validation of Adequate Support Structure**

Verizon Wireless has provided zoning drawings of the proposed tower. A set of detailed design drawings has been reviewed and stamped by a structural engineer licensed by the State of Wisconsin to verify that the latest EIA/TIA standards are being observed, and that the tower will support the antennas of three additional possible future wireless co-locators (subject to Footnote #2).

**3.8 Visual Impact Assessment**

The proposed tower would be configured as a "stealth" monopole with a constant diameter from ground to top. The FAA is not likely to require the tower to be lighted.

**3.9 Alternative Sites**

Evans Associates has identified 3 towers that may offer co-location opportunities within an approximate 1-mile radius of the Verizon Wireless proposed tower ("Options for Co-location" CTIF Document). The nearest tower structure would appear to be approximately .29 miles away. The following table includes information about each of these sites:

**Table 1**

ASR Towers Within a 1 Mile Radius of Verizon Wireless Proposed Site Coordinates 42° 35' 44.9", 87° 49' 21.77"						
Registration Number	File Number	Status	Latitude N	Longitude W	AGL (M)	Owner Name
1251059	A0523736	Cancelled	42° 35' 43.5"	87° 49' 42.2"	33.5	U.S. Cellular
1255257	A0523746	Constructed	42° 35' 24.6"	87° 55' 22"	48.7	U.S. Cellular
1281505	A0742556	Granted	42° 35' 53.4"	87° 49' 43"	60.7	New Cingular

According to FCC records, tower # 1251059 has been cancelled and will not be built.

The consultant discussed the possibility of co-locating on one of these towers with Verizon Wireless. Verizon has submitted a predicted propagation map for ASR tower 1255257, highlighted in Green (see Figure 5). Evans has determined that co-locating Verizon's antenna on this structure would limit its network coverage to the East so that the residents adjacent to Lake Michigan would not receive the desired service. This site is therefore not reasonably viable. Verizon discusses the unsuitability of co-location:

“The purpose of the Kenosha North ring is twofold. First, the primary site providing coverage to the city of Kenosha, United Van Lines, is in need of capacity relief. As all licensed carriers are currently being utilized at United Van Lines, a cell split is required. The USC candidate (1255257) would meet this criterion; however, the second objective is to improve numerous areas in and around the city that lack the necessary coverage. Those areas are along the downtown lake shore, as well as areas north of the proposed site. As can be seen in the coverage plots provided, the USC candidate does not provide adequate coverage in these areas, whereas the SBA Flagpole candidate meets the coverage objective.”

Verizon’s response to the possibility of co-locating on structure 1281505 is as follows:

“This site was denied by the City of Kenosha at a City Council meeting. Verizon Wireless and SBA Towers decided to move ahead with the application before being informed by Brian Wilke of the possibility of the AT&T deal. There was no way at that time to certify their deal would ever come to fruition, and if even if it did we did not know what AT&T’s construction schedule would ultimately be (as these things have a way of changing dramatically, and at a moment’s notice). The AT&T proposal to purchase private property and deed it to the City, allowing them to construct the tower site under rent free terms of roughly seven years, was denied by the Kenosha City Council at their January 18<sup>th</sup> meeting. Prior to this occurring I had expressed to Brian Wilke the importance of the City evaluating our request on its own merits. Given the current status of that project it would appear to me that antenna 1281505 is a nonfactor in our application.”

The City of Kenosha has composed the following response to Verizon’s assessment of the proposed antenna 1281505:

“The Council denied a lease agreement and other related documents. AT&T was going to buy a piece of land adjacent to an existing City Park, donate the land to the City for park purposes, and the City would pay down the purchase cost through rent abatement to the tune of about 6-7 years. After that time, AT&T (and co-locators) would pay a monthly lease to the City. It is my understanding that it is not a completely dead project at this time.”

Upon learning that the City of Kenosha has denied AT&T’s application, SBA (the owner of the proposed tower), has approached AT&T about the possibility of co-locating on the Verizon tower WI 14568-B. As of the date of this report, there are no valid applications pending for this site. Accordingly, from a technical evaluation standpoint, Evans has reviewed this application on its own merits. If desired, a future AT&T application could specify the SBC site.

### **3.10 Co-location Capabilities**

According to Verizon Wireless, the proposed tower has been designed to accommodate up to three future additional carriers for a total of four carriers. It is the intent of Verizon Wireless to allow future PCS or cellular antenna arrays to be added.

### **3.11 Network Propagation Analysis**

A propagation study conducted by Verizon Wireless, and verified by this engineer, shows that there is an unmistakable underserved and unserved area surrounding the proposed site area, as seen in the attached Figure 1. This significant coverage gap would result in reduced quality and dropped calls in these areas. A Verizon Wireless network must be put together like pieces of a puzzle; each site is located strategically so that when the network is completed, a cell telephone subscriber can use his or her phone anywhere in the county without dropped calls.

Figure 2 shows a coverage area map with the proposed site activated. The proposed Verizon Wireless site is situated just south of the intersection of 44<sup>th</sup> Street and Highway 32. The green areas show the newly acceptable coverage that the new site would provide.

The color scheme used for the propagation maps is as follows, and reflects Operational Path Loss:

Green.....In-Building Coverage (dBm)  $\geq$  113  
Blue..... In Vehicle Coverage (dBm) = 123  
Brown.....Street Level (dBm)  $\geq$  133

### **3.12. City of Kenosha Concerns**

In a letter dated to SBA Towers III, LLC, Verizon Wireless' representative concerning this project, the Department of City Development detailed an issue regarding the antenna. This concern is as follows:

“City Staff has a concern with the aesthetics of a one hundred (100') foot flag pole at this site. Photo renderings of the site depicting this installation in scale with the surrounding structures shall be submitted. Staff would be in favor of a scaled down height and mass of this installation.”

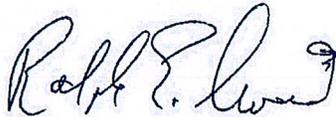
As previously stated, the stealth pole at 100' height at this location may already be short, especially with respect to other co-locators. Further reduction in height is not recommended, since it is likely to lead to additional horizontal proliferation. It therefore appears that a shorter structure will not be sufficient to meet the needs of Verizon Wireless, or the community at large. It may also be useful to continue discussions with AT&T to determine the utility of the SBC site for their future use.

#### IV. RECOMMENDATIONS

The following recommendations are made with respect to the Verizon/SBC Wireless tower site:

1. For purposes of this third party review, and based upon the information available, it is the opinion of Evans Associates that the Verizon Wireless application in the city of Kenosha is congruent with the City Tower Ordinance.
2. It is suggested that both wireless operators work in tandem to configure the SBA/Verizon site so that it meets both of their networks' needs. This may require a slightly taller tower.
3. If the tower is approved, all tower components, appurtenances and transmission lines should be bonded securely and grounded to prevent RF interference caused by stray signals.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ralph E. Evans III".

Ralph E. Evans III  
Primary Consultant  
Evans Associates

January 30<sup>th</sup>, 2012

#### Attached Figures

- Figure 1 --- Existing Propagation Map**
- Figure 2 --- Proposed Propagation Map**
- Figure 3 --- Future Network Propagation Map**
- Figure 4 --- Search Area**
- Figure 5 --- Predicted Propagation Map for ASR Tower 1255257**
- Figure 6 --- Compound Plan**
- Figure 7 --- Site Plan**
- Figure 8 --- Tower Elevation**
- Figure 9 --- Antenna Array**
- Figure 10 - ASR Tower Locations**



Figure 2 – Proposed Propagation Map

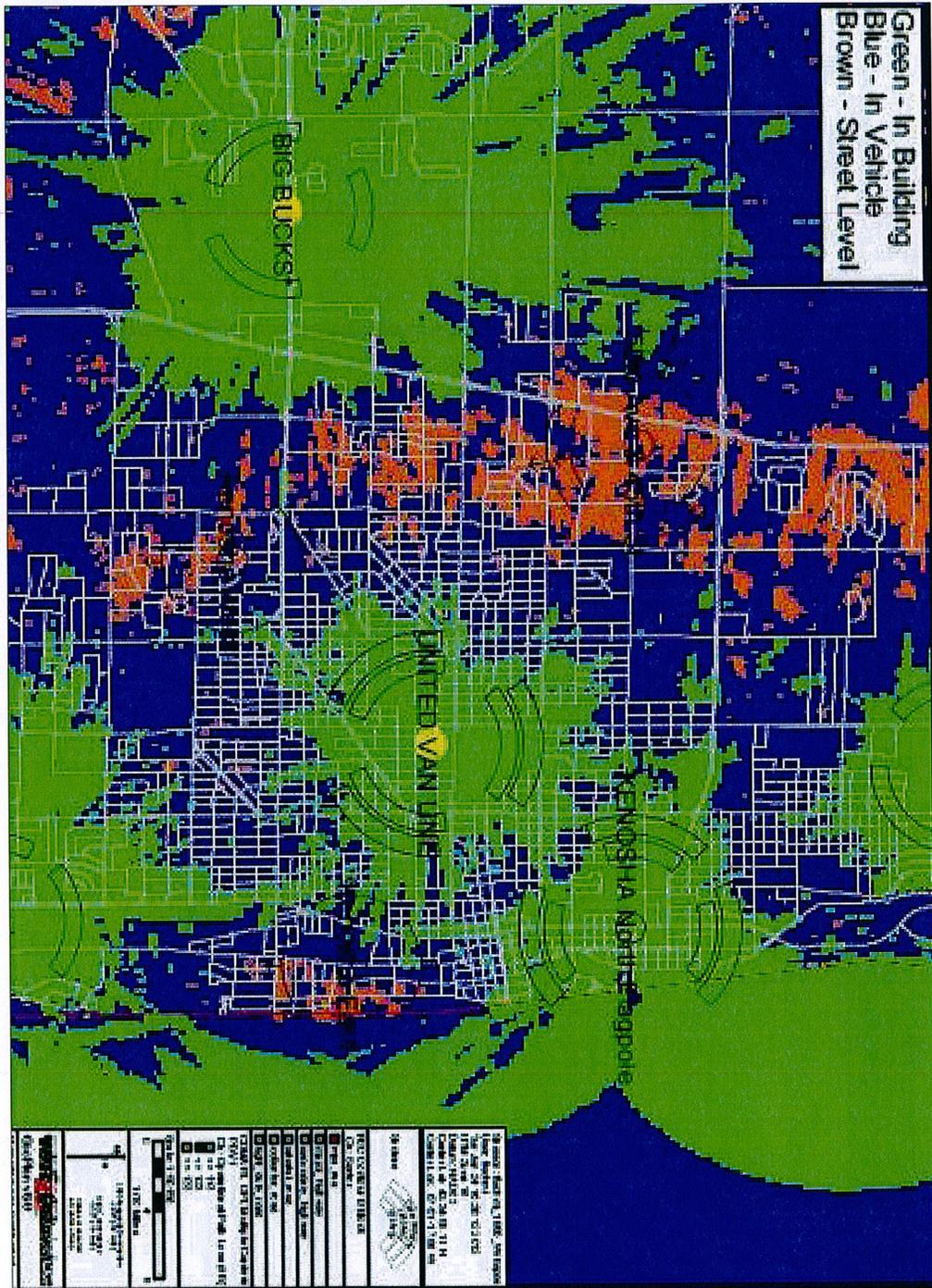


Figure 3 – Future Network Propagation Map

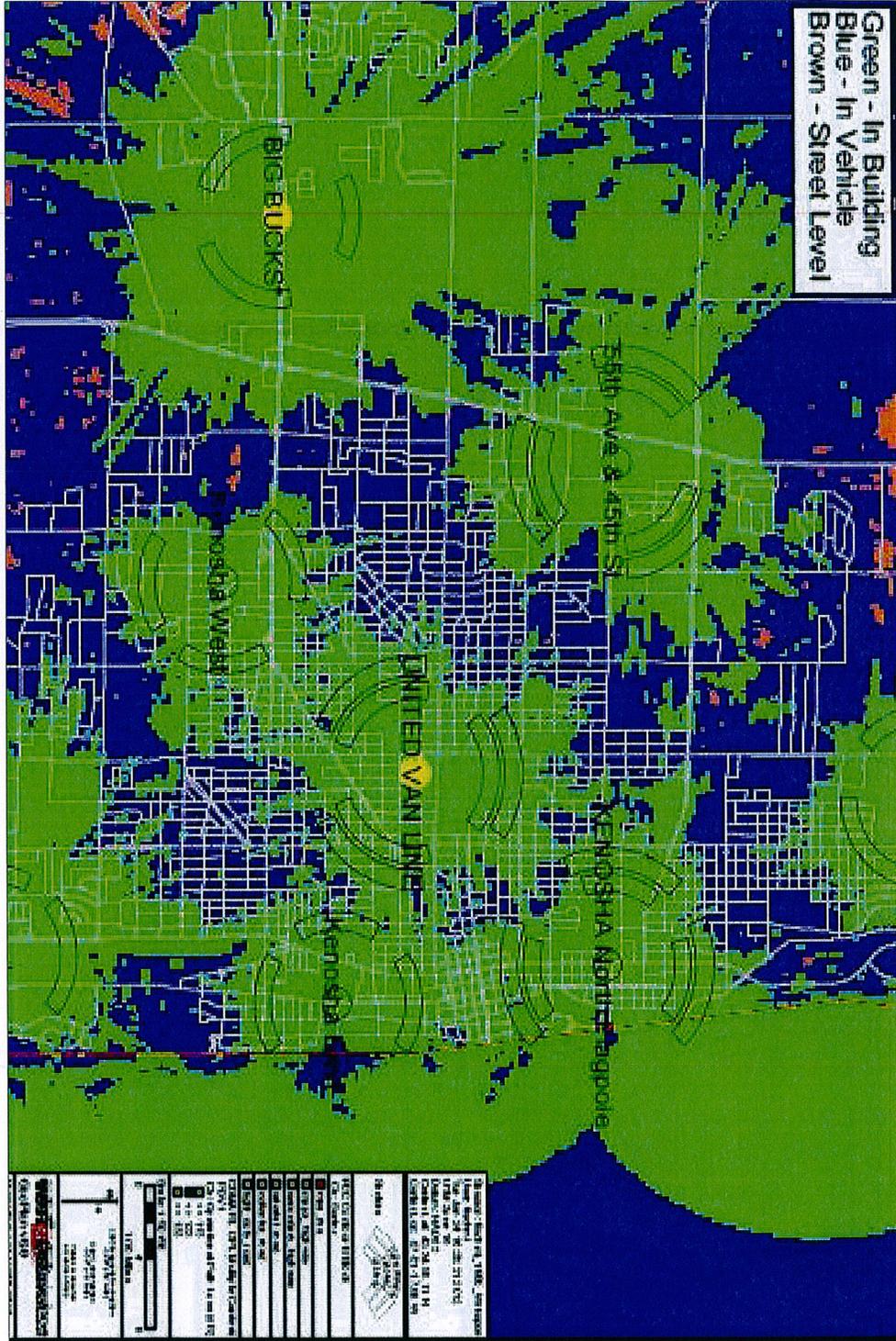


Figure 4 – Search Area

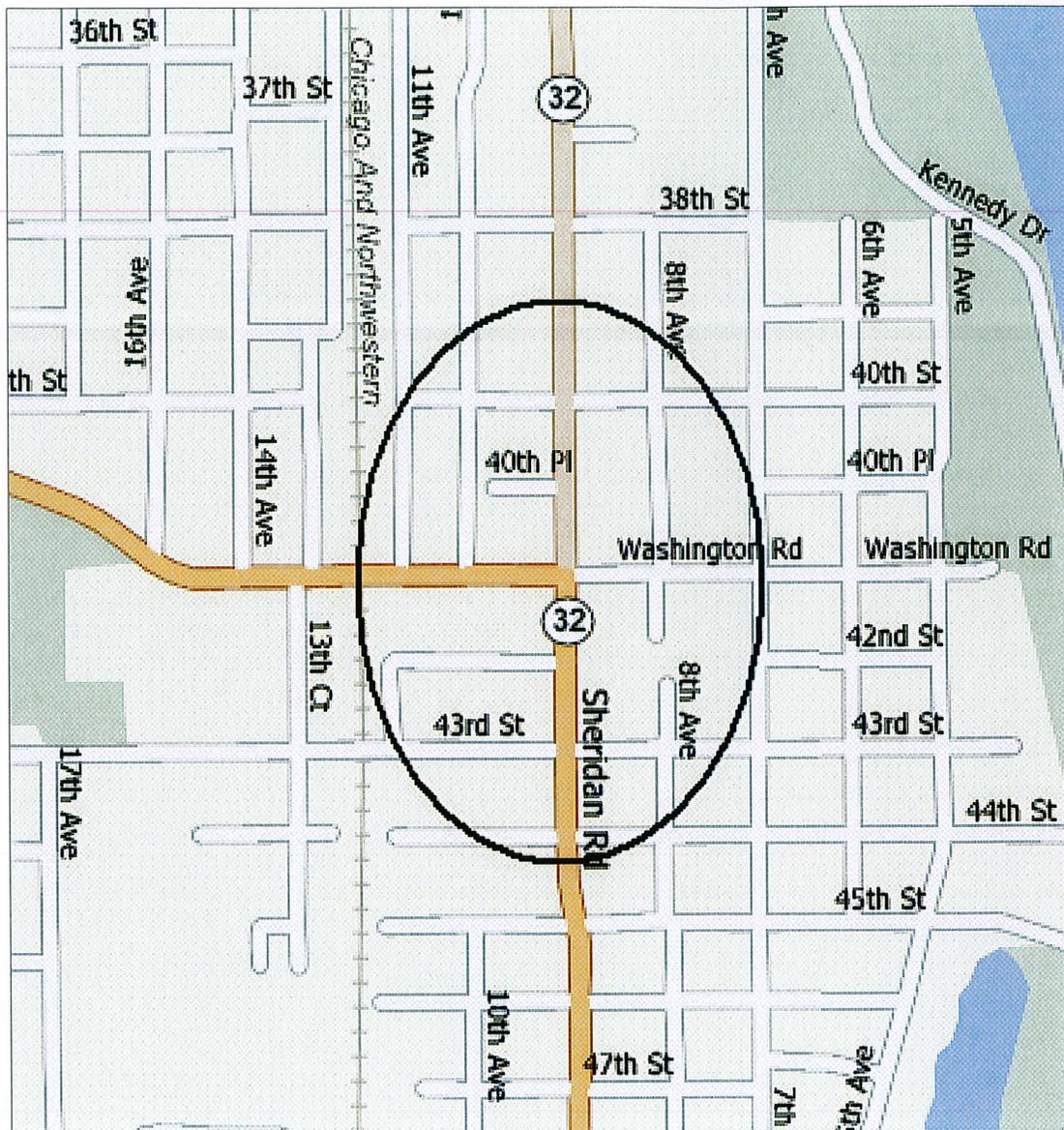


Figure 5 – Predicted Propagation Map for ASR Tower 1255257











Figure 10 – ASR Tower Overview



RESOLUTION # \_\_\_\_\_

By: The Mayor

**TO CREATE THE AFSCME PERMANENT PART-TIME POSITION OF GOLF COURSE CLUBHOUSE MANAGER AND TO ESTABLISH ITS 2012 WAGE RATE**

**WHEREAS**, the Public Works Park Division is responsible for the operations of the Washington Park Municipal Golf Course for the City of Kenosha; and

**WHEREAS**, the Pubic Works Park Division relies on the expertise and leadership of this position to ensure the successful operation of the golf course; and

**WHEREAS**, the existing long-term seasonal position of Golf Course Clubhouse Manager be established as on AFSCME represented, permanent part-time position; and

**WHEREAS**, the Human Resources Department has reviewed a request from the Department of Public Works to establish a permanent part-time position of Golf Course Clubhouse Manager; and

**WHEREAS**, the Common Council had already approved funding within the Park Division budget to provide for the requested wage rate for 2012; and

**WHEREAS**, the Common Council of the City of Kenosha is supportive of the continuance of successful Golf Course operations to be enjoyed by its residents and guests.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Kenosha, Wisconsin to create the permanent part-time position of Golf Course Clubhouse Manager for the Public Works Parks Division.

**BE IT FURTHER RESOLVED** that the 2012 wage rate for the permanent part-time position of Golf Course Clubhouse Manager be established at \$16.75/hour.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2012

ATTEST: \_\_\_\_\_ (City Clerk)  
Debra Salas

APPROVED: \_\_\_\_\_ (Mayor)  
Keith Bosman



**Engineering Division**  
Michael M. Lemens, P.E.  
Director/City Engineer  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent  
**Parks Division**  
Jeff Warnock  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

---

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

July 20, 2011

This letter is a request for an adjustment in the title and pay rate for 2012 at the Washington Park Municipal Golf Course. The employee works directly with the Park Superintendent and Supervisors in the operation of the golf course.

### Responsibilities:

1. Direct supervision of golf course employees
2. Hiring and termination of employees
3. Responsible for the balancing of the daily receipts
4. Developing reports as requested by Park Administration
5. Organization and management of tournaments, including but not limited to registration, score keeping, etc.
6. Handles the food and beverage at the course, including decisions on menu items, special items, ordering food, keeping track of the inventory.
7. In communication with staff at the clubhouse after her shift for any problems that may arise.
8. Will be responsible for the clubhouse also during the off season for winter activities such as ice skating, sledding and cross country skiing.

**Recommendation:** To place the incumbent as a Permanent Part-Time Employee at the rate of pay to be determined. The classification should be based on the skills and responsibilities of the position.



**Engineering Division**  
Shelly Billingsley P.E.  
Director of Engineering  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Park Division**  
Jeff Warnock  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

**Michael M. Lemens, P.E., Director**

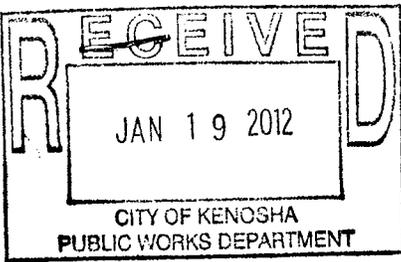
Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

February 7, 2012

**TO:** Chairman Michael Orth, Board of Park Commissioners  
**FROM:** Jeff Warnock, Park Superintendent  
**RE:** 2012 Special Events – Park Administrative Approvals

The following is a list of those 2012 events that have met the criteria to be approved by the Park Superintendent.

EVENT	DATE	LOCATION
KSFCA – Kid's Fish n Fun	May 12	Anderson Pond
Kenosha Safety Patrol Recognition Picnic	May 25	Civic Center Park
3 Harbors Council – Cub Scout Fishing Derby	June 2	Anderson Pond
Friends of the Kenosha Art Assn. Summertime Art Fair	June 3	Civic Center Park
Kenosha Pops Concert Band – Wednesday Concerts	June 13 – Aug 8	Pennoyer Park Bandshell
Midwest Machine Car Club – Father's Day Show	June 17	Baker Park
Youth for Christ – True Freedom 2012 – Concert	June 30	Pennoyer Park/Bandshell
St. Joseph Academy – For Pete's Sake 5K Walk/Run	July 14	Southport Park
Kenosha Literacy Council – 2012 Laps for Literacy Walk	August 18	Navy Memorial Park
Navy Club – Memorial Day; Veteran's Day; Pearl harbor Remembrance	May 28; November 11 December 7	Navy Memorial Park
Bicycle Illinois – Tri State Tour Ride	July 14/Aug 5	Anderson Park – ending point
Evanston Bicycle Club – North Shore Century Ride	September 23	Rest stop Lincoln/Washington Parks
Walkin' In My Shoes - 6 <sup>th</sup> Annual Nat'l Homeless Persons	December 21	Civic Center Park



SPECIAL EVENT APPLICATION CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization: KENOSHA SPORT FISHING & CONSERVATION ASSOCIATION
Contact Person who is responsible for event: TOM ZAPP / JIM DAVIS
Address: T. ZAPP 4612 5th AVE
City/State/Zip: Kenosha WI
Daytime #: 847-340-5693 Evening #: Cell#: 847-340-5693
Fax #: 847-891-6209 E-mail: LDAVIS4106@GMAIL.COM
Is the Host Organization a 501(c)-3? Yes, provide ES# NOT 501-C-3

EVENT INFORMATION

Name of the Event: KIDS FISH N FUN
Date Requested: SAT. MAY 12 2012 Rain Date: NONE
Location Requested: ANDERSON POND & SHEPHERD Estimated Attendance: 300
Charitable Event: X No Yes, Proceeds donated to
Brief Description of the Event: FREE FISH SEMINARS FOR KIDS AGES 4-12
Set up date and time: MAY 12 7:30 - 9:00
Time of Event: 9:00 - 12:00
Take down date and time: 12:00 - 1:00

FOR OFFICE USE ONLY:

Application Packet Received Administrative/Commission Approval

Copies sent to: Alderman #9 Dirk Police

Other:

ENTERED
Zim by a
Jan 1-1912

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization KENOSHA SAFETY PATROL

Contact Person who is responsible for event: OFFICER DENNIS WALSH

Address: 1000 - 55TH ST. (KENOSHA POLICE DEPT)

City/State/Zip KENOSHA, WI 53110

Daytime # 653-4210 Evening # \_\_\_\_\_ Cell# \_\_\_\_\_

Fax # \_\_\_\_\_ E-mail: dwalsh@kenosha.org.

Is the Host Organization a 501(c)-3? Yes, provide ES# 16688

**EVENT INFORMATION**

Name of the Event: SAFETY PATROL RECOGNITION PICNIC

Date Requested: MAY 25, 2012 Rain Date \_\_\_\_\_

Location Requested: CIVIC PARK Estimated Attendance 600

Charitable Event:  No  Yes, Proceeds donated to \_\_\_\_\_

Brief Description of the Event: ELEMENTARY STUDENTS EATING IN THE PARK.

Set up date and time: MAY 25, 2012 8:00 AM

Time of Event: 11 AM - 1 PM

Take down date and time: MAY 25, 2012 1 PM

**FOR OFFICE USE ONLY:**

Application Packet Received 1-13-12 Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Three harbors council BSA - Kenosha  
 Contact Person who is responsible for event: Robin Sakubowski  
 Address: 7212 57th Ave #103  
 City/State/Zip Kenosha WI 53142  
 Daytime # 866-463-4523 Evening # 262-960-0533 Cell# Same  
 Fax # 847-281-1759 E-mail: thumper-42@hotmail.com  
 Is the Host Organization a 501(c)-3?  Yes, provide ES# \_\_\_\_\_

**EVENT INFORMATION**

Name of the Event: Cub Scout Fishing Derby  
 Date Requested: 6-2-12 Rain Date \_\_\_\_\_  
 Location Requested: Anderson Pond Estimated Attendance 120  
 Charitable Event:  No \_\_\_\_\_ Yes, Proceeds donated to \_\_\_\_\_  
 Brief Description of the Event: Cubscout parents will come + fish to see who catches the longest fish for trophy prize. All fish will be released back to pond. pavilion needed for bench, Rest Rooms need to be open + electric will be needed.  
 Set up date and time: 6-2-12 6AM  
 Time of Event: 7AM - 12NOON  
 Take down date and time: 6-2-12 12-1pm

**FOR OFFICE USE ONLY:**

Application Packet Received 1/31/12 Admin. Or Commission Approval \_\_\_\_\_  
 Copies sent to: Alderman Dist. #9 Dirk \_\_\_\_\_ Police \_\_\_\_\_  
 Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Friends of the Kenosha Art Assoc.

Contact Person who is responsible for event: Pat Koesser  
KAA

Address: 5615-7 Ave Pat Koesser  
4122-109-18

City/State/Zip Kenosha WI 53140 Pl. Pr WI 53158

Daytime # 262-694-4692 Evening # 262-694-4692 Cell# 262-945-9675  
Call this # first

Fax # \_\_\_\_\_ E-mail: kenoshaartassoc@yahoo.com

Is the Host Organization a 501(c)-3?  Yes provide ES# \_\_\_\_\_

**EVENT INFORMATION**

Name of the Event: Good Old Summertime Art Fair

Date Requested: Sunday June 3, 2012 Rain Date NONE

Location Requested: Civic Center Park Estimated Attendance 3,000 to 4,000

Charitable Event:  No  Yes, Proceeds donated to Friends of the Kenosha Art Assoc.

Brief Description of the Event: An art fair with about 100 art, craft and food vendors that sell their artwork or food

Set up date and time: 7 am June 3, 2012

Time of Event: 10 am - 4 pm

Take down date and time: June 3, 2012 4 pm

**FOR OFFICE USE ONLY:**

Application Packet Received 2/1/12 Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman # 2 Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

Park layout refer to last year

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization KENOSHA POPS CONCERT BAND

Contact Person who is responsible for event: DARRELL J. BORGER

Address: 611 - 1<sup>ST</sup> STREET

City/State/Zip RACINE, WI 53403

Daytime # 262-945-3739 Evening # \_\_\_\_\_ Cell# \_\_\_\_\_

Fax # 262-552-8598 E-mail: djb189@gmail.com

Is the Host Organization a 501(c)-3? Yes, provide ES# ES 34462

**EVENT INFORMATION**

Name of the Event: KENOSHA POPS CONCERT BAND

Date Requested: WEDNESDAY EVE. JUNE 13 - AUG 8 Rain Date \_\_\_\_\_

Location Requested: PENNOYER BANDSHELL Estimated Attendance 300-500

Charitable Event:  No \_\_\_\_\_ Yes, Proceeds donated to \_\_\_\_\_

Brief Description of the Event: FREE CONCERTS

Set up date and time: 6:00 P.M.

Time of Event: 7:00 P.M. - APPROX 9:00 P.M.

Take down date and time: 9:00 P.M.

**FOR OFFICE USE ONLY:**

Application Packet Received 1/31/12 Admin (circled) Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman Dist #1 Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Midwest Machine Car Club

Contact Person who is responsible for event: Tom Pontillo

Address: 7749-34<sup>th</sup> AVE

City/State/Zip Kenosha WI 53142

Daytime # 262 8186410 Evening # SAME Cell# 8186410

Fax # \_\_\_\_\_ E-mail: DPontillo@wi.vv.com

Is the Host Organization a 501(c)-3? Yes, provide ES# \_\_\_\_\_

**EVENT INFORMATION**

Name of the Event: Car Club Father Day Show

Date Requested: JUNE 17<sup>th</sup> 2012 Rain Date \_\_\_\_\_

Location Requested: ~~Baker~~ BAKER PARK Osteriden RD. Estimated Attendance 100-150

Charitable Event:  No  Yes, Proceeds donated to will have one still looking

Brief Description of the Event: local car clubs Midwest Street Machine & Vintage Car Club

Set up date and time: 7:00 AM to 3:00 PM JUNE 17<sup>th</sup> 2012

Time of Event: 9:00 AM

Take down date and time: 3:00 PM JUNE 17<sup>th</sup> 2012

**FOR OFFICE USE ONLY:**

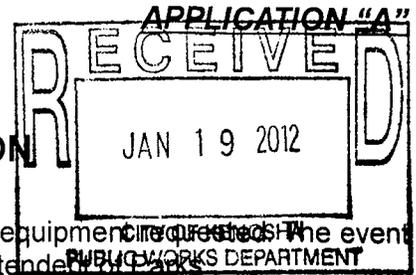
Application Packet Received \_\_\_\_\_

Administrative/Commission Approval

Copies sent to: Alderman #3 Dirk \_\_\_\_\_ Police \_\_\_\_\_

Other: \_\_\_\_\_

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION



Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Youth for Christ  
Contact Person who is responsible for event: Lora Lehmann  
Address: 4506 30<sup>th</sup> Street  
City/State/Zip Kenosha, WI 53144  
Daytime # 262.945.0882 Evening # 262.945.0884 Cell# 262.945.0882  
Fax # \_\_\_\_\_ E-mail: llehmann@on3promopartners.com  
Is the Host Organization a 501(c)-3? Yes, provide ES# ES 3708

**EVENT INFORMATION**

Name of the Event: True Freedom 2012  
Date Requested: SAT, June 30, 2012 Rain Date \_\_\_\_\_  
Location Requested: Banshell/Pennoyer Park Estimated Attendance 1000+  
Charitable Event:  No \_\_\_\_\_ Yes, Proceeds donated to \_\_\_\_\_  
Brief Description of the Event: A gathering of believers to worship the Lord through music, dance and presentations!

Set up date and time: June 30<sup>th</sup> (SAT) - 9am to 5:30pm  
Time of Event: June 30<sup>th</sup> (SAT) - 6:00pm to 8:00pm.  
Take down date and time: June 30<sup>th</sup> (SAT) 8:00pm to 9:00pm.

**FOR OFFICE USE ONLY:**

Application Packet Received 1/19/2012 Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman #1 \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization SAINT JOSEPH CATHOLIC ACADEMY  
Contact Person who is responsible for event: J MICHAEL McTERNAN  
Address: 6633 Green Bay Road  
City/State/Zip Kenosha WI 53142  
Daytime # 654 8700 Evening # 653 0883 Cell# 945 2022  
Fax # 654 8600 E-mail: JMM@odamlaw.com  
Is the Host Organization a 501(c)-3? Yes, provide ES# 39-109/323

EVENT INFORMATION

Name of the Event: FOR PETE'S SAKE 5K WALK/RUN  
Date Requested: July 14, 2012 Rain Date N/A  
Location Requested: Southport Beach House Estimated Attendance 250  
Charitable Event:  No  Yes, Proceeds donated to St-Joseph Catholic Academy  
Brief Description of the Event: 5K Walk/Run with Registration inside the Beach house from 6:30 AM to Race time at 7:30 AM.

Set up date and time: 6:00 AM SAT JULY 14, 2012

Time of Event: 7:30 AM SHARP

Take down date and time: 9:00A SAT JULY 14, 2012

FOR OFFICE USE ONLY:

(DWE? GWE BY 10AM IF NOT SCOWER)

Application Packet Received 1-12-12 Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks.

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Kenosha Literacy Council  
 Contact Person who is responsible for event: Ashleigh Henrichs  
 Address: 2419 63<sup>rd</sup> Street  
 City/State/Zip Kenosha, WI 53143  
 Daytime # 654-7323 Evening # \_\_\_\_\_ Cell# 496-4605  
 Fax # 654-7262 E-mail: ashleigh@kenoshalit.org  
 Is the Host Organization a 501(c)-3? Yes, provide ES# 39-1601969

**EVENT INFORMATION**

Name of the Event: 2012 Laps for Literacy  
 Date Requested: Sat., Aug. 18, 2012 Rain Date —  
 Location Requested: Navy Memorial Park Estimated Attendance \_\_\_\_\_  
 (start/finish)  
 Charitable Event:  No  Yes, Proceeds donated to Kenosha Literacy Council  
 Brief Description of the Event: A 5K run/walk along Kenosha's harbor and bike path. The course is an out-and-back with the start & finish at Navy Park. 100% of proceeds benefit KLC's literacy education programs.  
 Set up date and time: Sat., Aug. 18, 6:30 a.m.  
 Time of Event: 8:30 a.m.  
 Take down date and time: 11:00 a.m., Sat., Aug. 18

**OR OFFICE USE ONLY:**

Application Packet Received 1/19/2012 Admin. Or Commission Approval \_\_\_\_\_

sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_



**Engineering Division**  
Michael M. Lemens, P.E.  
Director/City Engineer  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent  
**Parks Division**  
Jeff Warnock  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4058

September 16, 2011

It is hard to believe that the 2011 Special Event Season is coming to a close. We thank you for the opportunity to assist in making your event a success. The Park Division is looking forward to developing plans for 2012.

- Name of Event Memorial Day celebration
- Date of Event May 28
- Location of Event Navy Park

### Contact Information:

- Name Steve Tindall
- Address 5104 61<sup>st</sup> ST Kenosha WI 53142
- Phone Number 262-914-0328
- E-Mail Address ~~stt~~ ship40kenosha@gmail.com

The 2012 Special Event Applications will be sent to you at a later date. Please, return this form to us when information becomes available. We appreciate your cooperation and prompt attention to this matter. We are looking forward to 2012 and making your event enjoyable and successful for everyone!

Sincerely,

Mary Durkee, CPRP, AFO  
Parks Operations Supervisor



**Engineering Division**  
Michael M. Lemens, P.E.  
Director/City Engineer  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent

**Street Division**  
John H. Prijic  
Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent  
**Parks Division**  
Jeff Warnock  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

September 16, 2011

It is hard to believe that the 2011 Special Event Season is coming to a close. We thank you for the opportunity to assist in making your event a success. The Park Division is looking forward to developing plans for 2012.

- Name of Event Veterans Day ceremony
- Date of Event November 11
- Location of Event Navy Park

Contact Information:

- Name Steve Tindall
- Address 5104 61<sup>st</sup> ST Kenosha WI 53142
- Phone Number 262-914-0328
- E-Mail Address ship40kenosha@aol.com

The 2012 Special Event Applications will be sent to you at a later date. Please, return this form to us when information becomes available. We appreciate your cooperation and prompt attention to this matter. We are looking forward to 2012 and making your event enjoyable and successful for everyone!

Sincerely,

Mary Durkee, CPRP, AFO  
Parks Operations Supervisor



**Engineering Division**  
Michael M. Lemens, P.E.  
Director/City Engineer  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent

**Street Division**  
John H. Prijic  
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**Waste Division**  
Rocky Bednar  
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**Parks Division**  
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Superintendent

## DEPARTMENT OF PUBLIC WORKS

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Municipal Building · 625 52<sup>nd</sup> ST · RM 305 · Kenosha, WI 53140  
Telephone (262) 653-4050 · Fax (262) 653-4056

September 16, 2011

It is hard to believe that the 2011 Special Event Season is coming to a close. We thank you for the opportunity to assist in making your event a success. The Park Division is looking forward to developing plans for 2012.

- Name of Event Pearl Harbor remembrance
- Date of Event December 7
- Location of Event Pearl Harbor memorial

### Contact Information:

- Name Steve Tindall
- Address 5104 61<sup>st</sup> ST Kenosha, WI 53142
- Phone Number 262-914-0328
- E-Mail Address ship40kenosha@gmail.com

The 2012 Special Event Applications will be sent to you at a later date. Please, return this form to us when information becomes available. We appreciate your cooperation and prompt attention to this matter. We are looking forward to 2012 and making your event enjoyable and successful for everyone!

Sincerely,

Mary Durkee, CPRP, AFO  
Parks Operations Supervisor

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Bicycle Illinois

Contact Person who is responsible for event: Robert S. Layton

Address: P.O. Box 8454

City/State/Zip Chicago, IL 60680

Daytime # 877-868-7455 Evening # 312-342-5514 Cell# 312-342-5514

Fax # 206-984-3719 E-mail: bicycleillinois@bicycleillinois.com

Is the Host Organization a 501(c)-3? Yes, provide ES# NIA  
No

EVENT INFORMATION

Name of the Event: Tri-state Tour

Date Requested: Sat. July 14 and Sun. Aug. 5 Rain Date NIA

Location Requested: Anderson Park Shelter #1 Estimated Attendance 50 - Not all at the same time!

Charitable Event:  No  Yes, Proceeds donated to \_\_\_\_\_  
*Note this is a Saturday and a Sunday, not both Saturday like previous years*

Brief Description of the Event: Rest stop and ending point for a long-distance bike ride  
(see attached letter)

Set up date and time: 10:00 am (approx.) July 14 and Aug. 5

Time of Event: Departs Hammond, IN 7:00 am

Take down date and time: Approx 6:00 - 8:00 pm, July 14 and Aug. 5

FOR OFFICE USE ONLY:

Application Packet Received 1/30/12

(Signature) Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Evanston Bicycle Club

Contact Person who is responsible for event: Neal J. Ney

Address: 224 Grey Ave

City/State/Zip Evanston IL 60202

Daytime # 847-274-6480 Evening # 847-274-6480 Cell# 847-274-6480

Fax # N.A. E-mail: nney60202@gmail.com

Is the Host Organization a 501(c)-3? Yes, provide ES# No

EVENT INFORMATION

Name of the Event: North Shore Century

Date Requested: September 23, 2012 Rain Date N.A.

Location Requested: Lincoln Park + Washington Park Estimated Attendance 700

Charitable Event:  No  Yes, Proceeds donated to Bicycling Causes

Brief Description of the Event: Invitational bike ride from Evanston to Kenosha. We would like to use the Lincoln Park Pavilion for a rest stop. We would also like to use the Washington Park velodrome as our turn around point

Set up date and time: September 23, 2012 7:30 AM

Time of Event: September 23, 2012 8:00 AM - 2:30 PM

Take down date and time: September 23, 2012 2:30 PM

FOR OFFICE USE ONLY:

Application Packet Received 1/30/12 Admin. Or Commission Approval [Signature]

Copies sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets): \_\_\_\_\_

**SPECIAL EVENT APPLICATION  
CITY OF KENOSHA – PARK DIVISION**

Please note that this application does not guarantee approval of your event or equipment requested. The event will need the approval of the Board of Park Commissioners and/or the Superintendent of Parks .

**EVENT ORGANIZATION INFORMATION**

Name of Responsible Organization Walkin' In my Shoes

Contact Person who is responsible for event: Jo Wynn

Address: 2211-50<sup>th</sup> Street

City/State/Zip Kenosha, WI 53140-3162

Daytime # (262) 764-0214 Evening # (262) 764-9970 Cell# (262) 914-2077

Fax # (262) 764-0299 E-mail: jwynn@walkinmyshoes.org

Is the Host Organization a 501(c)-3? Yes, provide ES# 56-2542534

**EVENT INFORMATION**

Name of the Event: 6<sup>th</sup> Annual National Homeless Persons' Memorial Day

Date Requested: Friday, December 21, 2012 Rain Date same

Location Requested: Civil Center Park on Sheridan Road Estimated Attendance 50-60

Charitable Event:  No  Yes, Proceeds donated to Walkin' In My Shoes

Brief Description of the Event: Each year on the first day of winter community organizations throughout the US join together to host a memorial service for the homeless who have died in our community.

Set up date and time: Friday, December 21, 2012 @ 2:30 PM

Time of Event: 3:00 PM

Take down date and time: Friday, December 21, 2012 @ 4:30 PM

**FOR OFFICE USE ONLY:**

Application Packet Received \_\_\_\_\_ Admin. Or Commission Approval \_\_\_\_\_

Copies sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_

Fire: \_\_\_\_\_ Public Works (Admin/Streets: \_\_\_\_\_)

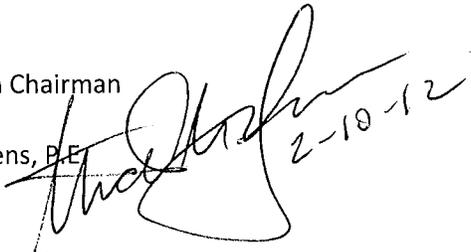
# Information #2

February 10, 2012

TO: Michael Orth  
Park Commission Chairman

FROM: Michael M. Lemens, PE  
Interim Director

SUBJECT: Project Status Report



**Project #10-1415 Lakefront Water Feature** - Plans are completed and bids will be received on March 7<sup>th</sup>. [stantec (formerly Bonestroo)] (2)

**Project # 10-1443 Bike and Pedestrian Connections** - Plans have begun but a major focus on bike paths has been to complete the Bike Path crossing at Washington Road and the extension through Nash Park. Once these projects have been bid, design will be completed on this third phase. (Citywide)

**Project #11-1415 CORP Implementations** – Consultant services for the design work associated with the grants and the work identified in the CORP will begin upon the execution of the Master Contract. Priority will be first given to Strawberry Creek, Anderson Pool and the projects that have received grant funding. (Citywide)

**Project #11-1416 Petzke Park Mass Grading** – All of the clay material needed for modifying the grade of the park is on the site. The parking lot area is graded and will be paved in the spring. Work has been suspended due to the winter conditions however storm sewer was installed and construction is scheduled to be completed in early July. [BCF Construction] (1)

**Project #11-1417 Strawberry Park Mass Grading** – Design work on the master plan implementation has begun. [SAA Design Group] (16)

**Project #11-1419 Park Fee Study** – The report is 90% complete. Staff is reviewing the draft document and making additional changes and adding data. The next step will be to discuss possible recommendations for inclusion into a section of the report. Staff is anticipating that the draft document will be given to Park Commissioners in May. (Citywide)

**Project #11-1421 Southport Beachhouse Restoration (Wisconsin Coastal Management Grant)** – Consultant services for the design work associated with this project will begin after a kickoff meeting. [Enberg Anderson] (12)

**Project #11-1422 Peorio Pond Invasive Control (DNR/EPA Grant)** – The pond has been filled with clay, stone and topsoil per WDNR requirements. The existing site has been sprayed with Polymer to keep the soil from eroding during the winter months and to allow for the fill to settle. In spring the site will be re-graded, seeded, fertilized and mulched for final restoration. (1 and 4)

**Project #11-1423 Southport Shoreline Repair** – Staff has submitted for the shoreline maintenance permit and once obtained will begin rebuilding the shoreline in Southport Park. (12)

**Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant)** – [AECOM] Plans are completed and bids will be received on March 7th. [AECOM] (SWU) ( 1)

**Project #11-1137 Pike River Monitoring (WI Coastal Management Grant)** –Staff is nearing completion of a contract with the City of Racine Health Department for the monitoring and testing work associated with this grant. Upon completion of the contract it will be presented to the Committee. (SWU) (1 and 4)

**Project #12-1414 Anderson Pool Modifications and Splash Pad** – Design work on the master plan implementation has begun. [SAA Design Group] (9)

**Design Work-** Staff is working on the following projects:

Revisions to the Google Map, Tree Contracts, Anderson Park Pool Modifications and Splashpad Design, Strawberry Creek Trail and Shelter Grant, Sunrise Park Trail Grant, Southport Park Trail Grant, Simmons Island Park Boardwalk Grant, Shagbark Trail Grant, Washington Park Pool Stair Modification.