

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, February 23, 2015 - 5:00 pm

Chairman: Scott N. Gordon **Vice Chairman: Keith W. Rosenberg**
Commissioner: Kurt Wicklund **Commissioner: Rocco J. LaMacchia, Sr.**
Commissioner: Jack Rose

Call to Order
Roll Call

Approval of the minutes of the meeting held on February 9, 2015.

1. Request from the Journey Church to hold their annual "Hope Run Kenosha" on Friday, June 5, 2015 from 5-9pm at Eichelman and Wolfenbuttel Park. *(District 2) (PW-Approve 5-0)*
2. Request from the Pro Tour Promotions to hold their event "Lake Michigan Surf Ride" and overnight parking on August 28-30, 2015 at Pennoyer Park. *(District 1)*
3. Request from the Hope Council on Alcohol & Other Drug Abuse, Inc. to hold their annual event "Rally for Recovery" on Saturday, September 19, 2015 at Pennoyer Park and the Bandshell. *(District 1)*
4. Request from the Kenosha Art Association to hold their annual event "Good Old Summertime Art Fair" on Sunday, June 7, 2015 at Civic Center Park. *(District 2)*
5. Award of Contract for Project 13-1413 Petzke Park Phase 2 *(1700 29th Street)* to Rasch Construction & Engineering, Inc. in the amount of \$596,000.00. *(Park Funds Only) (District 1) (Also referred to Public Works)*
6. Award of Contract for Project 14-1428 Washington Park Trail Improvement Construction *(1901 Washington Road)* to Janke General Contractors, Inc. in the amount of \$160,000.00. *(Park Funds Only) (District 6) (Also referred to Public Works)*
7. Request from Rotary Club of Kenosha West for their Softball Tournament on July 9-12, 2015 *(rain dates of July 16-19, 2015)* at Lincoln Park, Poerio Park, and Anderson Park (Districts 1, 9, 12)

INFORMATIONAL ITEMS:

1. Project Status Report
2. Cell Tower Park Locations & Funding

DIRECTOR AND/OR SUPERINTENDENT COMMENTS
CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS PERTAINING TO
PARKS COMMISSION MATTERS 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, February 9, 2015

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

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

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve the minutes from the meetings held on Monday, January 21, 2015 and Monday, January 26, 2015. Motion carried unanimously.

1. Request from Deborah Kahana to have a DJ for a graduation party at Simmons Island Park Shelter on Friday, June 5, 2015. (*District 2*)
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.
2. Request from Aurora Foundation, Inc. to hold their "Lombardi Walk to Tackle Cancer-Kenosha" event on Saturday, June 20, 2015 at Veterans Memorial Park from 11:00am-1:00pm. (*District 2*)
Public Hearing: Samantha Fenske, Representative of Aurora Foundation Inc, spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.
3. Ordinance by Alderperson Steve G. Bostrom – To Repeal and Recreate Subsection 1.06 J. (*of the Code of General Ordinances for the City of Kenosha*) Regarding the Board of Park Commissioners. (*Deferred from the meeting on 12/8/14*) (*Referred from Council on 12/1/14*) (*Also referred to Public Works*)
It was moved by Commissioner Wicklund, seconded by Commissioner LaMacchia to send on it's way with no recommendation. Motion carried unanimously.
4. Approval of Agreement by and between the City (*of Kenosha*) through the Board of Parks Commissioners and the Kenosha Achievement Center, Inc. (*Petzke Park/Dream Playground*)
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.

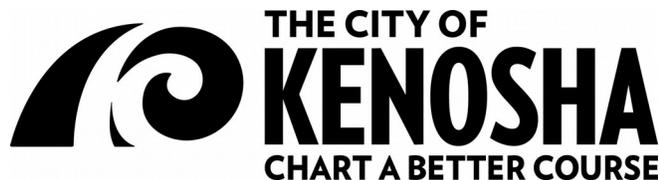
INFORMATIONAL ITEMS:

1. Project Status Report – Shelly Billingsley spoke.

STAFF COMMENTS: Jeff Warnock and Michael Lemens spoke about changing a part-time position in the Parks Division to a full-time mechanic. Jeff Warnock also notified the Commission that Mary Durkee, Parks Supervisor, will be retiring March 2nd.

COMMISSIONER COMMENTS: Commissioner LaMacchia request an update on the cells towers in parks on the next agenda.

ADJOURNMENT - There being no further business to come before the Public Safety & Welfare Committee, it was moved, seconded and unanimously carried to adjourn at 5:14 pm.



Keith G. Bosman
Mayor

Feb. 9, 2015

TO: Chairman Eric Haugaard, Public Works Committee
Chairman Scott Gordon, Board of Park Commissioners

FROM: Mayor Bosman

RE: Hope Run

Journey Church is requesting from the Public Works Committee the use of Celebration Place and HarborPark for their Hope Run to be held from 5-9 p.m. Friday, June 5, 2015. The group plans to have sound amplification of music at Celebration Place.

Recommendations: Public Works Committee approval of use of city owned property for the Hope Run.

Journey Church is requesting from the Board of Park Commissioners the use of Wolfenbittel Park and Eichelmann Park for their Hope Run to be held from 5-9 p.m. Friday, June 5, 2015.

Recommendations: Board of Park Commissioners approval of use of city parks for the Hope Run.

**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 Journey Church

Contact Person who is responsible for event: John and Alicia Johnson

Address: 10700 75th Street

City/State/Zip Kenosha, WI 53142

Daytime # 262.496.8275 Evening # 262.496.8275 Cell# 262.496.8275

Fax # 262.694.3312 E-mail: run@hoperunkenosha.com

Is the Host Organization a 501(c)-3? Yes, provide ES# 001607

EVENT INFORMATION

Name of the Event: HOPE RUN KENOSHA

Date Requested: June 5, 2015 Rain Date na

Location Requested: _____ Estimated Attendance 5000+

Charitable Event: No Yes, Proceeds donated to Human Trafficking Awareness

Brief Description of the Event: 5K RUN/2 MILE WALK & RALLY

Run, walk, rally, food, live music, kid's games, human trafficking initiatives

Set up date and time: Friday, June 5, 2015; 8:00 am

Time of Event: 4:00 pm - 9:00 pm

Take down date and time: Most tear down on Friday 06/05/porto-potties and tents Saturday 06/06

FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____

Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____

Police
MAYORS OFFICE
CITY OF KENOSHA

FEB 03 2015

RECEIVED

**EQUIPMENT RENTAL REQUEST
CITY OF KENOSHA – PUBLIC WORKS/PARKS**

Name of Event HOPE RUN KENOSHA 5K RUN/2 MILE WALK

To assist you with your special event, the Public Works Department/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 Electric: Service varies by location. The organization may be
yes/no required to provide their own generators in order to supply the level of service required for their event.

no Water: Varies by location
yes/no

PARK DIVISION:

Various areas may already contain minimal equipment. please indicate the number of additional items you will need. DO NOT list "same as last year", Please also put a close accurate number in your request.

of Benches 10 units # of Picnic Tables 6 units # of extra trash containers _____

of Barricades 3 units Any Bleachers _____ Any Reviewing Stands _____

Showmobile New 1 Old _____

Fencing: Snow Fencing # of feet _____ Portable fencing - # of feet/sections _____

Other Special Requests: _____

STREET CLOSURES: Contact Public Works at 653-4050 for any partial or full street closure

of Barricades 3 units A map must be attached with the placement locations

of Parking Signs na Organization responsibility:

Approval must be received from the Public Works Department
The department will provide the organization with a sample of the sign that is to be posted.
It is the responsibility of the organization to have these signs printed in the form and color required
Organization is responsible to supply the stakes to attach the signs in the location approved.
Further information is in Item #14 of the procedures.

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

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

Please review Item #8 in the Policy/Procedure Manual

Name of Event HOPE RUN KENOSHA
Park Requested Celebration Place at Kenosha Harbor Date of Event: June 5, 2015

**Structure location must be placed on site map.

Type of Temporary Structure

Tent

Staging

Trailers

Inflatables

Dunk Tank

Other, Please explain EVENT FLAGS / BANNERS

Vendor Information

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

Name of Company/Individual: Will provide this info and send updated form when contracts are finalized.

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 Division 30 days prior to the event.

Insurance Company _____ Vendors will be informed that these Certificates of Insurance must be provided before the mentioned deadline.

Signature

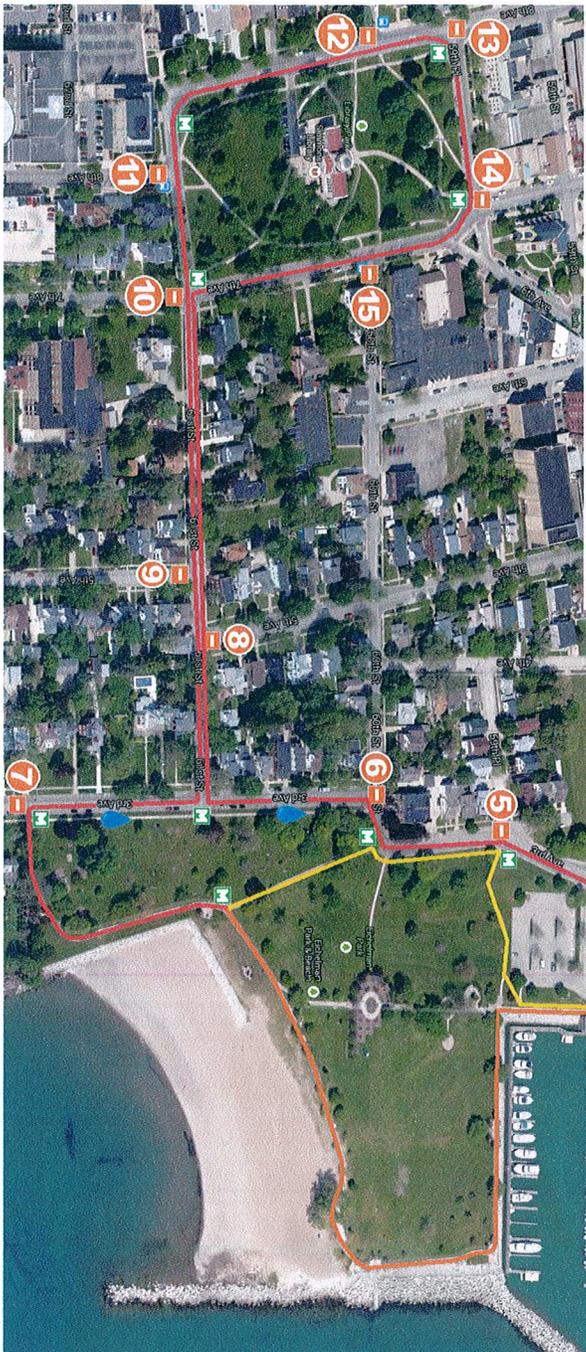
Vendor Signature _____ Date _____

HOPE RUN

K E N O S H A

Road Closure Barricades:

1. 54th St, east of 1st Ave
2. Ring Rd, east of marina entrance
3. Apartment east parking lot exit
4. 3rd Ave, north of 58th St
(and west of parking lot entrance)
5. 59th Pl, west of 3rd Ave, east of alley
6. 60th St, west of 3rd Ave
7. 3rd Ave, south of bike path ramp
8. 5th Ave, north of 61st St
9. 5th Ave, south of 61st St
10. 7th Ave, south of 61st St (Library Park)
11. 8th Ave, south of 61st St (Library Park)
12. 60th Ave, west of 8th Ave (Library Park)
13. 8th Ave, north of 59th Pl (Library Park)
14. 59th Pl, west of 6th Ave & 7th (Library Park)
15. 60th Ave, east of 7th Ave (Library Park)



Legend:

-  Start/Finish
-  Distance Marker
-  5K Only Route
-  2 Mile Only Route
-  Overlap of 5K \ 2 Mile Route
-  Water station
-  Parking (at Museums)
-  Volunteer Run Marshalls
-  Road Closure Barricade



February 18, 2015

John & Alicia Johnson
10700 75th St
Kenosha, WI 53142

RE: Park use for Hope Run Kenosha at Eichelman and Wolfenbuttel Park

Dear Mr & Mrs Johnson:

Your request for park use at Eichelman Park and Wolfenbuttel Park for the Hope Run Kenosha event on Friday, June 5, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 23, 2015
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact the Community Relations Liaison Kris Kochman at 262-653-4177 or kkochman@kenosha.org.

Sincerely,

Diane S. Hoff
Secretary of the Parks Commission

cc: Board of Parks Commission
Michael M. Lemens, Director of Public Works – w/a
Shelly Billingsley, Director of Engineering – w/a
Jeff Warnock, Superintendent of Parks – w/a
via email run@hoperunkenosha.com



February 18, 2015

TO: Scott N. Gordon, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent

RE: Great Lakes Watercross "Lake Michigan Surf Ride"

A request has been received from Pro Tour Promotion to hold an event at Pennoyer Park Beach area. This organization in the past has held the Great Lakes Watercross PWC Race Series, however this year will be an end of the summer ride on Lake Michigan.

The event is scheduled for August 28-30, 2015 at Pennoyer Park. The event will set up on Friday morning for registration. Saturday will be the main day from 7:00 am to sunset and Sunday until 5:00 pm. Scott Hyke from the organization will be in attendance at the Park Commission to discuss the event and answer questions.

The following items need approval:

1. Permission to leave equipment overnight in the park. The organization will be in charge of all security.
2. Permission to use the park and surrounding areas including the beach area.

Recommendation:

To approve the event and overnight parking with the stipulation that the organization be in compliance with Park Ordinances. A fee of \$100.00 for each day to be paid prior to the event.

Lake Michigan Surf Ride 2015

Event concept

The idea for this event is to provide a loosely structured gathering for all types of Personal Watercraft enthusiasts. All done on the shores of Lake Michigan at the end of the summer. We are going to hold this year's event at Pennoyer Park in Kenosha WI.

The goal is to provide a safe and permitted place to have an end of summer ride. While offering something for all types of riders, from the first time Jet Skier to the off the hook Freestyler and the racer too. All this will also support a charity by using all proceeds from a raffle of donated gear/items.

The dates for this summer's event are August 28, 29 and 30.

Friday will be a nice easy kick off, with check in starting up, open riding and getting all introduced to the surf conditions of Lake Michigan. A meet and greet party at local restaurant on Friday night.

Saturday will be the main day with an opening ceremonies, presentation of the flag, group photos, Big Air freestyle event, Surf Moto Race, BBQ dinner on the beach followed by a raffle of items from the sponsors.

Sunday will be the laid back day of riding and enjoying the beach scene. Uncork that trick you've working on, or whatever you feel like doing.

This event is an open weekend for all to come out and hang, ride and just play. By having the permits from the U.S. Coast Guard and the City you are able to do many of the things that might normally get you a ticket. Such as to close to shore, to close to another watercraft or just having too much fun. Bring that 4 wheeler to get your stuff to the water, put up the e-z up, bring the dog, the cooler, chairs and enjoy a weekend on the beach.

There will be a cost to the riders, this will cover insurance, staffing, prizes and items given to participants at check in. Such as event T-shirt, wrist bands and watercraft event sticker.

Look for more information on this event to be released over the next few weeks, anyone interested in being a part of the weekend are encourage to contact;

Logo here; with site and contact information.

**SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PUBLIC WORKS/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, Public Works and/or the Superintendent of Parks .

EVENT ORGANIZATION INFORMATION

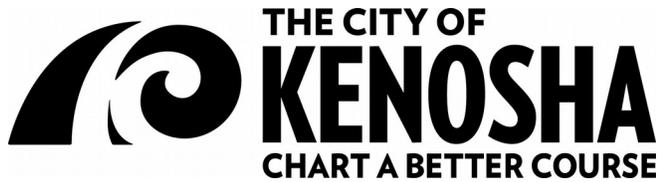
Name of Responsible Organization Scott Hyke / Pro Tour Promotions
Contact Person who is responsible for event: Scott Hyke
Address: 3806 Tulane Ave Madison WI 53714
City/State/Zip _____
Daytime # _____ Evening # _____ Cell# 608 575 3037
Fax # _____ E-mail: GreatLakesWaterCross@live.com
Is the Host Organization a 501(c)-3? Yes, provide ES# NO

EVENT INFORMATION

Name of the Event: Lake Michigan Surf Ride
Date Requested: August 28, 29 & 30 2015 Rain Date none
Location Requested: Dennoyer Park Estimated Attendance 100
Charitable Event: No Yes, Proceeds donated to T.B.N.
Brief Description of the Event: Recreational event with some competition at sea
Set up date and time: Friday 7:00am August 28th Till noon
Time of Event: 7am till sunset All days.
Take down date and time: Sunday 5:00pm August 30th

FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commission Approval _____
Copies sent to: Alderperson _____ Dirk _____ Police _____
Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____
Park Calendar _____ Zimbra _____



Keith G. Bosman
Mayor

Feb. 20, 2015

TO: Chairman Scott Gordon, Board of Park Commissioners

FROM: Mayor Bosman

RE: Hope Council Rally for Recovery

Hope Council is requesting from the Parks Commission the use of Pennoyer Park and the bandshell for their Rally for Recovery from 10 a.m. to 2 p.m. Saturday, Sept. 19, 2015. Set up will take place beginning at 8 a.m. Sept. 19 and take down will be complete by 3 p.m. Sept. 19. They plan to have live music and public amplification.

Recommendation: Approval of the use of Pennoyer Park and the bandshell for the Rally for Recovery Saturday, Sept. 19, 2015.

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 Avenue

City/State/Zip Kenosha, WI 53140

Daytime # 262-658-8166 Evening # 262-652-1964 Cell# 262-914-1820

Fax # 262-658-8210 E-mail: guida@hopecouncil.org

Is the Host Organization a 501(c)-3? Yes, provide ES# ES6499 (39-1098683)

EVENT INFORMATION

Name of the Event: Rally for Recovery

Date Requested: 9/19/2015 Rain Date N/A

Location Requested: Pennoyer Park & Bandshell Estimated Attendance 150

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

Brief Description of the Event: Family event, speakers and awareness walk to end stigma and discrimination against people living and seeking to live in recovery from alcohol and other drug addictions and to offer support for those who love them

Set up date and time: ~~9/12/2015~~ 8:00 a.m. - 10:00 a.m. 9-19-15

Time of Event: 10:00 a.m. - 2:00 p.m.

Take down date and time: 2:00 - 3:00 p.m.

FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____

**EQUIPMENT RENTAL REQUEST
CITY OF KENOSHA – PUBLIC WORKS/PARKS**

Name of Event Rally for Recovery

To assist you with your special event, the Public Works Department/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: Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for their event.

No

yes/no

Water: Varies by location

PARK DIVISION:

Various areas may already contain minimal equipment, please indicate the number of additional items you will need. DO NOT list "same as last year", Please also put a close accurate number in your request.

of Benches 20 # of Picnic Tables _____ # of extra trash containers _____

of Barricades _____ Any Bleachers _____ Any Reviewing Stands _____

Showmobile New _____ Old _____

Fencing: Snow Fencing # of feet _____ Portable fencing - # of feet/sections _____

Other Special Requests: Use of the Bandshell

STREET CLOSURES: Contact Public Works at 653-4050 for any partial or full street closure

of Barricades _____ A map must be attached with the placement locations

of Parking Signs _____ Organization responsibility:

Approval must be received from the Public Works Department
The department will provide the organization with a sample of the sign that is to be posted.
It is the responsibility of the organization to have these signs printed in the form and color required
Organization is responsible to supply the stakes to attach the signs in the location approved.
Further information is in Item #14 of the procedures.

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



February 18, 2015

Hope Council
Attn: Guida Brown
5942 6th Ave
Kenosha, WI 53140

RE: Park use for Rally for Recovery at Pennoyer Park and the Bandshell

Dear Ms Brown:

Your request for park use at Pennoyer Park and the Bandshell for the Rally for Recovery event on Saturday, September 19, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 23, 2015
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

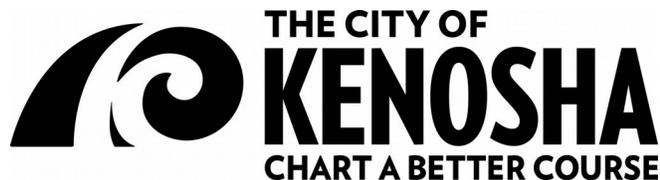
You and/or your representative are required to appear.

If you have any questions, you may contact the Community Relations Liaison Kris Kochman at 262-653-4177 or kkochman@kenosha.org.

Sincerely,

Diane S. Hoff
Secretary of the Parks Commission

cc: Board of Parks Commission
Michael M. Lemens, Director of Public Works – w/a
Shelly Billingsley, Director of Engineering – w/a
Jeff Warnock, Superintendent of Parks – w/a
via email guida@hopecouncil.org



Keith G. Bosman
Mayor

Feb. 19, 2015

TO: Chairman Scott Gordon, Board of Park Commissioners

FROM: Mayor Bosman

RE: KAA Good Old Summertime Art Fair

The Kenosha Art Association is requesting from the Parks Commission the use of Civic Center Park for their Good Old Summertime Art Fair from 10 a.m. to 4 p.m. Sunday, June 7, 2015. Set up will take place beginning at 6 a.m. and take down will be complete by 6 p.m. June 7. They plan to have live music and public amplification.

Recommendation: Approval of the use of Civic Center Park for the KAA's Good Old Summertime Art Fair on June 7, 2015.



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 Art Association

Contact Person who is responsible for event: Pat Koesser

Address: 5615 7th Avenue

City/State/Zip Kenosha, WI 53140

Daytime # 262-945-9675 Evening # 262-945-9675 Cell# 262-945-9675

Fax # _____ E-mail: info@kenoshaartassociation.org

Is the Host Organization a 501(c)-3? Yes, provide ES# 39-1859458

EVENT INFORMATION

Name of the Event: Good Old Summertime Art Fair

Date Requested: Sunday, June 7, 2015 Rain Date _____

Location Requested: Civic Center Park Estimated Attendance 3000

Charitable Event: YES No _____ Yes, Proceeds donated to Kenosha Art Association

Brief Description of the Event: Annual Art and Crafts Art Fair

Set up date and time: 6:00 am

Time of Event: 10:00 am - 4:00 pm

Take down date and time: Sunday, June 7, 2015 - 6:00 pm

FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____

**EQUIPMENT RENTAL REQUEST
CITY OF KENOSHA – PUBLIC WORKS/PARKS**

Name of Event Good Old Summertime Art Fair 2015

To assist you with your special event, the Public Works Department/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: Service varies by location. The organization may be required to provide their own generators in order to supply the level of service required for their event.

YES
yes/no

Water: Varies by location

PARK DIVISION:

Various areas may already contain minimal equipment, please indicate the number of additional items you will need. DO NOT list "same as last year", Please also put a close accurate number in your request.

of Benches 20 # of Picnic Tables 10 # of extra trash containers 10

of Barricades _____ Any Bleachers _____ Any Reviewing Stands _____

Showmobile New YES Old _____

Fencing: Snow Fencing # of feet _____ Portable fencing - # of feet/sections _____

Other Special Requests: _____

STREET CLOSURES: Contact Public Works at 653-4050 for any partial or full street closure

of Barricades _____ A map must be attached with the placement locations

of Parking Signs _____ Organization responsibility:

Approval must be received from the Public Works Department
The department will provide the organization with a sample of the sign that is to be posted.
It is the responsibility of the organization to have these signs printed in the form and color required
Organization is responsible to supply the stakes to attach the signs in the location approved.
Further information is in Item #14 of the procedures.

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



February 18, 2015

Kenosha Art Association
Attn: Pat Koesser
5615 7th Ave
Kenosha, WI 53140

RE: Park use for Good Old Summertime Art Fair at Civic Center Park

To whom it may concern:

Your request for park use at Civic Center Park for the Good Old Summertime Art Fair event on Sunday, June 7, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 23, 2015
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

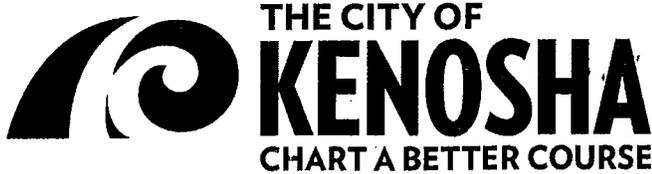
You and/or your representative are required to appear.

If you have any questions, you may contact the Community Relations Liaison Kris Kochman at 262-653-4177 or kkochman@kenosha.org.

Sincerely,

Diane S. Hoff
Secretary of the Parks Commission

cc: Board of Parks Commission
Michael M. Lemens, Director of Public Works – w/a
Shelly Billingsley, Director of Engineering – w/a
Jeff Warnock, Superintendent of Parks – w/a
via email info@kenoshaartassociation.org



Shelly Billingsley, P.E.
Deputy Director of Public Works
City Engineer

February 18, 2015

To: Eric J. Haugaard, Chairman,
Public Works Committee

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

Subject: Project: 13-1413 Petzke Park Phase 2
Location: 1700 29th Street

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$600,000.00. Budget amount is \$710,000.00.

This project consists of base bid; erosion control, earthwork, installing concrete pavement, installing storm sewer, installing water service, construction of a new park shelter with restrooms on a concrete slab, installation of electric service, site lighting and site restoration; Alternate 1: installing sidewalk to 29th Street; and Alternate 3: planting 33 trees.

Following is the list of bidders:

Contractor	Base Bid	Alternate 1	Alternate 3	Total
Rasch Construction, Kenosha, WI	\$464,966.98	\$41,915.82	\$11,543.83	\$518,426.63
Magill Construction, Elkhorn, WI	\$484,185.67	\$50,495.69	\$13,079.85	\$547,761.21
Stuckey Construction, Waukegan, IL	\$499,499.00	\$49,499.00	\$11,499.00	\$560,497.00
Camosy Construction, Kenosha, WI	\$506,256.45	\$42,334.00	\$16,110.00	\$564,700.45

It is recommended that this contract be awarded to Rasch Construction & Engineering, Inc. (Kenosha, Wisconsin) for the base bid amount of \$464,966.98, Alternate 1 amount of \$41,915.82, and Alternate 3 amount of \$11,543.83 for a total of \$518,426.63, plus \$77,573.37 in contingency for unforeseen conditions (if needed), for total award amount of \$596,000.00. Funding is from CIP Line Item PK-11-001.

SAB/kjb



Shelly Billingsley, P.E.
Deputy Director of Public Works
City Engineer

February 19, 2015

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

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

Subject: Project: 14-1428 Washington Park Trail Improvements
Location: 1901 Washington Road

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$60,000.00. Budget amount is \$70,000.00 for Park Funds.

This project consists of erosion control, demolition of concrete stairway, railings and dilapidated bridge, earthwork, and restoration; Alternate 1 also consists of asphalt pavement and bridge installation.

Following is the list of bidders:

Contractor	Base Bid	Alternate 1 Bid	Total
Janke General Contractors, Athens, WI	\$44,207.00	\$48,345.00	\$92,552.00
Native Construction & Landscaping, Kansasville, WI	\$39,910.00	\$64,950.00	\$104,860.00
Camosy Construction, Kenosha, WI	\$40,773.00	\$65,393.00	\$106,166.00
A.W. Oakes & Son, Racine, WI	\$47,175.00	\$89,900.00	\$137,075.00

It is recommended that this contract be awarded to Janke General Contractors, Inc., Athens, Wisconsin for the base bid amount of \$44,207.00 plus \$6,293.00 in contingency for unforeseen conditions (if needed), funding is from CIP Line Item PK-11-001; Alternate 1 amount of \$48,345.00 plus \$7,155.00 in contingency for unforeseen conditions (if needed), funding is from CIP Line Item OT-07-003; for total award amount of \$106,000.00.

SAB/kjb



February 3, 2015

TO: Chairman Scott Gordon, Board of Park Commissioners
FROM: Jeff Warnock, Park Superintendent
RE: 2015 Rotary Tournament

A request has been received from the Kenosha Rotary West Organization to hold their annual Rotary Tournament at Lincoln, Poerio and Anderson Parks on July 9 – 12, 2015. Rain out dates are scheduled for July 16- 19, 2015.

Recommendation: To approve the event be held at Lincoln, Poerio and Anderson Parks.

JW:jm

CITY OF KENOSHA - DEPARTMENT OF PUBLIC WORKS - PARK DIVISION
2015 ATHLETIC FACILITY RENTAL APPLICATION

RETURN COMPLETED FORM TO:

Jodi McKinney
 3617 - 65th Street
 Kenosha, WI 53142
 262-653-4052
 jmckinney@kenosha.org

(Once approved by the Park Division, you will receive a signed copy of this to use as your permit.)

Name of Organization: Kenosha Rotary West

Non-Profit Organization: 39-1313810 (tax exempt number or attach certificate)

Youth or Adult: Adult Youth Age Group:

Contact Information:

(Person responsible for signing agreement, fees, cancellations etc. Permit Holder must be present at each event.)

Name: Frank Pacetti Title: Treasurer

Address: 7011 Pershing Blvd Kenosha WI 53142
Street City State Zip

E-Mail Address (required for cancellations): fpacetti@kenosha.org

Phone: Daytime: (262) 653-4000 Cell Phone: (262) 914-5366

Requested Location: Lincoln Park How many Diamonds/Fields/Courts will you need? 4

Which Diamonds/Fields/Courts do you prefer? Diamonds 1-4

Type of Event: Baseball Softball Soccer Football Tennis Other

Purpose: Practice (no field prep) Game Tournament Other:

Will lights be required?: Yes What time should staff turn on?:

Pitching Rubber Distance?: Baseline Distance?:

Mound Required?:

Special Requests for Equipment/Labor/Field Layout (additional fees may apply): See Anderson plus snow fence for liquor sales and showmobile.

PRACTICE FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE

For Office Use ONLY	Clerk Initials <u>JM</u>
Approved by: <u>[Signature]</u>	Date Approved: <u>1 / 22 / 15</u>
Insurance Received: <u> </u>	Schedule Received: <u> </u>
Rules & Regulations Received: <u>1 / 22 / 15</u>	Deposit & Payment Received: <u> </u>
Copy of Permit Given to Applicant on: <u>1 / 27 / 15</u>	

2015 ATHLETIC FACILITY RENTAL APPLICATION

RETURN COMPLETED FORM TO:

Jodi McKinney
 3617 - 65th Street
 Kenosha, WI 53142
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Name of Organization: Kenosha Rotary West

Non-Profit Organization: 39-1313810 (tax exempt number or attach certificate)

Youth or Adult: Adult Youth Age Group:

Contact Information:

(Person responsible for signing agreement, fees, cancellations etc. Permit Holder must be present at each event.)

Name: Frank Pacetti Title: Treasurer

Address: 7011 Pershing Blvd Kenosha WI 53142
Street City State Zip

E-Mail Address (required for cancellations): fpacetti@kenosha.org

Phone: Daytime: (262) 653-4000 Cell Phone: (262) 914-5366

Requested Location: Poero Park How many Diamonds/Fields/Courts will you need? 4

Which Diamonds/Fields/Courts do you prefer? Diamonds 1-4

Type of Event: Baseball Softball Soccer Football Tennis Other

Purpose: Practice (no field prep) Game Tournament Other:

Will lights be required?: yes What time should staff turn on?: dusk

Pitching Rubber Distance?: Baseline Distance?:

Mound Required?:

Special Requests for Equipment/Labor/Field Layout (additional fees may apply): see Anderson permit

PRACTICE FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE

For Office Use ONLY	Clerk Initials <u>JM</u>
Approved by: <u>[Signature]</u>	Date Approved: <u>1/1/2015</u>
Insurance Received: <u> </u>	Schedule Received: <u> </u>
Rules & Regulations Received: <u>1/1/2015</u>	Deposit & Payment Received: <u> </u>
Copy of Permit Given to Applicant on: <u>1/1/2015</u>	

City of Kenosha - Department of Public Works - Park Division
2015 ATHLETIC FACILITY RENTAL APPLICATION

RETURN COMPLETED FORM TO:

Jodi McKinney
 3617 - 65th Street
 Kenosha, WI 53142
 262-653-4052
 jmckinney@kenosha.org

(Once approved by the Park Division, you will receive a signed copy of this to use as your permit.)

Name of Organization: Kenosha Rotary West
 Non-Profit Organization: 39-1313810 (tax exempt number or attach certificate)
 Youth or Adult: Adult Youth Age Group:

Contact Information:

(Person responsible for signing agreement, fees, cancellations etc. Permit Holder must be present at each event.)

Name: Frank Pacetti Title: Treasurer
 Address: 7011 Pershing Blvd Kenosha WI 53142
Street City State Zip
 E-Mail Address (required for cancellations): fpacetti@kenosha.org
 Phone: Daytime: (262) 453-4000 Cell Phone: (262) 914-5366

Requested Location: Anderson Park How many Diamonds/Fields/Courts will you need? 2

Which Diamonds/Fields/Courts do you prefer? Diamonds 1+2

Type of Event: Baseball Softball Soccer Football Tennis Other

Purpose: Practice (no field prep) Game Tournament Other:

Will lights be required?: yes What time should staff turn on?: dusk

Pitching Rubber Distance?: Baseline Distance?:

Mound Required?:

Special Requests for Equipment/Labor/Field Layout (additional fees may apply): ~~Snow fence for park liquor sales,~~
park staff prep of fields between all games. ~~strawmobile (new)~~

PRACTICE FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE

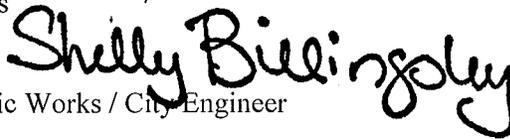
For Office Use ONLY	Clerk Initials <u>JM</u>
Approved by: <u>[Signature]</u>	Date Approved: <u>1/22/15</u>
Insurance Received: <u>1/22/15</u>	Schedule Received: <u>1/22/15</u>
Rules & Regulations Received: <u>1/22/15</u>	Deposit & Payment Received: <u>1/22/15</u>
Copy of Permit Given to Applicant on: <u>1/27/15</u>	

February 19, 2015

Informational #1

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

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



SUBJECT: Project Status Report

- Project # 08-1443 Bike and Pedestrian Connections** - Plans have begun but a major focus on bike paths has been to complete the Bike Path crossing at Washington Road and the extension through Nash Park. Once these projects have been bid, design will be completed on this third phase. (Citywide)
- Project #11-1417 Strawberry Park Trail and Shelter (DNR Stewardship Grant)** [SAA Design Group] – Design parameters have been determined and work has begun on bid documents. Project is anticipated to be out for bid in early March. (16)
- Project #12-1415 / 13-1415 / 14-1415 / 15-1415 CORP Implementations** – Continuing. (Citywide)
- Project #12-1430 Alford Park Warehouse Demolition** – [Earth Construction] Project close-out documents were sent to contractor. (1)
- Project #12-1432 - Peorio Park Trail** [SAA Design Group] Bids were opened on Jan. 21 for the construction of the boardwalks and bridge installation. Construction is tentatively scheduled to begin in February with completion in May (weather dependent). City crews will construct the adjoining paths after contractor is finished. (DNR Stewardship Grant) (1 & 4)
- Project #13-1413 - Petzke Park Phase II** [SAA Design Group] Bids were opened February 11. Pending award, construction is tentatively scheduled to begin in April (weather dependent). (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] – Contract was awarded to Rasch Construction. A preconstruction meeting will be scheduled within the next few weeks to discuss construction schedule. (6)
- Project #13-1419 – Anderson Fishing Pier** – [SAA Design Group] All structures have been installed and the project is anticipated to be substantially complete by the end of February. (9)
- Project #14-1120 – Eichelman Beach – Nutrient Improvements** – The contractor is planning on beginning work this winter and installing the plants in the spring. (2)
- Project #14-1141 – Southport Park Shoreline Repair Phase 1** – [Redbarn Design and Engineering] Bids are currently being reviewed. (12)
- Project #14-1417 – Tree Removal** – Contract nearing completion. Phase 2 is pending approval. (City wide)
- Project #14-1418 – Tree Planting** – Contract nearing completion. (City wide)
- Project #14-1421 – Simmons Island Phase 1B** – [SAA Design Group] This project has been put on hold due to budget. (2)
- Project #14-1424 - Southport Beach House Roof Replacement** –Project is pending award. A construction schedule will be determined after award. (12)
- Project #14-1428 – Washington Park Trail Improvements** –The project bid opening was held on February 18th. Pending award, a pre-construction meeting will be scheduled within the next few weeks. (6)
- Project #15-1417 – Tree Removal** – Bid documents will be available in March. Work is anticipated to run from April 20 – December 12. (City Wide)
- Design Work-** Misc. Park projects, ADA Accessible Playground, and finishing 2012, 2013 and 2014 CORP projects.

Informational #2

PARK CELL TOWER – 5 YEAR ANALYSIS

<u>Location</u>	<u>2010</u>		<u>2011</u>		<u>2012</u>		<u>2013</u>		<u>2014</u>		<u>CURRENT</u>
	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>BALANCE</u>
Anderson Park-U S Cellular	1,928.76		19,325.05		24,471.78	(62,585.00)	25,779.99		26,553.36		46,414.50
Anderson Park-T-Mobile	13,112.76		13,506.12		14,911.24		15,558.47		13,528.57		96,546.67
Anderson Park-AT &T/Central States	N/A		N/A		24,105.50		22,923.17		23,610.91		70,639.58
					lease signed 2011 payments began 1/7/12						
TOTAL ANDERSON PARK	15,041.52		32,831.17		63,488.52	(62,585.00)	64,261.63		63,692.84		213,600.75
Simmons Park-U S Cellular	20,209.95		20,816.27		21,440.79		22,083.98	(115,000.00)	22,746.46		67,463.64
Simmons Park-Denali/Cricket	12,730.80		13,112.76		13,506.12		13,911.36		14,328.72		82,756.21
Simmons Park-Verizon/Cellco	N/A		N/A		N/A		N/A		0.00		0.00
									payments to begin on the commencement of installation of equipment		
TOTAL SIMMONS PARK	32,940.75		33,929.03		34,946.91		35,995.34	(115,000.00)	37,075.18		150,219.85
1613 Washington Road-AT & T/Cingular	N/A		N/A		0.00		0.00		0.00		0.00
					payments to begin on 2/1/18 due to rent abatement schedule						
Golf Course – U S Cellular	21,794.52		22,448.32		20,553.93		22,229.55		22,359.12		175,268.56
Nash Park-U S Cellular	20,932.38		21,560.34		25,283.76		22,873.32		23,559.54		198,453.88

