

Agenda
Board of Parks Commission Meeting
625-52nd St, Room 202
Monday, February 29, 2016
5pm
(Please note change in Room)

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

Call to Order
Roll Call
Citizens Comments

Approval of the Minutes of the Meeting Held on February 8, 2016.

1. Request from Dulce Cervantes Contreras for a Wedding at the Southport Beach House on Saturday, October 1, 2016 to:
 - a. Extend the Closing Hours to Midnight (12:00am)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (District 12)
2. Request from Nicole Levinson for a Wedding at the Southport Beach House on Friday, August 26, 2016 to:
 - a. Extend the Closing Hours to Midnight (12:00am)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (District 12)
3. Request from Tashema Maddox for a DJ at the Lincoln Park Picnic Shelter for a Graduation BBQ on Sunday, June 5, 2016 from 10am – 8pm. (District 12)
4. Request from Willie Brown for a DJ at Kennedy Park for a Family Reunion on Saturday, July 30, 2016 from 9am – 10pm. (District 1)
5. Request from Journey Church for use of Eichelman and Wolfenbuttel Parks on Friday, June 3, 2016 to:
 - a. Hold their Annual “Hope Run Kenosha” Event
 - b. Use of Amplified Music(District 2) (PW - Ayes 5, Noes 0)

6. Request for use of Pennoyer Park and Bandshell by Urban League of Racine and Kenosha on June 25, 2016 (*with a rain date of July 9, 2016*) for the Juneteenth Festival. (*District 1*)
7. Request for use of Veterans Memorial Park on Saturday, June 11, 2016 by Aurora Health Care Foundation, Inc. for the Lombardi Walk to Tackle Cancer Kenosha. (*District 2*)
8. Request from Downtown Kenosha Inc. for use of Library Park on Saturday, March 26, 2016 to:
 - a. Hold the Easter Egg Hunt Event
 - b. Use of Public Amplification (*District 12*)
9. Second Amendment to the Agreement by and between the Board of Park Commissioners (*City of Kenosha, Wisconsin*) and Little Leaguers of Kenosha, Inc. (*Kenosha Sports Complex*).
10. Request to Place Artificial Infield Turf and Outfield Black Chain Link Fence at the Kenosha Sports Complex Turf Diamond #4. (*District 10*) **PUBLIC HEARING**
11. Kennedy Drive Cross Sections. (*Deferred from the 2/8/16 meeting*) (*District 1*) **PUBLIC HEARING**
12. Resolution by the Board of Parks Commissioners; Sponsor Alderperson Scott Gordon, Co-Sponsors Alderpersons Keith Rosenberg, Rocco J. LaMacchia Sr. and Kurt Wicklund - To Allow Use of Southport Beach House During Weekday Events at a Reduced Fee for Use During a Limited Period of Time in 2016. **PUBLIC HEARING**

COMMISSIONERS' COMMENTS

End of Meeting

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

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, February 8, 2016

A meeting of the Board of Park Commissioners was held on Monday, February 8, 2016 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:05 pm by Chairman Gordon.

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

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve the minutes from the meeting held on January 25, 2016. Motion carried unanimously.

No citizens spoke during Citizens Comments.

1. Request from Kevin Mikolas for a 60th Birthday Party at the Southport Beach House on Saturday, May 14, 2016 to:
 - a. Extend the Closing Hours to Midnight (12:00am)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (District 12)Public Hearing: None
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia, to approve. Motion carried unanimously.
2. Request from Nicole Derler for a Wedding at the Southport Beach House on Friday, August 5, 2016 to:
 - a. Extend the Closing Hours to Midnight (12:00am)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (District 12)Staff: Jeff Warnock spoke.
Public Hearing: None
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia, to approve. Motion carried unanimously.
3. Request from the Friends of Kenosha Art Association for use of Civic Center Park on Sunday, June 5, 2016 to:
 - a. Hold their Annual Event "Good Old Summertime Art Fair"
 - b. Use of Public Amplification for Announcements (District 2)Public Hearing: Pat Koesser spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.
4. Task Order #16-2 for Professional Services by Ayers Associates (formerly SAA Design Group, Inc) for the Simmons North Parking Lot and Site Improvements. (District 2)
Staff: Shelly Billingsley spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.

5. Kennedy Drive Cross Sections. (*District 1*)

Staff: Shelly Bilingsley spoke.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to defer until the 29th meeting pending citizen input on this matter. Motion carried unanimously.

COMMISSIONERS' COMMENTS: Commissioner Rose and LaMacchia spoke about the Velodrome. Chairman Gordon spoke about the Petzke Park Pavilion and sidewalk.

End of Meeting – Chairman Gordon adjourned the meeting at 5:29 pm.



February 24, 2016

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

FROM: Jeff Warnock, Park Superintendent *JW*

RE: Extension of closing hours, beer/wine and music permit at the Southport Beach House on Saturday, October 1, 2016

A request from Dulce Cervantes Contreras has been received for permission to extend the closing hours to midnight, beer/wine and music permit to 11:30pm at the Southport Beach House for a Wedding on Saturday, October 1, 2016.

RECOMMENDATION

To approve the request to extend the closing hours until midnight, beer/wine and music permit until 11:30pm at the Southport Beach House on Saturday, October 1, 2016 for a Wedding.

JW/dm

**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

625 – 52nd Street
Room 305
Kenosha, Wisconsin 53140
OFFICE HOURS 8 AM – 4:30 PM MONDAY – FRIDAY

Phone: 653-4080
Fax: 653-4056

COPY

Make check payable to "City of Kenosha."

OFFICE USE ONLY			
Rental Fees: <u>450</u>	Beer/Wine: <u>25</u>	Deposit: <u>300</u>	Total Due: <u>775</u>
Receipt #: <u>171698</u>	By: <u>LD</u>	Zimbra: <input checked="" type="checkbox"/>	Park Calendar: <input checked="" type="checkbox"/>
Access Database: _____	Date Paid & Permit Issued: <u>2-10-16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Dulce G. Cervantes Contreras
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 4404 19th Ave City: Kenosha State: WI Zip: 53140

Daytime Phone: 262-455-1567 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House

Event Date: October 1 2016

Nature of Event: Wedding

(Be specific on what type of event – i.e., 16th birthday party, graduation, baby/bridal shower, wedding reception, etc.)

Attendance: 150 (Number of people) Time requested: From: 1pm to 10pm
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM

Beer/Wine Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER) yes (Yes or No)
The above-named assumes responsibility for exercising control over attendees behavior at the event.
This person or designee must be present for the duration of the event.

Do you plan to have a DJ? yes (Yes or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? no (Yes or No)
Allowed only at Southport Beach House and Oribiletti Center.

Do you plan to place any tents/bouncy houses in the park area? no (Yes or No)
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than five **(5) business** days prior to the event.

RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS

The Department of Public Works, although responsible for the general maintenance of City parks, will not inspect the park area to be used immediately prior to the use to determine the suitability and safety of the use. In addition, it will not supervise such use.

CITY OF KENOSHA
GENERAL RECEIPT

RECEIPT NO.: 171698
RECEIPT DATE: 02/10/16
RECEIPT NAME: CONTRERAS,DULCE
ADDRESS: 4404 19TH AVE

KENOSHA, WI 53140

SOUTHPORT BEACH HOUSE 10/1/16 WEDDING 150
PPL BEER
PERMIT 1-10PM

DESCRIPTION	AMOUNT
DEPOSIT	
110-00-21905-000-000	300.00
SOUTHPORT - RESIDENT	
110-00-46580-000-000	450.00
BEER/WINE PERMIT	
110-00-46532-000-000	25.00

DUE:	775.00
CASH:	780.00
CHANGE:	5.00

RECEIVED BY: PWCOUNT3



#



PUBLIC WORKS
PARKS

February 24, 2016

Dulce Cervantes Contreras
4404 19th Ave
Kenosha, WI 53140

REVISED

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, October 8, 2016.

Dear Miss Cervantes Contreras:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, October 8, 2016 will be reviewed by the Board of Parks Commission. The revised meeting has been moved to room 202:

**Monday, February 29, 2016
5:00 p.m.
Room 202
Kenosha Municipal Building, 625-52nd Street**

You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a



February 24, 2016

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

FROM: Jeff Warnock, Park Superintendent *JW*

RE: Extension of closing hours, beer/wine and music permit at the Southport Beach House on Friday, August 26, 2016

A request from Nicole Levinson has been received for permission to extend the closing hours to midnight, beer/wine and music permit to 11:30pm at the Southport Beach House for a Wedding on Friday, August 26, 2016.

RECOMMENDATION

To approve the request to extend the closing hours until midnight, beer/wine and music permit until 11:30pm at the Southport Beach House on Friday, August 26, 2016 for a Wedding.

JW/dm

**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

625 – 52nd Street
Room 305
Kenosha, Wisconsin 53140
OFFICE HOURS 8 AM – 4:30 PM MONDAY – FRIDAY

Phone: 653-4080
Fax: 653-4056

Make check payable to "City of Kenosha."

OFFICE USE ONLY			
Rental Fees: <u>6 1,050.00</u>	Beer/Wine: <u>6 25.00</u>	Deposit: <u>300.00</u>	Total Due: <u>6 1,375.00</u>
Receipt #: <u>171714</u>	By: <u>LB</u>	Zimbra: <u>LB</u>	Park Calendar: <u>LB</u>
Access Database: _____	Date Paid & Permit Issued: <u>2-16-16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Nicole Levinson
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 711 116th St City: Kenosha State: WI Zip: 53140

Daytime Phone: 224-392-1721 Alternate Phone: 847-553 5049

FACILITY REQUESTED: Southport Beach House

Event Date: Fri., Aug. 26, 2016

Nature of Event: Wedding

(Be specific on what type of event – i.e., 16th birthday party, graduation, baby/bridal shower, wedding reception, etc.)

Attendance: 100
(Number of people)

Time requested: From: 10:00 am to 12:00 am
(INCLUDES SETUP AND TAKE DOWN)

extend music & beer/wine also 14 hrs

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM

Beer/Wine Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER) Y (Yes) or No) (X) (No)
The above-named assumes responsibility for exercising control over attendees behavior at the event.
This person or designee must be present for the duration of the event.

Do you plan to have a DJ? Y (Yes) or No) (X) (No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? N (Yes) or No) (X) (No)
Allowed only at Southport Beach House and Oribiletti Center.

Do you plan to place any tents/bouncy houses in the park area? N (Yes) or No) (X) (No)
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than five (5) business days prior to the event.

RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS

The Department of Public Works, although responsible for the general maintenance of City parks, will not inspect the park area to be used immediately prior to the use to determine the suitability and safety of the use. In addition, it will not supervise such use.

RESPONSIBILITY OF APPLICANT

CITY OF KENOSHA
GENERAL RECEIPT

RECEIPT NO.: 171716
RECEIPT DATE: 02/16/16
RECEIPT NAME: LEVINSON, NICOLE
ADDRESS: 711 16TH STREET

KENOSHA, WI 53140

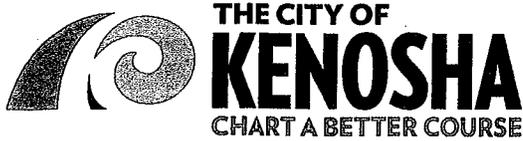
FRI., AUG 26, 2016 10AM-12AM 100 PEOPLE

DESCRIPTION	AMOUNT
DEPOSIT	
110-00-21905-000-000	300.00
SOUTHPORT - NON RESD.	
110-00-46581-000-000	1,050.00
BEER/WINE PERMIT	
110-00-46532-000-000	25.00

DUE:	1,375.00
CHECK:	1,375.00
CHANGE:	

CHECK NO: 1173
RECEIVED BY: PWCOUNT3





PUBLIC WORKS
PARKS

February 24, 2016

Nicole Levinson
711 16th St
Kenosha, WI 53140

REVISED

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Friday, August 26, 2016.

Dear Miss Levinson:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Friday, August 26, 2016 will be reviewed by the Board of Parks Commission. The revised meeting has been moved to room 202:

Monday, February 29, 2016
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 me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a



February 24, 2016

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

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Tashema Maddox for a DJ at the Lincoln Park Picnic Shelter for a Graduation BBQ on Sunday, June 5, 2016 from 10am – 8pm. *(District 12)*

BACKGROUND/ANALYSIS

Staff received a request for a DJ at the Lincoln Park Picnic Shelter for a Graduation BBQ on Sunday, June 5, 2016 from 10am – 8pm.

RECOMMENDATION

Staff recommends approval.

JW/dm

**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

625 – 52nd Street
Room 305
Kenosha, Wisconsin 53140
OFFICE HOURS 8 AM – 4:30 PM MONDAY – FRIDAY

Phone: 653-4080
Fax: 653-4056

Make check payable to "City of Kenosha."

OFFICE USE ONLY			
Rental Fees: _____	Beer/Wine: _____	Deposit: _____	Total Due: _____
Receipt #: _____	By: _____	Zimbra: _____	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: _____		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permitee Name: TASHENA MADDOX
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____
Address: 4500 17th AVE #3 City: Kenosha State: WI Zip: 53140
Daytime Phone: 262-358-5252 Alternate Phone: N/A

FACILITY REQUESTED: Lincoln Park Picnic Shelter
Event Date: 6/5/2014
Nature of Event: DETARIO SCOTT Graduation BBQ
(Be specific on what type of event – i.e., 16th birthday party, graduation, baby/bridal shower, wedding reception, etc.)
Attendance: 40/50 (Number of people) Time requested: From: 10:00 AM to 8:00 PM
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM

Beer/Wine Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER) _____ (Yes or No)
The above-named assumes responsibility for exercising control over attendees behavior at the event.
This person or designee must be present for the duration of the event.

Do you plan to have a DJ? X (Yes or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

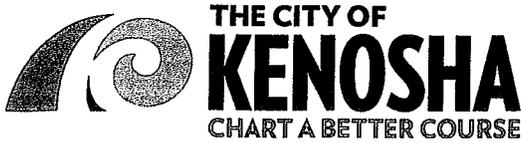
Do you plan to have a Band? _____ (Yes or No)
Allowed only at Southport Beach House and Oribiletti Center.

Do you plan to place any tents/bouncy houses in the park area? _____ (Yes or No)
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than five (5) business days prior to the event.

RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS

The Department of Public Works, although responsible for the general maintenance of City parks, will not inspect the park area to be used immediately prior to the use to determine the suitability and safety of the use. In addition, it will not supervise such use.

RESPONSIBILITY OF APPLICANT



PUBLIC WORKS
PARKS

February 24, 2016

Tashema Maddox
4500 17th Ave #3
Kenosha, WI 53140

REVISED

RE: Request for a DJ at the Lincoln Park Picnic Shelter for a Graduation BBQ on Sunday, June 5, 2016 from 10am – 8pm. (*District 12*)

Dear Ms Maddox:

Your request for a DJ at the Lincoln Park Picnic Shelter for a Graduation BBQ on Sunday, June 5, 2016 from 10am – 8pm will be reviewed by the Board of Parks Commission. The revised meeting has been moved to room 202:

Monday, February 29, 2016
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 me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a



February 24, 2016

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

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Willie Brown for a DJ at Kennedy Park for a Family Reunion on Saturday, July 30, 2016 from 9am – 10pm. *(District 11)*

BACKGROUND/ANALYSIS

Staff received a request for a DJ at Kennedy Park for a Family Reunion on Saturday, July 30, 2016 from 9am – 10pm.

RECOMMENDATION

Staff recommends approval.

JW/dm

**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

625 – 52nd Street
Room 305
Kenosha, Wisconsin 53140
OFFICE HOURS 8 AM – 4:30 PM MONDAY – FRIDAY

Phone: 653-4080
Fax: 653-4056

Make check payable to "City of Kenosha."

OFFICE USE ONLY

Rental Fees: <u>\$100</u>	Beer/Wine: <u>\$25</u>	Deposit: <u>-</u>	Total Due: <u>\$125</u>
Receipt #: <u>171743</u>	By: <u>Dm</u>	Zimbora: <input checked="" type="checkbox"/>	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: <u>2/23/16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permitee Name: Willie Brown
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 1722 24th St. City: KENOSHA State: WI Zip: 53140

Daytime Phone: (262) 308-8794 Alternate Phone: _____

FACILITY REQUESTED: Kennedy Park

Event Date: Saturday, July 30, 2016

Nature of Event: Family Reunion
(Be specific on what type of event – i.e., 16th birthday party, graduation, baby/bridal shower, wedding reception, etc.)

Attendance: 100 (Number of people) Time requested: From: 9am to 10pm
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM

Beer/Wine Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER) (Yes or No)
The above-named assumes responsibility for exercising control over attendees behavior at the event. This person or designee must be present for the duration of the event.

Do you plan to have a DJ? (Yes or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? (Yes or No)
Allowed only at Southport Beach House and Oribiletti Center.

Do you plan to place any tents/bouncy houses in the park area? (Yes or No)
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than five (5) business days prior to the event.

RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS:

The Department of Public Works, although responsible for the general maintenance of City parks, will not inspect the park area to be used immediately prior to the use to determine the suitability and safety of the use. In addition, it will not supervise such use.

RESPONSIBILITY OF APPLICANT



PUBLIC WORKS
PARKS

February 24, 2016

Willie Brown
1722 24th St
Kenosha, WI 53140

RE: Request for a DJ at Kennedy Park for a Family Reunion on Saturday, July 30, 2016
from 9am – 10pm. (*District 1*)

Dear Mr Brown:

Your request for a DJ at Kennedy Park for a Family Reunion on Saturday, July 30, 2016 from
9am – 10pm will be reviewed by the Board of Parks Commission. The meeting is scheduled
for:

Monday, February 29, 2016
5:00 p.m.
Room 202
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a



Feb. 17, 2016

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 4-9 p.m. Friday, June 3, 2016. 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 Wolfenbuttel Park and Eichelmann Park for their Hope Run to be held from 5-9 p.m. Friday, June 3, 2016.

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

RECEIVED

Name of Responsible Organization Journey Church

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

DEC 14 2015

Address: 10700 75th Street

CITY OF KENOSHA
MAYOR'S OFFICE

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 3, 2016 Rain Date na

Location Requested: Celebration Place at Harbor Park Estimated Attendance 5000+

Charitable Event: No X 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 3, 2016; 8:00 am

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

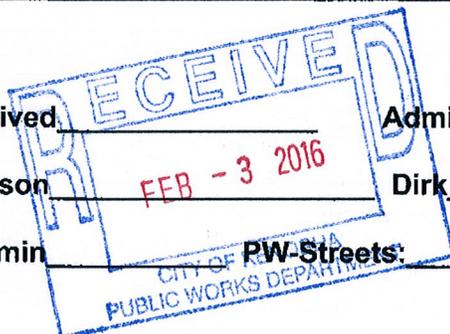
Take down date and time: Most tear down on Friday 06/03/porto-potties and tents Saturday 06/04

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 HOPE RUN KENOSHA

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
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 1 # of Picnic Tables 1 # of extra trash containers NA
of Barricades 3 Any Bleachers NA Any Reviewing Stands 1
Showmobile New _____ Old X
Fencing: Snow Fencing # of feet NA Portable fencing - # of feet/sections NA

Other Special Requests: asphalt ramps for parking on grass areas west of museums.

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.

**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 Hope Run Kenosha
Location of Event: Celebration Place/Harbor Park Date of Event June 3, 2016
Contact Person John & Alicia Johnson

Type of Amplified Sound

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

Requested time of amplification: Start: 3:00p Ending 9:00p

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

TBD

Daytime # _____ Evening # _____ Cell # _____

Aldersperson notification

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

_____ 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 and click on General Ordinances and review Section 23.

Zimbra

kkochman@kenosha.org

Re: Kenosha events

From : John & Alicia Johnson
<run@hoperunkenosha.com>

Thu, Dec 17, 2015 07:25 AM

■ 2 attachments

Subject : Re: Kenosha events

To : Kristin Kochman <kkochman@kenosha.org>

- Yes, this is correct. it is **ONE UNIT of benches and ONE UNIT of tables**. We are looking at minimizing the amount of vendors we will have this year. After evaluating the amount of traffic going to the booths, we don't see a need for this so we do not need an abundance of benches and tables.
- **Tents:** yes, we will probably have around 10...we'll wrap these details up in February
- The Children's area is being worked on as we speak. we can answer the **bounce house** question soon.
- **Hot air balloon** - I am not quite sure on this yet. We can let you know on that soon as well.
- You'll notice that I added an item. I'm hoping it's a small, but high rise stand that we can have at the start/finish line. That's where I want the MC to stand along with the one or two people we'll have speak to the runners/walkers. As an added element, we'll have the star spangled banner sung from there as well. Will you please confirm the height and dimensions?

Attached are the maps of the proposed race route. We do not have a site map for Celebration place quite yet, but we're working on that.

xAlicia

HOPE RUN

K E N O S H A

2015 Road Closure Barricades:

1. 54th St, east of 1st Ave
2. Ring Rd, east of marina entrance
3. 3rd Ave, north of 58th St
4. 58th St, west of 3rd Ave
5. Apartment east parking lot exit
6. North parking lot exit at 58th St loop
7. South parking lot exit at 58th St loop
8. West parking lot exit between 58th St & 59th Pl
9. 59th Pl, west of 3rd Ave, east of alley
10. 60th St, west of 3rd Ave
11. 3rd Ave, south of bike path ramp
12. 5th Ave, north of 61st St
13. 5th Ave, south of 61st St
14. 7th Ave, south of 61st St (Library Park)
15. 8th Ave, south of 61st St (Library Park)
16. 60th Ave, west of 8th Ave (Library Park)
17. 8th Ave, north of 59th Pl (Library Park)
18. 7th Ave, north of 59th Pl (Library Park)
19. 6th Ave as it merges into 7th Ave (Library Park)
20. 60th Ave, east of 7th Ave (Library Park)



Zimbra

dmiles@kenosha.org

Re: Notice to Appear Letter - Parks Mtg for Hope Run Event

From : Diane Miles <dmiles@kenosha.org> Wed, Feb 24, 2016 09:35 AM
Subject : Re: Notice to Appear Letter - Parks Mtg for Hope Run Event  2 attachments
To : run <run@hoperunkenosha.com>
Cc : Kris Kochman <kkochman@kenosha.org>

John & Alicia Johnson,

I would like to inform you that the meeting on Monday, February 29 regarding park use at Eichelman & Wolfenbittel for the Hope Run has changed rooms. The meeting will now be in room 202.

City of Kenosha Municipal Building
625 52nd St, Rm 202
Kenosha, WI 53140
5pm

If you have any additional questions, please feel free to contact myself.

Thank you-

Diane Miles

Office Assistant II

262-653-4050

262-653-4065 (direct)

262-653-4056 (fax)

Department of Public Works

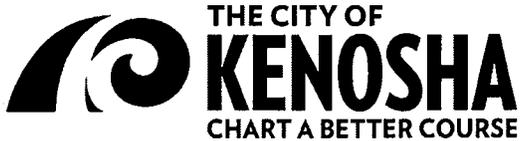
625 52nd St, Rm 305

Kenosha, WI 53140



From: "Diane Miles" <dmiles@kenosha.org>
To: "run" <run@hoperunkenosha.com>
Cc: "Kris Kochman" <kkochman@kenosha.org>
Sent: Tuesday, February 9, 2016 10:38:41 AM
Subject: Notice to Appear Letter - Parks Mtg for Hope Run Event

Good Morning Mr & Mrs Johnson-



February 22, 2016

To: Chairperson Scott N. Gordon
Board of Park Commissioners

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

Subject: Request for use of Pennoyer Park and Bandshell by the Urban League

BACKGROUND INFORMATION

The Urban League of Racine and Kenosha is requesting use of Pennoyer Park and Bandshell on Saturday, June 25, 2016 (with a rain date of July 9, 2016) for their Juneteenth Festival from 10:00AM to 7:00PM.

RECOMMENDATION

Approve request for use of Pennoyer Park and Bandshell.

SAB/kjb

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 Urban League of Racine and Kenosha

Contact Person who is responsible for event: Yolanda Adams CEO

Address: 718 N. Memorial Dr.

City/State/Zip Racine, WI 53404

Daytime # 262-652-2111 Evening # 262-637-8532 Cell# 262-705-4734

Fax # 262-637-8634 E-mail: urbanleagueraacine2014@gmail.com or yadams2013@gmail.com

Is the Host Organization a 501(c)-3? Yes, provide ES# 009769

EVENT INFORMATION

Name of the Event: Juneteenth Festival

Date Requested: June 25, 2016 Rain Date July 9, 2016

Location Requested: Penoyer Park and Bandshell Estimated Attendance 500

Charitable Event: No Yes. Proceeds donated to Urban League programs

Brief Description of the Event: Outdoor Community Event/festival

Set up date and time: Saturday June 25th at 10:00am

Time of Event: Saturday June 25, from 12:00pm - 6:30pm

Take down date and time: Saturday June 25 at 6:15pm

FOR OFFICE USE ONLY:

Application Packet Received 2/9/16 + 2/17/16 Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

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

APPLICATION "B"

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

Name of Event _____

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.

5 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.

3 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 approximate number in your request.

of Benches 10 (1-unit) # of Picnic Tables 5 (1-unit) # of extra trash containers _____

of Barricades _____ Any Bleachers _____ Any Reviewing Stands _____

Street Closures: Mobile New _____ Old _____

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

Other Special Requests: Be sure canopies are no every vendor station. Be sure station water works and the electricity works. We had problems last year with water and electricity

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.

APPLICATION "C"

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

Please review Item #8 in the Policy/Procedure Manual

Name of Event Juneteenth Festival
Park Requested Pennoyer Park Date of Event: Sat. 6-25-16

**Structure location must be placed on site map.

Type of Temporary Structure

- Tents
- Staging we will use band shell. Please ensure it has electricity.
- Towers
- Inflatables (1)
- Drink 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 Division 30 days prior to the event.

Insurance Company Philadelphia / Sparks Insurance

Signature

Vendor Signature [Signature] Date 2-16-16

APPLICATION "D"

**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: Juneleenth Festival

Location of Event: Pennoyer Park Date of Event: Sat. June 25

Contact Person: YOLANDA ADAMS

Type of Amplified Sound

- PA System
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) _____

Requested time of amplification: Start: 12:00 pm Ending: 6:30 pm

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

YOLANDA ADAMS

Daytime # 262-652-2111 Evening # 262-705-4734 Cell # 262-705-4734

Alderson notification

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

Yes No Date: 2-16-16

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



February 24, 2016

Urban League of Racine & Kenosha
Attn: Yolanda Adams, CEO
718 N Memorial Dr
Racine, WI 53404

RE: Park use of Pennoyer Park and Bandshell

Dear Ms Adams:

Your request for park use at Pennoyer Park and Bandshell for the Juneteenth Festival Event on Saturday, June 25, 2016 (with a rain date of Saturday, July 9, 2016) will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 29, 2016
5:00 p.m.
Room 202
Kenosha Municipal Building, 625-52nd Street

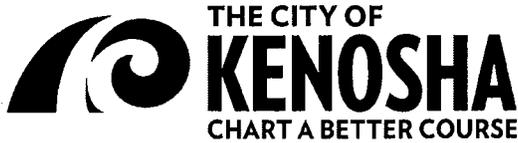
You and/or your representative are required to appear.

If you have any questions, you may contact Kristin Brown at 262-653-4059 or kbrown@kenosha.org.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a
Kristin Brown – via email
via email urbanleagueracine2014@gmail.com & yadams2013@gmail.com



February 23, 2016

To: Chairperson Scott N. Gordon
Park Commission

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

Shelly Billingsley
2-24-16

Subject: Request for use of Veterans Memorial Park

BACKGROUND INFORMATION

Aurora Health Care Foundation, Inc. is requesting use of Veterans Memorial Park on Saturday, June 11, 2016 for the Lombardi Walk to Tackle Cancer Kenosha event.

Event hours are 8:30 AM until 12:00 PM with set up beginning at 5:30 AM and take down following the end of the event. They plan to have public amplification for a DJ, speeches and announcements.

RECOMMENDATION

Approve request.

**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 Aurora Health Care Foundation, Inc.

Contact Person who is responsible for event: Ron Irwin

Address: 950 N. 12th Street, #A508

City/State/Zip Milwaukee, WI 53233

Daytime # 414-219-4755 Evening # _____ Cell# _____

Fax # _____ E-mail: ronald.irwin@aurora.org

Is the Host Organization a 501(c)-3? Yes, provide ES# 39-6044569

EVENT INFORMATION

Name of the Event: Lombardi Walk to Tackle Cancer Kenosha

Date Requested: June 11, 2016 Rain Date NA

Location Requested: Veterans Navy Memorial Park Estimated Attendance 300-350

Charitable Event: No Yes, Proceeds donated to Vince Lombardi Cancer Center in Kenosha

Brief Description of the Event: Walk along route, most of the money is raised ahead of time.
There will be a DJ playing music for entertainment, kids station with possible bouncy house, cancer survivor station, food station with water, chips, granola bars (not for sale) for all participants. No tents are rented, using the tents that are on the grounds.

Set up date and time: June 11, 2016 5:30 AM

Time of Event: 8:30 AM

Take down date and time: Noon

FOR OFFICE USE ONLY:

Application Packet Received 2/23/16 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 Lombardi Walk to Tackle Cancer - Kenosha

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 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 0 # of Picnic Tables 0 # of extra trash containers 10

of Barricades 0 Any Bleachers 0 Any Reviewing Stands 0

Showmobile New _____ Old _____

Fencing: Snow Fencing # of feet 0 Portable fencing - # of feet/sections 0

Other Special Requests: I will be renting a stage.

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

of Barricades 0 A map must be attached with the placement locations

of Parking Signs 0 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 Lombardi Walk to Tackle Cancer
Park Requested Navy Memorial Park Date of Event: June 11, 2016

**Structure location must be placed on site map.

Type of Temporary Structure

Tent

Staging

Trailers

Inflatables

Dunk Tank

Other, Please explain Would like to use your permanent stage if it will be installed.

Vendor Information

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

Name of Company/Individual: Kenosha Kingfish (Bouncy House)

Work # 262.653.0900 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 _____

Signature

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 Lombardi Walk to Tackle Cancer - Kenosha

Location of Event: Navy Memorial Park Date of Event June 11, 2016

Contact Person Ron Irwin

Type of Amplified Sound

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

Requested time of amplification: Start: 8:00 AM Ending 12:00 Noon

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

DJ Felix - Alex Johnson

Daytime # (262) 749-4367 Evening # _____ Cell # _____

Aldersperson notification

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

_____ 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 and click on General Ordinances and review Section 23.

**PARK VENDING PERMIT APPLICATION
CITY OF KENOSHA – PUBLIC WORKS/PARKS**

**EACH INDIVIDUAL VENDOR MUST FILL OUT AN APPLICATION
NOTE: COPIES OF THIS APPLICATION CAN BE DUPLICATED**

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

Name of the Event: Lombardi Walk to Tackle Cancer - Kenosha
Location of the Event: Navy Memorial Park Date of Event June 11, 2016
Name of Group/Organization providing the service Aurora Health Care Foundation, Inc.
Contact Person Ron Irwin
Address 950 N. 12th Street, #A508
Daytime # 414-219-4755 Evening # _____ Cell # _____

Product or Service Sold

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

No items will be sold at our event. Raising funds for the Kenosha Aurora Cancer Center.

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

Non-Food Item _____

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])

Renting tables, chairs, stage, generator (for DJ)

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.

Signature

Vendor Signature _____ Date _____



February 25, 2016

Aurora Health Care Foundation, Inc
Attn: Ron Irwin
950 N 12th St, #A508
Milwaukee, WI 53233

RE: Park use of Veterans Memorial Park

To whom it may concern:

Your request for park use at Veterans Memorial Park for the Lombardi Walk to Tackle Cancer Kenosha Event on Saturday, June 11, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 29, 2016
5:00 p.m.
Room 202
Kenosha Municipal Building, 625-52nd Street

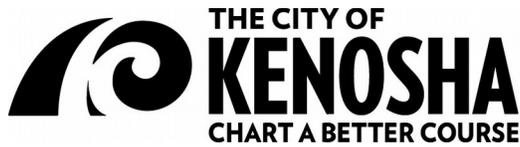
You and/or your representative are required to appear.

If you have any questions, you may contact Kristin Brown at 262-653-4059 or kbrown@kenosha.org.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a
Kristin Brown – via email
via email ronald.irwin@aurora.org



Feb. 29, 2016

TO: Chairman Scott Gordon, Board of Park Commissioners

FROM: Mayor Bosman

RE: Downtown Kenosha Inc. Easter Egg Hunt

Downtown Kenosha Inc. is requesting from the Board of Park Commissioners the use of Library Park for their Easter Egg Hunt to be held from 10 a.m. to 12 noon Saturday, March 26, 2016. They also request permission for public amplification.

Recommendations: Board of Park Commissioners approval of use of Library Park and permission for public amplification for the Easter Egg Hunt.

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 DOWNTOWN KENOSHA INC.

Contact Person who is responsible for event: CHRISTOPHER NAUMAN JENNIFER WAGLER

Address: 5500 6TH AVE #200

City/State/Zip KENOSHA / WI / 53140

Daytime # 262 925 3463 Evening # 612-237-9992 Cell#

Fax # N/A E-mail: CNAUMAN@DOWNTOWNKENOSHA.ORG

Is the Host Organization a 501(c)-3? Yes, provide ES# 46-5181193

EVENT INFORMATION

Name of the Event: EASTER EGG HUNT

Date Requested: 3-26-16 Rain Date N/A

Location Requested: LIBRARY PARK Estimated Attendance 1000-1500

Charitable Event: No X Yes, Proceeds donated to DK1 (NO-CHARGE)

Brief Description of the Event: THIS ANNUAL EVENT HAS GROWN OVER THE PAST FEW YEARS. A TRADITIONAL EASTER EGG HUNT FOR CHILDREN & FAMILIES. EGGS ARE PLASTIC AND CONTAIN CANDIES. IT IS A BRIEF EVENT STARTING AROUND 10AM AND CONCLUDING AROUND THE NOON HOUR.

Set up date and time: MARCH 26TH SET UP BEGINS 7-8AM

Time of Event: EVENT BEGINS 10:00 AM WITH MUSIC HUNT 11-11:30AM

Take down date and time: MARCH 26TH TAKE DOWN CLEANUP AFTER CROWD DISAPATES -> OFFSITE BY 1PM

FOR OFFICE USE ONLY:

Application Packet Received Admin. Or Commission Approval

Copies sent to: Alderperson Dirk Police

Fire: PW Admin PW-Streets: Kris

**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 DOWNTOWN KENOSHA EASTER EGG HUNT

Location of Event: LIBRARY PARK Date of Event SAT MARCH 26TH 2016

Contact Person CHRISTOPHER NAUMANN / JENNIFER WAGNER

Type of Amplified Sound

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

* FAMILY FRIENDLY AMBIANT MUSIC
* PUBLIC ANNOUNCEMENTS FOR CROWD CONTROL

Requested time of amplification: Start: 9:45A Ending 11:45A

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

DL ENTERTAINMENT

Daytime # 262 287 6466 Evening # - Cell # -

Aldersperson notification

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

 Yes X 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 and click on General Ordinances and review Section 23.



February 25, 2016

Downtown Kenosha Inc
Attn: Christopher Naumann/Jennifer Wagner
5500 6th Ave #200
Kenosha, WI 53140

RE: Park use for Library Park

To whom it may concern:

Your request for park use at Library Park for the Easter Egg Hunt Event from 7am-1pm on Saturday, March 26, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, February 29, 2016
5:00 p.m.
Room 202
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. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a
Kris Kochman – via email
via email cnaumann@downtownkenosha.org



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

February 26, 2016

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

From: Shelly Billingsley, MBA, PE
Acting Director of Public Works

Subject: Second Amendment to the Agreement by and between the Board of Park Commissioners (*City of Kenosha, Wisconsin*) and Little Leaguers of Kenosha, Inc. (*Kenosha Sports Complex*).

BACKGROUND/ANALYSIS

Staff worked with the Legal Department on the Second Amendment regarding the Agreement by and between the Board of Park Commissioners and Little Leaguers of Kenosha, Inc. (*Kenosha Sports Complex*).

RECOMMENDATION

Staff recommends approval.

SB/dm

SECOND AMENDMENT TO

AGREEMENT

by and between

**THE BOARD OF PARK COMMISSIONERS
OF THE CITY OF KENOSHA, WISCONSIN
A Municipal Commission**

and

**LITTLE LEAGUERS OF KENOSHA, INC.
A Wisconsin Nonstock Corporation**

WHEREAS, on August 13, 2013, the **BOARD OF PARK COMMISSIONERS OF THE CITY OF KENOSHA, WISCONSIN ("BPC")**, and **LITTLE LEAGUERS OF KENOSHA, INC. ("LLK")**, entered into an agreement wherein **BPC** allowed **LLK** have preferential use of baseball diamonds 1 through 4 and the concession building located within the Kenosha Sports Complex ("Agreement");

WHEREAS, the Agreement was amended on February 22, 2015, to permit **LLK** to utilize diamonds 5 and 6 at the Kenosha Sports Complex;

WHEREAS, **LLK** wishes to make improvements, at its expense, to one or more of the baseball diamonds at the Kenosha Sports Complex;

NOW, THEREFORE, in consideration of the mutual undertakings, understandings and agreements hereinafter set forth, **BPC** and **LLK** agree as follows:

1. IMPROVEMENTS. "Improvements" shall include construction, reconstruction, alteration, and site modifications. Improvements shall not include painting and maintenance.

1.1 AUTHORITY TO CONSTRUCT IMPROVEMENTS. **LLK**, at its own cost and expense, may design and construct Improvements to the **PREMISES**. Prior to initiating any Improvements, **LLK** shall provide the Director of Public Works for the City of Kenosha ("City") with written notice of its intentions. Any Improvements are subject to prior approval from **BPC** which approval shall include any terms or conditions required by **BPC** or City. No work shall commence until approval is received and appropriate construction permits, conditional use permits or site plan approval from the City are obtained. All Improvements shall comply with the City Zoning Ordinance, Code of General Ordinances and applicable state and federal laws, rules and regulations.

1.2 CONSTRUCTION INSURANCE REQUIREMENTS. Prior to commencing construction of any Improvements, **LLK** shall, when appropriate, procure and submit proof to the City Clerk/Treasurer of Builder's All Risk Insurance, with **BPC** and City as additional insureds, in the amount of the full value of Improvements insuring against loss or damage during the course of construction, including material delivered, but not attached to the site. In addition, **LLK** shall provide **BPC** with proof

that any contractor or subcontractor has insurance including, but not limited to, general commercial liability and workers compensation coverage in reasonable and customary amounts.

1.3 UNAUTHORIZED IMPROVEMENTS. Any Improvements without prior **BPC** approval or the requisite City permits shall be a breach of this Agreement and **LLK** shall, at the option of **BPC**, remove the same, or if agreed upon by **BPC**, cause the same to be changed, modified or reconstructed to the satisfaction of **BPC**. In the event any unauthorized improvement results in an Ordinance violation, **LLK** shall also timely pay any forfeitures imposed for such violation(s). Should **LLK** fail to comply with such notice within sixty (60) days of receipt thereof, or should **LLK** commence to comply therewith and fail to pursue such work diligently to completion, **BPC** may affect the removal, change, modification or reconstruction thereof, and **LLK** shall pay the cost thereof to City, upon written demand.

1.4 RISK OF LOSS. **LLK** assumes the risk of loss or damage to all of the Improvements, whether preexisting or constructed by **LLK**, and the risk of loss or damage to all property of **BPC** or City arising out of or in connection with the construction of the Improvements. In the event of such loss or damage, **LLK** shall forthwith repair, replace, restore and/or reconstruct the construction work and the property of **BPC** or City without cost or expense to **BPC** or City.

1.5 INDEMNITY AND HOLD HARMLESS BY CONTRACTORS. **LLK** shall indemnify and hold harmless **BPC**, City and their officers and employees against any and all claims, liability, loss, charges, damages, costs, expenses or attorneys' fees, which any of them may hereafter sustain, incur or be required to pay as a result of any act or omission of **LLK** involving the construction of Improvements by reason of which any person suffers personal injury, death or property loss or damage; provided, however, the provisions of this paragraph shall not apply to claims, liabilities, losses, charges, damages, costs, expenses or attorneys' fees caused or resulting from the acts or omissions of **BPC**, City or any of their officers or employees.

1.6 NO CONTRACTOR'S RIGHTS AGAINST BPC OR CITY. Nothing contained herein shall grant or be deemed to grant to any contractor, architect, supplier, subcontractor or any other person engaged to perform, design or construct work any right of action or claims against **BPC** or City, their officers and employees with respect to any labor or materials provided in connection with the construction work. **LLK** agrees to indemnify and hold harmless **BPC** and City from any such claim. Furthermore, nothing contained herein shall create, or be deemed to create, any relationship between **BPC** or City and any such contractor, architect, supplier, subcontractor or any other person engaged in any part of the construction work and neither **BPC** or City shall be responsible to any of the foregoing for any payments due or alleged to be due thereto for any work performed or materials supplied in connection with the construction work.

2. REPRESENTATION OF AUTHORITY TO ENTER INTO AGREEMENT. Each of the parties hereby represent and warrant that: (a) such party has all requisite power and authority to execute this Amendment; (b) the execution and delivery of this Amendment by the undersigned, and the performance of its terms thereby have been duly and validly authorized and approved by all requisite action required by law; and (c) this Amendment constitutes the valid and binding agreement of the undersigned, enforceable against each of them in accordance with the terms of the Amendment.

3. BALANCE OF AGREEMENT. All of the terms of the Agreement shall remain unchanged and in effect.

IN WITNESS WHEREOF, the parties hereto have hereunto executed this Agreement on the dates below given.

**THE BOARD OF PARK COMMISSIONERS
OF THE CITY OF KENOSHA
A Wisconsin Municipal Corporation**

BY: _____
SCOTT N. GORDON, Chairperson

Date: _____

STATE OF WISCONSIN)
 :SS.
COUNTY OF KENOSHA)

Personally came before me this ____ day of _____, 2016, **SCOTT N. GORDON, Chairperson** of the **Board of Park Commissioners** for the City of Kenosha to me known to be such Chairperson and acknowledged to me that he executed the foregoing instrument as such officer of said Commission, by its authority.

Notary Public, Kenosha County, WI.
My Commission expires/is: _____



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

February 26, 2016

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

From: Shelly Billingsley, MBA, PE 
Acting Director of Public Works

SUBJECT: Request to Place Artificial Infield Turf and Outfield Black Chain Link Fence at the Kenosha Sports Complex Turf Diamond #4. (District 10)

BACKGROUND/ANALYSIS

Staff received a request from Little Leaguers of Kenosha to place an artificial infield turf and outfield black chain link fencing of Diamond #4 at the Kenosha Sports Complex. All costs will be paid for by the Little Leaguers of Kenosha. Staff is working with Little Leaguers so all permits will be obtained upon approval from the Board of Park Commissioners.

RECOMMENDATION

Staff recommends approval with the requirement that all product specification(s), material list, and as built, if required, be supplied to the Department of Public Works prior to closing of the permit(s).

SB/dm



11880 12th Street
 Kenosha, WI 53144
 Office: (262) 859-3226
 Fax: (262) 859-3227
 Website: www.yutkafence.com

**Proposal and Specifications
 Little League Park Fence Replacement**

Date: 12/3/15

Base Bid: \$23,378.00

Baseball Fencing

623' of 8'H black fuse bonded chain link. Line posts to be 2-3/8" SS40; corner end posts to be 2-7/8" SS40. Top and bottom rail to be 1-5/8" SS40 pipe. Post spacing to be 10' O.C. All posts to be pounded 5' deep. There are to be (2) 3' wide by 8' tall black single swing gates. Single swing gates to have 2-7/8" SS40 hinge posts pounded 5' deep. (1) 12' wide by 8' tall black double swing gate with 4" gate posts pounded 5' deep. Black fence cap to be installed on all new 8' fence.

Chain link removal

623' existing chain link fence to be removed. All posts to be pulled. All removed material to be hauled away. Holes remaining from removal of posts to be filled with spoils.

Frost heave can damage posts and the finished surface around the post. There is no inexpensive fix for concreted posts that heave over time. The only option is to dig a larger and deeper hole, break off the footing, and reset with substantially more concrete. Pounded posts are equal in strength and allow for a much easier repair if ever needed. What strength that is lost from eliminating concrete is gained by driving the posts deeper into the ground. Pounded posts that are damaged by either vehicles or trees most of the time can be straightened. Pounded posts can easily be removed, salvaged, and reused if the location of the fence needs to be changed in the future. Pounded posts also save the expense and mess of spoils cleanup and/ or removal.

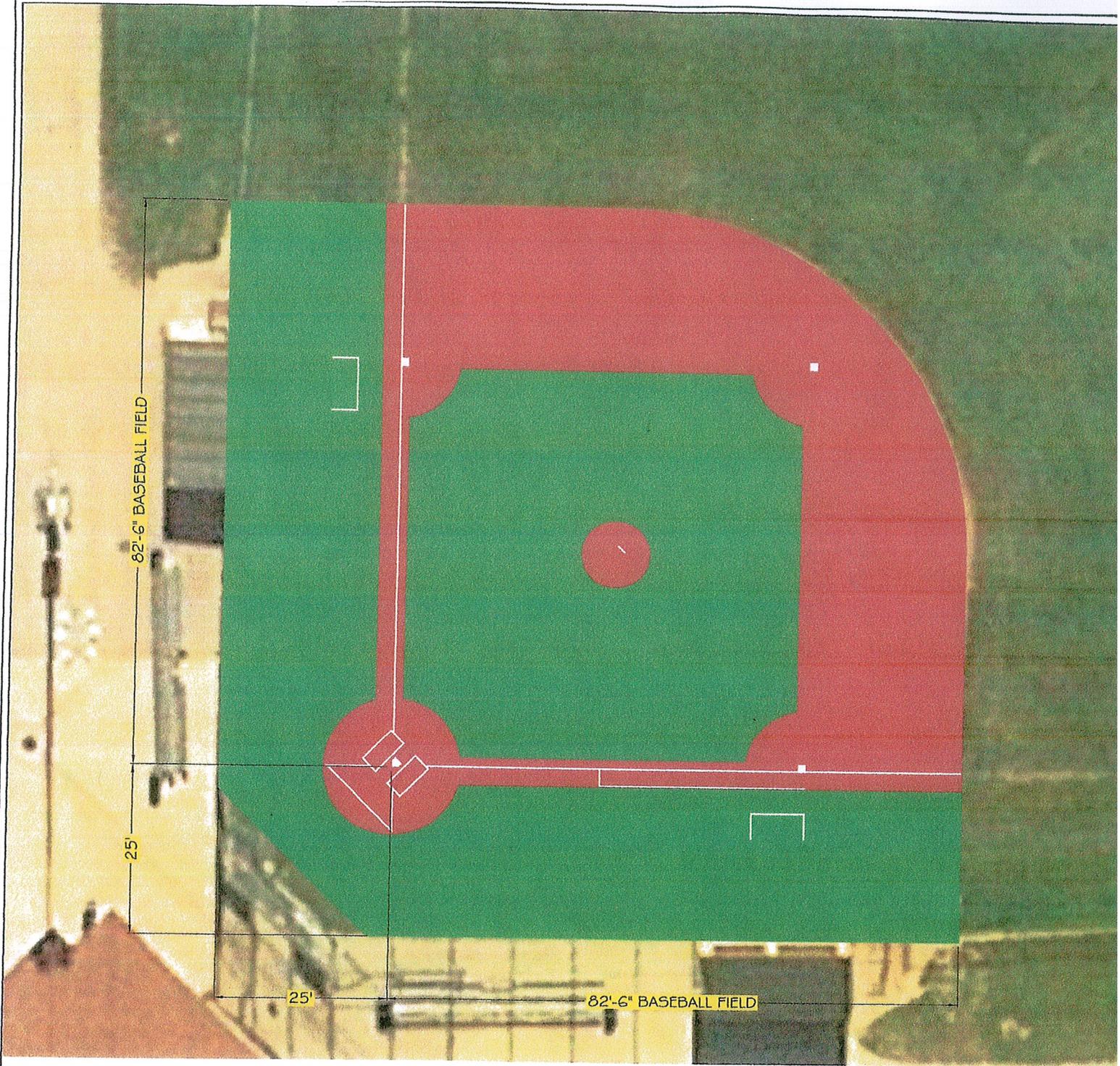
Notes:

- *No spoils to remain on site due to pounded posts.
- *This proposal is based on the replacement of (1) field only.
- *Proposal does not include any backstop work.
- *All private utilities to be marked by others prior to installation (lights, sprinklers, etc?).
- *All signs on existing fence to be removed prior to the removal of it.

Rick Sanderson
Commercial Project Manager

Yutka Fence, Inc.
 Office: (262) 859-3226 Ext: 244
 Email: rick@yutkafence.com

Approved & Accepted for Customer:
Signature: <u><i>Dr. James Santarelli</i></u>
Print: <u>Dr. James Santarelli</u>
Date: <u>12/07/2015</u>

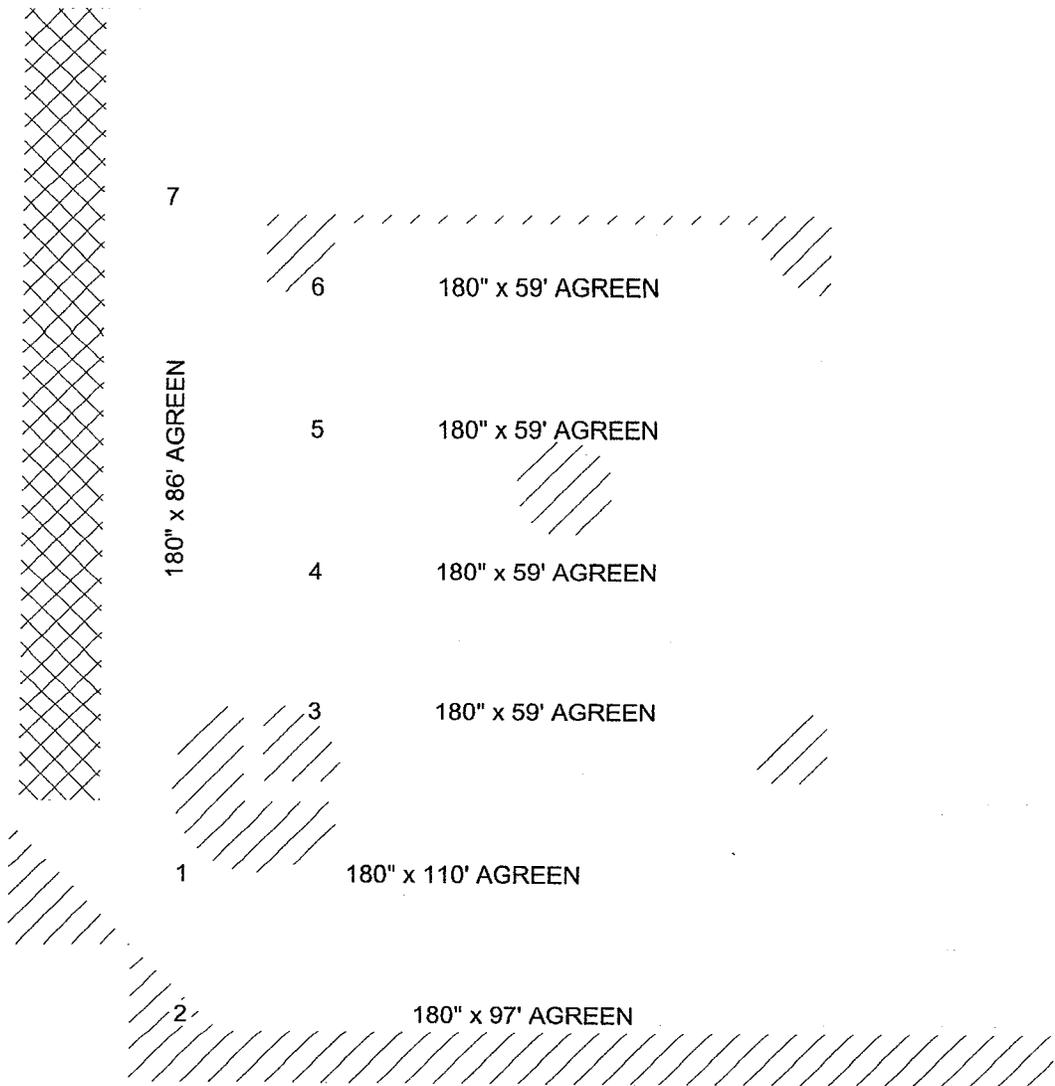


SPORT COLORS:

BASEBALL
 COMPLETE COLOR NAME: WHITE
 PANTONE COLOR NUMBER: WHITE

APPROVED BY:
SIGNATURE:
PRINTED NAME:
TITLE:
DATE:

**CONCEPTUAL DRAWINGS ONLY: DRAWINGS ARE INTENDED ONLY TO BE A GRAPHIC RENDERING FOR PURPOSES OF PRELIMINARY PRESENTATION;
 ALL DISTANCES AND MEASUREMENTS ARE APPROXIMATE IN NATURE AND SUBJECT TO FIELD VERIFICATION.**



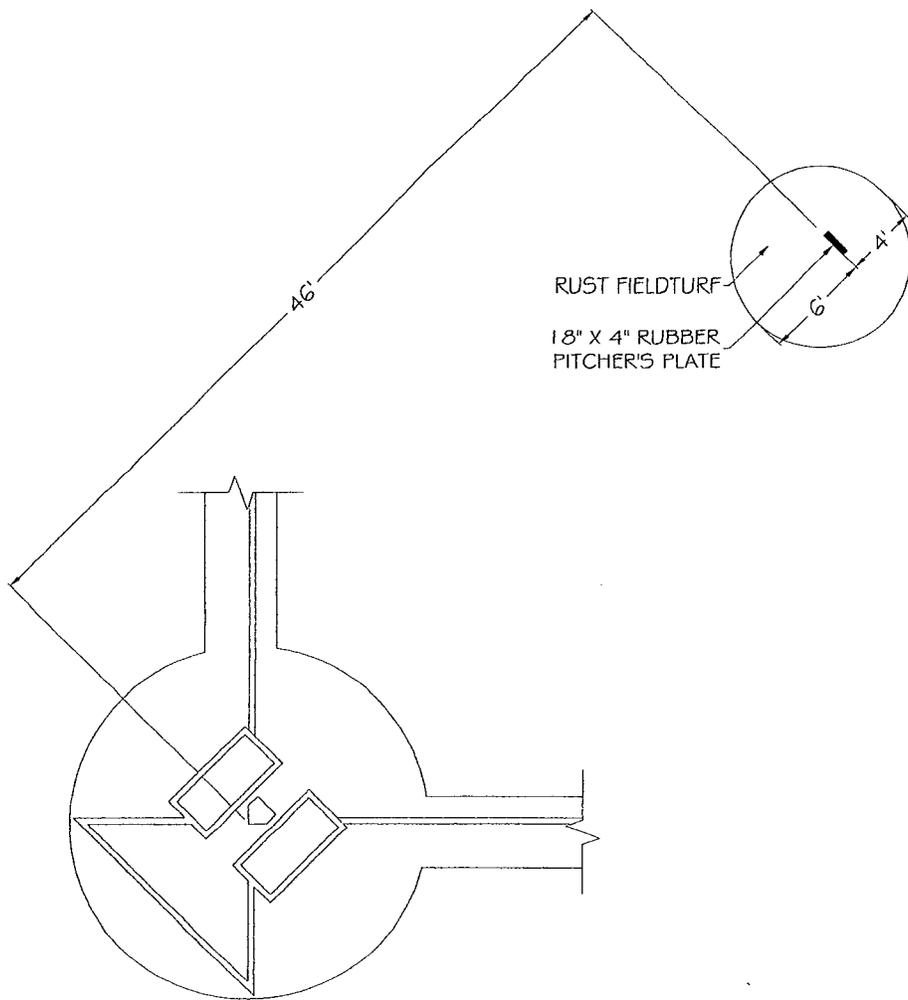
ROLL LEGEND:

AGREEN

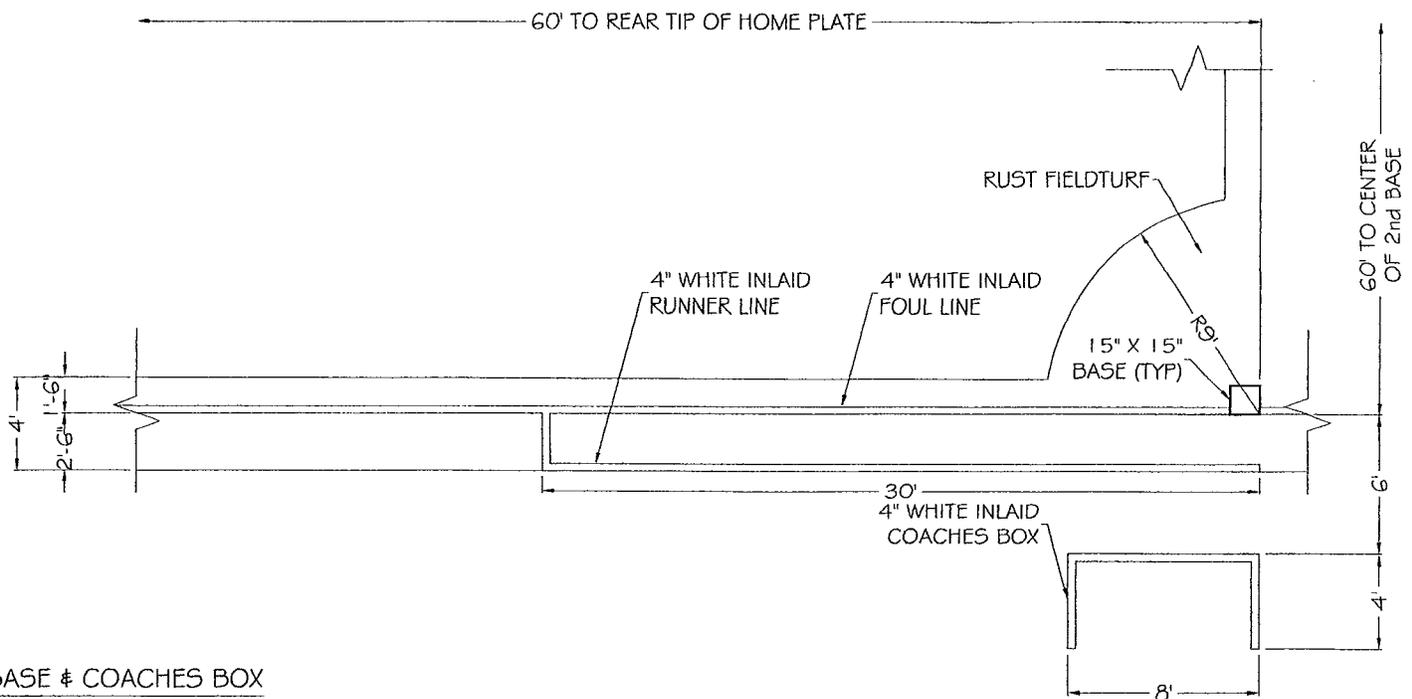
ALRUST

180"

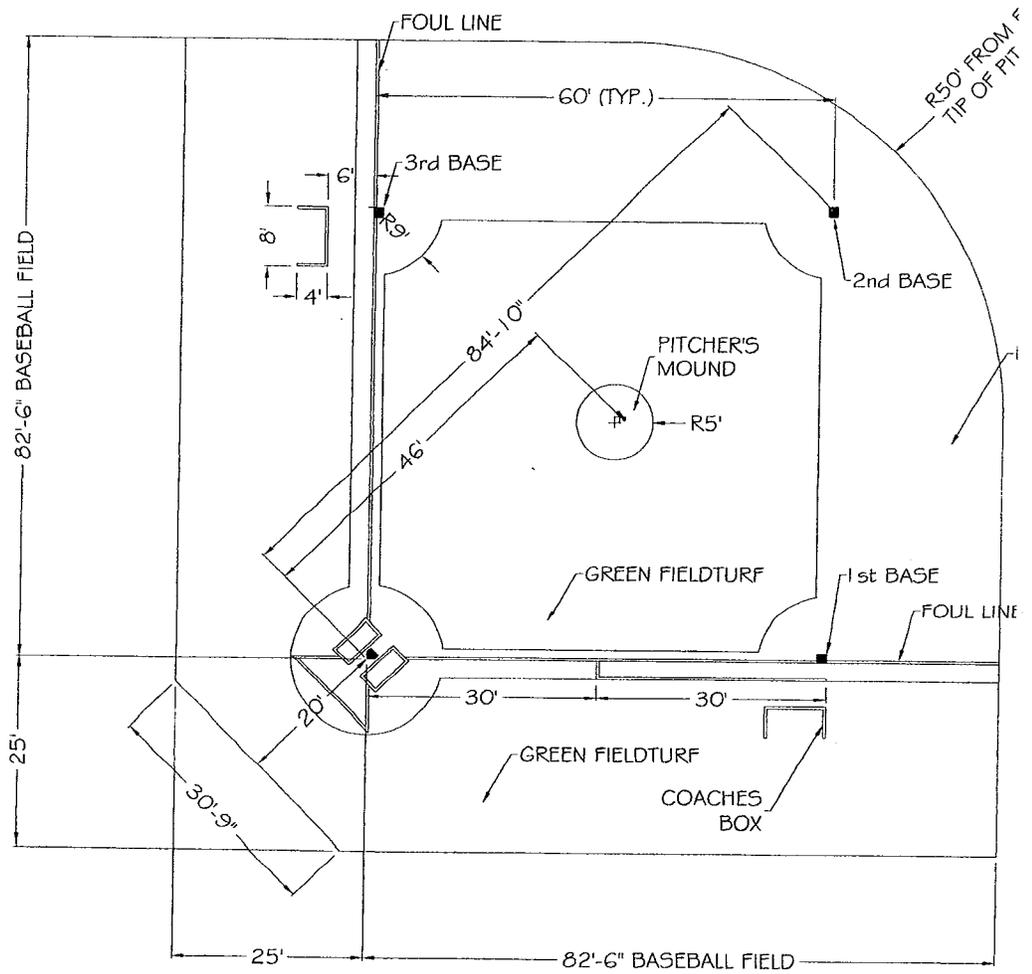
180"



PITCHER'S MOUND
SCALE: 1/8" = 1'-0"



1st BASE & COACHES BOX
SCALE: 1/8" = 1'-0"





November 3, 2015

COST MODEL FOR KENOSHA LITTLE LEAGUE BASEBALL INFIELD RENOVATIONS

FieldTurf is pleased to offer to supply and install the following high performance artificial infilled grass surface.

Field Name	Baseball Infield No. 4 Renovation
Turf System	FieldTurf Classic FTHD-2 (2.0")
Square Footage	Approx. 9,833sf
Field Markings	Baseball Markings
Price	\$ 128,618
Voluntary Alternate #1: Furnish & Install XT-50 (2.0") in lieu of FieldTurf Classic FTHD-2 (2.0")	LUMP SUM DEDUCT: (\$ 3,442)

The FieldTurf Quality Guarantee

To achieve unmatched quality and level of performance, we have invested heavily in modernizing our plants with the latest fiber manufacturing, coating and tufting technologies along with top manufacturing talent, and specialized installation equipment. Our dedicated CAD-based design department supports customization for each client, and our experts ensure timely delivery and installation on every project.

The world leader in artificial turf innovation is ISO 9001, ISO 14001 and OHSAS 18001 certified for its leadership in quality, environment and safety management systems. FieldTurf's Calhoun facility represents the only artificial turf manufacturing operation in North America to have received these ISO certifications.

FieldTurf has taken the necessary steps to ensure that your project will run smoothly and that the quality promised will be the quality delivered.

Price Includes:

- a) Mobilization
- a) Layout of our work
- b) Mass excavation with onsite placement of spoils (assumes an average 8 inch cut)

7445 Cote-de-Liesse Road, Suite 200, Montreal, PQ, Canada H4T 1G2
 Toll Free: 1-800-724-2969 Tel.: (514) 340-9311 Fax: (514) 340-9374
 Website: <http://www.fieldturf.com>



FieldTurf

A Tarkett Sports Company

- c) Proof-roll and lasergrade subgrade
- d) Install geotextile material over a prepared subgrade
- e) Install perforated HDPE pipe and back fill with clean aggregate tie into existing storm drainage system
- f) Install solid outlet piping for tie-in within 40lf of FieldTurf limits
- g) Install lateral drainage piping in herringbone pattern
- h) Install 6" x 12" concrete curb with pressure-treated 2x4 nailer board as required for the perimeter limits of turf
- i) Install, place and compact base aggregate
- j) Install, place and compact finish aggregate
- k) Laser grade and string check with FieldTurf for planarity tolerance
- l) Install (1) set of bases, pitching rubber, home plate and ground anchors
- m) One year warranty on civil work
- b) Installation of the artificial in-filled grass surface upon a suitable base
- c) A 5-Year Manufactures warranty on the FieldTurf artificial grass surface; with the exception of the base paths, pitching and batting areas. The base paths, base boxes, pitching and batting areas will have a **non-3rd party 2 year warranty.**
- d) Baseball Markings package
- e) Rust colored infield area
- f) (1) FieldTurf GroomRight and (1) SweepRight
- g) ***This proposal and offered pricing are based upon FieldTurf's typical dynamic base drainage system and storm water calculations. However, the scope of work/services and associated pricing are subject to change in the event of: (i) design and/or construction requirements of the local permitting authorities which dictate a change in design and/or construction and/or (ii) existing site conditions which are concealed, unknown and/or differ from readily available published data for the region.***

Price does not include:

- a) Design services and construction documentation, including, but not limited to: conceptual drawings/preliminary design; construction drawings; storm water management; submittal reviews and processing; architectural/engineering inspections; soil borings; professional survey; and as-built drawings.
- b) Any costs associated with necessary charges relating to the delineation of the field
- c) Unless otherwise specified, does not include any G-max testing
- d) The supply of manholes or clean-outs or grates, or supply of the manhole covers; and
- e) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- f) The implementation of a storm water pollution prevention plan
- g) Irrigation and layout.
- h) Lime stabilization.
- i) Repair of any un-marked utilities excluded.
- j) Testing by others.
- k) Backstop



FieldTurf

A Tarkett Sports Company

- l) Scoreboard
- m) Dugouts
- n) Bull pens
- o) Batting cages
- p) Site security
- q) Silt fencing and any other fencing
- r) Boring for utilities
- s) Any electrical work
- t) Installation of manholes, junction boxes, gabions, concrete rip wrap, storm drainage not related to the field construction, grate inlets and RCP.
- u) Relocation, removal and repair of existing utilities not limited to electrical conduits, power poles, water, sewer, gas, cable, telephone, owner placed conduits or communication feeds within the field of play
- v) All bonding fees, union labor or other labor law levies.

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The price of the base preparation is subject to increase in the event FieldTurf encounters any of the following site conditions: soil contamination; bedrock; unknown utilities; underground springs; unstable or unsuitable ground; and any concealed or unknown conditions.

Please feel free to reach out to any member of our project team with questions about our offer:

Isabella Matteo
Project Manager
514.375.2606

Isabella.Matteo@fieldturf.com

Blake Centers
Regional Sales Manager
773.569.6814

Blake.Centers@fieldturf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

Per: 
Charles Cook – VP of Design & Construction
FieldTurf USA, Inc.

Conditions

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*;



- b) Final payment shall be upon the substantial completion of FieldTurf's obligations;
- c) Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 1.5% per month (19.56% per annum);
- d) FieldTurf requires a minimum of 21 days after receiving final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under a typical field size and scenario, FieldTurf further requires approximately 100 days unencumbered access to the field to complete the field, subject to weather, other delays beyond the control of FieldTurf and *force majeure*.
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) FieldTurf shall be accountable for its negligence but shall not be bound by any penalty clauses.
- h) FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- i) All colors are to be chosen from FieldTurf's standard colors.

February 26, 2016

To: Scott Gordon, Chairperson
Park Commission

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

Shelly Billingsley
1/30
2/26/16

Cc: Eric Hugaard
District 1

Subject: ***Kennedy Drive Cross Sections – Survey Results***

BACKGROUND INFORMATION

Ayres Associates (previously SAA Design Group) was hired to develop various cross sections of Kennedy Drive between 44th Street and 38th Street. The cross sections were developed based on the existing roadway, future infrastructure improvements, traffic movements and pavement markings.

The attached cross sections show existing conditions and options for 2016 resurfacing (as shown in red boxes). All other improvements are for future reference only and would be dependent on an approved budget.

At the Park Commission meeting on February 8th, staff was instructed to gather public input on the preferred design. A survey was created and available to the public from February 17th – 26th 2016.

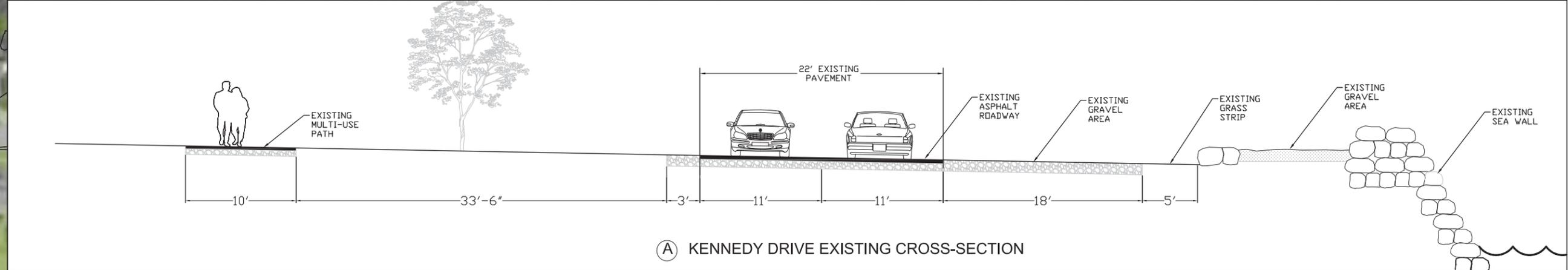
RECOMMENDATION

As of Friday, February 26, 2016 at 8:30 am, 626 total responses were collected. The most popular preferred choice was Option B (43.24%) followed by Option A (29.22%).

Option B includes re-surfacing the existing 22' wide existing road and striping to move traffic in a two way (north and southbound) movement. Future improvements pending funding include paving and pavement striping for parallel parking to the roadway (northbound), pedestrian promenade east of roadway, removing existing gravel area and replacing with landscaping.

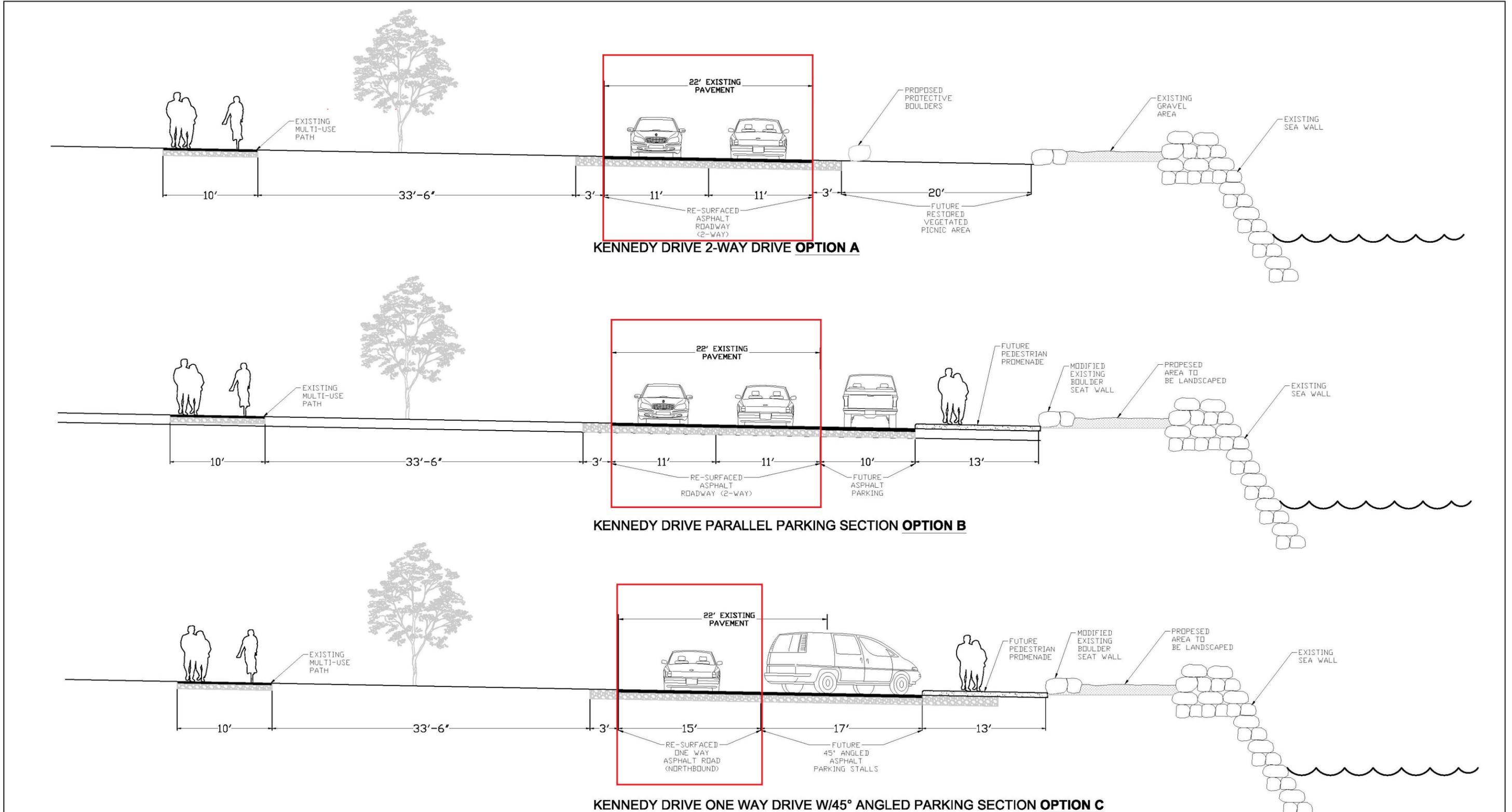
Option A includes re-surfacing the existing 22' wide existing road and striping to move traffic in a two way (north and southbound) movement. Future improvements pending funding include removing existing gravel area east of the roadway and replacing with a restored vegetated picnic area.

Additional data from the survey will be provided during the Park Commission meeting on Monday, February 29th, 2016.

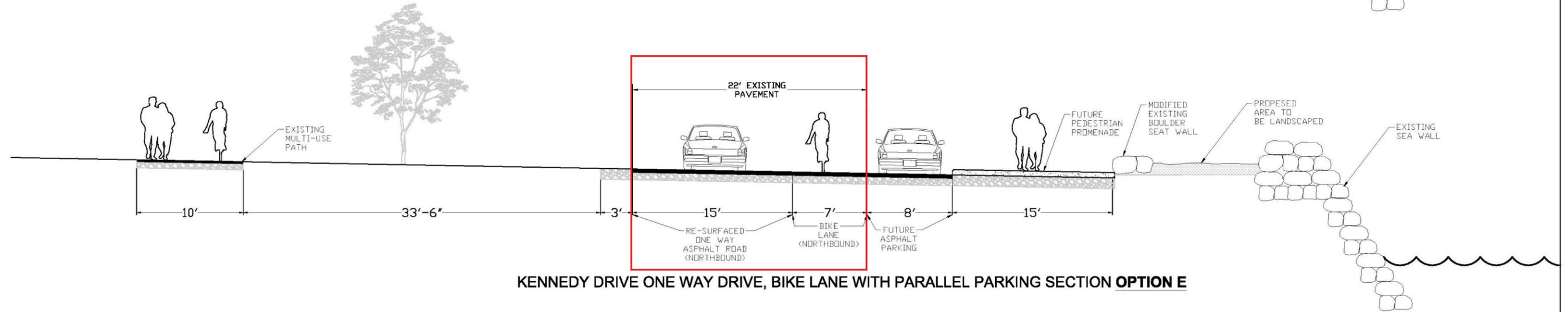
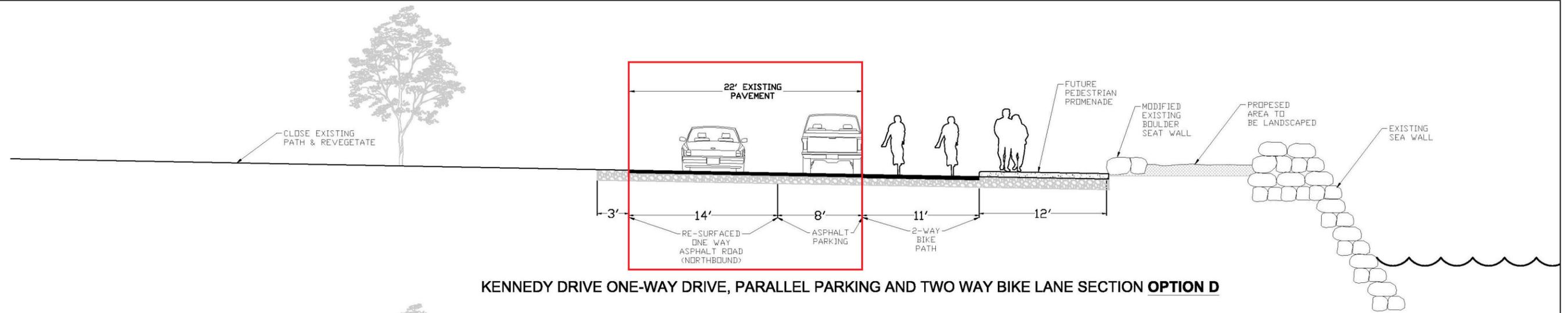


EXISTING KENNEDY DRIVE





POTENTIAL KENNEDY DRIVE SECTIONS



POTENTIAL KENNEDY DRIVE SECTIONS



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

February 26, 2016

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

From: Shelly Billingsley, MBA, PE
Acting Director of Public Works

Subject: Resolution by the Board of Parks Commissioners; Sponsor Alderperson Scott Gordon, Co-Sponsors Alderpersons Keith Rosenberg, Rocco J. LaMacchia Sr. and Kurt Wicklund - To Allow Use of Southport Beach House During Weekday Events at a Reduced Fee for Use During a Limited Period of Time in 2016.

BACKGROUND/ANALYSIS

Staff received this Resolution by the Board of Parks Commissioner, Sponsored by Scott Gordon, Co-Sponsors Alderpersons Keith Rosenberg, Rocco J. LaMacchia Sr. and Kurt Wicklund from the Legal Department - To Allow Use of Southport Beach House During Weekday Events at a Reduced Fee for Use During a Limited Period of Time in 2016.

RECOMMENDATION

Staff has no recommendation. However with this Resolution staff wants the Board of Parks Commission to be made aware that this Resolution would change the current operating hours for the Southport Beach House. Currently, the Beach House's operating hours are 10am to 10pm. This was to allow staff time before opening to ensure cleanliness from an evening party. This change may require personnel to inspect and clean outside their normal working hours. Therefore, in the event of a late rental the prior day, we could not guarantee clean up from that reservation. Also reducing the revenue for the Southport Beach House may impact the operational budget therefore other fees may have to be evaluated.

SB/dm

RESOLUTION BY THE BOARD OF PARKS COMMISSIONERS

SPONSOR: SCOTT GORDON
CO-SPONSORS: KEITH ROSENBERG
ROCCO J. LAMACCHIA, SR.
KURT WICKLUND

**TO ALLOW USE OF SOUTHPORT BEACH HOUSE
DURING WEEKDAY EVENTS AT A REDUCED FEE FOR
USE DURING A LIMITED PERIOD OF TIME IN 2016**

WHEREAS, the Southport Beach House is a park facility used for special events by the citizens of the City of Kenosha; and

WHEREAS, the Southport Beach House has primarily been used for weekend events; and

WHEREAS, the City charges a fee for use of the Southport Beach House to recover costs associated with operation and maintenance of the facility; and

WHEREAS, the fee for use of the Southport Beach House may inhibit the full utilization of the facility during the week days; and

WHEREAS, the City desires to encourage use of the Southport Beach House during week days by creating a limited period of time during which the Southport Beach House may be reserved at a reduced fee in order to encourage potential users of the facility to explore the possibilities for continued use beyond the limited reduced fee period.

NOW THEREFORE BE IT RESOLVED by the Board of Park Commissioners for the City of Kenosha that for the period of time from April 1, 2016, through September 30, 2016, the Southport Beach House may be reserved and used for events for a minimum of three (3) hours per day on Mondays through Thursdays (excluding holidays during which the Municipal Office Building is closed in celebration) at a fee of \$15.00/hour between the hours of 7:00 A.M. and 4:00 P.M. and \$25.00/hour between the hours of 4:00 P.M. and 10:00 P.M. for its use. All other terms and conditions for its use shall remain unchanged.

BE IT FURTHER RESOLVED that any individuals or groups that at the time of passage of this Resolution had a reservation for a date that would otherwise be impacted by this Resolution shall be entitled to pay for use of the Southport Beach House at the rates set forth herein and where applicable be entitled to a refund from the City.

Adopted this _____ day of _____, 2016.

APPROVED: _____
Scott Gordon, Chair

Drafted By:
WILLIAM K. RICHARDSON
Assistant City Attorney