

**AGENDA**  
**BOARD OF PARK COMMISSIONERS**  
**Kenosha Municipal Building - Room 202**  
**Monday, March 12, 2012 - 5:00 pm**

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

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

**A. APPROVAL OF MINUTES**

A-1. Approval of the minutes of the meeting held on February 27, 2012.

**B. DEFERRED**

B-1. Request from the Urban League of Racine and Kenosha for the following on Saturday, June 23, 2012 (*rain date of Saturday July 7, 2012*):

a. To hold their Juneteenth Festival in Pennoyer Park with the Bandshell (*1st choice*) or HarborPark and Celebration Place (*second choice*)

b. Request to Utilize Park Equipment

c. Full Sponsorship (*District 1 & 2*) (*Deferred from February 27, 2012 meeting*)

B-2. Approval of Service Agreement with Applied Ecological Services for Anderson Park Rain Garden Maintenance. (*Deferred from February 27, 2012 meeting*)

**C. REFERRED TO COMMISSION**

C-1. Request from the Kemper Center to use the showmobile at the Anderson Arts Center for their Twilight Jazz program on various dates. (*Note: in the past we have charged 50% of costs*) (*District 2*)

C-2. Request from Safe Harbor Humane Society for the following on Saturday, September 22, 2011:

a. Use of Lincoln Park and the Pavilion for Zoogy's Walk for Paws

b. Full Sponsorship (*Note: 1st time event for City*) (*District 12-formerly District 8 & 12*)

C-3. Request from the Urban League to hold a Cinco de Mayo Festival in Columbus Park on Saturday, May 5, 2012. (*District 7*)

C-4. Approval of Task Orders for Professional Services by SAA Design Group, Inc., for the Sunrise Park Trail Development. (*District 5*)

C-5. Award of Contract for Project 10-1415 Lake Front Water Feature (*5501 Ring Road*) to Camosy Construction (*Kenosha, Wisconsin*) in the amount of \$275,000. (*District 2*)

C-6. Award of Contract for Project 11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (*3601-7<sup>th</sup> Avenue*) to Veit & Company (*New Berlin, Wisconsin*) in the amount of \$349,000. (*District 1*)

INFORMATIONAL ITEMS:

1. Grant Presentation from DNR
2. ASLA Award Announcement
3. 2012 Special Events – Approved by Parks Administration
4. Project Status Report

DIRECTOR AND/OR SUPERINTENDENT COMMENTS

**CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS AS AUTHORIZED BY LAW**

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

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

**BOARD OF PARK COMMISSIONERS**  
**Minutes of Meeting held Monday, February 27, 2012**

A meeting of the Board of Park Commissioners was held on Monday, February 27, 2012, in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Orth.

At roll call, the following members were present: Commissioners LaMacchia, Downing, Kennedy and Green. Staff members in attendance were Mayor Keith Bosman, Jeff Warnock; Parks Superintendent, Ed Antaramian; City Attorney, and Shelly Billingsley; Director of Engineering.

It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve the minutes from the meeting held on Monday, February 13, 2012. Motion passed unanimously.

- C-1. Request from Christina Salinas on behalf of the Alex's Lemonade Stand Foundation to Place the Stand for 3 Non-Consecutive Days in Veteran's Memorial Park on the Corner of 52nd Street and 6th Avenue. (*District 2*)  
Public Hearing: Christina Salinas was present to answer questions.  
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve along with a 10x10 Tent. Motion passed unanimously.
- C-2. Request from Kite Society of Wisconsin and Gift of Wings for the following on June 2-3, 2012:  
a. To hold their Outta Sight Kite Flight in Kennedy Park  
b. Full Sponsorship (*District 1*)  
Public Hearing: Scott Fischer spoke.  
Staff/Aldersperson: Jeff Warnock spoke.  
It was moved by Commissioner LaMacchia, seconded by Commissioner Green, to approve with full sponsorship. Motion passed unanimously.
- C-3. Request from the Wisconsin Marathon, LLC for the following on Saturday, May 5, 2012:  
a. To hold their Event in HarborPark and surrounding streets  
b. Request to Utilize Park Equipment  
c. Permission to Sell Fermented Malt Beverages (*District 2*) (*Also referred to Public Works*)  
Staff/Aldersperson: Jeff Warnock spoke.  
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve. Motion passed unanimously.
- C-4. Request from the Urban League of Racine and Kenosha for the following on Saturday, June 23, 2012 (*rain date of Saturday July 7, 2012*):  
a. To hold their Juneteenth Festival in Penoyer Park with the Bandshell (*1st choice*) or HarborPark and Celebration Place (*second choice*)  
b. Request to Utilize Park Equipment  
c. Full Sponsorship (*District 1 & 2*)  
It was moved by Commissioner Green, seconded by Commissioner Downing, to defer for two (2) weeks. Motion passed unanimously.
- C-5. Request from Kiwanis Club of Western Kenosha for the following on July 27-29, 2012:  
a. To hold their Taste of Wisconsin Event in HarborPark and Celebration Place  
b. Request to Utilize Park Equipment  
c. Permission to Sell Fermented Malt Beverages  
d. Extend the closing hour to 11:00 pm  
e. Full Sponsorship (*District 2*) (*Also referred to Public Works*)  
Public Hearing: Candy Eisenhauer was present to answer questions.  
It was moved by Commissioner Downing, seconded by Commissioner Green, to approve. Motion passed unanimously.

- C-6. Request from the Kenosha Band Booster, Inc. to hold their Ice Cream Social at Simmons Island on Tuesday, July 17, 2012, with Full Sponsorship. *(District 2)*  
Public Hearing: Keenan Dreger spoke.  
It was moved by Commissioner Kennedy, seconded by Commissioner Green, to approve.  
Motion passed unanimously.
- C-7. Request from KUSD to close MLK Drive in Lincoln Park for the Cross Country Meet with a Waiver of Fee for use of Picnic Shelter. *(District 12-formerly District 8 & 12)*  
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to approve.  
Motion passed unanimously.
- C-8. Requests from Stephanie Poska for her Wedding and Reception to be held along the Lakefront on a Date to be Determined:  
a. Park Site: Eichelman, Pennoyer or Simmon's Island  
b. To allow Fermented Malt Beverages  
c. To allow a DJ  
d. To Extend the Park Closing Time to 11pm or midnight  
Staff/Alderman: Ed Antaramian spoke.  
It was moved by Commissioner Green, seconded by Commissioner LaMacchia, to deny. After discussion, Commissioner Green withdrew his motion. It was then moved by Commissioner Green, seconded by Commissioner LaMacchia to receive and file. Motion passed unanimously.
- C-9. Approval of Service Agreement with Applied Ecological Services for Anderson Park Rain Garden Maintenance.  
Staff/Alderman: Shelly Billingsley spoke.  
It was moved by Commissioner Downing, seconded by Commissioner Green, to defer for two (2) week. Motion passed unanimously.
- C-10. Approval of the Fireworks Display Agreement by and between the City and MIAND, Inc., dba Mad Bomber Fireworks Productions in the amount of \$41,300.  
Staff/Alderman: Mayor Bosman and Jeff Warnock spoke.  
It was moved by Commissioner Kennedy, seconded by Commissioner Green, to approve.  
Motion passed unanimously.
- C-11. Approval of Lease between the City and New Cingular Wireless PCS, LLC for Property Located at 1613 Washington Road. *(Also referred to Finance) (District 6)*
- C-12. Approval of Joint Parkland and Communications Facility Development Agreement for Property Located at 1613 Washington Road. *(Also referred to Finance) (District 6)*  
It was moved by Commissioner Downing, seconded by Commissioner Green, to approve items C-11 and C-12. Motion passed unanimously.
- C-13. Acceptance of a donation in the amount of \$10,000 from the Western Kiwanis Baseball to be Placed in the Nash Park account.  
Staff/Alderman: Jeff Warnock spoke.  
It was moved by Commissioner Green, seconded by Commissioner Downing, to approve the funds being placed in the Nash Account. Motion passed unanimously.

#### INFORMATIONAL ITEMS:

1. 2012 Special Events – Approved by Parks Administration
2. Puerio Park Enhancements Near Nature Center – Shelly Billingsley spoke briefly.
3. Project Status Report

CITIZEN/COMMISSIONERS COMMENTS: John Christiansen, John's Tree Service, spoke briefly about the Trimming and Removal of Trees Contract. He also commented about having the Aerial Truck for the Parks Department in the Kenosha Parade.

There being no further business to come before the Board of Park Commissioners it was moved, seconded and unanimously carried to adjourn at 5:40 pm.



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

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

**DEPARTMENT OF PUBLIC WORKS**

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

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

February 23, 2012

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

**CC:** District 1 – Alderperson Eric Haugaard (Pennoyer Park)  
District 2 – Alderperson Ted Ruffalo (HarborPark)

**FROM:** Jeff Warnock, Park Superintendent

**RE:** Juneteenth Festival

Request: Urban League of Racine and Kenosha, Inc. have requested to change their venue for Juneteenth Festival, first option Pennoyer Park and the Sesquicentennial Bandshell or the 2<sup>nd</sup> option at HarborPark and Celebration Place.. The event will be held on Saturday, June 23, 2012, with a request for a rain date of Saturday, July 7, 2012.

History: This event has been held at Lincoln Park in the past and the organization has decided to request a new area. The event has had a 100% sponsorship in previous years.

Cost: 2010 = \$1,131.16  
2011 = \$809.88  
1<sup>st</sup> Option 2012 = \$825.00 (Rental Park/Bandshell \$125; Picnic Tables \$450; Showmobile for extra stage \$250 – Benches are on site)  
2<sup>nd</sup> Option 2012 = \$890.00 ( 30 Benches \$90; 30 Picnic Tables \$450, Showmobile \$250 and Rental of Park \$100)

Recommendation: To approve the request and to invoice charges to the organization

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mdurkee@kenosha.org

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**Change to Urban League special event application**

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**From :** Yolanda Adams  
<yadams2006@yahoo.com>

Thu, Feb 23, 2012 11:54 AM

**Subject :** Change to Urban League special event application

**To :** Mary KENO Durkee  
<mdurkee@kenosha.org>

**Cc :** Amanda Williams  
<sunkistwilliams@yahoo.com>

Mary: As we just discussed by phone, our Juneteenth Committee asked for the following revision to our Special Event Application:

First choice for the Juneteenth Festival: Sesquicentennial Bandshell at Pennoyer Park (35th St. and 7th Ave.).

Alternate choice for the Juneteenth Festival: Harbor Park Celebration Place (by the Museum).

All else remains the same. I plan to attend the Parks Commission meeting on Monday, February 27 at 5:00 p.m. at the Municipal Bldg., 625-52nd Street.

Thank you!!!

**Yolanda Adams**  
**President and CEO**  
**Urban League of Racine and Kenosha, Inc.**  
C: 262-705-4734  
O: 262-898-9066  
H: 262-652-1523  
F: 262-637-8634  
I AM EMPOWERED!

Benches @ site  
30 Picnic TABLES \$ 450  
Showmobile \$ 250  
Use of Park Bandshell \$ 125

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 Inc.

Contact Person who is responsible for event: Yolanda Adams

Address: 718 N. Memorial Drive

City/State/Zip Racine, WI 53404

Daytime # 262-898-9066 Evening # \_\_\_\_\_ Cell# 262-705-4734

Fax # 262-1637-8034 E-mail: yadams.2006@yahoo.com

Is the Host Organization a 501(c)-3?  Yes, provide ES# 39-1042332

EVENT INFORMATION

Name of the Event: June-teenth Festival

Date Requested: June 23, 2012 Rain Date July 7, 2012

Location Requested: Sesqui-centennial Bandshell <sup>Pearcyer Park</sup> Estimated Attendance 250  
35th St. and 7th Ave.

Charitable Event:  No  Yes, Proceeds donated to Urban League

Brief Description of the Event: Family event with entertainment, food & beverages, novelty vendors, youth games and jumpy houses, and June-teenth information.

Set up date and time: June 23<sup>rd</sup>, 2012 at 10:00 am

Time of Event: 10am Setup, 11am Festival Starts

Take down date and time: 6:30pm Tear down, 7:30pm Exit Park

\* Alternate Site: Harbor Park Celebration Place

FOR OFFICE USE ONLY:

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

Administrative/Commission Approval

Copies sent to: Alderman \_\_\_\_\_

Dirk \_\_\_\_\_ Police \_\_\_\_\_

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

### Mitigation of Impact

As an Event Organizer, you are required to develop mitigating measures to accommodate the impact your event may have on the surrounding neighborhood.

If your event will have over 250 participants/viewers, you must notify the alderman for that park location. This must be done prior to approval by the Board of Park Commissioners.

Your event may also necessitate posting and notifying of park users and neighbors of the event date and any necessary alternate route or parking impacts. If this is required of you, it must be completed prior to approval.

Have you done the appropriate notifications?

No  Yes, alderman Name/Date Theodore Ruffalo 2/15/12 (via phone)

### Special Event Fees

To assist you with your special event, the Kenosha Park Department rents some equipment for use by the Event Organization. The location of this equipment must be noted on the site and route plan you have attached to this application. Attached at the end of this document are the current fees associated with special events in the Kenosha Parks. These fees include the park rental fee, the equipment rental fees, deposits, and cancellation fees.

All special events, for-profit and non-profit alike, are required to pay all of the fees associated with putting on a special event.

- > The Park Department does not and cannot honor requests of waived fees for any portion of your event costs. Co-sponsorship is with Park Commission approval only.
- > No individual, group, or organization shall be granted permission to hold an event in the park if there is any unpaid balance from a previous event.
- > Cancellation of any event, for any reason, shall result in charges for actual services, labor and materials provided.
- > These fees are included in the packet to assist you with your budget planning. If you need assistance in determining the fees for your particular event, contact the Park Department at 262-653-4080.

#### EQUIPMENT REQUESTS: Appropriate fees will be charged

Electric\*       Water      30 # of Benches      30 # of Picnic Tables  
 # of Trash Containers       Barricades       Snow Fencing (must provide location)  
 Bleachers       Reviewing Stand       Showmobile       Portable Fencing

\*Electrical availability vary by location. You may need to provide generators in order to supply the level of service required for your event. Contact the Park Department in advance with any concerns.

Other Special Requests:

## Application Signature

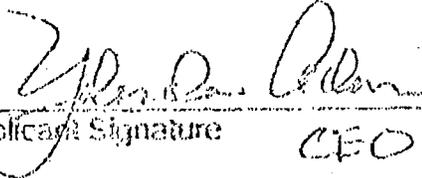
The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved park area. This permit is subject to all City of Kenosha General Ordinances as defined by the City of Kenosha, in addition to all rules and regulations governing the City's Park Department. The applicant agrees that during the use of the park facility, the sponsoring organization will not exclude anyone from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of the person's race, color, creed, national origin, or handicap.

The applicant for her/himself, and for other persons, organizations, firms and corporation, if any listed in this application, does hereby contract to agree that he/she (and they) will jointly and severally indemnify and hold the City of Kenosha harmless against liability for any and all claims for damages to property, injury to or death of person or persons arising out of or resulting from the negligence of the applicant.

Permit holders shall submit a general liability insurance policy certificate in the amount of \$1,000,000 naming the City of Kenosha, its Park Department and any vendors/participants as an additional insured party.

The applicant has read the Special Event Explanation Packet. The applicant has attached all of the appropriate permit applications for this event.

I hereby certify to the best of my knowledge that the information and statements contained in this application are complete and true. I understand that failure to report components of this event/activity may result in the loss of deposit, revocation of permit and/or failure to secure future permits.

  
\_\_\_\_\_  
Applicant Signature      CEO

2-22-12  
\_\_\_\_\_  
Date

## Application Submission

Please remember, you need a MINIMUM of 90 days advance submission. And most often, the planning of your event and the acquisition of all of the appropriate permits will take much longer than 90 days.

Please mail your application to:  
City of Kenosha Park Department  
3617 - 65<sup>th</sup> Street  
Kenosha, WI 53142

Ann: Mary D...

05 02 11 12

APPLICATION "A"

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, Inc  
Contact Person who is responsible for event: Yolanda Adams  
Address: 718 Memorial Dr.  
City/State/Zip Racine, WI 53404  
Daytime # 262-878-7060 Evening # \_\_\_\_\_ Cell# 262-705-4734  
Fax # 262-637-8634 E-mail: yadams2006@yahoo.com  
Is the Host Organization a 501(c)-3?  Yes, provide ES# 39-1042332

EVENT INFORMATION

Name of the Event Juneteenth Festival  
Date Requested: June 23, 2012 Rain Date July 7, 2012  
Location Requested: Harbor Park Celebration II Estimated Attendance 250  
Charitable Event:  No  Yes, Proceeds donated to Urban League  
Brief Description of the Event: Family event with entertainment, food, beverages, novelty vendors and youth information. Youth games and jumpy houses  
Set up date and time: June 23rd, 2012 at 10:00 AM  
Time of Event: 10:00 Set up / 11:00 AM FESTIVAL STARTS  
Take down date and time: 6:30 PM Tear down  
7:30 EXIT PARK

FOR OFFICE USE ONLY:

Application Packet Received 2-17-2012 Administrative/Commission Approval

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

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

EQUIPMENT RENTAL REQUEST  
CITY OF KENOSHA - PARK DIVISION

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

YES  
yes/no

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

Water: Varies by location  
yes/no

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

30 x 3 = \$90  
Benches

30 x 15 = 450  
Picnic Tables

50 Trash Containers/NC

\_\_\_\_\_ Barricades

\_\_\_\_\_ Snow fencing

   Portable fencing

\_\_\_\_\_ Bleachers

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

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

   Showmobile(old) = \$250.00

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

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

See Attached Fees Schedule

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 Suneteenth Festival

Location of Event: Harbor Park Celebration Pl Date of Event June 23, 2012

Contact Person Yolanda Adams

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) Possible Band Music or Instruments

Requested time of amplification: Start: 11:00 AM Ending 6:30 PM

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

Urban League of Kenosha and Racine - Yolanda Adams, CEO

Daytime # 262-448-7066 Evening # 262-652-1523 Cell # 262-705-4734

Aldersperson notification

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

DIST 2  
T. Ruffalo  
705-8919  
262-726

Yes  No Date: 7-15-12  
Theodore Ruffalo Via Phone

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

Urban League of Racine and  
Kenosha, Inc.  
718-22 N. Memorial Drive  
Racine WI 53404  
(262) 637-8532

facsimile transmittal

To: Mary Burke Fax: 262-653-4093

Company: Park Supv Office #: 262-653-4062

From: Yolanda Santos Adams Date: 262-898-9066

Re: \_\_\_\_\_ Pages: \_\_\_\_\_

Senders \_\_\_\_\_ Senders Fax Number: (262) 637-8634

- Urgent
- For Review
- Please Comment
- Please Reply
- Please Recycle



TEMPORARY STRUCTURE  
CITY OF KENOSHA - PARK DIVISION

Name of Event Juneteenth Festival  
Park Requested Harbor Park Celebration Pt. Date of Event: June 28, 2012

\*Structure location must be placed on site map.

Type of Temporary Structure

- Tent
- Staging (older showmobile)
- Trailers
- Inflatables Bumpy Houses
- Dunk Tank
- Other, Please explain Some vendor tents

Vendor Information

(Name of Company and/or individual providing temporary structure) Volunda Adams, CEO  
Name of Company/Individual: Urban League of Racine and Kenosha  
Work #: 262-898-9060 Home #: 262-652-1523 Cell 262-705-4734

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 Johnson Insurance

Signatures

Vendor Signature [Signature] Date 2-17-12

**Zimbra**

mdurkee@kenosha.org

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**RE: Juneteenth Day**

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**From :** Lewis Lindquist  
<ltl240@kenoshapolice.com>

Mon, Feb 20, 2012 02:11 PM

**Subject :** RE: Juneteenth Day

**To :** Mary Durkee  
<mdurkee@kenosha.org>

The Police Dept. has no objection.

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**From:** Mary Durkee [mailto:mdurkee@kenosha.org]

**Sent:** Friday, February 17, 2012 1:38 PM

**To:** Lindquist, Lewis

**Subject:** Juneteenth Day

The Urban League has requested a change of venue for the Juneteenth Festival -- they would like to move from Lincoln Park to HarborPark/Celebration Place. To be held on June 23 with a rain date of July 7th.

I will be taking this to the Board of Park Commissioners/Public Works Committee the end of February - so if you could give me your opinion/concerns/approval etc. as soon as possible it would be appreciated.

Mary Durkee, CPRP, AFO  
Park Division  
Phone: 653-4062  
Cell: 945-4615

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STREET DIVISION  
JOHN H. PRIJIC  
SUPERINTENDENT

DIRECTOR OF ENGINEERING/CITY ENGINEER  
SHELLY BILLINGSLEY, P.E.

SOIL EROSION SPECIALIST  
CHRIS PAGELS

DEPARTMENT OF STORMWATER UTILITY  
MICHAEL M. LEMENS, P.E., DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140  
TELEPHONE (262) 653-4050 · FAX (262) 653-4056

March 9, 2012

To: Anthony Nudo, Chairman  
Stormwater Utility Committee

Michael Orth, Chairman  
Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*  
Director of Engineering / City Engineer

Cc: Lawrence Green  
District 9

David Bogdala  
District 17

Subject: Service Agreement with Applied Ecological Services Inc.  
A. Anderson Park Rain Garden Maintenance  
B. River Crossing Swale Maintenance

**BACKGROUND INFORMATION**

Stormwater Utility has received a **Revised** quote from a recommended consultant to complete the Anderson Park Rain Garden demonstration site maintenance. The first three years from the initial planting is the most critical for the success of these alternative stormwater management practices. The first three years are when the native plants are most vulnerable to being crowded out by non-native and invasive species. **The attached contract has been modified to include prevailing wage rates and excludes sales tax.**

- A. **ANDERSON:** Staff has received a proposal from Applied Ecological Services, Inc (Brodhead, Wisconsin) to complete the maintenance for the estimated cost of **\$1,212**. This contract will require them to monitor the site and perform the primary tasks of spot herbiciding, wick herbiciding and hand weeding three times per year.
- B. **RIVER CROSSING:** Staff has received a proposal from Applied Ecological Services, Inc (Brodhead, Wisconsin) to complete the maintenance for 2012 for the estimated cost of **\$2,928**. This contract will require them to monitor the site and perform the primary tasks of spot herbiciding, wick herbiciding and hand weeding three times per year as well as providing public information and plant information plaques.

**RECOMMENDATION**

- A. **ANDERSON:** Approve the contract between the Kenosha Stormwater Utility and Applied Ecological Services, Inc. for **\$1,400 to include their quote of \$1,212 with \$188 of contingency** for plant replacement and authorize the Director to execute the contract. The funding for this work will be paid for out of 501-03-50102-219.
  
- B. **RIVER CROSSING:** Approve the contract between the Kenosha Stormwater Utility and Applied Ecological Services, Inc. for **\$3,200 to include their quote of \$2,928 with \$272 of contingency** for plant replacement and authorize the Director to execute the contract. The funding for this work will be paid for out of CIP SW-10-005.



# Applied Ecological Services, Inc.

## Contracting Division

17921 Smith Road  
PO Box 256  
Brodhead, WI 53520-0256

Ph: 608-897-8641  
Fax: 608-897-8486  
www.appliedeco.com

*Sustainable Solutions for Over 30 Years.*

### PRICE QUOTE

River Crossing Swale & Anderson Park Maintenance  
City of Kenosha  
AES Project Number 11-0070

QUOTE PREPARED BY Chuck Campbell & Troy Anderson  
DATE 3/8/2012

Item	Qty	Unit	Unit Cost	Total Cost
Sign Installation (signs provided by city)	6.00	each	\$ 24.00	\$ 144.00
Outreach Management for 1 Year, includes the following*: • Create email address for public comment opportunity • Annual report summarizing feedback from citizens  • Detailed record of all email transactions with stakeholders • Quick email response communication to answer any of the stakeholder questions	1.00	year	\$ 900.00	\$ 900.00
River Crossing Swale Maintenance 2012	3.00	trip	\$ 628.00	\$ 1,884.00
Anderson Park Maintenance 2012	3.00	trip	\$ 404.00	\$ 1,212.00
<b>TOTAL</b>				<b>\$ 4,140.00</b>

\*Outreach falls under professional services and is not subject to prevailing wage.

#### Notes:

- This quote is valid for 60 days.
- Prices quoted above do not include sales tax on materials to be used for this project
- AES is a non-union shop however prevailing wage rates have been included in the above price.
- **Applied Ecological Services provides a one year guarantee on materials and workmanship. AES warrants that the work shall be free from material defects not intrinsic in the design or materials required in the Contract Documents, if any. Applied Ecological Service's warranty does not include remedies for defects or damages caused by normal wear and tear during normal usage, use for a purpose for which the project was not intended, improper or insufficient maintenance, modifications performed by the owner or others, or abuse. Applied Ecological Services warrants that all materials shall be new unless otherwise specified, of good quality, in conformance with the Contract Documents, if any, and free from defective workmanship. If within one year the owner does not promptly notify AES of defective work, the owner waives AES's obligation to correct any defective work as well as the owner's right to claim a breach of warranty with respect to that defective work.**

#### Fees:

- Fees for all tasks and services are based on the unit cost and/or lump sum prices as set forth above. All rates are current for six months from the date of the signed agreement.
- Applied Ecological Services reserves the right to place a lien on the owners property if payment for work has not been received within 10 days of past due status.

• In an emergency, the Applied Ecological Services shall act in a reasonable manner to prevent personal injury or property damage. Any change in the Contract price and/or Contract time resulting from the actions of Applied Ecological Services in an emergency situation shall be equitably adjusted.

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**Chuck Campbell**  
Project Estimator  
APPLIED ECOLOGICAL SERVICES, INC.



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**Troy Anderson**  
Project Director  
APPLIED ECOLOGICAL SERVICES, INC.



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

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

## DEPARTMENT OF PUBLIC WORKS

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

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

March 8, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
FROM: Jeff Warnock, Park Superintendent  
RE: Kemper Center

Request The Kemper Center has requested the use of the Showmobile from the City to be placed on their grounds during the 2012 Twilight Jazz Concert Series. The dates for this season are June 26, July 3, July 24 & July 31. The equipment will not be available for July 3<sup>rd</sup> as the Park Division will be setting up all equipment for the 4<sup>th</sup> of July activities.

History The organization has utilized the Showmobile the past couple of years for their events. The cost includes the delivery, set up and take down of the equipment.

Costs The new Showmobile for a Non-Profit Organization is \$250.00 for which they have been charged 50% of the cost. \$1,000 for 4 dates with the organization being charged at 50% for a cost of \$500.

Recommendation Approve the utilization of the equipment except on July 3<sup>rd</sup> with all fees to be invoiced.



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

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Superintendent  
**Waste Division**  
Rocky Bednar  
Superintendent  
**Parks Division**  
Jeff Warnock  
Superintendent

## DEPARTMENT OF PUBLIC WORKS

Ronald L. Bursek, P.E., Director

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

September 16, 2011

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

- Name of Event 2012 SEASON - TWILIGHT JAZZ
- Date of Event JUNE 26, JULY 3+24+31, AUGUST 28
- Location of Event BACK LAWN AT ANDERSON ARTS CENTER

### Contact Information:

- Name NANCY P. WEATHERHEAD
- Address KEMPOR CENTER, 6501 3RD AVENUE, KENOSHA, 53143
- Phone Number 262 657-6000
- E-Mail Address "nancy@kempcenter.com"

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

Sincerely,

Mary Dufkee, CPRP, AFO  
Parks Operations Supervisor



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

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

## DEPARTMENT OF PUBLIC WORKS

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

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

March 8, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
CC: Alderperson Steve Bostrom  
FROM: Jeff Warnock, Park Superintendent  
RE: Safe Harbor Humane Society

Request The Safe Harbor Humane Society has requested the use of Lincoln Park for their Zoog's Walk for Paws on Saturday, September 22<sup>nd</sup>. The event will take place from at the Lincoln Park Pavilion and around the park from 9:00 am – 12:00 Noon.

History This event is a fundraiser for the society and this will be the first time it is held at Lincoln Park.

Costs Rental of the Park - \$100.00 and the cost of fencing

Recommendation To approve the event with fees to be invoiced to the organization

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

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

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization SAFE HARBOR HUMANE SOCIETY (SHHS)  
Contact Person who is responsible for event: KERRY ANDERSON  
Address: 7811 60TH AVENUE  
City/State/Zip KENOSHA, WI 53142  
Daytime # 262-694-4047 Evening # \_\_\_\_\_ Cell# \_\_\_\_\_  
Fax # 262-694-1956 E-mail: animals@safeharborhumane.com  
Is the Host Organization a 501(c)-3? Yes, provide ES# 39-0977528N

EVENT INFORMATION

Name of the Event: ZOOMY'S WALK FOR PAWS  
Date Requested: SAT SEPT 22ND Rain Date RAIN OR SHINE  
Location Requested: LINCOLN PARK Estimated Attendance \_\_\_\_\_  
Charitable Event:  No  Yes, Proceeds donated to SHHS  
Brief Description of the Event: WALK TO COLLECT DONATIONS, WURK COURSE, DEMONSTRATIONS AND PHOTOS.

Set up date and time: 6am SAT 9/22ND  
Time of Event: 9-12  
Take down date and time: 1pm SAT 9/22ND

FOR OFFICE USE ONLY:

Application Packet Received \_\_\_\_\_ Administrative/Commission Approval \_\_\_\_\_  
Copies sent to: Alderman \_\_\_\_\_ Dirk \_\_\_\_\_ Police \_\_\_\_\_  
Other: \_\_\_\_\_

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

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

yes  
yes/no

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

yes  
yes/no

Water: Varies by location

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

10 Benches

20 Picnic Tables

5 Trash Containers

       Barricades

400ft Snow fencing setup

       Portable fencing

       Bleachers

       Reviewing Stands

       Showmobile(new)

       Showmobile(old)

Other Special Requests:

shelter & snow fence set up

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

See Attached Fees Schedule

7811 60<sup>th</sup> Ave Kenosha, WI 53142  
| P: 262-694-4047 | F: 262-694-1956  
www.safeharborhumane.com

**Safe Harbor  
Humane Society**



**To:** Mary Durke      **From:** Kerry  
**Fax:** 262 694 4093      **Pages:** 3 incl cover  
**Phone:**      **Date:** 2/24/12  
**Re:** Application      **CC:**

Urgent     For Review     Please Comment     Please Reply     Please Recycle

• Comments.



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

## DEPARTMENT OF PUBLIC WORKS

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

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

March 8, 2012

TO: Chairman Michael Orth, Board of Park Commissioners  
CC: Alderperson Patrick Juliana  
FROM: Jeff Warnock, Park Superintendent  
RE: Urban League Request

Request The Urban League of Racine and Kenosha, Inc. have requested to use Columbus Park on Saturday, May 5, 2012 for a Cinco de Mayo Festival. This would be a family event with entertainment, food, beverages and youth games.

History This is a first time event

Costs Total: \$610.00  
\$100 Park Rental; \$60 for benches; \$450 for the picnic tables

Recommendation: To approve the event and to invoice the organization for the costs.

APPLICATION "A"

**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 Inc.

Contact Person who is responsible for event: Yolanda Adams

Address: 718 N. Memorial Drive

City/State/zip Racine, WI 53404

Daytime # 262-898-9066 Evening # \_\_\_\_\_ Cell# 262-705-4734

Fax # 262-137-8134 E-mail: yadams2006@yahoo.com

Is the Host Organization a 501(c)-3?  (Yes) provide ES# 39-1042332

EVENT INFORMATION

Name of the Event: Cinco de Mayo Festival

Date Requested: May 5<sup>th</sup>, 2012 Rain Date \_\_\_\_\_

Location Requested: Columbus Park Estimated Attendance 150

Charitable Event:  No  Yes, Proceeds donated to Urban League

Brief Description of the Event: Family event with entertainments, food + beverages, novelty vendors, youth games and Bouncy houses.

Set up date and time: May 5<sup>th</sup>, 2012 at 10:00 am

Time of Event: 10am Setup, 11am Festival Starts

Take down date and time: May 5<sup>th</sup>, 2012 6:30pm take down, 7:30pm exit

**FOR OFFICE USE ONLY:**

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

Administrative/Commission Approval \_\_\_\_\_

Copies sent to: Alderman \_\_\_\_\_

Dirk \_\_\_\_\_ Police \_\_\_\_\_

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

### Mitigation of Impact

As an Event Organizer, you are required to develop mitigating measures to accommodate the impact your event may have on the surrounding neighborhood.

If your event will have over 250 participants/viewers, you must notify the alderman for that park location. This must be done prior to approval by the Board of Park Commissioners.

Your event may also necessitate posting and notifying of park users and neighbors of the event date and any necessary alternate route or parking impacts. If this is required of you, it must be completed prior to approval.

Have you done the appropriate notifications?

No  Yes, alderman Name/Date Patrick Juliana 2/15/12

### Special Event Fees

To assist you with your special event, the Kenosha Park Department rents some equipment for use by the Event Organization. The location of this equipment must be noted on the site and route plan you have attached to this application. Attached at the end of this document are the current fees associated with special events in the Kenosha Parks. These fees include the park rental fee, the equipment rental fees, deposits, and cancellation fees.

All special events, for-profit and non-profit alike, are required to pay all of the fees associated with putting on a special event.

- > The Park Department does not and cannot honor requests of waived fees for any portion of your event costs. Co-sponsorship is with Park Commission approval only.
- > No individual, group, or organization shall be granted permission to hold an event in the park if there is any unpaid balance from a previous event.
- > Cancellation of any event, for any reason, shall result in charges for actual services, labor and materials provided.
- > These fees are included in the packet to assist you with your budget planning. If you need assistance in determining the fees for your particular event, contact the Park Department at 262-653-4080.

### EQUIPMENT REQUESTS: Appropriate fees will be charged

Electric\*    \_\_\_ Water    30 # of Benches    30 # of Picnic Tables  
50 # of Trash Containers    \_\_\_ Barricades    \_\_\_ Snow Fencing (must provide location)  
 \_\_\_ Bleachers    \_\_\_ Reviewing Stand    \_\_\_ Showmobile     Portable Fencing

\*Electrical availability vary by location. You may need to provide generators in order to supply the level of service required for your event. Contact the Park Department in advance with any concerns.

Other Special Requests:

### Application Signature

The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved park area. This permit is subject to all City of Kenosha General Ordinances as defined by the City of Kenosha, in addition to all rules and regulations governing the City's Park Department. The applicant agrees that during the use of the park facility, the sponsoring organization will not exclude anyone from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of the person's race, color, creed, national origin, or handicap.

The applicant for her/himself, and for other persons, organizations, firms and corporation, if any listed in this application, does hereby contract to agree that he/she (and they) will jointly and severally indemnify and hold the City of Kenosha harmless against liability for any and all claims for damages to property, injury to or death of person or persons arising out of or resulting from the negligence of the applicant.

Permit holders shall submit a general liability insurance policy certificate in the amount of \$1,000,000 naming the City of Kenosha, its Park Department and any vendors/participants as an additional insured party.

The applicant has read the Special Event Explanation Packet. The applicant has attached all of the appropriate permit applications for this event.

I hereby certify to the best of my knowledge that the information and statements contained in this application are complete and true. I understand that failure to report components of this event/activity may result in the loss of deposit, revocation of permit and/or failure to secure future permits.

*[Handwritten Signature]*  
Applicant Signature *CEO*

*2-22-12*  
Date

### Application Submission

Please remember, you need a MINIMUM of 90 days advance submission. And most often, the planning of your event and the acquisition of all of the appropriate permits will take much longer than 90 days.

Please mail your application to:  
City of Kenosha Park Department  
3617 - 65<sup>th</sup> Street  
Kenosha, WI 53142



**Engineering Division**  
Shelly Billingsley, P.E.  
Director/City Engineer  
**Fleet Maintenance**  
Mauro Lenci  
Superintendent  
**Parks Division**  
Jeff Warnock  
Superintendent

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

## DEPARTMENT OF PUBLIC WORKS

Michael M. Lemens, P.E., Director

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

March 9, 2012

To: Michael Orth, Chairman  
Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*  
Director of Engineering / City Engineer

Cc: Rocco LaMacchia  
District 5

Subject: *Task Order #5 with SAA Design Group, Inc.*

### BACKGROUND INFORMATION

The Kenosha Park Division has received a task order to complete specifications and plans for the trail/path layout including future fitness station pads, grading, demolition plans, erosion control and onsite stormwater detention facilities. This task will be under the professional services agreement with SAA for professional services for 2012.

This work received partial funding from the Recreational Trails Act ,

The Kenosha Capital Improvement Program for 2012 included funding under PK-11-001 for Sunrise Park Master Plan Implementation.

### RECOMMENDATION

Approve Task Order #5 between the Department of Public Works - Park Division and SAA Design Group for \$11,500 to include their quote of \$10,555 with \$945 of contingency from PK-11-001.

## TASK ORDER #5 - SCOPE OF SERVICES

### Tasks to be completed:

1. **Site Survey and Basemap Compilation**  
SAA will acquire and assemble site survey and infrastructure drawings to be provided by the city. All existing topographic information to be analyzed at a one foot contour level. All existing pavement, structures, storm sewer, water service, electrical service, and sanitary sewer information must be provided in the detailed topographic survey provided to SAA.
2. **Meeting #1: Design Program and Coordination**  
SAA will hold one conference call meeting with city staff to coordinate limits of Phase 1 construction (primary loop trail system, and select area grading), design parameters, utility connections, constraints, and permitting requirements.
3. **Preliminary Design**  
SAA will prepare design development drawings for the limits of phase 1 to include trail/path layout including future fitness station pads, grading, demolition plans, erosion control, and onsite stormwater detention facilities. The new trail/path will connect to existing pedestrian systems whenever possible as reflected in the adopted Master Plan.
4. **Meeting #2: Design Review**  
SAA will attend one meeting with city staff to review preliminary engineering drawings. Digital copies (pdf) of the plans will be submitted to the city for review one week prior.
5. **Construction Document Bid Set Preparation**  
SAA will prepare bid documents to be let publicly in the summer of 2012. Bid documents to include detailed construction plans and project specifications (city standards to be utilized with SAA Special Provisions). Final documents to be provided to the city in print ready digital format.
6. **Prepare Cost Estimate**  
SAA will assemble a detailed estimate of probable construction costs based upon the final construction documents.
7. **Permitting**  
SAA will complete the required DNR WRAPP (NOI) permit and submit to the review agency prior to plans being let for bidding. Permitting fees will be paid by SAA and submitted for reimbursement to the city. All local permitting (erosion control, stormwater) will be completed by the city unless otherwise requested of SAA.

### Deliverables:

Final project deliverables will include the following:

- One (1) 22x34 inch preliminary plan set for the review meeting (Meeting #2)
- One (1) 8.5x11 inch final estimate of probable construction costs
- One (1) copy of submitted permits (digital format)
- One (1) CD/DVD containing final copy-ready construction documents and estimate of probable construction costs (native format and PDF)

## Sunrise Park CDs Phase 1

**Schedule:**

SAA is prepared to begin work on the project on or about April 1, 2012 and will complete the project by July 1, 2012.

**Fee:**

In consideration of the preceding scope of services, SAA proposes a fixed fee, including expenses of \$10,555.



**Engineering Division**  
 Shelly Billingsley, P.E.  
 Director/City Engineer  
**Fleet Maintenance**  
 Mauro Lenci  
 Superintendent

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

C-5

**DEPARTMENT OF PUBLIC WORKS**

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

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

March 8, 2012

To: G. John Ruffolo, Chairman, Public Works Committee  
 Michael J. Orth, Chairman, Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*  
 Director of Engineering / City Engineer *3-8-12*

Subject: Project: 10-1415 Lake Front Water Feature

Location: 5501 Ring Road

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$280,000. Budget amount is \$276,000.

This project consists of demolition of existing water feature, brick pavers, fountain filtration system and piping. Installation of new flow-thru splash pad with color concrete, ground sprays, above ground water features, footings, piping, electrical, concrete deck, earthwork, grading, storm water piping and seat wall.

**Following is the list of bidders:**

	Base Bid	Alternate 4 – Deduct Landscaping
Camosy Construction, Kenosha, WI	\$269,000.00	-\$18,500.00
Rasch Construction, Kenosha, WI	\$289,800.00	-\$19,000.00

It is recommended that this contract be awarded to Camosy Construction, Kenosha, Wisconsin, for the base bid amount of \$269,000 less \$18,500 for Alternate 4 plus \$24,500 in contingency for unforeseen conditions (if needed), for total award amount of \$275,000. Funding is from CIP Line Item PK-10-002.

SAB/kjb

cc: Carol Stancato, Director of Finance



**Engineering Division**  
 Shelly Billingsley, P.E.  
 Director/City Engineer  
**Fleet Maintenance**  
 Mauro Lenci  
 Superintendent

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**DEPARTMENT OF PUBLIC WORKS**

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

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

March 8, 2012

To: G. John Ruffolo, Chairman, Public Works Committee  
 Anthony Nudo, Chairman, Stormwater Utility Committee  
 Michael J. Orth, Chairman, Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*  
 Director of Engineering /City Engineer

Subject: Project: 11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin

Location: 3601 7<sup>th</sup> Avenue

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$349,000. Budget amount is \$349,000.

This project consists of the construction of a stormwater treatment and infiltration basin adjacent to a storm sewer outfall on pennoyer beach. The stormwater treatment basin is expected to promote infiltration, resulting in the reduction or elimination of stormwater from flowing across the public beach into Lake Michigan. In addition to the infiltration basin, four bioswales will be constructed in the terrace throughout the watershed and one sub-surface sedimentation vault upstream from the infiltration basin.

**Following is the list of bidders:**

	Base Bid
Veit & Company, New Berlin, Wisconsin	\$316,756.15
Willkomm Excavating, Union Grove, Wisconsin	\$337,927.65
A.W. Oakes & Son, Racine, Wisconsin	\$338,524.33

It is recommended that this contract be awarded to Veit & Company, New Berlin, Wisconsin, for the base bid amount of \$316,756.15 plus \$32,243.85 in contingency for unforeseen conditions (if needed), for total award amount of \$349,000. Funding is from CIP Line Item SW-10-003.

SAB/kjb

cc: Carol Stancato, Director of Finance



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

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## DEPARTMENT OF PUBLIC WORKS

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Telephone (262) 653-4050 · Fax (262) 653-4056

March 8, 2012

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

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

EVENT	DATE	LOCATION
Thunderrun – Boat Race from Harbor	July 13-15	Simmons Island /Kennedy Park
Chicago Ragnar Relay	June 8-9	Anderson Park thru the City past Pennoyer Park

SPECIAL EVENT APPLICATION  
CITY OF KENOSHA - PARK DIVISION

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

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Northern Illinois Offshore Club

Contact Person who is responsible for event: Brad Zastrow

Address: 3670 Grand Ridge Ct

City/State/Zip Johsburg, IL 60051

Daytime # 847-404-5975 Evening # same Cell# same

Fax # \_\_\_\_\_ E-mail: Bradz@teampremier.com

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

EVENT INFORMATION

Name of the Event: Thunderun

Date Requested: July 13-15<sup>th</sup> 2012 Rain Date -

Location Requested: Simmons Island Estimated Attendance 250-300

Charitable Event:  No  Yes, Proceeds donated to to be determined

Brief Description of the Event: limited to 80 offshore style boats gathering to run to Milwaukee Sat 14<sup>th</sup> 11:00 AM back to Kenosha 4:00 PM, Party Friday 13<sup>th</sup> night, Banquet dinner at Yacht Club Sat night.

Set up date and time: Friday 11:00 AM boats will start to arrive

Time of Event: Friday 11:00 AM - Sunday afternoon.

Take down date and time: Sunday 15<sup>th</sup> afternoon.

FOR OFFICE USE ONLY:

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

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

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

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

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

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

no  
yes/no      Water: Varies by location

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

no Benches      no Picnic Tables      no Trash Containers

no Barricades      no Snow fencing      no Portable fencing

no Bleachers      no Reviewing Stands

no Showmobile(new)      \_\_\_\_\_ Showmobile(old)

Other Special Requests: 1. Parking for trucks & trailers  
same as last year on large field north of ramp.  
2. Parking on field next to Water Public Works behind  
Yacht Club like last year.

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

See Attached Fees Schedule



# THUNDER RUN 2011

## SATURDAY JULY 16

Portion of this event's proceeds to benefit the Station Center of the Interfaith Hospitality Fund (IHF) Kenosha, WI  
www.stationcenter.org

2011 last year



**Where:** Kenosha Yacht Club  
5130 4th Ave., Kenosha, WI.  
262.652.2320

**Pre-Registration** \$75.00\* per boat  
**Entry Fee** Includes Captain and First Mate. You will receive one poker hand, an official Thunder Run gift, dinner, and live entertainment. Launch fee included. Each additional crew member fee is \$35.00 and includes dinner and live entertainment. Cash bar will be available at dinner.

**Pre-Registration** Available on line at [www.nioffshore.com](http://www.nioffshore.com). Registration is limited to 80 boats.

**Entry Fee** \$100.00\* per boat. Available on line at [www.nioffshore.com](http://www.nioffshore.com) thru Thurs. July 14.  
**July 6th - July 16:** Includes Captain and First Mate. You will receive one poker hand, dinner, and live entertainment. Launch fee included. Each additional crew member fee is \$35.00 and includes dinner and live entertainment. Cash bar will be available at dinner.

**Check-in and Event Day Registration** Kenosha Yacht Club  
Friday July 15th from 6:30pm - 9:00pm. Live entertainment at 9:00pm.  
Saturday July 16th from 8:00am - 10:00am. Drivers Meeting - 10:30am.  
All drivers and co-pilots must attend. Maps, and final details of the run discussed.

**Post Party & Prizes** Kenosha Yacht Club Card hands must be turned in no later than 6:00pm. Dinner will be served; prizes presented. Prizes awarded for the best 3 hands.

**Grand Prize** Top hand draws new cards for their chance to win a new Ford Raptor F150, courtesy of Victor Ford Motorsports, Wauconda, IL.

**Hotel** Best Western Barberside Inn 5125 6th Avenue, Kenosha, WI. 262.658.3281  
For event discount, mention N.I.O.C. Thunder Run when making reservations. Cut-off for event discount is July 5th.

**Launch** Great Lakes Yacht Sales-Simmens Island 4520 Harbor Drive, Kenosha, WI - 262.653.3910. \$30 Launch fee is included with your entry fee.

**Transient Slips** Great Lakes Yacht Sales-Simmens Island 4520 Harbor Drive, Kenosha, WI - 262.653.3910. \$25 up to 40' per night. \$30 up to 44' per night.

[www.nioffshore.com](http://www.nioffshore.com)

\*Entry Fee Driver of the event boat must be a member of NIO.C. Non-member drivers may participate in this event for an additional fee of \$50.00. The additional fee entitles the driver to become a board approved member of N.I.O.C. for the 2011-2012 membership year.

**A CHANCE TO WIN A TRUCK!**



EX.27 Anderson Park

APPLICATION "A"

**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 Ragnar Events

Contact Person who is responsible for event: Andria Huskinson

Address: 1100 W Sportplex Dr #201

City/State/Zip Kaysville UT 84037

Daytime # 801-644-0232 Evening # same Cell# same

Fax # 801-444-5023 E-mail: andria@ragnarrelay.com

Is the Host Organization a 501(c)-3? Yes, provide ES# No - 2109809

**EVENT INFORMATION**

Name of the Event: Chicago Ragnar Relay

Date Requested: June 9, 2012 Rain Date N/A

Location Requested: Anderson Park Estimated Attendance 5000

Charitable Event:  No  Yes, Proceeds donated to CRA / Roads Scholars

Brief Description of the Event: overnight running relay event. Beginning in Madison, WI and ending in Anderson Park

Set up date and time: June 9, 2012

Time of Event: 5:30am - 10:30am (runners) 3:00 - 5:30am (set up)

Take down date and time: 10:30am - 12:00pm

**FOR OFFICE USE ONLY:**

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

Administrative/Commission Approval \_\_\_\_\_

Copies sent to: Alderman \_\_\_\_\_

Dirk \_\_\_\_\_

Police \_\_\_\_\_

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

✓

# Information #4

March 9, 2012

TO: Michael Orth  
Park Commission Chairman

FROM: Shelly Billingsley, P.E.  
Director of Engineering



SUBJECT: Project Status Report

- Project #10-1415 Lakefront Water Feature** - Plans are completed and bids were received on March 7<sup>th</sup>. [stantec (formerly Bonestroo)] (2)
- 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 #11-1415 CORP Implementations** – Consultant services for the design work associated with the grants and the work identified in the CORP will begin upon the execution of the Master Contract. Priority will be first given to Strawberry Creek, Anderson Pool and the projects that have received grant funding. (Citywide)
- Project #11-1416 Petzke Park Mass Grading** –The parking lot has received the base material and will be paved in the spring. The contractor is working when they can due to the weather conditions. Construction is scheduled to be completed in early July. [BCF Construction] (1)
- Project #11-1417 Strawberry Park Mass Grading** – Design work on the master plan implementation has begun. [SAA Design Group] (16)
- Project #11-1419 Park Fee Study** – The report is 90% complete. Staff is reviewing the draft document and making additional changes and adding data. The next step will be to discuss possible recommendations for inclusion into a section of the report. Staff is anticipating that the draft document will be given to Park Commissioners in May. (Citywide)
- Project #11-1421 Southport Beachhouse Restoration (Wisconsin Coastal Management Grant)** – Consultant services for the design work associated with this project will begin after a kickoff meeting. [Enberg Anderson] (12)
- Project #11-1422 Peorio Pond Invasive Control (DNR/EPA Grant)** – The pond has been filled with clay, stone and topsoil per WDNR requirements. The existing site has been sprayed with Polymer to keep the soil from eroding during the winter months and to allow for the fill to settle. In spring the site will be re-graded, seeded, fertilized and mulched for final restoration. (1 and 4)
- Project #11-1423 Southport Shoreline Repair** – Staff has submitted for the shoreline maintenance permit and once obtained will begin rebuilding the shoreline in Southport Park. (12)
- Project #11-1125 Pennoyer Beach Outfall Stormwater Infiltration Basin (GLRI Grant)** – [AECOM] Plans are completed and bids were received on March 7th. [AECOM] (SWU) ( 1)
- Project #11-1137 Pike River Monitoring (WI Coastal Management Grant)** – waiting approval of the contract by City of Racine. (1 and 4)
- Project #12-1414 Anderson Pool Modifications and Splash Pad** – Design work on the master plan implementation has begun. Preliminary plans from SAA are expected next week. [SAA Design Group] (9)
- Project #12-1425 Washington Park Pool Stair Modifications** – Per Health Department Inspection the stairs to the slides at Washington Pool need repair. Staff is currently advertising for request for quotes. Quotes are due March 7, 2012. (6)
- Design Work-** Staff is working on the following projects:  
Revisions to the Google Map, Park Fee Study, Tree Contracts, Strawberry Creek Trail and Shelter Grant, Sunrise Park Trail Grant, Southport Park Trail Grant, Simmons Island Park Boardwalk Grant, Shagbark Trail Grant, Poerio Pond Play Area.