

Agenda
Board of Parks Commission Meeting
625-52nd St, Room 204
Monday, March 28, 2016
5:00 PM

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 March 14, 2016.

1. Request from Willie Brown for a DJ at Pennoyer Bandshell for a Family Reunion on Saturday, July 30, 2016 from 9am – 10pm. *(District 1) (Previously approved for use of Kennedy Park).*
2. Request from Pat Hanzel to extend the closing hours to 11pm at the Southport Beach House on Thursday, July 28, 2016 for a Wedding. *(District 12)*
3. Request from the Kenosha Public Library for use of Public Amplification for Announcements and Recorded Music on:
 - a. July 16, 23 & August 5-6 and 12-13, 2016 at the Bandshell for the “Shakespeare at the Shell” Event *(District 1)*
 - b. July 16 at Library Park for the “Shakespeare in the Park” Event *(District 2)*
4. Request from Kenosha Rotary West to have fireworks at the Rotary Softball Tournament at Lincoln Park on July 7 – 10, 2016 (with a rain date of July 14 – 17, 2016). *(District 12)*
5. Request from Boys & Girls Club of Kenosha to have the Park Division convert the four tennis courts to two outdoor futsal courts at Lincoln Park and to operate a summer futsal program. *(District 12)*
6. 2016 Park Division Fees.

COMMISSIONERS' COMMENTS

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, March 14, 2016

A meeting of the Board of Park Commissioners was held on Monday, March 14, 2016 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:21 pm by Acting Chairman Rosenberg.

At roll call, the following members were present: Commissioners Wicklund, Rose, and LaMacchia. Chairman Gordon was excused. Staff members in attendance were: Shelly Billingsley, Acting Director of Public Works/City Engineer and Jeff Warnock, Superintendent of Parks. No citizens spoke during Citizens Comments.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve the minutes from the meeting held on February 29, 2016. Motion carried unanimously.

1. Request from Willie Brown for a DJ at Kennedy Park for a Family Reunion on Saturday, July 30, 2016 from 9am – 10pm. *(District 1)(Deferred from the meeting on 2/29/16)*
Staff: Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Wicklund to approve. Motion carried unanimously.
2. Request from Richard J Preston for a Wedding/Reception at the Southport Beach House on Friday, September 9, 2016 to:
 - a. Extend the Closing Hours to Midnight *(12:00am)*
 - b. Extend the Beer/Wine Permit to 11:00pm
 - c. Extend the Music Permit to 11:00pm *(District 12)*Staff: Jeff Warnock spoke.
Public Hearing: Richard Preston present and spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.
3. Request for use of Pennoyer Park for a Relay Exchange Point by Ragnar Events LLC on Saturday, June 11, 2016 for the Ragnar Relay Chicago. *(District 1)*
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.
4. Request for use of Pennoyer Park and Beach by Pro Tour Promotions, LLC on August 25-28, 2016 for the Lake Michigan Surf Ride. *(District 1)*
Staff: Jeff Warnock spoke.
Public Hearing: Scott Hyke spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.
5. Request from Stephen Lee for permission to operate a peddler stand business at Eichelman Park seven days a week from 10am-6pm. *(District 2)*
Staff: Jeff Warnock spoke.
Public Hearing: Stephen Lee spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.

6. Resolution by the Mayor - Resolution to Dedicate Certain City-Owned Parcels of Land for Park Purposes. (*oral referral from Council on 3/7/16*) (*Also referred to Public Works*)
Staff: Shelly Billingsley spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Wicklund to approve. Motion carried unanimously.

COMMISSIONERS' COMMENTS: None

End of Meeting: Acting Chairman Rosenberg adjourned the meeting at 5:32 pm.

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> On Mar 21, 2016, at 4:16 PM, Terrell Brown <terrellbrown29@yahoo.com> wrote:
>
>
> Hi Alderman Haugaard,
> I would like to change the location of my event from Kennedy Park to Pennoyer Park.
>
> Thanks, Willie Brown
>
>
> Sent from my iPhone



March 10, 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. The Board of Parks Commission deferred it for two weeks at the February 29, 2016 meeting.

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>	Zimbira: <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.

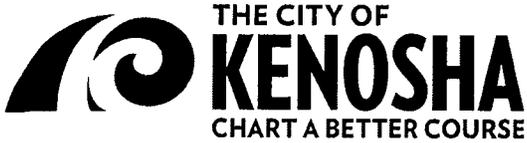
Do you plan to have a Band? (Yes or No)
Allowed only at Southport Beach House and Oribiletti Center.

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



February 25, 2016

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

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Pat Hanzel to extend the closing hours to 11pm at the Southport Beach House on Thursday, July 28, 2016 for a Wedding. *(District 12)*

BACKGROUND/ANALYSIS

Staff received a request from Pat Hanzel to extend the closing hours to 11pm at the Southport Beach House on Thursday, July 28, 2016 for a Wedding.

RECOMMENDATION

Staff recommends approval.

JW/dm



KEITH G. BOSMAN
Mayor

March 28, 2016

TO: Chairman Scott Gordon, Board of Park Commissioners
FROM: Mayor Bosman
RE: Shakespeare in the parks

The Kenosha Public Library is requesting from the Parks Commission the use of the Pennoyer Park bandshell for a series of Shakespeare performances with the Lakeside Players on the following dates and times: 6 p.m. Fridays Aug. 5 and 12 and 1 p.m. Saturday July 16 and 23 and Aug. 6 and 13. Setup will take place beginning at 4 p.m. on Aug. 5 and 12 and take down will be complete by 10 p.m. Setup will take place beginning at noon on the remaining dates and take down will be complete by 6 p.m.

The Library also requests the use of Library Park for a performance to take place 1 p.m. Saturday, July 16. Set up will take place beginning at 11 a.m. and take down will be complete by 6 p.m.

Recommendation: Parks Commission approval of use of the Pennoyer Park bandshell and Library Park for Shakespeare in the Park performances organized by the Kenosha Public Library.

SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PARK DIVISION

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

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha Public Library

Contact Person who is responsible for event: Jill Miatech

Address: 812 56th Street

City/State/Zip Kenosha, WI 53140

Daytime # 262-564-6137 Evening # 262-955-9118 Cell# 262-955-9118

Fax # 262-564-6175 E-mail: jmiatech@mykpl.info

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

EVENT INFORMATION

Name of the Event: Shakespeare at the Shell

Date Requested: July 16, 23 & Aug 5,6,12,13 Rain Date none

Location Requested: Bandshell Estimated Attendance 60 at each performance

Charitable Event: No Yes, Proceeds donated to _____

Brief Description of the Event: Lakeside Players will perform Shakespeare
plays as part of a series organized by the Kenosha Public Library called "Summer of Shakespeare," in honor of the 400th anniversary of his death. The series will include these performances as well as lectures and other activities at other locations. All events will be free. Lakeside Players will promote their full stage productions of the the plays that will take place at the Rhode Center for the Arts. Plays at the Rhode are not free.

Set up date and time: We'll arrive at noon on the Saturdays, and at 4pm on the Fridays.

Time of Event: 1pm on the Saturdays, and 6pm on the Fridays

Take down date and time: We'll be gone by 5pm on the Saturdays, and by 10am on the Fridays

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 Shakespeare at the Shell

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

Yes

yes/no

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

No

yes/no

Water: Varies by location

PARK DIVISION:

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

of Benches 40 # of Picnic Tables 5? # of extra trash containers 0

of Barricades 0 Any Bleachers 0 Any Reviewing Stands 0

Showmobile New 0 Old 0

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

Other Special Requests: 0

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.

**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 Shakespeare at the Shell
Location of Event: Bandshell Date of Event July 16, 23, 30 & Aug. 5,6,12,13
Contact Person Jill Miatech

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) Recorded music as part of a play.

Requested time of amplification: Start: 5pm on Fridays, Noon on Saturdays Ending 9:30pm on Fridays, 5pm on Saturdays

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

Jon Costigan - tentative

Daytime # _____ 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.

SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PARK DIVISION

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

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha Public Library

Contact Person who is responsible for event: Jill Miatech

Address: 812 56th Street

City/State/Zip Kenosha, WI 53140

Daytime # 262-564-6137 Evening # 262-955-9118 Cell# 262-955-9118

Fax # 262-564-6175 E-mail: jmiatech@mykpl.info

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

EVENT INFORMATION

Name of the Event: Shakespeare in the Park

Date Requested: July 16 Rain Date none

Location Requested: Library Park, south side Estimated Attendance 60

Charitable Event: No Yes, Proceeds donated to _____

Brief Description of the Event: Lakeside Players will perform Shakespeare
plays as part of a series organized by the Kenosha Public Library called "Summer of Shakespeare," in honor of the 400th anniversary of his death. The series will include these performances as well as lectures and other activities at other locations.

Set up date and time: We'll arrive at 11:00am

Time of Event: 1:00pm

Take down date and time: We'll be gone by 5pm

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 Shakespeare in the Park

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

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

No Water: Varies by location
yes/no

PARK DIVISION:

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

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

of Barricades 0 Any Bleachers 0 Any Reviewing Stands 0

Showmobile New 0 Old 0

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

Other Special Requests: 0

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
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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**

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Event Information:

Name of

Event Shakespeare in the Park

Location of Event: Library Park, south side Date of Event July 16

Contact Person Jill Miatech

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) Recorded music as part of a play.

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

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

Jon Costigan - tentative

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.



March 14, 2016

Sent Interoffice Mail

Kenosha Public Library
Attn: Jill Miatech
812 56th St
Kenosha, WI 53140

RE: Park use for the Bandshell and Library Park

Dear Ms Miatech:

Your request for park use at the Bandshell for the Shakespeare at the Shell and Library Park for Shakespeare in the Park Events will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, March 28, 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 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 jmiatech@mykpl.info

**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>\$190</u>	Beer/Wine: <u>—</u>	Deposit: <u>\$300</u>	Total Due: <u>\$490</u>
Receipt #: <u>171815</u>	By: <u>[Signature]</u>	Zimbra: <input checked="" type="checkbox"/>	Park Calendar: <input checked="" type="checkbox"/>
Access Database: _____	Date Paid & Permit Issued: <u>3/11/16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: [Signature] - Pat HANZEL
Person authorized to sign this agreement on behalf of the organization.

Organization Name: Bethany Spencer + Brad Hanzel's Wedding
Address: 7846 22nd Ave City: Kenosha State: WI Zip: 53143
Daytime Phone: 847-445-8132 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House
Event Date: Thursday, July 28, 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: 3:00 pm to 11:00 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? _____ (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



February 14, 2016

Pat Hanzel
7846 22nd Ave
Kenosha, WI 53143

RE: The extension of hours at the Southport Park Beach for a Wedding on Thursday,
July 28, 2016.

Dear Ms Hanzel:

Your request for an extension of hours at the Southport Park Beach for a Wedding on
Thursday, July 28, 2016 will be reviewed by the Board of Parks Commission. The meeting is
scheduled for:

Monday, March 28, 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



March 24, 2016

To: Chairperson Scott N. Gordon
Park Commission

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

Subject: Request from Kenosha Rotary West

BACKGROUND INFORMATION

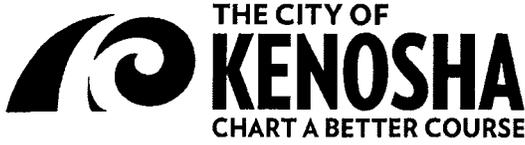
The Kenosha Rotary West Club is requesting to have fireworks at the Rotary Softball Tournament at Lincoln Park on July 7 – 10, 2016 (with a rain date of July 14 – 17, 2016).

RECOMMENDATION

Staff has no recommendation.

If approved the club will have to work with the Fire Prevention Bureau to obtain the necessary permits and pay the necessary fees for a fireworks display.

SAB/kjb



March 24, 2016

To: Chairperson Scott N. Gordon, Park Commission

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

Subject: Request for use from Boys & Girls Club of Kenosha

BACKGROUND INFORMATION

The Boys & Girls Club of Kenosha has requested the Park Division to convert the four tennis courts at Lincoln Park to two outdoor futsal courts for use during summer, fall and spring. They are also requesting to operate a summer futsal program.

At this time the request is to see if the Park Commission is interested in converting the four tennis courts to two futsal courts.

The following are the City's current rentable/usable tennis courts:

- 60th Street Near Fire Station – Two lit courts
- Lincoln Park – Four lit courts
- Pennoyer Park – Three lit courts
- Roosevelt Park – One lit courts
- Washington Park – One lit courts
- Gangler Park – Two unlit courts

RECOMMENDATION

Staff has no recommendation on the conversion of tennis courts to futsal. However if this is the wish of the Park Commission, staff recommends that the commission direct staff to work on an agreement prior to any work being done. This agreement would be similar to other park agreements with preferential use and would be approved by Park Commission.

SAB/kjb



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Chad Navis
Vice President

Matt Troha
Secretary

Frank Pacetti
Treasurer

Crystal Miller
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Tom Cucciare
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Katherine Marks
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Ronald Stevens
Dennis Troha
Sandy White
David Wilk

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District Attorney Robert Zapf
Mayor Keith Bosman
Sheriff David Beth

Emeritus Board Members

Joseph & Shirley Madrigrano, Sr.
Dennis & Natalie Troha

Lincoln Park Futsal Proposal

DESCRIPTION OF REQUEST

The Boys & Girls Club of Kenosha would like to operate a summer futsal program at Lincoln Park. Futsal is a variation of soccer, which is played on a hardwood gym surface, with a smaller, heavier ball and only 5 players per team on the court at a time.

After our first year of indoor futsal we feel that there would be an enormous amount of community interest in the program. In January, BGC Kenosha hosted a 141 team Futsal tournament (1400 players and 3000 spectators) and started a 26 team futsal league (120 players).

Futsal is a sport that is relatively new to the Wisconsin Region and in particular, the community of Kenosha. We were surprised at how quickly members of our community became interested in this unique version of soccer, and hope to continue to see growth in the number of youth members who are playing futsal. Futsal provides these children with a chance to participate in a new, exciting and exercise conscious activity. In addition to just the physical benefits of playing Futsal, members are also exposed to a new environment where teamwork, cooperation and tolerance are required.

Boys & Girls Clubs typically service members who come from economically or socially disadvantaged backgrounds. In particular, the youth who utilize our services have little to no exposure to structured events that can be both beneficial to their physical and social well-being. We offer this tournament at a very affordable price, to encourage teams and children to become interested in something so new and exciting.

Proposed BGC Futsal Programming- League Play (Youth/Adult), Tournament Play (Youth/Adult), Camps (Youth), Clinics (Youth), Referee Clinics (Youth/Adult)

Request of Parks Department- Convert 4 Tennis Courts to 2 Outdoor Futsal Courts for use during Summer / Fall /Spring

The mission of the Boys & Girls Club of Kenosha is to inspire, enable and provide resources to all young people of Greater Kenosha to realize their full potential as productive, responsible and caring citizens.

The Boys & Girls Club of Kenosha's professionally trained sports department staff members are consistently pursuing ways to encourage kids to get active. By offering a tournament for such a unique sport, our members can get excited about participating in this futsal tournament. In addition to just the physical wellness benefits of this tournament, the kids are also exposed to a plethora of life skills that they can learn from playing team sports. Teamwork, cooperation, sportsmanship, and respect are excellent supplemental benefits of developing an interest in team sports.

By providing a safe, positive place where our youth can stay active and develop skills to succeed, The Boys & Girls Club of Kenosha will have an immediate and long-lasting impact on the lives of the children we serve.

Sincerely,

Steve Milkie
Athletic Director

Kathy Holland
Director of Operations





6

March 23, 2016

TO: Chairman Scott Gordon, Board of Park Commissioners
FROM: Jeff Warnock, Park Superintendent *JW*
RE: 2016 Parks Division Fees and Charges

Approval of 2016 Fees and Charges. Please be aware that 2016 fees and charges will remain unchanged from 2015 fees and charges with the exception of Southport Beach House Resolution dated 2/29/16. The Resolution states;

“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 7:00A.M. and 4:00P.M. and \$25.00/hour between the hours of 4:00P.M. and 10:00P.M. All other terms and conditions for its use shall remain unchanged.”

Recommendation: Staff Requests Approval.

JW:jm

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES**

ATHLETIC FIELDS AND COURTS

Baseball, Softball, Football, Rugby, Lacrosse, Kickball and Soccer

GENERAL ATHLETIC FIELDS

PARK FACILITY OR USE	DEPOSIT	LIGHTS	RENTAL
Practice Fields	\$0.00	\$30.00 per field	\$10.00 for 2 hours
Baseball, Softball, Soccer, Lacrosse, Rugby, Kickball Game Fees (Includes initial field preparation)	\$50.00	\$30.00 per field	\$50.00 per field (limit 3 hours per game)
Tournaments: Baseball, Softball & Kickball CANCELLATION FEES If canceled prior to turning in the schedule (10 days in advance) – the deposit and rental fee will be returned less a \$100.00 cancellation fee. If there is a no-show when the tournament begins and there was no previous notice – no deposit or fees will be refunded.	\$200.00	\$30.00 per field	\$125.00 per day/per field. (Kenosha County organizations) \$300.00 per day/per field (Non-County Organizations) This includes the initial preparation of the diamonds <u>3 games or less on each diamond</u> \$75.00 per day/per field (Kenosha County organizations) \$200.00 per day/per field for Non County Organizations
Tournaments: Soccer, Lacrosse, Rugby	\$200.00	No lights at Anderson Park	\$75.00 per day/per field - Includes initial preparation for Regional or State events \$50.00 per day/per field for Local Organizations
Additional Preparation/Staff	If additional preparation and/or staff is requested during the tournament - Charges will be billed for each man hour - \$50.00		
Fence Installation	If fencing is required - the organization will be billed for the cost of material and labor.		
Clean up/Field damage/Repairs	Deposit will be credited towards these costs – Cost above the deposit will be billed to the organization. Charges are \$50.00 per hour/per man		

NOTE: Schedule and full payment must be received prior to the start of the season. **Acceptable forms of payment are cash or check (made payable to the “City of Kenosha”).** Please read and sign the Rules and Regulations for policy information.

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES
BUILDINGS**

CONCESSION BUILDINGS – Forest Park and Lincoln Park (MINIMUM 3 HOUR RENTAL)		
PARK FACILITY OR USE	DEPOSIT	RENTAL
Daily Use	\$150.00	\$20.00 per hour – Resident & Non-Profit Organizations \$45.00 per hour – Non-Resident
Cancellation Fee		\$50.00
Beer/Wine Permit		\$25.00

NOTE: This is not an indoor facility. This building is part of the picnic area and is to be used for serving concessions only. No cooking or refrigeration available.

For Reservations, please contact the Public Works Department
Monday – Friday from 8 am – 4:30 pm at 653-4080
Municipal Office Building 625 52nd Street Room 305

CITY OF KENOSHA PARK DIVISION

2016 FEES AND CHARGES

Acceptable Forms of Payment: CASH OR CHECK ONLY

SPECIAL EVENTS		
PARK FACILITY OR USE	DEPOSIT	RENTAL
General Park Areas/per day (i.e., Art Fair, Car Show, etc.)	\$150.00	\$100.00 per day with additional labor and equipment charges <u>based on needs of the Permittee.</u>
Velodrome	\$150.00	\$125.00/per day Availability based on the Velodrome Association Schedule

EQUIPMENT - City Owned Properties & Events		
	DEPOSIT	RENTAL
Benches/10 per unit – includes delivery	\$50.00	\$30.00 per unit
Bleachers per unit (1) – includes delivery	\$50.00	\$100.00
Picnic Tables/5 per unit – includes delivery	\$50.00	\$75.00 per unit
Reviewing Stands per section – includes delivery	\$50.00	\$100.00
Barricades/10 per unit – includes delivery		\$30.00 per unit
Fencing – Snow – delivery		\$40 per 50 feet
Fencing – Portable – for Beer Gardens – delivery		\$150.00
Additional Preparation and/or staff requested		\$50.00/man hour
Showmobile – includes delivery and setup during normal work hours (Includes generator, if needed)		
OLD SHOWMOBILE	\$150.00	\$250.00 per day
NEW SHOWMOBILE	\$150.00	\$300.00 per day
Direct labor costs for setup and removal after work hours.		\$50.00 per man/per hour

1. Requests for equipment are subject to availability.
2. The Organizer will be charged for any damage to equipment during the event.

CITY OF KENOSHA-PARKS DIVISION

2016 Fees for Washington Park Municipal Golf Course

***** All Prices are Per Person *****

ADULTS (18-54)	Rate	Tax	Total
Weekdays	\$11.37	\$0.63	\$12.00
Weekends/Holidays	\$12.32	\$0.68	\$13.00
10 Green Fee Punch Card	\$104.27	\$5.73	\$110.00
Replay Green Fee	5.69	0.31	\$6.00

SENIORS 55+ / DISABLED

	Rate	Tax	Total
Season Pass	\$30.33	\$1.67	\$32.00
With Pass	\$8.06	\$0.44	\$8.50
Without Pass	\$10.90	\$0.60	\$11.50

NOTE: Senior/Disabled passes may be used for a reduced rate during the following times:

Monday through Friday (All day)

Saturday before 8:00 am and after 3:00 pm

Sunday before 7:00 am and after 3:00 pm

JUNIORS (17 AND UNDER)

At all times

	Rate	Tax	Total
	\$6.16	\$0.34	\$6.50

EQUIPMENT RENTAL 9 HOLES

	Rate	Tax	Total
Gas Car (Adult) Per Person	\$9.48	\$0.52	\$10.00
Gas Car (Senior Per Person)	\$7.58	\$0.42	\$8.00
Gas Car Punch Card (10) 2 person	\$137.44	\$7.56	\$145.00
Replay Gas Car	\$4.74	\$0.26	\$5.00
Pull Carts	\$2.84	\$0.16	\$3.00
Golf Clubs / Adult and Seniors	\$5.21	\$0.29	\$5.50
Golf Clubs / Juniors (rental of Adult Clubs)	\$3.79	\$0.21	\$4.00
Jr. Golf Clubs "Sticks and Kids Program) if available			No Charge

EARLY BIRD, TWILIGHT & FALL SPECIALS

	Rate	Tax	Total
Green Fee - 9 Holes	\$8.29	\$0.46	\$8.75
Gas Car Per Person	\$7.58	\$0.42	\$8.00

Early Bird: Monday thru Sunday 5:00 am until 8:00 am

Twilight: Monday thru Sunday 6:00 pm until Dark

No player under the age of 7 allowed on the course

Players under the age of 10 must be accompanied by an adult / guardian - a minimum of 16 years of age

To rent a gas car you must have a valid drivers license and be 18 years of age or older

Rain Check Policy: Rainchecks only. No Refunds will be made under any circumstances.

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES**

PICNICS

PICNICS – CASH OR CHECK ONLY (must be paid in full)		
PARK FACILITY OR USE		FEES (Includes Electric, Water where available)
Daily Fee		\$100.00-City of Kenosha Resident \$175.00 Non-Resident
Beer/Wine Permit		\$25.00
Cancellation Fee		\$50.00
Cleanup Fees		\$50.00 per hour/per man

Picnic Locations (larger areas):

PARK	BEER/WINE	MUSIC	SHELTER	ELEC.	Restrooms	Water
Alford #1	Yes	Yes	Shade Kite	Yes	Portable	No
Alford #6 - North	Yes	Yes	Yes	Yes	Yes	Yes
Alford #6 - South	Yes	Yes	Yes	Yes	Yes	Yes
Anderson Park #1 – (east of pool)	Yes	No	Yes	Yes	Yes	No*
Anderson Park #2 – (west of pool only available July and August)	Yes	No	Yes	Yes	Yes	Yes
Columbus Park	Yes	No	Yes	Yes	Yes	Yes
Kennedy Park	Yes	No	No	Yes	Yes	Yes
Lincoln Park – (Area on 18 th – no building & subject to availability)	Yes	No	Yes	Yes	Yes	Yes
Nash Park	Yes	No	Yes	Yes	Yes	Yes
Poerio Nature Center	Yes	No	Yes	Yes	Yes	Yes
Poerio Park (next to playground/ball fields)	Yes	No	Yes	Yes	Yes	Yes
Simmons Island Park (on drive)	Yes	No	Yes	Yes	Yes	No
Roosevelt Park	Yes	No	Yes	Yes	Yes	Yes
Washington Park #2 (22 nd Ave/41 st St)	Yes	Yes	Yes	Yes	Yes	Yes
Washington Park #1 (between pool and velodrome)	Yes	Yes	Yes	Yes	Yes	Yes

* Use Pool Restrooms

CITY OF KENOSHA PARK DIVISION

2016 FEES AND CHARGES

PICNICS

For Baker, Hobbs and Southport Park – CASH OR CHECK ONLY (must be paid in full)		
PARK FACILITY OR USE		FEES
Daily Fee		\$75.00 City of Kenosha Resident \$150.00 Non-Resident
Beer/Wine Permit		\$25.00
Cancellation Fee		\$50.00
Cleanup Fees		\$50.00 per hour/per man

NOTES:

- No restroom facilities at Hobbs Park. Permittee will have to rent their own portable restroom.
- Portable Restroom at Southport Park
- Bathroom building available at Baker Park.
- No amplified music allowed.
- Small shelter at each location.
- Electric is not available at Baker and Southport Park.

PARK	BEER/WINE	MUSIC	SHELTER	ELEC.	Restrooms	Water
Baker Park	Yes	No	Yes	No	Yes	Yes
Hobbs Park	Yes	No	Gazebo	Yes	No	No
Southport Park	Yes	No	Yes	No	Portable	No

PICNIC RULES AND REGULATIONS

1. Picnic permits are available from May 1st through September 30th only. No tentative reservations are accepted. Full payment must be paid in person at the time of reservation with cash or check only, credit and debit cards are not accepted. This can be done at the Department of Public Works located at 625 - 52nd Street, Room 305. If reservation/payment is made less than 30 days prior to the event, fees must be paid in full with cash only.
2. NO reservations will be accepted less than 7 days prior to the requested date. If the area is not reserved it will be available on a first come basis. However, no beer permit will be issued; electricity and restrooms will not be available. Since picnic permits are only available from May 1st through September 30th.
3. Cancellation Policy: Cancellations must be made 30 days prior to the rental date to receive a full refund less an administrative fee of \$50.00. There will be no refunds less than 30 days prior to the rental date.
4. Reservations: Reservations are accepted beginning the first working day in January of each year. You must do so in person and full payment is due at that time.
5. Picnics will not be permitted at Lincoln Park Concession Building when other park events are taking place, such as for tournaments, football, soccer or softball games.
6. Southport Park: There are no indoor restroom facilities available for public use. A portable unit will be placed at the sites during the months of June thru August.
7. The application must be signed by an adult 18 years of age (21 years of age or older if reservation includes a beer permit) who will be in attendance and who will assume full responsibility for group use. The adult signing the reservation form is the duly authorized representative for all damage, missing items and cleanup.
8. Dates and hours on the reservation form must include set-up, take-down and cleaning time.
9. DJ music is allowed in a few areas; DJ must be shut down by 9:30 pm. It is the responsibility of the group reserving the facility to keep the noise level acceptable so as not to annoy or disturb the surrounding area of the park. Noise must be directed away from residential homes. **NO BANDS ARE ALLOWED AT PICNIC SITES WITHOUT THE APPROVAL OF THE BOARD OF PARK COMMISSIONERS.**
10. Glass beverage containers are prohibited within the parks. Consumption of beer/wine is prohibited after 10:00 pm.
11. Right of Denial: The Park Division reserves the right to deny the use of any facility to a person and/or group for good reason. Examples: A conflict with planned or ongoing facility use, lack of personnel to prepare facilities, a known history of disruptive or undesirable conduct by the person and/or group.
12. Beer/wine permits will be issued only for approved events where fermented malt beverages/wine are being served with the approval of the Park Superintendent or his designee. Permit is for consumption only; the sale of fermented malt beverages/wine is prohibited. Organizations/ individuals that have received a fermented malt beverage/wine permit will be required to have an adult over the age of 21 present at all times. The permittee is responsible for all fees related to security personnel and equipment. Consumption of fermented malt beverages/wine is prohibited after 10:00 PM.

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES**

ANDERSON AND WASHINGTON PARK POOLS

POOL FEES

Children (2 and under/maximum 3 children)	Free with paid adult	Adult must care for children while in and out of the pool
Children (3 – 17)	\$4.00 per person	
Adults (Ages 18 – 59)	\$5.00 per person	\$2.00 - non swimming
Adults (60 and over)	\$3.00 per person	
Group Rates/Birthday Parties – In writing to Pool Supervisor with number of children, ages, how many chaperone's and the date/time. Request must be received a minimum of 1 week in advance.	\$3.00 per person Ratio of children to adults 8:1 Ratio of children under 6 to adults 4:1	During regular swimming hours, prearranged & prepaid. Maximum rental is for two hours. Group leader responsible for general control.
Locker Fees	\$.50 per locker	

POOL HOURS

Dates, Hours, and Closures are subject to change

CLOSED EVERY MONDAY AND ON THE 4TH OF JULY

June, July, August: 10am – 5:45 pm (Tuesday – Sunday)

2016 Tentative Dates: June 11 – August 21, 2016 (Both Pools)

POOL SEASON PASSES:

EARLY BIRD DISCOUNT			AFTER POOL OPENS	
<i>Type of Pass</i>	<i>Resident</i>	<i>Non Resident</i>	<i>Resident</i>	<i>Non Resident</i>
Single	\$55.00	\$60.00	\$60.00	\$75.00
Group (up to 5)	\$115.00	\$180.00	\$120.00	\$185.00
Additional on Group Pass per person – maximum 3	\$15.00	\$20.00	\$20.00	\$25.00
Replacement passes	\$10.00	\$10.00	\$10.00	\$10.00

“NEW” SWIM COUPONS

CHILD: \$15.00 for 5 visits

ADULT: \$20.00 for 5 visits

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES**

SESQUICENTENNIAL BAND SHELL (Pennoyer Park)		
PARK FACILITY OR USE	DEPOSIT	RENTAL
Pennoyer Park Bandshell	\$150.00	\$100.00/per day – Non-Profit Organizations \$200.00/per day – Resident \$225.00/per day – Non-Resident
Concession stand (each)		\$10.00 (Electric included)
Cancellation Fee		\$50.00

PARK RULES AND REGULATIONS

1. "Park Use Agreement" form to be filed and all fees in full paid at the time of reservation. Credit and debit cards are not accepted.
2. A "Park Use Agreement" for events where no alcohol will be present can be issued to applicants 18 years of age or older. A "Park Use Agreement" for events involving alcoholic beverages will only be issued to applicants 21 years of age or older.
3. Changes, alterations, or defacement of property to any facility, its furnishings or equipment will not be permitted. Any person or group causing damage to property or equipment will be required to pay for current cost of repair including labor, or replacement to restore furnishings or equipment to its original condition. Until full payment for damage is received, the City shall have the right to deny future application without any stated cause.
4. Beer/Wine permits will be issued only for approved events where fermented malt beverages are being served with the approval of the Park Superintendent or his designee. Permit is for consumption only; the sale of fermented malt beverages is prohibited. Organizations/ individuals that have received a fermented malt beverage permit will be required to have an adult over the age of 21 present at all times and have designated security personnel to ensure that no fermented malt beverages are taken outside the facility. The permittee is responsible for all fees related to security personnel and equipment. Consumption of fermented malt beverages is prohibited after 9:30 PM. No fermented malt beverages are allowed outside of the facility.
5. If additional staff is required for the event, a direct charge will be billed to the organization/individual.
6. Cancellation Policy: The City of Kenosha Park Division requires a minimum of 30 days notification of any rental cancellation. A \$50.00 fee will be charged for any cancellations. All fees will be forfeited if event is canceled without minimum notification.
7. Forfeiture of all fees including deposit will result if any of the following occurs:
 1. Facility damage beyond normal use.
 2. Excessive maintenance is required following use.
 3. Any act by the applicant and/or applicant's group requires police action.
 4. Cancellation of an event in progress due to violation of City policies, rules, or regulations governing such usage.

8. The Park Division is not responsible for equipment or material owned by persons using the buildings. Such equipment may not be stored at the buildings without written permission from the Park Superintendent or his designee. The City is not responsible for lost or stolen items. The City is not responsible for any items delivered before, or left after an event.
9. The use of the name, address, or telephone number of the City of Kenosha Park Division as the address or headquarters of any group using a facility is prohibited.
10. The announcements, press releases, fliers, etc., relating to meeting must clearly state the sponsoring agent's name and not the City of Kenosha Park Division. Any signage will require prior approval of the Board of Park Commissioners.
11. The application must be signed by an adult who will be in attendance and will assume full responsibility for the group use of the facility. The adult signing the reservation form is a duly authorized representative for any and all damages, missing items, and clean up. The applicant must be the individual in charge of the event and must be in attendance throughout the duration of the event. In addition, the applicant must verify all conditions are met and acceptable on the "Park Use Agreement" form at the conclusion of the event, including cleanup.
12. Dates and hours on the reservation form must include setup, take-down, and cleaning time.
13. RIGHT OF DENIAL: The Park Division reserves the right to deny the use of any facility to a person and/or group for good reason. Examples: A conflict with planned or ongoing facility use; lack of personnel to prepare facilities; a known history of disruptive or undesirable conduct by the person and/or group.

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES
SOUTHPORT BEACH HOUSE**

CASH OR CHECK ONLY – TO BE PAID IN FULL

For reservations – contact Public Works at 653-4080 or stop in at 625 52nd St – Room 305

SOUTHPORT BEACHHOUSE		
PARK FACILITY OR USE	DEPOSIT	RENTAL
Monday – Thursday Daily rate	\$300.00 (any event with a beer permit or more than 4 hours) \$100.00 (event with no beer permit and 4 hours or less)	APRIL 1 – SEPTEMBER 30, 2016 ONLY 7:00 AM – 4:00 PM \$15 PER HOUR 4:00 PM – 10:00 PM \$25 PER HOUR
Monday – Thursday Daily rate	\$300.00 (any event with a beer permit or more than 4 hours) \$100.00 (event with no beer permit and 4 hours or less)	OCTOBER 1 – DECEMBER 31, 2016 ONLY <i>City of Kenosha Resident</i> \$50.00 per hour <i>Non City of Kenosha Resident</i> \$75.00 per hour
Friday – Sunday Daily rate	\$300.00 (any event with a beer permit or more than 4 hours) \$100.00 (event with no beer permit and 4 hours or less)	<i>City of Kenosha Resident</i> \$50.00 per hour <i>Non City of Kenosha Resident</i> \$75.00 per hour
Beer/Wine Permit		\$25.00
Cancellation Fee		\$50.00

RESTRICTIONS:

- No rental prior to 10:00am without prior approval from the Park Division Superintendent or his designee.
- Minimum rental of 3 hours Monday – Thursday **April 1 – September 30, 2016**
- Minimum rental of 2 hours Monday – Thursday **October 1 – December 31, 2016**
- Minimum rental of 4 hours Friday, Saturday, and Sunday.

PARK BUILDING RULES AND REGULATIONS

1. "Park Use Agreement" form to be filed and all fees **paid in full** at the time of reservation with cash or check only. Credit and debit cards are not accepted.
2. A "Park Use Agreement" for events where no alcohol will be present can be issued to applicants 18 years of age or older. A "Park Use Agreement" for events involving alcoholic beverages will only be issued to applicants 21 years of age or older.
3. The Southport Beach House has a capacity of 150 people. The occupancy is posted in the building and must be adhered to at all times. Exceeding occupancy limits will result in termination of the event.
4. Changes, alterations, or defacement of property to any facility, its furnishings or equipment will not be permitted. Any person or group causing damage to property or equipment will be required to pay for current cost of repair including labor, or replacement to restore furnishings or equipment to its original condition. Until full payment for damage is received, the City shall have the right to deny future application without any stated cause. **TABLES AND CHAIRS ARE NOT TO BE REMOVED FROM THE BUILDING TO BE USED OUTSIDE.**
5. Beer/wine permits will be issued only for approved events where fermented malt beverages/wine are being served with the approval of the Park Superintendent or his designee. Permit is for consumption only; the sale of fermented malt beverages/wine is prohibited. Organizations/ individuals that have received a fermented malt beverage/wine permit will be required to have an adult over the age of 21 present at all times and have designated security personnel to ensure that no fermented malt beverages/wine are taken outside the building. The permittee is responsible for all fees related to security personnel and equipment. Consumption of fermented malt beverages/wine is prohibited after 10:00 PM. No fermented malt beverages/wine are allowed outside of the building.
6. If additional staff is required for the event, a direct charge will be billed to the organization/individual.
7. There is a three-hour minimum rental Monday through Thursday (April 1 – September 30, 2016) and a two-hour minimum rental (October 1 – December 31, 2016) and a four-hour minimum rental Friday through Sunday.
8. Cancellation Policy: The City of Kenosha Park Division requires a minimum of 30 days notification of any rental cancellation. A \$50.00 fee will be charged for any cancellations. All fees will be forfeited if event is canceled without minimum notification.
9. Forfeiture of all fees including deposit will result if any of the following occurs:
 - a. Facility damage beyond normal use.
 - b. Excessive maintenance is required following use.
 - c. Any act by the applicant and/or applicant's group requires police action.
 - d. Cancellation of an event in progress due to violation of City policies, rules, or regulations governing such usage.
10. The kitchen at Southport Beach House is solely a warming kitchen and cannot be used for meal preparation. The Southport Beach House only carries a Refrigerator, Warming Oven, Freezer and Cooler. There is a Refrigerator and Freezer only at the Oribiletti Center.
11. Building doors are to be kept closed at all times. **DO NOT PROP OPEN.**

12. Music must be turned off at 9:30 PM. Beer permits expire at 10:00 PM. Event must end and guests must leave the building/park no later than 10:00 PM. The user group that is cleaning the facility must vacate the building (including all personal items) no later than 10:30 PM.
- 13. Smoking or tobacco use is prohibited at all City facilities.**
14. Animals are not permitted in Park building facilities except for those that are used in aiding a person with a disability or for dog shows/events.
15. Possession of firearms and/or weapons is strictly prohibited.
16. There must be one adult supervisor (at least 21 years of age) for every 15 minors.
17. The building must be left in the same condition as when entered. Any damage/debris found upon arriving at the building must be reported to the Park Division immediately so that you are not charged. All tables and chairs must be returned to their original location. Tables must be wiped clean after usage. Floor must be swept if any debris has been dropped. Broom and dustpan will be provided.
18. Turn off all lights, check restrooms, and secure building when leaving.
19. The Park Division is not responsible for equipment or material owned by persons using the buildings. Such equipment may not be stored at the buildings without written permission from the Park Superintendent or his designee. The City is not responsible for lost or stolen items. The City is not responsible for any items delivered before or left after an event.
20. The use of the name, address, or telephone number of the City of Kenosha Park Division as the address or headquarters of any group using a building is prohibited.
21. The announcements, press releases, fliers, etc., relating to meeting must clearly state the sponsoring agent's name and not the City of Kenosha Park Division.
22. The application must be signed by an adult who will be in attendance and will assume full responsibility for the group use of the facility. The adult signing the reservation form is a duly authorized representative for any and all damages, missing items, and clean up. The applicant must be the individual in charge of the event and must be in attendance throughout the duration of the event. In addition, the applicant must verify all conditions are met and acceptable on the "Park Use Agreement" form at the conclusion of the event, including cleanup.
23. Dates and hours on the reservation form must include setup, take-down, and cleaning time.
24. **RIGHT OF DENIAL:** The Park Division reserves the right to deny the use of any facility to a person and/or group for good reason. Examples: A conflict with planned or ongoing facility use; lack of personnel to prepare facilities; a known history of disruptive or undesirable conduct by the person and/or group.

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES**

TENNIS COURTS

PARK FACILITY OR USE	RENTAL
Daily/court	\$5.00/per two hours

<u>Lights Offered at These Tennis Courts:</u>	<u>Non-Lighted Tennis Courts</u>
<p>60th Street Court - 2 courts 4810 - 60th Street Kenosha, WI 53140</p> <p>Lincoln Park – 4 courts 7001 - 22nd Avenue Kenosha, WI 53143</p> <p>Pennoyer Park – 3 courts 3601 - 7th Avenue Kenosha, WI 53140</p> <p>Roosevelt Park - 1 court 6815 - 34th Avenue Kenosha, WI 53142</p> <p>Washington Park – 1 court 1821 Washington Road Kenosha, WI 53140</p>	<p>Gangler Park – 2 courts 6701 - 82nd Street Kenosha, WI 53142</p>

CITY OF KENOSHA PARK DEPARTMENT

2016 FEES AND CHARGES

PERMITS/FORESTRY

City of Kenosha Residents Only	
	AMOUNT
Firewood (approximately 3 – 4 cords per order) Available on a limited basis – No guarantee of a delivery date.	(Not Available in 2016)
Wood Mulch (more or less 10 cubic yards) Available on a limited basis – No guarantee of a delivery date	\$50.00
Tree Planting Program – One tree (Sales tax is 5.5% inclusive)	\$25.00 – Replacement \$100.00 – New
Tree Protection Permit (includes plan review and site visits)	\$100.00

Tree Planting Program

1. Replacements are trees that have been removed in the past 5 years
2. New Trees must in compliance with ordinances – City Forestry staff will determine if the location qualifies for a tree.
3. Orders are on a first come, first serve basis until all trees are allocated.

Wood Mulch

Wood mulch is also available at the compost site on 88th Avenue for City of Kenosha residents only. There is no guarantee of availability.

**CITY OF KENOSHA PARK DIVISION
2016 FEES AND CHARGES**

WEDDINGS		
PARK FACILITY	FEE – 2 Hours	FEE – 3 Hours
Lincoln Garden, Lincoln Gazebo and Wolfenbuttel Garden	\$50.00 Resident \$100.00 Non-Resident \$25.00 Non-Profit Organizations	\$75.00 Resident \$150.00 Non-Resident \$25.00 Non-Profit Organizations
Cancellation Fee	\$50.00	\$50.00

WEDDING RULES AND REGULATIONS

1. Weddings:
 - a. Permits are rented in increments of 2 hours or 3 hours only. Scheduled 1/2 hour between each event.
 - b. Rotary Softball Tournament is held the second/third weekend in July in Lincoln Park. No weddings are permitted during this time.
 - c. **No guarantee on date of flowers being planted or removed.**
2. Wedding permits must be paid in full when making reservation. If reservation and payment is less than 30 days prior to the event fees must be paid in cash only.
3. NO reservations will be accepted less than 10 days prior to the requested date. If the area is not reserved it will be available on a first come basis. However, no electricity will be available.
4. Cancellation Policy: Cancellations must be made 30 days prior to the rental date to receive a full refund less an administrative fee of \$50.00. There will be no refunds less than 30 days prior to the rental date.
5. Reservations: May be taken up to a year in advance for the period of June 1 – September 30, with payment at the time of reservation.
6. The application must be signed by an adult (18 years of age or older) who will be in attendance and who will assume full responsibility for group use. The adult signing the reservation form is the duly authorized representative for all damage, missing items and cleanup.
7. Hours on reservation form must include set-up and take-down, including any chair or tent rentals.
8. Right of Denial: The Park Division reserves the right to deny the use of any facility to a person and/or group for good reason. Examples: a conflict with a planned or ongoing facility use; lack of personnel to prepare facilities; a known history of disruptive or undesirable conduct by the person and/or group.
9. Beer/wine permits will be issued only for approved events where fermented malt beverages/wine are being served with the approval of the Park Superintendent or his designee. Permit is for consumption only; the sale of fermented malt beverages/wine is prohibited. Organizations/individuals that have received a fermented malt beverage/wine permit will be required to have an adult over the age of 21 present at all times. The permittee is responsible for all fees related to security personnel and equipment. Consumption of fermented malt beverages/wine is prohibited after 10:00 PM.