

Agenda
Special Meeting
Board of Parks Commission

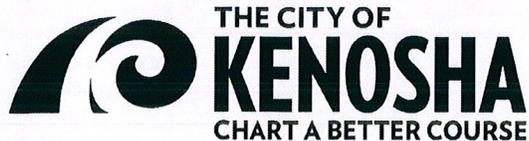
625-52nd St, Room 301
Monday, April 4, 2016
6:30pm

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

1. Request from Devina Jones for a Birthday Party at the Southport Beach House on Saturday, April 9, 2016 to:
 - a. Extend the Closing Hours to Midnight (12:00am)
 - b. Extend the Music Permit to 11:30pm (District 12)
2. Request from the Kenosha Public Library for use of Public Amplification for Announcements and Recorded Music on:
 - a. July 23 & August 5-6 and 12-13, 2016 at the Bandshell for the “Shakespeare at the Shell” Event (District 1)
 - b. July 16 & 30 at Library Park for the “Shakespeare in the Park” Event (District 2) (Deferred from the meeting on 3/28/16)
3. Award of Contract for Project 16-1422 Simmons Ball Field Improvements (7817 Sheridan Road) to Kenosha Grounds Care Inc. (Pleasant Prairie, Wisconsin) in the amount of \$51,000.00. (District 12) (Also referred to Public Works)
4. Award of Contract for Project 16-1423 Kennedy Park Revetment Repair (Approximately 38th Street to 40th Place) to A.W. Oakes & Sons, Inc. (Racine, Wisconsin) in the amount of \$46,000. (District 1) (Also referred to Public Works)
5. Award of Contract for Project 16-1425 Kennedy Drive Resurfacing (Simmons Island Road to 4,050 FT North) to Payne & Dolan, Inc. (Kenosha, Wisconsin) in the amount of \$212,5000. (District 1) (Also referred to Public Works)
6. Status update regarding the poured in place surface for Project 14-1426 Petzke Park Phase 3 (1700-29th Street; Dream Playground). (District 1)

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



March 31, 2016

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

FROM: Jeff Warnock, Park Superintendent *CMA
4-1-16*

SUBJECT: Request from Devina Jones for a Birthday Party at the Southport Beach House on Saturday, April 9, 2016 to:
a. Extend the Closing Hours to Midnight (12:00am)
b. Extend the Music Permit to 11:30pm (District 12)

BACKGROUND/ANALYSIS

Staff received a request from Devina Jones for an extension of closing hours to midnight and the music permit to 11:30pm at the Southport Beach House on Saturday, April 9, 2016.

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>300.350</u>	Beer/Wine: <u>0</u>	Deposit: <u>300</u>	Total Due: <u>650</u>
Receipt #: <u>171876</u>	By: <u>LD</u>	Zimbra: <input checked="" type="checkbox"/>	Park Calendar: <input checked="" type="checkbox"/>
Access Database: _____	Date Paid & Permit Issued: <u>3-28-16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Derina Jones
Person authorized to sign this agreement on behalf of the organization.

Organization Name: Upper

Address: 2114 87 Pl City: Kenosha State: WI Zip: 53143

Daytime Phone: 605-9086 Alternate Phone: 865-3478

FACILITY REQUESTED: Southport Beach House

Event Date: Sat, April 9, 2016

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

Attendance: 60 (Number of people) Time requested: From: 5pm to 12am
(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) N (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? Y (Yes or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

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

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

RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS

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

RESPONSIBILITY OF APPLICANT

CITY OF KENOSHA
GENERAL RECEIPT

RECEIPT NO.: 171876
RECEIPT DATE: 03/28/16
RECEIPT NAME: JONES, DEVINA
ADDRESS: 6105 31ST AVE
UPPER
KENOSHA, WI 53142

SOUTHPORT BEACH HOUSE 4/9/16 60 PPL 5-12PM

DESCRIPTION	AMOUNT
DEPOSIT	
110-00-21905-000-000	300.00
SOUTHPORT - RESIDENT	
110-00-46580-000-000	350.00

DUE:	650.00
CASH:	650.00
CHANGE:	

RECEIVED BY: PWCOUNT3

WD

#



March 29, 2016

Devina Jones
2114 87th Pl
Kenosha, WI 53143

RE: The extension of hours & music permit at the Southport Park Beach for a Birthday Party on Saturday, April 9, 2016.

Dear Ms Jones:

Your request for an extension of hours & music permit at the Southport Park Beach for a Birthday Party on Saturday, April 9, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, April 4, 2016
6:30 p.m.
Room 301
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



KEITH G. BOSMAN
Mayor

April 4, 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. Saturdays July 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. Saturdays July 16 and July 30. 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 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 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 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 23, Aug. 5,6,12,13

Contact Person Jill Miotech

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

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EVENT ORGANIZATION INFORMATION

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Address: 812 56th Street

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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 & 30 Rain Date none

Location Requested: Library Park, south side Estimated Attendance 60

Charitable Event: X 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

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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 & 30

Contact Person Jill Miotech

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 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.



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

March 29, 2016

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

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

Subject: Project: 16-1422 Simmons Ball Field Improvements
Location: 7817 Sheridan Road

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$51,500.00. Budget amount is \$51,500.00.

This project consists of grass removal, grading, sod installation, edging, and hauling of soil/vegetation debris of the following areas: infield, infield foul area, and infield warning track.

Following is the list of bidders:

Contractor	Total Base Bid
Kenosha Grounds Care, Inc., Pleasant Prairie, WI	\$46,489.01
Ray Hintz, Inc., Caledonia, WI	\$52,780.00
HK Sports Fields, LLC, Sister Bay, WI	\$63,660.00
Golf Creations, Marengo, IL	\$73,000.00
Western Contractors, New Berlin, WI	\$77,500.00
DK Contractors, Pleasant Prairie, WI	\$154,725.00

It is recommended that this contract be awarded to Kenosha Grounds Care Inc., Pleasant Prairie, Wisconsin for the base bid amount of \$46,489.01 plus \$4,510.99 in contingency for unforeseen conditions (if needed), for total award amount of \$51,000.00. Funding is from CIP Line Item PK-15-003.

SAB/kjb



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

March 30, 2016

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

From: Shelly Billingsley, MBA, PE *Shelly Billingsley* 3/30/16
Acting Director of Public Works/City Engineer

Subject: Project: 16-1423 Kennedy Park Revetment Repair
Location: Approximately 38th Street to 40th Place

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$50,000.00. Budget amount is \$50,000.00.

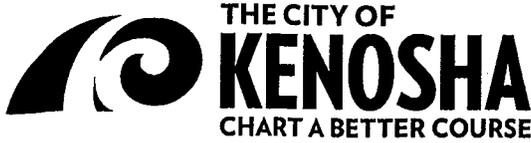
This project consists of erosion control, traffic control, placing of revetment stone, concrete curb and gutter, concrete sidewalk, and site restoration at Southport Park.

Following is the list of bidders:

Contractor	Bid Total
A.W. Oakes & Son, Inc., Racine, WI	\$42,400.00
All-Way Contractors, Inc., Elm Grove, WI	\$64,925.00

It is recommended that this contract be awarded to A.W. Oakes & Son for the bid amount of \$42,400.00 plus \$3,600.00 in contingency for unforeseen conditions (if needed), for total award amount of \$46,000.00. Funding is from CIP Line Item PK-15-002.

SAB/kjb



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

March 30, 2016

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

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

Shelly Billingsley KB
3/30/16

Subject: Project: 16-1425 Kennedy Park Drive Resurfacing
Location: Simmons Island Road to 4,050 FT North

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$260,000.00. Budget amount is \$365,000.00.

This project consists of the pulverization and preparation of existing road material, re-striping of the roadway, pavement marking, asphalt pavement, and other incidental works necessary to complete this work.

Following is the list of bidders:

	Payne & Dolan, Inc., Kenosha, WI
Base Bid Total	\$161,575.82
Alternate 1 – Speed Humps	\$2,700.00
Alternate 2 – Bicycle Signage	\$1,650.00
Alternate 3 – Shelter Parking Stalls	\$18,935.10
Bid Total	\$184,860.92

It is recommended that this contract be awarded to Payne & Dolan, Inc., Kenosha, Wisconsin, for the total bid amount of \$184,860.92 plus \$27,639.18 in contingency for unforeseen conditions (if needed), for total award amount of \$212,500.00. Funding is from CIP Line Item IN-16-005.

SAB/kjb