

Agenda
Board of Parks Commission Meeting
625-52nd St, Room 204
Monday, June 13, 2016
5pm

Chairperson:	Eric Haugaard	Vice Chairperson:	Jan Michalski
Commissioner:	Keith W. Rosenberg	Commissioner:	Rocco J. LaMacchia, Sr.
Commissioner:	Jack Rose		

Call to Order
Roll Call
Citizens Comments

Approval of the Minutes of the Meetings Held on May 2, 2016, May 9, 2016, and June 6, 2016.

1. Request from Stephen Lee (*D-Leecious Dogs*) for permission to operate a peddler stand business 7 days a week (*June - September*) from 10am-6pm at:
 - a. Option A – Anderson Pool North Parking Lot
 - or
 - b. Option B – Anderson Pool East Parking Lot (*District 9*) (*Deferred from the meeting on 6/6/16*)
2. Request from Stephen Lee for permission to operate a peddler stand business at Simmons Island Park 7 days week (*June - September*) from 10am-8pm. (*District 2*)
3. Request from Roger Pacanowski to place a Memorial Plaque on a Memorial Tree in Southport Park in Memory of Patricia Pacanowski. (*District 12*)
4. Request from Rachel Smith to place a Memorial Plaque on a Memorial Tree in Tot Park in Memory of Danielle Ricchio. (*District 2*)
5. Request from Vanessa De Jesus for a Wedding at the Southport Beach House on Saturday, August 6, 2016 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (*District 12*)
6. Request from Renee Garibay for a Quinceanera at the Southport Beach House on Saturday, October 22, 2016 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (*District 12*)

7. Request from Ashley Hayes for a Wedding Ceremony & Reception at the Southport Beach House on Saturday, August 5, 2017 to:
 - a. Extend the Closing Hours to 11:00pm
 - b. Extend the Beer/Wine Permit to 10:30pm
 - c. Extend the Music Permit to 10:30pm (*District 12*)

8. Request from Melissa Norris for a Wedding at the Southport Beach House on Saturday, October 1, 2016 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine Permit to 11:00pm
 - c. Extend the Music Permit to 11:30pm (*District 12*)

9. Request from Kenosha YMCA to hold their annual Firecracker Run/Walk on Sunday, July 3, 2016 at Library Park. (*District 2*)

10. Request from the Mary Lou & Arthur F. Mahone Fund for the use of the Lincoln Park Flower Garden on Wednesdays, July 13th, July 27th, August 10th, September 14th and September 28th for the:
 - a. Annual Lincoln Park Live Music Series Event
 - b. Selling of Fermented Malt Beverages
 - c. Selling of Food
 - d. Use of Amplified Music (District 12)

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, May 2, 2016

A special meeting of the Board of Park Commissioners was held on Monday, May 2, 2016 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Haugaard.

At roll call, the following members were present: Commissioners Rose, LaMacchia, Michalski and Rosenberg. Staff members in attendance were: Shelly Billingsley, Director of Public Works; Jeff Warnock, Superintendent of Parks; Police Chief Dan Miskinis; Assistant Fire Chief John Poltrock; Alderperson Curt Wilson and Mayor John Antaramian

It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to open up to Citizen Comments:

No citizens spoke during Citizens Comments.

It was moved by Commissioner Michalski, seconded by Commissioner Rosenberg, to approve the minutes from the meetings held on Monday April 4, 2016 and April 11, 2016. Motion carried unanimously.

1. Request from Jessica Weber for a Wedding/Reception at the Southport Beach House on Saturday, May 21, 2016 to:
 - a. Extend the Closing Hours to Midnight (12:00am)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (District 12)Public Hearing: None
It was moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to approve.
Staff: Jeff Warnock answered questions.
Motion carried unanimously on the approval.

2. Award of Contract for Project 16-1417 Tree Removal (*Citywide Locations*) to Clean Cut Tree Service, Inc. (*Grayslake, IL*) in the amount of \$298,000.00. (*All Districts*) (*Also referred to Public Works & Finance*)
Public Hearing: None
Staff: Shelly Billingsley spoke & answered questions.
It was moved by Commissioner Michalski, Commissioner Rose to approve.
Motion carried unanimously.

3. Award of Contract for Project 16-1418 Tree Planting (*Citywide Locations*) to Paul Swartz Nursery & Garden Shop, Inc. (*Burlington, WI*) in the amount of \$75,960.00. (*All Districts*) (*Also referred to Public Works & Finance*)
Public Hearing: None
It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to approve.
Staff: Shelly Billingsley answered questions.
Motion carried unanimously on the approval.

4. Acceptance of Project 13-1414 Washington Velodrome Resurfacing (*1901 Washington Road, which has been satisfactorily completed*) by Rasch Construction & Engineering, Inc. (*Kenosha, Wisconsin*). The final amount of the contract is \$670,002.27. (*District 6*) (*Also referred to Public Works*)
Public Hearing: None
Staff: Shelly Billingsley spoke.
It was moved by Commissioner Michalski, seconded by Commissioner Rose to defer for thirty (30) days or less. Motion carried unanimously.

COMMISSIONERS' COMMENTS: None

End of Meeting – Chairman Hugaard adjourned the meeting at 5:13 pm.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, May 9, 2016

A meeting of the Board of Park Commissioners was held on Monday, May 9, 2016 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:08 pm by Chairman Haugaard.

At roll call, the following members were present: Commissioners Michalski, Rose, LaMacchia and Rosenberg. Staff members in attendance were: Shelly Billingsley, Director of Public Works; Jeff Warnock, Superintendent of Parks; Alderperson Curt Wilson; Alderperson John Fox and Bill Richardson, Assistant City Attorney.

2 citizens spoke during Citizens Comments: Susan Andrea-Schlenker and Tammy Conforti

1. Request from Kelly Fleming to sell fermented malt beverages during the Wedding Reception at the Southport Beach House on Saturday, July 29, 2017. (*District 12*)
Public Hearing: None
It was moved by Commissioner Michalski, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.
2. Request from Karon Thomas for a Birthday Party at the Southport Beach House on Friday, July 22, 2016 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Music Permit to 11:00pm (*District 12*)Public Hearing: Karon Thomas was present.
It was moved by Commissioner Michalski, seconded by Commissioner Rosenberg to approve.
Staff: Jeff Warnock answered questions.
Motion carried unanimously on the approval.
3. Request from Alexis Perez for a Birthday Party at the Southport Beach House on Sunday, May 29, 2016 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm (*District 12*)Public Hearing: None
It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to approve. Motion carried unanimously.
4. Request from Willie Brown for reconsideration of park rental from Pennoyer/Bandshell to Kennedy Park with a Music Permit for a Family Reunion on Saturday, July 30, 2016. (*District 1*)
Public Hearing: Willie Brown spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve at Kennedy Park. Motion carried unanimously.
5. Request from Rotary Club of Kenosha West for their Softball Tournament on July 7-10, 2016 (rain dates of July 14-17, 2016) at Lincoln Park and Anderson Park. (*Districts 1 & 9*)
Public Hearing: None
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve.
Motion carried unanimously.

6. Request from Kenosha Crew (KASL) to hold their annual "Lose the Shoes Summer Sports Festival" Event on Saturday, July 30, 2016 at Simmons Island from 8:00am to 6:00pm. *(District 2)*
Public Hearing: Jeff Reget was present and Alderperson John Fox spoke.
It was moved by Commissioner Rosenberg, seconded by Commissioner Michalski to approve. Motion carried unanimously.
7. Request from Living Light Church to hold the "Beach Blast" Event on Saturday, June 25, 2016 at Simmons Island from 11:00am to 8:00pm. *(District 2)*
Public Hearing: Jeff Reget spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.
8. Request from the Southport Park Association to have the Southport Beach House at 6am for Yoga Classes on Tuesdays & Thursdays from May through August 2016. *(District 12)*
Chairman Haugaard asked the question if it would be a problem opening the Southport Beach House at 5:30am.
Staff: Jeff Warnock spoke and answered questions.
It was moved by Commissioner Michalski, seconded by Commissioner Rose to open up to a public hearing. Motion carried unanimously.
Public Hearing: Susan Andrea-Schlenker spoke.
It was then moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve as amended to 5am. Motion carried unanimously.
9. Request from Liam Moran for use of Baker Park on Saturday, June 25, 2016 to:
 - a. Hold a Car Show Event
 - b. Use of Public Amplification for Announcements *(District 3)*Public Hearing: None
It was moved Commissioner Michalski, seconded by Commissioner Rose to approve. Motion carried unanimously.
10. Agreement by and between the Board of Parks Commissioners and the Boys and Girls Club of Kenosha, Inc. *(Oribiletti Center) (District 12)*
Public Hearing: Assistant City Attorney Bill Richardson and Jake McGhee (Chief Executive Officer from Boys & Girls Club) spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to approve. Motion carried unanimously.
11. Reschedule of May 30, 2016 *(Memorial Day)* meeting.
It was moved by Commissioner Michalski, seconded by Commissioner Rosenberg to cancel the meeting and schedule a special meeting if needed. Motion carried unanimously.

COMMISSIONERS' COMMENTS: Commissioner LaMacchia commented on how he is excited that 4 items on this agenda got approved with the Southport Beach House. As well as that we are getting the building more reserved and used. Commissioner Rose gave an update on the Velodrome and that the Velodrome Board postponed the ribbon cutting until a further date. Commissioner Michalski commented on the Southport Beach House.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:36 pm.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, June 6, 2016

A special meeting of the Board of Park Commissioners was held on Monday, June 6, 2016 in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 6:41 pm by Chairman Haugaard.

At roll call, the following members were present: Commissioners Michalski, Rose, LaMacchia and Rosenberg. Staff members in attendance were: Shelly Billingsley, Director of Public Works; Police Chief Dan Miskinis; Assistant Fire Chief John Poltrock; Alderperson Kevin Mathewson; Alderperson John Fox; and Barbara Brattin, Library Director.

It was moved by Commissioner Michalski, seconded by Commissioner LaMacchia to open up to citizen comments. Motion carried unanimously.

Four citizens spoke during Citizens Comments: Jane Mackie, Carl Wilkins, Raymond Cameron and Tammy Conforti.

1. Request from Stephen Lee for permission to operate a peddler stand business at Anderson Park Fridays - Sundays (*weekends only*) and Civic Center Park Sundays - Saturdays (*7 days a week*) from 10am-6pm. (*Districts 2 & 9*)
Public Hearing: Stephen Lee and Roger Koessl (KASL Representative), and Alderperson John Fox spoke.
Staff: Shelly Billingsley answered questions.
It was moved by Commissioner LaMacchia, second by Commissioner Rose to separate the park locations. Motion carried 4-1 (with Commissioner Michalski voting nay). It was then moved by Commissioner Michalski to approve the Anderson Park location. Motion failed due to a lack of a second. After further discussion, it was then moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to defer for one week the Anderson Park location. Motion carried 4-1 (with Commissioner Michalski voting nay). It was then moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve the Civic Center location. Motion carried unanimously.
2. Amendment to the Conditional Use Permit for a 3000-seat stadium to be located at 8730 22nd Avenue. (*KUSD/Ameche Field*) (*District 9*) (*City Plan-Ayes 10; Noes 0*)
Public Hearing: Mark Molinaro (Partners in Design Representative) spoke.
It was moved by Commissioner Michalski, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.
3. Request from Gregory Bennett Jr (*Peace in the Streets*) for use the basketball courts at Lincoln Park and the surrounding area of the Oribiletti Center on Saturday, June 11, 2016 (*with a rain date of June 12, 2016*) for the:
 - a. Peace In The Streets Community Center Kick-Off Event
 - b. Use of Amplified Music
 - c. Selling of Food (*District 12*)Public Hearing: Gregory Bennett Jr and Barbara Brattin spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to approve. Motion carried unanimously.

COMMISSIONERS' COMMENTS: Commissioner Michalski commented about the Baseball Diamond Restoration at Columbus Park.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 7:07 pm.



June 9, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Stephen Lee (*D-Leecious Dogs*) for permission to operate a peddler stand business 7 days a week (*June - September*) from 10am-6pm at:
a. Option A – Anderson Pool West Parking Lot
or
b. Option B – Anderson Pool East Parking Lot
(*District 9*) (*Deferred from the meeting on 6/6/16*)

BACKGROUND/ANALYSIS

Staff received a request Stephen Lee for permission to operate a peddler stand business at Anderson Park Fridays - Sundays (*weekends only*) from 10am – 6pm. The Board of Parks Commission deferred it for one week at the June 6, 2016 meeting. On June 8, 2016, Mr Lee filed a Peddler Stand application with the City Clerk's office changing the location to be at either Option A the North Parking Lot or Option B the East Parking Lot of Anderson Pool from June – September.

RECOMMENDATION

After reviewing both locations, staff suggests the best option will be Option B the East Parking Lot at Anderson Pool.

JW/dm

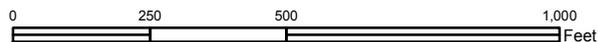


Anderson Park

Park : 91 acres Distance Around Pond : .5 mi
 Dedicated : 1967
 8730 22nd Avenue
 Kenosha, WI 53143

For all park rental inquiries
 please call 262.653.4050
 or visit kenosha.org.

- | | |
|---------------|-------------------------|
| Parking | Baseball |
| Restrooms | Football |
| Playground | Pool |
| Fishing Pier | Skatepark |
| Dog Park | Soccer |
| Park Building | Baseball Field Lighting |



Board of Park Commissions

To whom it may concern.

My wife and I have recently relocated to Kenosha 508 68th st Kenosha Wi 53143 and have purchased a hot dog cart.

We would like to get permission to part the cart Anderson park at Tremper ~~on the weekends~~

The hours of operation would be approximately 10 Am to 6 PM

*Switched
to any day
of the week.
4/8/16 dm*

We would like to serve

- 1) Hotdogs
- 2) Italian beef
- 3) Soda & Lemonade
- 4) Ice cream cups.
- 5) Pretzels

All items are pre make and will not be cooked on site, just heated up.

Enclosed is a picture of the cart.

If you have any further questions please feel free to contact me at 847 234 5577

Thanks you

Stephen Lee
D-Leecious Dogs





FILED	<u>6/8</u>
INITIALS	<u>mm</u>
ADVERSE/NO ADV	
LP	
CC	

PEDDLER STAND

TYPE: 129 Fee: \$100.00/term

Expires: September 30, 2016

1. Applicant: STEPHENE LEE District # 9

2. Driver's License or I.D. copy attached and Applicant's Report - Police Record copy attached

3. Residence Address: 508 68th St Kenosha Phone: 847 234 577

4. Email: SHEED-LEECIOUSDOGS.COM
(correspondence will be via email if address is given)

5. Business Name & Mailing Address: Delectious Dogs N/A

6. Location of Stand: Anderson Park ^{East} West Parking Lot
(Address or Intersection) or just North of the Pool

7. Is Stand Located In a City Park or City Property? Yes No
If yes, approval needed from Parks Department or Public Works (Pending Park Approval)

8. Date(s) Stand will operate: June 11 Sept 30 Time: 10-6
(9:00am to 8:00pm only)

9. Describe the food, beverages, merchandise or services to be sold:
Hot dogs, Brats Polish

10. Are You Selling Food? Yes No If selling food, a copy of Kenosha County Food Permit is required.
attached Yes No

11. I have received or I can obtain at www.kenosha.org., a copy of the Ordinance pertaining to Peddler's & Peddler's Stand License(s). Yes No

12. Will a car or truck be used to conduct business? Yes No If yes, certificate of liability attached n/a

Motor vehicles shall, at the cost and expense of applicant/permit holder, be inspected by an Automotive Service Excellence (A.S.E.) Certified Technician, who shall fill out, date and sign a Safety and Maintenance Inspection Report and a copy of their certification. The Report shall verify that the motor vehicle inspected is safe for operation on City streets. The Report shall be filed with the City Clerk/Treasurer with the permit application/renewal or at any time prior to which a motor vehicle will be utilized, or at any time directed by the Police Chief of designee thereof, based upon personal observation of a police officer indicating a lack of required maintenance.

13. Vehicle inspection by an A.S.E. Certified Technician Yes No n/a Report & Certification attached

14. Does the motor vehicle contain sound amplifying equipment (example-ice cream truck-music)
Yes No If so, attach a copy of your Kenosha County Sound Truck application receipt.
*Attached Yes No n/a

15. Motor vehicles are required to be marked on both sides with the name of the owner in letters not less than two and one-half (2 1/2") inches in height in a color contrasting with the color of the vehicle.
Is vehicle marked? Yes No n/a IF NO, LICENSE WILL NOT BE ISSUED.

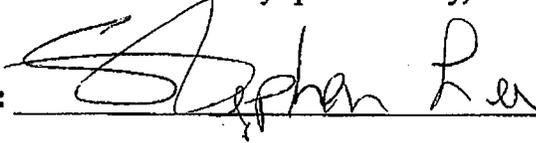
PLEASE READ:

Probationary Term. An approved location shall be subject to a probationary period of thirty (30) consecutive days. If no written complaints or objections with respect to the approved location are received by the Clerk during the probationary period, the location shall be the "location" of the stand for the remainder of the licensing period. If a complaint or objection is received, it shall be forwarded to the Common Council for further consideration of the stand location. The probationary period shall be extended as long as the location remains under Council consideration. The Council shall either confirm or amend the location. Each stand may be relocated subject to the filing of a new permit application during the term of the permit and upon Common Council approval.

I hereby appoint the municipal clerk for the City of Kenosha or his/her agent to accept service of process in any civil action brought against me in connection with direct sales activities if I cannot, after reasonable effort, be personally served.

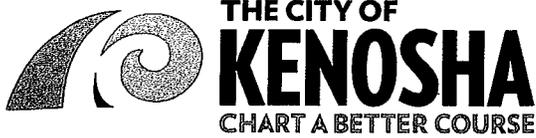
I hereby certify that I am the applicant named in the foregoing application, and I have read each and every question and answered each and every question truly, correctly and completely, under penalty of law for failure to do so.

Applicant's Signature:

 _____

Date:

6/8/16



PUBLIC WORKS
PARKS

June 8, 2016

Stephen Lee
508 68th St
Kenosha, WI 53143

RE: Anderson Park use for peddler stand business

Dear Mr. Lee:

Your request for permission to operate a peddler stand business 7 days a week (*June - September*) from 10am-6pm in Anderson Park was deferred for one week at the Parks Commission Meeting on Monday, June 6, 2016. This item is rescheduled for review on:

Monday, June 13, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

In order for this item not to be deferred again, the Commission has requested you &/or a representative to appear for any questions they may have regarding your event.

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
via Email – slee@d-leeciousdogs.com

June 9, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Stephen Lee for permission to operate a peddler stand business at Simmons Island Park 7 days week (*June - September*) from 10am-8pm.
(*District 2*)

BACKGROUND/ANALYSIS

Staff received a request Stephen Lee for permission to operate a peddler stand business at Simmons Island Park 7 days week (*June - September*) from 10am-8pm. On June 8, 2016, Mr Lee filed a Peddler Stand application with the City Clerk's office for this location.

RECOMMENDATION

Staff recommends approval.

JW/dm

Board of Commissions

To whom it may concern.

We would like to get permission to part the cart in the parking lot at Simmons island beach.

The hours of operation would be approximately 10 Am to 8 PM during the summer

We would like to serve

- 1) Hotdogs
- 2) Polish sausage
- 3) Bratwursts
- 4) Italian beef
- 5) Soda & Lemonade
- 6) Pretzels
- 7) Cheese steak hoagies
- 8) Candies

All items are pre make and will not be cooked on site, just heated up.

If you have any further questions please feel free to contact me at 847 234 5577

Thanks you

Stephen Lee

D-Leecious Dogs





FILED	<u>6/8</u>
INITIALS	<u>mm</u>
ADVERSE/NO ADV	
LP	
CC	

PEDDLER STAND

TYPE: 129 Fee: \$100.00/term

Expires: September 30, 2016

- 1. Applicant: Stephen Lee / D-Delectious Dogs District # 1
- 2. Driver's License or I.D. copy attached and Applicant's Report - Police Record copy attached
- 3. Residence Address: 508 ^{6th} St Kenosha Phone: 847 234 5577

4. Email: SLLEE@D-DELECTIOUSDOGS.COM
(correspondence will be via email if address is given)

5. Business Name & Mailing Address: Delectious Dogs N/A

6. Location of Stand: Simon's Island Beach
(Address or Intersection) (Pending Park approval)

7. Is Stand Located In a City Park or City Property? Yes No
If yes, approval needed from Parks Department or Public Works

8. Date(s) Stand will operate: JUNE 21 ^{up} 3 Time: 10-8
(9:00am to 8:00pm only)

9. Describe the food, beverages, merchandise or services to be sold: Hotdogs, Bats,
Polish Sausage

10. Are You Selling Food? Yes No If selling food, a copy of Kenosha County Food Permit is required. attached Yes No

11. I have received or I can obtain at www.kenosha.org, a copy of the Ordinance pertaining to Peddler's & Peddler's Stand License(s). Yes No

12. Will a car or truck be used to conduct business? Yes No If yes, certificate of liability attached n/a

Motor vehicles shall, at the cost and expense of applicant/permit holder, be inspected by an Automotive Service Excellence (A.S.E.) Certified Technician, who shall fill out, date and sign a Safety and Maintenance Inspection Report and a copy of their certification. The Report shall verify that the motor vehicle inspected is safe for operation on City streets. The Report shall be filed with the City Clerk/Treasurer with the permit application/renewal or at any time prior to which a motor vehicle will be utilized, or at any time directed by the Police Chief of designee thereof, based upon personal observation of a police officer indicating a lack of required maintenance.

13. Vehicle inspection by an A.S.E. Certified Technician Yes No n/a Report & Certification attached

14. Does the motor vehicle contain sound amplifying equipment (example-ice cream truck-music) Yes No If so, attach a copy of your Kenosha County Sound Truck application receipt. *Attached Yes No n/a

15. Motor vehicles are required to be marked on both sides with the name of the owner in letters not less than two and one-half (2 1/2") inches in height in a color contrasting with the color of the vehicle.
Is vehicle marked? Yes No n/a IF NO, LICENSE WILL NOT BE ISSUED.

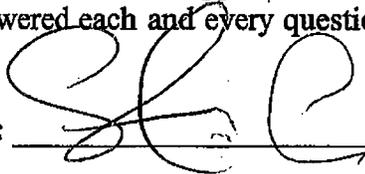
PLEASE READ:

Probationary Term. An approved location shall be subject to a probationary period of thirty (30) consecutive days. If no written complaints or objections with respect to the approved location are received by the Clerk during the probationary period, the location shall be the "location" of the stand for the remainder of the licensing period. If a complaint or objection is received, it shall be forwarded to the Common Council for further consideration of the stand location. The probationary period shall be extended as long as the location remains under Council consideration. The Council shall either confirm or amend the location. Each stand may be relocated subject to the filing of a new permit application during the term of the permit and upon Common Council approval.

I hereby appoint the municipal clerk for the City of Kenosha or his/her agent to accept service of process in any civil action brought against me in connection with direct sales activities if I cannot, after reasonable effort, be personally served.

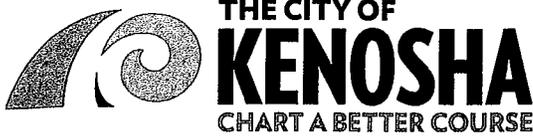
I hereby certify that I am the applicant named in the foregoing application, and I have read each and every question and answered each and every question truly, correctly and completely, under penalty of law for failure to do so.

Applicant's Signature: _____



Date: _____

8/8/16



PUBLIC WORKS
PARKS

June 8, 2016

Stephen Lee
508 68th St
Kenosha, WI 53143

RE: Simmons Island Park use for peddler stand business

Dear Mr. Lee:

Your request for permission to operate a peddler stand business 7 days a week (*June - September*) from 10am-8pm in Simmons Island Park will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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
via Email – slee@d-leeciousdogs.com



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

June 7, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Shelly Billingsley, Director of Public Works



SUBJECT: Request from Roger Pacanowski to place a Memorial Plaque on a Memorial Tree in Southport Park in Memory of Patricia Pacanowski. *(District 12)*

BACKGROUND/ANALYSIS

Staff received a request from Roger Pacanowski on May 12, 2016 for permission to have a Memorial Plaque placed on a Memorial Tree in Southport Park in Memory of Patricia Pacanowski. After review by the City Forester, Dirk Nelson, he has recommended approval.

RECOMMENDATION

Staff recommends approval.

SB/dm

**CITY OF KENOSHA
MEMORIAL TREE PROGRAM**

Thank you for your interest in the Memorial Tree Program operated by the City of Kenosha Park Division. Your donation to this program will not only provide a lasting memory of a loved one but also to beautify our Parks.

DONOR INFORMATION

Date: 5/12/2016 In Memory Of: PATRICIA A. PACANOWSKI

Name of Donor or Representative: ROGER PACANOWSKI

Address: 7600 2 AV City: KENOSHA State WI Zip 53143

Home phone (262) 652-5370 Work Phone _____ Cell Phone (262) 909-7733

Park Location Requested: SOUTHPORT PARK (ACROSS FROM OUR HOME)

Type of Tree Desired: RED OAK — OTHER SPECIES ~~THAT~~ THAT WOULD
BE OK IN THAT LOCATION ARE OK

Note: The park location/species requested is not guaranteed. The Park Division will work with the donor to best accommodate the request.

Once your request has been received, it will be reviewed by the City Forester for placement and tree selections. The donor will be contacted to discuss the location and tree species options. The tree then can be purchased by the donor from Swartz Nursery at 1743 30th Avenue in Kenosha. Their telephone number is 262-552-8210. The nursery will contact the our office when the tree is ready for pickup and staff will plant the tree in the proper location.

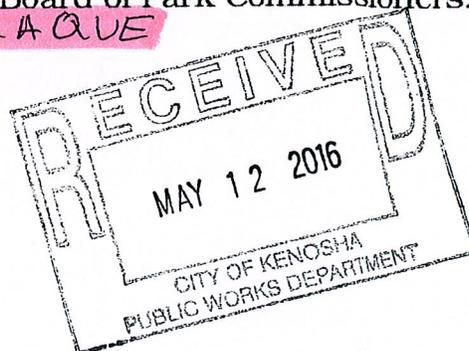
Trees are approximately 10 - 12 feet tall and 2 - 2 1/2" inches in diameter

Costs vary based on the size and species of the tree. No memorial plaques may be placed at the site or on the tree without written permission from the Board of Park Commissioners.

I WISH TO PLACE A MEMORIAL PLAQUE

Return this form to:

City of Kenosha
Public Works - Park Division
625 - 52nd Street - Room 305
Kenosha WI 53140





PUBLIC WORKS
PARKS

June 7, 2016

Roger Pacanowski
7600 2nd Ave
Kenosha, WI 53143

RE: Request for a Memorial Plaque on a Memorial Tree in Southport Park in Memory of Patricia Pacanowski.

Dear Mr Pacanowski:

Your request for a Memorial Plaque on a Memorial Tree in Southport Park in Memory of Patricia Pacanowski will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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



June 9, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Rachel Smith to place a Memorial Plaque on a Memorial Tree in Tot Park in Memory of Danielle Ricchio. *(District 2)*

BACKGROUND/ANALYSIS

Staff received a request from Rachel Smith on June 3, 2016 for permission to have a Memorial Plaque placed on a Memorial Tree in Tot Park in Memory of Danielle Ricchio. After review by the City Forester, Dirk Nelson, he has recommended approval.

RECOMMENDATION

Staff recommends approval.

JW/dm

**CITY OF KENOSHA
MEMORIAL TREE PROGRAM**

Thank you for your interest in the Memorial Tree Program operated by the City of Kenosha Park Division. Your donation to this program will not only provide a lasting memory of a loved one but also to beautify our Parks.

DONOR INFORMATION

Date: 6/3/16 In Memory Of Danielle Riccio
Name of Donor or Representative: Rachel Smith
Address: 4812 17th Street City: Kenosha State: WI Zip: 53144
Home phone: 262-945-6433 Work Phone _____ Cell Phone _____
Park Location Requested: East of Tot Park along lake front
Type of Tree Desired: NO preference

Note: The park location/species requested is not guaranteed. The Park Division will work with the donor to best accommodate the request.

Once your request has been received, it will be reviewed by the City Forester for placement and tree selections. The donor will be contacted to discuss the location and tree species options. The tree then can be purchased by the donor from Swartz Nursery at 1743 30th Avenue in Kenosha. Their telephone number is 262-552-8210. The nursery will contact the our office when the tree is ready for pickup and staff will plant the tree in the proper location.

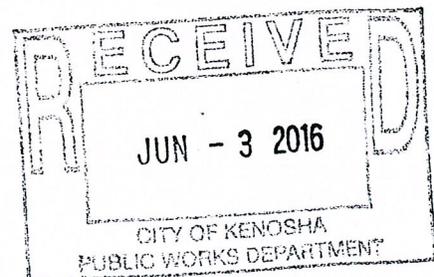
Trees are approximately 10 - 12 feet tall and 2 - 2 1/2" inches in diameter

Costs vary based on the size and species of the tree. No memorial plaques may be placed at the site or on the tree without written permission from the Board of Park Commissioners.

I wish for plaque.

Return this form to:

City of Kenosha
Public Works - Park Division
625 - 52nd Street - Room 305
Kenosha WI 53140





PUBLIC WORKS
PARKS

June 7, 2016

Rachel Smith
4812 17th St
Kenosha, WI 53144

RE: Request for a Memorial Plaque on a Memorial Tree in Tot Park in Memory of Danielle Ricchio.

Dear Miss Smith:

Your request for a Memorial Plaque on a Memorial Tree in Tot Park in Memory of Danielle Ricchio will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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

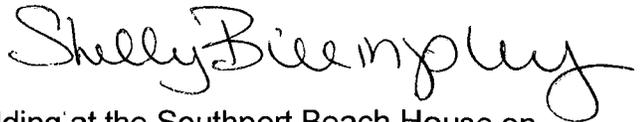


SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

June 7, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Shelly Billingsley, Director of Public Works



SUBJECT: Request from Vanessa De Jesus for a Wedding at the Southport Beach House on
Saturday, August 6, 2016 to:
a. Extend the Closing Hours to Midnight (12:00am)
b. Extend the Beer/Wine Permit to 11:30pm
c. Extend the Music Permit to 11:30pm (District 12)

BACKGROUND/ANALYSIS

Staff received a request from Vanessa De Jesus to extend the closing hours to midnight and the beer/wine and music permit to 11:30pm at the Southport Beach House on August 6, 2016 for a Wedding.

RECOMMENDATION

Staff recommends approval.

SB/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>350.00</u>	Beer/Wine: <u>85.00</u>	Deposit: <u>300.00</u>	Total Due: <u>675.00 + \$50 = 725.00</u>
Receipt #: <u>171576</u>	By: <u>[Signature]</u>	Zimbra: <u>[Signature]</u>	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: <u>122275</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Vanessa De Jesus
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 720 76th St City: Kenosha State: WI Zip: 53143

Daytime Phone: 773 580 4487 Alternate Phone: 224 789 6359

FACILITY REQUESTED: Southport Beachhouse

Event Date: Sat, Aug 6, 2016

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

Attendance: 100 (Number of people) Time requested: From: 3:00 to 10:00pm
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM

12 AM am 6/3/16

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

CITY OF KENOSHA
GENERAL RECEIPT
C O P Y

RECEIPT NO.: 172437
RECEIPT DATE: 06/03/16
RECEIPT NAME: VANESS DE JESUS
ADDRESS: 720 76TH ST

KENOSHA, WI 53143

2 ADD-ON HRS (10PM-12AM), 8/6/16
WEDDING

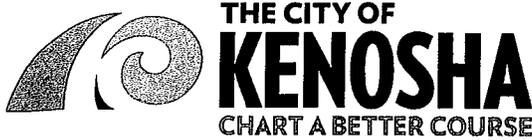
DESCRIPTION/ACCT NUMBER	AMOUNT
SOUTHPORT - RESIDENT	
110-00-46580-000-000	100.00

DUE:	100.00
CASH:	100.00
CHANGE:	

RECEIVED BY: PWCOUNT3



#



PUBLIC WORKS
PARKS

June 6, 2016

Vanessa De Jesus
720 76th St
Kenosha, WI 53143

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, October 6, 2016.

Dear Miss De Jesus:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, October 6, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

June 7, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Shelly Billingsley, Director of Public Works

SUBJECT: Request from Renee Garibay for a Quinceanera at the Southport Beach House on Saturday, October 22, 2016 to:

- a. Extend the Closing Hours to Midnight (12:00am)
- b. Extend the Beer/Wine Permit to 11:30pm
- c. Extend the Music Permit to 11:30pm (District 12)

BACKGROUND/ANALYSIS

Staff received a request from Renee Garibay to extend the closing hours to midnight and the beer/wine and music permit to 11:30pm at the Southport Beach House on October 22, 2016 for a Quinceanera.

RECOMMENDATION

Staff recommends approval.

SB/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>900.00</u>	Beer/Wine: <u>25.00</u>	Deposit: <u>300.00</u>	Total Due: <u>\$1,225.00</u>
Receipt #: <u>172383</u>	By: <u>RB</u>	Zimbra: _____	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: <u>5-27-16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Renee Garibay
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 3616 Kinzie Ave City: Racine State: WI Zip: 53405

Daytime Phone: (262) 221-6459 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House

Event Date: Sat, Oct. 22, 2016

Nature of Event: Quince
(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: 12:00 pm to 12:00 am -
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM *extend music*
extend beer/wine

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

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

Do you plan to have a Band? 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.

CITY OF KENOSHA
GENERAL RECEIPT

RECEIPT NO.: 172383
RECEIPT DATE: 05/27/16
RECEIPT NAME: GARIBAY, RENEE
ADDRESS: 3616 KINZIE AVENUE

RACINE, WI 53405

SAT., OCT 22, 2016 12NOON - 12:00AM 150 PE
OPLE

DESCRIPTION	AMOUNT
DEPOSIT	
110-00-21905-000-000	300.00
SOUTHPORT - NON RESD	
110-00-46581-000-000	900.00
BEER/WINE PERMIT	
110-00-46532-000-000	25.00

DUE:	1,225.00
CASH:	1,250.00
CHANGE:	25.00

RECEIVED BY: PWCOUNT

JB



PUBLIC WORKS
PARKS

June 6, 2016

Renee Garibay
3616 Kinzie Ave
Racine, WI 53405

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Quinceanera on Saturday, October 22, 2016.

Dear Ms Garibay:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Quinceanera on Saturday, October 22, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

June 7, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Shelly Billingsley, Director of Public Works

SUBJECT: Request from Ashley Hayes for a Wedding Ceremony & Reception at the Southport Beach House on Saturday, August 5, 2017 to:
a. Extend the Closing Hours to 11:00pm
b. Extend the Beer/Wine Permit to 10:30pm
c. Extend the Music Permit to 10:30pm (*District 12*)

BACKGROUND/ANALYSIS

Staff received a request from Ashley Hayes to extend the closing hours to 11:00pm, the beer/wine permit to 10:30pm, and music permit to 11:30pm at the Southport Beach House on August 5, 2017 for a Wedding.

RECOMMENDATION

Staff recommends approval.

SB/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: \$700	Beer/Wine: \$25	Deposit: \$300	Total Due: \$1,025.00
Receipt #: 17257	By: DM	Zimbra:	Park Calendar:
Access Database:	Date Paid & Permit Issued: 5/5/16		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Ashley Hayes
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 1554 30th Ave Apt 1B City: Kenosha State: WI Zip: 53144

Daytime Phone: 847-609-9529 Alternate Phone: 217-853-7247

FACILITY REQUESTED: Southport Beach House

Event Date: Saturday, August 5, 2017

Nature of Event: Wedding Ceremony + Reception
(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: 9 AM to 11pm
(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.

CITY OF KENOSHA
GENERAL RECEIPT
C O P Y

RECEIPT NO.: 172157
RECEIPT DATE: 05/05/16
RECEIPT NAME: ASHLEY HAYES
ADDRESS: 1554 30TH AVE APT 1B

KENOSHA, WI 53144

8/5/17, WEDDING CEREMONY & RECEPTION
9AM-11PM, 150 PPL

DESCRIPTION/ACCT NUMBER	AMOUNT
DEPOSIT	
110-00-21905-000-000	300.00
SOUTHPORT - RESIDENT	
110-00-46580-000-000	700.00
BEER/WINE PERMIT	
110-00-46532-000-000	25.00

DUE:	1,025.00
CASH:	500.00
CHECK:	525.00
CHANGE:	

CHECK NO: 1059
RECEIVED BY: PWCOUNT3

DM

#



PUBLIC WORKS
PARKS

June 6, 2016

Ashley Hayes
1554 30th Ave Apt 1B
Kenosha, WI 53144

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding Ceremony & Reception on Saturday, August 5, 2017.

Dear Miss Hayes:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding Ceremony & Reception on Saturday, August 5, 2017 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

June 7, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Shelly Billingsley, Director of Public Works *Shelly Billingsley*

SUBJECT: Request from Melissa Norris for a Wedding at the Southport Beach House on Saturday, October 1, 2016 to:
a. Extend the Closing Hours to Midnight (12:00am)
b. Extend the Beer/Wine Permit to 11:00pm
c. Extend the Music Permit to 11:30pm (District 12)

BACKGROUND/ANALYSIS

Staff received a request from Melissa Norris to extend the closing hours to midnight, the beer/wine permit to 11:00pm, and music permit to 11:30pm at the Southport Beach House on October 1, 2016 for a Wedding.

RECOMMENDATION

Staff recommends approval.

SB/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			
ental Fees: <u>172144</u>	Beer/Wine: <u>25</u>	Deposit: <u>300</u>	Total Due: <u>1675.00</u>
ceipt #: <u>1350.00</u>	By: <u>LD</u>	Zimbra: <input checked="" type="checkbox"/>	Park Calendar: <input checked="" type="checkbox"/>
ccess Database: _____	Date Paid & Permit Issued: <u>5/5/16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permitee Name: ~~Mary No~~ Melissa Norris
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 1405 20th St City: Zion State: IL Zip: 60099

Daytime Phone: 212 344 6758 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House

Event Date: Saturday, October 1, 2016 * Friday, Sept 30, 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: Fri 6-10 PM (4) Sat 10am to 12pm (14)
(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.

CITY OF KENOSHA
GENERAL RECEIPT

RECEIPT NO.: 172144
RECEIPT DATE: 05/05/16
RECEIPT NAME: NORRIS, MARY
ADDRESS: 1694 12TH AVE

KENOSHA, WI 53140

SOUTHPORT BEACH HOUSE 9/30/16 6-10 10/1/16
10A-12A
M 150 PPL WEDDING BEER PERMIT

DESCRIPTION	AMOUNT
DEPOSIT	
110-00-21905-000-000	300.00
SOUTHPORT - NON RESD	
110-00-46581-000-000	1,350.00
BEER/WINE PERMIT	
110-00-46532-000-000	25.00

DUE:	1,675.00
CHECK:	1,675.00
CHANGE:	

CHECK NO: 1088
RECEIVED BY: PWCOUNT3

WD

#



PUBLIC WORKS
PARKS

June 7, 2016

Melissa Norris
1405 20th St
Zion, IL 60099

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, October 1, 2016.

Dear Miss Norris:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, October 1, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

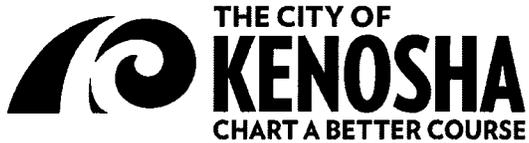
You and/or your representative are required to appear.

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



June 7, 2016

To: Eric Haugaard, Chairperson
Board of Park Commissioners

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



Subject: Request from Kenosha YMCA for use of Library Park for Firecracker Run/Walk

BACKGROUND INFORMATION

The Kenosha YMCA is requesting use of Library Park on Sunday, July 3, 2016 from 5AM to 12PM for the start and finish of the Firecracker Run/Walk. The park will be used for registration and packet pick up prior to race and for post race awards and refreshments. They plan to have public amplification for the awards ceremony.

RECOMMENDATION

Staff recommends approval.

SAB/kjb

**SPECIAL EVENT APPLICATION
CITY OF KENOSHA – PARK DIVISION**

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

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha YMCA

Contact Person who is responsible for event: Tenille Fick

Address: 7101 53rd St.

City/State/Zip Kenosha, WI 53144

Daytime # 262-564-6835 Evening # _____ Cell# 262-880-8392

Fax # 262-653-9886 E-mail: tfick@kenoshaymca.org

Is the Host Organization a 501(c)-3? Yes, provide ES# 1044

EVENT INFORMATION

Name of the Event: Firecracker Run/Walk

Date Requested: Sunday, July 3rd 2016 Rain Date N/A

Location Requested: Library Park Start/Finish Estimated Attendance 500

Charitable Event: No Yes, Proceeds donated to Kenosha YMCA

Brief Description of the Event: 5K Run/Walk and 10K Run

Registration and packet pick-up prior to the race and post-race awards and refreshments.

Set up date and time: 5:00am Sunday, July 3rd

Time of Event: 7:00am registration. 8:30am race start.

Take down date and time: 12:00pm sunday July 3rd

FOR OFFICE USE ONLY:

Application Packet Received 12/19/15 Admin. Or Commission Approval _____

C ZIMBRA Library Park _____ Jodi Dirk Police _____

F PARK CALENDAR WALK _____ PW-Streets: _____ Kris _____

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

Name of Event Firecracker Run/Walk

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

No
yes/no

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

Yes
yes/no

Water: Varies by location

PARK DIVISION:

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

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

of Barricades _____ Any Bleachers _____ Any Reviewing Stands _____

Showmobile New _____ Old _____

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

Other Special Requests: _____

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

of Barricades 36 A map must be attached with the placement locations

of Parking Signs _____ Organization responsibility:

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

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



PUBLIC WORKS
PARKS

June 9, 2016

Kenosha YMCA
Attn: Tenille Fick
7101 53rd St
Kenosha, WI 53144

RE: Park use of Library Park

To whom it may concern:

Your request for park use at Library Park for the Firecracker Run/Walk on Sunday, July 3, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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 Kristin Brown at 262-653-4059 or kbrown@kenosha.org.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

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



June 7, 2016

TO: Chairman Eric Haugaard, Board of Park Commissioners

RE: Lincoln Park Live

The Mahone Foundation, together with the City of Kenosha, is requesting of the Board of Park Commissioners the use of the Lincoln Park Flower Gardens for the Lincoln Park Live Music Series on the following dates: Wednesdays July 13 and 27; Aug. 10, and Sept. 14 and 28 from 6:30-9 p.m. They also plan public amplification and sales of fermented malt/wine beverages.

Recommendation: To approve the use of Lincoln Park for the Lincoln Park Live series on the above dates; and also to approve public amplification.

Note: Once use of Lincoln Park is approved, the applicant can then apply to the city clerk's office for a beer/wine permit.

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 MARY LUI: ANTHONY F. MAHONEY FUND / Kenosha Community Fund
Contact Person who is responsible for event: TIM MAHONEY
Address: 600-5th Street Suite 110
City/State/Zip Kenosha, WI 53140
Daytime # _____ Evening # _____ Cell# 262-748-7418
Fax # _____ E-mail: ftmahone@aol.com
Is the Host Organization a 501(c)-3? Yes, provide ES# _____

EVENT INFORMATION

Name of the Event: Lincoln Park Live Music Series
Date Requested: ~~June 29th~~, July 13/27th, Aug 10th, Sept 14/28th Rain Date: TBD
Location Requested: Flower Garden Estimated Attendance _____
Charitable Event: No Yes, Proceeds donated to MAHONEY FUND
Brief Description of the Event: Outdoor Music event in the Flower Garden
Set up date and time: 12:00 noon day of each concert
Time of Event: 6:30 pm - 9:00 pm
Take down date and time: immediately after each event

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 Lincoln Park Live Music Series

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

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

Yes
yes/no Water: Varies by location

PARK DIVISION:

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

of Benches 10 # of Picnic Tables 10 # of extra trash containers 5

of Barricades _____ Any Bleachers _____ Any Reviewing Stands _____

Showmobile New X Old _____

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

Other Special Requests: _____

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

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

of Parking Signs _____ Organization responsibility:

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

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

TEMPORARY STRUCTURE
CITY OF KENOSHA - PARK DIVISION

Please review Item #8 in the Policy/Procedure Manual

Name of Event Lincoln Park Live

Park Requested Lincoln Park Flower Garden Date of Event: _____

**Structure location must be placed on site map.

Type of Temporary Structure

Tent

Staging

Trailers

Inflatables

Dunk Tank

Other, Please explain _____

Vendor Information

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

Name of Company/Individual: TOP CHOICE

Work # 262-652-2717 Home # _____ Cell 262-818-5925

Insurance

All vendors that are supplying the organization with a temporary structure must supply a Certificate of Insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's. Copy to be attached or sent to the Park Division 30 days prior to the event.

Insurance Company _____

Signature

Vendor Signature _____

Date _____

**PUBLIC AMPLIFICATION PERMIT APPLICATION
CITY OF KENOSHA – PARK DIVISION**

By ordinance, public amplification is not allowed in City Parks except by permission from the Board of Park Commissioners. Permission for amplification does not exempt a group from obeying Ordinance restrictions on the volume of sound. Please be considerate of park neighbors and other park users. When notifying the alderman and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

Event Information:

Name of Event Lincoln Park Live

Location of Event: Lincoln Park

Date of Event ~~June 29th~~, July 13/27th
Aug 10th, Sept 14/28th

Contact Person TIM MATHYK

Type of Amplified Sound

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

Requested time of amplification: Start: _____ Ending _____

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

TBD

Daytime # _____ Evening # _____ Cell # _____

Aldersperson notification

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

_____ Yes 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.

**FERMENTED MALT/WINE BEVERAGE SALES APPLICATION
CITY OF KENOSHA – PARK DIVISION**

Name of Event: Lincoln Park Live Music Series

Location of Event Warren J. Taylor Memorial Gardens Date of Event _____

Name of Group Responsible Mary Lou & Arthur F. Mahme Fund

Person that is Responsible for License and Regulations Tim Mahme

Address 660-52nd Street Suite 110 Kenosha

Daytime # _____ Evening # _____ Cell # 262-748-7418

Beer Selling Permit Information

Name of the licensed bartender(s) that will be responsible (must be licensed in the City of Kenosha).

Tim Mantward - Mangias
Matt Geary - Public Craft Brewery

Security Company/ Brief description of how security will be handled.

The organizing group will work with neighbors and KPD to manage

Have you applied for the Temporary Class "B" Retailers License (from the City Clerk's Office)?

No Yes, Indicate Application Date: May 9, 2016

***A copy needs to be given to given to Park Division prior to event.**

Have you submitted the Certificate of Insurance with a liquor liability naming the City of Kenosha as additionally insured?

No Yes, Indicate Application Date: _____

***A copy needs to be given to given to Park Division prior to event.**



June 7, 2016

Mary Lou & Arthur Mahone Fund
Attn: Tim Mahone
600 52nd St Ste 110
Kenosha, WI 53140

RE: Park use for Lincoln Park Flower Garden

To whom it may concern:

Your request for park use at the Lincoln Park Flower Garden for the Lincoln Park Live Music Series event on Wednesdays, July 13th, July 27th, August 10th, September 14th and September 28th will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, June 13, 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 ttmahone@aol.com