



Agenda
Board of Parks Commission Meeting
625-52nd St, Room 204
Monday, July 11, 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 Meeting Held on June 27, 2016.

1. Request from Angela Martin for a Wedding at the Southport Beach House on Saturday, September 3, 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)
2. Request from the Kenosha Kingfish for use of Navy Park on July 18, 2016 for the "Home Run Derby" Event and permission to sell fermented malt beverages (District 2).
3. Request from the Kenosha Public Library for use of Lincoln Park on August 7, 2016 for the "Shakespeare in the Park" Event (District 12).
4. Request from the Kenosha Public Library for use of Lincoln Park and Public Amplifications on July 24, July 31, August 7, August 14, August 21, and August 28 for the "Spoken Word/Hot Topics" Event from 5pm – 7pm (District 12)
5. Request from the Kenosha County Gang Prevention for the use of Lincoln Park on Tuesday, August 2, 2016 for the:
 - a. Annual "National Night Out" Event
 - b. Use of Amplified Music
 - c. Selling of Food (District 12)
6. Award of Contract for Project 16-1426 Anderson Park Asphalt Path (Fishing Pier to 89th Street) to Cicchini Asphalt, LLC in the amount of \$31,500. (District 9) (Also Referred to Public Works)

7. Acceptance of Project 16-1422 Simmons Ball Field Improvements (7817 *Sheridan Road, which has been satisfactorily completed*) by Kenosha Grounds Care Inc. (*Pleasant Prairie, Wisconsin*). The final amount of the contract is \$49,302.40. (*District 12*) (*Also Referred to Public Works*)
8. Grant Agreement with the Fund for Lake Michigan for Eichelman Park Beach Restoration – Phases III – VII in the amount of \$182,500.00. (*District 2*) (*Also Referred to Public Works*)
9. Grant Agreement with the Fund for Lake Michigan for Lincoln Lagoon Planting Design in the amount of \$20,000.00. (*District 12*) (*Also Referred to Public Works*)
10. Permanent Easment with We Energies in Anderson Park for Ameche Field. (*District 9*)

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, June 27, 2016

A meeting of the Board of Park Commissioners was held on Monday, June 27, 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 Michalski, Rose and LaMacchia. Commissioner Rosenberg arrived during item #2. Staff members in attendance were: Shelly Billingsley, Director of Public Works; Jeff Warnock, Superintendent of Parks; Guy Santelli, Fire Prevention Bureau Division Chief; Ryan Spackman, Senior Civil Engineer and Alderperson John Fox.

No citizens spoke during Citizens Comments.

It was moved by Alderperson Michalski, seconded by Alderperson LaMacchia, to approve the minutes from the meeting held on Monday, June 13, 2016. Motion carried unanimously.

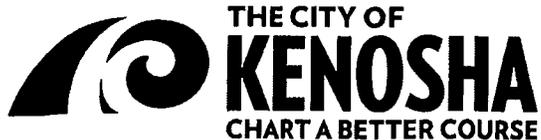
1. Request from Nicole Derler to use Southport Park Beach to host a Wedding Bonfire on Friday, August 5, 2016. (*District 12*)
Public Hearing: Nicole Derler spoke.
Staff: Jeff Warnock & Guy Santelli spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.
2. Request from the Freedom Family Prayer Center for use of Pennoyer Park/Bandshell on Saturday, October 1, 2016 for a Unity Rally Event. (*District 1*)
Public Hearing: Nancy Zaucha spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.
3. Request from the DayBreak Church for use of Pennoyer Park/Bandshell on Sunday, July 24, 2016 for their Annual Praise in the Park Event. (*District 1*)
Public Hearing: Brit Windel spoke.
It was moved by Commissioner Rose, seconded by Commissioner Michalski to approve. Motion carried unanimously.
4. Request from the Ecclesia Church for use of Pennoyer Park/Bandshell on Sunday, July 10, 2016 (*with a rain date of July 17, 2016*) for a Church in the Park Event. (*District 1*)
Public Hearing: None
It was moved by Commissioner Michalski, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.
5. Request from Greater Mt. Hebron for use of Lincoln Park, the concession building and baseball fields on Wednesday, August 24, 2016 from 12:00pm to 8:00pm for the:
 - a. Save the Youth Day Event
 - b. Use of Public Amplification for Announcements (*District 12*)Public Hearing: Antoinette Campbell (Representative from Greater Mt. Hebron) spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion carried unanimously.

6. Request from Wisconsin Bike Fed for use of Simmons Island Park (*Event Only*) and Kennedy Park (*Parking Only*) on August 27-28, 2016 for the:
 - a. Annual Ride Across Wisconsin Event
 - b. Use of Public Amplification for Announcements (*District 2*)Public Hearing: Wendy Hanish (Representative from Wisconsin Bike Fed) and Tom Schuler spoke.
Staff: Alderperson John Fox spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve including use of Kennedy Park for event parking on August 26, 2016.

7. Award of Contract for Project 16-1427 Nash Park Ball Stop (6022 60th Street) to Bane Nelson, Inc in the amount of \$10,000.00. (*District 11*) (*Also Referred to Public Works*)
Public Hearing: None
Staff: Shelly Billingsley introduced Ryan Spackman, Senior Civil/Project Engineer. Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to approve. Motion carried unanimously.

COMMISSIONERS' COMMENTS: Commissioner LaMacchia asked about Kennedy Drive. Commissioner Rose about about the signage on Kennedy Park. Commissioner Michalski spoke about the Juneteeth Event.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:25 pm.



July 5, 2016

TO: Eric Haugaard, Chairman
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Angela Martin for a Wedding at the Southport Beach House on Saturday, September 3, 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)

BACKGROUND/ANALYSIS

Staff received a request from Angela Martin to extend the closing hours, music and beer/wine permit at the Southport Beach House on September 3, 2016 for her Wedding.

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>300.00</u>	Beer/Wine: <u>25.00</u>	Deposit: <u>300.00</u>	Total Due: <u>\$625.00</u>
Receipt #: <u>171289</u>	By: <u>RB</u>	Zimbra: <u>RB</u>	Park Calendar: <u>RB</u>
Access Database: _____	Date Paid & Permit Issued: <u>10-7-15</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Angela M. Martin
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 5930-5 Ave City: Kenosha State: WI Zip: 53146

Daytime Phone: 262-1057-7888 Alternate Phone: 262-818-6141 (cell)

FACILITY REQUESTED: Southport Beach House

Event Date: Sat., Sept 3, 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: 4:00 pm to 10:00 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.

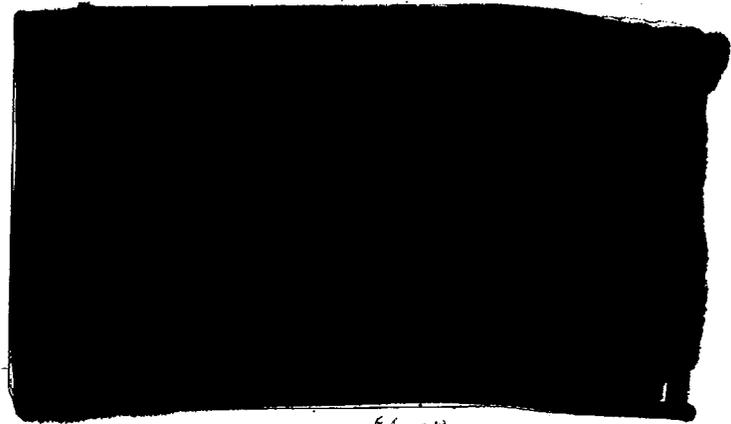
Do you plan to place any tents/bouncy houses in the park area? (Yes) or (No)
If yes, you must contact Diggers Hotline (1-800-242-8511) no later than five (5) business days prior to the event.

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

CITY OF KENOSHA
GENERAL RECEIPT



RECEIPT NO.: 171289
RECEIPT DATE: 10/07/15
RECEIPT NAME: MARTIN, ANGELA
ADDRESS: 5930 5TH AVE

KENOSHA, WI 53140

SAT., SEPT. 3, 2016 / 4PM-10PM / 100 PEOPLE
E

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

DUE:	625.00
CASH:	625.00
CHANGE:	

RECEIVED BY: PWCOUNT3

LB



July 11, 2016

TO: Chairman David Bogdala, Public Works Committee
Chairman Eric Haugaard, Parks Commission

RE: Kenosha Kingfish Homerun Derby

The Kenosha Kingfish are requesting from the Public Works Committee the use of the HarborPark area along the south side of the harbor for the Homerun Derby event from 5-10 p.m. Monday, July 18, 2016. The area is bordered by the harbor and 54th Street between Second Avenue and Sixth Avenue; and also along Sixth Avenue from 52nd Street to 54th Street, bordered to the east by the walking path. Set up for the event is expected to begin at 12 noon.

The Kenosha Kingfish are requesting from the Board of Park Commissioners the use of Navy Park for the Homerun Derby event from 5-10 p.m. Monday, July 18, 2016. Set up for the event is expected to begin at 12 noon.

Recommendation: Public Works Committee and Park Commission approval of use of HarborPark and Navy Park for the Homerun Derby on July 18, 2016.

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

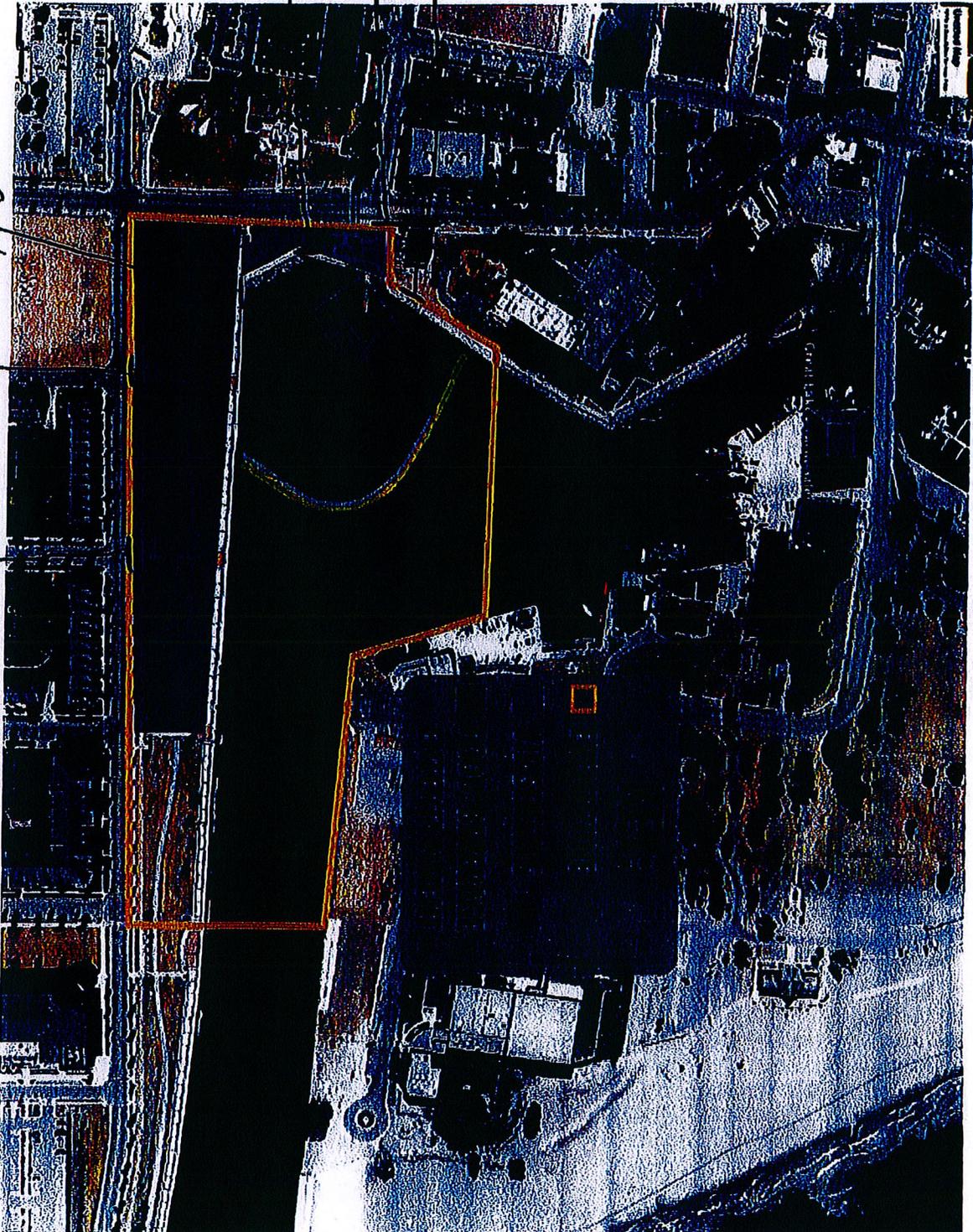
Name of Responsible Organization Kenosha Kingfish
Contact Person who is responsible for event: Rich Marks
Address: 7817 Sherman Road
City/State/Zip Kenosha WI 53143
Daytime # 262-653-0900 Evening # _____ Cell# 540-908-9564
Fax # _____ E-mail: Rich @ Kingfishbaseball.com
Is the Host Organization a 501(c)-3? Yes, provide ES# _____

EVENT INFORMATION

Name of the Event: Home Run Derby
Date Requested: 7/18 Rain Date n/a
Location Requested: Navy Park Estimated Attendance 2000
Charitable Event: No Yes, Proceeds donated to _____
Brief Description of the Event: Home Run Derby - Players hitting balls into the water off the field
Set up date and time: 7/18 - 6am
Time of Event: 5:00 pm
Take down date and time: 7/18 10pm

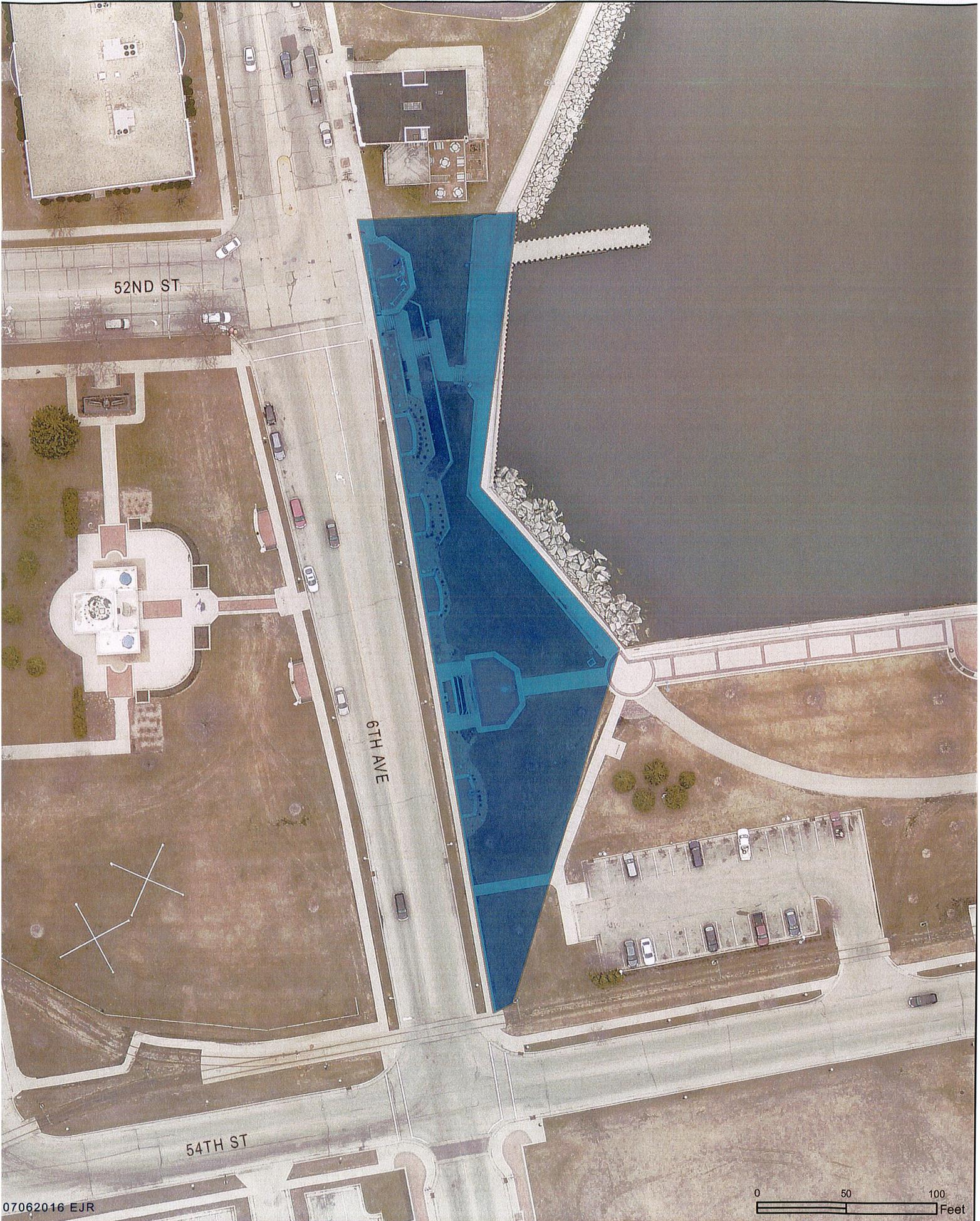
FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commission Approval _____
Copies sent to: Alderperson _____ Dirk _____ Police _____
Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____



Back
Entrance
Back

Back
Entrance
Entrance



52ND ST

6TH AVE

54TH ST



June 30, 2016

Kenosha Kingfish
Attn: Rich Marks
7817 Sheridan Rd
Kenosha, WI 53143

RE: Park use for Navy Park

To whom it may concern:

Your request for park use at the Navy Park for the Home Run Derby Event on Monday, July 18, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, July 11, 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 rich@kingfishbaseball.com



July 11, 2016

TO: Chairman Eric Haugaard, Parks Commission

RE: Shakespeare in the Park

The Kenosha Public Library is requesting from the Parks Commission the use of Lincoln Park Flower Gardens and Oribiletti Center for a Shakespeare performance with the Lakeside Players at 1 p.m. Sunday, Aug. 7, 2016. Setup will take place beginning at 11 a.m. and take down will be complete by 5 p.m. Aug. 7.

Recommendation: Parks Commission approval of use of Lincoln Park for a Shakespeare in the Park performance 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 # 262-564-6131 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: Sunday Aug. 7, 2016 Rain Date none

Location Requested: Lincoln Park, 22nd Ave. side (NW of flower gardens) 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 - Lincoln Park - Aug 7 2016

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 1 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.



July 6, 2016

Kenosha Public Library
Attn: Jill Miatech
Interoffice Mail

RE: Park use for Lincoln Park

Dear Ms. Miatech:

Your request for park use at the Lincoln Park for the Shakespeare in the Park Event on Sunday, August 7, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

**Monday, July 11, 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



July 11, 2016

TO: Chairman Eric Haugaard, Parks Commission

RE: Spoken Word/ Hot Topics

The Kenosha Public Library is requesting from the Board of Park Commissioners the use of Lincoln Park for the Spoken Word/ Hot Topics series from 5-7 p.m. Sundays July 24 and August 7, 14, 21 and 28, 2016. Set up for the event is planned from 4-5 p.m. and take down will take place from 7-8 p.m.

Recommendation: Park Commission approval of use of Lincoln Park for the Spoken Word/ Hot Topic series on the dates requested.

**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 # 262-564-6131 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: Spoken Word/Hot Topics

Date Requested: July 24, 31 Aug 7,14,21,28 Rain Date none

Location Requested: Lincoln Park Oribiletti Center & Flower Garden Estimated Attendance 30

Charitable Event: No Yes, Proceeds donated to _____

Brief Description of the Event: Host Nico Moore will lead open mic spoken word/poetry events, involving poetry, spoken word performance, discussion of hot topics.

Set up date and time: Set up from 4-5pm

Time of Event: 5-7pm

Take down date and time: 7-8pm

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 Spoken Word/Hot Topics

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 0 # of Picnic Tables 6 # of extra trash containers 0

of Barricades 0 Any Bleachers 0 Any Reviewing Stands 0

Showmobile New _____ 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 Spoken Word/Hot Topics

Location of Event: Lincoln Park, behind the Oribiletti Center Date of Event July 24 & 31; Aug 7, 14, 21, 28

Contact Person Jill Miatech

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) Poetry/Spoken Word performers will use a small portable speaker w/microphone.

Requested time of amplification: Start: 5:00pm Ending 7:00pm

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

Nico Moore

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.



July 6, 2016

Kenosha Public Library
Attn: Jill Miatech
Interoffice Mail

RE: Park use for Lincoln Park

Dear Ms. Miatech:

Your request for park use at Lincoln Park for the Spoken Word/Hot Topics Events will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, July 11, 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



July 11, 2016

TO: Chairman Eric Haugaard, Parks Commission

RE: National Night Out

The Kenosha County Gang Prevention group is requesting from the Public Works Committee the use of Lincoln Park for the National Night Out event from 5-8 p.m. Tuesday, Aug. 2, 2016. The group also seeks approval for public amplification. Setup will take place on Aug. 2, 2016 and take down is scheduled for 8 p.m. Aug. 2, 2016.

Recommendation: Public Works Committee approval of the use of Lincoln Park and public amplification for the National Night Out event Aug. 2, 2016.

**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 County Gang Prevention

Contact Person who is responsible for event: Donna Rhodes

Address: 8600 Sheridan Rd

City/State/Zip Kenosha, WI 53143

Daytime # 262-605-6635 Evening # _____ Cell# 262-412-6564

Fax # 262-697-4585 E-mail: donna.rhodes@kenoshacounty.org

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

EVENT INFORMATION

Name of the Event: National Night Out

Date Requested: August 2, 2016 Rain Date NA

Location Requested: Lincoln Park Estimated Attendance 250

Charitable Event: No Yes, Proceeds donated to _____

Brief Description of the Event: Community event to promote neighborhood camaraderie and support community policing efforts by KPD

Set up date and time: August 2, 2016

Time of Event: 5:00pm-8:00pm

Take down date and time: 8:00pm

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 National Night Out

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 10 # of extra trash containers 4

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 _____ 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 National Night Out

Park Requested Lincoln Park Date of Event: August 2, 2016

**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: Kenosha County Gang Prevention - Donna Rhodes

Work # 262-605-6635 Home # _____ Cell 262-412-6564

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 National Night Out

Location of Event: Lincoln Park Date of Event August 2, 2016

Contact Person Donna Rhodes

Type of Amplified Sound

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

Requested time of amplification: Start: 5:00 Ending 8:00

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

Donna Rhodes

Daytime # 262-605-6635 Evening # _____ Cell # 262-412-6564

Aldersperson notification

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

X Yes _____ No Date: June 23, 2016

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

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

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

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

Name of the Event: National Night Out

Location of the Event: Lincoln Park Date of Event August 2, 2016

Name of Group/Organization providing the service Kenosha County Gang Prevention

Contact Person Donna Rhodes

Address 8600 Sheridan Rd

Daytime # 262-605-6635 Evening # _____ Cell # 262-412-6564

Product or Service Sold

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

N/A

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

Non-Food Item _____

Detail of Vendor Set-up

Please include what your vending site will contain (tables, tents, electricity, etc.[These items are not provided by the city])

Insurance

All vendors must supply a certificate of insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's.

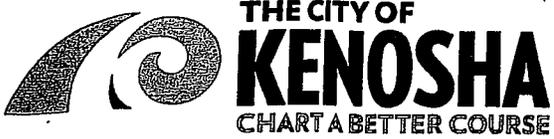
Insurance Company _____

A copy of the policy must be provided to the Park Division prior to the event.

Signature

Vendor Signature _____

Date _____



PUBLIC WORKS

July 6, 2016

Kenosha County Gang Prevention
Attn: Donna Rhodes
8600 Sheridan Rd
Kenosha, WI 53143

RE: Park use for Lincoln Park

Dear Ms. Rhodes:

Your request for park use at Lincoln Park for the National Night Out event on Tuesday, August 2, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, July 11, 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 donna.rhodes@kenoshacounty.org



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

July 6, 2016

To: David F. Bogdala, Chairperson, Public Works Committee
Eric Haugaard, Chairperson, Park Commission

From: Shelly Billingsley, MBA, PE *Shelly Billingsley* 7-6-16
Director of Public Works

Subject: Project: 16-1426 Anderson Park Asphalt Path
Location: Fishing Pier to 89th Street

The Department of Public Works, Engineering Division has opened bids for the above referenced project. Engineer's Estimate was \$30,000.00. Budget amount is \$31,500.00.

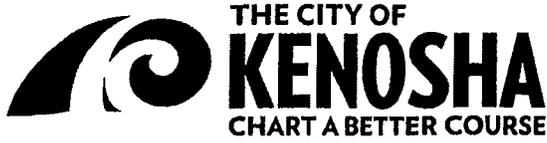
This project consists of excavation, base aggregate, and paving of an asphalt path (approximately 90 tons).

Following is the list of bidders:

Contractor	Base Bid
Cicchini Asphalt, LLC, Kenosha, WI	\$28,956.00
Genesis Excavators, Inc., Kenosha, WI	\$33,605.00
DK Contractors, Inc., Pleasant Prairie, WI	\$41,360.00

It is recommended that this contract be awarded to Cicchini Asphalt, LLC, Kenosha, Wisconsin for the base bid amount of \$28,956.00 plus \$2,544.00 in contingency for unforeseen conditions (if needed), for total award amount of \$31,500.00. Funding is from CIP Line Item PK-11-001.

SAB/kjb



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

July 6, 2016

To: David F. Bogdala, Chairperson, Public Works Committee
Eric Haugaard, Chairperson, Park Commission

From: Shelly Billingsley, MBA, PE *Shelly Billingsley* 7-6-16
Director of Public Works

Subject: Acceptance of Project 16-1422 Simmons Ball Field Improvements

Location: 7817 Sheridan Road

Please be advised that the above referenced project has been satisfactorily completed by Kenosha Grounds Care, Inc., Pleasant Prairie, Wisconsin. This project consisted 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.

It is recommended that the project be accepted in the final amount of \$49,302.40. Original contract amount was \$46,489.01 plus \$4,510.99 for contingency for a total of \$51,000.00. Funding was from CIP Line Item PK-15-003.

SAB/kjb

SHELLY BILLINGSLEY, MBA, PE

Director of Public Works
sbillingsley@kenosha.org
625 52nd Street, Room 305
Kenosha, WI 53140



CATHY AUSTIN, PE

Deputy Director of Public Works/City Engineer
caustin@kenosha.org
T: 262.653.4050
F: 262.653.4056

July 8, 2016

To: Jesse Downing, Chairperson, Stormwater Utility Committee
Eric Haugaard, Chairperson, Park Commission

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

Shelly Billingsley
7-8-16

Subject: ***Grant with Fund for Lake Michigan (Eichelman)***

BACKGROUND INFORMATION

In September 2012, staff made the Park Commission and Stormwater Utility Committee aware that staff had been working with Julie Kinzelman, with the City of Racine, in testing the water quality of our beaches. Julie received a GLRI grant to conduct Beach Sanitary Surveys which completed her studies. During her analysis she completed design drawings, specifications and construction of some beaches along the shoreline. Part of her proposal included two beaches within the City of Kenosha which were Simmon's Island and Eichelman beaches.

Julie's mission of the grant was the "Implementation of Beach Redesigns to Make Southern Wisconsin Beaches Safer" is a compilation of best management practices and beach redesign elements targeted (via the sanitary survey data) towards water quality improvements at beaches throughout WI.

Staff has continued to work to make this mission a reality and has applied for funds to Fund For Lake Michigan (FFLM) to aid the City in implementing the beach enhancements to improve the nearshore water quality for Eichelman Beach. With this mission the City was able to secure a grant for \$182,500 and with the City's share of \$225,500 (Total of \$408,000) we will be able to complete the Phases of Eichelman Beach.

There is an additional line item on the Stormwater agenda regarding CIP Amendment to the grant award and the funding needed to complete the project as the funding will be from SWU.

RECOMMENDATION

Staff recommends approval for the Mayor to execute the Grant Agreement with the Fund For Lake Michigan for additional work on Eichelman Beach.



**Fund for
Lake Michigan**
Clearly making a deep impact.

At the Global Water Center
247 W. Freshwater Way, Suite 537, Milwaukee, WI 53204
414-418-5008 | fundforlakemichigan.org

June 23, 2016

Shelly Billingsley
625 52nd St, Room 305
Kenosha, Wisconsin 53140

Grant Number: 20161218

Dear Shelly:

It is my pleasure to inform you that the trustees of the Fund for Lake Michigan have approved a grant of \$182,500 to the Kenosha Storm Water Utility to support the *Eichelman Park Beach Restoration – Phases III - VII* project. Please note that this grant includes an extra \$7,500 that shall be used for the City of Kenosha to join the Great Lakes Cities Initiative for a minimum of two years.

The Fund for Lake Michigan is a donor-advised fund of the Greater Milwaukee Foundation, Inc. You should receive your initial grant payment directly from the GMF once the attached grant contract is signed and returned to the Fund for Lake Michigan. Please send the contract electronically to vicki@fundforlakemichigan.org. Note that the grant agreement includes payment dates, reporting requirements and other important information and conditions of the grant.

We are excited about this project and are honored to support your organization. For all publications and correspondence, please refer to this as a grant from the **Fund for Lake Michigan**. The Fund's name and logo should appear in publications, electronic materials, and on signs for events or projects supported by the grant. See your grant agreement and the attached guidelines for additional information on publicizing your grant, and please keep us posted on your outreach plans. We are happy to be of assistance as you consider ways to acknowledge the Fund and share news about your grant with others.

Congratulations and best wishes. We look forward to hearing updates on your progress and hope that you will not hesitate to contact the Fund if we can further assist your efforts.

Sincerely,

Vicki Elkin, Executive Director

cc: Kathryn Dunn, Greater Milwaukee Foundation; Mayor John Antaramian



Fund for Lake Michigan

A fund within the Greater Milwaukee Foundation

c/o Greater Milwaukee Foundation
101 W. Pleasant St., Milwaukee, WI 53212
phone: (414) 272-5805 fax: (414) 272-6235

Grant Agreement for Grant Number: 20161218

The grant to your organization from the Fund for Lake Michigan (FFLM) at the Greater Milwaukee Foundation is for the explicit purpose(s) described below and in your grant application to the FFLM, and is subject to your acceptance of the following conditions. To acknowledge this agreement, to accept the grant, and to be eligible to receive the funds when needed, **PLEASE RETURN ONE SIGNED COPY OF THIS GRANT AGREEMENT TO THE FUND FOR LAKE MICHIGAN via email to vicki@fundforlakemichigan.org.**

Grantee Kenosha Storm Water Utility

Amount of Grant \$182,500 Date Authorized 6/23/2016

Grant purpose Eichelman Park Beach Restoration – Phases III - VII

Grant period: begins 7/18/2016 ends 6/30/2017

Payment schedule: \$107,500 on 7/18/2016; \$50,000 on 2/1/2017 and \$25,000 on 6/30/2017

Reporting schedule: An interim report is due 1/15/2017 and the final report is due 6/30/2017

Special Conditions

This grant includes an additional \$7,500 to offset the cost of the City of Kenosha's membership with the Great Lakes St. Lawrence Cities Initiative. The City will join GLSLCI for a minimum of two years and make a concerted effort to participate in GLSLCI programs and events.

Sections IIA and III below apply to this grant

SPECIAL PROVISIONS:

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued there under.

Please read the following carefully:

I. EXPENDITURE OF FUNDS

This grant is to be used only for the purpose described in the grant application and in accordance with the approved budget. The program is subject to modification only with the Fund for Lake Michigan and Foundation's prior written approval.

- A. The grantee shall return to the Foundation any unexpended funds:
 - 1. at the end of the grant period, or
 - 2. if the Fund or Foundation determines that the grantee has not performed in accordance with this agreement and approved program/budget, or
 - 3. if the grantee loses its exempt "public charity" status under Section 501(c)(3) of the Internal Revenue Code.

- B. No funds provided by the Foundation may be used for any political campaign, legislation, candidates or office holders, or to support attempts to influence legislation or public policy positions by any government body, other than through making available the results of nonpartisan analysis, study and research. Grantees may be required to note in presentations or printed publications resulting from the grant that such conclusions do not reflect the position of the Fund for Lake Michigan or the Greater Milwaukee Foundation.

- C. Unless specifically authorized by the Foundation, expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date, and may be incurred only as necessary to carry out the purposes and activities of the approved program.

- D. The grantee organization is responsible for the expenditure of the funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.

- O. Private entities receiving funds from the FFLM must solicit competitive bids for all contracts and other expenses estimated to be over \$50,000. Public entities receiving funds from the FFLM must follow their own procurement laws and policies.

II. SIGNAGE AND PUBLICITY

- A. If applicable, the grantee will install educational signage that is approved by the Fund for Lake Michigan.

- B. The grantee will include the Fund for Lake Michigan's logo and denote the Fund as a supporter of the project on printed materials, event announcements, the grantee's or project's website, and other media/public outlets.
- C. When applicable, Fund for Lake Michigan staff will be included in major press announcements involving the project described in the proposal, such as ground-breakings, ribbon cuttings, etc.
- D. The grantee will provide before and after photos showing the work that was completed under the grant.
- E. The grantee is encouraged to share other photos, video clips, news articles and other outreach materials that show the impact of the Fund's grant. These materials can be shared directly with FFLM staff or submitted via the Fund's website via the "Share Your Story" webpage (<http://www.fundforlakemichigan.org/share-your-story/>).
- F. The grantee will be asked to periodically report on efforts to recognize the Fund for Lake Michigan for its support.

III. OPERATIONS AND MAINTENANCE

For all on-the ground restoration and infrastructure projects, the grantee **will maintain the project for at least five years**. If the Project fails to perform as anticipated, or if maintaining the Project is not feasible, then the grantee will provide a report to the Fund for Lake Michigan explaining the failure of the Project or why maintenance is not feasible. Failure to maintain the Project may make the grantee ineligible for future Fund for Lake Michigan funding, until the grantee corrects the maintenance problems.

The grantee will provide brief annual maintenance update, of one page or less. This update will summarize major maintenance activities during the previous 12 months and will indicate whether or not the project is performing as expected. This report is due December 31 of each year. The grantee will provide these reports for the five calendar years following the year in which the grantee completes construction.

III. REPORTING REQUIREMENTS

Reports will be submitted according to the following schedule:

- An interim report is due on: 1/15/2017,
- A final report is due on: 6/30/2017

Reports should be submitted using the Fund for Lake Michigan's online grant system at <https://www.grantinterface.com/lakemi/Common/LogOn.aspx>. Please contact Jennifer Sargent at

jennifer.sargent@arabellaadvisors.com or 312-235-1430 should you have any questions or problems submitting your reports. Grantees who fail to submit reports may delay or forfeit pending or future grant payments.

For on-the-ground restoration or infrastructure projects, reports should include before and after photos of the project site.

IV. LIMIT OF COMMITMENT

Unless otherwise stipulated in writing, this grant is made with the understanding that the Fund for Lake Michigan and the Greater Milwaukee Foundation have no obligation to provide other or additional support to the grantee. Any violation of the foregoing conditions will result in cancellation of future payments and refunding to the Foundation of any amounts subject to the violation.

For the Grantee:

Signature of Representative

Print Name and Title

Date

SHELLY BILLINGSLEY, MBA, PE

Director of Public Works
sbillingsley@kenosha.org
625 52nd Street, Room 305
Kenosha, WI 53140



CATHY AUSTIN, PE

Deputy Director of Public Works/City Engineer
caustin@kenosha.org
T: 262.653.4050
F: 262.653.4056

July 8, 2016

To: Jesse Downing, Chairperson, Stormwater Utility Committee
Eric Haugaard, Chairperson, Park Commission

From: Shelly Billingsley, MBA, PE *Shelly Billingsley* 7-8-16
Director of Public Works

Subject: **Grant with Fund for Lake Michigan (Lincoln Lagoon)**

BACKGROUND INFORMATION

Staff submitted a grant application to the Fund For Lake Michigan (FFLM) to allow for the development of a design which would revise the existing landscaping around Lincoln Lagoon from overgrown cattails to natural plants that can capture and infiltrate stormwater before entering the lagoon. The design would include cattail removal, plant selection and placement throughout the various types of zones in and around the lagoon. The plants to be selected would add high water quality improvements, remain hardy to the environment and create simplify for maintenance. The City is also planning to dredge the basin yet this year if DNR permits can be obtained. The design has been completed and submitted to the DNR and Army Corp of Engineers for their approval.

With this proposal staff was able to secure a grant for \$20,000 and with the City's share of \$20,000 (Total of \$40,000) we will be able to complete the design phase for the Lincoln Lagoon planting project.

There is an additional line item on the Stormwater agenda regarding CIP Amendment to the grant award and the funding needed to complete the project as the funding will be from SWU.

RECOMMENDATION

Staff recommends approval for the Mayor to execute the Grant Agreement with the Fund For Lake Michigan for design work for Lincoln Lagoon Planting.



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Lake Michigan**
Clearly making a deep impact.

At the Global Water Center
247 W. Freshwater Way, Suite 537, Milwaukee, WI 53204
414-418-5008 | fundforlakemichigan.org

June 23, 2016

Shelly Billingsley
625 52nd St, Room 305
Kenosha, Wisconsin 53140

Grant Number: 20161333

Dear Shelly:

It is my pleasure to inform you that the trustees of the Fund for Lake Michigan have approved a grant of \$20,000 to the Kenosha Storm Water Utility to support the *Lincoln Lagoon Planting Design* project.

The Fund for Lake Michigan is a donor-advised fund of the Greater Milwaukee Foundation, Inc. You should receive your initial grant payment directly from the GMF once the attached grant contract is signed and returned to the Fund for Lake Michigan. Please send the contract electronically to vicki@fundforlakemichigan.org. Note that the grant agreement includes payment dates, reporting requirements and other important information and conditions of the grant.

We are excited about this project and are honored to support your organization. For all publications and correspondence, please refer to this as a grant from the **Fund for Lake Michigan**. The Fund's name and logo should appear in publications, electronic materials, and on signs for events or projects supported by the grant. See your grant agreement and the attached guidelines for additional information on publicizing your grant, and please keep us posted on your outreach plans. We are happy to be of assistance as you consider ways to acknowledge the Fund and share news about your grant with others.

Congratulations and best wishes. We look forward to hearing updates on your progress and hope that you will not hesitate to contact the Fund if we can further assist your efforts.

Sincerely,

Vicki Elkin, Executive Director

cc: Kathryn Dunn, Greater Milwaukee Foundation



Fund for Lake Michigan

A fund within the Greater Milwaukee Foundation

c/o Greater Milwaukee Foundation
101 W. Pleasant St., Milwaukee, WI 53212
phone: (414) 272-5805 fax: (414) 272-6235

Grant Agreement for Grant Number: 20161333

The grant to your organization from the Fund for Lake Michigan (FFLM) at the Greater Milwaukee Foundation is for the explicit purpose(s) described below and in your grant application to the FFLM, and is subject to your acceptance of the following conditions. To acknowledge this agreement, to accept the grant, and to be eligible to receive the funds when needed, **PLEASE RETURN ONE SIGNED COPY OF THIS GRANT AGREEMENT TO THE FUND FOR LAKE MICHIGAN via email to vicki@fundforlakemichigan.org.**

Grantee Kenosha Storm Water Utility

Amount of Grant \$20,000 Date Authorized 6/23/2016

Grant purpose Lincoln Lagoon Planting Design

Grant period: begins 8/22/2016 ends 2/24/2017

Payment
schedule: \$15,000 on 8/22/2016 and \$5,000 on 3/15/2017

Reporting schedule: The final report is due 2/24/2017

Special Conditions Sections IIA and III below apply to this grant.

SPECIAL PROVISIONS:

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued there under.

Please read the following carefully:

I. EXPENDITURE OF FUNDS

This grant is to be used only for the purpose described in the grant application and in accordance with the approved budget. The program is subject to modification only with the Fund for Lake Michigan and Foundation's prior written approval.

- A. The grantee shall return to the Foundation any unexpended funds:
 - 1. at the end of the grant period, or
 - 2. if the Fund or Foundation determines that the grantee has not performed in accordance with this agreement and approved program/budget, or
 - 3. if the grantee loses its exempt "public charity" status under Section 501(c)(3) of the Internal Revenue Code.

- B. No funds provided by the Foundation may be used for any political campaign, legislation, candidates or office holders, or to support attempts to influence legislation or public policy positions by any government body, other than through making available the results of nonpartisan analysis, study and research. Grantees may be required to note in presentations or printed publications resulting from the grant that such conclusions do not reflect the position of the Fund for Lake Michigan or the Greater Milwaukee Foundation.

- C. Unless specifically authorized by the Foundation, expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date, and may be incurred only as necessary to carry out the purposes and activities of the approved program.

- D. The grantee organization is responsible for the expenditure of the funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.

- P. Private entities receiving funds from the FFLM must solicit competitive bids for all contracts and other expenses estimated to be over \$50,000. Public entities receiving funds from the FFLM must follow their own procurement laws and policies.

II. SIGNAGE AND PUBLICITY

- A. If applicable, the grantee will install educational signage that is approved by the Fund for Lake Michigan.

- B. The grantee will include the Fund for Lake Michigan's logo and denote the Fund as a supporter of the project on printed materials, event announcements, the grantee's or project's website, and other media/public outlets.
- C. When applicable, Fund for Lake Michigan staff will be included in major press announcements involving the project described in the proposal, such as ground-breakings, ribbon cuttings, etc.
- D. The grantee will provide before and after photos showing the work that was completed under the grant.
- E. The grantee is encouraged to share other photos, video clips, news articles and other outreach materials that show the impact of the Fund's grant. These materials can be shared directly with FFLM staff or submitted via the Fund's website via the "Share Your Story" webpage (<http://www.fundforlakemichigan.org/share-your-story/>).
- F. The grantee will be asked to periodically report on efforts to recognize the Fund for Lake Michigan for its support.

III. OPERATIONS AND MAINTENANCE

For all on-the ground restoration and infrastructure projects, the grantee **will maintain the project for at least five years**. If the Project fails to perform as anticipated, or if maintaining the Project is not feasible, then the grantee will provide a report to the Fund for Lake Michigan explaining the failure of the Project or why maintenance is not feasible. Failure to maintain the Project may make the grantee ineligible for future Fund for Lake Michigan funding, until the grantee corrects the maintenance problems.

The grantee will provide brief annual maintenance update, of one page or less. This update will summarize major maintenance activities during the previous 12 months and will indicate whether or not the project is performing as expected. This report is due December 31 of each year. The grantee will provide these reports for the five calendar years following the year in which the grantee completes construction.

III. REPORTING REQUIREMENTS

Reports will be submitted according to the following schedule:

- A final report is due on: 2/24/2017

Reports should be submitted using the Fund for Lake Michigan's online grant system at <https://www.grantinterface.com/lakemi/Common/LogOn.aspx>. Please contact Jennifer Sargent at jennifer.sargent@arabellaadvisors.com or 312-235-1430 should you have any questions or

problems submitting your reports. Grantees who fail to submit reports may delay or forfeit pending or future grant payments.

For on-the-ground restoration or infrastructure projects, reports should include before and after photos of the project site.

IV. LIMIT OF COMMITMENT

Unless otherwise stipulated in writing, this grant is made with the understanding that the Fund for Lake Michigan and the Greater Milwaukee Foundation have no obligation to provide other or additional support to the grantee. Any violation of the foregoing conditions will result in cancellation of future payments and refunding to the Foundation of any amounts subject to the violation.

For the Grantee:

Signature of Representative

Print Name and Title

Date



SHELLY BILLINGSLEY, MBA, PE
Director of Public Works

July 8, 2016

To: Eric Haugaard, Chairperson
Park Commission

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

Shelly Billingsley 7-8-16

Cc: Alderperson Keith Rosenberg, District 9

Subject: Permanent Easement with We Energies in Anderson Park for Ameche Field

BACKGROUND INFORMATION

KUSD is proposing to the City of Kenosha a Distribution Easement for Electrical work that is needed for their improvements at Anderson Park's Ameche Field. This work will include adding an additional transformer and associated underground conduit and cables for electrical services needed at Ameche. WeEnergies has requested an easement 12 feet in width to supply the service. KUSD will be paying for all fees associated with the new service however because the property is owned by the City of Kenosha, within a dedicated park, WeEnergies needs the agreement to be with the City to allow for future access, if needed.

The City's attorney's office has reviewed the attached agreement and has approved its form and content.

RECOMMENDATION

Staff recommends approval of the Permanent Distribution Easement Underground for Electrical Work by We Energies within Anderson Park.

SAB/kjb

**DISTRIBUTION EASEMENT
UNDERGROUND**

Document Number

WR NO. 3914029 IO NO. 5445

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **CITY OF KENOSHA**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as strips of land 12 feet in width being a part of the grantor's premises located in the **Northeast ¼ of Section 13, Township 1 North, Range 22 East**, City of Kenosha, Kenosha County, Wisconsin; said premises being more particularly described in that certain Deed recorded in the office of the Register of Deeds for Kenosha County, Wisconsin in Volume 769 of Records on Pages 581-585 as Document No. 501317.

The location of the easement area with respect to Grantor's land is as shown on the attached drawing, marked Exhibit "A", and made a part of this document.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM A252
PO BOX 2046
MILWAUKEE, WI 53201-2046

04-122-13-176-001
(Parcel Identification Number)

1. **Purpose:** The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted switch-fuse units, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, terminals and markers, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to the initial installation of said facilities or to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until sometime in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
8. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

Grantor:

CITY OF KENOSHA

By _____

(Print name and title): _____

By _____

(Print name and title): _____

Personally came before me in _____ County, Wisconsin on _____, 2016,
the above named _____, the _____
and _____, the _____
of the **CITY OF KENOSHA**.

Notary Public Signature, State of Wisconsin

Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires _____



ELEC WR **NR 3014020**
GAS WR

page 2



26 AVE

MANUFACTURER:	_____
KVA:	_____
VOLTAGE:	_____
LOCATION ID:	_____
PHASE:	_____
FLUID TYPE:	_____
DESIGN IZ:	_____
SERIAL:	_____
MATERIAL #:	_____

50

splice

20

124'

TEMPORARY Exhibit "A"

Existing transformer
97U7381
150-3-97900455
2771480
retag cables

50

Proposed Easement

Parking lot

New cable

11U6245
50C-1155114048
CELL TOWER

ADC

storm

10) What kinds of negotiations should be expected?

While our standard easement is intended to cover normal distribution facility installations, terms or conditions may be negotiated. If the landowner has questions, the utility will get answers. The right-of-way agent is your contact person and your source for information.

11) Are there specific waivers of rights involved in the easement negotiation process?

PSC 113.0509 gives the landowner, unless voluntarily waived by the landowner, a minimum period of five days to examine the materials provided by the utility before signing any new or revised easement agreement. If you, as the landowner, are comfortable signing the easement agreement after reading the document and getting answers to questions, you may waive the 5 day review period established under Public Service Commission Administrative Rules.

12) Does the use of eminent domain enter into easement negotiation discussions?

No. We Energies will not bring eminent domain up. The utility and the landowner will usually negotiate a solution on location of distribution facilities.

13) Does the utility ultimately have the right to use eminent domain?

Yes. However, as a general practice, We Energies does not use eminent domain to install electric distribution facilities. Only in extremely unusual situations, would the utility consider the use of its eminent domain rights. (We Energies has not used eminent domain on distribution facilities in the past 25 years).

For more information:

For information on a specific project, contact We Energies or the PSC.

Contact your We Energies representative at:

RIGHTS-OF-WAY AND EASEMENTS

for Electric Distribution
Facility Construction

Contact the PSC at:

Public Service Commission of Wisconsin
P.O. Box 7854
Madison, WI 53707-7854
(608) 266-5481

Generally, the PSC does not have detailed information about all electric distribution projects.

Therefore, in order for them to investigate you will need to provide:

- Utility Name
- Project Name
- Project Location



INTRODUCTION

This pamphlet is intended to help you, the landowner, better understand the possible need for new power lines, how electric utilities build lines, and how you can be an important part of the process.

Electric distribution lines carry electricity from substations to customers. These types of electric lines include customer service connections and local distribution lines.

An electric line right-of-way (ROW) is a strip of land that an electric utility uses to construct, maintain, repair or replace an overhead or underground power line. The ROW allows the utility to provide clearance from trees, buildings and other structures that could interfere with the line installation, maintenance and operation. This ROW may be located in the roadway or on private property. It usually is from 6 to 12 feet wide, unless terrain, vegetation or unusual construction obstacles require a wider easement.

1) What are some reasons new or reconstructed power lines might be needed?

New power lines may be needed because of:

- Growth in customer's average electricity use
- Growth in the number of customers and businesses in Wisconsin
- Replacement of old lines due to age of equipment
- Additional lines constructed from new substations needed to meet increased demand.

2) Do utilities need government approval to build new power lines?

Yes. A variety of permits are needed from various governmental agencies. The Public Service Commission (PSC) of Wisconsin reviews We Energies's request if a project exceeds \$5 million in cost.

Local road permits, Wisconsin Department of Transportation permits, Wisconsin Department of Natural Resources permits, Federal Aviation Authority permits, etc. are all required if the interests of those agencies are involved.

3) Can conservation eliminate the need for power lines?

Yes and no. Right now, conservation helps reduce the need for new power lines, but is not eliminating all future needs. In order to eliminate the need for new lines, conservation would have to be great enough to offset all the needs in points "a" through "d" in question 1 above.

Conservation can reduce the number of new power lines and power plants needed because conservation makes energy more efficient. The PSC reviews utility plans for conservation programs in its Biennial Strategic Energy Assessment ("SEA").

4) How is it decided when and where new or reconstructed power lines will be built?

Utility engineers use computer models of the power system to study the need for new power lines. The results help a utility decide if a new power line is needed or if an existing line should be rebuilt or relocated. In some instances the need for new or rebuilt power lines becomes apparent due to insufficient capacity to meet customer requirements in an area or changes required in response to significant storm damages.

5) Does a utility have the right to construct its lines on my property?

Wisconsin statutes allow utilities to construct their facilities on or along roadways with the consent of local authorities as long as the facilities do not interfere with the use of the roadway by the public or with the use of the adjoining land. Usually the utility will have the option of building the distribution lines and related facilities on private property or in road right-of-way. However, if existing obstacles are in the way, the distribution line will be located to avoid these obstacles.

If the distribution line is located on private property, an easement from the landowner is required. If the distribution line is located in road right-of-way, a permit from the municipality is required.

6) Will my trees need to be cut?

In some cases, power lines must be built along wooded areas or near existing trees. This is often the case when power lines are built along roadways or at the rear of residential lots.

Therefore, trees in these areas need to be trimmed and sometimes removed.

In order to ensure safe and reliable power, it is important to keep power lines free of any kind of interference. This means that tall-growing trees should not be placed near or under existing power lines. A utility maintains a regular trimming schedule to keep interference from trees to a minimum. It is important for customers to understand that requirement and cooperate with the utility.

In order to trim or remove trees along a roadway, the utility will obtain the consent of the owner of the tree.

7) What is an easement?

An easement is a written document that grants a permanent right to use land for a specific purpose, such as installing utility facilities (lines) to serve you and others. An easement "runs with the land" which means it stays with the property even if ownership of the property changes.

8) What can the landowner expect in the easement acquisition process?

Based on many years of experience, We Energies has developed a standard easement agreement which covers topics such as proper clearance/cover for utility facilities, restoration of the land and tree trimming. You, as a landowner, have a right to understand these issues as well as the need for distribution facilities.

To minimize impact on your property, the utility will make every reasonable effort to locate these facilities in setback areas that are unbuildable.

A utility representative contacts each potentially affected landowner and presents the easement document.

9) What is required of the landowner in the easement document?

The easement document grants the utility the right to locate distribution facilities on the landowner's property. It also requires the landowner to keep the easement area clear to allow the utility access to these facilities for maintenance and repair. Easement area should stay clear of trees.