

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, July 13, 2015 - 5:00 pm

Chairman: Scott N. Gordon **Vice Chairman: Keith W. Rosenberg**
Commissioner: Kurt Wicklund **Commissioner: Rocco J. LaMacchia, Sr.**
Commissioner: Jack Rose

Call to Order
Roll Call

Approval of the minutes of the meeting held on June 29, 2015

1. Request from Jeanelle Palmer for a Wedding Ceremony & Reception at the Southport Beach House on Sunday, October 11, 2015 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. Acceptance of Project 14-2013 Southport Marina Dredging (97 57th Street, which has been satisfactorily completed) by Morrish Wallace Construction d/b/a Ryba Marine Construction (Cheboygan, Michigan) in the amount of \$195,404.23. (District 2)
3. Ordinance by Alderperson David F. Bogdala - To Repeal and Recreate Section 6.05 (of the Code of General Ordinances) Entitled "Permits" Relating to Permit Requirements for use of City Parks. (Oral referral from Council 6/1/15)
4. Change Requests.

INFORMATIONAL ITEMS:

1. Project Status Report
2. Southport Beach House Roof

DIRECTOR AND/OR SUPERINTENDENT COMMENTS
CITIZEN COMMENTS/COMMISSIONER COMMENTS/OTHER BUSINESS PERTAINING TO
PARKS COMMISSION MATTERS AS AUTHORIZED BY LAW

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

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

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held on Monday, June 29, 2015

A meeting of the Board of Park Commissioners was held on Monday, June 29, 2015 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:00 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners LaMacchia, Rose and Rosenberg. Alderman Wicklund was excused to attend another committee meeting. Staff members in attendance were Cathy Austin, Assistant City Engineer; Jeff Warnock, Park Superintendent, and John Morrissey, Chief of Police.

It was moved by Commissioner Rosenberg, seconded by Commissioner Rose, to approve the minutes from the meetings held on Monday, May 11, 2015, Monday, May 18, 2015 and Thursday, June 4, 2015. Motion passed 4-0.

1. Approval of the Fireworks Display and Agreement By and Between the City (*of Kenosha through its Department of Public Works*) and MIAND, Inc. (*dba/Mad Bomber Fireworks Productions*). (*Also referred to Finance*)
Staff: Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to approve. Motion passed 4-0.
2. Request from Zion Benton Township High School to hold a bonfire on Friday, August 14, 2015 from 6pm – 9pm on Simmons Island Beach. (*District 2*)
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion passed 4-0.
3. Request from Leeward Business Advisors to hold an Open House on Friday, August 7, 2015 at Eichelman Park from 1pm – 10pm. (*District 2*)
Staff: Jeff Warnock spoke.
Public Hearing: Tony Farella, 38586 N. Pine Grove Ave, Wadsworth, IL and Cassandra Polzin, 10115 69th Street spoke and were available to answer questions.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion passed 4-0.
4. Award of Contract for Project 15-1219 Parks West Garage Roof Replacement (*3801 65th Street*) to Carlson Racine Roofing & Sheet Metal, Inc. (*Racine, Wisconsin*) in the amount of \$93,000.00. (*District 15*) (*Also referred to Public Works*)
Staff: Cathy Austin spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion passed 4-0.
5. Acceptance of Project 12-1422 Poerio Park Trail Development (*1401 16th Avenue, which has been satisfactorily completed*) by NuGen Johnson, LLC (*Sussex, Wisconsin*) in the amount of \$86,351.60. (*District 1*) (*Also referred to Public Works*)
Staff: Cathy Austin spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion passed 4-0.
6. Acceptance of Project 13-1419 Anderson Park Fishing Pier (*8730 22nd Avenue, which has been satisfactorily completed*) by NuGen Johnson, LLC (*Sussex, Wisconsin*) in the amount of \$107,458.11. (*District 1*) (*Also referred to Public Works*)

Staff: Cathy Austin spoke. Commissioner Rosenberg spoke.

It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve.
Motion passed 4-0.

7. Change Order for Project 14-1141 Southport Park Shoreline Repair Phase 1 (*South of 75th Street & 1st Avenue*). (*District 12*) (*Also referred to Public Works, Stormwater Utility, and Finance*)

Staff: Cathy Austin spoke.

It was moved by Commissioner Rose, seconded by Commissioner Rosenberg to approve.
Motion passed 4-0.

Commissioner Wicklund arrived.

At 5:13pm it was moved by Commissioner Rose, seconded by Commissioner Wicklund to go into recess. Motion passed 5-0. At 5:21pm it was moved by Commissioner LaMacchia, seconded by Commissioner Rose to reconvene the meeting. Motion passed 5-0.

INFORMATIONAL ITEMS:

1. 4th of July Celebrate America Maps – Jeff Warnock spoke.
2. Project Status Report – Commissioner LaMacchia had questions on the Velodrome Resurfacing project. Cathy Austin answered his questions.

SUPERINTENDENT COMMENTS: Staff is busy getting ready for July 4th events. Phil Kraus was promoted to fill the Park Supervisor position so now there is an open arborist position. Staff will be cutting cattails at the Lincoln Lagoon. Jeff would like to get the basketball courts resealed at Lincoln Park and three other parks and will be getting bids on that. As soon as sidewalk work is done at Lincoln Park, baskets will be put in for Disc golf. Jeff also received a new request for activities at Lincoln Park.

CITIZENS COMMENTS:

1. Jane Mackie, 3506 7th Avenue, spoke about the poor condition of multi-use paths in Kennedy and Pennoyer parks. She feels the paths need to be safer. She mentioned a bike race using the paths in August. She understands the Master Plan for Kennedy has been tabled but would like to see the paths resurfaced. She also would like to see the Police hand out bells with the bike helmets.
2. Tammy Conforti, 7906 25th Ct, read a letter from a former resident now living in Arizona who bought a brick for the Dream Playground. She also listed several communities where people have bought bricks and posts for the Dream Playground.

COMMISSIONERS COMMENTS:

1. Commissioner Gordon spoke about the Kennedy Park Master Plan and said it was tabled to get a cost analysis done on redoing Kennedy Drive.
2. Commissioner Wicklund said he has gone by Lincoln Park on several occasions and saw no issues. He thanked the Police Department and staff.
3. Commissioner Rose spoke about the opportunity at Lincoln Park that was addressed by the community. He thanked the Police Department, Administration and neighbors of Lincoln Park.
4. Commissioner Gordon asked Jeff Warnock about the multi-use paths at Kennedy and Pennoyer Parks. Jeff said there is work to be done, some areas have been filled like potholes and some areas have become just like Kennedy Drive.

ADJOURNMENT – There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:37 pm.



July 8, 2015

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

FROM: Jeff Warnock, Park Superintendent JW

RE: Extension of closing hours, beer/wine and music permit at the Southport Beach House

A request from Jeanelle Palmer has been received for permission to extent the closing hours to midnight, beer/wine and music permit to 11:00pm at the Southport Beach House for a wedding ceremony and reception on Sunday, October 11, 2015.

RECOMMENDATION

To approve the request to extent the closing hours until midnight and the beer/wine and music permit until 11:00pm at the Southport Beach House on Sunday, October 11, 2015 for a wedding ceremony and reception.

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>\$025</u>	Beer/Wine: <u>\$25</u>	Deposit: <u>\$300</u>	Total Due: <u>\$1,150</u>
Receipt #: <u>170426</u>	By: <u>JK</u>	Zimbra: _____	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: <u>6/23/15</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Jeanette Palmer
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 20501 Sharon Rd City: Charlotte State: NC Zip: 28210

Daytime Phone: 262-909-6712 Alternate Phone: 434-229-2366

FACILITY REQUESTED: Southport Beach House

Event Date: October 11, 2015

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: 100 (Number of people) Time requested: From: 1pm to 12pm
(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.



THE CITY OF
KENOSHA
PUBLIC WORKS

July 8, 2015

Jeanelle Palmer
5011 Sharon Rd
Charlotte, NC 28210

RE: Extension of closing hours, beer/wine and music permit for a Wedding Ceremony and Reception

Dear Ms. Palmer:

Your request for an extension of the closing hours, beer/wine and music permit for a wedding ceremony and reception at the Southport Beach House on Sunday, October 11, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, July 13, 2015
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 Department of Public Works at 262-653-4050.

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
wh2889@gmail.com – w/a
misspalmer5@gmail.com – w/a

Zimbra

dmiles@kenosha.org

Re: Southport Beach House Wedding Extension Request

From : Jeanelle <misspalmer5@gmail.com> Thu, Jul 09, 2015 12:39 PM
Subject : Re: Southport Beach House Wedding Extension Request  2 attachments
To : Diane Miles <dmiles@kenosha.org>

My number is 262-909-6712
Will Huffman, my fiancé's number is 434- 229-2366

Thank you

Sent from my iPhone

On Jul 9, 2015, at 10:38 AM, Diane Miles <dmiles@kenosha.org> wrote:

Hello,

You had spoke with Kristin on this & because you are out of state if you can't come, we will use this email for the Commissioners to see that you are unable to attend due to being out of state & if they have any questions we will defer your item until the next meeting so we can contact you for them. What is a good number to contact you in case of questions?

Thank you-

Diane Miles

Office Assistant II

262-653-4050

262-653-4065 (direct)

262-653-4056 (fax)

Department of Public Works

625 52nd St, Rm 305

Kenosha, WI 53140



THE CITY OF
KENOSHA
CHART A BETTER COURSE

From: "Jeanelle Palmer" <misspalmer5@gmail.com>

To: "Diane Miles" <dmiles@kenosha.org>
Sent: Thursday, July 9, 2015 9:16:19 AM
Subject: Re: Southport Beach House Wedding Extension Request

Hello,

I spoke to Shelly when reserving the Beach House and due to us being out of state, she assured us that we would not need to go to the meeting about our time extension, and beer/wine and music permit for this to be able to take place. Please email me back so that we can confirm this and work out any other options if needed. Thank you.

Jeanelle Palmer

On Thu, Jul 9, 2015 at 9:51 AM, Diane Miles <dmiles@kenosha.org> wrote:

Good Morning-

I have attached a letter for a notice to appear to the Parks Meeting on Monday, July 13, 2015. The Parks Commissioners will be reviewing your request for the extension of the closing hours, beer/wine permit, and music permit.

If you have any questions, please feel to contact me by email or phone.

Thank you-

Diane Miles

Clerk Typist III

262-653-4050

262-653-4065 (direct)

262-653-4056 (fax)

Department of Public Works

625 52nd St, Rm 305

Kenosha, WI 53140



From: "Public Works Toshiba MFP (pw1n)" <pw1n-toshiba@kenosha.org>

To: "Diane Miles" <dmiles@kenosha.org>

Sent: Wednesday, July 8, 2015 10:43:03 AM



Shelly Billingsley, P.E.
Acting Director of Public Works
City Engineer

July 9, 2015

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

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Acting Director of Public Works/City Engineer

Subject: Acceptance of Project 14-2013 Southport Marina Dredging

Location: 97 57th Street

Please be advised that the above referenced project has been satisfactorily completed by Morrish Wallace Construction d/b/a Ryba Marine Construction, Cheboygan, Michigan. This project consisted of mechanical dredging of Southport Marina with disposal at Pennoyer Park with grading and restoration.

It is recommended that the project be accepted in the final amount of \$195,404.23. Original contract amount was \$196,050.00 plus \$9,950.00 for contingency for a total of \$206,000.00. Funding was from CIP Line Item PK-09-001.

SAB/kjb



Shelly Billingsley, P.E.
Acting Director of Public Works
City Engineer

July 10, 2015

To: Rocco LaMacchia, Sr., Chairman,
Public Safety & Welfare Committee

From: Shelly Billingsley, P.E.
Acting Director of Public Works

Subject: Ordinance by Alderperson David F. Bogdala - To Repeal and Recreate Section 6.05 (of the Code of General Ordinances) Entitled "Permits" Relating to Permit Requirements for use of City Parks. (Oral referral from Council 6/1/15)

BACKGROUND/ANALYSIS

As an oral referral from the Commons Council on June 1, 2015, we received the following Ordinance, by David F. Bogdala, from the Legal Department - To Repeal and Recreate Section 6.05 of the Code of General Ordinances Entitled "Permits" Relating to Permit Requirements for use of City Parks.

RECOMMENDATION

Staff has no recommendation.

SB/dm

ORDINANCE NO. _____

SPONSOR: ALDERPERSON DAVID F. BOGDALA

**TO REPEAL AND RECREATE SECTION 6.05 OF THE CODE OF
GENERAL ORDINANCES ENTITLED “PERMITS” RELATING
TO PERMIT REQUIREMENTS FOR USE OF CITY PARKS**

The Common Council of the City of Kenosha, Wisconsin, do ordain as follows:

Section One: Section 6.05 of the Code of General Ordinances for the City of

Kenosha, Wisconsin, is hereby repealed and recreated as follows:

6.05 PERMITS

A. Definitions.

“**Athletic competition**” means a sporting event participation in which requires participants or teams to pay a fee of any sort to an entity other than the City of Kenosha.

“**Not-For-Profit Entity**” means a governmental entity other than the City of Kenosha, a nonprofit corporation as that term is defined in Wis. Stat. § 181.0103(17), or bona fide clubs, churches, lodges or societies, or posts of veterans organizations, which bona fide clubs, churches, lodges or societies, or posts of veterans organizations have been in existence for at least 6 months before the date of application for a permit under this section 6.05.

“**Park Area**” means the portion of the park for which a permit is being requested, in addition to the parking lot in closest proximity to that portion of the park, and the pedestrian-travel area between the parking lot and the portion of the park for which the permit is being requested.

“**Sponsor**” when used as a verb with regard to an event, the term means to publicly endorse the event; when used as a noun, the term means an entity which is publicly endorsing the event.

BA. Permits

1. Required. A permit shall be required under this Ordinance prior to and as a condition of any person, party, firm or corporation undertaking any of the following activities:

- ~~a~~**1.** Hold any assembly or gathering of two hundred fifty (250) or more persons.
- ~~b~~**2.** Engage in ~~organized~~athletic competition ~~or team sports~~.
- ~~c~~**3.** Reserve any athletic field for a date and time certain.
- ~~d~~**4.** Reserve any picnic area for a date and time certain.
- ~~e~~**5.** Sell food, beverage or any other product or service.
- ~~f~~**6.** Possess and consume fermented malt beverages and/or wine.

g7. Perform any act, otherwise prohibited.

h8. Produce amplified sound in excess of decibel limit specified in Chapter 23 of the Code of General Ordinances.

i. Engage in skydiving landing or other acts deemed by the Superintendent of Parks to be potentially hazardous.

j. Hold an income-producing activity for other than a Not-For-Profit Entity.

k. Hold an event or events that occur on more than one day, regardless of whether the days are consecutive.

The failure to obtain such permit shall be deemed a violation of this Ordinance.

2. **Permit Not Required.** A permit is not required for events sponsored by the City or the Board of Park Commissioners.

BC. Application. Application for any permit above provided shall be made to the Superintendent of Parks in writing, and accompanied by the required fee or by an appropriate request for fee waiver. Such application shall be fully completed on City forms and shall define the activity desired to be engaged in, the park(s) or park area where the activity will be performed, the estimated attendance and other relevant information requested on the application form which is reasonably necessary to a fair determination as to whether the permit should be issued. The Board of Park Commissioners shall, from time to time, establish a written policy for the minimum and maximum time for submitting applications for activities subject to a permit on an activity-by-activity basis.

CD. Permit Fees.

1. **Establishment.** Permit fees shall be as established by the Board of Park Commissioners, and kept on file in the Department of Public Works.

2. **Waiver.**

a. **Request.** A Not-For-Profit Entity may request a waiver of all or part of a fee otherwise required under this section.

b. **Procedure.** A request for waiver must be made in writing to the Board of Park Commissioners with the application for permit. The request must be signed and the information contained in the request be certified on personal knowledge, by a person authorized by the Not-For-Profit Entity that is making the application. The person making the request must identify the name of the Not-For-Profit Entity in whose name the request is being made, identify the names of all sponsors of the event, and assert that all sponsors are either the City or are Not-For-Profit Entities. A statement must be included as to the reason the fee should be waived. A false certification is deemed a violation of this Ordinance.

c. **Standards.** A fee may be waived in circumstances where the only sponsors Not-For-Profit Entities.

d. **Withhold Permit Until Fee Paid.** Should the request for waiver be denied, but the underlying application be approved by the Board of Park Commissioners or by the Superintendent of Parks, the

issuance of the permit is conditioned upon the payment of the fee and the permit will be withheld until the permit fee is paid.

DE. Leases And Concessions. Leases and Concession Agreements shall be subject to bids, requests for proposals or negotiated terms and conditions, reduced to a contract, reviewed and approved by the City Attorney as to form, and approved by the Board of Park Commissioners.

EF. Permitting Authority.

1. Board Of Park Commissioners. The Board of Park Commissioners shall be responsible for granting leases, concession agreements, permits for a gathering of two hundred fifty (250) or more persons, for special events involving the sale or consumption of fermented malt beverages, and for determination of fees and charges.

2. Superintendent Director Of Parks. The Superintendent of Parks may grant any other permit or allow any activity authorized by this Ordinance, subject to a monthly report of permits being filed with and subject to the payment of fees and charges authorized by the Board of Park Commissioners. The decision of any of the above may be appealed to the Board of Park Commissioners.

FG. Standards For Permit Issuance. The Permitting Authority shall consider the following standards for permit issuance ~~and grant a permit only upon finding that:~~

1. The activity or use will be in compliance with applicable Federal, State, County and City laws, rules and regulations.

2. The activity or use will not create an unreasonable risk of loss of life, personal injury or property loss or damage or otherwise threaten the public health, safety or welfare.

3. The activity or use will not unreasonably interfere with the use of the park by the general public.

4. The activity or use will not unreasonably interfere with the peaceful use of the properties adjacent to the park.

54. The activity or use will not entail an unusual, extraordinary or burdensome expense to the City which is not recovered in the permit fees or charges.

65. The area which is the subject of the application is not reserved for another use or party at the day and hour for which requested.

76. The area requested is an area designated by the Board of Park Commissioners for the type of use requested and is otherwise available for use.

87. Other considerations:

a. Applications, where timely filed, shall be considered in order of priority determined by Permitting Authority, with due consideration for the need to distribute scarce resources on an equitable basis.

b. A permit shall not be denied where the activity constitutes free speech or right of assembly protected by the United States or Wisconsin Constitution, provided the above standards can be met.

c. The Board of Park Commissioners shall retain the right to reserve any park or area for any civic function or Commission sponsored event.

Whenever a permit application is denied, a statement of the reason(s) for denial shall be provided to the applicant in writing.

GH. Permit Conditions. The Permitting Authority shall have the right to impose reasonable permit conditions, including, but not limited to, the following:

1. Compliance with applicable Federal, State, County and City laws, rules and regulations.
2. Compliance with this Ordinance.
3. Execution of Indemnity and Hold Harmless Agreement.
4. Post a bond or other assurance to guarantee compliance with permit terms and conditions.
5. Provide private security for traffic, parking and/or crowd control.
6. Hold City harmless from damage to its property.
7. Clean up area immediately following use.
8. Inspect the Park Area immediately prior to Park use to determine whether or not the Park Area is suitable and safe for such use. If such inspection reveals that such Park Area is not suitable and safe for the intended use, the Park Area shall not be used until the Park Area is made suitable and safe for such use.
9. Report unsafe conditions in the Park Area to the Department of Public Works.
10. Warn all persons using the Park Area under authority of the Park Use Agreement of any unsafe conditions which may exist or portions of Park Area which are not suitable for use.
11. Supervise all persons using the Park Area under authority of the Park Use Agreement.
12. Reimbursement to City of costs incurred in enforcing permit forms and conditions.
13. Procure and maintain one (1) or more liability insurance policy(ies) written by one (1) or more insurance company(ies) licensed to do business in the State of Wisconsin, which contain an endorsement of contractual liability, and which covers death, personal injury and property damage in the following amounts:
 - a. CLASS I RISK - \$1,000,000 per occurrence and \$1,000,000 aggregate, for events and activities which involve a moderate liability risk, a noncommercial activity, and/or a gathering of less than five hundred (500) persons.
 - b. CLASS II RISK - \$1,000,000 per occurrence and \$2,000,000 aggregate, for events and activities which involve a moderate liability risk or a commercial activity, or a gathering of more than five hundred (500) persons.
 - c. CLASS III RISK - Over \$1,000,000; per occurrence and over \$2,000,000 aggregate, as determined by the Park Commission, for events and activities which involved a high liability risk, specifically including, but not limited to, circuses and carnivals.
14. Procure any other license or permit required for activity, such as Food Permit or Special Class "B" License.

HI. Revocation, NonRenewal and Suspension of Permits. The Permitting Authority may authorize and for just cause suspend, revoke, or not renew any permit herein provided, upon serving upon such party written notice of the charges forming a basis for the proposed penalty, in the same manner as that for the service of a Summons in a civil action. Said notice shall provide for a hearing upon a written request therefor being filed with the City Clerk within ten (10) days of service. Absent a timely request for a hearing, the Permitting Authority shall administratively impose the penalty set forth in said notice. The judgment of conviction of any permittee in any Municipal, State or Federal Court, irrespective of whether obtained following trial, plea agreement, or bond forfeiture, shall be prima facie proof of said violation for purposes of this Ordinance. However, in the instance of any judgment of conviction entered pursuant to a no contest plea, or considered in law to be rendered pursuant to a no contest plea,

said judgment of conviction as a prima facie case may be rebutted. Further, mitigating circumstances may be introduced with respect to any judgment of conviction.

HJ. Time Limits. The following time limits shall apply in the application of this Section:

1. Board of Park Commissioners to act on Permit Application **and/or request for fee waiver:** Thirty (30) days.
2. Superintendent of Parks to act on Permit Application: Ten (10) days.
3. Appeal of any permitting decision of the Superintendent of Parks to the Board of Park Commissioners: Ten (10) days from actual receipt or twelve (12) days from date of postmark, whichever is longer.

Section Two: This Ordinance shall become effective upon passage and publication.

ATTEST: _____ City Clerk

APPROVED: _____ Mayor

Passed:

Published:

Drafted By:
EDWARD R. ANTARAMIAN
City Attorney



Shelly Billingsley, P.E.
Acting Director of Public Works
City Engineer

4

July 10, 2015

To: Scott Gordon, Chairman
Park Commission

From: Shelly Billingsley, P.E. *Shelly Billingsley*
Deputy Director of Public Works/ City Engineer

Cc: Rhonda Jenkins
District 2

Bob Johnson
District 16

Subject: ***Change Requests – (Action Required / Not Receive and File)***

BACKGROUND INFORMATION

Staff has prepared the changes to the 2013 CORP Implementation spreadsheet for funding for the following items:

- Reallocating \$12,000 to Strawberry Creek Park

The reallocation of this funding is being requested to allow for the design of the WE Energies permanent easement and legal description and also design services from Ayres (formerly SAA Design) for the trail system over the electrical service. The easement is needed for electric to service the new building.

RECOMMENDATION

Staff recommends approval of the change request reducing the 2013 Simmons Island design allocation by \$12,000 and increasing Strawberry Creek construction by \$12,000 for a net change of \$0.

2013 Proposed Improvements

(Assumes 2.5% Inflation)
DRAFT REVISIONS 7-10-2015

MINI PARKS				
Park	Description	Construction	Design	Total
Bullamore	Basketball (1/2 court)	\$5,125	\$513	\$5,638
Civic Center	Benches (2)	\$2,566	\$0	\$2,566
Kenfair	Spring Riders (2)	\$2,149	\$0	\$2,149
Newman	Park Shelter	\$0	\$0	\$0
		<i>CORP</i>	\$9,840	\$513
MINI PARKS SUBTOTAL		\$9,840	\$513	\$10,353

NEIGHBORHOOD PARKS				
Park	Description	Construction	Design	Total
Baker	Landscape Restoration	\$0	\$0	\$0
CJ Clausen	Soccer Goal (2)	\$3,075	\$0	\$3,075
Forest	Open Air Shelter	\$0	\$0	\$0
Gangler	Sidewalk	\$11,016	\$0	\$11,016
Limpert	Sidewalk (450')	\$0	\$0	\$0
Petretti	Play Equipment	\$25,625	\$0	\$25,625
Red Arrow	Spring Riders (2)	\$1,640	\$0	\$1,640
	Spinning Cup	\$1,025	\$0	\$1,025
	Basketball Court	\$0	\$0	\$0
Petzke (Master Plan)	Phase 2: BUDGET ONLY CONSTRUCT 2014 (Paths, Shelter with Restrooms, Splash Pad, Utility Connections, and Misc. Park Supplies)	\$0	\$53,070	\$53,070
Strawberry Creek (Master Plan)	Phase 2: (Site Clearing, Paths, Lighting, Basketball and Sand Volleyball Court, and Landscaping)	\$490,720	\$0	\$490,720
		<i>CORP</i>	\$42,381	
		<i>Master Plans</i>	\$490,720	
		<i>CORP and Master Plan Design</i>		\$53,070
NEIGHBORHOOD PARKS SUBTOTAL		\$533,101	\$0	\$586,171

COMMUNITY PARKS				
Park	Description	Construction	Design	Total
Alford	Bike Racks	\$513	\$0	\$513
Anderson	Basketball Court (2)	\$0	\$0	\$0
	Sand Volleyball Court (2)	\$0	\$0	\$0
	Fishing Pier (CIP Amendment)	\$49,000	\$0	\$49,000
	Dog Park	\$25,625	\$2,563	\$28,188
Lincoln	Tree Identification Plaques (\$100 ea.)	\$1,025	\$0	\$1,025
Nash	Pave Parking Lot	\$0	\$0	\$0
Peorio	Concessions/Restroom Building	\$0	\$0	\$0
	Trail System (Stewardship Funds)	\$228,000	\$29,401	\$257,401
Southport	Reconfigure Parking Lot	\$0	\$0	\$0
Washington	Trail System (Stewardship Funds)	\$120,000	\$10,000	\$130,000
	Design/Engineering for Restroom Improvements	\$0	\$0	\$0
	Velodrome Resurfacing (CIP)	\$256,250	\$30,625	\$286,875
Simmons Island (Master Plan)	Design/Engineering for Phase I	\$0	\$224,899	\$224,899
	Equipment Required for Park Personnel for implem.	\$3,500	\$0	\$3,500
		<i>CORP</i>	\$680,413	
		<i>Master Plans</i>	\$0	
		<i>CORP and Master Plan Design</i>		\$297,488
COMMUNITY PARKS SUBTOTAL		\$683,913	\$297,488	\$981,401

CONSERVANCY PARKS				
Park	Description	Construction	Design	Total
Shagbark	Trail System (Stewardship Funds)	\$273,610	\$27,861	\$301,471
	Design/Engineering for Prairie Management Area	\$0	\$0	\$0
	Design/Engineering for 8' Limestone Trail (8000')	\$0	\$0	\$0
	Design/Engineering for 6' Wood Chip Trail (2850')	\$0	\$0	\$0
		<i>CORP</i>	\$273,610	\$27,861
TOTAL		\$273,610	\$27,861	\$301,471

SPECIAL USE PARKS				
Park	Description	Construction	Design	Total
Kenosha Sports Complex	Play Structure (Toddler) Installation	\$5,000	\$0	\$5,000
Veteran's Memorial	Irrigation (CIP)	\$0	\$0	\$0
		<i>CORP</i>	\$5,000	\$5,000
SPECIAL USE PARKS SUBTOTAL		\$0	\$0	\$5,000

YEAR SUMMARY - CORP			
Park Type	Construction	Design	Total
Mini Parks	\$9,840	\$513	\$10,353
Neighborhood Parks	\$42,381	\$53,070	\$95,451
Community Parks	\$680,413	\$297,488	\$977,901
Conservancy Parks	\$273,610	\$27,861	\$301,471
Special Use Parks	\$5,000	\$0	\$5,000
TOTAL	\$1,011,244	\$378,932	\$1,390,176

YEAR SUMMARY - OTHER			
Type	Construction	Design	Total
Petzke (Master Plan)	\$0	\$0	\$0
Strawberry Creek (Master Plan)	\$490,720	\$0	\$490,720
Simmons Island (Master Plan)	\$0	\$224,899	\$224,899
TOTAL	\$490,720	\$224,899	\$715,619

2013 CIP PK-10-005	
Type	Budget FY 2013
CORP	\$1,011,244
Strawberry Creek	\$490,720
Sunrise	
Petzke	\$0
Simmons Island	\$3,500
Installation of Park Equip by Staff	\$3,500
Design / Engineering	\$378,932
Outside Funding	-\$699,885
TOTAL	\$1,188,011

Informational #1

July 10, 2015

TO: Shelly Billingsley, P.E.
Acting Director of Public Works

FROM: Cathy Austin, P.E.
Assistant City Engineer



SUBJECT: Project Status Report

- Project # 08-1443 Bike and Pedestrian Connections** - Plans have begun but a major focus on bike paths has been to complete the Bike Path crossing at Washington Road and the extension through Nash Park. Once these projects have been bid, design will be completed on this third phase. (Citywide)
- Project #11-1417 Strawberry Park Trail and Shelter (DNR Stewardship Grant)** [SAA Design Group] – Project has been awarded and construction has begun. (16)
- Project #12-1415 / 13-1415 / 14-1415 / 15-1415 CORP Implementations** – Continuing. (Citywide)
- Project #12-1430 Alford Park Warehouse Demolition** – [Earth Construction] Project close-out documents were sent to contractor. (1).
- Project #13-1413 - Petzke Park Phase II** [SAA Design Group] Construction began in April and is on schedule to be complete by the end of September. The foundation and slab have been poured for the shelter with plumbing stubbed. (weather dependent). (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] – Construction began in May and is anticipated to be complete by the end of August.. (6)
- Project #14-1120 – Eichelman Beach – Nutrient Improvements** – Construction has been complete and close out documents have been sent out. (2)
- Project #14-1141 – Southport Park Shoreline Repair Phase 1** – [Redbarn Design and Engineering] Construction is on-going. Substantial completion date is expected in late July with restoration in early August. (12)
- Project #14-1417 – Tree Removal** – Contract nearing completion. Phase 2 is in process. (City wide)
- Project #14-1418 – Tree Planting** – Contract nearing completion. (City wide)
- Project #14-1421 – Simmons Island Phase 1B** – [SAA Design Group] Project has been put on hold due to budget. (2)
- Project #14-1424 - Southport Beach House Roof Replacement** –Project is pending award. A construction schedule will be determined after award. (12)
- Project #14-1426 Petzke Park – Dream Playground** [SAA Design Group] – Construction is anticipated to start the beginning of August. (1)
- Project #14-1428 – Washington Park Trail Improvements** - Construction has been complete and close out documents have been sent out. (6)
- Project #15-1417 – Tree Removal** – Quotes were received. Project is pending award. (City Wide)
- Project #15-1419 – Park Division West Garage Roof Replacement** – Work is anticipated to begin in September.(12)
- Project #15-1424 - Southport Beach House Roof Repair** – Project is pending award. A construction schedule will be determined after award. (12)

Design Work- Misc. Park projects, Anderson Park Paths, ADA Accessible Playground, and finishing 2012, 2013, 2014 and 2015 CORP projects.



July 10, 2015

To: Scott N. Gordon, Chairman
Board of Park Commission

From: Shelly Billingsley, P.E.
Acting Director of Public Works

Subject: INFORMATIONAL ONLY - Southport Beach House Roof

BACKGROUND

Staff received the bids for the Southport Beach House Roof Repair Rebid on July 1, 2015. Staff is currently evaluating all of the options available for these projects and since the item was deferred at the June 1, 2015 Council Meeting for 60 days it cannot be acted upon until at least the August 3, 2015 Council Meeting. For reference the following are the two projects and the bid results:

Project 14-1424 Southport Beach House Roof Replacement Rebid

Following is the list of bidders (November 19, 2014):

Contractor	Base Bid	Alternate 1	Alternate 2	Alternate 3	Alternate 4	Alternate 5
Carlson Racine Roofing, Racine, WI	\$45,000.00	\$210,000.00	No Bid	\$14,000.00	\$20,000.00	\$91,000.00
Langer Roofing, Milwaukee, WI	\$90,580.00	\$370,350.00	\$534,150.00	\$45,900.00	\$63,750.00	\$13,100.00
Kaschak Roofing, Milwaukee, WI	\$94,000.00	\$420,000.00	\$562,000.00	\$39,000.00	\$195,000.00	\$137,000.00

This project consists of (refer to attached map for corresponding color areas:

- Base Bid – Copper Standing Seam (Red Cross Hatch)
- Alternate 1 – Asphalt Shingles, Modified Bitumen and (4) chimney restoration and masonry work (Blue Area)
- Alternate 2 – Salvaged/Reclaimed/New Slate Tiles, Modified Bitumen and (4) chimney restoration and masonry work (Blue Area)
- Alternate 3 – Asphalt Shingles (3) West Facing Areas (Yellow Area)
- Alternate 4 – Salvaged/Reclaimed/New Slate Tiles (3) West Facing Areas (Yellow Area)
- Alternate 5 – Copper Roofing – North and South Standing Seam (Green Area)

Project 15-1424 Southport Beach House Roof Repair Rebid

Following is the list of bidders (July 1, 2015):

Contractor	Base Bid	Total
Knickerbocker Roofing, Harvey, IL	\$19,800.00	\$19,800.00
Millen Roofing Corp. Milwaukee, WI	\$31,000.00	\$31,000.00
Mortenson Roofing Frankfort, IL	\$38,000.00	\$38,000.00

This project consists of repair approximately 640 slate roof tiles and any affected waterproofing underlayment.

RECOMMENDATION

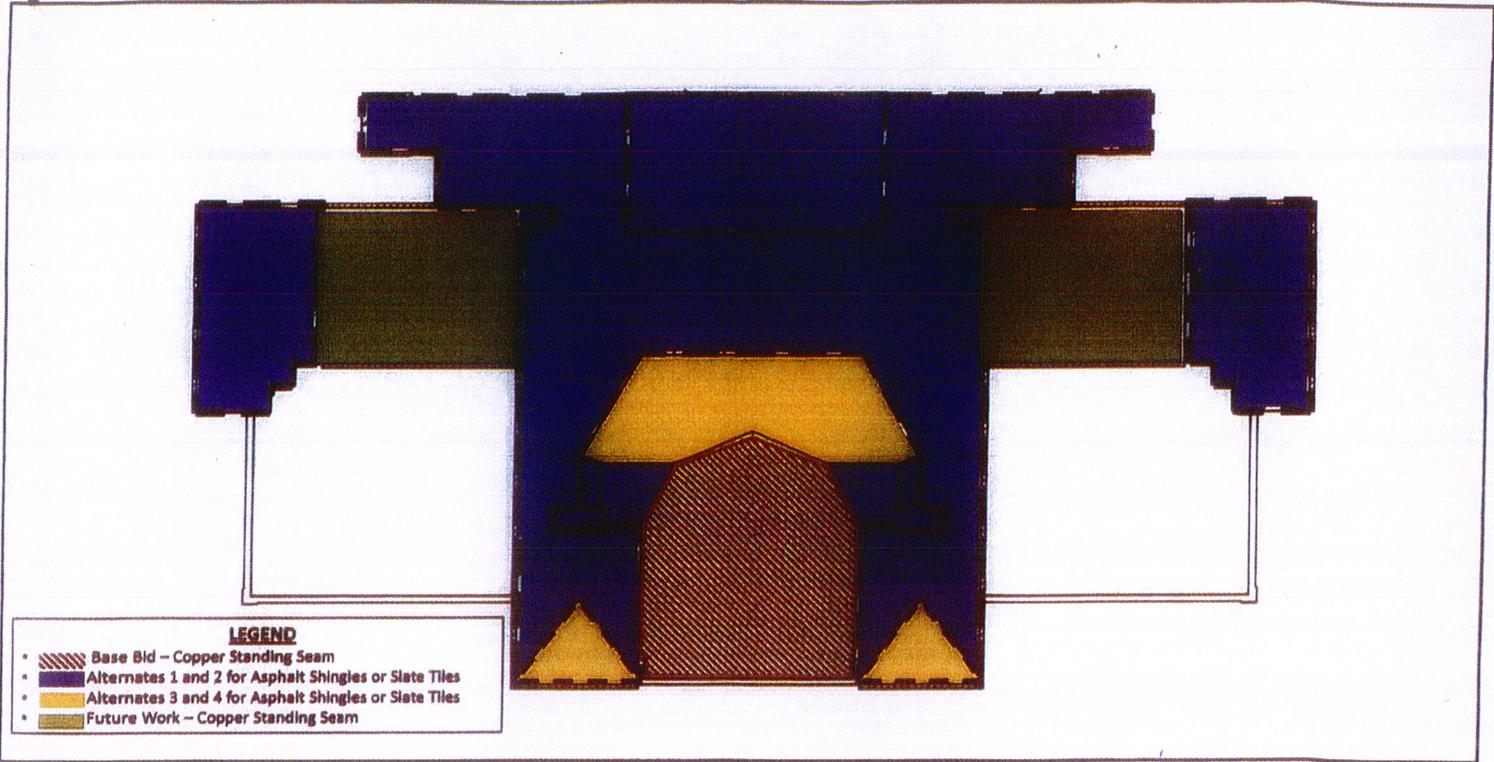
Informational Item – No Action Required

BID TABS
PROJECT 14-1424 SOUTHPORT BEACH HOUSE ROOF REPLACEMENT REBID
BID DATE: NOVEMBER 19, 2014

Item Number	Description	Quantity	Unit	Carlson Racine Roofing Racine, WI		Langer Roofing & Sheet Metal Milwaukee, WI		Kaschak Roofing Milwaukee, WI	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Copper Standing Seam	1	LS	\$45,000.00	\$45,000.00	\$90,580.00	\$90,580.00	\$94,000.00	\$94,000.00
Alternate 1 Bid									
A-1a	Stalentine Asphalt Shingles – Full Roof*	1	LS	\$155,000.00	\$155,000.00	\$306,450.00	\$306,450.00	\$348,000.00	\$348,000.00
A-1b	Modified Bitumen	1	LS	\$12,000.00	\$12,000.00	\$20,900.00	\$20,900.00	\$34,000.00	\$34,000.00
A-1c	(4) Chimney Restorations and Masonry Work	1	LS	\$43,000.00	\$43,000.00	\$43,000.00	\$43,000.00	\$38,000.00	\$38,000.00
				Alternate 1 Bid Total		\$370,350.00		\$420,000.00	
Alternate 2 Bid									
A-2a	Salvaged/Reclaimed/New Slate Tiles Full Roof*	1	LS		No Bid	\$470,250.00	\$470,250.00	\$490,000.00	\$490,000.00
A-2b	Modified Bitumen	1	LS		No Bid	\$20,900.00	\$20,900.00	\$34,000.00	\$34,000.00
A-2c	(4) Chimney Restorations and Masonry Work	1	LS		No Bid	\$43,000.00	\$43,000.00	38000	\$38,000.00
				Alternate 2 Bid Total		\$534,150.00		\$562,000.00	
Alternate 3 Bid									
A-3a	Asphalt Shingles (3) West Facing Areas	1	LS	\$14,000.00	\$14,000.00	\$45,900.00	\$45,900.00	\$39,000.00	\$39,000.00
Alternate 4 Bid									
A-4a	Salvaged/Reclaimed/New Slate Tiles (3) West Facing Areas	1	LS	\$20,000.00	\$20,000.00	\$63,750.00	\$63,750.00	\$195,000.00	\$195,000.00
Alternate 5 Bid									
A-5a	Copper Roofing – North and South Standing Seam	1	LS	\$91,000.00	\$91,000.00	\$13,100.00	\$13,100.00	\$137,000.00	\$137,000.00
*Areas in "Full Roof" exclude all existing and proposed copper roofed areas and modified bitumen areas.									
				Unit Pricing					
				Replace wood roof decking (per board ft)		\$6.00		\$5.50	
				Time and Material					
				Repair of latent conditions or additional work (Roofer time per Man-hour)		\$85.00		\$85.00	
				Material (Contractor cost – addition)		15.00%		15%	

BID TABS
 PROJECT 15-1424 SOUTHPORT BEACH HOUSE ROOF REPAIR RE-BID
 BID DATE: JULY 1, 2015

Item Number	Base Bid	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
A	Provide all labor and materials to perform slate roof repairs (640 tiles) and waterproofing underlayment Unit Price Item	1	LS	\$19,800.00	\$19,800.00	\$31,000.00	\$31,000.00	\$38,000.00	\$38,000.00
B	Replace additional broken shingles over 640 Unit Price Item	1	Shingle	\$25.00	\$25.00	\$48.00	\$48.00	\$18.00	\$18.00



Alternate Summary
 SOUTHPORT BEACH HOUSE
 ROOF REPLACEMENT
 DATE: 12/4/14
 Common Council Discussion