

AGENDA
BOARD OF PARK COMMISSIONERS
Kenosha Municipal Building - Room 204
Monday, August 10, 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 July 27, 2015

1. Request from Natania Mercado for a Wedding Ceremony and Reception at the Southport Beach House on Saturday, September 24, 2016 to:
 - a. Extend the closing hours to midnight (*12:00am*)
 - b. Extend the Beer/Wine Permit to 10:30pm (*District 12*)
2. Request from Juan Realeno for a Wedding at the Southport Beach House on Saturday, August 13, 2016 to:
 - a. Extend the closing hours to 11pm.
 - b. Extend the Beer/Wine Permit to 10:30pm
 - c. Extend the Music Permit to 10:30pm (*District 12*)
3. Acceptance of Project 14-11420 Eichelman Park Beach Water Quality Improvements Phase I & II (*6125 3rd Avenue, which has been satisfactorily completed*) by A.W. Oakes & Son, Inc. (*Racine, Wisconsin*) in the amount of \$354,097.37. (*District 2*) (*Also referred to Public Works & Stormwater Utility*)

INFORMATIONAL ITEMS:

1. Project Status Report

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, July 27, 2015

A meeting of the Board of Park Commissioners was held on Monday, July 27, 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, Wicklund, Rose and Rosenberg. Staff members in attendance were Shelly Billingsley, Acting Director of Public Works, Jeff Warnock, Park Superintendent and Alderman David Paff.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve the minutes from the meeting held on Monday, July 13, 2015. Motion passed 5-0.

1. Request from Sherron Leggett to use his peddler stand business in Simmons Island Park five days a week. *(District 2)*
Public Hearing: Sherron Leggett. 5530 22nd Avenue, spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion passed 5-0.

2. Request from Berenice Fajardo for a Baptism at the Southport Beach House on Saturday, August 29, 2015 to:
 - a. Extend the closing hours to midnight *(12:00am)*
 - b. Extend the Beer/Wine Permit to 11:30pm
 - c. Extend the Music Permit to 11:30pm *(District 12)*Public Hearing: No one spoke.
Staff: Shelly Billingsley informed the commission that the requester had called to say she is canceling this event.
It was moved by Commissioner Wicklund, seconded by Commissioner Rose to deny. Motion passed 5-0.

3. Request from Michael Comstock for a School Year Kickoff at the Southport Beach House on Tuesday, August 18, 2015 to extend the opening hours to 8:00am. *(District 12)*
Public Hearing: No one spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve. Motion passed 5-0.

4. Request from Kenosha Library Foundation for the Simmons Library 115th Anniversary Celebration Event in Library Park on Saturday, September 26, 2015. *(District 2)*
Public Hearing: Barbara Brattin, Library Director, spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.

5. Request from Greater Mt. Hebron Church/Kenosha County Gang Prevention to hold their "National Night Out" Event on Tuesday, August 4, 2015 at Lincoln Park from 12:00pm to 8:00pm. *(District 12)*
Public Hearing: Donna Rhodes, 1941 Center Street, Racine, spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.
6. Request from Wisconsin Bike Fed to hold their "Ride Across Wisconsin" Event on Saturday, August 29, 2015 in Simmons Island Park. *(District 2)*
Public Hearing: Alderman David Paff, 6625 32nd Avenue, and Dave Schlabowske, 2205 N. 59th, Milwaukee, spoke.
Staff: Jeff Warnock spoke.
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.
7. Acceptance of Project 14-1428 Washington Park Trail Improvements *(1901 Washington Road, which has been satisfactorily completed)* by Janke General Contractors *(Athens, Wisconsin)* in the amount of \$94,793.69. *(District 6) (Also referred to Public Works)*
Public Hearing: Alderman Paff thanked staff.
Staff: Shelly Billingsley spoke.
Commissioner LaMacchia made a motion to amend as read the amount of the project acceptance to \$94,155.69, motion seconded by Commissioner Rosenberg. Motion passed 5-0. It was then moved by Commissioner LaMacchia, seconded by Commissioner Rose to approve as amended. Motion passed 5-0.
8. Change Order (Contract Deadline Only) for Project 13-1414 Washington Velodrome Resurfacing *(1901 Washington Road)*. *(District 6) (Also referred to Public Works)*
Public Hearing: Alderman Paff thanked staff.
Staff: Shelly Billingsley spoke.
It was moved by Commissioner Rosenberg, seconded by Commissioner LaMacchia to approve. Motion passed 5-0.
9. Award of Contract for Project 14-1424 Southport Beach House Roof Replacement Rebid (7825 1st Avenue) to Carlson Racine Roofing & Sheet Metal, Inc. (Racine, WI) in the amount of \$316,000.00. *(District 12) (Deferred for 60 days & referred back to Parks from Common Council on 6/1/15) (Also referred to Public Works)*
Commissioner Gordon directed staff to provide more detail asking for the benefits and consequences of each option. It was moved by Commissioner LaMacchia, seconded by Commissioner Rose to defer to a special meeting to be held on Monday, August 3, 2015 at 4:30pm. Motion passed 5-0.
10. Award of Contract for Project 15-1424 Southport Beach House Roof Repair Rebid (7825 1st Avenue) to Knickerbocker Roofing and Paving Co. Inc. (Harvey, IL) in the amount of \$22,000.00. *(District 12) (Also referred to Public Works)*
It was moved by Commissioner LaMacchia, seconded by Commissioner Rosenberg to defer to a special meeting to be held on Monday, August 3, 2015 at 4:30pm. Motion passed 5-0.

11. Change Requests.

Staff: Shelly Billingsley spoke.

It was moved by Commissioner LaMacchia, seconded by Commissioner Wicklund to approve. Motion passed 5-0.

INFORMATIONAL ITEMS:

1. Project Status Report – Shelly Billingsley spoke.

DIRECTOR COMMENTS: Jeff Warnock spoke about the Lose Your Shoes event this past weekend and said there was a large attendance at the event. He also mentioned the number of events on the lakefront and the possibility of needing an additional beach comber. He gave an update on disc golf in Lincoln Park. He is working with local church groups for a clean up at Lincoln lagoon. The city tournament is coming back to Lincoln Park and he is also working on getting more events at Lincoln Park.

CITIZEN COMMENTS:

1. Margaret Heller, 217 69th Street, spoke about citizens getting the backup information for the next meeting. She asked about the Southport Beach House Roof Replacement Rebid.
2. Jayne Mackey, 3506 7th Avenue, read a letter she has written to Jeff Warnock and Commissioner Gordon regarding the Kennedy Park Master Plan.
3. John Fox, 4003 7th Avenue, spoke about the 4th of July events and lakefront events, upkeep on parks, and park signs.
4. Susan Andrea, 505 73rd Street, passed out a memo from the Southport Park Association regarding the Southport Beach House Roof.
5. Gregg Kishline, 8638 32nd Avenue, spoke about the Southport Beach House, Southport Park Shoreline and the process of having a citizen item put on a Park agenda.
6. Lydia Spottswood, 6903 2nd Avenue, brought the Master Plan for Southport Park and spoke about it. She also spoke about previous park projects.
7. Merike Phillips, 711 61st Street, stated that historic building repair and restoration is always the first option.

ADJOURNMENT – There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:47 pm.



August 6, 2015

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

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Natania Mercado for a Wedding Ceremony and Reception at the Southport Beach House on Saturday, September 24, 2016 to:
a. Extend the closing hours to midnight (12:00am)
b. Extend the Beer/Wine Permit to 10:30pm (District 12)

BACKGROUND/ANALYSIS

A request has been received from Natania Mercado to extend the closing hours to midnight and the beer/wine permit to 10:30pm for a wedding ceremony and reception at the Southport Beach House on Saturday, September 24, 2016.

RECOMMENDATION

To approve the request.

JW/dm

**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

25 – 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>615.00</u>	Beer/Wine: <u>25.00</u>	Deposit: <u>300.00</u>	Total Due: <u>1000.00</u>
Receipt #: <u>170790</u>	By: <u>K3</u>	Zimbra: <u>K3</u>	Park Calendar: <u>K3</u>
Access Database: _____	Date Paid & Permit Issued: <u>7/24/15</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Natania Mercado
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 394 Graceland Ave Apt 4 city: Des Plaines State: IL Zip: 60016

Daytime Phone: 847-732-4923 Alternate Phone: 847-544-2339

FACILITY REQUESTED: Southport Beach House

Event Date: 9/24/2016

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

Attendance: 85 (Number of people) Time requested: From: 3:00pm to 12:00am
(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 (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? NO (Yes or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? NO (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? NO (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



August 6, 2015

Natania Mercado
394 Graceland Ave Apt 4
Des Plaines, IL 60016

RE: Extension of closing hours to midnight and the Beer/Wine Permit to 10:30pm at the Southport Beach House on Saturday, September 24, 2016.

To whom it may concern:

Your request for an extension of the closing hours to midnight and the beer/wine permit to 10:30pm at the Southport Beach House on September 24, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 10, 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



August 6, 2015

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

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Juan Realeno for a Wedding at the Southport Beach House on Saturday, August 13, 2016 to:

- a. Extend the closing hours to 11pm.
- b. Extend the Beer/Wine Permit to 10:30pm
- c. Extend the Music Permit to 10:30pm (*District 12*)

BACKGROUND/ANALYSIS

A request has been received from Natania Mercado to extend the closing hours to 11pm and the beer/wine and music permit to 10:30pm for a wedding at the Southport Beach House on Saturday, August 13, 2016.

RECOMMENDATION

To approve the request.

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>975.00</u>	Beer/Wine: <u>25.00</u>	Deposit: <u>300.00</u>	Total Due: <u>1300.00</u>
Receipt #: <u>170820</u>	By: <u>K3</u>	Zimbra: <u>K3</u>	Park Calendar: <u>K3</u>
Access Database: _____	Date Paid & Permit Issued: <u>7/27/15</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permitee Name: Juan Realend
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 2332 Alton Village Dr City: Waukegan State: IL Zip: 60087

Daytime Phone: 847-668-8804 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House

Event Date: Saturday, August 13th, 2016

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

Attendance: 150 (Number of people) Time requested: From: 10 am to 11 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) (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) (Yes or No)
Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? (No) (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? (No) (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

August 6, 2015

Juan Realeno
2332 Alta Vista Dr
Waukegan, IL 60087

RE: Extension of closing hours to 11pm and the Beer/Wine Permit to 10:30pm at the Southport Beach House on Saturday, August 13, 2016.

To whom it may concern:

Your request for an extension of the closing hours to 11pm and the beer/wine permit to 10:30pm at the Southport Beach House on August 13, 2016 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

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Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Acting Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a



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

August 4, 2015

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

From: Shelly Billingsley, MBA, PE *Shelly Billingsley* 8-5-15
Acting Director of Public Works/City Engineer

Subject: Acceptance of Project 14-1120 Eichelman Park Beach Water Quality Improvements
Phases I & II

Location: 6125 3rd Avenue

Please be advised that the above referenced project has been satisfactorily completed by A.W. Oakes & Son, Inc., Racine, Wisconsin. This project consisted of hauling in and installing beach sand to meet grades, installing a cord walk composed of treated lumber, furnishing and installing trees, shrubs, dune grasses and turf grasses.

It is recommended that the project be accepted in the final amount of \$354,097.37. Original contract amount was \$359,973.05 plus \$ 35,026.95 for contingency for a total of \$395,000.00. Funding was from CIP Line Item SW-14-002 and outside grant funding.

SAB/kjb

August 7, 2015

Informational #1

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. Shelter is anticipated to be delivered to the contractor in October. (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 roof has been placed and electric work has begun. The concrete slab under the pavilion and sidewalk will be poured in August (weather dependent). (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] – Construction began in May and substantial completion is anticipated to be complete by mid-September, weather dependent. Grading of the track has begun, concrete pouring for the track is scheduled to begin early 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] Revetment wall has been completed. Restoration and punch-list items remain. (12)
- Project #14-1417 – Tree Removal** – Contract nearing completion. Possible Phase 2 litigation is being discussed with Legal. (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. Plans for grading the playground area are being designed. (2)
- Project #14-1426 Petzke Park – Dream Playground** [SAA Design Group] – Contractor has begun excavating the playground area and plans to pour sidewalk the middle 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** – Project has been awarded by Committee; however the contractor is refusing to sign and negotiate contract due to the requirement of the number of trees to be removed per week or month. Staff is working with Legal. (City Wide)
- Project #15-1419 – Park Division West Garage Roof Replacement** – Work is anticipated to begin in September. (12)
- Project #15-1423 – Anderson Park Paths** – Project is anticipated to begin mid-August. (9)

Design Work- Misc. Park projects and finishing 2012, 2013, 2014 and 2015 CORP projects.