

Agenda
Board of Parks Commission Meeting
625-52nd St, Room 204
Monday, August 29, 2016
5pm

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

Call to Order
Roll Call
Citizens Comments

Approval of the Minutes of the Meetings Held on August 1, 2016, August 8, 2016, and August 15, 2016.

1. Request from Barbara Costabile to place a Memorial Plaque on a Memorial Tree in Harbor Park area in Memory of Clare Anne Kavalauskas. (*District 2*)
2. Request from Tom & Rita Jecevicus to place a Memorial Plaque on a Memorial Tree in Lincoln Park in Memory of William J. Jecevicus. (*District 12*)
3. Request from Cherie Uhlenhake for a Wedding at the Southport Beach House on Saturday, May 6, 2017 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine and Music Permit to 11:00pm (*District 12*)
4. Request from Lynn Cookson for a Wedding Reception at the Southport Beach House on Saturday, May 20, 2017 to extend the closing hours to 11:00pm (*District 12*)
5. Request from the Southern Wisconsin All Airborne Chapter for use of Simmons Island Park on Sunday, September 4, 2016 to:
 - a. Hold a Car Show Fundraiser Event for Wounded Warriors
 - b. Use of Public Amplification for Announcements and Music
 - c. Selling of Food (*District 2*)
6. Request from the Lincoln Park Steering Committee for use of Lincoln Park Shelter, Ball Fields and Basketball Courts on Saturday, October 1, 2016 (*with a rain date of Sunday, October 9, 2016*) to:
 - a. Hold the Time to Fly Kite Fest
 - b. Use of Public Amplification for Announcements and Music (*District 12*)

7. Request from the Southport Park Association (*SPA*) for use of the Southport Beach House on Friday, October 7, 2016 for the:
 - a. National Registry Plaque Dedication Event
 - b. Use of Amplified Music
 - c. Selling Fermented Malt Beverages
 - d. Selling of Food (*District 12*)

8. Acceptance of Project 16-1423 Kennedy Park Revetment Repair (*Approximately 38th Street to 40th Place, which has been satisfactorily completed*) by A.W. Oakes & Son, Inc. (*Racine, Wisconsin*). The final amount of the contract is \$42,400.00. (*District 1*) (*Also referred to Public Works*)

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, August 1, 2016

A special meeting of the Board of Park Commissioners was held on Monday, August 1, 2016 in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 6:50 pm by Chairman Haugaard.

At roll call, the following members were present: Commissioners Michalski, Rose, and LaMacchia. Commissioner Rosenberg was excused. Staff member in attendance was Shelly Billingsley, Director of Public Works.

One citizen spoke during Citizens Comments: Carl Wilkins.

1. Request from the Kiwanis Breakfast Club for use of Lincoln Park on August 12-14, 2016 (*rain dates August 19-21, 2016*) to:
 - a. Hold their Annual Softball Tournament
 - b. Sell Fermented Malt Beverages (*District 12*)Public Hearing: None.
It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to approve. Motion carried unanimously.

COMMISSIONERS' COMMENTS: Commissioner Michalski spoke about Kennedy Drive Resurfacing and hours.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 6:54 pm.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, August 8, 2016

A meeting of the Board of Park Commissioners was held on Monday, August 8, 2016 in Room 204 of the Kenosha Municipal Building. The meeting was called to order at 5:07 pm by Chairman Haugaard.

At roll call, the following members were present: Commissioners Michalski, Rose, and LaMacchia. Commissioner Rosenberg was excused. Staff members in attendance were: Shelly Billingsley, Director of Public Works and Jeff Warnock, Superintendent of Parks.

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 July 25, 2016. Motion carried unanimously.

1. Request from Teresa Thompson for a Wedding at the Southport Beach House on Saturday, August 12, 2017 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine and Music Permit to 11:30pm (*District 12*)Public Hearing: Kristin Thompson (Sister of the Applicant) was present for questions. It was moved by Commissioner LaMacchia, seconded by Commissioner Michalski to approve. Motion carried unanimously.
2. Request from Robin Hawley for a Wedding at the Southport Beach House on Saturday, June 10, 2017 to:
 - a. Extend the Closing Hours to Midnight (*12:00am*)
 - b. Extend the Beer/Wine Permit to 11:00pm
 - c. Extend the Music Permit to 11:30pm (*District 12*)Public Hearing: None. It was moved by Commissioner Rose, seconded by Commissioner Michalski to approve. Motion carried unanimously.
3. Request from the Mary Lou & Arthur F. Mahone Fund for the use of the Lincoln Park Flower Garden to add Wednesday, September 21, 2016 for the:
 - a. Annual Lincoln Park Live Music Series Event
 - b. Selling of Fermented Malt Beverages
 - c. Use of Amplified Music (*District 12*)Public Hearing: Tim Mahone spoke. It was moved by Commissioner Rose, seconded by Commissioner Michalski to approve. Motion carried unanimously.
4. Approval of Settlement Agreement by and between the City of Kenosha, Wisconsin with Magill Construction Company, Inc. (*Also referred to Public Works and Finance*)
CLOSED SESSION: The Board of Parks Commission may go into Closed Session regarding this item, pursuant to §19.85(1)(g), Wisconsin Statutes to confer with legal counsel regarding this matter. The Board of Parks Commission may or may not reconvene into open session.
Public Hearing: None
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia to approve. Motion carried unanimously.

COMMISSIONERS' COMMENTS: Commissioner LaMacchia spoke about having a sign or fence around the Christopher Columbus Statue. Commissioner Rose thanked the Parks Division for the fix up regarding issues with up keep at Forest Park. Chairperson Hugaard spoke about the Boat Harbor issues.

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:16 pm.

BOARD OF PARK COMMISSIONERS
Minutes of Meeting held Monday, August 15, 2016

A special meeting of the Board of Park Commissioners was held on Monday, August 15, 2016 in Room 100 of the Kenosha Municipal Building. The meeting was called to order at 6:55 pm by Chairman Haugaard.

At roll call, the following members were present: Commissioners Michalski, Rose, LaMacchia and Rosenberg. Staff member in attendance was Jeff Warnock, Superintendent of Parks

No citizens spoke during Citizens Comments.

1. Request from Wisconsin Bike Fed to sell fermented malt beverages during the Annual Ride Across Wisconsin Event in Simmons Island Park on August 27-28, 2016.
(District 2)
It was moved by Alderperson Rose, seconded by Alderperson LaMacchia to approve.
Motion carried unanimously.

COMMISSIONERS' COMMENTS: None

ADJOURNMENT - There being no further business to come before the Board of Park Commissioners, it was moved, seconded and unanimously carried to adjourn at 6:55 pm.



August 24, 2016

TO: Eric Haugaard, Chairperson
Board of Park Commissioners

FROM: Jeff Warnock, Superintendent of Public Works *JW*

SUBJECT: Request from Barbara Costabile to place a Memorial Plaque on a Memorial Tree in Harbor Park area in Memory of Clare Anne Kavalauskas. *(District 2)*

BACKGROUND/ANALYSIS

Staff received a request from Barbara Costabile on August 15, 2016 for permission to have a Memorial Plaque placed on a Memorial Tree in the Harbor Park area in Memory of Clare Anne Kavalauskas.

RECOMMENDATION

Staff recommends approval.

JW/dm

**CITY OF KENOSHA
MEMORIAL TREE PROGRAM**

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

DONOR INFORMATION

Date: 7/1/16 In Memory Of: Clare Anne Kusalaukas
Name of Donor or Representative: Barbara Costabile
Address: 316-56th St #113 City: Kenosha State: WI Zip 53140
Home phone 262-705-5159 Work Phone 262-925-3669 Cell Phone Same as home
Park Location Requested: Harbor Park - Harbor Area
Type of Tree Desired: Maple (sugar)

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

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

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

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

Return this form to:

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

From: Barb Costabile
Sent: Monday, August 15, 2016 1:02 PM
To: 'd.miles@kenosha.org'
Subject: Memorial Tree and Placque
Importance: High

Good afternoon Diane. Thank you for taking the time to speak with me.

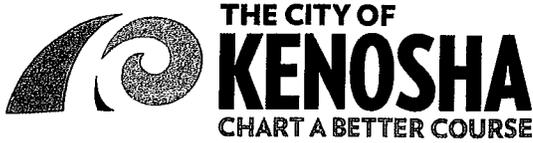
I brought in an application form the first week in July, 2016 requesting a memorial tree be planted in my sister's honor. I would also like a memorial plaque be placed with the tree. I requested the tree be planted in the Harbor Park area as most of her family are now elderly and do not want to have to travel to visit her tree.

My application stated the following:

In Memory of: Clare Anne Kavalauskas
Name of Donor: Barbara Costabile
Address: 316-56th Street #113
Kenosha, WI 53140
Phone: 262-705-5159
Work: 262-925-3669
Park Location: Harbor Park/Harbor area
Type of Tree: Sugar Maple

I did not know I had to request the plaque when applying but do want a memorial plaque placed at the base of the tree. We are hoping to have a memorial service once the tree and plaque are in place. I appreciate your assistance in getting this on the agenda for the next meeting on August 29th. If you require anything else from me, please feel free to contact me.

Barbara Costabile



PUBLIC WORKS
PARKS

August 18, 2016

Barbara Costabile
3116 56th St #113
Kenosha, WI 53140

RE: Request to place a Memorial Plaque on a Memorial Tree in Harbor Park area in Memory of Clare Anne Kavalauskas. (*District 2*)

Dear Ms Costabile:

Your request to place a Memorial Plaque on a Memorial Tree in Harbor Park area in Memory of Clare Anne Kavalauskas will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 29, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

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



August 24, 2016

TO: Eric Haugaard, Chairperson
Board of Park Commissioners

FROM: Jeff Warnock, Superintendent of Public Works *JW*

SUBJECT: Request from Tom & Rita Jecevicus to place a Memorial Plaque on a Memorial Tree in Lincoln Park in Memory of William J. Jecevicus. *(District 12)*

BACKGROUND/ANALYSIS

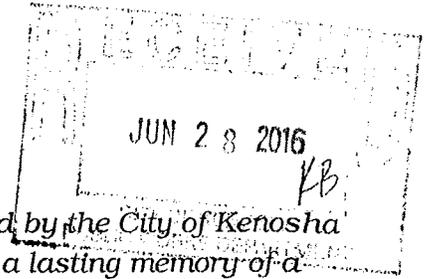
Staff received a request from Tom & Rita Jecevicus for permission to have a Memorial Plaque placed on a Memorial Tree in Lincoln Park in Memory of William Jecevicus.

RECOMMENDATION

Staff recommends approval.

JW/dm

**CITY OF KENOSHA
MEMORIAL TREE PROGRAM**



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

DONOR INFORMATION

Date: 6-28-16 In Memory Of: William J. (Billy) Jecевичus
Name of Donor or Representative: Tom & Rita Jecевичus Family
Address: 8212 104 Ave City: Pleasant Prairie State: WI Zip: 53158
Home phone 6970819 Work Phone _____ Cell Phone 748-4388
Park Location Requested: Lincoln Park
Type of Tree Desired: OAK

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

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

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

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

Return this form to: YES to a memorial plaque

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

67th St

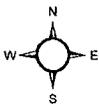
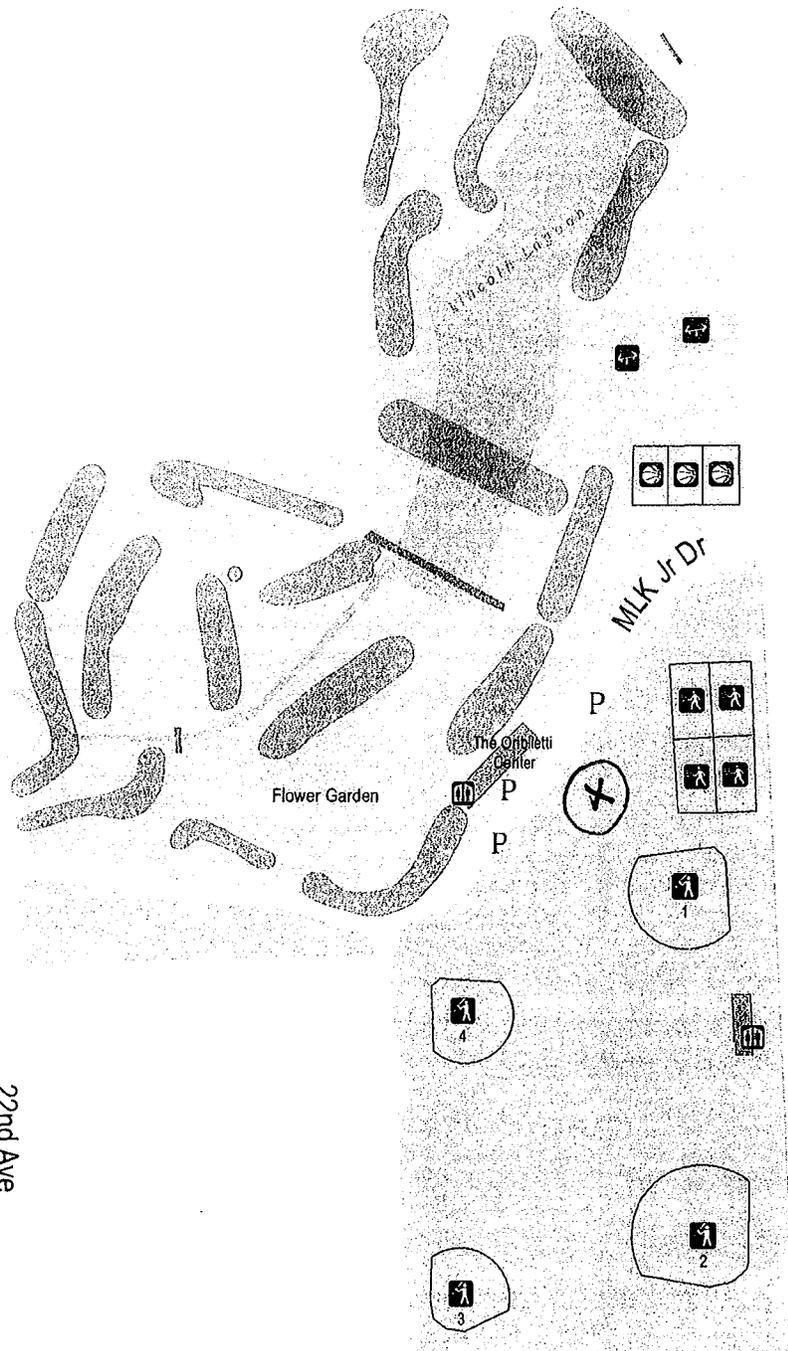
68th St

69th St

71st St

22nd Ave

18th Ave

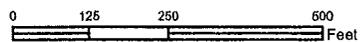


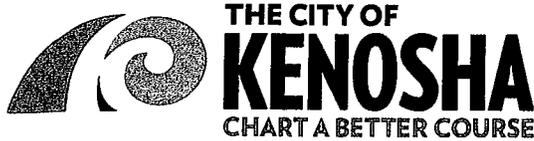
Lincoln Park

Park : 42 acres Distance Around Pond : .4 mi
 Dedicated : 1915-1919
 6900 18th Avenue
 Kenosha, WI 53143

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

- P Parking
- Restrooms
- Playground
- Park Building
- Disc Golf Green
- Disc Golf Course Area
- Baseball
- Basketball
- Tennis
- Baseball Field Lighting





PUBLIC WORKS
PARKS

August 18, 2016

Tom & Rita Jecevicus
8212 104th Ave
Pleasant Prairie, WI 53158

RE: Request to place a Memorial Plaque on a Memorial Tree in Lincoln Park in Memory of William J. Jecevicus. (*District 12*)

Dear Mr & Ms Jecevicus:

Your request to place a Memorial Plaque on a Memorial Tree in Lincoln Park in Memory of William J. Jecevicus will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 29, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

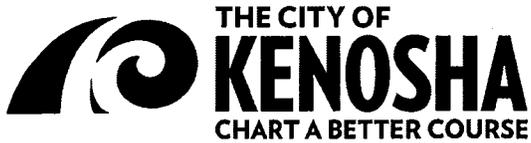
You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

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



August 24, 2016

TO: Eric Haugaard, Chairperson
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Cherie Uhlenhake for a Wedding at the Southport Beach House on Saturday, May 6, 2017 to:
a. Extend the Closing Hours to Midnight (12:00am)
b. Extend the Beer/Wine and Music Permit to 11:00pm (District 12)

BACKGROUND/ANALYSIS

Staff received a request from Cherie Uhlenhake to extend her hours of closing to midnight and the beer/wine and music permit to 11:00pm at the Southport Beach House on May 6, 2017 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>750.00</u>	Beer/Wine: <u>25.00</u>	Deposit: <u>300.00</u>	Total Due: <u>1,075.00</u>
Receipt #: <u>173425</u>	By: <u>LB</u>	Zimbra: _____	Park Calendar: _____
Access Database: _____	Date Paid & Permit Issued: <u>8-11-16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Cherie B. Uhlenhake
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 503-10th St City: Kenosha State: WI Zip: 53140

Daytime Phone: 262-930-3209 Alternate Phone: 262-930-3209

FACILITY REQUESTED: Southport Beach house

Event Date: Sat, May 6, 2017

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

Attendance: 150 (Number of people) Time requested: From: 2:00 pm to 12:00 pm
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM & beer wine extended

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

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

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

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

RESPONSIBILITIES OF THE DEPARTMENT OF PUBLIC WORKS – LIMITATIONS

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



PUBLIC WORKS
PARKS

August 18, 2016

Cherie B Uhlenhake
503 10th St
Kenosha, WI 53140

RE: The extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, May 6, 2017.

Dear Ms Uhlenhake:

Your request for an extension of hours, beer/wine & music permit at the Southport Park Beach for a Wedding on Saturday, May 6, 2017 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 29, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

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



August 24, 2016

TO: Eric Haugaard, Chairperson
Board of Park Commissioners

FROM: Jeff Warnock, Park Superintendent *JW*

SUBJECT: Request from Lynn Cookson for a Wedding Reception at the Southport Beach House on Saturday, May 20, 2017 to extend the closing hours to 11:00pm (*District 12*)

BACKGROUND/ANALYSIS

Staff received a request from Lynn Cookson to extend her hours of closing to 11:00pm at the Southport Beach House on May 20, 2017 for her wedding reception.

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>350</u>	Beer/Wine: <u>-</u>	Deposit: <u>300</u>	Total Due: <u>650.00</u>
Receipt #: <u>173392</u>	By: <u>KJ</u>	Zimbra: <u>KJ</u>	Park Calendar: <u>KJ</u>
Access Database: _____	Date Paid & Permit Issued: <u>8/10/16</u>		

INSTRUCTIONS:

- Please Print (blue or black ink)

Permittee Name: Lynn Cookson
Person authorized to sign this agreement on behalf of the organization.

Organization Name: _____

Address: 8042-41st Ave. City: Kenosha State: WI Zip: 53142

Daytime Phone: 262/909-5966 Alternate Phone: _____

FACILITY REQUESTED: Southport Beach House

Event Date: Saturday, May 20th 2017

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

Attendance: 150 (Number of people) Time requested: From: 5 pm to 10 pm
(INCLUDES SETUP AND TAKE DOWN)

PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM 9am-11am

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 (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.



PUBLIC WORKS
PARKS

August 18, 2016

Lynn Cookson
8042 41st Ave
Kenosha, WI 53142

RE: Request to extend the closing hours at the Southport Beach House for a Wedding Reception on Saturday, May 20, 2017.

Dear Ms Cookson:

Your request for an extension of hours at the Southport Beach House for a Wedding Reception on Saturday, May 20, 2017 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 29, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

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



Aug. 29, 2016

TO: Chairman Eric Haugaard, Board of Park Commissioners

RE: Car Show Fund Raiser for Wounded Warriors

The Southern Wisconsin All Airborne Chapter is requesting from the Board of Park Commissioners the use of Simmons Island Park for the 14th Annual Car Show Fund Raiser for Wounded Warriors on Sunday, Sept. 4, 2016. Event hours will be 8 a.m.- 4 p.m. Setup begins at 7 a.m. Sept. 4. Take down will take place following the event on Sept. 4. Public amplification and food sales also are requested

Recommendation: Approval of the request by the Southern Wisconsin All Airborne Chapter for the use of Simmons Island Park for a car show on Sept. 4, 2016. Also, approval for public amplification and food sales.

**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 Southern Wisconsin All Airborne Chapter

Contact Person who is responsible for event: Nick Pulera

Address: 7527 19th Ave

City/State/Zip Kenosha, WI, 53143

Daytime # 262-620-4301 Evening # same Cell# same

Fax # none E-mail: npulera@wi.rr.com

Is the Host Organization a 501(c)-3? Yes, provide ES# no

EVENT INFORMATION

Name of the Event: 14th Annual Car Show Fund Raiser for Wounded Warriors

Date Requested: September 4th, 2016 Rain Date none

Location Requested: Simmons Island Estimated Attendance 2,500

Charitable Event: No Yes, Proceeds donated to SWAAC Wounded Warrior Program

Brief Description of the Event: See attached flyer

Set up date and time: Sept. 4th, 7am

Time of Event: 8am

Take down date and time: 4pm

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 14th Annual Car Show Fund Raiser for Wounded Warriors

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 n/a # of Picnic Tables 2 # of extra trash containers 2

of Barricades n/a Any Bleachers n/a Any Reviewing Stands n/a

Showmobile New n/a Old n/a

Fencing: Snow Fencing # of feet n/a Portable fencing - # of feet/sections n/a

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.

**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 14th Annual Car Show Fund Raiser for Wounded Warriors

Location of Event: Simmons Island Date of Event Sept. 4, 2016

Contact Person Nick Pulera

Type of Amplified Sound

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

Requested time of amplification: Start: 8am Ending 4pm

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

Neho Cristiano

Daytime # _____ Evening # _____ Cell # _____

Aldersperson notification

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

_____ Yes no 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.

**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: 14th Annual Car Show Fund Raiser for Wounded Warriors

Location of the Event: Simmons Island Date of Event Sept 4

Name of Group/Organization providing the service Eric's Foods, L&A Adventures

Contact Person Eric's-Colmer 287-2196 / L&A- Alice Auhozzi 914-5800

Address Eric's- unknown / L&A 7115 16th Ave

Daytime # _____ Evening # _____ Cell # _____

Product or Service Sold

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

Sandwiches, chips

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])

Eric's, mobile kitchen, A&L have their own tables

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 _____



TO BENEFIT OUR WOUNDED VETERANS

Sunday, September 4, 2016 8 AM to 4 PM

Simmons Island, Kenosha, WI

Directions: Take Hwy 158 east into Kenosha all the way to the lake. Turn left and go to the first set of lights. Make a right and go over the bridge. The show will be immediately in front of you.

- Show Entry: \$10
- SPECTATORS FREE
- No Judging or Classes
- Critic's Choice Awards
- Dash Plaques & Goodie Bags to First 250 Cars
- Food & Drinks
- Family Activities
- 50-50 & Other Raffles
- Door Prizes
- Music
- Military Vehicles

Army, Navy, Air Force, Marine Corps, Coast Guard, Merchant Marine, National Guard, Reserve Units

When the world needed them, they were the first to jump!

HONOR THOSE WHO SERVED - NOON CEREMONY TO HONOR TROOPS

100% OF ALL FUNDS RAISED GO TO OUR WOUNDED WARRIORS
 Not affiliated with the Wounded Warrior Project or any other national or state wounded warrior organization

Sponsored by the Southern Wisconsin All Airborne Chapter



Nick Pulera (262) 620-4301
 npulera@wi.rr.com

Steve Pulera (262) 620-1613



August 18, 2016

Southern Wisconsin All Airborne Chapter
Attn: Nick Pulera
7527 19th Ave
Kenosha, WI 53143

RE: Request for use of Simmons Island Park on Sunday, September 4, 2016 to:
a. Hold a Car Show Fundraiser Event for Wounded Warriors
b. Use of Public Amplification for Announcements and Music
c. Selling of Food

Dear Mr Pulera:

Your request for use of Simmons Island Park on Sunday, September 4, 2016 to hold a Car Show Fundraiser Event for Wounded Warriors, use of Public Amplification for Announcements and Music, and selling of Food will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 29, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

If you have any questions, you may contact me at 262-653-4065.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

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



Aug. 29, 2016

TO: Chairman Eric Haugaard, Parks Commission

RE: Time to Fly Kite Fest

The Lincoln Park Steering Committee and the City of Kenosha is requesting from the Board of Park Commissioners the use of Lincoln Park for the Time to Fly Kite Fest from 12-3 p.m. Saturday, Oct. 1, 2016 (with a rain date of Oct. 9, 2016.) The groups also seek approval for public amplification. Setup will take place from 7 a.m. to noon Oct. 1, 2016 and take down is scheduled for 3-5 p.m. following the event.

Recommendation: Board of Park Commissioners approval of the use of Lincoln Park and public amplification for the Time to Fly Kite Fest on Oct. 1, 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 Lincoln Park Steering committee/ City of Kenosha

Contact Person who is responsible for event: Kris Kochman

Address: 625 52nd St., room 300

City/State/Zip Kenosha WI 53140

Daytime # 262.653.4177 Evening # _____ Cell# 262.358.3359

Fax # _____ E-mail: kkochman@kenosha.org

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

EVENT INFORMATION

Name of the Event: Time to Fly Kite Fest

Date Requested: Oct. 1, 2016 Rain Date Oct. 9, 2016

Location Requested: Lincoln Park: pavilion, ball fields and basketball court Estimated Attendance 400

Charitable Event: _____ No Yes, Proceeds donated to _____

Brief Description of the Event: Kite festival including demonstrations, kids activities and entertainment
A free picnic lunch will be served

Set up date and time: 7 a.m. to noon Oct. 1 (rain date of Oct. 9)

Time of Event: 12-3 p.m.

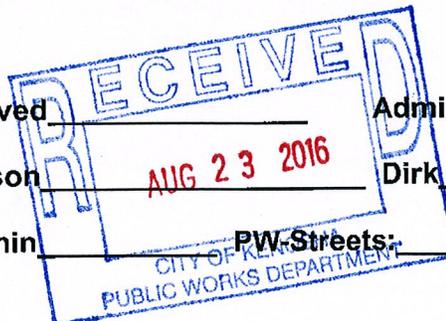
Take down date and time: 3-5 p.m. Oct. 1 (rain date of Oct. 9)

FOR OFFICE USE ONLY:

Application Packet Received _____ Admin. Or Commisssion Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

Fire: _____ PW Admin _____ PW-Streets: _____ Kris _____



**TEMPORARY STRUCTURE
CITY OF KENOSHA - PARK DIVISION**

Please review Item #8 in the Policy/Procedure Manual

Name of Event Time to Fly Kite Fest
Park Requested Lincoln Park Date of Event: Oct. 1, 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: Scott Fisher
Work # 414.305-3145 Home # _____ Cell _____

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 Time to Fly Kite Fest

Location of Event: Lincoln Park Date of Event Oct. 1, 2016

Contact Person Kris Kochman

Type of Amplified Sound

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

Requested time of amplification: Start: 10 a.m. Ending 5 p.m.

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

Scott Fisher

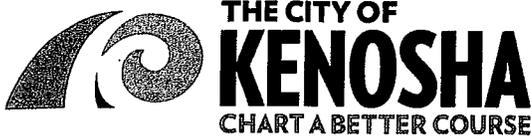
Daytime # 414.305.3145 Evening # _____ Cell # _____

Aldersperson notification

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

_____ Yes _____ No Date: 8-24-16

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.



August 23, 2016

Lincoln Park Steering Committee
Attn: Kris Kochman, City of Kenosha
625 52nd St, Rm 300
Kenosha, WI 53140

RE: Park use for Lincoln Park

To whom it may concern:

Your request for park use at the Lincoln Park Shelter, Ball Fields and Basketball Courts on Saturday, October 1, 2016 (*with a rain date of Sunday, October 9, 2016*) to hold the Time to Fly Kite Fest and use of Public Amplification for Announcements and Music will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

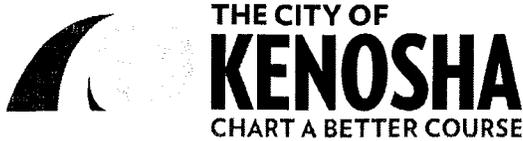
Monday, August 29, 2016
5:00 p.m.
Room 204
Kenosha Municipal Building, 625-52nd Street

You and/or your representative are required to appear.

Sincerely,

Diane S. Miles
Secretary of the Parks Commission

cc: Board of Parks Commission
Shelly Billingsley, Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a
Kris Kochman – via email



Aug. 29, 2016

TO: Chairman Eric Haugaard, Parks Commission

RE: Southport Park Association plaque dedication

The Southport Park Association is requesting from the Board of Park Commissioners the use of Southport Beach House and park for the National Registry Plaque Dedication from 5-10 p.m. Friday, Oct. 7 at the park. The group also seeks approval for public amplification and plans to apply for a special beer and wine permit. Setup will take place from noon to 5 p.m. Oct. 7, 2016 and take down will be completed by 10:30 p.m.

Recommendation: Board of Park Commissioners approval of the use of Southport Beach House and Park; and public amplification for the National Registry Plaque Dedication on Friday, Oct. 7, 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 Southport Park Association (SPA)
Contact Person who is responsible for event: Susan Schlenker
Address: 505 73rd Street
City/State/Zip Kenosha, WI 53140
Daytime # 262-515-3555 Evening # Cell# 262-515-3555
Fax # E-mail: southportassociation@gmail.com
Is the Host Organization a 501(c)-3? Yes, provide ES# 47-2216847

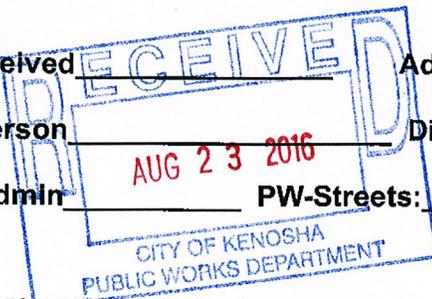
EVENT INFORMATION

Name of the Event: National Registry Plaque Dedication
Date Requested: October 7th, 2016 Rain Date N/A
Location Requested: Southport Beach House Estimated Attendance 400
Charitable Event: X No Yes, Proceeds donated to
Brief Description of the Event: Event to celebrate and dedicate historical registry plaque purchased by SPA.
City officials and public will be in attendance. Craft beer and wines, food trucks, Kenosha Traveling Tap and live music will be on-site.

Set up date and time: 10/7/2016 at Noon
Time of Event: 5:00 p.m.
Take down date and time: 10/7/2016 @10:00 p.m.

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 Registry Plaque Dedication

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

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

Yes 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 _____ # of Picnic Tables 10 # of extra trash containers 10

of Barricades _____ Any Bleachers _____ Any Reviewing Stands _____

Showmobile New _____ Old _____

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

Other Special Requests: We would appreciate having the Traveling Tap available.

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 Registry Plaque Dedication
Park Requested Southport Beach House Date of Event: October 7th, 2016

**Structure location must be placed on site map.

Type of Temporary Structure

Tent

Staging

Trailers

Inflatables

Dunk Tank

Other, Please explain Small 10x10 tents only if raining to provide coverage from Beach House to Truck Vendors.

Vendor Information

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

Name of Company/Individual: Laura Belsky

Work # _____ Home # _____ Cell 262-705-5722

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 Registry Plaque Dedication

Location of Event: Southport Beach House Date of Event October 7th, 2016

Contact Person Susan Schlenker

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) 4 piece band (trombone, drums, bass and guitar)

Requested time of amplification: Start: 5:00 p.m. Ending 10:00 p.m.

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

Trombone Dave & the Lawn Clippings (dramey74@hotmail.com)

Daytime # _____ Evening # _____ Cell # _____

Aldersperson notification

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

X Yes _____ No _____ Date: July 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.

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

Name of Event: National Registry Plaque Dedication

Location of Event 7825 1st Avenue (Southport Beach House) Date of Event October 7th, 2016

Name of Group Responsible Southport Park Association

Person that is Responsible for License and Regulations Susan Andrea Schlenker

Address 505 73rd Street

Daytime # _____ Evening # _____ Cell # 262-515-3555

Beer Selling Permit Information

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

Greg Reget 3803 10th Avenue, Kenosha WI 53140

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

The Board of Directors will be responsible and will be stationed throughout the event to ensure that guests do not leave the event with alcoholic beverages.

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

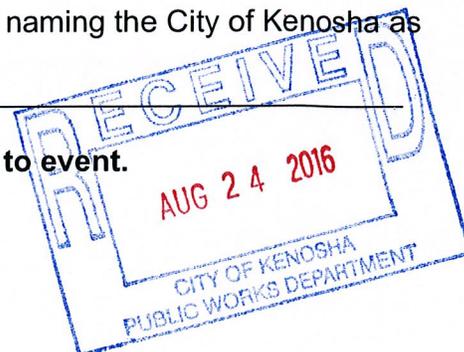
No Yes, Indicate Application Date: Will be submitting on 8/30/2016

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

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

No Yes, Indicate Application Date: _____

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



**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 Registry Plaque Dedication
Location of the Event: Southport Beach House Date of Event October 7th, 2016
Name of Group/Organization providing the service Southport Park Association
Contact Person Susan Andrea Schlenker
Address 505 73rd Street
Daytime # _____ Evening # _____ Cell # 262-515-3555

Product or Service Sold

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

Food Truck: Empanada 200 DeKoven Ave Racine, WI 53403 Leslie and Victor Olano 262-308-3495 olanosempanadas@gmail.com

Food Truck: Savino's Brick Oven Savino's Brickoven@savinobricken.com 815-980-0772

Public Craft Brewing 716 58th Street Kenosha WI 53140 262-657-2739 www.publiccraftbrewing.com

We will be serving wine also.

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])

Tables and chairs are already provided at Southport Beach House

Insurance

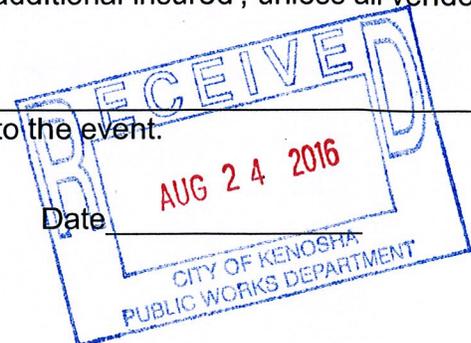
All vendors must supply a certificate of insurance for product and premises insurance in the amount of \$1,000,000 in the aggregate naming the City of Kenosha as 'additional insured', unless all vendors are being insured as an umbrella under the organizer's.

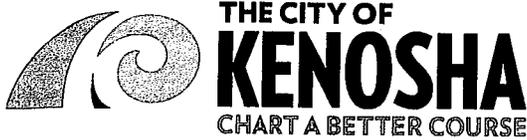
Insurance Company _____

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

Signature

Vendor Signature _____





August 24, 2016

Southport Park Association
Attn: Susan Schlenker
505 73rd St
Kenosha, WI 53140

RE: Use of the Southport Beach House on October 7, 2016

To whom it may concern:

Your request for use of the Southport Beach House on October 7, 2016 for the National Registry Plaque Dedication will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

Monday, August 29, 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

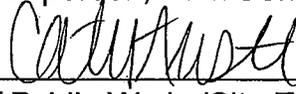
cc: Board of Parks Commission
Shelly Billingsley, Director of Public Works – w/a
Jeff Warnock, Superintendent of Parks – w/a
Kris Kochman – via email
via email southportassociation@gmail.com



CATHY AUSTIN, PE
Deputy Director of Public Works/City Engineer

August 24, 2016

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

From: Cathy Austin, PE 
Deputy Director of Public Works/City Engineer

Subject: Acceptance of Project 16-1423 Kennedy Park Revetment Repair

Location: Approximately 38th Street to 40th Place

Please be advised that the above referenced project has been satisfactorily completed by A.W. Oakes & Son, Inc., Racine, Wisconsin. This project consisted of erosion control, traffic control, placing of revetment stone, concrete curb and gutter, concrete sidewalk, and site restoration.

It is recommended that the project be accepted in the final amount of \$42,400. Original contract amount was \$42,400 plus \$3,600 for contingency for a total of \$46,000. Funding was from CIP Line Item PK-15-002.

CMA/kjb