

Agenda
Special Meeting
Public Works Committee
625 52nd Street, Room 202
Monday, November 7, 2016
6:30 PM

Chairperson David F. Bogdala
Vice Chairperson Mitchell Pedersen
Aldersperson Jesse Downing

Aldersperson John Fox
Aldersperson Kevin E. Mathewson
Aldersperson G. John Ruffolo

Call to Order
Roll Call
Citizens Comments

Approval of the minutes of the meeting held on October 10, 2016.

1. Request from Kenosha Common Markets partnering with Kenosha Public Museum, Downtown Kenosha Inc., Kenosha Area Convention and Visitors Bureau and Linnea Bakery for use of the city-owned grass area west of the museums for the Kenosha Harbor Holiday event on Saturday, December 3, 2016.
2. Change Order (Contract Deadline Only) for Project 16-1418 2016 Tree Planting (Citywide Locations). (All Districts) (Parks – Ayes 3, Noes 0)

ALDERPERSONS' 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.

PUBLIC WORKS COMMITTEE
- MINUTES -

MONDAY, OCTOBER 10, 2016
5:30 PM

Chairperson David F. Bogdala
Vice Chairperson Mitchell Pedersen
Aldersperson Jesse Downing

Aldersperson John Fox
Aldersperson Kevin E. Mathewson
Aldersperson G. John Ruffolo

The regular meeting of the Public Works Committee was held on Monday, October 10, 2016 in Room 202 of the Municipal Building. At roll call the following members were present: Chairperson David F. Bogdala, Vice Chairperson Mitchell Pedersen, Alderspersons Jesse Downing, John Fox, Kevin E. Mathewson and G. John Ruffolo. The meeting was called to order at 6:39 PM. Staff members in attendance were Shelly Billingsley, Director of Public Works; Ryan Spackman, Senior Civil Engineer; James Schultz, Civil Engineer; and Ed St. Peter, General Manager of Water.

Citizen's Comments – None

Approval of minutes of meeting held on October 3, 2016.

It was moved by Aldersperson Pedersen, seconded by Aldersperson Mathewson to approve. Motion passed 6-0.

1. Request for use of city-owned land east of the Museum parking lots by George Hockney on Sunday, October 16, 2016 (with a rain date of October 23, 2016) for a Toys for Tots event. (District 2) (deferred from the September 14, 2016 & October 3, 2016 meetings)
A public hearing was held. George Hockney, 5911 80th Place, spoke about his event. It was moved by Aldersperson Downing, seconded by Aldersperson Mathewson to approve. Motion passed 6-0.
2. Request from Luigi's Pizza Kitchen, Inc. (7531 39th Avenue) to keep lawn park area paved. (District 13)
A public hearing was held, no one spoke. It was moved by Aldersperson Pedersen, seconded by Aldersperson Mathewson to approve. Motion passed 6-0.
3. Request from B-H Group, Inc. to keep lawn park area paved at 1351 52nd Street. (District 2)
A public hearing was held. Brian Hervat, 6113 14th Avenue, spoke. It was moved by Aldersperson Mathewson, seconded by Aldersperson Pedersen to approve with regular concrete. Motion passed 6-0.
4. Resolution by Finance Committee – To Amend the City of Kenosha Capital Improvement Program for 2016 by Creating Line OT16-008 "Harborpark Outlook" in the Amount of \$319,000 Using Various Funding Sources in the Amount of \$319,000 for a Net Change of \$0. (referred to Parks and Finance)
It was moved by Aldersperson Ruffolo, seconded by Aldersperson Mathewson to approve. Motion passed 6-0.
5. Award of Contract for Project 16-1232 Harbor Park Overlook Repair (Lakefront east of 5501 Ring Road) to A.W. Oakes & Son, Inc. (Racine, Wisconsin) in the amount of \$319,000. (District 2) (referred to Parks)

It was moved by Alderperson Ruffolo, seconded by Alderperson Mathewson to approve. Motion passed 6-0.

6. Acceptance of Project 16-1425 Kennedy Park Drive Resurfacing (Simmons Island Road to 4,050 FT North) which has been satisfactorily completed by Payne & Dolan, Inc. (Kenosha, Wisconsin). The final amount of the contract is \$205,404.50. (District 1) (referred to Parks)
It was moved by Alderperson Ruffolo, seconded by Alderperson Mathewson to approve. Motion passed 6-0.
7. Resolution by the Public Works Committee – Resolution to Vacate an alley between 75th Street and Roosevelt from 38th Avenue east 116 feet (Hervat/Mathewson). (District 8) (CP Approved 8-Ayes, 0-Noes)
*At this time Alderperson Ruffolo left the meeting.
A public hearing was held. Brian Hervat, 6113 14th Avenue, spoke.
It was moved by Alderperson Mathewson, seconded by Alderperson Pedersen to approve. Motion passed 4-1 with Alderperson Fox voting no.*
8. Resolution by the Public Works Committee – Resolution to Vacate an alley between 24th and 25th Avenues South of 66th Street 100 feet (Hervat/Mathewson). (District 8) (CP Approved 8-Ayes, 0-Noes)
*A public hearing was held. Brian Hervat, 6113 14th Avenue, spoke.
It was moved by Alderperson Mathewson, seconded by Alderperson Pedersen to approve. Motion passed 5-0.*
9. Resolution by the Public Works Committee – Resolution to Vacate an alley between 61st and 62nd Streets, the north 114.5 feet of the alley west of 14th Avenue. (Hervat/Michalski) (District 3) (CP Approved 8-Ayes, 0-Noes)
*A public hearing was held. Brian Hervat, 6113 14th Avenue, spoke.
It was moved by Alderperson Mathewson, seconded by Alderperson Pedersen to approve. Motion passed 5-0.*
10. Resolution by Alderperson John Fox – Resolution to Subname 60th Street between its intersections of 23rd Avenue and 24th Avenue as “Jockey Boulevard”.
It was moved by Alderperson Fox, seconded by Alderperson Mathewson to approve. Motion passed 5-0.

ALDERPERSONS' COMMENTS – None

ADJOURNMENT – *There being no further business to come before the Public Works Committee, it was moved, seconded and unanimously approved to adjourn the meeting at 7:52 PM.*



JOHN M. ANTARAMIAN
Mayor

Nov. 7, 2016

TO: Chairman David Bogdala, Public Works Committee

RE: Harbor Holiday Market

Kenosha Common Markets (partnering with Kenosha Public Museums, KACVB, Linnea Bakery and Downtown Kenosha, Inc.) is requesting from the Public Works Committee the use of the parcels west of the Kenosha Public museum for the Kenosha Harbor Holiday outdoor market on Saturday, Dec. 3, 2016. Set up will take place beginning 8 a.m. Friday, Dec. 2 and take down will be completed by Monday, Dec. 5, 2016.

They also plan to have amplification of music at the event; and to sell wine and fermented malt beverages.

Recommendation: Public Works Committee approval of the parcels to the west of the Kenosha Public Museum for the Kenosha Harbor Holiday outdoor market on Saturday, Dec. 3, 2016.

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

SPECIAL EVENT APPLICATION
CITY OF KENOSHA - PARK DIVISION

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

EVENT ORGANIZATION INFORMATION

Name of Responsible Organization Kenosha Common Markets partnering with Kenosha Public Museums DKII

Contact Person who is responsible for event: Kenosha Area CVB and Hinnen Bakery. Ray Forgianni

Address: PO Box 643

City/State/Zip Kenosha, WI 53140

Daytime # 262-914-1252 Evening # same Cell# same

Fax # N/A E-mail: Forgianni.ray@hotmail.com

Is the Host Organization a 501(c)-3? Yes, provide ES# 02-0776286

EVENT INFORMATION

Name of the Event: Kenosha Harbor Holiday

Date Requested: 12/03/16 Rain Date N/A

Location Requested: Parcels #12-223-32-326-118
12-223-32-326-119 Estimated Attendance 1,000

Charitable Event: No Yes, Proceeds donated to _____

Brief Description of the Event: Please see attached description.
Attachment #1

Set up date and time: Tents
Top Choice: Fri or Sat am. Event: 8am - 10am

Time of Event: 10am - 7pm

Take down date and time: Top Choice - Sun or Monday Event: 7pm - 8pm

FOR OFFICE USE ONLY:

Application Packet Received 9/30/16 Admin. Or Commission Approval _____

Copies sent to: Alderperson _____ Dirk _____ Police _____

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

REVISED

APPLICATION "B"

EQUIPMENT RENTAL REQUEST
CITY OF KENOSHA - PUBLIC WORKS/PARKS

Name of Event Kenosha Harbor Holiday

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

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

NO
yes/no Water: Varies by location

PARK DIVISION:

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

of Benches 10 # of Picnic Tables 6 # of extra trash containers 10

of Barricades 0 Any Bleachers 0 Any Reviewing Stands 2

Showmobile New _____ Old _____

* leave set up from tree lighting 11-25/16

Fencing: Snow Fencing # of feet 260 ft Portable fencing - # of feet/sections 175ft

Other Special Requests: Please see attached site plan.

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

of Barricades 0 A map must be attached with the placement locations

of Parking Signs 20 Organization responsibility: No parking on east side of 2nd ave from 54th street to 56th st. for service loading and unloading.

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 Kenosha Harbor Holiday
Park Requested Parcel #3 12-223-32-326-118 Date of Event: 12/03/16
12-223-32-326-119

**Structure location must be placed on site map.

Type of Temporary Structure

- Tent (2 - 30x60 ft tents from Top Choice)
- Staging (New showmobile)
- Trailers (Public Craft Beer trailer)
- Inflatables
- Dunk Tank
- Other, Please explain _____

Vendor Information

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

Name of Company/Individual: Top Choice

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

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 Ukari Insurance, Cincinnati, Ins.

Signature

Vendor Signature [Signature] Date 9-26-16

**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 Kenosha Harbor Holiday
Parcel #'s 12-223-32-326-118
Location of Event: 12-223-32-326-119 Date of Event 12/03/16
Contact Person Ray Forgiani 262-914-1252

Type of Amplified Sound

- DJ
- Sound System
- Speeches/Announcements
- Karaoke
- Other (please specify) Holiday performances and sing alongs

Requested time of amplification: Start: 10am Ending 7pm

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

True Entertainment
Primary Tracy Sorensen Daytime # 262-994-6306 Evening # _____
Secondary Sue Heiting Cell # 262-308-3015

Aldersperson notification

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

Yes _____ No _____ Date: 9/21/16

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.

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

Name of Event: Kenosha Harbor Holiday
Parcel #s 12-223-32-326-118
Location of Event 12-223-32-326-119 Date of Event 12/03/16

Name of Group Responsible Kenosha Common Markets

Person that is Responsible for License and Regulations Ray Forgiani

Address PO Box 643

Daytime # 262-914-1252 Evening # same Cell # same

Beer Selling Permit Information

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

We will have licensed bartenders from
Public Craft Brewing, Rustic Road and
Linnea Bakery.

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

The entire site will be secured by snow/white city fencing.
Ticket will be sold at booth with licensed bartenders where
ID's will be checked. Attendees of age will be banded
and sold tickets to purchase beverages.

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

No Yes, Indicate Application Date: 09/26/16

*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: Kenosha Harbor Holiday

Location of the Event: Permit # 12-223-32-326-118
12-223-32-326-119 Date of Event 12/03/16

Name of Group/Organization providing the service _____

Contact Person Ray Forgianni

Address PO Box 643 Kenosha, WI 53140

Daytime # 262 914-1252 Evening # same Cell # same

Product or Service Sold

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

Kenosha winter market is moving from Rhode to
tent outside the museum on December 3rd, 2016.

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])

2 - 30 x 60 tents with approx. 24 vendors.

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.

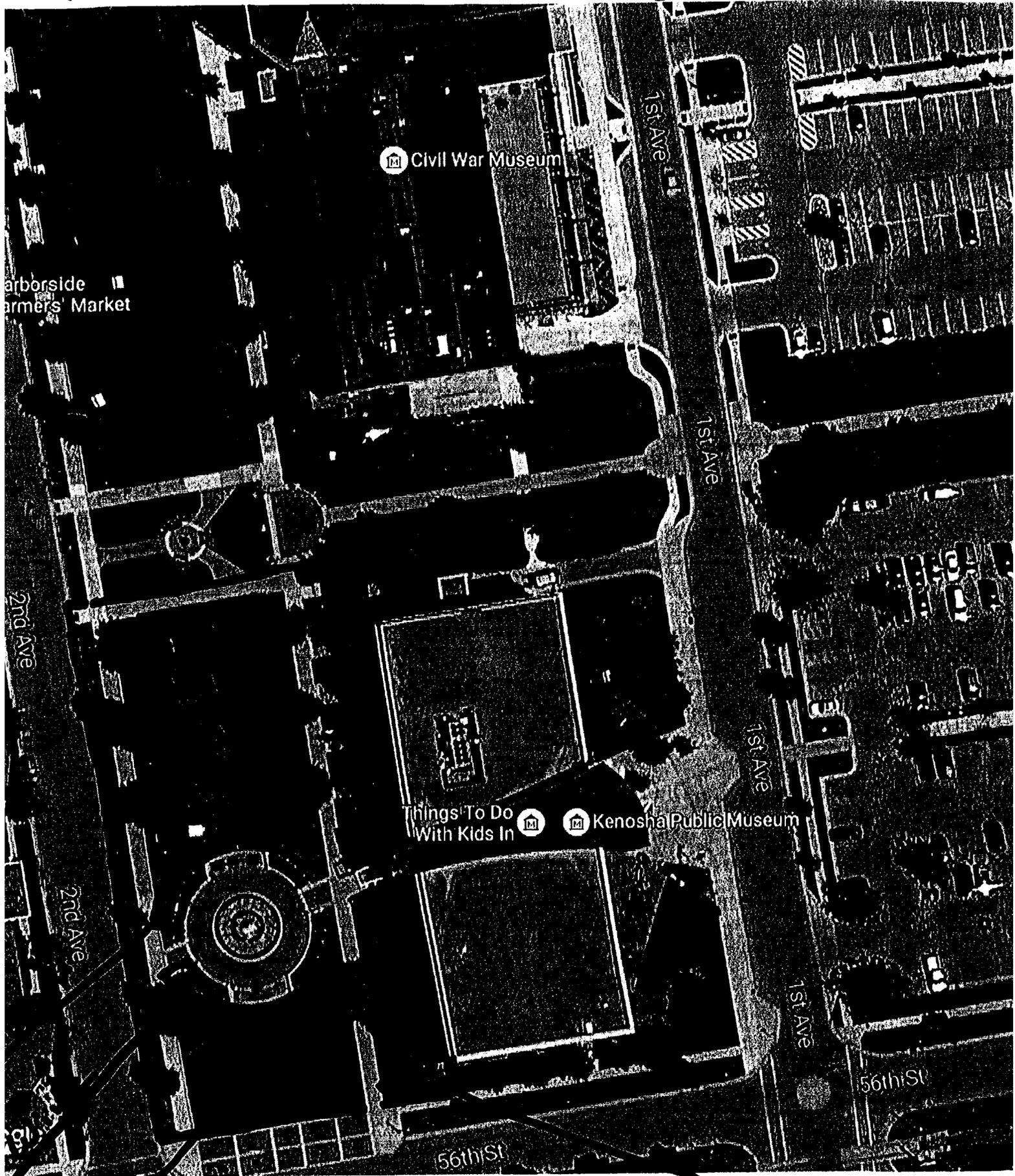
Insurance Company _____

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

Signature

Vendor Signature _____ Date _____

Kenosha Harbor Monday 3.10.17



Imagery ©2016 DigitalGlobe, U.S. Geological Survey, Map data ©2016 Google 50 ft

Animals — Snow/Portable Fencing Show Mobile
Picnic table + benches to be placed on lawn South

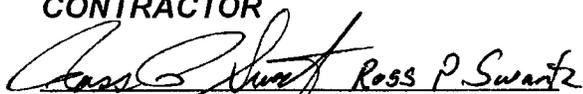
THE CITY OF KENOSHA**CHANGE ORDER**

Project Name:	2016 Tree Planting
Project Number:	16-1418
C.I.P. Line Item:	PK-93-004
Purchase Order #:	160871
Contractor:	Paul Swartz Nursery
Park Commission Action:	10/31/16
Public Works Committee Action:	11/7/16
Finance Committee:	N/A
Date of Common Council Action:	11/7/16

City and contractor agree that the above contract is amended to specify that contract completion deadline will be extended 14 days. The project will be completed no later than **November 18, 2016**.

This change order is approved by:

CONTRACTOR


 Paul Swartz/Nursery

DATE

10-19-2016

CITY OF KENOSHA, MAYOR

DATE
