

**AGENDA**  
**BOARD OF PARK COMMISSIONERS**  
**Kenosha Municipal Building - Room 204**  
**Monday, December 8, 2014 - 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 November 10, 2014.

1. Request from Martin Howard to change the date from Saturday, September 26, 2015 to Saturday, April 25, 2015 for the extension of the closing hours to 11:00pm at the Southport Beach House for a Wedding Reception. *(District 12)*
2. Request from Rocco DeFilippis for a Wedding Reception at the Southport Beach House on Saturday, April 11, 2015 to:
  - a. Extend the closing hours to midnight *(12:00am)*
  - b. Extend the Beer/Wine Permit to 10:45pm
  - c. Extend the Music Permit to 11:00pm *(District 12)*
3. Request from Margaret M. Bain for a Wedding Reception at the Southport Beach House on Saturday, June 20, 2015 to:
  - a. Extend the closing hours to midnight *(12:00am)*
  - b. Extend the Beer/Wine Permit to 10:45pm
  - c. Extend the Music Permit to 11:00pm *(District 12)*
4. Change Order *(Contract Deadline Only)* for Project 13-1419 Anderson Park Fishing Pier *(8730 22nd Avenue)*. *(District 9)*
5. Ordinance by Alderperson Steve G. Bostrom – To Repeal and Recreate Subsection 1.06 J. *(of the Code of General Ordinances for the City of Kenosha)* Regarding the Board of Park Commissioners. *(Referred from Council on 12/1/14) (Also referred to Public Works)*
6. Approval of 2015 Park Rental & Forestry Fees.
7. Approve date and time of next meeting due to the Holidays.

**INFORMATIONAL ITEMS:**

1. Project Status Report
2. Southport Beach House Roof Replacement

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

**BOARD OF PARK COMMISSIONERS**  
**Minutes of Meeting held Monday, November 10, 2014**

A meeting of the Board of Park Commissioners was held on Monday, November 10, 2014 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 Michael Lemens, Director of Public Works; Shelly Billingsley, Deputy Director of Public Works/City Engineer; Jeff Warnock, Superintendent of Parks; Police Chief John Morrissey; Alderperson Jan Michalski; Alderperson Curt Wilson; Jeff Labahn, Director of Community Development and Inspections; and Brian Wilke, Community Development Specialist.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve the minutes from the meetings held on Monday, October 27, 2014 and Wednesday, October 29, 2014. Motion carried unanimously.

1. Acceptance of Project 14-1425 Kenosha Water Utility Fence at Simmons Island (*100 51st Place, which has been satisfactorily completed*) by Northway Fence, Inc. (*Menomonee Falls, Wisconsin*). The final amount of the contract is \$26,330.80. (*District 2*) (*Also referred to Public Works*)

Staff: Shelly Billingsley spoke.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve. Motion carried unanimously.

2. Acceptance of Project 12-1421 Simmons Island Boardwalk Phase IA Development (*5001 4th Avenue; which has been satisfactorily completed*) by H&H Civil Construction, LLC (*Collins, Wisconsin*). The final amount of the contract is \$501,330.20. (*District 2*) (*Also referred to Public Works & Stormwater Utility*)

Staff: Shelly Billingsley spoke.

It was moved by Commissioner LaMacchia, seconded by Commissioner Rose, to approve. Motion carried unanimously.

**INFORMATIONAL ITEMS:**

1. Project Status Report – Shelly Billingsley spoke.
2. Discussion of Storm Impacts on Friday, October 31, 2014. - Michael Lemens and Jeff Warnock spoke.

**SUPERINTENDENT COMMENTS:** Jeff Warnock spoke about the WPRA Park Section Award of Excellence for Poerio Park Nature Playground the City of Kenosha Parks Division received last week in Wisconsin Dells.

**CITIZEN COMMENTS:** Alderperson Jan Michalski talked about a Resolution that will be coming forward to the Committee soon. Greg Kishline requested a discussion item for the Southport Beach House rental. He also talked about the Southport Beach House and possible rental usages. Tammy Conforti talked about the Dream Playground project & how the organization is still receiving donations.

**ADJOURNMENT** - There being no further business to come before the Board of Parks Commissioners, it was moved, seconded and unanimously carried to adjourn at 5:14 pm.



ENGINEERING DIVISION  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER

PARK DIVISION  
JEFF WARNOCK  
SUPERINTENDENT

FLEET MAINTENANCE  
MAURO LENCI  
SUPERINTENDENT

STREET DIVISION  
JOHN H. PRIJIC  
SUPERINTENDENT

WASTE DIVISION  
ROCKY BEDNAR  
SUPERINTENDENT

**DEPARTMENT OF PUBLIC WORKS**

MICHAEL M. LEMENS, P.E., DIRECTOR  
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140  
TELEPHONE (262) 653-4050 · FAX (262) 653-4056  
EMAIL PUBLICWORKS@KENOSHA.ORG

December 5, 2014

To: Scott N. Gordon, Chairman,  
Park Commission

From: Jeff Warnock *JW*  
Superintendent of Parks

Subject: Change Wedding Reception date from Saturday, September 26, 2015 to Saturday April 25, 2015 with the extension of Closing Hours to 11:00pm at the Southport Beach House

A request from Martin Howard & Sarah McDonough has been received for permission to change the date from Saturday, September 26, 2015 to Saturday, April 25, 2015 with the extension of the closing hours to 11:00pm at the Southport Beach House for a wedding reception.

**RECOMMENDATION**

To approve the request for the date change with the extension of the closing hours to 11:00pm.

JW/dm

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

625 - 52<sup>nd</sup> 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."

<i>OFFICE USE ONLY</i> <u>viewed city employee</u>			
Rental Fees: <u>400</u>	Beer: <u>25</u>	Deposit: <u>0</u>	Total Due: <u>425</u>
Receipt #: <u>108583</u>	By: <u>LD</u>	Zimbra: <u>✓</u>	Park Calendar: <u>✓</u>
Access Database: _____	Date Paid & Permit Issued: <u>7/11/14</u>		

**INSTRUCTIONS:**

- Please Print (blue or black ink)

Permittee Name: Martin Howard + Sarah McDonough  
Person authorized to sign this agreement on behalf of the organization.

Organization Name: \_\_\_\_\_

Address: 7732 17th Ave City: Kenosha State: WI Zip: 53143

Daytime Phone: 262-220-2449 Alternate Phone: 312-945-9559

FACILITY REQUESTED: Southport Beach House

Event Date: 4/26/15 April 25, 2015

Nature of Event: Wedding reception 7pm  
(Be specific on what type of event – i.e., 16<sup>th</sup> birthday party, graduation, baby/bridal shower, wedding reception, etc.)

Attendance: 110 (Number of people) Time requested: From: 3:00 PM to 11:00 PM  
**(INCLUDES SETUP AND TAKE DOWN)**

*Changes made on 11-11-14  
Refund \$200.00 for 4 hours not used.  
JM*

**PLEASE NOTE: PARK FACILITIES CLOSE AT 10 PM**

Beer 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 three (3) 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.

**BOARD OF PARK COMMISSIONERS**  
**Minutes of Meeting held Monday, August 4, 2014**

A special meeting of the Board of Park Commissioners was held on Monday, August 4, 2014 in Room 202 of the Kenosha Municipal Building. The meeting was called to order at 4:31 pm by Chairman Gordon.

At roll call, the following members were present: Commissioners LaMacchia, Wicklund, Rose and Rosenberg. Staff members in attendance were Michael Lemens, Director of Public Works; Jeff Warnock, Superintendent of Parks; and Assistant City Attorney John Mulligan.

1. Request from Martin Howard to extend the closing hours to 11:00pm on Saturday, September 26, 2015 at the Southport Beach House for a Wedding Reception.  
(District 12)  
Staff: Michael Lemens and Jeff Warnock spoke.  
It was moved by Commissioner Wicklund, seconded by Commissioner Rose, to approve. Motion carried unanimously.
2. Approval of the Permanent Easement by and between the City (of Kenosha) and Stephen F. Estes (CSM on 7<sup>th</sup> Avenue & 39<sup>th</sup> Street). (District 1) (Also referred to Stormwater Utility)  
Staff: Michael Lemens spoke.  
It was moved by Commissioner Rose, seconded by Commissioner LaMacchia, to approve. Motion carried unanimously.

COMMISSIONER COMMENTS: Commissioner Wicklund is glad that Petzke Park is moving along. Commissioner Rose commented that all the Parks look great. Commissioner Rosenberg asked if the dog park is on schedule? Jeff Warnock answered yes.

ADJOURNMENT - There being no further business to come before the Board of Parks Commissioners, it was moved, seconded and unanimously carried to adjourn at 4:40 pm.



ENGINEERING DIVISION  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER

PARK DIVISION  
JEFF WARNOCK  
SUPERINTENDENT

FLEET MAINTENANCE  
MAURO LENCI  
SUPERINTENDENT

STREET DIVISION  
JOHN H. PRIJIC  
SUPERINTENDENT

WASTE DIVISION  
ROCKY BEDNAR  
SUPERINTENDENT

**DEPARTMENT OF PUBLIC WORKS**

MICHAEL M. LEMENS, P.E., DIRECTOR  
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140  
TELEPHONE (262) 653-4050 · FAX (262) 653-4056  
EMAIL PUBLICWORKS@KENOSHA.ORG

December 3, 2014

Martin Howard & Sarah McDonough  
7732 17<sup>th</sup> Ave  
Kenosha, WI 53143

RE: Change in the Wedding Reception date with the extension of closing hours to 11:00pm

To whom it may concern:

Your request to the change the wedding reception date with the extension of the closing hours to 11:00pm at the Southport Beach House from Saturday, September 26, 2015 to Saturday, April 25, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

**Monday, December 8, 2014**  
**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  
Michael M. Lemens, Director of Public Works – w/a  
Shelly Billingsley, Director of Engineering – w/a  
Jeff Warnock, Superintendent of Parks – w/a



ENGINEERING DIVISION  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER  
PARK DIVISION  
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December 5, 2014

To: Scott N. Gordon, Chairman,  
Park Commission

From: Jeff Warnock JW  
Superintendent of Parks

Subject: Extension of Closing Hours, beer/wine permit and music permit for a Wedding Reception at the Southport Beach House on Saturday, April 11, 2015

A request from Rocco DeFilippis has been received for permission to extend the closing hours to midnight, beer/wine permit to 10:45pm, and the music permit to 11:00pm at the Southport Beach House for a wedding reception on Saturday, April 11, 2015.

**RECOMMENDATION**

To approve the request to extend the closing hours until midnight, beer/wine permit until 10:45pm, and the music permit until 11:00pm at the Southport Beach House on Saturday, April 11, 2015 for a wedding reception.

JW/dm

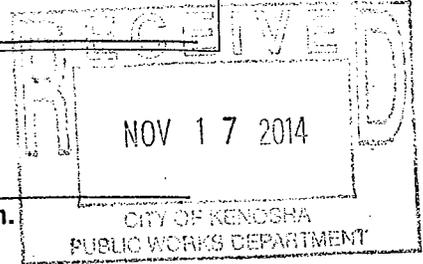
**CITY OF KENOSHA – DEPARTMENT OF PUBLIC WORKS  
PARK USE AGREEMENT (PICNICS, WEDDINGS & BUILDING RENTALS)**

625 - 52<sup>nd</sup> 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: _____	Beer/Wine: _____	Deposit: _____	Total Due: _____
Receipt #: _____	By: _____	Zimbra: _____	Park Calendar: _____
Date Paid & Permit Issued: _____			



**INSTRUCTIONS:**

- Please Print (blue or black ink)

Permitee Name: Rocco DeFilippis  
 Person authorized to sign this agreement on behalf of the organization.

Organization Name: \_\_\_\_\_  
 Address: 5815 62 Ave #4 City: Kenosha State: WI Zip: 53140  
 Daytime Phone: 262-657-6405 Alternate Phone: 608-334-8543

FACILITY REQUESTED: Southport Beach House  
 Event Date: April 11, 2015  
 Nature of Event: Wedding Reception  
(Be specific on what type of event – i.e., 16<sup>th</sup> birthday party, graduation, baby/bridal shower, wedding reception, etc.)

Attendance: 100 (Number of people) Time requested: From: 3:00 pm to 12:00 am *see attached Request.*  
(INCLUDES SETUP AND TAKE DOWN)

**PLEASE NOTE: ALL 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 three 7 **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.

Nov. 17, 2014

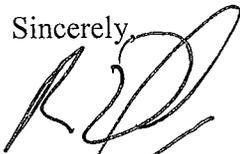
Rocco DeFilippis  
5815 6<sup>th</sup> Ave. Apt 4  
Kenosha, WI 53140

Re: Request for extension of Southport Beach House rental hours

To Whom It May Concern:

I am writing to request an extension of the hours for the Southport Beach House. I intend to host my wedding reception at the Beach House on Saturday, April 11, 2015. There will be approximately 80 people attending the reception. All of my fiancé's family is flying in from Boston to attend, and many of my guests are traveling from out-of-town. We would like to keep the event open later than the standard 10:00 pm cut-off. I am asking for a two hour extension: last call for alcohol would be at 10:45 pm, music would stop at 11:00, and we would be finished with break-down and cleaning and be out of the building at 12:00 am. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. DeFilippis', with a large, stylized flourish extending from the bottom of the signature.

Rocco DeFilippis, Esq.



ENGINEERING DIVISION  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER

PARK DIVISION  
JEFF WARNOCK  
SUPERINTENDENT

FLEET MAINTENANCE  
MAURO LENCI  
SUPERINTENDENT

STREET DIVISION  
JOHN H. PRIJIC  
SUPERINTENDENT

WASTE DIVISION  
ROCKY BEDNAR  
SUPERINTENDENT

**DEPARTMENT OF PUBLIC WORKS**

MICHAEL M. LEMENS, P.E., DIRECTOR  
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140  
TELEPHONE (262) 653-4050 · FAX (262) 653-4056  
EMAIL PUBLICWORKS@KENOSHA.ORG

December 3, 2014

Rocco DeFilippis  
5815 6<sup>th</sup> Ave #14  
Kenosha, WI 53140

RE: Extension of closing hours, beer/wine permit & music permit at the Southport Beach House for a Wedding Reception on Saturday, April 11, 2015

To whom it may concern:

Your request to extend the closing hours, beer/wine permit and music permit for a Wedding Reception at the Southport Beach House on Saturday, April 11, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

**Monday, December 8, 2014  
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  
Michael M. Lemens, Director of Public Works – w/a  
Shelly Billingsley, Director of Engineering – w/a  
Jeff Warnock, Superintendent of Parks – w/a



**ENGINEERING DIVISION**  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER  
**PARK DIVISION**  
JEFF WARNOCK  
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**DEPARTMENT OF PUBLIC WORKS**

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EMAIL PUBLICWORKS@KENOSHA.ORG

December 5, 2014

To: Scott N. Gordon, Chairman,  
Park Commission

From: Jeff Warnock JW  
Superintendent of Parks

Subject: Extension of Closing Hours, beer/wine permit and music permit for a Wedding Reception at the Southport Beach House on Saturday, June 20, 2015

A request from Margaret Bain has been received for permission to extent the closing hours to midnight, beer/wine permit to 10:45pm, and the music permit to 11:00pm at the Southport Beach House for a wedding reception on Saturday, June 20, 2015.

**RECOMMENDATION**

To approve the request to extent the closing hours until midnight, beer/wine permit until 10:45pm, and the music permit until 11:00pm at the Southport Beach House on Saturday, June 20, 2015 for a wedding reception.

JW/dm

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

625 - 52<sup>nd</sup> 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>\$400.00</u>	Beer/Wine: <u>25.00</u>	Deposit: <u>3000</u>	Total Due: <u>725.00</u>
Receipt #: <u>169570</u>	By: <u>Jim</u>	Zimbira: _____	Park Calendar: _____
			Date Paid & Permit Issued: <u>11-26-14</u>

**INSTRUCTIONS:**

- Please Print (blue or black ink)

Permittee Name: Margaret M. Bain  
 Person authorized to sign this agreement on behalf of the organization.  
 Organization Name: Family  
 Address: 4408-60<sup>th</sup> St City: Kenosha State: WI Zip: 53144  
 Daytime Phone: 262-657-3665 Alternate Phone: cell 262-496-1762

FACILITY REQUESTED: Southport Beach House

Event Date: June 20 2015

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

Attendance: 125 (Number of people) Time requested: From: 4 P.M to Midnight  
(INCLUDES SETUP AND TAKE DOWN)

**PLEASE NOTE: ALL PARK FACILITIES CLOSE AT 10 PM**

Beer/Wine Permit (For Consumption Only – No Selling; MUST BE 21 OR OLDER) MMB (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? MMB (Yes or No)  
 Allowed only at Alford, Washington picnic shelters and Southport Beach House and Oribiletti Center.

Do you plan to have a Band? MMB (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? MMB (Yes or No)  
 If yes, you must contact Diggers Hotline (1-800-242-8511) no later than three 7 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.

**Zimbra****dmiles@kenosha.org**

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**June 20 event/request to extend beer and music times**

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**From :** Maureen Cramer  
<cramer.maureen1@gmail.com>

Wed, Dec 03, 2014 10:04 AM

**Subject :** June 20 event/request to extend beer and  
music times

**To :** dmiles@kenosha.org

We have requested an extension of time to midnight for our event on June 20 at Southport Beach House. We would also like to ask to extend the time to 10:45 pm for serving beer and wine and to 11:00 pm for the music.

Thank you,

Margaret M. Bain  
4408 60th Street  
Kenosha, WI 53144

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ENGINEERING DIVISION  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER

PARK DIVISION  
JEFF WARNOCK  
SUPERINTENDENT

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EMAIL PUBLICWORKS@KENOSHA.ORG

December 3, 2014

Margaret M. Bain  
4408 60<sup>th</sup> St  
Kenosha, WI 53144

RE: Extension of closing hours, beer/wine permit & music permit at the Southport Beach House for a Wedding Reception on Saturday, June 20, 2015

To whom it may concern:

Your request to extend the closing hours, beer/wine permit and music permit for a Wedding Reception at the Southport Beach House on Saturday, June 20, 2015 will be reviewed by the Board of Parks Commission. The meeting is scheduled for:

**Monday, December 8, 2014  
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  
Michael M. Lemens, Director of Public Works – w/a  
Shelly Billingsley, Director of Engineering – w/a  
Jeff Warnock, Superintendent of Parks – w/a



**ENGINEERING DIVISION**  
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SUPERINTENDENT

**DEPARTMENT OF PUBLIC WORKS**  
MICHAEL M. LEMENS, P.E., DIRECTOR  
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December 5, 2014

To: Scott Gordon, Chairman  
Parks Committee

Eric Haugaard, Chairman  
Public Works Committee

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

CC: Keith Rosenburg  
District 9

Subject: *Change Order for Project 13-1419 Anderson Park Fishing Pier (Change of Contract Deadline Only)*

**BACKGROUND INFORMATION**

Staff and the Contractor are requesting the extension of the Anderson Park Fishing Pier to be extended to March 20, 2015 with the unseasonably cold weather in November.

**RECOMMENDATION**

Approve the Change Order extending the contract deadline to March 20, 2015.

**THE CITY OF KENOSHA**

**CHANGE ORDER**

Project Name: Anderson Park Fishing Pier  
Project Number: 13-1419  
C.I.P. Line Item: PK-11-001  
Purchase Order #: 141128  
Contractor: NuGen Johnson, LLC  
Public Works Committee Action: **12/15/14**  
Finance Committee: **N/A**  
Date of Common Council Action: **12/15/14**

City and contractor agree that the above contract is amended to specify that contract completion deadline will be extended 120 days. The project will be completed no later than **March 20, 2015**.

This change order is approved by:

**CONTRACTOR**



**CITY OF KENOSHA, MAYOR**

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**DATE**

3 Dec 2014 / 3-Dec-2014

**DATE**

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ENGINEERING DIVISION  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER

PARK DIVISION  
JEFF WARNOCK  
SUPERINTENDENT

FLEET MAINTENANCE  
MAURO LENCI  
SUPERINTENDENT

STREET DIVISION  
JOHN H. PRIJIC  
SUPERINTENDENT

WASTE DIVISION  
ROCKY BEDNAR  
SUPERINTENDENT

**DEPARTMENT OF PUBLIC WORKS**

MICHAEL M. LEMENS, P.E., DIRECTOR  
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140  
TELEPHONE (262) 653-4050 · FAX (262) 653-4056  
EMAIL PUBLICWORKS@KENOSHA.ORG

December 5, 2014

To: Scott N. Gordon, Chairman,  
Park Commission

Eric Haugaard, Chairman,  
Public Works Committee

From: Michael M. Lemens, P.E.  
Director of Public Works

Subject: Ordinance by Alderperson Steve G. Bostrom – To Repeal and Recreate Subsection 1.06 J. (of the Code of General Ordinances for the City of Kenosha) Regarding the Board of Park Commissioners

**BACKGROUND/ANALYSIS**

As an oral referral from the Common Council, we have received the following Ordinance, by Alderperson Steve Bostrom, from the City Clerk's Office - To Repeal and Recreate Subsection 1.06 J. (of the Code of General Ordinances for the City of Kenosha) Regarding the Board of Park Commissioners

**RECOMMENDATION**

Staff has no recommendation.

MML/dm

**ORDINANCE NO.**

**DRAFT 08/06/14**

Public works  
&  
PARKS

**SPONSOR: ALDERPERSON STEVE G. BOSTROM**

**TO REPEAL AND RECREATE SUBSECTION 1.06 J. OF THE CODE OF  
GENERAL ORDINANCES FOR THE CITY OF KENOSHA REGARDING  
THE BOARD OF PARK COMMISSIONERS**

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

**Section One:** Subsection 1.06 J. of the Code of General Ordinances for the

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

**J. Board of Park Commissioners.**

1. There is hereby created a Board of Park Commissioners pursuant to §27.08 of the Wisconsin Statutes.

2. Said Board shall consist of:

a. the members of the Common Council's ~~the~~ Committee on Public Safety and Welfare, and of the Common Council.

b. four citizens of the City of Kenosha, appointed by the Mayor and confirmed by the Common Council.

3. The terms of the members of the Board of Park Commissioners coincide with the aldermanic term identified in subsection 1.01 A. of the Code of General Ordinances.

43. Said Board shall have all the powers and duties conferred upon it by the Statutes of Wisconsin and the Ordinances of the City of Kenosha.

**Section Two:** This Ordinance shall become effective upon passage and

publication.

ATTEST: \_\_\_\_\_ City Clerk

APPROVED: \_\_\_\_\_ Mayor

Passed:

Published:

Drafted By:

EDWARD R. ANTARAMIAN



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December 5, 2014

To: Scott N. Gordon, Chairman,  
Park Commission

From: Jeff Warnock   
Superintendent of Parks

Subject: Approval of 2015 Park Rental & Forestry Fees

Attached is the park rental and forestry fees. We have red lined the changes that we are requesting approval for.

**RECOMMENDATION**

To approve as presented.

JW/dm

**CITY OF KENOSHA PARK DIVISION  
2015 FEES AND CHARGES  
SOUTHPORT BEACHHOUSE**

**CASH OR CHECK ONLY – TO BE PAID IN FULL**

**For reservations – contact Public Works at 653-4080 or stop in at 625 - 52<sup>nd</sup> St – Room 305**

<b>SOUTHPORT BEACHHOUSE</b>		
<b>PARK FACILITY OR USE</b>	<b>DEPOSIT</b>	<b>RENTAL</b>
Daily rate	<b>\$300.00</b> (any event with a beer permit or more than 4 hours)	<i>City of Kenosha Resident</i> \$50.00 per hour
	<b>\$100.00</b> (event with no beer permit and 4 hours or less)	<i>Non City of Kenosha Resident</i> \$75.00 per hour
Beer/Wine Permit (if applicable)		\$25.00
Cancellation Fee		\$50.00

**RESTRICTIONS:**

- No rental prior to 10:00 am without prior approval from the Park Superintendent or his designee.
- **Minimum rental of 2 hours Monday – Thursday.**
- **Minimum rental of 4 hours Friday, Saturday, and Sunday.**

**CITY OF KENOSHA PARK DIVISION  
2015 FEES AND CHARGES**

**PICNICS**

<b>PICNICS – CASH OR CHECK ONLY (must be paid in full)</b>		
<b>PARK FACILITY OR USE</b>	<b>DEPOSIT</b>	<b>FEES</b> (Includes Electric, Water where available)
Daily Fee		\$100.00-City of Kenosha Resident  \$125.00 Non-Resident <b>\$175.00 Non-Resident</b>
Beer/Wine Permit		\$25.00
Cancellation Fee		\$50.00
Cleanup Fees		\$50.00 per hour/per man

**Picnic Locations (larger areas):**

<b>PARK</b>	<b>BEER/WINE</b>	<b>MUSIC</b>	<b>SHELTER</b>	<b>ELEC.</b>	<b>Restrooms</b>	<b>Water</b>
Alford #1	Yes	Yes	Shade Kite	Yes	Portable	No
Alford #6 - North	Yes	Yes	Yes	Yes	Yes	Yes
Alford #6 - South	Yes	Yes	Yes	Yes	Yes	Yes
Anderson Park #1 – (east of pool)	Yes	No	Yes	Yes	Yes	No*
Anderson Park #2 – (west of pool only available July and August)	Yes	No	Yes	Yes	Yes	Yes
Kennedy Park	Yes	No	No	Yes	Yes	Yes
Lincoln Park – (Area on 18 <sup>th</sup> – no building & subject to availability)	Yes	No	Yes	Yes	Yes	Yes
Nash Park	Yes	No	Yes	Yes	Yes	Yes
Poerio Nature Center	Yes	No	Yes	Yes	Yes	Yes
Poerio Park (next to playground/ball fields)	Yes	No	Yes	Yes	Yes	Yes
Simmons Island Park (on drive)	Yes	No	Yes	Yes	Yes	No
Roosevelt Park	Yes	No	Yes	Yes	Yes	Yes
Washington Park #2 (22 <sup>nd</sup> Ave/41 <sup>st</sup> St)	Yes	Yes	Yes	Yes	Yes	Yes
Washington Park #1 (between pool and velodrome)	Yes	Yes	Yes	Yes	Yes	Yes

\* Use Pool Restrooms

# CITY OF KENOSHA PARK DIVISION

## 2015 FEES AND CHARGES

### PICNICS

For Baker, Hobbs and Southport Park – CASH OR CHECK ONLY (must be paid in full)		
PARK FACILITY OR USE	DEPOSIT	FEES
Daily Fee		\$75.00 City of Kenosha Resident  \$400.00 Non-Resident <del>\$150.00 Non-Resident</del>
Beer/Wine Permit		\$25.00
Cancellation Fee		\$50.00
Cleanup Fees		\$50.00 per hour/per man

**NOTES:**

- No restroom facilities at Hobbs Park. Permittee will have to rent their own portable restroom.
- Portable Restroom at Southport Park
- Bathroom building available at Baker Park.
- No amplified music allowed.
- Small shelter at each location.
- Electric is not available at Baker and Southport Park.

PARK	BEER/WINE	MUSIC	SHELTER	ELEC.	Restrooms	Water
Baker Park	Yes	No	Yes	No	Yes	Yes
Hobbs Park	Yes	No	Gazebo	Yes	No	No
Southport Park	Yes	No	Yes	No	Portable	No

**CITY OF KENOSHA PARK DIVISION  
2015 FEES AND CHARGES**

<b>WEDDINGS</b>		
<b>PARK FACILITY</b>	<b>FEE – 2 Hours</b>	<b>FEE – 3 Hours</b>
Lincoln Garden, Lincoln Gazebo and Wolfenbittel Garden	\$50.00 Resident <del>\$75.00</del> Non-Resident <b>\$100.00 Non-Resident</b> \$25.00 Non-Profit Organizations	\$75.00 Resident <del>\$100.00</del> Non-Resident <b>\$150.00 Non-Resident</b> <del>\$40.00</del> Non-Profit Organizations <b>\$25.00 Non-Profit Organizations</b>
Cancellation Fee	\$50.00	\$50.00

**WEDDING RULES AND REGULATIONS**

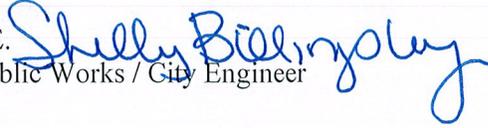
1. Weddings:
  - a. Permits are rented in increments of 2 hours or 3 hours only. Scheduled 1/2 hour between each event.
  - b. Rotary Softball Tournament is held the second/third weekend in July in Lincoln Park. No weddings are permitted during this time.
  - c. **No guarantee on date of flowers being planted or removed.**
2. Wedding permits must be paid in full when making reservation. If reservation and payment is less than 30 days prior to the event fees must be paid in cash only.
3. NO reservations will be accepted less than 10 days prior to the requested date. If the area is not reserved it will be available on a first come basis. However, no electricity will be available.
4. Cancellation Policy: Cancellations must be made 30 days prior to the rental date to receive a full refund less an administrative fee of \$50.00. There will be no refunds less than 30 days prior to the rental date.
5. Reservations: May be taken up to a year in advance for the period of June 1 – September 30, with payment at the time of reservation.
6. The application must be signed by an adult (18 years of age or older) who will be in attendance and who will assume full responsibility for group use. The adult signing the reservation form is the duly authorized representative for all damage, missing items and cleanup.
7. Hours on reservation form must include set-up and take-down, including any chair or tent rentals.
8. Right of Denial: The Park Division reserves the right to deny the use of any facility to a person and/or group for good reason. Examples: a conflict with a planned or ongoing facility use; lack of personnel to prepare facilities; a known history of disruptive or undesirable conduct by the person and/or group.
9. Beer/wine permits will be issued only for approved events where fermented malt beverages/wine are being served with the approval of the Park Superintendent or his designee. Permit is for consumption only; the sale of fermented malt beverages/wine is prohibited. Organizations/ individuals that have received a fermented malt beverage/wine permit will be required to have an adult over the age of 21 present at all times. The permittee is responsible for all fees related to security personnel and equipment. Consumption of fermented malt beverages/wine is prohibited after 10:00 PM.

December 5, 2014

# Informational #1

TO: Michael M. Lemens, P.E.  
Director of Public Works

FROM: Shelly Billingsley, P.E.  
Deputy Director of Public Works / 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 #12-1415 / 13-1415 / 14-1415 CORP Implementations** – Continuing. (Citywide)
- Project #11-1417 Strawberry Park Mass Grading, Trail and Shelter (DNR Stewardship Grant)** [SAA Design Group] – Design parameters have been determined and work has begun on bid documents. (16)
- Project #12-1430 Alford Park Warehouse Demolition** – [Earth Construction] Project close-out documents were sent to contractor. (1).
- Project #12-1432 - Peorio Park Trail** [SAA Design Group] The bid opening yielded no bids, and as a result Park and Street crews will undertake grading, clearing and grubbing, construction of the limestone path, and retaining wall. The bridge and boardwalk will go out for bid this winter for spring construction. (DNR Stewardship Grant) (1 & 4)
- Project #13-1413 - Petzke Park Phase II** [SAA Design Group] Plans and specifications are being developed for Phase II of Petzke Park with construction in Spring 2015. (1)
- Project #13-1414 - Washington Park Velodrome** [SAA Design Group] – Bids are currently being reviewed. (6)
- Project #13-1419 – Anderson Fishing Pier** – [SAA Design Group] Work is anticipated to begin in January. (9)
- Project #14-1417 – Tree Removal** – Contract nearing completion. Phase 2 is pending approval. (City wide)
- Project #14-1418 – Tree Planting** – Contract nearing completion. (City wide)
- Project #14-1421 – Simmons Island Phase 1B** – [SAA Design Group] This project has been put on hold due to budget. (2)
- Project #14-1424 - Southport Beach House Roof Replacement** –Bids are currently being reviewed. (12)
- Project #14-1120 – Eichelman Beach – Nutrient Improvements** – The contractor is planning on beginning work this winter and installing the plants in the spring. (2)
- Project #14-1141 – Southport Park Shoreline Repair Phase 1** – [Redbarn Design and Engineering] Design is in process. Bid opening is scheduled for January 14, 2015. (12)
- Design Work-** Misc. Park projects, ADA Accessible Playground, and finishing 2012, 2013 and 2014 CORP projects.



# Informational #2

**ENGINEERING DIVISION**  
SHELLY BILLINGSLEY, P.E.  
CITY ENGINEER

**PARK DIVISION**  
JEFF WARNOCK  
SUPERINTENDENT

**FLEET MAINTENANCE**  
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**STREET DIVISION**  
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SUPERINTENDENT

**WASTE DIVISION**  
ROCKY BEDNAR.  
SUPERINTENDENT

## DEPARTMENT OF PUBLIC WORKS

MICHAEL M. LEMENS, P.E., DIRECTOR  
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December 5, 2014

To: Scott Gordon, Chairman  
Park Commission

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

Cc: Steve Bostrom  
District 12

Eric Haugaard, Chairman  
Public Works Committee

Subject: ***Informational Only – Southport Beachhouse Roof***

### **BACKGROUND INFORMATION**

Staff opened the bids for Southport Beachhouse Roof on November 19, 2014. Staff included numerous alternates that included asphalt and Salvaged/Reclaimed or New Slate Tiles for different areas of the roof. The base bid will have to be awarded in any option and that is the red cross hatched area on the western face. The following are the options and costs for each alternate (we have referenced each option by color on the attached layout):

- Option 1: \$316,000 Base Bid (Red Cross Hatch) + Asphalt Shingles and Chimneys (Blue Area) + Salvaged/Reclaimed/New Slate Tiles (Yellow Areas) = \$275,000 + \$41,000 (Contingency – Wood Roof Decking Repairs if needed) = \$316,000
- Option 2: \$757,000 Base Bid (Red Cross Hatch) + Salvaged/Reclaimed/New Slate Tiles and Chimneys (Blue Area) + Salvaged / Reclaimed/New Slate Tile (Yellow Areas) = \$688,480 + \$68,520 (Contingency – Wood Roof Decking Repairs if needed may be more due to more loading with Slate) = \$757,000
- Option 3: \$421,000 Base Bid (Red Cross Hatch) + Asphalt Shingles and Chimneys (Blue Area) + Salvaged/Reclaimed/New Slate Tiles (Yellow Areas) + Copper Roofing (Green Areas) = \$366,000 + \$55,000 (Contingency – Wood Roof Decking Repairs if needed) = \$421,000

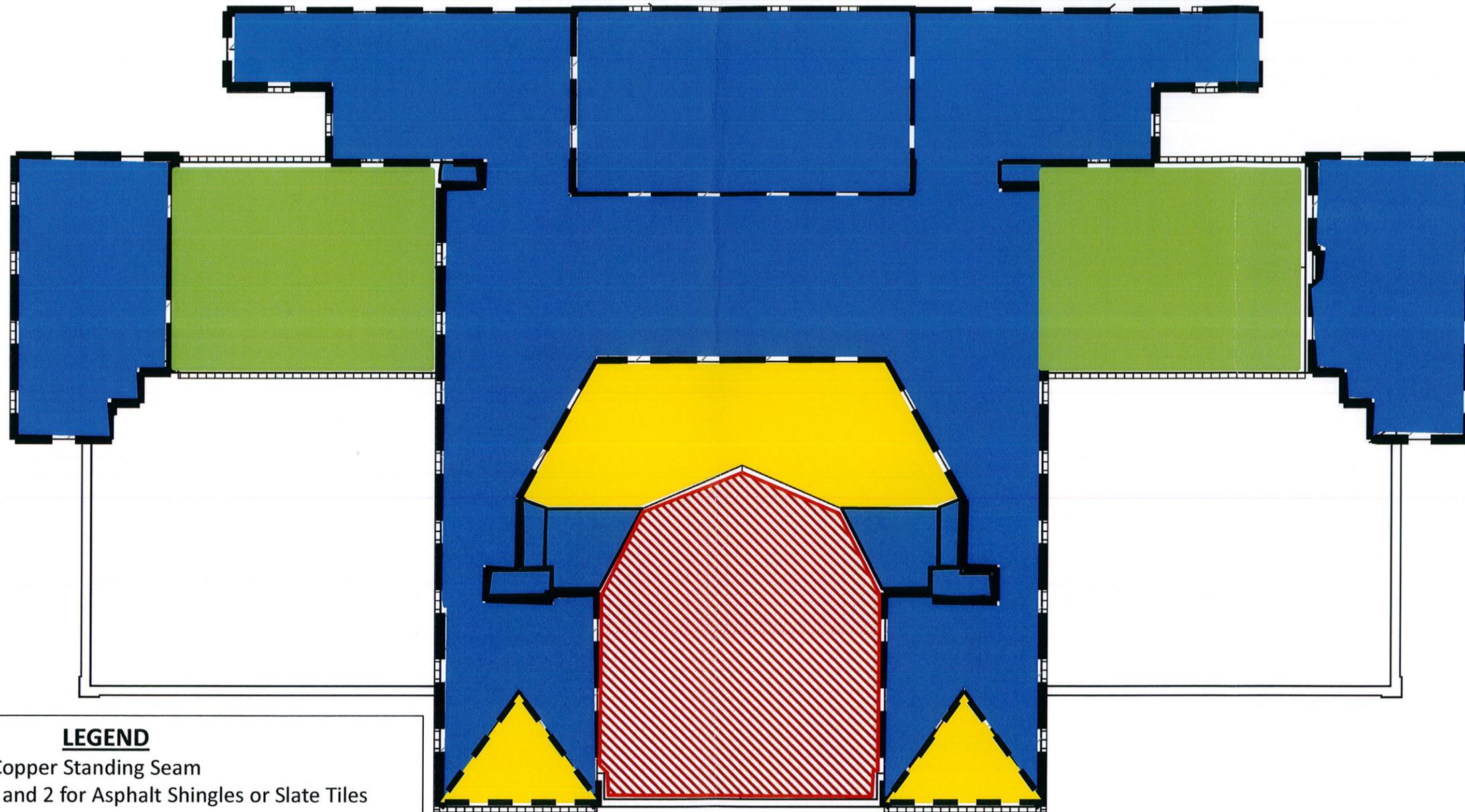
Option 4: \$806,000     Base Bid (Red Cross Hatch) + Salvaged/Reclaimed/New Slate Tiles and Chimneys (Blue Area) + Salvaged / Reclaimed/New Slate Tile (Yellow Areas) + Copper Roofing (Green Areas) = \$701,580 + \$104,420 (Contingency – Wood Roof Decking Repairs if needed may be more due to more loading with Slate) = \$806,000

Staff has discussed the funding available with the Finance Director and there is approximately \$240,000 in the 2013 Funds and another \$140,150 available in 2015 therefore there will be approximately \$384,150 available.

Without outside funding the City will only have the funding to complete option 1. The City was approached by a contractor that was going to donate reclaimed slate if they were the successful bidder. However, even though they were approved to bid and attended a mandatory pre-bid meeting they did not submit a bid.

**RECOMMENDATION**

Informational Only – No Action Required



**LEGEND**

-  Base Bid – Copper Standing Seam
-  Alternates 1 and 2 for Asphalt Shingles or Slate Tiles
-  Alternates 3 and 4 for Asphalt Shingles or Slate Tiles
-  Future Work – Copper Standing Seam

Alternate Summary

SOUTHPORT BEACH HOUSE  
 ROOF REPLACEMENT  
 DATE: 12/4/14

Common Council Discussion