



Park Commission Agenda

March 9, 2016
6:30 p.m.

AGENDA

1. Call to Order
2. Approval of Minutes:
 - Minutes of the Park Commission Meeting held September 8, 2015 - [minutes of the sept 9 pa commission meeting](#)
3. Public Comments
4. Discussion and Action Items:
 - 2016 Memorial Projects
 - a) Award of Memorial Brick Reconstruction/Rehabilitation - [2016 memorial brick improvments](#)
 - b) Plantings Update
 - Award of 2016 Bandshell Improvements - [2016 bandshell improvements](#)
 - 2016 Park Rental Applications - [2016 park rental applications; wettengel park rental app 2016](#)
 - Update on All Abilities Playground
5. New Business:
6. Unfinished Business:
 - Proposed Lake Michigan Viewing area - [proposed lake michigan view area](#)
7. Adjourn

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public hearings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the S

Francis City Clerk at 481-2300 Extension #4305. The meeting room is wheelchair accessible from the east and west entrances.

NOTE: There is a potential that a quorum of the Common Council may be present.

**MINUTES OF THE PARK COMMISSION MEETING
HELD SEPTEMBER 9, 2015 6:30PM**

Present: Chairman Alderman Steve Wattawa, Sue Garcia, Lynn Soby, Vivian Roe and Jill Doran.
Also present: Senior Engineering Technician Rob Newell

The meeting was called to order at 6:33pm by Chairman Wattawa.

2. Approval of Minutes

A motion was made by Commissioner Doran, seconded by Commissioner Roe to approve the minutes of the August 25, 2015 meeting. Motion carried.

3. Discussion and Action Items:

A. Proposed Improvements for Memorial

Alderman Wattawa discussed that no additional bids were received for the removal and replacement of the brick work, but that there were two bids received for the replacement shrubs. Commissioner Roe asked Alderman Wattawa if the bids differentiated the prices between 5 gallon and 3 gallon pot sizes of the "Gold" Junipers. Alderman Wattawa relayed the prices from the quotes he received but mentioned that the "Gold" Juniper of the 5 gallon pots was not the exact same variety of "Gold" Juniper as those of the 3 gallon pots, but stated the difference was about 5 dollars increase for the 5 gallon sizes over the 3 gallon sizes. Commissioner Roe asked about the approximate timeline of the shrub replacement and Alderman Wattawa and Commissioner Doran both believed the timeline to be in flux until after the winter.

B. 2016 Park Rental Policy

Alderman Wattawa stated an explanation and summary of the Common Council's decision to accept the fee and schedule recommendation of the Park Commission from the August 25, 2015 meeting. Alderman Wattawa recommended seeing if the interest in Friday rentals was apparent by the next Park Commission meeting in 2016. Commissioner Roe stated she thought the only way to know was the wait and see for the time being.

4. New Business

Alderman Wattawa stated he thinks he might have an update on the status of the All Abilities Park by the next Park Commission Meeting by its supporters, including status of fundraising goals and timeline updates. Commissioner Doran stated that if there was an update on the All Abilities Park they could better plan on helping with fundraising events in 2016 at various City-held events.

5. Unfinished Business

Alderman Wattawa stated that there had been no update on the statements by Alderman Klug from the August 25, 2015 Park Commission Meeting on the location of the lake viewing area near an easement adjacent to Park Shore.

6. Adjourn

A motion was made by Commissioner Roe, seconded by Commissioner Soby to adjourn. Motion carried. The meeting adjourned at 7:03 pm.



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

March 3, 2016

Honorable Park Commission
City of St. Francis

Subject: Award of Memorial Brick Reconstruction/Rehabilitation

Gentlepersons:

The Memorial Committee received quotes in fall of 2015 for the reconstruction and rehabilitation of 2 brick areas at the Memorial. The Memorial Committee has requested a few more contractors to provide quotes for the work but none did so. I had a meeting with the Memorial Committee representatives on February 18, 2016. They stated that the Memorial Committee wants to move ahead with the work at the Memorial. I contacted the low bidder – Advanced Landscape. They will hold their 2015 price and are still interested in the work. I therefore recommend that the Park Commission recommend to the Common Council to award the Memorial Brick Reconstruction/Rehabilitation contract to Advanced Landscape for an amount of \$14,790.00. Once a schedule is finalized, it can be determined if the Highway Department can assist with the removal of the brick which will reduce the cost.

Respectfully submitted,

Melinda K. Dejewski, P.E.
City Engineer/Director of Public Works

Advance Landscape Center, Inc.

5970 S Howell Ave.

Milwaukee, WI 53207

414-483-0299

Proposal

Proposal Date: 8/6/15

Proposal #: 199

Project:

Bill To:

Paradowski, Richard

2844 E Koenig Ave

St Francis, WI 53235

Description	Est. Hours/Qty.	Rate	Total
Remove terracotta colored pavers and install new ones of a similar type		14,790.00	14,790.00T
If new material is needed underneath proposed area, this will incur an additional cost			
If customer removes the existing pavers, price will be \$12,900.00			
Wisconsin Sales Tax		5.60%	828.24

Total	\$15,618.24
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Acceptance of Proposal –

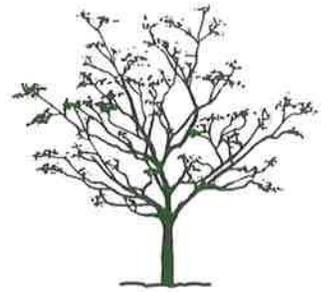
The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Proposal By: _____

Signature: _____

Date: _____

July 2, 2015



David J. Frank Landscape Contracting, Inc.

City of St. Francis
Attn: Dick Paradowski
3400 E. Howard Avenue
St Francis, WI 53235

Dear Dick,

I am pleased to provide you with the following proposal for the items that need to be completed on your property in St. Francis.

Remove the red clay paver walkway surrounding the memorial area and dispose of all material offsite. Take extra care to not ruin or disturb the concrete base below the pavers. After all pavers are removed, furnish and install new 4x8 similar red clay pavers in a similar pattern to the material that was removed. After brick is completed fill joints with polymeric joint sand to complete the work. Note, this quote does not consider replacement or repair of the concrete base under the current brick. If it is found that the base needs repair, an additional quote will need to be added to the amount noted below. Clean up site and remove debris.

Cost.....\$15,873.00

Remove the charcoal pavers where settling has occurred around the memorial monument. Re-level base using limestone screenings and re-set existing brick where necessary. After all brick is repaired and leveled, fill joints with polymeric joint sand. Clean up site and remove debris.

Cost.....\$4,622.00

Note: Sales tax will be added to total as required by state tax laws.

Please indicate the work you would like scheduled by marking the appropriate box and sign and return one copy of the quote, as well as one copy of the Terms & Conditions in the enclosed envelope. Retain the other copy for your records. Down payment will be 1/2 and the balance will be due as completed.

Sincerely,

Zach Lieven
Landscape Architect
Client Service Representative

N120 W21350 Freistadt Rd
P.O. Box 70
Germantown, WI 53022
Tel: (262) 255-4888
Fax: (262) 628-4729
mail@davidjfrank.com
www.davidjfrank.com

Client Acceptance

Date

By signing this contract, you understand and agree to the DJFLCI Contract terms and conditions.



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

March 3, 2016

Honorable Park Commission
City of St. Francis

Subject: 2016 Bandshell Improvements

Gentlepersons:

The City of St. Francis solicited proposals for the work on the stage of the bandshell which completes the renovations to the bandshell structure. Proposals were sent to the two contractors who gave proposals for the 2015 work. Only one returned a proposal. The proposal to repair and refinish the band shell soffit (ceiling) and repair and refinish the arch glue-lam beam is \$18,589.00 with an additional \$480.00 for a performance bond which is required by the City for a total of \$19,069.00. The architect's estimate was approximately \$16,000 in 2014. The proposal is not unreasonable for the work. Given the issues the City has had in the past retaining contractors for work on this project and that the cost is reasonable, I therefore recommend that the Park Commission recommend to the Common Council to award the 2016 Bandshell Improvements contract to John Beres Builders, Inc. in an amount of \$19,069.00. This is the company who performed the work on the bandshell last year. Their work was satisfactory.

Respectfully submitted,

Melinda K. Dejewski, P.E.
City Engineer/Director of Public Works

City of St. Francis

Application For Park Reservation:

Name of Group HATZENBELLER FAMILY

Name of Applicant JAMES HATZENBELLER

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4388 So. PENNSYLVANIA AVE

Phone 414-483-1246 Application Date 1-4-2016

Approximate Attendance 50

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>
Date <u>AUG. 6-2016</u>
Times <u>11:00 AM - 8:00 PM</u>

<u>Second Choice</u>
Date <u>AUG. 13-2016</u>
Times <u>11:00 AM - 8:00 PM</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 04 2015
CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.
** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

James Hatzenbeller
(Signature of Applicant)

Date Received 1-4-14 Reservation Approved For 8-6-16

Receipt # 8000 836 Amount \$ \$375.00 Check # 3115

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Red Hats

Name of Applicant Jean Rehse

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4050 S. Kirkwood Ave

Phone 414-744-3141 Application Date 1-4-16

Approximate Attendance 150

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	<u>Second Choice</u>
Date <u>July 16</u>	Date <u>July 23</u>
Times <u>10-10</u>	Times <u>10-10</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

PAID IN FULL

76-150 Persons: \$350 Fee + \$100 Deposit

JAN 04 2015

Over 150 Persons: \$375 Fee + \$100 Deposit

CITY OF ST. FRANCIS

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Jean Rehse
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 7-16-16

Receipt # 8000837 Amount \$ 450.00 Check # 178

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Advance Screw Products

Name of Applicant Sue Michaels

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 3762 S. Kinnickinnic Ave St. Francis

Phone 414-483-6200 Application Date 1/4/16

Approximate Attendance 100

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>Sat July 23, 2016</u>
Times	<u>9AM- 7PM</u>

<u>Second Choice</u>	
Date	<u>Sat. July 30, 2016</u>
Times	<u>9AM- 7PM</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

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Susan J Michaels
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 7-23-16

Receipt # 8000839 Amount \$ 450.⁰⁰ Check # 4165/40760

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group LADISH FATMAN

Name of Applicant DAVID BIESZK

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4616 So. AHMEDI AVE

Phone 414-534-5296 Application Date 1-4-16

Approximate Attendance 75

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>Aug 13, 2016</u>
Times	<u>8-10 PM</u>

<u>Second Choice</u>	
Date	<u>Aug 20, 2016</u>
Times	<u>8-10 PM</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 8-13-16

Receipt # 8600839 Amount \$ 375.00 Check # 2397

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group St Marks Church

Name of Applicant Ron Engan

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4369 So Nicholson Ave

Phone 483 2391 Application Date _____

Approximate Attendance 50

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>June 26th</u>
Times	_____

<u>Second Choice</u>	
Date	<u>June 12th</u>
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

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Ron Engan
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 6-12-16

Receipt # 8000840 Amount \$ 375.00 Check # 29700

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Slowacki Family Reunion

Name of Applicant CAROLYN TOMS-NEARY

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4530 S. WHITNALL AVE.

Phone 414-202-9500 Application Date 01-04-16

Approximate Attendance 60

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>6-25-16</u>
Times	<u>9-9</u>

<u>Second Choice</u>	
Date	<u>6-26-16</u>
Times	<u>9-9</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Carolyn Toms-Neary
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 6-25-16

Receipt # 8000841 Amount \$ 375.00 Check # 1270

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Ace World Wide / Contact Judy Graul
414-570-2211

Name of Applicant Scott Captain

Must Be St. Francis Resident. This is also the name the deposit will be refunded to, unless indicated differently.

Address 1912 E. Coca Ave. St Francis WI

Phone 414 248 4474 Application Date 1/4/16

Approximate Attendance 250

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice	Second Choice
Date <u>7/23/16 7/30/16</u>	Date <u>7/16/16</u>
Times <u>10am - 6pm</u>	Times <u>10am - 6pm</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 04 2016
CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

[Signature]
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For _____

Receipt # 8000847 Amount \$ 475.00 Check # 203213

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Tschohl Wedding Party

Name of Applicant DAVID J. ZAGRODNICK

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 2924 E. ARMOUR AVE

Phone 414-744-5436 Application Date 1/4/16

Approximate Attendance 76-150

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>2/9/16</u>
Times	<u>11AM - 8PM</u>

<u>Second Choice</u>	
Date	_____
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2016

CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.


(Signature of Applicant)

Date Received 1/4/16 Reservation Approved For _____

Receipt # 8.000848 Amount \$ 450.00 Check # 1234

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group _____

Name of Applicant Lisa Olszewski

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 3660 S. Kansas ave

Phone 262-948-9535 Application Date 1-10-16

Approximate Attendance 75-100

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice	
Date	<u>6/18/15</u>
Times	<u>12:00</u>

Second Choice	
Date	_____
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. *Kitchen & Shelter are included in fees.***

- 1-75 Persons: \$275 Fee + \$100 Deposit
- 76-150 Persons: \$350 Fee + \$100 Deposit
- Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 11 2016
CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Lisa Olszewski
(Signature of Applicant)

Date Received 1-11-16 Reservation Approved For _____

Receipt # 8000893 Amount \$ 375.00 Check # Credit #447333

Remarks:

City of St. Francis

Application For Park Reservation:

PAID IN FULL

Name of Group NATIVITY OF THE LORD PARISH

JAN 25 2016

Name of Applicant LAURENCE JENSEN

CITY OF ST. FRANCIS

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 2917 E. CUDAHY AVE

Phone 414-482-3836 Application Date 1-25-16

Approximate Attendance 120

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice
Date <u>8-21-16</u>
Times <u>11:00AM - 3:30PM</u>

Second Choice
Date _____
Times _____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit** must be paid at the time of the reservation. *Kitchen & Shelter are included in fees.*

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Laurence Jensen
(Signature of Applicant)

Date Received 01/25/2016 Reservation Approved For Nativity of the Lord Parish (8/21/16)

Receipt # 7000901 Amount \$ 450.00 Check # 3712 KF

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Sacred Heart of Jesus

Name of Applicant Dick Buschmann

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 3635 S Kinickinik Ave. St Francis WI

Deposit Return to Sacred Heart

Phone 4145307527 (cell) Application Date 2-9-16

489-2866 (church)

PAID IN FULL

FEB 03 2016

Approximate Attendance 150

CITY OF ST. FRANCIS

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>Aug 7 2016</u>
Times	<u>8AM - 6PM</u>

<u>Second Choice</u>	
Date	_____
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

[Signature]
(Signature of Applicant)

Date Received 02/09/16 Reservation Approved For Sacred Heart of Jesus (08/07/16)

Receipt # 7.000967 Amount \$ 450.00 Check # 5797

Remarks:

City of St. Francis

Application For Park Reservation:

PAID IN FULL

FEB 17 2016

CITY OF ST. FRANCIS

Name of Group KofC. So. M. L. W. 1709

Name of Applicant Gregory Schmidt

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4430 S. Nicholson Ave

Deposit back to Greg @ address shown

Phone 414-482-3799 Application Date 2/17/16

414-744-7151

Approximate Attendance 135

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice	
Date	<u>7/10/16</u>
Times	<u>10-8</u>

Second Choice	
Date	<u>7/12/16</u>
Times	<u>10-8</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit** must be paid at the time of the reservation. Kitchen & Shelter are included in fees.

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will NOT be refunded if park reservation is cancelled and not rebooked.

Gregory Schmidt
(Signature of Applicant)

Date Received 2/17/2016 Reservation Approved For 07/10/16

Receipt # 7.00/018 Amount \$ 450.00 Check # CASH

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group _____

Name of Applicant Kim Wettengel

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 5856 S Swift Ave

Phone 554-5533 Application Date 1/4/16

Approximate Attendance 70

*Need to SF.
City Resident*

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice	Second Choice
Date <u>4/25/16</u>	Date <u>4/26/16</u>
Times <u>9-10pm</u>	Times <u>8-10pm</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

Sent New App for SF Resident with Bill for NSF ck

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Kim Wettengel
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 6-26-16

Receipt # 8000842 Amount \$ 375.00 Check # 1333

Remarks:



CITY OF ST FRANCIS
 3400 EAST HOWARD AVENUE
 ST FRANCIS WI 53235
 Phone: 414-481-2300
 Fax:

INVOICE

Date	Number	Page
01/13/2016	7578	1

Bill To: KIMBERLY & ROBERT WETTENGEL
 5856 S SWIFT AVE
 CUDAHY WI 53110

Department:
Customer No. 509
Terms: Open Terms

Quantity	Description	Unit Price	Net Amount
1	NSF CHECKS	375.00	375.00
1	NSF ADMINISTRATIVE CHARGE	25.00	25.00
Amount			400.00
Balance Due			<u>400.00</u>

PAY BY: 01/31/2016

MAKE CHECK PAYABLE TO: CITY OF ST FRANCIS



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

March 3, 2016

Honorable Park Commission
City of St. Francis

Subject: Proposed Lake Michigan Viewing Area

Gentlepersons:

The Board of Public Works reviewed this issue at the October 13, 2106 meeting. The Board is recommending that the City not pursue this issue any further since there are benches along the bike path to the south and north of the area being proposed for a viewing area. Attached are the minutes from the Board of Public Works meeting where this issue was discussed.

Respectfully submitted,

A handwritten signature in black ink that reads 'Melinda K. Dejewski'.

Melinda K. Dejewski, P.E.
City Engineer/Director of Public Works

**CITY OF ST. FRANCIS
MINUTES OF THE BOARD OF PUBLIC WORKS
MEETING HELD TUESDAY, OCTOBER 13, 2015, 5:30PM**

Present: Alderperson Sue Bostedt, Alderman Mike McSweeney, Alderwoman Debbie Fliss Citizen Members Paul Pankowski, Shawn Feirer and Christine Hancock.

Excused: Citizen Member Kevin Keul.

Also present: City Engineer Melinda Dejewski, Janis Schandel, and Bruce Peacock of Park Shore.

Alderwoman Bostedt called the meeting to order at 5:36pm.

1. Public Comment.

Ms. Janis Schandel - 4510 S Kansas Avenue

Ms. Schandel stated that she had some concerns regarding the final inspection on S. Kansas Avenue but now understands the process after talking with the Engineering Department. She and the Engineering Department are still scheduled to meet regarding her property.

2. Minutes

A motion was made by Alderman McSweeney, seconded by Alderwoman Fliss to approve the minutes of the September 8, 2015 meeting. Motion carried.

3. Discussion and Possible Action – Speeding Issue – E. Bolivar Avenue between S. Pennsylvania Avenue and S. Clement Avenue

Alderwoman Bostedt stated she had received the email that was in the packet and thought that a stop sign could be installed at the westerly intersection of S. Iowa Avenue and E. Bolivar Avenue. Alderwoman Fliss stated she is not in favor the stop signs. There are roads all over where speeding occurs and really this issue is enforcement, not stop signs. Former Chief Kaebisch often stated that the stop signs cause people to speed away or roll though and do not necessarily work. Alderman McSweeney stated that according to the Police Chief, there are more patrols in the area now to try to slow traffic down. Alderwoman Bostedt suggested that the area be monitored and reassessed in 2016. Alderwoman Fliss stated she would contact the resident. No action was taken on this item.

4. Discussion and Possible Action – Stop Sign Request – E. Elizabeth Avenue and S. Kansas Avenue

Alderwoman Bostedt stated she received the email in the packet regarding a stop sign at S. Kansas Avenue and E. Elizabeth Avenue. Board Member Feirer stated that the stop sign will not fix the issue of speeding. They had to install speed bumps at his work place to slow people down. Board Member Hancock questioned if this was a one person request. Alderman McSweeney pointed out that the intersection is entirely in the City of Milwaukee. Alderwoman Bostedt stated she would let the residents know that they need to contact the City of Milwaukee. No action was taken on this item.

5. Discussion and Possible Action – RA Smith Proposal for Inspection Service of S. Nevada Avenue Extension

City Engineer Dejewski stated that she had received the proposal in the packet. She had talked with RA Smith and by eliminating some of the items, they could reduce their cost. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to approve the service contract not to exceed \$22,000. Motion carried.

6. Discussion and Possible Action – Proposed Overlook of Lake Michigan

Alderwoman Bostedt stated that this issue started in the Park Commission with Alderman Klug making a request for an overlook of Lake Michigan. Mr. Bruce Peacock, President of Park Shore Condominiums and Board Member of Waterfront Management shared his concerns regarding an overlook. He stated that currently they have many problems with people trespassing and vandalizing their property. He also stated that Stark is not a good neighbor since they do not cut their weeds. He continued that there are already benches along the trail for people to use for viewing. City Engineer Dejewski stated that her department was asked to find locations. She is neither in favor or against an overlook. Her department reviewed possible locations and found what seemed to be the most appropriate areas based upon grades and existing easements. There was general discussion about the Oak Leaf trail and the availability of benches. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Park Commission to stop the investigation of a location of an overlook bench at this time. Motion carried.

7. Discussion and Possible Action – Trail System Funding

City Engineer Dejewski reviewed her memo from the packet and requested that the Board recommend to the Council to utilize the garbage capital fund to gap in funding for the trail project since the funds need to be reallocated. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Common Council to utilize the garbage capital fund to gap in funding for the trail project.

8. Discussion and Possible Action – Diggers Hotline

City Engineer Dejewski gave an overview of the issue and reviewed the memo in the packet with regards to the possible costs. There was general discussion on how the system would work in the City. The Board directed the City Engineer to investigate what the cost would be for a 3rd party service for emergencies and/or weekends only and bring the information back to a future meeting. No action was taken on this item.

9. Discussion and Possible Action – 2016 Public Works Budget

City Engineer Dejewski gave an overview of the hours worked by each member of the Engineering and Building departments as had been requested. There was general discussion on the tasks each employee performs. No action was taken on this item.

10. Engineer’s Report

City Engineer Dejewski reviewed the report. Alderwoman Bostedt requested that the funding for the trail project be updated. A motion was made by Alderwoman Fliss, seconded by Board Member Hancock to place the report as amended on file. Motion carried.

11. Unfinished Business

A. Trail System

Alderwoman Bostedt stated that since the trail system was complete, the maintenance should be moved to the Park Commission. A motion was made by Alderwoman Fliss, seconded by Board Member Feirer to move this item to the Park Commission. Motion carried.

B. E. Layton Avenue Resurfacing Project

There was discussion regarding a sign that is to be installed on E. Layton Avenue. Administrator Rhode is in charge of that project so the questions were to be directed to him.

C. S. Troy Avenue Extension

11. Adjourn

A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to adjourn. Motion carried. Time 6:27p.m.