



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

## Meeting Minutes - Final Board of Park, Recreation and Cultural Services

*Chair Terry McCarthy, Joey LeGath, Pamala Handrow,  
Michael Frontier, Keith Hemmig, Kristen Kaprelian, Amy  
Schaal, Tom Rosholt, Ben Lehner, Kiana Johnson*

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Wednesday, November 14, 2012

5:00 PM

City Hall Annex, Room 130

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### Call To Order

*Chairman McCarthy called the meeting to order at 5:01 p.m.*

*Staff Present: Tom Molbeck, Bob Rafel & Jena Kohlman*

*Guests: Patrick Flynn, Mark Thomas & Bob Wortock*

**PRESENT:** 7 - Terry McCarthy, Joey LeGath, Pamala Handrow, Kristen Kaprelian, Amy Schaal, Keith Hemmig and Ben Lehner

**EXCUSED:** 3 - Michael Frontier, Tom Rosholt and Kiana Johnson

[12-8334](#)

**Subject:** Approval of the October 10, 2012 Meeting Minutes

**Attachments:** [PRCS October 10, 2012](#)

**A motion was made by Kristen Kaprelian, seconded by Keith Hemmig, to approve the minutes. The motion PASSED by a Voice Vote.**

### Public Input

*No Public Input.*

[12-8332](#)

**Subject:** Director's Report November 14, 2012

**Attachments:** [Director's Report November 14, 2012](#)

*Ben Lehner arrived at 5:13 p.m.*

*Director Molbeck briefly covered the ADA updates for 2012. These updates have been completed at Island, Lincoln, Lockwood & Roosevelt Parks. All rented park shelters are now ADA accessible.*

*Molbeck also stated staff visited and presented programming and projects at the Kiwanis Club last month. They had received great feedback from the 50-60 members that had attended.*

*The strip and wax of the Chavez gym floor was completed and it looks great. There is consideration to also strip and wax the gym floors at the other community centers.*

**A motion was made by Kristen Kaprelian, seconded by Amy Schaal, to receive**

and file the report. The motion **PASSED** by Voice Vote.

[12-8340](#)

**Subject:** Approval of Minutes for the Board of Cemetery Commissioners October 15, 2012 Meeting

**Attachments:** [Cemetery Commission Minutes - October 15, 2012](#)

A motion was made by Keith Hemmig and seconded by Kristen Kaprelian to approve the minutes. The motion **PASSED** by Voice Vote.

[12-8333](#)

**Subject:** Zoological Report November 14, 2012

**Attachments:** [Zoological Report November 2012](#)

*The report was distributed.*

A motion was made by Amy Schaal and seconded by Keith Hemmig to receive and file the report. The motion **PASSED** by Voice Vote.

[12-8208](#)

**Subject:** Communication from the Race Director of the Ragnar Relay Chicago 2013 race requesting permission to use city right-of-way on Saturday, June 8, 2013. (Res. No. 12-3445)

**Recommendation of the Public Works and Services Committee on 10-30-12:** Permission be granted to the sponsor of the Ragnar Relay Chicago 2012 Race to use certain city streets for the period of 12:00 a.m. to 9:00 a.m. on Saturday, June 8, 2013, and to use city right-of-way (sidewalks and parking lanes) along the following streets:

Start at Erie Street and Three Mile Road (city limits)

South on Main St. to Carlton Dr.

West on Carlton Dr. to Erie St.

South on Erie St. to Melvin Ave.

East on Melvin Ave. to Main St.

South on Main St. to Goold St.

East on Goold St. to Michigan Blvd.

South on Michigan Blvd. to Dodge St.

West on Dodge St. to Main St.

South on Main St. to State St.

East on State St. to Pershing Park Dr.

South on Pershing Park Dr. to 11th St.

West on 11th St. to Main St.

South on Main St. to 16th St.

West on 16th St. to Wisconsin Ave.

South on Wisconsin Ave. to 21st St.

West on 21st St. to Roosevelt Park Dr.

South on Roosevelt Park Dr. to 24th St.

West on 24th St. to Sheridan Rd. (city limits)

Further recommends that this permission be granted with the following stipulations:

- A. A hold harmless agreement be executed and a \$62.50 processing fee paid;
- B. A liability insurance certificate be filed prior to this event;
- C. Any overtime costs and equipment and material loss incurred by any department in the assistance of this event shall be charged to the sponsor;
- D. Sponsor shall comply with the approved policy on parking restrictions for special events, and the sponsor shall distribute to all abutting property occupants on those streets where parking is being prohibited written notices of the ban approximately 48 hours in advance of this event.
- E. Sponsor shall be responsible for submitting a Temporary Traffic Control Plan to the Engineering Department for approval; and providing and removing all temporary traffic control devices and detour signs.
- F. Sponsor shall pay a \$250.00 special event fee.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance in the interest of public safety to implement this event in accordance with these stipulations.

**Fiscal Note:** There will be nominal costs to the various city departments, on a regular shift basis, to assist in implementing this event.

**Recommendation of the Board of Parks, Recreation & Cultural Services on 11/14/12:** To approve the communication from the Race Director of the Ragnar Relay Chicago 2013 and to allow the use Pershing Park overnight for parking, staging and lodging.

**Further recommends that this permission be granted with the following stipulations:**

- A. A hold harmless agreement be executed and processing fee paid;
- B. A liability insurance certificate be filed prior to this event;
- C. Sponsor shall pay all rental fees and deposits associated with the rental of this park

**Fiscal Note:** 2013 Park Special Event Reservation Fee & Deposit.

**Attachments:** [Ragnar Relay Chicago 2013 race.pdf](#)

A motion was made by Keith Hemmig, seconded by Amy Schaal, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

12-8290

**Subject:** Communication from Mark Thomas from Ocean Blue Inflatables, LLC requesting permission to set up a large inflatable water slide for the summer of 2013 on North Beach.

**Recommendation of the Board of Parks, Recreation & Cultural Services on 11-14-12:** Deferred.

Attachments: [Ocean Blue Inflatables](#)

*Mark Thomas provided a hand out to the board summarizing his business plan as well as diagrams of the slide and desired location to place the slide on North Beach. Thomas stated he would place a fence around the slide for protection. The slide weighs approximately 3,000 lbs and is compatible for use by both children and adults. The slide would be located on the beach itself, and would require little water to keep the surface wet.*

*Schaal inquired if the slide would interfere with special events that are held at North Beach throughout the summer. Molbeck stated it was possible. There was some concern with the electricity source, water source, and how it will affect the cleaning of the beach with the equipment that is used.*

*Schaal inquired if there was another area outside of the beach that would be compatible. Molbeck stated there would be the same concerns with other locations. Thomas is exclusively looking at North Beach for the location. McCarthy inquired if there was another area on the beach itself that could be utilized for the slide. Molbeck stated the dunes and the Health Department would need to be taken into consideration as well.*

*LeGath inquired about the cost of the ride and how many individuals Thomas would employ. Thomas believed he would charge approximately \$3.00 per ride, but would also offer a multiple ride charge. He believes he would employ somewhere between 3 to 5 individuals.*

*McCarthy recommended that Thomas meet with staff to further review his request and address concerns. This item will be deferred until the next meeting.*

A motion was made by Pamala Handrow, seconded by Kristen Kaprelian, that this be Deferred. The motion PASSED by a Voice Vote.

12-8291

**Subject:** Communication from Alderman Melissa Kaprelian-Becker on behalf of Donald Sura, 1014 Yout St. requesting benches to be considered along Pershing Drive bike path. (Res. No. 12-3446)

**Recommendation of the Board of Parks, Recreation and Cultural Services on 11-14-12:** To approve the communication from Alderman Melissa Kaprelian-Becker on behalf of Donald Sura, requesting benches be considered along Pershing Drive bike path.

**Fiscal Note:** N/A

Attachments: [Benches- Pershing Drive Bike Path](#)

A motion was made by Amy Schaal seconded by Joey LeGath that this be recommended for approval. The motion PASSED by Voice Vote.

[12-8303](#)

**Subject:** Communication from Patrick Flynn requesting the use of the Lake Michigan Pathway and temporary closure of Christopher Columbus Causeway & Sam Johnson Parkway on Saturday, December 8, 2012 for Stuff the Sleigh 5k Run in support of the Racine County Food Bank. (Res. No. 12-3424)

**Recommendation of the Public Works and Services Committee on 11-13-12:** That Plan Ahead Events be granted permission to use the Sam Johnson Parkway from Festival Park Drive to the east end for the Stuff the Sleigh 5K Run in support of the Racine County Food Bank, to be held on Saturday, December 8, 2012, from 10:00 a.m. to 12:00 p.m., with the following stipulations:

- A. A hold harmless agreement be executed and a \$62.50 processing fee paid.
- B. A liability insurance certificate be filed prior to this event.
- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

**Fiscal Note:** There will be nominal costs to various City departments, on a regular shift basis, to assist in implementing this event.

**Recommendation of the Board of Parks, Recreation & Cultural Services on 11-14-12:** To approve the communication from Patrick Flynn requesting the use of the Lake Michigan Pathway on Saturday, December 8, 2012 for Stuff the Sleigh 5k Run in support of the Racine County Food Bank.

Further recommends the following stipulations:

- A. A hold harmless agreement be executed and processing fee paid.
- B. A liability insurance certificate be filed prior to this event.

**Fiscal Note:** Park rental fees & deposits if applicable.

Attachments: [Stuff the Sleigh 5k](#)

A motion was made by Amy Schaal, seconded by Pamala Handrow, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

[12-8307](#)

**Subject:** Communication from Kara Kading requesting to use City right-of-way for the St. John's Lutheran School Bunny Hop on Saturday, April 27, 2013 from 10:00 A.M. until 12 noon. (Res. No. 12-3425)

**Recommendation of the Public Works and Services Committee on 11-13-12:** That St. John's Lutheran School be granted permission to use city right-of-way for a run/walk on Saturday, April 27, 2013, from 10:00 a.m. to 12:00 p.m.

Further recommends that permission be granted with the following stipulations:

- A. A hold harmless agreement be executed and a \$62.50 processing fee paid.
- B. A liability insurance certificate be filed prior to this event.
- C. Any overtime costs incurred by any City department be charged to the sponsor.
- D. The sponsor shall notify all abutting property owners seventy-two (72) hours in advance of this event.

Further recommends that the Commissioner of Public Works, City Engineer and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

**Fiscal Note:** There will be nominal costs to various City departments, on a regular shift basis, to assist in implementing this event.

**Recommendation of the Board of Parks, Recreation & Cultural Services on 11-14-12:** To approve the communication from Kara Kading requesting the use of North Beach and Lake Michigan Pathway on Saturday, April 27, 2013 for the 3rd Annual St. John's Lutheran 5K Bunny Hop.

Further recommends that permission be granted with the following stipulations:

- A. A hold harmless agreement be executed and processing fee paid.
- B. A liability insurance certificate be filed prior to this event.
- C. Park Special Event fees & deposit paid.

**Fiscal Note:** 2013 Park Special Event fees & deposit.

**Attachments:** [3rd Annual Bunny Hop.pdf](#)

A motion was made by Chair Terry McCarthy, seconded by Kristen Kaprelian, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

[12-8326](#)

**Subject:** Communication from Robert Wortock, Representative of Christmas Coalition of Churches, requesting to relocate the Nativity Scene from the north side of Monument Square to the south side of Monument Square. (Res. No. 12-3447)

**Recommendation of the Board of Parks, Recreation & Cultural Services on 11-14-12:** To approve the communication from Robert Wotock requesting to relocate the Nativity Scene from the north side of Monument Square to the south side of Monument Square.

**Fiscal Cost:** N/A

**Attachments:** [Nativity Scene Monument Square](#)

*Molbeck stated in the past the nativity scene had been located on the north east end of Monument Square. The department has in the past kept the south side of Monument Square open so there was no interference with the holiday tree, however it was up to the discretion of the board to allow the relocation of the nativity scene.*

*McCarthy inquired if the nativity scene would interfere with any events scheduled on the square. Molbeck believed it would be down before any of the scheduled events.*

*Wortock stated the nativity scene can be moved back to the north east side of the square if there are any complaints with the location or if it just does not work out.*

A motion was made by Kristen Kaprelian, seconded by Keith Hemmig, that this be Recommended For Approval. The motion PASSED by a Voice Vote.

## Adjournment

*There being no further business the meeting adjourned at 5:44 p.m.*

**If you are disabled and have accessibility needs or need information interpreted for you, please call the Parks, Recreation and Cultural Services Department at 262-636-9453 at least 48 hours prior to the meeting.**