



City of Racine

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

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

Chairman Terry McCarthy
Kristen Kaprelian
Amy Schaal
Tom Rosholt
Keith Hemmig
Ben Lehner
Joey LeGath
Kiana Johnson
Krystyna Sarrazin
Pamala Handrow
Christina Mueller

Wednesday, August 14, 2013

5:15 PM

City Hall Annex, Room 130

Call To Order

Chair McCarthy called the meeting to order at 5:16 p.m.

Staff Present: Tom Molbeck, Mike Willis, Jena Kohlman & Robert Rafel

Guests: Stephanie Lazzeroni, Laura D'Amato & Jay Christie

PRESENT: 10 - Kristen Kaprelian, Tom Rosholt, Keith Hemmig, Ben Lehner, Joey LeGath, Terry McCarthy, Kiana Johnson, Krystyna Sarrazin, Pamala Handrow and Christina Mueller

EXCUSED: 1 - Amy Schaal

[13-9234](#)

Subject: Approval of the July 10, 2013 Meeting Minutes

Attachments: [PRCS Meeting Minutes July 10, 2013](#)

Pam Handrow arrived at 5:17 p.m.

A motion was made by Kristen Kaprelian and seconded by Tom Rosholt to approve the minutes. The motion PASSED by voice vote.

Public Input

Jeff Schultz discussed the USTA tennis program that had taken place this past summer at Lockwood and other locations. It was a very successful program. Shultz also commented on the heavy use of the pickleball courts at Humble. He would like to see the Humble courts lined for tennis.

[13-9235](#)

Subject: Director's Report

Attachments: [Director's Report August 14, 2013](#)

A motion was made by Pam Handrow and seconded by Kristen Kaprelian to receive and file the report. The motion PASSED by voice vote.

[13-9236](#)

Subject: Zoological Report

Attachments: [Zoological Report August 2013](#)

Jay Christie discussed the emphases on marketing and publishing as outlined on the report.

Kiana Johnson arrived at 5:25 p.m.

A motion was made by Kristen Kaprelian and seconded by Pam Handrow to receive and file the report. The motion PASSED by voice vote.

[13-9109](#)

Subject: Communication from Focus on Community requesting to use city right-of-way for a run/walk on September 7, 2013. (Res. No. 13-0304)

Recommendation of the Public Works and Services Committee on 7-30-13: That Focus on Community be granted permission to use city right-of-way for a run/walk on Saturday, September 7, 2013, from 9:00 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 \$75.00 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.
- E. The sponsor shall pay any costs associated with bagging of parking meters.

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 8-15-13: To receive and file.

Fiscal Note: N/A

Attachments: [Focus on Community Run.pdf](#)

A motion was made by Kristen Kaprelian, seconded by Tom Rosholt, that this be Recommended to be Received and Filed. The motion PASSED by a Voice Vote.

[13-9219](#)

Subject: Communication from the Root River Council, Inc. requesting to host the first annual River Fest at Island Park on Saturday, September 21, 2013 from 2:00 p.m. until 11:00 p.m. and further requests abatement of the park fees.

Also, refer to the Board of Parks, Recreation & Cultural Services.

Recommendation of the Finance & Personnel Committee on 8-12-13: Permission be granted to the Root River Council, Inc. to host the first annual River Fest at Island Park on Saturday, September 21, 2013 from 2:00 p.m. until 11:00 p.m. without abatement of fees.

Fiscal Note: Estimated \$450 for fees and \$200 deposit. Final fee amount will be determined as event is finalized.

Recommendation of Board of Parks, Recreation & Cultural Services on 8-14-13: To approve the communication from the Root River Council, Inc. to host a first annual festival at Island Park on Saturday, September 21, 2013 from 2:00 p.m. until 11:00 p.m. and further request

- A. A waiver of ordinance 70.104 for overnight parking of vehicles and trailers;
- B. A certificate of liability insurance certificate be filed prior to the event;
- C. Any overtime costs incurred by any City department be charged to the sponsor;
- D. The sponsor shall pay a per day special event fee and deposit to be determined by the PRCS Department;
- E. Animals be allowed as approved by PRCS staff.

Fiscal Note: Special Event Fees and Deposit to be determined by the PRCS Department.

Attachments: [2013 07 31 River Fest Letter](#)

Ald. Krystyna Sarrazin arrived at 5:39 p.m.

Ben Lehner recused himself from voting on this item and spoke on behalf of the Root River Council, Inc. The proposed festival scheduled for September 21st will be

modeled after the Chautaugua's of the early 1900's. Molbeck stated there were concerns in regards to the original proposal to place the petting zoo and shows on the ball diamond. Lehner stated their goal is now to have everything on the east side of the road. Molbeck requested staff work with the organization in regards to the layout and also noted they need to be out of the park by the 11:00 p.m. closing. McCarthy asked Lehner if he was open to any other areas or locations. Lehner stated he was, however the walkway, the river, access to restrooms, the pavilion and the ability to provide limited access if needed are all advantages of having the festival at Island.

A motion was made by Kristen Kaprelian, seconded by Christina Mueller, that the recommendation be approved. The motion PASSED by voice vote.

Update: M.L. King Community Center Guest Speaker, James Wilson

Update from James Wilson, M.L. King Community Center will be rescheduled at later date.

Presentation: Wustum Museum Upgrades

Robert Rafel, Parks & Facilities Specialists of PRCS, Laura D'Amato & Stephanie Lazzeroni of RAMA provided a presentation in regards to the history of Wustum and the needed ADA upgrades. HGA Architects provided concept drawings of potential designs to Wustum; one of which was presented to the board. The drawings and concepts have not yet been brought to the Wustum Museum Board of Directors. The designs are visions only and commitments have not been made.

Pamala Handrow left at 6:26 p.m.

Discussion: Bike Jam Event

Molbeck opened a discussion regarding the past practice of the Bike Jam event & the decline in volunteer hours provided by the event organizer. It was agreed a hold harmless agreement and insurance must be provided for this years event. Beginning next year applicable fees, insurance and a hold harmless agreement will be required. It was also noted by McCarthy that additional portable toilets be brought in by the event planner for the event.

Discussion: 2014 Budget

Molbeck stated PRCS is currently mediocre in many programs and activities. The goal is to take a few and make them great. He had recreation staff prioritize all current programs & activities. Park staff will undergo the same process with the parks. A listing of the prioritized programs and parks will be provided to the board at the September meeting per McCarthy's request.

There was also a brief discussion in regards to the 2014 fees & charges. Ald. Sarrazin believes the charge for the playground program could increase next year. The program runs Monday through Thursday over the course of several weeks.

LeGath commented that perhaps the beer permit fee could be increased as well.

Adjournment

There being no further business, the meeting adjourned at 7:17 p.m.