



# City of Racine

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

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

*Kristen Kaprelian, Chairman,  
Christina Mueller, Vice Chairman,  
Ald. Melissa Lemke, Ald. Mary Land,  
Amy Schaal, Keith Hemmig, Ben Lehner,  
Joey LeGath, Kiana Johnson, Pamala Handrow*

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Wednesday, November 18, 2015

5:15 PM

City Hall Annex, Room 130

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### 1. Call To Order

*The meeting was called to order at 5:13 p.m.*

*Staff Present: Tom Molbeck, Mike Willis & Jena Kohlman*

**PRESENT:** 7 - Amy Schaal, Keith Hemmig, Christina Mueller, Kiana Johnson, Mary Land, Terry McCarthy and Cathi DeGroot

**EXCUSED:** 3 - Kristen Kaprelian, Melissa Lemke and Pamala Handrow

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**EXCUSED:** 3 - Kristen Kaprelian, Melissa Lemke and Pamala Handrow

### Approval of the October 14, 2015 Meeting Minutes

**A motion was made by Schaal, seconded by McCarthy to approve the meeting minutes. The motion PASSED by voice vote. Unanimous.**

### Public Input

*No public input.*

### Director's Report

*The report was distributed. Molbeck provided several highlights from the Director's report.*

**A motion was made by Schaal, seconded by McCarthy to receive and file the meeting minutes. The motion PASSED by voice vote. Unanimous.**

### Approval of the Cemetery Commissioner's October 19, 2015 Meeting Minutes

**A motion was made by Hemmig, seconded by Land to approve the meeting minutes. The motion PASSED by voice vote. Unanimous.**

### Zoological Report

*The report was distributed.*

**A motion was made by Hemmig, seconded by Land to receive and file the report. The motion PASSED by voice vote. Unanimous.**

[15-00930](#)

**Subject:** Communication from Jeff Collen, Lighthouse Run Director, requesting to use City right-of-way, Monument Square and Sam Johnson Parkway on June 18, 2016 for the 38th Annual Lighthouse Run.

**Recommendation of the Public Works and Services Committee on 10-27-15:** Permission be granted to the sponsor of the Lighthouse Run to use certain City streets for the period of 6:00 A.M. to 10:30 A.M. on Saturday, June 18, 2016, and to close the following streets:

Main Street from State Street to Sixth Street  
Lake Avenue from 8th Street to State Street  
State Street from Main Street to Lake Avenue  
Main Street from State Street to 3 Mile Road (west side two traffic lanes will remain open for two-way traffic)  
Dodge Street from Main Street to Michigan Boulevard  
Michigan Boulevard from Dodge Street to Wolff Street  
Wolff Street from Michigan Boulevard to North Main Street

Further recommends that the Commissioner of Public Works be authorized and directed to communicate with the U.S. Coast Guard requesting permission to close Main Street Bridge to boat traffic for the period of 7:40 A.M. to 10:40 A.M. on Saturday, June 18, 2016, to satisfy the needs of this run.

Further recommends that this permission is 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 a \$1,400.00 special event fee.
- F. If required, 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.
- G. If required, sponsor shall provide a detour plan for the closure of all State connecting Highways, arterial and collector streets to the City Engineer for approval.
- H. Sponsor is responsible for cleaning the streets.

I. If required, sponsor shall install parking meter hoods or temporary parking signs at least 24 hours in advance of the event and if this is not done, sponsor is responsible for vehicle towing and parking violation expenses of the violators.

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 various City Departments, on a regular shift basis, to assist in implementing this event.

**Recommendation of the Board of Parks, Recreation & Cultural Services on November 18, 2015:** Permission be granted to use Monument Square and Sam Johnson Parkway grounds for the Lighthouse Run, and furthermore permit set up to begin during park closed hours on Saturday, June 18, 2016, pending issuance of park permits.

**Fiscal Note:** Park permit fees & charges to be determined upon receipt of park permit applications.

**Attachments:** [15-00930 2016 Lighthouse Run](#)

A motion was made by Schaal, seconded by Johnson to approve the use of Monument Square and Sam Johnson Parkway grounds for the Lighthouse Run, and furthermore permit set up to begin during closed hours on Saturday, June 18, 2016, pending proper paperwork and payment of permit fees & charges. The motion PASSED by voice vote. Unanimous.

[15-00935](#)

**Subject:** Communication from the Alderman of the 11th District requesting an amendment to Municipal Code 70-83 - Camping, business or entertainment permit to allow the Director of Parks, Recreation & Cultural Services to provide written consent as the boards designee.

**Recommendation of the Board of Parks, Recreation & Cultural Services on 11/18/15:** Defer.

**Attachments:** [Sec. 07-83 - Camping, business or entertaining permit](#)

*Molbeck explained to the members the point of the suggested revisions was to allow recurring public events to be handled administratively should they not be requesting any special permissions that would otherwise go against an ordinance. Any public event request that is new or requires special permissions would still be brought to the board for approval.*

*McCarthy requested the suggested wording be revised to include the Director to act as designee on recurring events only.*

A motion was made by McCarthy, seconded by Johnson to defer item for suggested wording from attorney's office. The motion PASSED by voice vote. Unanimous.

### **Communication from St. John's Lutheran regarding the Spirit Run 5K**

*Molbeck explained this public event had been called the St. John's Lutheran Bunny Hop which had been held in April for the past several years. The organizer had decided to move the event to September, naming it the Spirit Run 5k. All other aspects of the event remain the same as past years, including the route.*

A motion was made by Schaal, seconded by Hemmig to approve St John Lutheran's use of an area of North Beach and the Lake Michigan Pathway for the Spirit Run 5k on September 17, 2016, pending proper paperwork and payment of permit fees & charges. The motion PASSED by voice vote. Unanimous.

### **Adjournment**

There being no further business, the meeting adjourned at 5:36 p.m.