



City of Racine

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

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

Wednesday, April 13, 2011

5:15 PM

City Hall Annex, Room 130

Call To Order

Chairman Hayes called the meeting to order at 5:15 PM.

Present: Robert Hayes, Amanda DeSonia, Mike Frontier, Pamala Handrow, Joey LeGath, Ken Lumpkin, Terry McCarthy, Aron Wisneski, Kristen Kaprelian.

Absent: Daryl Carter

Staff present: Donnie Snow, Jack Schumann, Sherri Ruud

Guests: Tim Shea, Cari Hush, Dottie-Kay Bowersox, Randy Chaffee, Mark Hinkston, Robbie Robinson, Nancy Anderson, Mary McIlvaine

Approval of Minutes for the March 9, 2011 Meeting

Handrow moved, and Wisneski seconded, to approve the March 9, 2011 meeting minutes.

Passed unan.

to Approve the Minutes

Public Input

There was no public input.

Director's Report

Director Snow stated it was good to be back to work.

Ald. McCarthy questioned the lack of functioning lights at Franklin Park. Jack Schumann indicated the lights have not been working since February; the ground needs to be more dry in order for their equipment to get into the park to repair the lights.

Amanda DeSonia asked why parts of the Lockwood Park lot were not available for parking. It was explained that there are still mounds of snow in the lot from the blizzard in February, and once this snow has melted, the area needs to be cleaned of debris.

Ald. Wisneski requested that the item on the Directors report regarding when boat launch fees are charged be placed on next month's agenda.

Wisneski moved, and it was seconded by McCarthy, to receive and file the Director's report.

Passed unan.

The Report was Received and Filed

Minutes of the March 21, 2011 Board of Cemetery Commissioners

Wisneski moved, and it was seconded by McCarthy, to receive and file the March 21, 2011 Cemetery Commission minutes.

Passed unan.

The Report was Received and Filed

Zoological Society Report

No Zoological Society Report received for April.

11-6136

Subject: Communication from the Racine Scouts Drum and Bugle Corps requesting the waiver of fees for rental of Pershing Park and permission for two scout troops to camp at Pershing Park over the Memorial Day weekend, May 27-30, 2011.

Recommendation of the Finance & Personnel Committee on 3-21-11: Recommend that fees charged to the Racine Scouts Drum and Bugle Corps for the use of Pershing Park for their "Healing Field of Flags" event to be held over Memorial Day weekend, May 27-30, 2011, be reduced to 50% of the published rate. Further recommend that permission be granted for two Scout troops to camp overnight on the park grounds during the event.

Fiscal Note: The current fee is \$300 a day and will be reduced to \$150 with an additional \$350 deposit. The Racine Scouts Drum and Bugle Corps will take care of the security fees.

Recommendation of the Board of Parks, Recreation & Cultural Services 4-13-11: To approve with conditions the communication from the Racine Scouts Drum and Bugle Corps requesting permission for two scout troops to camp at Pershing Park over the Memorial Day weekend, May 27-30, 2011.

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

- A. A hold harmless agreement is executed;
- B. A liability insurance certificate is 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 \$150.00 per day special event fee and a \$350 deposit fee.

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

Fiscal Note: The current fee is \$300 per day and will be reduced to \$150 per day with an additional \$350 deposit. There will be nominal costs to various City departments, on a regular shift basis to assist in implementing this event.

Director Snow advised the site for the Racine Scouts Drum and Bugle Corps to camp at Pershing Park has been worked out with staff.

Wisneski moved, and it was seconded by Kaprelian, to approve with conditions the communication from the Racine Scouts Drum and Bugle Corps requesting permission for two scout troops to camp at Pershing Park over the Memorial Day weekend, May 27-30, 2011.

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

- A. A hold harmless agreement is executed;*
- B. A liability insurance certificate is 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 \$150.00 per day special event fee and a \$350 deposit fee.*

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

Passed unan.

Recommended For Approval

[11-6184](#)

Subject: Communication from the Boy Scouts requesting use of North Beach or Pershing Park the weekend of August 19-21, 2011.

Recommendation of the Board of Parks, Recreation & Cultural Services 4-13-11: To approve the request of the Boy Scouts to use Pershing Park the weekend of August 19-21, 2011 for the purpose of their Camporee weekend under the assumption that the area used at Pershing Park is exclusive only the evening of August 20; further, to work with PRCS staff to address safety concerns.

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

- A. A hold harmless agreement is executed;
- B. A liability insurance certificate is 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 \$300.00 per day special event fee and a \$350 deposit fee.

Further recommends that the Commissioner of Public Works/City Engineer, Chief of Police, and Director of Parks, Recreation and Cultural Services 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.

Director Snow advised that additional review with staff is required regarding the number of locations, exclusivity, and safety concerns.

Tim Shea and Cari Hush appeared on behalf of the Boy Scouts. Tim Shea advised that they are currently looking at using the following locations for their Camporee weekend:

- Meyers Park,
- North Beach
- The Zoo
- Pershing Park
- Memorial Hall
- YMCA

They will be camping at Pershing Park Saturday night.

Wisneski moved, and it was seconded by McCarthy, to approve the request of the Boy Scouts to use Pershing Park the weekend of August 19-21, 2011 for the purpose of their Camporee weekend under the assumption that the area used at Pershing Park is exclusive only the evening of August 20; further, to work with PRCS staff to address safety concerns.

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

- A. A hold harmless agreement is executed;
- B. A liability insurance certificate is 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 \$300.00 per day special event fee and a \$350 deposit fee.

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

Passed unan.

Recommended For Approval

[11-6197](#)

Subject: Communication from the President of 4th Fest of Greater Racine requesting permission to use city right-of-way for the 4th of July parade and permission to use North Beach for the fireworks.

Recommendation of the Public Works and Services Committee

on 4-12-11: That permission be granted to Fourth Fest of Greater Racine, Inc. to close certain city streets on Monday, July 4, 2011, from 7:00 a.m. to 12:30 p.m., to hold the 2011 Independence Day Parade.

Further recommends that the Commissioner of Public Works/City Engineer be authorized and directed to communicate with the U. S. Coast Guard requesting permission to close the Main Street Bridge to boat traffic on Monday, July 4, 2011, from 7:45 a.m. to 1:00 p.m., and both the Main Street and State Street Bridges on Monday, July 4, 2011, from 9:05 p.m. to 10:40 p.m., for the Fourth Fest activities.

Further recommends that in the interest of public safety, the Commissioner of Public Works/City Engineer and Chief of Police be authorized and directed to close Goold Street, Yout Street, English Street, High Street, St. Patrick Street, Kewaunee Street, and Barker Street, from Main Street to Michigan Boulevard; Michigan Boulevard, from Goold Street to Hamilton Street; Chatham Street, from north of Yout Street to Hamilton Street; and Hoffert Drive, on Monday, July 4, 2011, between the hours of 7:00 p.m. and 10:00 p.m., with a rain date of Tuesday, July 5, 2011, to provide for a Municipal Band Concert, to be held at North Beach Gazebo, and the fireworks display, as part of the Independence Day festivities.

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

Fiscal Note: Since the City is a co-sponsor of the event, there are no stipulations.

Recommendation of the Board of Parks, Recreation & Cultural

Services 4-13-11: To approve the request of the 4th Fest of Greater Racine to use North Beach for their fireworks display.

Further recommends that the Commissioner of Public Works/City Engineer, Chief of Police, and Director of Parks, Recreation and Cultural Services provide limited assistance, in the interest of public

safety, to implement this event.

Fiscal Note: N/A

Director Snow advised the request of the 4th Fest to use North Beach for their fireworks display is an annual request.

Wisneski moved, and Kaprelian seconded, to approve the request of the 4th Fest of Greater Racine to use North Beach for their fireworks display.

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

Passed unan.

Recommended For Approval

[11-6149](#)

Subject: [Direct Referral] City of Racine Park and Open Space Plan Update

Recommendation of the Board of Parks, Recreation and Cultural Services on 3-9-11: Defer

Fiscal note: N/A

Recommendation of the Board of Parks, Recreation and Cultural Services on 4-13-11: Defer

Fiscal note: N/A

Nancy Anderson & Robbie Robinson from SEWRPC appeared and presented a preliminary draft of Chapters 1, 2, & 3 of the Park and Open Space Plan for the City of Racine. The DNR requires a review of the park and open space plan every five years in order to be eligible for grant monies.

McCarthy moved, and it was seconded by Handrow, to defer to the next meeting.

Passed unan.

Deferred

[11-6245](#)

Subject: Communication from the Public Health Administrator requesting permission to adopt West Park for beautification and designation as a cancer survivor park.

Dottie-Kay Bowersox of the Racine Health Department appeared. She advised that the Racine Health Department has received a grant for the purpose of beautifying a park for breast and cervical cancer survivors. A landscape designer has donated their time, and she has also been in contact with Wheaton Franciscan and Aurora Health Care for a possible list of people who can donate their time to beautify the park.

Mary McIlvaine also appeared. She works with the Nehemiah Project, and has been

volunteering her time to assist with upkeep of the park. She has learned that in the past there was a pond with lily pads in West Park, and thinks West Park is a great park.

McCarthy moved, and it was seconded by Kaprelian, to approve the Public Health Administrator's request to adopt West Park for beautification and designation as a cancer survivor park; further, to work with PRCS staff to establish the best areas and type of beautification.

Passed unan.

Recommended For Approval

11-6076

Subject: [Direct Referral] Park Pride Committee Discussion

Recommendation of the Board of Parks, Recreation and Cultural Services on 3-9-11: Defer

Fiscal note: N/A

Recommendation of the Board of Parks, Recreation and Cultural Services on 4-13-11: Receive and File.

Fiscal note: N/A

McCarthy moved, and it was seconded by Handrow, to receive and file the Park Pride Committee Discussion.

Passed unan.

Amanda DeSonia was excused at 5:55 PM.

Recommended to be Received and Filed

11-6194

Subject: Communication from the Race Director of the Ragnar Relay Chicago to Benefit Back on my Feet Charity requesting the use of the North Beach parking lot and a small area for exchange on from 12:15 AM to 9:30 AM on June 11, 2011.

Recommendation of the Board of Parks, Recreation & Cultural Services 4-13-11: To approve the request of Ragnar Relay Chicago to use the North Beach Parking Lot and a small area for exchange from 12:15 AM to 9:30 AM on June 11, 2011.

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

- A. A hold harmless agreement is executed;
- B. A liability insurance certificate is 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 \$150.00 per day special event fee.

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

Director Snow advised that this event has been held for the past three years, and there have been no issues in the past.

Wisneski moved, and it was seconded by Kaprelian, to approve the request of Ragnar Relay Chicago to use the North Beach Parking Lot and a small area for exchange from 12:15 AM to 9:30 AM on June 11, 2011.

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

- A. A hold harmless agreement is executed;*
- B. A liability insurance certificate is 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 \$150.00 per day special event fee.*

Passed unan.

Recommended For Approval

[11-6137](#)

Subject: Communication from the Manager of Recreation and Cultural Services requesting approval to solicit advertising at Horlick Athletic Field's baseball diamond and football field.

Recommendation of the Finance & Personnel Committee on 3-21-11: Permission be granted for the Manager of Park & Recreation and Cultural Services to solicit advertising at Horlick Athletic Field's baseball diamond and football field.

Fiscal Note: The baseball field advertising fee is anticipated to be \$250 with a \$175 banner fee and the football field advertising fee is anticipated to be \$330 with a \$175 banner fee. All revenues to be placed in the Park and Recreation Departments General Fund revenue accounts.

Recommendation of the Board of Parks, Recreation & Cultural Services 4-13-11: To defer to the next meeting, and ask that the City Attorney review if certain requests can be refused.

Further, if approved by the City Attorney, it is all right for staff to proceed.

Fiscal Note: The baseball field advertising fee is anticipated to be

\$250 with a \$175 banner fee and the football field advertising fee is anticipated to be \$330 with a \$175 banner fee. All revenues to be placed in the Parks, Recreation and Cultural Services' General Fund revenue accounts.

Director Snow advised that it is anticipated at approximately \$3,000.00 in revenue would be generated by selling advertising at Horlick Athletic Field. The advertising would be in the form of banners. There is the potential for more revenue to be generated as time goes on.

There was discussion as to what types of advertising would be accepted, and if staff would be able to refuse offensive material.

LeGath moved, and Kaprelian seconded, to defer to the next meeting, and ask that the City Attorney review if certain requests can be refused.

Further, if approved by the City Attorney, it is all right for staff to proceed.

Passed unan.

Deferred

Adjournment

McCarthy advised that there were close to 300 responses to the UW-Parkside online survey regarding Racine Parks. UWP would like to present the results at the next meeting.

There being no further business, the meeting adjourned at 6:21 PM.

Next Meeting: Wednesday, May 11, 2011

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 this meeting.