



# 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 Robert Hayes, Alderman Aron Wisneski, Alderman  
Terry McCarthy, Kelli Stein, Darryl Carter, Joey LeGath,  
Gaynell Dyess, Michael Frontier, Debbi Embry, Amanda  
DeSonia, Pamala Handrow*

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Wednesday, May 12, 2010

5:15 PM

City Hall Annex, Room 130

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### Call To Order

*Meeting called to order at 5:17 p.m.*

*ALSO PRESENT: Ken Lumpkin*

*Staff Present: Donnie Snow, Jack Schumann, Tom Molbeck, Dawn Lackey*

*Guests: Tom Friedel, Joe Hrouda, Alderman Jeff Coe, Toni Davidson, Jan Roland,  
Tom Pietila*

**PRESENT:** 6 - Darryl Carter, Joey LeGath, Amanda DeSonia, Pamala Handrow, Robert Hayes and Terry McCarthy

**EXCUSED:** 5 - Kelli Stein, Gaynell Dyess, Aron Wisneski, Michael Frontier and Debbi Embry

### Approval of Minutes for the April 14, 2010, Meeting to Approve the Minutes

#### Public Input

*No Public input*

#### Director's Report

*Report was distributed.*

*1. Lockwood Park Tennis Courts - Snow reported that the PRCS Department has received funding through the Racine Community Foundation, Lockwood Park Funds to paint the Lockwood Park tennis courts playing surface only. PRCS looked at the Beaver Dam courts and the same type of color coding application will be applied to the Lockwood courts. This will substantially complete the work at the park.*

*2. Cathy Petrouske retired on April 30th and will be replaced by Sherri Hilliard starting June 1st.*

*3. The grant request from the National Recreation and Parks Association was denied with no explanation other than there were a lot of good applications received for limited funds.*

*Handrow moved and it was seconded by DeSonia to receive and file Director's Report.*

*Passed unan.*

**The Report was Received and Filed**

### **Zoological Society Report**

*McCarthy would like Mr. Christie to attend a meeting give update about Zoo and answer questions regarding the green cleaning products through Johnson Diversy.*

*McCarthy moved and it was seconded by Handrow to receive and file the Zoological Society Report.*

*Pass unan.*

**The Report was Received and Filed**

1. [10-4749](#)

Subject: Communication from the President of ATM Financial requesting to place an ATM machine at Horlick Field.

*The President of ATM Financial is looking at other alternatives and would like to have this deferred to possibly, the next meeting.*

*McCarthy moved and it was seconded by Handrow to defer this item.*

*Passed Unan.*

**Deferred**

2. [10-4974](#)

Communication from the Racine Rotary Clubs requesting permission to utilize various parks for the 6th annual Great Midwest Dragon Boat Festival, on July 9 and 10, 2010, for the use of selling beverages, beer, food items and providing live entertainment, to close city streets and parking lanes for a parade and race administration and to utilize the parking lot at the south end of Pershing Drive. Also, sponsoring organizations request permission to place posters on or about city streets and parks regarding this free event.

Recommendation of the Public Works and Services Committee on 4-27-10:  
Permission be granted to the Racine West Rotary Club to use the City-owned parking lot east of Gateway Technical College and the gravel area immediately east of the Gateway parking lot between Pershing Park Drive and Lake Michigan for the sixth annual Great Midwest Dragon Boat Festival, to be held July 9-10, 2010.

Further recommends that the parking lane along the east side of Main Street from 11th Street to 14th Street be closed during the event.

Further recommends that no parking be allowed along the west side of Main Street from 14th Street to 16th Street during the event and that traffic be shifted to the west half of the roadway.

Further recommends that permission be granted to the sponsor to use certain city streets on Friday, July 9, 2010, and to close the following streets:

6th Street from Library Drive to Pershing Park Drive  
Pershing Park Drive from 6th Street to 11th Street  
11th Street from Main Street to Pershing Park Drive

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

- A. A hold harmless agreement be executed;
- B. A 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 \$350.00 special event 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.

Recommendation of the Board of Parks, Recreation & Cultural Services on 5-12-10: to approve the communication from the Racine West Rotary Club requesting permission to utilize various parks for the 6th annual Great Midwest Dragon Boat Festival, on July 9 and 10, 2010 for the use of selling beverages, beer, food items and providing live entertainment.

Further recommends that permission be granted with the following stipulations:

- A. A hold harmless agreement be executed;
- B. A 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 \$318.00 per day special event fee and a \$300.00 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:

*Attorney Toni Davidson, P.O. Box 44109, Racine, WI 53404 was present for the Racine Rotary West group. Atty. Davidson stated there are three rotary groups looking to put on the event. Staff adds that this is a familiar event and would recommend approval.*

*Handrow moved and it was seconded by LeGath to approve the communication from the Racine Rotary Clubs requesting permission to utilize various parks for the 6th annual Great Midwest Dragon Boat Festival, on July 9 and 10, 2010, for the use of selling beverages, beer, food items and providing live entertainment with the following stipulations:*

- A. A hold harmless agreement be executed;*
- B. A 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 \$318.00 per day special event fee and a \$300.00 deposit fee.*

*Passed unan.*

**Recommended For Approval**

**3. [10-4999](#)**

Subject: Communication from the Relay Director of the Madison-Chicago 200 Relay requesting the use of the parking lots at North Beach Park from 2:00 a.m. - 9:00 a.m. on June 12, 2010.

*Snow stated that this event has been in Racine for the past two years and staff recommends approval and that the Racine Police Department will be notified as to the hours when the parking lot will be in use.*

*McCarthy moved and it was seconded by Carter to approve the communication from the Relay Director of the Madison-Chicago 200 Relay requesting the use of the parking lots at North Beach Park from 2:00 a.m. - 9:00 a.m. on June 12, 2010 with the following stipulations:*

- A. A hold harmless agreement be executed;*
- B. A 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 \$150.00 per day special event fee.*

*Passed unan.*

**Recommended For Approval**

**4. [10-5003](#)**

Subject: Communication from Racine Habitat for Humanity requesting to transfer ownership of 1221 Highland Avenue, a former park, to Habitat for Humanity.

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

Recommendation of the Finance & Personnel Committee on 04-26-10: That ownership of 1221 Highland Avenue, a former park, be transferred to Habitat for Humanity pending approval of the Board of Parks, Recreation and Cultural Services.

Fiscal Note: N/A

*Snow stated that Habitat would like to have the ownership of a former playground site transferred. The City acquired the site from the County and there are no federal dollars into the property (this is a vacant lot with a sandbox). Staff recommends approval with stipulations.*

*Jan Roland from Habitat was present and stated that they would like to build in August. They have 200 people from Diversy that will be coming to help build the home and would like this approved immediately. Alderman Coe was present and stated that two years ago he tried to acquire the property and was told there was federal dollars used in the park. Ald. Coe requested the PRCS Committee defer action on this item. Snow stated there was federal dollars at that time, but the CDBG playground equipment has been removed.*

*McCarthy moved and it was seconded by LeGath to have this matter deferred to have questions from the Mayor and President of the Council answered. A Roll Call Vote was taken and McCarthy and LeGath voted to defer - Carter, DeSonia, Handrow, and Lumpkin voted to approve.*

*Handrow moved and it was seconded by Carter to approve the communication from Racine Habitat for Humanity requesting to transfer ownership of 1221 Highland Avenue, a former park, to Habitat for Humanity with stipulations:*

- A. That the property is used to construct a residential dwelling;*
- B. That the property meet certain building standards as defined by the Department of City Development.*

*A Roll Call Vote was taken and McCarthy, LeGath, Carter, DeSonia, Handrow, and*

*Lumpkin voted to approve.*

*Passed unan.*

**Recommended For Approval**

5. [10-5133](#)

Subject: Direct referral to the Board of Parks, Recreation and Cultural Services from the City Administrator on behalf of Salmon Unlimited requesting use of a portion of the 5th St. boat launch parking lot from July 7th through July 19th to provide entertainment during the Salmon Unlimited fishing contest.

*Mr. Tom Friedel was present and asks that Salmon Unlimited be allowed to put a tent up on the 5th Street Boat Launch parking lot to provide entertainment. Staff stated it would take some parking away, however, they recommend approval. McCarthy asked staff if they had any concern over filing the lot. Snow stated that has been discussed and understood among staff and others the ramifications. As for concessions, Salmon Unlimited would be responsible for working out an agreement (if any) directly with J & D Enterprise.*

*Lively discussion pursued about concessions, insurance and use of the parking lot. McCarthy moved and it was seconded by Carter to approve the communication from the City Administrator on behalf of Salmon Unlimited requesting the use of a portion of the 5th St. boat launch parking lot from July 7th through July 19th to provide entertainment during the Salmon-A-Rama fishing contest with stipulations as listed and stated by Donnie Snow:*

- A. A hold harmless agreement be executed;*
- B. A 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 \$300.00 clean-up deposit fee;*
- E. Suitable agreement worked out with J & D Enterprise for entertainment and concessions;*
- F. Copy of any agreement between J & D Enterprise and Salmon Unlimited must be delivered to the Director of PRCS at least 10 days prior to the event.*

*Pass unan.*

**Recommended For Approval**

Discussion about getting the word out about programming

*DeSonia states that word of mouth is good for getting information out to public, however, she has found that a lot of her friends did not know about some of the programs the PRCS offers. She would like to see Facebook page where there would be an administrator who would post the information/events. She also stated that the page could be just for information and not responding. Snow said they are in the process of upgrading the website and the department will take a look at a possible Facebook page. McCarthy would support this idea and stated that there may be even less calls if people are using the Facebook page. Carter suggested an intern to manage Facebook, however, Molbeck stated that it would have to be looked at and maintained almost daily, so an intern would not be suitable, but he still likes the idea of a Facebook page. Molbeck also stated that things were done a little differently this year and he would like to check the numbers at the end of the year to see if there was a difference with enrollment in programs (he encouraged the PRCS Board to submit ideas to better promote programming to him).*

*The Board welcomes Ken Lumpkin, County Board Representative.*

### **Adjournment**

*Meeting adjourned at 6:25 p.m.*

If you are disabled and have accessible needs or need information interpreted for you please call the Parks, Recreation and Cultural Services at 262-636-9121 at least 48 hours prior to this meeting.