



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
[www.cityofracine.org](http://www.cityofracine.org)

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

*Chair Terry McCarthy, Vice Chair Melissa Kaprelian-Becker,  
Joey LeGath, Ken Lumpkin, Pamala Handrow, Michael  
Frontier, Keith Hemmig, Kristen Kaprelian, Amy Schaal, Tom  
Rosholt*

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Wednesday, April 18, 2012

5:15 PM

City Hall Annex, Room 130

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### Call To Order

*Chair Terry McCarthy called the meeting to order at 5:20 p.m.*

*Staff Present: Tom Molbeck & Jena Kohlman*

*Guests: Mark Gesner, Director, Community Development, Center for Community Partnerships, UW- Parkside, Sheri Wolf, Co-Chair, Relay for Life & Jay Christie, President & CEO, Racine Zoo*

**PRESENT:** 6 - Michael Frontier, Joey LeGath, Kristen Kaprelian, Amy Schaal, Tom Rosholt and Terry McCarthy

**ABSENT:** 2 - Ken Lumpkin and Melissa Kaprelian-Becker

**EXCUSED:** 2 - Pamala Handrow and Keith Hemmig

### 12-7570

**Subject:** Approval of Minutes for the March 14, 2012 Meeting

**Attachments:** [Board of Parks, Recreation and Cultural Services March 14, 2012 Minutes](#)

**A motion was made by Vice Chair Kaprelian and seconded by Amy Schaal to Approve the Minutes. The motion PASSED by a Voice Vote.**

### Public Input

*No Public Input*

### 12-7578

**Subject:** Director's Report

**Attachments:** [Director's Report April 18, 2012](#)

*The report was distributed.*

*Interim Director Molbeck discussed the grand opening of the Pershing Boat Launch Concession stand along with Pancake Day that will be taking place on May 5, 2012.*

*Molbeck briefly discussed the celebration of Arbor Day. He invited the board members to the tree planting ceremony being held on April 27, 2012 at Franklin Park.*

**A motion was made by Tom Rosholt, seconded by Vice Chair Kaprelian that the Report be Received and Filed. The motion PASSED by Voice Vote.**

[12-7571](#)

**Subject:** Minutes of the Board of Cemetery Commissioners

**Attachments:** [Board of Cemetery Commissioners Minutes March 19, 2012](#)

*Interim Director Molbeck discussed the sub-committees that were formed during the Board of Cemetery Commissioners April meeting to identify and move forward with revenue generation and marketing ideas.*

**A motion was made by Vice Chair Kaprelian, seconded by Tom Rosholt, to Approve the Minutes. The motion PASSED by a Voice Vote.**

[12-7584](#)

**Subject:** Zoological Report

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

*The report was distributed.*

*Chairman McCarthy inquired about the zoo's accreditation. President & CEO, Jay Christie, stated they have submitted their written application. They have also viewed a list of potential inspectors. He briefly discussed the procedure and is hopeful they will be advised in September if they will be accredited for another 5 years.*

**A motion was made by Joey LeGath and seconded by Vice Chair Kaprelian, that the Report be Received and Filed. The motion PASSED by Voice Vote.**

### Discussion on REC Center

*Guest Mark Gesner, Director, Community Development, Center for Community Partnerships, University of Wisconsin - Parkside, discussed the Root River Environmental Education Community Center. Last year the REC Center was only open on Saturdays. This summer days/hours will increase to Thursday and Friday evenings as well as during the day on Saturdays and Sundays. They will open for the season on May 19th, along with the Community Paddle that is also scheduled for this day. Gesner is seeking ideas for longer term sustainability. He's hopeful to leverage more partnerships and increase interest of the community to visit the center.*

*Many suggestions were made. A few of those suggestions included a summer 2 day camp for children, Outdoor Movie Nights, family oriented programs, finding ways to get traffic there from First Friday's, and/or seeking partnership with the zoo and other local organizations.*

### Discussion on Tour of Community Centers

*Interim Director Molbeck set a schedule for the Parks Recreation and Cultural Services Board meetings to be held at the Community Centers over the next several months. The schedule is as follows:*

*June 13, 2012 - Humble Community Center  
July 11, 2012 - King Community Center  
September 12, 2012 - Tyler Domer Community Center  
October 10, 2012 - Bryant Community Center  
November 14, 2012 - Chavez Community Center*

### Discussion on Restructuring the Age Levels for Youth Programs

*Interim Director Molbeck briefly discussed the restructuring of the age groups for youth sports for next year. Vice Chairman Kaprelian explained the age structure for Mount Pleasant and Racine Youth Sports. Both offer T-Ball for 4 & 5 year old children. RYS then offers coach pitch for 6 & 7 year old children, machine pitch for 8 & 9 year old children, 1st pitching league for 10 year old children, Minor League for 11 & 12 year old children, and Junior League for 13 & 14 year old children. Mount Pleasant does not specify leagues for ages 6-18. Molbeck stated Recreation Supervisor, Jason Mars, will go into more depth about the subject during the June 2012 PRCS Board meeting.*

#### 12-7442

**Subject:** Communication from Anchor Fitness requesting permission to use city right-of-way for their Second Annual Marina Mayhem 5K/10K Challenge event on Saturday, September 29, 2012. (Res. 12-3021)

**Recommendation of the Public Works and Services Committee on 3-13-12:** Anchor Fitness be granted permission to use one lane of Reichert Court west to Michigan Boulevard and 1/3 of the east side (northbound) lane of Michigan Boulevard to Gould Street for the Second Annual Marina Mayhem 5K/10K Challenge, to be held on Saturday, September 29, 2012, from 7:30 a.m. to 10:00 a.m., with the following stipulations:

- A. A hold harmless agreement be executed.
- 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 3-14-12:** To defer to the next meeting. Thomas Rudy of T-Ru, LLC to meet with Interim Director, Tom Molbeck, to address concerns pertaining to the amount of space needed for this event as well as to work out the details related to the park and pathway usage.

**Recommendation of the Board of Parks, Recreation & Cultural Services 4-18-12:** To approve the use of the North Beach parking lot

with a nominal fee to be determined administratively in the absence of a fee structure.

**Attachments:** [Marina Mayhem Challenge.pdf](#)

*Interim Director Molbeck previously discussed with Thomas Rudey the details of the event and the usage of the North Beach parking lot. It had been agreed 20 to 30 parking spaces would remain open for those visiting Kid's Cove.*

*Molbeck also explained the current absence of a fee structure for the off season. The PRCS department has recently been experiencing an increase in the number of requests for events scheduled during the off season, and believes a fee structure needs to be created. Amy Schaal agreed, though is concerned about the movement of runs/walks to areas that do not charge. She also believes there should a different fee structure for non-profit organizations.*

**A motion was made by Joey LeGath, seconded by Tom Rosholt, the usage be approved with a nominal fee to be determined administratively in the absence of a fee structure. The motion PASSED by a Voice Vote.**

**12-7515**

**Subject:** Communication from Peter Henkes, Lighthouse Run Director, requesting to use city right-of-way and Monument Square on June 16, 2012 for the 34th Annual Lighthouse Run.(Res. 12-3076)

**Recommendation of the Public Works and Services Committee on 4-10-12:** 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 16, 2012, 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 16, 2012 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 \$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 provide a detour plan for the closure of all State Connecting Highways, arterial and collector streets to the City Engineer for approval.
- G. Sponsor shall pay a \$1,400.00 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 and Cultural Services on 4-18-12:** To approve the use of Monument Square and Sam Johnson Parkway.

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

- A. A hold harmless agreement be 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 \$30.00 fee for the use of Monument Square with a \$300.00 deposit.

**Attachments:** [Lighthouse Run.pdf](#)

**A motion was made by Tom Rosholt, seconded by Michael Frontier, that this be approved. The motion PASSED by Voice Vote.**

[12-7535](#)

**Subject:** Communication from Event Co-Chair of Relay for Life of Racine requesting to use the parking lot located near Wisconsin Street and Walton Avenue as well as to waive the fee for the Relay for Life of

Racine event being held at the Racine Zoo on June 8, 2012 and June 9, 2012.

**Recommendation of the Finance & Personnel Committee on 4-9-12:** Receive and file.

**Recommendation of the Board of Parks, Recreation and Cultural Services on 4-18-12:** To approve the usage of the parking lot located near Wisconsin Street and Walton Avenue with a \$300.00 fee.

**Staff Recommendation to the Finance & Personnel Committee on 5-7-12:** None at this time.

**Fiscal Note:** N/A

**Attachments:** [Relay for Life 2012](#)

A motion was made by Michael Frontier, seconded by Joey LeGath, that the usage be approved with a \$300.00 fee. The motion PASSED by the following vote:

**AYES:** 4 - Michael Frontier, Joey LeGath, Kristen Kaprelian and Tom Rosholt

**NOES:** 1 - Amy Schaal

**ABSENT:** 2 - Ken Lumpkin and Melissa Kaprelian-Becker

**EXCUSED:** 1 - Pamala Handrow

**NON VOTING:** 1 - Terry McCarthy

[12-7536](#)

**Subject:** Communication from Nona Dahlbe, member of Racine Relay for Life Committee, requesting North Beach Park closure signs be removed the night of June 8, 2012, to allow Relay for Life participants to use the North Beach parking lot over night. (Res. No. 12-3119)

**Recommendation of the Board of Parks, Recreation and Cultural Services on 4-18-12:** To approve the usage of the North Beach parking lot from 10:00 p.m. June 8, 2012 until 10:00 a.m. on June 9, 2012 with \$150 fee.

**Fiscal Note:** To charge a usage fee of \$150.00.

**Staff Recommendation to the Finance & Personnel Committee on 5-7-12:** None at this time.

**Fiscal Note:** N/A

**Attachments:** [Relay for Life 2012 Over night parking](#)

**A motion was made by Michael Frontier, seconded by Tom Rosholt, that this be Approved. The motion PASSED by the following vote:**

**AYES:** 4 - Michael Frontier, Joey LeGath, Kristen Kaprelian and Tom Rosholt

**NOES:** 1 - Amy Schaal

**ABSENT:** 2 - Ken Lumpkin and Melissa Kaprelian-Becker

**EXCUSED:** 1 - Pamala Handrow

**NON VOTING:** 1 - Terry McCarthy

### **Adjournment**

*The being no further business, the meeting adjourned at 6:52 p.m.*

**Next Meeting: Wednesday, May 9, 2012**

**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.**