

**RACINE COUNTY PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE MEETING**  
**THURSDAY, FEBRUARY 12, 2015**  
**Summary Minutes**

Public Works-Development Services Conference Room  
Ives Groves Office Complex  
14200 Washington Avenue  
Sturtevant, WI 53177

**Committee Present:** Katherine Buske, Kiana Harden-Johnson, Russell Clark, Ronald Molnar \*\*  
Pamela Zenner-Richards, Kenneth Lumpkin, Tom Hincz

**Youth in Government  
Representative Present:** Kristi Parsons

**Youth in Government  
Representative Excused:** Mary Graeber

**Staff Present:** Julie Anderson, Public Works & Development Services Director  
Jim Metzger, Parks Planning Manager

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**1. Call to Order, Roll Call**

The meeting was called to order at 5:00 p.m. by Chair Kay Buske.

**2. Public Comments**

There were no public comments.

**3. Approval of the January 22, 2015, summary minutes**

**SUPERVISOR ZENNER-RICHARDS MOVED, seconded by Supervisor CLARK,** to approve the January 22, 2015, summary minutes. Motion carried unanimously. VOTE: 6/0

**4. Review, discussion and possible recommendation on a resolution by the Public Works, Parks and Facilities Committee to accept lands dedicated for public street purposes along a portion of County Trunk Highway (CTH) H in the Village of Sturtevant**

Director Anderson presented this item to the Committee. By Wisconsin Statutes, Anderson as County Highway Commissioner may sign off on a CSM that dedicates additional County Highway right of way. This will still go to the full County Board for approval of a resolution. This involves the Ashley Capital development in the Village of Sturtevant.

**SUPERVISOR CLARK MOVED, seconded by Supervisor JOHNSON,** to forward a resolution to the County Board, with a recommendation for approval. (1<sup>st</sup> and 2<sup>nd</sup> readings on February 24, 2015)

**YOUTH REPRESENTATIVES' ADVISORY VOTE:**

Youth Representative Parsons: aye

Motion carried unanimously. VOTE: 6/0

**5. Review, discussion and possible recommendation concerning proposed revisions to Racine County's campground rules**

Parks Planning Manager Jim Metzger discussed a couple of minor changes to the wording of the Racine County campground rules. The first change is to make check out time 1:00 p.m. and check in time 3:00 p.m. for campsites. This will alleviate campers leaving and arriving at the same time. The second change was to comply with state campground regulations relative to the number of people allowed at a campsite. The Committee indicated that it's unnecessary to specify "no more than 3 unrelated adults allowed on a campsite", but they agreed that to comply with the state campground language that does not allow more than 6 campers on an individual campsite unless all are members of an individual family.

No action needed by the County Board.

**SUPERVISOR CLARK MOVED, seconded by Supervisor ZENNER-RICHARDS, to approve the revisions as presented.**

**YOUTH REPRESENTATIVE ADVISORY VOTE:**

Youth Representative Parsons: aye

Motion carried unanimously. VOTE: 6/0

**6. Review, discussion and possible recommendation regarding an annual application process for being a volunteer campground host at Cliffside Park and Sanders Park campgrounds in Racine County (laid over on January 22, 2015) UPDATE BY STAFF**

Staff provided an update to the Committee. It has been decided by staff to allow the same campground hosts to return to Cliffside campground for the 2015 camping season, but that there will be a process in place to recruit camp hosts for Cliffside and Sanders Park campgrounds beginning in the 2016 camping season. In addition, staff wants to work with Corporation Counsel staff on language for recruitment of camp hosts.

Staff recommends a continuation of the layover to a future meeting date to be determined.

**SUPERVISOR HINCZ MOVED, seconded by Supervisor ZENNER-RICHARDS, to continue the layover regarding the annual process for being a volunteer campground host.**

**YOUTH REPRESENTATIVE ADVISORY VOTE:**

Youth Representative Parsons: aye

Motion carried unanimously. VOTE: 6/0

**7. Pershing Park Small Boat Basin Dredge Project update**

Anderson indicated that the dredging of the small boat basin was to be completed as of February 12, 2015, with additional grading and restoration work needed at the Belle Harbor site in the Spring of 2015. All work appears to be going according to plans, with a couple of minor exceptions. No Committee action needed on this item.

**(\*\*Supervisor MOLNAR joined the meeting at 5:20 p.m.)**

**8. Ives Grove Restroom Renovations Project update**

Anderson informed the Committee that bids are due for the Ives Grove restroom renovation on February 20, 2015. Work will commence shortly thereafter to replace toilet fixtures and partitions. Buildings & Facilities staff has been working on this project so it's completed this spring. No Committee action needed on this item.

**9. Special Use Request**

**a. Request to install a memorial in memory of Jordan Addis, Case Eagle Park**

Park Planning Manager Jim Metzger presented this item to the Committee. He indicated that the family of Jordan Addis had an 18" x 24" brass plaque made last fall and had contacted our office to inform staff that the family was going to install this in Case Eagle Park. Metzger provided the family with the guidelines for memorial trees and plaques in Racine County parks and indicated approval would be needed by the PWPF Committee. The applicant wishes to install a tree and to place the plaque on a large rock in the park near the playing fields. Discussion followed by the Committee. The Committee expressed concern that the plaque memorial guidelines do not regulate the size of memorial plaques. The Committee approves the memorial tree being planted, and approves the plaque if it is mounted flat on the ground, but objects to the plaque being mounted on a large rock. Staff concurs. The Committee directed staff to revise the regulations for memorial plaques so that the size is regulated.

**SUPERVISOR MOLNAR MOVED, seconded by Supervisor CLARK**, to approve the memorial tree and the plaque as long as it is installed flat on the ground and not on a large rock.

**YOUTH REPRESENTATIVE ADVISORY VOTE:**

Youth Representative Parsons: aye

Motion carried unanimously. VOTE: 6/1 (Lumpkin dissenting)

**b. "Movin' 4 Mental Health 6<sup>th</sup> Annual Walk and Raffle", Saturday, May 30, 2015, Sanders Park**

Anderson presented this proposed special use request for Sanders Park. The entire event will take place in the park and special use fees will be waived for this event.

**SUPERVISOR JOHNSON MOVED, seconded by Supervisor MOLNAR**, to approve the request to hold the "Movin 4 Mental Health 6<sup>th</sup> Annual Walk and Run Raffle" on Saturday, May 30, 2015, in Sanders Park.

**YOUTH REPRESENTATIVE ADVISORY VOTES:**

Youth Representative Parsons: aye

Motion carried unanimously. VOTE: 7/0

**10. Communications and Referrals**

There were no communications or referrals.

**11. Miscellaneous Public Works business**

The next regularly scheduled PWPF Committee meeting will be held on Thursday, February 26, 2015.

**12. Adjourn**

There being no further business,

**SUPERVISOR MOLNAR MOVED, seconded by Supervisor JOHNSON,** to adjourn at 5:30 p.m.  
Motion carried unanimously. VOTE: 7/0