

**Jt. Park Transition Commission Meeting  
February 10, 2020**

Commission: Caledonia Trustee Tom Weatherston, Mt. Pleasant Trustee Sonny Havn, and Citizen  
At Large Josh Sopczak

Absent: Caledonia President Jim Dobbs and Mt. Pleasant President Dave DeGroot

Staff/Others: Caledonia Administrator Tom Christensen, Caledonia HR Director Toni Muise, Caledonia  
Public Works Director Tom Lazcano, Parks Supervisor Randall Solberg and Attorney Tyler  
Helsel. Ken and Molly from the Beer Garden were in the audience.

**1. Call the meeting to order.**

Meeting was called to order at 11:00 a.m., at the Joint Park Hall, located at 9416 Northwestern Ave,  
Franksville, Wisconsin.

**2. Election of a Chairperson, Vice Chairperson and Secretary**

Chairperson – Tom Weatherston  
Vice Chair – Sonny Havn  
Secretary – Josh Sopczak

**3. Discussion on priority of tasks, objectives, goals, and the future of the Joint Park**

The Commission discussed revenue and approximate projections.

**4. Discussion and possible recommendation on adding seasonal, temporary, part-time, or other  
employees for the Joint Park in 2020**

Muise explained the need to bring another temporary seasonal person on board this summer for a total of 3  
employees plus Randall.

Motion by Sopczak to allow 3 temporary seasonal park employees this year. Seconded by Havn. Motion  
carried unanimously.

**5. Discussion and possible action on the types and scope of events in the Joint Park for 2020, including:**

**a. Oversight of reservations and events in the Joint Park**

**b. Different events in the Joint Park based on size, attendance, and facility needs**

**c. Waiver, insurance, and hold harmless language for various reservations in the Joint Park**

Discussion was held regarding oversight of the new online park's reservation calendar. The Commission felt  
Caledonia staff should be periodically reviewing the reservations to ensure the reservations made were private  
events and not bigger events that would require an application and approval by the Commission. They also felt  
an employee should be present at major events. Attorney Helsel explained the Special Events application and  
mentioned that the waiver, insurance and hold harmless agreement disclosure language for regular park use  
should be added to the online reservations.

**6. Discussion and approval of the rental and reservation rates for the Joint Park for 2020**

Recommendation for fee schedule

- Shelters - \$100 per day for residents; \$150 for non-residents
- Hall - \$350 per day for residents; \$400 for non-residents  
Friday night setup for a Saturday event would be regular fee
- Civic Organizations: no charge
- Other Organizations: \$50 per hour

Motion by Havn to approve the recommended fee schedule including the Friday night setup fee which shall be set at the regular fee. Seconded by Sopzcak. Motion carried unanimously.

#### **7. Discussion and approval on Joint Park Use Agreement Form for larger events in the Joint Park for 2020**

Attorney Helsel explained that the Agreement is designed to protect the Villages while outlining the rules and expectations of the users.

Motion by Sopzcak to approve the Joint Park Use Agreement with the attendance of over 100 be added where applicable. Seconded by Havn. Motion carried unanimously.

#### **8. Discussion and possible action on use, parameters, and conditions for the Joint Park for requested scheduled events from the Racine Area Soccer Association in 2020**

No one from the Association was present. Parking restrictions were discussed. RASA is the biggest user of the Park and creates the most expense. There will be a more formal Agreement created and a higher rate will apply along with a possible deposit for lawn damage from parking. Attorney Helsel will work on negotiations with RASA.

#### **9. Discussion and possible action on use, paraments, and conditions for the Joint Park for requested scheduled event from the Racine County Kennel Club**

Weatherston brought up some of the issues with allowing the RCKC event at the park. The fee is too low and does not cover the expense of the event. RCKC is permitting overnight camping which currently is not allowed at the park nor are dogs in general. The event subletting to vendors and charging for parking was also concerning. Attorney Helsel stated that the park is not equipped or set up for overnight camping. Due to these reasons and the short timeframe involved the Commission decided that the event application by the Racine County Kennel Club be denied this year.

Motion by Sopzcak to deny the event from the Racine County Kennel Club this year. Seconded by Havn. Motion carried unanimously.

#### **10. Set schedule of meeting dates and times for Commission**

March 3<sup>rd</sup> at 11:00 a.m. at the Caledonia Village Hall.

Meeting adjourned at 12:20 p.m.

Respectfully submitted,

Karie Pope, Village Clerk