

**Jt. Park Transition Commission Meeting  
March 3, 2020**

Commission: Caledonia Trustee Tom Weatherston, Mt. Pleasant Trustee Sonny Havn, and Citizen At Large Josh Sopczak. Caledonia Trustee Dale Stillman and Caledonia Trustee Fran Martin was also present.

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

Staff/Others: Caledonia HR Director Toni Muise, Caledonia Public Works Director Tom Lazcano, Caledonia Parks Supervisor Randall Solberg, Mt. Pleasant Parks Manager George Baumgardt, Attorney Chris Geary and Attorney Tyler Helsel. Ken and Molly Michel from the Franksville Beer Garden were in the audience.

**1. Call the meeting to order**

Meeting was called to order at 11:00 a.m., at the Village Hall, located at 5043 Chester Lane, Racine, Wisconsin.

**2. Approval of Minutes**

Motion by Havn to approve the minutes from the February 10<sup>th</sup> meeting. Seconded by Sopczak. Motion carried unanimously.

**3. JPTC Resolution 2020-01 – A Resolution Of The Joint Park Transition Commission Of The Caledonia-Mount Pleasant Memorial Park Approving A Fee Schedule For Reservations For The Caledonia-Mount Pleasant Memorial Park**

This fee schedule was approved at the February meeting, but for tracking purposes is being passed by way of Resolution.

Motion by Sopczak to approve JPTC Resolution 2020-01 – A Resolution Of The Joint Park Transition Commission Of The Caledonia-Mount Pleasant Memorial Park Approving A Fee Schedule For Reservations For The Caledonia-Mount Pleasant Memorial Park. Seconded by Havn. Motion carried unanimously.

**4. Turf Mowing Contract approval**

A total of three bids were received and was awarded to the lowest bidder, CLL Services, Inc. for \$485 per mowing for a total of \$13,910.

Motion by Havn to approve the Turf Mowing Contract to be awarded to CLL Services, Inc. for a total of \$13,910. Seconded by Sopczak. Motion carried unanimously.

**5. Tree Cutting approval**

There were complaints of dead trees in the Joint Park and after reviewing the site the Highway Department determined the trees were too large to be taken down by the Village and would need to be contracted out.

Motion by Sopczak to accept the bid from Droprite Tree & Tub Grinding for a total of \$7,600. Seconded by Havn. Motion carried unanimously.

## **6. Special Event Request – Alberto Huerta of the United Way has requested to use the Joint Park to host a one-day Kickball tournament Fundraiser**

The applicant, Alberto Huerta, was present and explained the one-day event. There will be a total of 10 to 12 teams and a max of 300 people in attendance. This will be a one-day event and are looking into summer months and hope for a possible Saturday in June or July. They are also seeking the possibility of hosting food trucks and utilizing the Beer Garden. The traveling baseball group schedule will need to be verified to avoid conflict of use. There is a RASA event scheduled on June 6<sup>th</sup> and 7<sup>th</sup>, and it was recommended to not use those dates. There is not a fee schedule set for some of the special events. Alberto Huerta was asked to narrow down the details of their event and will be in contact with the Village Clerk with a more formal proposal by the end of the month. There would need to be two months advance notice for approval. They will also work with the Beer Garden to ensure there would be no conflicting events. They will not be charging a parking fee.

## **7. Hall table and chair upgrades**

Lazcano explained that at the last meeting he was asked to shop hall table and chair upgrades and brought a few options. He recommended the 100 padded black steel folding chairs for \$2,800 from Uline but there was a cheaper option on Amazon for \$2,200. He also recommended the ABS folding tables for \$4,880 opposed to the laminate folding tables for \$2,800 because he felt the laminate tables would breakdown more quickly over time because of the material. He further explained the need for carts, and the existing equipment. It would cost around \$10,000 - \$12,000 to replace all these items. There was discussion regarding stenciling the Village name on the chairs to prevent them from being taken. For a lower cost option, it was discussed to look at Wisconsin Surplus website for 80 to 100 chairs. This will come back after further review.

## **8. RASA Park Use Agreement**

Helsel went through the new Agreement. The rental fee has increased, but payments can be staggered throughout the year if need be. A \$2,000 bond is now required to cover any damages done to the grass and are expected to pay for the damaged lawn from the past season. He further explained that they wanted to agree on specific locations where parking fees could be collected, and the public's right to access of the park including the Kids Connection during events. Currently they are proposing a one-year term. This agreement also covers where RASA can place signs for advertisement, how garbage is collected, the restroom situation, responsibilities for damages, and expectations for events. The price was what gave RASA the most pause and are planning to come back with a counteroffer in a week to 10 days. They are concerned that they have planned their events already and the changes may affect them, however the Village had spoken with them about possible changes last year so this should not be a surprise. Discussion continued regarding the land they own and if they can use it for parking, etc. Currently, it is being farmed. There was also discussion regarding them helping in other areas of the park in lieu of some of the fees. The Village's goal is to work with RASA. Their first event is April 26<sup>th</sup>. The next meeting will be Monday, March 23<sup>rd</sup> at 11:00 a.m. at the Caledonia Village Hall to further review the RASA contract.

## **9. Proposed Kids Connection Sign and design ideas**

Solberg presented sign and design ideas for the proposed new Kids Connection sign and explained he had received three quotes. The lowest quote was from Sign Pro for \$275. The sign is single sided and made of aluminite. There was discussion regarding the wording and design of the sign. The Michel's from the Franksville Beer Garden volunteered to draft up a sign that fits the sign theme already instituted at the park.

## **10. Park Use Agreement form and park use fees**

Solberg will compose a list of organizations that use the park so Agreements can be drafted whether a fee is imposed or not. The Park and Rec Manager from Mt. Pleasant was present and gave some suggestions. A proposed fee schedule will be done at staff level and brought back for review at the March 23<sup>rd</sup> meeting.

Havn requested a budget and stated Mt. Pleasant would need to be sent an invoice for their share of the Joint Park expenses.

Motion by Sopczak to adjourn. Seconded by Havn. Motion carried unanimously.

Meeting adjourned at 12:18 p.m.

Respectfully submitted,

Karie Pope, Village Clerk