

**Jt. Park Transition Commission Meeting  
March 23, 2020**

Commission: Caledonia Trustee Tom Weatherston, Caledonia President Jim Dobbs, Mt. Pleasant Trustee Sonny Havn, and Citizen at Large Josh Sopczak.

Absent: Mt. Pleasant President Dave DeGroot and Mt. Pleasant Parks Manager George Baumgard

Staff/Others: Village of Caledonia Administrator Tom Christensen, Caledonia HR Director Toni Muise, Caledonia Public Works Director Tom Lazcano, Caledonia Parks Supervisor Randall Solberg, Attorney Tyler Helsel. Ken Michel from the Franksville Beer Garden was in the audience.

**1. Call the meeting to order**

Meeting was called to order at 11:01 a.m., at the Village Hall, located at 5043 Chester Lane, Racine, Wisconsin.

**2. Approval of Minutes**

*Motion by Trustee Havn to approve the minutes from the March 3<sup>rd</sup> meeting. Seconded by Citizen at Large Sopczak. Motion carried unanimously.*

**3. 2020 Budget Discussion**

Trustee Havn had concerns about the Joint Parks balance being transferred from the 2018 and 2019 budgets to this year's budget, and then viewing the trial balance, which in turn shows it to be off. He suggested there be a revised budget that goes along with the trial balance and the accounts involved within that trial balance. Currently, we know where we are in 2020 moving forward working with the income and the Village contributions. Trustee Havn explained the proposed budget for 2020 compared to the 2019 actual budget are still going to be off after viewing the difference between the expenditures vs. revenues. Caledonia Administrator Christensen stated Trustee Havn's point is to go off a good budget for something to track against for the expenditures and revenues. Caledonia Administrator Christensen agreed, though explained that with the variety of unknowns it becomes difficult to track the numbers or know enough to put together a more intelligent budget than what it is currently. Are we going to continue as Joint Parks between Caledonia and Mount Pleasant? Is this the only alternative? The Village isn't sure if we should hire a parks manager and have that position include the responsibility of the Joint Parks. Will it ultimately be just Caledonia Parks or should it be segregated as just the Joint Parks and have separate employees designated to them? There is overall agreement with hiring seasonal staff again this year to keep the work covered, until that decision is made about remaining as Joint Parks the hiring of permanent workers will be postponed. HR Director Muise explained this year may not give the numbers needed with COVID 19 and the park reservation cancelations which would decrease revenue. Those effects are unknown as is the time frame. Attorney Helsel stated Mt Pleasant wants to hold off on paying the invoice and pay only when the actual expenditures occur. He said that's understandable but puts Caledonia in a credit bind having to front the funds. Trustee Havn will discuss with Mt. Pleasant President DeGroot the option to start looking at revenues and expenditures on a quarterly basis to try to get to an agreement on the budget moving forward. The budget will stay as an open item and future monitoring for the length of time seasonal employees will be needed and the expenditures that occur.

*Discussion closed at: 11:18 a.m.*

**4. RASA Park Use Agreement and Discussion**

Attorney Helsel stated RASA came back with a counteroffer a week longer (Caledonia's offer was \$13,000 and \$2000 bond for turf/grass damages) than discussed on record from last meeting to be a week to 10 days. RASA's proposal was to breakdown the fee amounts and essentially rent the areas they thought would be utilized for their events. RASA stated the use of driving/parking on the grass during said events is only about 10%. Their counter fees for the use for practice throughout the week and season was \$4,000 and the pavilion rentals would be around \$4,620 the proposed total of \$8,620 for rental costs. In addition, would like exclusive rights to advertise soccer as the only soccer association in the park and continue to add Lacrosse to the proposal. RASA would like to add buses to the proposal for parking within the park area which hasn't been done in the past. Village of Caledonia asked for complete numbers for all future events to make sure there were enough facilities to cover the number of people. However, they didn't include that number in the proposal. Attorney Helsel then countered RASA in an email last week with \$13,000 to be the end goal. He stated in the email they may be able to work with the Commission to build up to that number for next year. It appears RASA may cancel their April event due to COVID-19. If so, we need to find out if they plan to reschedule it. Would RASA meet midway for this year at \$10,900 bringing the cost of each pavilion use to \$150? There hasn't been a response, and all has gone radio silent. Attorney Helsel stated he will reach out again and give them the deadline of 30 days to respond and ask about their expansion plans. The RASA proposal will remain an open item while waiting to hear back from them within 30 days.

*Discussion closed at: 11:45 a.m.*

## **5. Labor Fest Discussion**

*Richard Hinderholtz is requesting to use the Joint Park for Labor Fest again this year. They have held Labor Fest in the park for many years now. In the past they have rented Hall/Shelter Area 2 for the Event. Here are some of the details.*

- *Estimate of 400 people are expected to attend*
- *There will be a sound system with speakers*
- *They will have a car show*
  - o *Cars park on the grass (Staff recommends a deposit)*
- *There will be alcohol (may need to mark off boundary of the Beer Garden)*
- *They will have food in the hall*
- *There is no admission price*
- *They would be collecting donations and raising money*

The Commission discussed getting a written agreement put in place, a \$1,000 deposit for the grass, rental cost of \$500 for the Building/Pavillon #2, as well as the usage of the tennis court and softball field. There will be no selling of alcohol at the event, and the sign used for marketing Labor Fest must have the Miller Lite logo removed and the date of the event added. The Commission would like Racine Area Labor Fest to consider other utility sources for restrooms and garbage. Richard Hinderholtz spokesman for Racine Area Labor Festival stated \$1,000 may be prohibited per insurance and the events available funds are estimated to be \$3200. He was in agreement with the additional things to consider and will discuss these decisions with the other executive board members. After speaking with the treasurer about the fees, he will contact Public Works Director Lazcano by end of day. Since there can be no sale of alcohol, they will reach out to Ken Michel from the Franksville beer garden.

*Trustee Havn motioned to give the authority to create a contract per the Commissions discussion in regard to Labor Fest including and securing rental amount of \$500. Seconded by Citizen at Large Sopczak. Motion carried unanimously.*

*Discussion closed at: 12:09 p.m.*

## **6. United Way Event Discussion**

*Summary of Request:*

*Title of Event: Live United Kickball Tournament*

- *Location: Caledonia – Mt. Pleasant Memorial Park*
- *Date and Time: Saturday, June 13 or Saturday, June 21; 8 a.m. to 8 p.m.*
- *Proposed by: Alberto Huerta, senior director of investor relations – at March 3<sup>rd</sup> meeting*
- *Organization Name: United Way of Racine County*
- *Contact Information: 2000 Domanik Drive, Racine, WI 53404; (phone:.) 262-898-2243; (email:.) [ahuerta@unitedwayracine.org](mailto:ahuerta@unitedwayracine.org)*
- *Event Type: Fundraiser to help raise funds focusing of the building an educated workforce in Racine County.*

The Commission discussed that United Way would like to incorporate the beer garden and the food trucks. Attorney Helsel stated United Way needs a solid proposal. HR Director Muise suggests the Kids Connection grounds equipment needs to be stained, and maybe the fee could be waived if the group would like to do the staining. The Commission agreed it's something to consider and propose to the United Way as an option. The United Way proposal will remain an open item while waiting to hear back from them within 30 days.

*Discussion closed at: 12:18 p.m.*

### **Notes:**

- Next Jt. Park meeting April 6<sup>th</sup>.
- Add Agenda item to next meeting – choose Kids Connection sign for discussion. (Unofficial approval decision – Long Banner)

## **7. Adjournment**

*Motion by Trustee Havn to adjourn. Seconded by Citizen at Large Sopczak. Motion carried unanimously.*

*Meeting adjourned at 12:21 p.m.*

Respectfully submitted,

Erika Waege, Engineering & Building Admin