

**Jt. Park Transition Commission Meeting  
June 15, 2020**

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

Absent: None

Staff/Others: Village of Caledonia Administrator Tom Christensen, Assistant Village Administrator/HR Director Toni Muise, Development Director Peter Wagner, Public Works Director Tom Lazcano, Caledonia Clerk Karie Pope, Trustee Stillman, and Attorney Tyler Helsel.

**1. Call the meeting to order**

Meeting was called to order at 11:01 a.m., via Zoom meeting.

**2. Approval of Minutes**

Motion by Sopczak to approve the minutes from the June 8<sup>th</sup> meeting. Seconded by Havn. Motion carried unanimously.

**3. Discussion on RASA Agreement**

RASA was again not present for the discussion. Helsel explained that RASA has sent their own amendments to the agreement and are not signing the agreement as approved at last week's meeting. Initially, RASA had suggested tracking cars that are being charged for parking at RASA events but have now stated that it is too difficult and would like to eliminate the language from the agreement. Tracking the number of cars parking at a RASA event is used to identify if any additional maintenance is associated with that use. RASA should be able to provide a number easily using the parking fee. RASA has also requested to sell food at their events.

Motion by Havn to amend section 8 of the RASA agreement to read: "User shall not sell any food or alcohol of any kind in the Park at any time" and to amend section 15 to read "User shall maintain books and records in connection with this Agreement and shall retain such records for a period of six (6) years, or as long as required by state and federal rules and regulations. User agrees to provide final numbers of the total number of cars parked in the park for events in 2020 or the total revenue from parking cars in the park for events during 2020 to Owner forty-five (45) days after the final event in 2020. However, User does not waive any right to confidentiality of records except as required by law". Seconded by Sopczak. Motion carried unanimously.

**4. Discussion on Joint Park Task List**

Lazcano explained the Joint Park task list and the color-coded system used to easily show what has been completed and what has not. Lazcano asked if the Commission had any suggestions or anything on the current list that should take priority. Havn thought it should be at the discretion of Solberg because he is maintaining and completing the task list. There was some discussion regarding surplus items that are waiting for auction.

## **5. Public Works Director Report**

Lazcano reported that in the last week the water heaters have been installed and have been running since Thursday. Thirteen trees will be removed this week and stump removal will be investigated. No additional bids for the roof shingles yet. Part time help is still needed.

## **6. Administrators Report**

Christensen reported an internal decision has been made and that park operations will be transitioned from Tom Lazcano to Peter Wagner. Wagner will be the point of contact moving forward and will be reporting to the Commission and Board. The transition will be made over the next few weeks.

## **7. Discussion and possible action on Forceout Baseball Park Use Agreement**

Helsel explained that Forceout Baseball has three different age group leagues and are currently using the Joint Park for both games and practices. The Park Use agreement is like RASA's and has a set \$2,000 fee for use of the park. Helsel also stated the \$2,000 fee can be monetary or volunteer work done like staining the Kids Connection, in lieu of the fee.

Lee Jaramillo from Forceout Baseball was present. Jarmillo stated that they've been using the park for about five years and have always looked at the park as a homefield for Forceout. There was discussion regarding the park use fee for 2020 and if any projects had been done this year. There was further discussion regarding who provides chalking and raking of the fields. Caledonia does the chalking most of the time but there have been instances where Forceout has had to. Last year both Caledonia and Forceout would do the raking, but this year Forceout has been doing it exclusively. Most parks charge for this in addition to the park use fee. There was also discussion regarding the utilization of the garage for storage of equipment and use of the Village golf cart; Jaramillo needed to confirm with the coaches. This information is important because it would be necessary to put into the agreement. Jaramillo asked that work completed to date be considered to cover costs for this year, and that 2021 could be structured to have a fee.

## **8. The Joint Park Transition Commission will take up a motion to go into CLOSED SESSION, pursuant to Wis. Stat. s. 19.85(1)(e), for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; specifically as it relates to the Forceout Baseball Club, LLC's park use agreement.**

Motion by Sopczak to go into closed session. Seconded by Havn.

Weatherston – aye            Havn – aye

Sopczak – aye

Motion carried unanimously.

**9. The Joint Park Transition Commission reserves the right to RECONVENE INTO OPEN SESSION to take possible action on the items discussed during the CLOSED SESSION and to move to the remaining items on the agenda.**

Motion by Sopczak to reconvene into open session. Seconded by Havn. Motion carried unanimously.

No formal motion was taken. The Forceout Baseball agreement will be forwarded to the next meeting. Helsel is putting together a waiver for the June 20<sup>th</sup> for other organization inquiring about using the baseball diamond and will let Forceout Baseball know that they will have to cancel their practice. Havn thought the other organization has moved on and there was no longer a conflict. Lazcano stated he would reach out to confirm.

**10. Set Date for Next JPTC meeting**

Monday, June 29 at 8:30 a.m. will be an in-person meeting at the Village Hall.

**11. Adjournment**

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

Meeting adjourned at 12:08 p.m.

Respectfully submitted,  
Joslyn Hoeffert  
Deputy Village Clerk