

**Jt. Park Transition Commission Meeting
July 8, 2020**

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

Absent: Caledonia Parks Manager Randall Solberg

Staff/Others: Village Administrator Tom Christensen, Assistant Village Administrator/HR Director Toni Muise, Development Director Peter Wagner, Public Works Director Tom Lazcano, and Attorney Tyler Helsel.

1. Call the meeting to order

Tom Weatherston called meeting to order at 8:32 a.m., at the Caledonia Village Hall.

2. Approval of Minutes

Motion by Havn to approve the minutes from the June 29th meeting. Seconded by Sopczak. Motion carried unanimously.

3. Lacrosse America Park Use Agreement and Upcoming Events

Joint Park Commissioners asked how virus control would be handled for all events and whether parents or guardians signed off on any additional waivers.

Wayne Howard responded that Lacrosse America would be bringing in fewer vendors, who will be selling prepackaged goods only, limiting time frames and arrangements for each game during tournaments, and have extra cleaning times. The number of people estimated for any event at any given time would be about 1,200 people throughout the whole park, or 250 – 300 people for each distinct area. He stated people are to be spread out and practice social distancing. Lacrosse America has already had the parents or guardians sign the hold harmless waivers due to Covid-19 with a 4-phase approach and is currently still in phase-1.

The agreement for upcoming events written by Attorney Helsel are to be signed by Lacrosse America for the dates of July 11th – 12th and October 17th - 18th.

4. Roof quotes for shelter 5

Stauffer Enterprises Inc.

- Memorial Park – Shelter #5----- \$ 4,300

D&D Roofing

- Memorial Park – Shelter #5----- \$ 5,995

Carlson Racine Roofing

- Memorial Park – Shelter #5 ----- \$ 9,594

Christensen asked, what is the warranty year coverage for the shingles from each company.

Weatherston said, conditional approval subject to waiting on funds from insurance settlement.

Motion by Havn to accept the Stauffer roofing quote proposal and conditional approval subject to waiting for the funds from the insurance settlement. Seconded by Sopczak. Motion carried unanimously.

5. 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 Lacrosse America park use agreement.

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

Roll Call

Weatherston – aye	Havn – aye	Sopczak – aye
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Motion carried unanimously.

6. 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 Havn to go reconvene into open session. Seconded by Sopczak.

Motion to approve proposal fee of \$4000 for the 2 events stated, remove 45-day cancelation written notice period and required to have adequate parking staff to monitor parking at the pavilions.

Motion accepted by Sopczak. Seconded by Havn. Motion carried unanimously.

7. Adjournment

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

Meeting adjourned at 9:27 a.m.

Respectfully submitted,
Erika Waege
Admin. Assist. Building & Engineering