

Jt. Park Transition Commission Meeting
September 17, 2020

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

Absent: None.

Staff/Others: Assistant Village Administrator/HR Director Toni Muise, Finance Director Kathryn Kasper, and Attorney Tyler Helsel.

1. Call the meeting to order

Tom Weatherston called meeting to order at 9:31 a.m., at the Caledonia Village Hall.

2. Approval of Minutes

Motion by Havn to approve the minutes from the August 27th meeting. Seconded by Sopczak. Motion carried unanimously.

3. Public Comment (2 minutes/person)

Ken Michel Jr., of the Franksville Beer Garden thanked the Commission for approving the events that were held at the Joint Park last weekend. There were no issues.

4. Discussion on RASA Event Schedule and Possible Amendment to the Park Use Agreement

Wayne Howard, Executive Director of RASA was present. RASA's tournament scheduled for August 28th and 29th was cancelled by their parent organization and RASA has requested that those cancelled dates be moved to November for a replacement event. RASA would rent the shelters to accommodate parking and are seeking to use a similar agreement as the Lighthouse Event but there would be a slight increase in fees.

There was discussion regarding RASA's umbrella liability insurance policy needing to be updated from \$3million to \$5million aggregate per our insurance company's policy.

Motion by Sopczak to amend RASA's Park Use Agreement to change the event dated August 28th and 29th to November 7th and 8th and to authorize the Chair to sign any amendments as approved. Seconded by Havn. Motion carried unanimously.

5. Discussion and Possible Approval of a Park Use Agreement for ACE Soccer

Oscar Toscano, founder of ACE Soccer was present. Toscano reached out to the Village on September 10th with a schedule of proposed games. Some of the scheduled games conflict with other scheduled events at the park, and Toscano was fine with moving the games if there were any conflicts. Like RASA's umbrella liability insurance, ACE Soccer will also need to update their policy from \$3million to \$5million aggregate per our insurance company's policy.

ACE Soccer has a game scheduled for this weekend, and if Toscano can prove that the insurance has been updated he is approved to host the game at the Joint Park.

Coordination of scheduled games need to be finalized, as well as set the fees for the agreement. Attorney Helsel felt the same formula used to set the fee structure for RASA could be applied.

Motion by Sopczak to approve a Park Use Agreement with ACE Soccer subject to ACE providing the Village with an updated insurance certificate of compliance with our requirements, our fee schedule that will be referenced from the RASA contract and aligning the dates for the events that the Commission allows to move forward . Seconded by Havn. Motion carried unanimously.

6. Discussion on the Budget for 2021

A Joint Parks budget prepared by staff was distributed to the Commission. Kasper explained that there are noticeable differences than in past year's budgets with a major one being the absence of contribution from Mt. Pleasant except for support of the Kids Connection and any major capital projects. Mt. Pleasant would need to receive a full report of these numbers in detail for justification of financials. This budget also reflects a position for a Parks Manager, as well as maintaining one full time position and one seasonal employee which will be shared by the entire Parks budget and not just the Joint Parks budget. There was discussion regarding the insurance settlement and how it was applied to the deficit.

7. Staff Report

Muise reported that the current park reservation software Webreserv will be able to accommodate the additional reservation functions. A new park rental fee schedule will need to be set by the Commission to offset the credit card processing fees that the Village is currently absorbing.

Helsel reported that the Operational Agreement between Mt. Pleasant and Caledonia is nearly complete and is going smoothly. The term for operations, personnel, finance and everything to be carried over to Caledonia is still being worked out. Mt. Pleasant will continue to contribute to Kids' Connection, and any major capital projects will be considered by the Mt. Pleasant Village Board.

8. Adjournment

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

Meeting adjourned at 9:58 a.m.

Respectfully submitted,
Joslyn Hoeffert
Deputy Village Clerk