

**MEETING MINUTES  
BOARD OF PARK COMMISSIONERS  
THURSDAY, JANUARY 2, 2014**

1. **Roll Call**
2. **Approval of the December 4, 2013 Minutes**
3. **Request to place Advertising on outfield fence at Mead, Morton and Iverson Park ball diamonds (St. Pt. Youth Baseball Assoc.)**
4. **Request from Boys & Girls Club of Portage County to amend Ground Lease and Property Agreement**
5. **2014 Seasonal Pay Scale**
6. **Director's Report**
7. **Adjournment**

Roll Call

Present: Bahling, Freckmann, Glodosky, Hall, McDonald, Ald. O'Meara, Ald. Slowinski, Sorenson

Excused: Okonek, Ald. Wiza, West

Also Present: Director Tom Schrader, Betty Bruski Mallek, Brandi Makuski, Stevens Point City Times; Shane Christophersen, SPYBA; Kevin Quevillon and Brittany Melby, Boys and Girls Club.

**2. Approval of the December 4, 2013 Minutes**

**Motion by Hall, seconded by Sorenson, to approve the December 4, 2013 minutes and place them on file.**

Ayes all; Nays none; Motion carried.

**3. Request to place Advertising on outfield fence at Mead, Morton and Iverson Park ball diamonds (St. Pt. Youth Baseball Assoc.)**

Director Schrader asked the Commissioners to refer to the letter in their packet from SPYBA regarding their request to place advertising on the outfield fences of Mead, Morton and Iverson Park ball diamonds. Shane Christophersen of SPYBA was present to answer any questions. Shane asked if the starting date of May 1 could be changed to April 15<sup>th</sup>.

Commissioner Sorenson asked what SPYBA will do with the added revenue from the advertising and Shane explained that SPYBA offers a number of scholarships to players to be able to afford the fees and would continue to do so along with making improvements at the ball diamonds as outlined in their letter.

Commissioner Glodosky commended SPYBA for the work they are doing because they have undertaken the job the Parks Department used to do by running this program and by providing the opportunity for youth to play ball.

Commissioner Freckmann asked if they will have any trouble getting the advertisements sold for the fields and Shane Christophersen said this will be a learning experience for them but they feel they will have no problems.

**Motion by Glodosky, seconded by Ald. Slowinski to approve the request to place advertising on outfield fences at Mead, Morton and Iverson Park ball diamonds; that display banners be limited to the outfield fence facing into the field, all advertising needs to follow the adopted policy, banners be hung April 15 and removed July 31 of each year, St. Pt Youth Baseball Assoc. is responsible for placing/removing of the banners and they are responsible for any damage that may occur to the fence/posts due to the banners.**

Ayes all, nays none; motion carried.

#### **4. Request from Boys & Girls Club of Portage County to amend Ground Lease and Property Agreement**

Director Schrader distributed a drawing that showed the existing approved footprint of the lease agreement and the proposed new one to the Commissioners showing the difference in what was approved and what is now being proposed since it won't connect to the Mid-State building.

In the original agreement back in May it was agreed that the Boys and Girls Club would raze the north wing of the Rec Center and construct an addition onto the Rec Center that would connect to the south wing of the Mid-State building. The Club would then occupy the South wing (5,000 feet) of the Mid-State building with the rest of the Mid-State building being converted to a new city hall.

The City Hall move to the Mid-State building was not approved and the Bray study reviewed that there wasn't enough room for all of City Hall and the building would needed be added onto in order for the complete relocation of City Hall. The City notified the Boys and Girls Club that City Hall would not be relocated to the Mid-State building and that entire building was going to be offered up for occupancy.

The Boys and Girls Club went back to their architect and came up with a new design for the area between the Rec Center and Mid-State. However, it changes the original footprint that was approved in the agreement. Therefore, the City of Stevens Point would need to modify Exhibit A of the agreement with their new footprint. This new design fills in more of the area that they had set aside for open space between the existing buildings and wraps around the east side of the gym into our storage area. Two issues have to be addressed as it relates to the additional space on the east side of the gym they are asking for. Any storage space the Parks and Rec gives up has to be replaced, in that we rely on this storage space heavily, especially during the summer months. Secondly, the new proposal eliminates one of the two exits from the gym and two exits are required by code.

At this point, the Commission will only be approving the footprint of the new proposal and the final design would still be coming to this Commission and other various city committees.

Commissioner Hall asked if the concerns about the proposed elimination of the second exit of the gym and the loss of storage area will be addressed. Director Schrader stated the second exit will be addressed with the final design and the extra storage area will require the fence and the gate to be moved for additional space all at the cost of the Boys and Girls Club.

Commission Freckmann feels that there will be a loss of greenery with the new proposed plan and he hopes that this will still look like a park area.

President McDonald asked if the all of the space needs of the Parks Department have been addressed. Director Schrader stated the Parks Department will lose part of the stage in the gym with the new proposal but otherwise the Parks will retain their space.

Commissioner Sorenson asked if the safety concerns of traffic will be addressed with equipment moving in and out of the gates in that area. Kevin Quevillon of the Boys and Girls Club stated safety will be addressed, as this will be the main entrance of the Club. Director Schrader stated park equipment is moving in and out at 7 a.m. and then just before 3 p.m. The 7 a.m. should not be a problem but the 3 p.m. time should be considered.

Commissioner O'Meara feels the council's issue about leaving the Mid-State building whole for potential leasing has been addressed and the concerns of Commissioner Freckmann are legitimate and we should try to move and preserve as much as we can of the backside of the yard.

Director Schrader stated that we have always wanted to address this in the past about the corner of the east wing and the tennis courts and the traffic in that area. Maybe some kind of barrier and stop sign could be installed especially since we are talking about the main entrance for the Boys and Girls Club being near this location.

Commission Bahling stated that since this floor plan is still conceptual maybe the architect could look at having the entrance moved more to the north of the building away from the congestion of the east wing and the tennis courts. Safety is a concern and with buses coming in and out all this should be addressed. When we first saw this plan wasn't there talk about a comprehensive parking study being done for this area?

Director Schrader stated the final plans will come back to the Park Commission for approval.

**Motion by Ald. O' Meara, seconded by Hall to approve the amended the footprint of the addition to the Rec Center as part of the Ground Lease and Property Agreement of the Boys and Girls Club with the following conditions; All costs associate with redesigning our outside storage area be covered by them, to include but not limited to; moving/installing a new fence/gate, tree removal, blacktop surface, power pole relocation will be covered by club, as included in the first agreement all costs associated with the moving/replacing HVAC to the gym and fiber optics to the building will be covered by the club, Locker-room area for gym users must accessible for the public to use during non-club hours and the commission will only be approving the footprint of the new proposal, the final design will still need approval from this commission and various other city committees**

**Ayes all, nays none; motion carried.**

## **5. 2014 Seasonal Pay Scale**

Director Schrader reported that the base pay hasn't been raised in 4 years and will be something we should look at next year.

**Motion by Glodosky, seconded by Bahling to approve the 2014 Seasonal Pay Scale as presented.**

**Ayes all, nays none; motion carried.**

## **6. Director's Report**

Director Schrader reported:

- The winter sports area is open—ice rinks, snowboard hill, sledding and toboggan runs. The new snowboard hill has gone over very favorably. The new plastic toboggan run is working well this year especially on Saturday when it was in the 30's.
- Willett Sentry Classic Hockey Tournament this weekend. Teams playing are Mosinee, Waupaca, Green Bay United and SPASH.
- Our two new custodians will be starting on Monday the 6<sup>th</sup> of January.
- City Forestry Department applied for the Tree City USA designation and Tree City USA Growth Award in December.
- Emerald ash borer (EAB) was discovered in Madison on November 22<sup>nd</sup>, 2013. The summer Forestry intern collected data and calculated that there are 4,798 ash trees on private property in the City. The majority of these trees will die in about a 5-year window once the insect is confirmed here.
- The Forestry Dept. applied for and received a \$2,000 tree planting grant from American Transmission Company
- Wisconsin Public Service donated \$2,000 toward small tree replanting for large trees in the city removed under power lines.
- Also, we will be receiving a \$26,000.00 WI DNR Urban Forestry Grant that will provide Level I chain saw safety training for all Streets, Water, and Parks dept. employees. It is a 50/50 match grant that will cover employee wages and benefits attending this class.
- Street Dept. personnel helped remove dead pine and oak trees at Iverson Park for a good part of December. These trees were stressed due to the drought and finished off by bark beetles.
- The International Society of Arboriculture (ISA) is holding their annual conference in Milwaukee this year. Part of this conference is a 500 mile bike ride (fundraiser) called the Stihl tour de Trees. The bike tour will be going through Stevens Point and also spending the night here. Last year there were 97 riders and

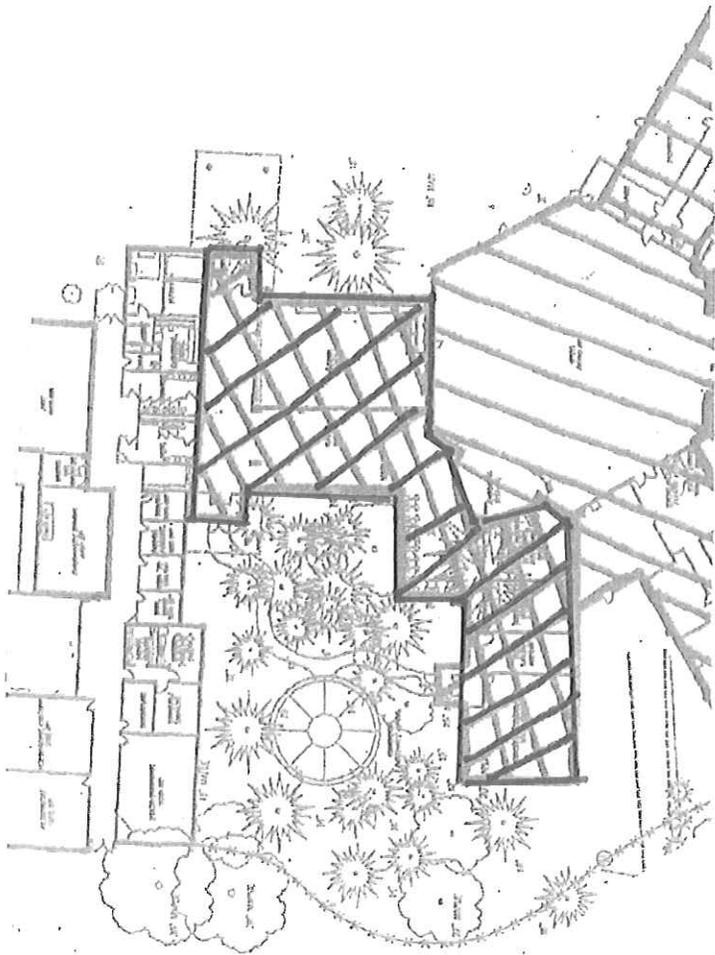
the conference was in Toronto, Canada. The forestry dept. is hoping to take advantage of the Tour and have some sort of tree planting/tree care display with the riders.

**7. Adjournment**

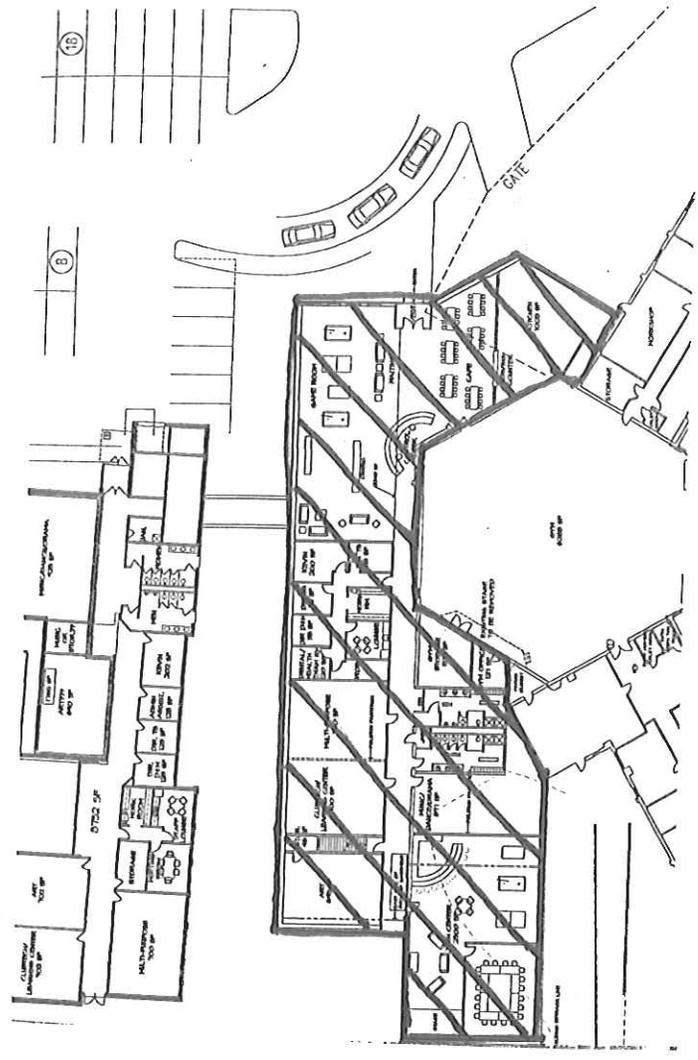
**Motion by Hall, seconded by Ald. O'Meara to adjourn at 6:45 p.m.**

Ayes all; Nays none; Motion carried.

ORIGINAL



PROPOSED



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**2014**  
**SEASONAL EMPLOYEE PAY RATE SCHEDULE**

<u>Area</u>	<u>Job Description</u>	<u>1<sup>st</sup> Yr</u>	<u>2<sup>nd</sup> Yr</u>	<u>3<sup>rd</sup> Yr</u>	<u>Plus Year</u>
Pool/Beaches	Lifeguard	8.80	9.00	9.20	-0-
	Custodian	9.00	9.20	9.40	-0-
	Cashier	8.50	8.70	8.90	-0-
	Head Guard	10.50	10.70	10.90	.10 each year
Indoor Arena	Skateguard	8.50	8.70	8.90	-0-
	Skate Rentals	8.50	8.70	8.90	-0-
	Pro Shop	8.50	8.70	8.90	-0-
	Custodian	8.50	8.70	8.90	-0-
	Building Supervisor	10.25	10.45	10.65	.10 each year
	Building Supervisor I	15.00	15.25	15.50	.25 each year
	Skating Instructor	10.00	10.25	10.50	.10 each year
	Head Skating Instructor	10.90	11.15	11.40	.10 each year
	Off Ice Instructor	8.50	8.70	8.90	.10 each year
	Concession	8.75	8.95	9.15	-0-
	Asst. Conc. Manager	9.50	9.75	10.00	.25 each year
	Conc. Manager	10.25	10.50	10.75	.25 each year
	Receptionist	8.50	8.70	8.90	.10 each year
Winter Sports Area	Skateguard	8.50	8.70	8.90	-0-
	Winter Sports Attendant	8.50	8.70	8.90	-0-
	Winter Sports Supervisor	9.25	9.45	9.65	-0-
Parks/Forestry	General Maintenance	8.50	8.70	8.90	-0-
	Ball Diamond crew	8.70	8.90	9.10	
Recreation	Riverfront Arts Center Dir.	15.15	15.35	15.55	.20 each year
	General Rec/Ice	8.50	8.70	8.90	-0-
	Basketball/volleyball Cordin.	15.00	15.50	16.00	.25 each year
		Year	rate/game	bonus/game	
Basketball/Hockey referee		1	10.75	1.00	
		2	11.25	1.00	
		3	11.75	1.00	
		4	12.25	1.00	
		5	12.75	1.00	
		6+	13.50	1.00	
Basketball scorekeeper		1	7.75	1.00	
		2	8.25	1.00	
		3	8.75	1.00	
		4	9.25	1.00	
		5	9.75	1.00	
		6+	11.50	1.00	
Community TV	Production Assistant	15.00	15.50	16.00	.25 each year

Ref:pay rate schedule seasonal 2014