

City of Evansville, Wisconsin  
**Park & Recreation Board Regular Monthly Meeting**  
**City Hall**  
**Monday, March 9th, 2015 6:00pm**

MINUTES

1. Call to Order at 6:12 p.m. Roll Call: Merritt/Hels/Anderson/Brice/Fuchs/Fuson/Hamilton  
Also in attendance Ian Rigg, City Administrator, Jason Sergeant, Community Development Director.
2. Motion to approve Agenda as printed: moved by Hels, 2<sup>nd</sup> by Fuchs, approved
3. Motion to waive the reading of the February 9<sup>th</sup>, 2015 minutes & approve them as printed: moved by Hels, 2<sup>nd</sup> by Fuchs, approved.
4. Citizen appearances, relating to Park & Recreation, not listed agenda items: None
5. Discussion with possible motion to recommend a pay increase for the William Ganje as the Aquatic Director to the Finance and Labor Relations Committee: City Administrator Ian Rigg stated that the Aquatic Director's 2014 salary was \$16/hr., while the previous Director would be projected at \$17.74 in 2015 with the cost of living adjustment (COLA). With COLA the current Director's salary would be \$16.28 in 2015. It is a part time seasonal job with no benefits. The Committee discussion surrounded the fact that Mr. Ganje took over the pool as the former City Administrator was leaving the position and was the only one that had knowledge of the pool's operation. Mr. Ganje did excellent job in taking over without supervision during his first year. Rigg recommends a \$1 increase. Pool operations came in Mr. Ganje had no guidance to the inventory and will make adjustments this year. Rigg recommended a \$1 an hour increase which could be covered in the budget with an amendment. It is recommended that the City could provide incentives for training. The opinion of the Mr. Ganje's work at the pool was given high marks. A \$1 an hour increase would also allow for continuity in the operation of the pool. Fuchs made the motion to increase the wage by \$1 per hour above COLA for William Ganje, Aquatic Director which would raise his salary to \$17.24 to the Finance and Labor committee, 2<sup>nd</sup> by Brice. Approved by voice vote.

6. Discussion with possible motion to approve revised job description for Parks Custodian and forward to Finance and Labor Relations Committee: Rigg: city went through the personnel policy manual. After review the policies are sent to the Labor and Finance committee. All positions to be considered for a wage study need to have the job description reviewed. Previously the positions were looked at as general laborer in the Public Works Dept. Currently, the Park Custodian is common to many of the general positions within the City. Rigg took the current description from Cemeteries position description which has been approved and used it as a starting point for the Parks description. This position, by code, is managed by the PRC so that committee has to review and pass any updates to the job description before review by Labor and Finance. Continuing updates to certifications and new training are ongoing. Merritt moved to have the job description for the Parks Custodian forwarded to the Labor and Finance committee, 2<sup>nd</sup> by Fuchs. Approved by voice vote.
  
7. 2015 Smart Growth Plan Discussion: Jason Sergeant, Community Development Director, explained that the City is required to review and update its Smart Growth Plan on an ongoing basis. The current Smart Growth Plan projects through 2025 and it is time to update the plan for the following ten years to 2035. The revised plan will be adopted in the summer of 2015. The current Park Plan goes through 2018 and could be added as an appendix to the Smart Growth plan. The process is for a 20 year planning horizon and is reviewed at the halfway point, so in 2025 the new plan will be reviewed again. Recent successes: the ongoing Creek Wall improvement project, Lake Leota was dredged and refilled in 2008, in 2015 new tennis courts are projected. Added acreage to the West Side Park. Considerations by the committee included
  - a. How do we fund and how do we determine use?
  - b. Budget is always an issue.
  - c. Funding is the biggest challenge.
  - d. Should PRC consider fees in lieu in parkland. Consideration of fees in lieu of land in the future now that the additional land has been acquired.

- e. May need a bigger comprehensive plan then determine the need for funding. For example the Lake project went to referendum as a method to guarantee public buy-in not for the funding.
- f. In Sergeant's experience it is good to have a master plan especially if there is an attempt to raise funds outside of taxes and fees.
- g. Another way to get direction for a draft plan on paper or talking to attendees at events at the Park to get input.
- h. Fuchs questioned how to get input or involvement by the community at large in other ways.
- i. Ron Gay, citizen in attendance, suggested surveying at the local businesses and park events.
- j. Keep it simple to questions such as "What do you love, what do you hate?"

Sergeant asked the Committee to consider what are the big vision items? Keep statements general. With that the Committed listed those things that have come up in meetings or were listed in surveys done for the Park Plan:

- Opportunities for walking and bike trails
- Tennis court complex
- Little league baseball complex.
- Are there cooperative opportunities with the school for the tennis courts?
- What changes will the population want as it grows?
- Hels pointed out that in other communities Park and Rec and the school district worked together on the facilities. What about shared services ideas?
- Gay suggested a plan to get more high school students to get involved in helping determine the future plans. Using the Senior Project to get to that result? Use the students to do canvassing. A community project that they could use on future applications (college, military, or job).
- Fuchs asked for a quick poll of how the board felt about pocket parks versus expanding the larger parks or a mix there of.
- Setting out the plan then leads to the capital plan and how each of the projects could be funded. It also maximizes how to best consider grant opportunities. Funding, while a factor, should not be the consideration when adding items to the plan.

- Sergeant pointed out that we may or may not achieve any thing in the plan but it should be in there if we want to tackle it in the future.
  - Ice Age trail is down to two locations including Evansville and is included in the Smart Growth plan.
8. Discussion to develop a check list for Park projects for 2015: tabled.
  9. Reports/Updates on projects or Maintenance: Anderson: West Side shelter construction should resume with nicer weather. Rigg and Anderson reviewed bids on the tennis and basketball courts and determined that due to budget consideration the tennis courts could be done this year and the basketball courts would move to 2016 A Dodgeville company can do the tennis court project under budget. Ian added that the basketball courts could be included if projects elsewhere come in under budget. Due to the fact that the blacktop has to cure for 30 days before the acrylic coating can be put on the project would start as soon as weather allows. Wind Prairie Park progress: Anderson met with Jason O'Connor of the Rock Co. Recap program. Hope to get the trees out of there in spring and spray twice this year and reseed spring of 2016. Anderson will continue with the restoration
  10. Old Business: None
  11. New Business: Kids tennis camp to be held June 16 through July 9<sup>th</sup>. (Brice)
  12. Motion to adjourn by Fuson at 7:53 2<sup>nd</sup> by Hamilton

Next meeting Monday, April 13th, 2015 - 6:00 pm, City Hall