

## NOTICE

A meeting of the City of Evansville Park and Recreation Board will be held on the date and time stated below. Notice is further given that members of the City Council and Historic Preservation Commission may be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall at (608)-882-2266 with as much notice as possible.

City of Evansville **Park and Recreation Board**  
Regular Meeting  
**Lake Leota-Upper Shelter 256 Leonard Park Drive**  
Tuesday, August 15, 2023, 6:00 pm

## AGENDA

1. Call to Order
2. Roll Call
3. Motion to Approve Agenda
4. Motion to waive the reading of the minutes from the July 18, 2023 meeting and approve them as printed.
5. Civility Reminder
6. Citizen appearances other than agenda items listed
7. New Business
8. Park's Report
9. Aquatic Center Report
10. Old Business
  - A. Aquatic Center, Splashpad, and Park Improvement Updates
  - B. Adopt-A-Park Signs
11. Upcoming Meetings
  - A. Tuesday, September 19, 2023 at 6:00pm
12. Motion to Adjourn

*-Aldersperson Cory Neeley, Park & Recreation Board Chair*



City of Evansville **Park and Recreation Board**  
Regular Meeting  
City Hall, 31 S Madison St., Evansville, WI 53536  
Tuesday, July 18, 2023, 6:00 pm

**Minutes**

**1. Call to Order by Neeley at 6:00pm**

**2. Roll Call:**

<b>Members</b>	<b>Present/Absent</b>	<b>Others Present</b>
Alderson Cory Neeley	P	Jason Sergeant, City Administrator
Sue Merrit	P	Elle Natrop, Youth Baseball Coordinator
Lyman Fuson	P	Ray Anderson, Park Custodian
Chad Sigl	P	Nick Bitz, Evansville Soccer Club
Matt Poock	A	
Jim Espinosa	P	
Gene Prudhon	P	

**3. Motion to Approve Agenda by Espinosa, seconded by Fuson. Motion passed 6-0.**

**4. Motion to waive the reading of the minutes from the June 20, 2023 meeting and approve them as printed by Espinosa, seconded by Fuson. Motion passed 6-0.**

**5. Civility Reminder** Neeley issued a reminder that we hold all city meetings with respect and decorum.

**6. Citizen appearances other than agenda items listed** None

**7. New Business**

**A. Discussion and Motion to Recommend Youth and Recreation Coordinator Position Description**

Sergeant began by sharing that at a Committee of the Whole meeting earlier in the year, there was discussion in regards to recreation, due to the departure of the Youth Center Director. The Park & Recreation Plan was filled with ideas of what the community would like to see and/or do in the parks. As we enter a budget cycle, the idea for this position would be to remove some items from the Municipal Director position and add items to this new position. The position would begin as part time by filling the vacancy at the Youth Center, adding Youth Baseball, and maybe the new Aquatic Center among other items as the funding from the budget for the position would allow. The ideal idea for the position would be to find someone that could grow into a larger role and be more dedicated to recreation, while easing the current demands on the staff as our city continues to grow.

Sergeant expanded by explaining that the current recreation program has been working because everyone has been covering small portions. This position would allow the city to head in a direction that would offer more opportunities for the community. Sergeant informed the Board that a wage study had not been done when Neeley asked if one had been completed. Sigl inquired if the description as presented, would be what it could be with a full time position. Sergeant felt that better candidates would come from offering the position as full time. Sigl offered some insight on the title and suggested dropping "youth" or adding a slash between the youth and recreation titles. Sigl also brought up the opportunity with a full time position to look into the Wisconsin Park and Recreation Association when looking for recreation professionals.

**Motion to Recommend to move forward with the Recreation Coordinator Position, by Sigl, seconded by Prudhon. Motion carried 6-0.**

**8. Park's Report:** Anderson shared that they have started using tree bags to help keep the smaller trees watered. Potholes were also filled at Leota Park in between the light lawn mowing that the weather has started to allow to happen.

**9. Aquatic Center Report:** Natrop read the written report that was submitted by Angie Olsen, the Aquatic Director. The report read: We are starting our second, and last, session of swimming lessons tonight. We have some pretty full classes! Last night we hosted a home swim meet that was put on by Brooklyn Bergum and Makenna Kramer as

part of their senior project. We hosted Edgerton and Belleville. The Blue Sharks will swim at Belleville tomorrow night and in Monroe this weekend. Janis, from Rock County Health Department was out on July 3rd. everything checked out good, and we discussed working on a staffing plan for the new facility. In previous discussion, based on the number of staff we start each day with at the current pool, it was estimated we would need one additional guard on site during open swim at the new pool. In a conversation with Jason, yesterday, he asked that we try to get this done by the end of August, for budget purposes. I emailed Janis yesterday, and am waiting to hear back. This year we have 25 staff members, of which 15 are guards. Out of the remaining 10, 6 of them will be certified when they turn 15 and will be ready to guard next summer. At this moment in time, all have said they plan on returning next summer. Sometime this winter we will be reconstructing our swimming lesson program. At this time I'm not entirely sure what it will look like, but have some general thoughts on paper.

## 10. Old Business

### A. Aquatic Center, Splashpad, and Park Improvement Updates

Sergeant referred to the weekly update from the construction crew that he had handed out prior to the meeting, and let the Board know that they are all located on the website. Sergeant continued to share the struggles that have occurred in getting the utilities hooked up to the park, due to the lack of waterlines being installed when Wyler Road was laid. There has been an audit request to find out what was exactly done to the soccer fields. The plans had called for aerating, adding nutrient soil, and reseeded the fields. Rettler, CCI, and MSA are working together to figure out what was done to the fields. Sergeant did share that the fields will not be able to be used this year at all due to weather that we have had. The final application has been put into the state for the demolition of the current Aquatic Center, as part of the facility is considered Historic. The State has had some turnover since the discussion was started a couple years ago, when at that time they had been ok with the plans to demolish the current site. The fundraising efforts have accumulated to about \$1.1 million with a large donation in the background as well. The large donation has requested naming rights to the park. There was additional discussion on the potential need to reseed the soccer fields at Westside Park and field space currently available around the city.

**B. Adopt-A-Park Signs** Anderson has been in discussion with Jeff Vrstal with the cost of 12X24 for \$15 per sign. Natrop shared that the only report that she has received has been from Countryside Park.

## 11. Upcoming Meetings

A. Tuesday, August 15, 2023 at 6:00pm

Espinosa inquired about an update on the tree/herbicide situation at Lake Leota. Sergeant reported that he met with Kendall Wethal and some of the staff to get a better understanding of what occurred and what can be done to move forward. Sergeant has asked Wethal for a report of instructions of what should be done this fall and next spring. A staff member is working on their recertification in pesticide application. In addition, Sergeant has asked Dale Roberts to ask what other communities around us do. The big concerns are what to apply, with when/where to apply. OSHA had stopped by to look at things, and had a couple minor comments on the current practices. A positive outcome from this was how the citizens spoke up when they saw something that wasn't right. Neeley had mentioned that there are a couple dead oaks that a citizen had mentioned that needed to come down. The concern over the spores spreading to others was discussed.

## 12. Motion to Adjourn by Espinosa, seconded by Sigl. Motion passed 6-0 at 6:51pm.

*Respectfully Submitted,  
Elle Natrop*

# WEEKLY PROJECT REPORT

Report # 449A

Week Ending: 08/11/2023

**Project:**

West Sider Park, Evansville, WI

700 Porter Rd  
Evansville, Wisconsin, 53536



**Project Team:**

Owner:  
City of Evansville

Architect/Engineer:  
MSA

Aquatics Design:  
Water Technologies Inc

Athletic Field Specialists:  
Rettler Corporation

General Contractor:  
Corporate Contractors Inc (CCI)

Construction Start Date:  
08/30/2022

Construction Start:  
08/23/2023

Substantial Completion:  
08/30/2024

**Work Completed Current Week**

- 1) Installation of columns for Water Slide
- 2) Install electrical grounding for Water Slides
- 3) Installation of underground conduit for Light poll bases around west side park.
- 4) Raised proposed Manholes West Side Park
- 5) Clean up Interior grade for concrete floor pour In the Bath House.
- 6) Install Parking light poles
- 7) Sanitary tie in Equipment/ Pump House
- 8) lowered water mains were impacted storm sewer.

**Work Scheduled Next Week:**

- 1) Prepare Bath House Floor for concrete pour.
- 2) Installation of Bath House finish Floor.
- 3) Neuman Pool will be continuing their underground pipe installation between Equipment/ Pump House and Water Sides.
- 4) Strip off forms of surge tanks and remove shoring.
- 5) Install knee walls on masonry exterior Bath House.
- 6) Completion of underground Storm sewer.
- 7) Sanitary tie in Equipment/ Pump House .
- 8) Storm sewer tie in at Wyler Street.



## References

### Photos (8)



Raised Manhole  
**Taken on** Aug 11, 2023, 11:05 AM CDT  
**Added on** Aug 11, 2023, 11:12 AM CDT  
**Added by** andrew gordon



Back filling Lap Pool and safety measures taken  
**Taken on** Aug 11, 2023, 11:02 AM CDT  
**Added on** Aug 11, 2023, 11:12 AM CDT  
**Added by** andrew gordon



Back filling around lap pool and safety measures taken  
**Taken on** Aug 11, 2023, 11:02 AM CDT  
**Added on** Aug 11, 2023, 11:12 AM CDT  
**Added by** andrew gordon



ongoing installation of Lazy River Pool  
**Taken on** Aug 11, 2023, 7:36 AM CDT  
**Added on** Aug 11, 2023, 8:24 AM CDT  
**Added by** andrew gordon



Masonry entrance Of the Bath House.  
**Taken on** Aug 11, 2023, 7:22 AM CDT  
**Added on** Aug 11, 2023, 8:24 AM CDT  
**Added by** andrew gordon



Columns for Water Slides  
**Taken on** Aug 10, 2023, 12:15 PM CDT  
**Added on** Aug 11, 2023, 7:10 AM CDT  
**Added by** andrew gordon



Columns for Water Sides  
**Taken on** Aug 10, 2023, 12:15 PM CDT  
**Added on** Aug 11, 2023, 7:10 AM CDT  
**Added by** andrew gordon



Installation of Storm Sewer.  
**Taken on** Aug 10, 2023, 12:13 PM CDT  
**Added on** Aug 11, 2023, 7:11 AM CDT  
**Added by** andrew gordon