

NOTICE

City of Evansville
Youth Center Board Meeting
Evansville Youth Center, 209 South First Street
Monday, March 25th, 2024, 5:30 pm

Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Motion to waive the reading of the minutes of the January 22, 2024 board meeting and approve as printed
5. Civility reminder
6. Citizen Appearances other than agenda items listed
7. Youth Center operations – placeholder
8. Unfinished
9. New business
 - a. Discussion and possible action on Evansville Youth Center assessment
 - b. Discussion of Evansville Youth Center closing date
10. Next Meeting Date: April 22nd, 5:30 pm
11. Motion to Adjourn

Ben Corridon, Evansville Youth Center Chair

Evansville Youth Center
Regular Meeting
Youth Center, 209 S First St., Evansville, WI 53536
Monday, January 22nd, 2023 5:30 pm

Minutes

1. **Call to Order:** 5:28pm
2. **Roll Call**

Members

Aldersperson Ben Corridon (EYC Chair)	Present
Aldersperson Abbey Barnes (EYC Vice-Chair)	Present
Kenneth Updike (Board Member)	Present
Maria Torres (Board Member)	Present
Abraham Rodriguez (Board Member)	Present
Angie Olsen (EYC Interim Director)	Present

3. **Motion to Approve the Agenda** by Mr. Updike, seconded by Ms. Barnes, Approved without dissent.

4. **Motion to waive the reading of the minutes** of the November 27th, 2023 meeting and approve as printed, by Mr. Rodriguez. Seconded by Mr. Updike. Corridon stated that copies of the EYC handbook to the Board members were not sent after the last meeting, but if any of them wanted to get a copy of the changes that City Hall updated, they could email him and he would provide them with a copy. Approved unanimously.

5. **Civility reminder** – Mr. Corridon reminded the group to conduct civil discussion

6. **Citizen Appearances** – None

7. **Youth Center Operations** - Placeholder

- The Interim Director reported that Wednesdays at the EYC have been the busiest days with the EYC averaging around 20 kids every day. Some days are less with kids attending sports practice.

8. Unfinished Business

- *Facebook Page Update*

- The Interim Director reported that the EYC Facebook (FB) page had to be deleted at the direction of the City as all communication updates are being funneled through the City Hall website and the City Hall FB page. When Board members brought up concerns about delays in updates, the Interim Director shared that the City Administrator would be working on getting her access to the City Hall FB page so that posts could be done directly. The Interim Director and the City Administrator were going to discuss it at their next weekly meeting.

9. New Business

- *Secretary of the Board Nomination*

- The Board did not nominate a member of the Board for the secretary position. It will remain with the Chair until such time that an alternative solution can be implemented.

- *New Location Update*

- The Interim Director gave copies of an email sent from the City Administrator that the City bid and won a lot at 465 W. Main Street. The Rock County Court needs to review the auction and finalize the bid. There should be an update at the next EYC Board meeting.

- *Condition Assessment for EYC building update*

- In the email from the City Administrator was an update on the Condition Assessment for the current EYC building. It is ongoing and should be delivered to the City in February. There will be an update at the next EYC Board meeting.

10. Next Meeting Date – February 26th, 5:30pm at the Youth Center.

11. Motion to Adjourn - Mr. Updike made a motion to adjourn, seconded by Ms. Barnes, approved unanimously - meeting adjourned at 5:45pm.

Evansville Youth Center Conditions Assessment



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EYC Overview

The existing 2500 sf Evansville Youth Center is very popular destination, supporting 20-30 kids per day. The capacity of the space is currently 40 students. The Aware offices occupy 1020sf for offices and support staging.

The current building is located in proximity to the JC McKenna Middle school in a small pocket Zoned B-1 Local Business District, surrounded by R-1 & R-2 properties. The property is on the southern edge of the Evansville Historic District.

The Youth Center's common activities include: arts and crafts, snacks, games (pool, air hockey, fooseball, ping pong, shuffle board), board games, puzzles, watch movies, video games, legos, homework, computers.



Building Overview

This Evansville Youth Center Conditions Assessment was requested by the Common Council to evaluate the building condition. Destree was engaged to perform the conditions assessment to include the following detailed information.

- Site & Exterior Envelope
- Interior Condition & Accessibility
- Building Code Evaluation
- Existing Building Program Summary
- Structural Observations
- Mechanical, Electrical and Plumbing Systems
- Utility Costs – Heating & Electricity

With the completion of the evaluation of the existing conditions, Destree has included some recommendations for:

- Youth Center Program
- Estimate of Probable Cost for Repairs
- Estimate for New Construction

Site



Site Amenities: Angled Street Parking is provided. ADA curb cut is located south of the site. No identified ADA parking for the building. Bike rack is provided, however it is on grass with no hard surface below. Bench is provided.

The Youth Center is nestled between two residential buildings. Both of these residential buildings are zoned B-1. There is no immediate open green space or exterior gathering area. Activities are interior. The site has water management challenges. The side yards and rear yards are narrow. The access and water management on the side yards should be considered if and when the building is renovated or re-built.



Exterior Envelope Condition



The structure is a mix of 4 to 5 buildings/additions combined. Some with basement space, unexcavated areas and others with the building extended over slab on grade conditions. Exterior is vinyl sided on street side. Rear side is combination of wood and pressed board siding.

The entry doors of the building were recently replaced and are in good condition. The entry overhang is deteriorating. The canopy is canting on the left side. The blocking is wood rotted and tie rods are releasing. Repair, stabilization or removal is required. The current condition may not support heavy snow loads or strong wind uplift. The unbraced parapet is showing signs of deterioration due to being undersized structurally.

Immediate Recommendation: Remove existing canopy prior to winter 2024 snowfall.

Exterior Envelope Condition



Roofing – there is a TPO white membrane on the roof. The roof framing displays evidence of unbraced and undersized members. There was evidence of water leaks in areas throughout the roof. Now fixed, however was detrimental to the structure and insulation is missing, damaged and underperforming.

Chimney is abandoned and used only for mechanical venting, however cap requires maintenance to eliminate water infiltration.

Exterior Envelope Condition



The north roof overhang is sagging. The existing bracing is not properly reinforcing the roof framing. The trash cans being located on the side yard is a visual eyesore.



The rear of the youth center is a combination of pressed siding and wood siding. The fascia's all have significant wood rot. The exterior is poorly maintained and an eyesore to the adjacent property owners.

Exterior Envelope



This image shows many challenges related to the small side yard and water management. The side yard is very tight, the grading is flat and pitching toward the EYC, rubber hoses are attempting to move water to the street, sand bags have been placed on the base of the wall (under the leaves) to control water. This condition is allowing water infiltration into the EYC building. This is not an acceptable long-term solution.

Exterior Envelope



The site is flat, there is no positive grading away from the building, water susceptible building materials are deteriorating and too close to grade. 8" above grade for wood is required by code.



Excessive wood rot. Electrical was added to this location and it appears to have electric heat tape to avoid ice damming. This is a water infiltration area due to lack of insulation and modifying an old 'garage' into an interior space.

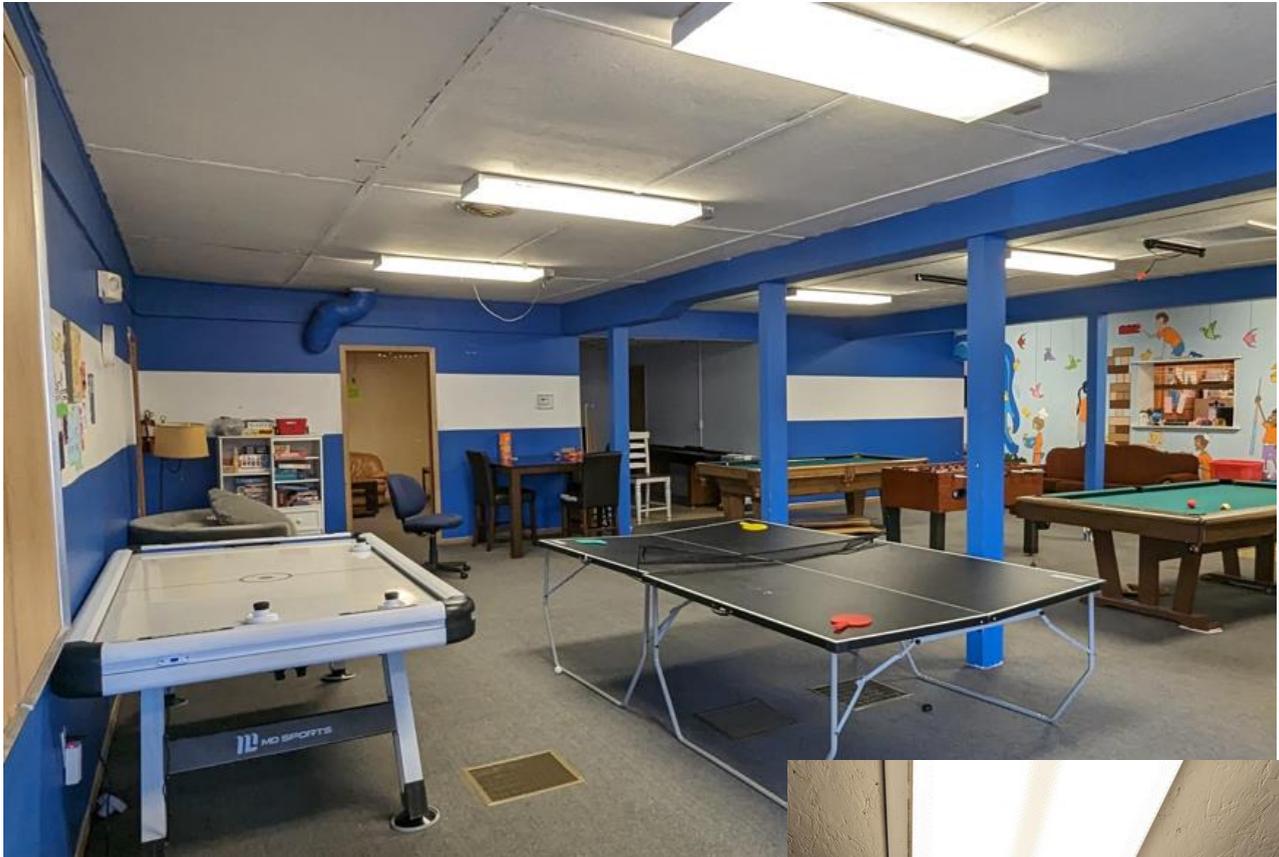


Rusted exterior exhaust vent. The building has many abandoned exterior penetrations, reflecting a concern for moisture migration through the exterior envelope and poor energy efficiency.

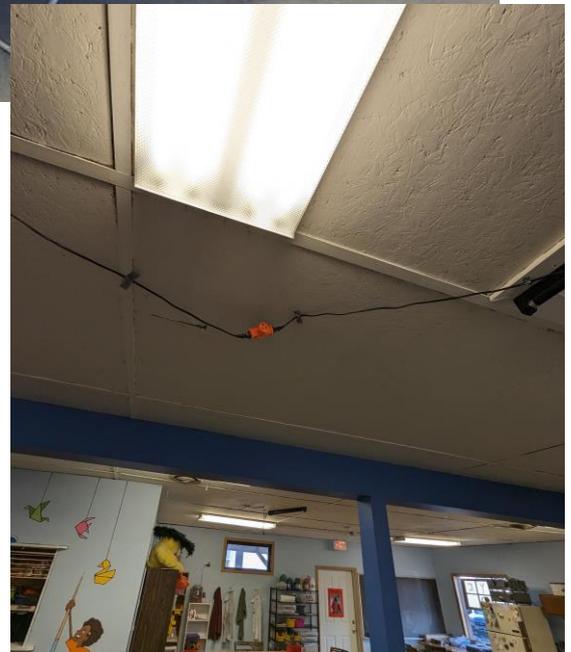


Perimeter of the building has various abandoned wires and heat tape. Electrical Services is in the rear of the building, overhead. Access is limited with the side yard of less than four feet.

Interior Condition

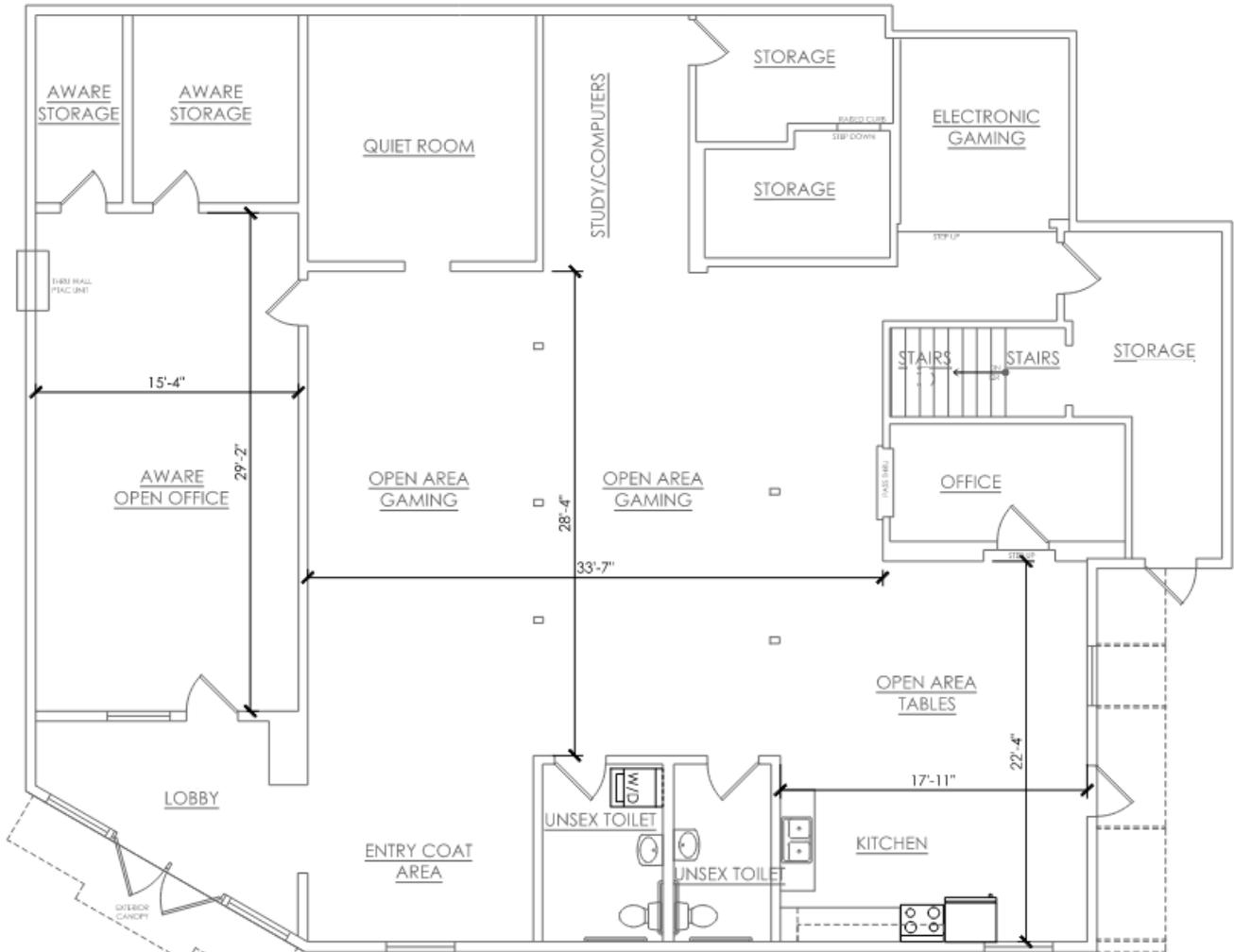


The existing 2500sf youth center provides services to a maximum of 40 students. Above is an image of the EYC open game area. The flooring is carpet, walls are drywall, and ceilings are wood panel board with surface mounted fluorescent lighting. The HVAC system supplies through the floor from the basement. There is a distinct odor of dampness upon entry into the building. There are multiple dehumidifiers on the main level, constantly running annually to address elevated levels of moisture in the building. Damp interior spaces create poor indoor air quality. There was no discoloration of materials observed during the December 2023 walk-thru. The moisture is assumed to be originating in the foundation/ basement area. Monitoring of indoor air quality and visual inspections for mildew are recommended.



Extension cord at ceiling in game area. This is not allowed by fire code.

Interior Condition/Code



Existing Main Level = 3520 sf footprint

Construction Type = VB Wood Frame – Unprotected

No Sprinkler System = (E) 9500sf allowed on grade for Type VB,

Occupancy = Education (E)

Occupancy Use = Daycare 35/sf net & 100/sf Business (71 students + 10 office = 81)

Posted at 40 capacity per license requirements

Plumbing = 1 Fixture/Lav per 50 students per code – (2 Toilet rooms are required)

1 Drinking fountain is existing and required

Floor loading = 100 lbs/sf - The current floor framing conditions do not meet 100lbs per square foot. Repairs and improvements need to be made.

Exiting = 75ft max – Existing condition meets code minimum

Interior Condition

Fire Alarm is required for occupancies over 50. A Code Compliant Fire alarm will need to be installed once the occupancy exceeds 50 persons. License is for 40 students plus staff. With the success of the program and potential increase in enrollment, an investment in the Fire Alarm System will be required.

Fire Sprinkler System – based on size of building an occupants, no fire sprinkler is required at this time.

[F] 903.2.3 Group E. An *automatic sprinkler system* shall be provided for Group E occupancies as follows:

1. Throughout all Group E *fire areas* greater than 12,000 square feet (1115 m²) in area.
2. Throughout every portion of educational buildings below the lowest *level of exit discharge* serving that portion of the building.

Exception: An *automatic sprinkler system* is not required in any area below the lowest *level of exit discharge* serving that area where every classroom throughout the building has not fewer than one exterior *exit* door at ground level.

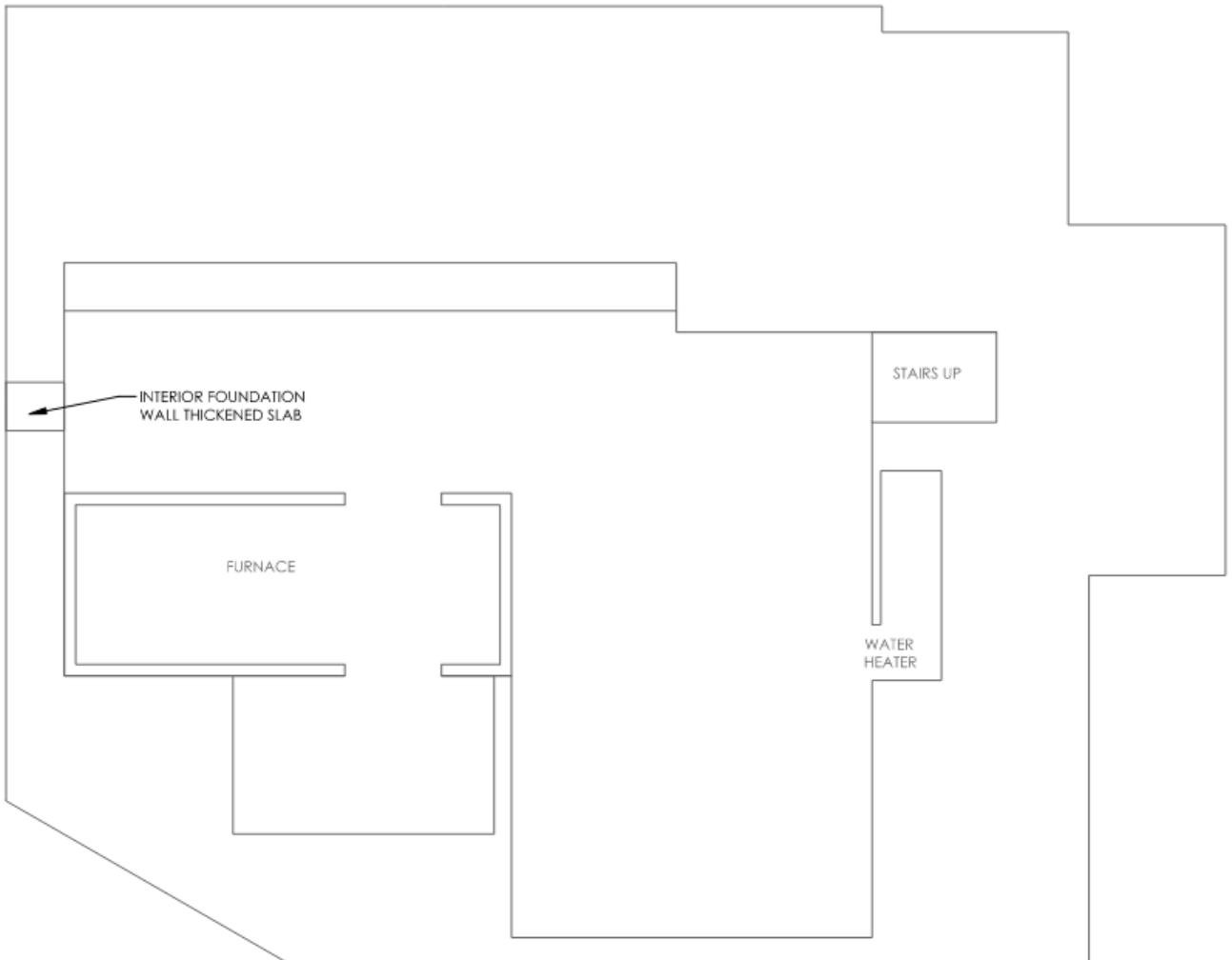
[F] 907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system.

Exceptions:

1. A manual fire alarm system is not required in Group E occupancies with an *occupant load* of 50 or less.
2. Emergency voice/alarm communication systems meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall not be required in Group E occupancies with occupant loads of 100 or less, provided that

activation of the manual fire alarm system initiates an *approved* occupant notification signal in accordance with Section 907.5.

Interior Condition



Existing Basement = 1435 sf footprint

The basement has a noncompliant stair and rail condition. Headroom is noncompliant. The basement has piecemealed structural systems that do not meet current structural code. Structural improvements should have been completed when the retail building was renovated into the youth center .

The basement has significant moisture and water issues. The space should not be used as storage. There is standing water on the slab after all rains. Unexcavated areas are not encapsulated with vapor retardant materials, soil is visible in the basement. There is a significant mildew odor due to water infiltration. Additional observations are identified in the following pages.

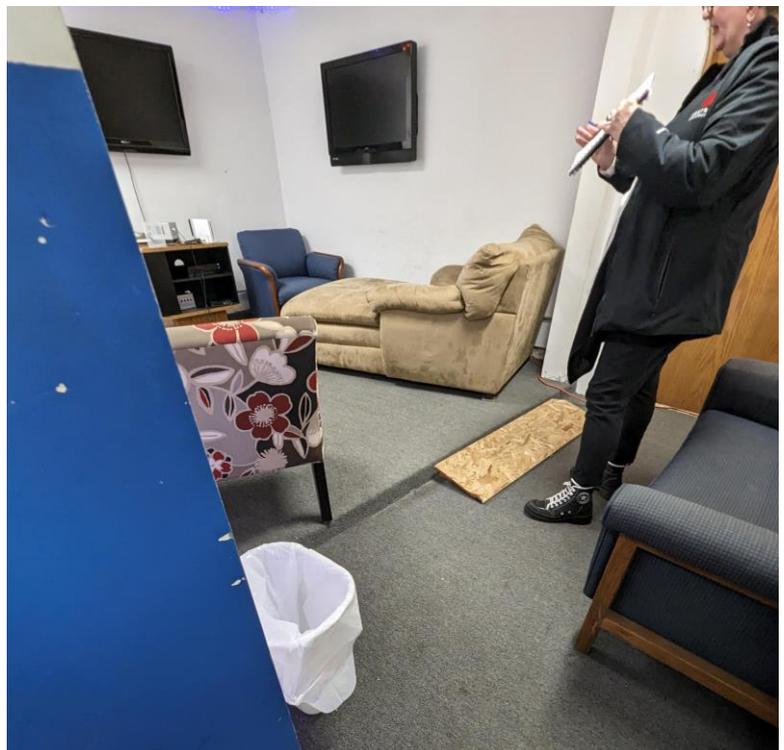
Existing Quiet room:

Supply grill missing at duct. Door opening is 32" wide. Noise is a concern with the adjacent game area. A new 36" door will need to be installed to accommodate accessibility clearances.



Electronic Gaming:

The floor slab is not at the same level. Particle board ramp element is in place. This is not safe. Code accommodations need to be made to resolve this lack of accessibility.





Toilet Rooms:

There are two recently renovated toilet rooms. The toilet rooms require an 18" vertical grab bar be installed to meet current ADA code.

The stackable laundry does not meet accessibility standards for reach or front clearance. The location of the laundry, at the door, blocks the required ADA clear space at door.

Additional power outlet required to remove the non-code compliant extension cord.

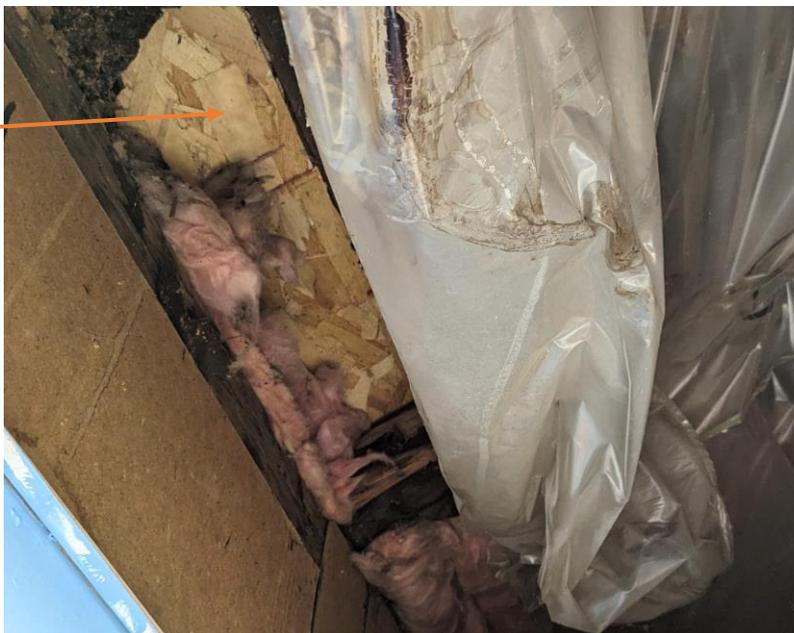


Wall vent at toilet room exhaust needs to be sealed or replaced. Exterior daylight is seen through the wall.

Previous water damage was repaired on the north wall of the building. This area has ineffective insulation at the exposed ceiling exposed to visual inspection. Vapor barrier is not in place. Per the photo, this small area was visually accessible showing a significant amount of material discoloration from previous water leaks. Visual inspections are recommended quarterly to determine if there is a change in the discoloration. If a color change or size increase is observed, mold sampling should take place.



Underside of roof sheathing, missing insulation



The observer has significant concerns with the energy efficiency of this building with lack of insulation, lack of vapor barriers, no air infiltration systems and multiple exhaust systems that are wide open.



Misc. wire in ceiling. It is recommended to have an electrician inspect wiring and repair non-compliant conditions

Primary Electrical panel located above stair to basement. Not accessible and the location does not meet past or current code requirements. The panel needs to be relocated or a new service needs to be installed somewhere on property to resolve this code violation. This is a major expense.



Wiring and piping in various areas are generally 'unfinished'.





Kitchenette:

There is currently no exhaust vent for range. A code compliant kitchenette would accommodate a grease interceptor below the sink and an exhaust hood.



Youth Center Office: requires a step up to access. This does not accommodate employees that have mobility concerns. Best practices would recommend this be on the same level. This is not an accessibility violation, because there is another office that is ADA accessible.



Structural: Basement column not secured, basement ceiling clearances are below the average of 7'-6" and not acceptable to occupy



Portions of this wall are not cmu. It is some type of board. Non-code compliant stair treads are too shallow and rise is too high. There are no hand railings.



Exposed unexcavated area. Allows moisture



Original beam & column support. No Hanger supports. Does not meet the required 100lbs/sf floor framing requirement



Improper blocking/supports. There are numerous first floor framing modifications that have occurred over the years. Significant maintenance and repair is recommended to accommodate the structural load requirements, 100lbs/sf, this occupancy type demands.





Abandoned electrical not properly terminated



Abandoned pipes & improper supports. Slab on Grade condition is visible beyond.

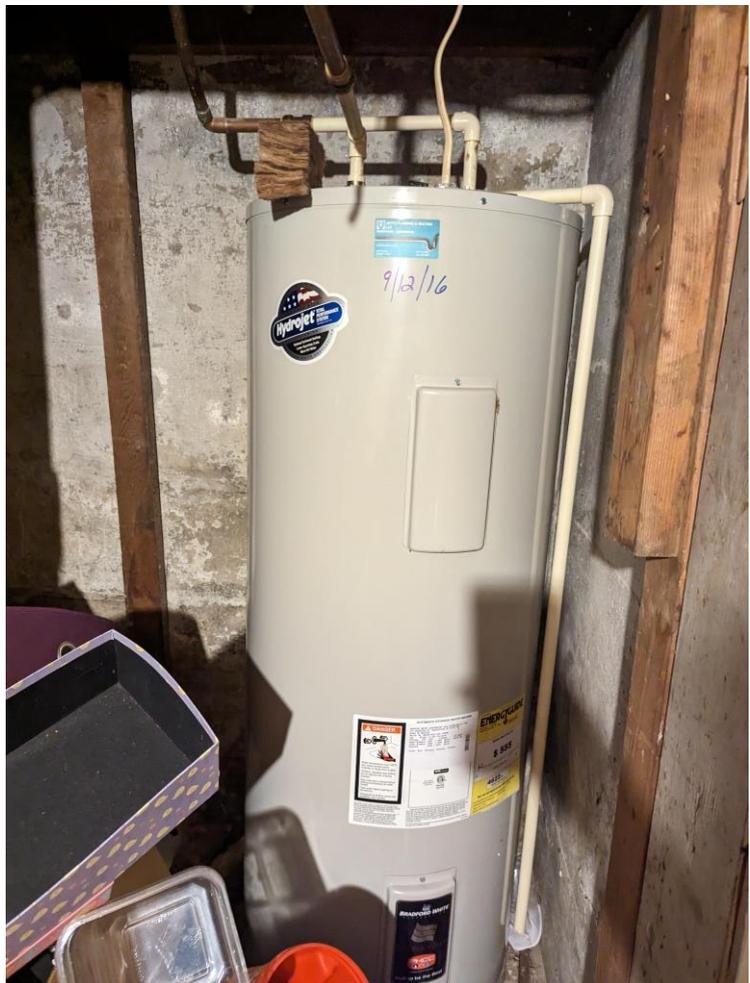
Abandoned original stairs.



Water Heater:

Base of abandoned stair is the current location of the water heater . The water heater is 8 years old. The anticipated replacement of a water heater is every 7-12 years.

Average Elec/Water expense is \$193/month





Heating and Cooling:

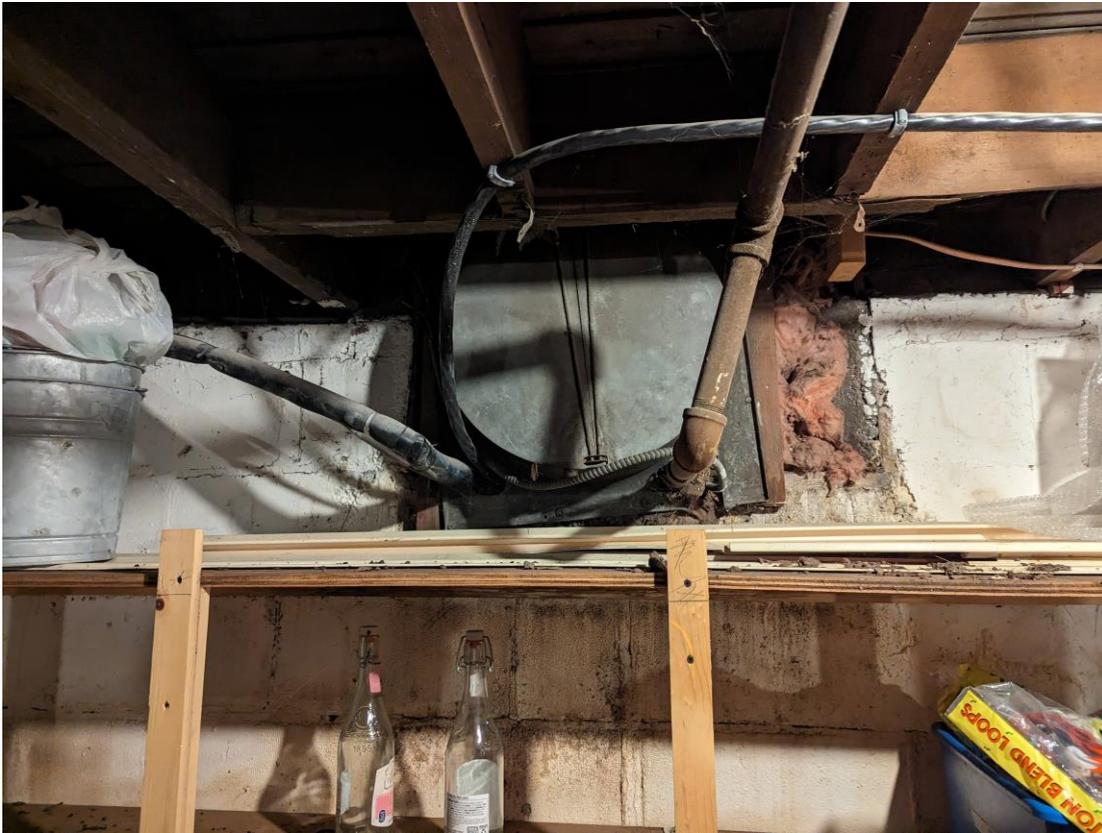
Newer furnace is in working order. Even when in heating, it is not able to dehumidify the building. Four dehumidifiers were working around the clock in the month of December.

The Aware office is a all in one unit that provides both heating and cooling, referred to as a P-TAC (Packaged terminal air conditioner) unit. This supplemental unit is not energy efficient and has a high electrical usage.

Average Natural Gas usage is \$200/month

Could not follow/trace duct to main level as interior foundation wall ended. This is one of the challenges with the basement space, unexcavated spaces and even slab on grade areas.





Basement mechanical chase to outside, south wall. Water stains down wall show evidence of water infiltration in the past.



Image from exterior

Condition Assessment Findings - Program

The following Program chart reflects the current existing conditions, the minimum improvements recommended and the recommended Best Practices for a new Youth Center facility. To support this program, we have provided an Estimate of Probable cost for maintenance and repairs as well as new construction



Evansville Youth Center

3/4/2024

Rm #	Functional Area	EXISTING				RENOVATE				PROPOSE NEW BUILDING*				Remarks
		ASF per Space	No. of Spaces	Total ASF	TOTAL AREA	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA	
	Entry Coat Area	83	1	83										
	Lobby/Vestibule	120	1	120										
	Aware Open Office	448	1	448										
	Aware Supplies	56	1	56										Reno - Consolidate Storage or find offsite storage
	Aware Workroom	107	1	107										
	Quiet Room	193	1	193										
	Study/Computers	128	1	128										New Bldg - Six desktop locations
	Aware Staging	79	1	79	0	---	---							Reno - Open up for Art Room
	Aware Storage	76	1	76	0	---	---							Reno - Open up for Art Room
	Electronic Gaming	112	1	112	112	1	112							New - 2 set-up locations
	Stairs	54	1	54	54	1	54							New - Slab on Grade
	Staging	141	1	141	141	1	141							
	Office	95	1	95	95	1	95							New - 2 office spaces
	Open Area Gaming	1034	1	1034	1034	1	1034							
	Open Area Tables/Art	170	1	170	170	1	170							
	Kitchen	196	1	196	196	1	196							
	Art Room/Alcove	---	---	---	155	1	155							
	Health Room	---	---	---	---	---	---							New - Counseling/Health support
	Music Rooms	---	---	---	---	---	---							New Practice Rooms
	Indoor Fitness Area	---	---	---	---	---	---							New accommodates 60 students
	Table/Chair Storage	---	---	---	---	---	---							New - provides more flexibility
	Unisex Toilet (L)	74	1	74	74	1	74							
	Unisex Toilet (R)	60	1	60	60	1	60							
	Laundry/Janitor	---	---	---	---	---	---							
	Mechanical Room	---	---	---	---	---	---							
		TOTAL ASF			3226	TOTAL ASF			3226	TOTAL ASF			6425	
	Outdoor Activity Space													
														15% load factor on ASF
					3,226				3,226				GSF	7,389

EXISTING SPACE LICENSED TO ACCOMMODATE 40 YOUTH

*PROPOSED NEW BUILDING IS SIZED TO ACCOMMODATE 50-60 YOUTH

Historic Site Considerations and Mitigation

Alterations or Reconstructions in Evansville's Historic Districts are regulated by Chapter 62 of the Municipal Code. Chapter 62 emphasizes the need to not cause any adverse impact to Evansville's historic districts. Regardless of an individual building's status, appearance, or condition, the entire district is regulated the same across all properties. Any alteration to a building in the district, youth center included, has the potential to cause an adverse impact on the entire district. Consideration must be given to make sure any alterations (canopy removal, renovations, or demolition) mitigate these impacts. The Evansville Historic Preservation Commission has allowed a variety of mitigations including restoration of another building in the district, relocating a structure, historic analysis of structures, and most frequently approving demolition only when a suitable replacement structure is proposed and approved. Additionally, the unique B-1 zoning in this area offers more flexibility for some commercial and mixed uses.

If the City decides to move forward with a possible demolition, some mitigations to consider would be constructing a new building that has multiple units or uses. The historic requirements will likely encourage a zero-lot line multi story building that takes advantage of the recent on street parking additions. The newly constructed building would have the potential to be rented or sold at a profit by the City. Additionally, the City might consider a redevelopment RFP for the site, this would allow the City to sell the site to a user who submits a redevelopment proposal.



Exterior image of the Evansville Youth center and adjacent properties.

Considerations to Renovate Existing Location

To continue to support the success of the existing Youth Program in this building, a significant investment into the maintenance and repair, as well as code improvements of the building needs to occur within the next 12-18 months. If code improvements do not occur to resolve the violations specifically to a Group E occupancy, the youth center will need to relocate to a code compliant location. The building can continue to support the Aware office, which is a Group B Occupancy - Business, with some minor code corrections.

In addition to code improvements, the Youth Program has functional improvement requirements such as a separate snack and art area. Improvements need to be made to the semi-quiet area and dry storage is needed.

To accomplish this request, one recommendation is for the Aware Offices to consolidate their main level storage and program functions into 700 square feet to accommodate needed square footage for the EYC to separate Snack and Art space. It is recommended to provide offsite storage for the Aware program due to the condition of the basement.

Please see the enclosed Estimate of Probable Cost for M&R (maintenance and repairs). Page 29. This work will be code required improvements; however, it may improve, however not resolve the dampness and air quality in the building. It will not resolve the low ceilings in the basement, or basement stair configuration. New HVAC systems or new water heater are not included in estimate. No new kitchen cabinets or counters are included in estimate.

The Building Renovation is estimated to take 4-6 months. The building will need to be vacated during the renovations.

Based on the condition of the building, cost of renovation, the lose of use during renovation and the reality that the old build will remain old and have higher annual maintenance costs; it is recommended to consider a new construction option.

New Build on Existing Location

The existing site is not large enough to accommodate a single-story building with the proposed enhanced program.

Options:

- New construction of a 3,000sf building with limited site work will be roughly \$1,000,000.
- New Construction of a 6,000sf two story building w/ elevator and limited site work will be \$1.8 million. This is a higher density building than the site may support. There would be no outdoor space for an outdoor activity area unless additional property is acquired. Cost to improve additional site is not included in these estimates.



Evansville Youth Center

Scope of Work	RENOVATE*				Remarks
	Cost	Qty	Unit	Total	
Site Grading & Mitigation	\$ 50,000	1		\$ 50,000	Grade, excavate and install drainage, new slab below bike parking
Remove canopy	\$ 800	1		\$ 800	Remove for safety, patch
Re-side Building/ fascia work, remove penetrations/unused vents/Add Air infiltration barrier	\$ 22	3226	SF	\$ 70,972	Replace due to deterioration. Historic District approved siding material, not vinyl
Roofing Repair	\$ 7	3226	SF	\$ 22,582	
Tuck Point/Flash chimney	\$ 2,000	1		\$ 2,000	
North Roof Bracing	\$ 500	24	LF	\$ 12,000	
Insulate ceiling/roof and vapor barrier to scope areas	\$ 6	3226	SF	\$ 19,356	
Electrical	\$ 5	3226	SF	\$ 16,130	resolve abandoned wiring, new power to eliminate electrical cords throughout
Electrical Panel Relocation	\$ 10,000	1		\$ 10,000	Utility access on site TBD
New LED Lighting	\$ 7	3226	SF	\$ 22,582	
New ACT ceilings	\$ 5	3226	SF	\$ 16,130	insulate above ceiling
Paint select walls	\$ 5	3226	SF	\$ 16,130	
Quiet Room	\$ 60	195	SF	\$ 11,700	Door, acoustic materials
New Art Alcove	\$ 180	155	SF	\$ 27,900	Renovate Aware Storage into Art Rm
Electronic Gaming	\$ 20	112	SF	\$ 2,240	Level floor for ADA
New Flooring - carpet	\$ 4	2500	SF	\$ 10,000	
Laundry relocation	\$ 150	65	SF	\$ 9,750	Relocate for Toilet room to be ADA, plumbing
Add exhaust to Stove Top	\$ 4,100	1		\$ 4,100	
Add grease interceptor to sink	\$ 3,000	1		\$ 3,000	
Structural Framing	\$ 18,000	1		\$ 18,000	Stablize First floor framing
Basement water proofing	\$ 20	2000	SF	\$ 40,000	epoxy injection and damp proofing
HVAC Modifications	\$ 8	3226	SF	\$ 25,808	Modify existing system and distribution to provide adequate heating, cooling and dehumidification
				\$ 411,180	
				\$ 82,236	20% Design Contingency
				\$ 108,552	22% GC P&H & General Conditions
				\$ 601,968	

* The enclosed estimate of probable cost is schematic and based on initial observations to provide maintenance and repair and improve code compliance. Estimate is based on historical costs, for work to be completed in 2024.

New Building Recommendation

Invest in the growth and safety of our youth.

The Program chart recommends space allocation for a new facility to accommodate 50-60 youth and staff. The Program suggests a building estimated at 7400 sf. The most accessible, value added and low maintenance building type will be a structure that is slab on grade, single story construction. A larger site will need to be considered to accommodate a youth center that meets the proposed program.

The proposed program includes the addition of an Indoor Fitness Area to keep youth healthy and moving as well as an Outdoor space for group activities. The building will be energy efficient, flexible for program evolution and have PV solar capability. The following is an estimate of probable construction cost:



3/4/2024

Evansville Youth Center

New Construction						
Scope of Work	Cost	Qty	Unit	Total		Remarks
Landscaping/Outdoor Activity Space Plantings	\$ 20	5600		\$ 112,000		storm water mitigation not included
Parking & Hardscape	\$ 30	4500		\$ 135,000		Seven auto parking lot and walks
New Building	\$ 170	7389	SF	\$ 1,256,130		New Building w/ PV
					\$ 1,503,130	
					\$ 150,313	10% Design Contingency
					\$ 330,689	20% GC P&H & General Conditions
					\$ 1,984,132	

* The enclosed estimate of probable cost is schematic for work to be completed in 2024.

End