

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
City Hall, 31 S Madison St., Evansville, WI 53536
Tuesday, May 19, 2026 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 April 21, 2026 meeting and Approve them as Printed
5. Civility Reminder
6. Citizen Appearances
7. New Business
 - A. Senior Project: Aubrie Mentele-The Little Heroes Kindness Project
 1. Motion to Recommend to Common Council Waiver of Fees for Larson Acres Park Shelter (\$130 Non-Resident + \$100 Security Deposit) and \$300 for Mobile Vendor License Fee for 2 Businesses (\$150 each)
 - B. Lake Leota Water Testing
 - C. Possibility of Canoe Racks at Lake Leota
 - D. Future of Park Store in Leonard Leota Park
 - E. Future of the Warming House in Leonard Leota Park
8. Park's Report
 - A. General Park Updates
 - B. Adopt-A-Park (placeholder)
9. Aquatic Center
10. City Youth Baseball
11. Old Business
 - A. Park and Outdoor Recreation Plan Update (placeholder)
 - B. Ride the Parks Update
12. Upcoming Meetings
 - A. Discussion on Meeting Days and Times
 - B. June 16th at 6:00 p.m.
 - C. July 21, August 18, September 15, October 20, November 17, December 15
13. Adjourn

--Matt Poock, Chair of Park & Recreation Board

City of Evansville **Park and Recreation Board**
 Regular Meeting
 City Hall, 31 S Madison St., Evansville, WI 53536
 Tuesday, April 21, 2026 **6:30 pm**

MINUTES

1. **Call to Order:** Poock called the meeting to order at 6:33 p.m.
2. **Roll Call:**

<u>Members</u>	<u>Present/Absent</u>	<u>Others Present</u>
Aldersperson Norman Barker	P	Scott Kriebs, Municipal Services Director
Sue Merritt	A	Angie Olsen, Aquatic Center Director
Lyman Fuson	P	Leah Hurtley, City Clerk
Chad Sigl	A	Jason Sergeant, City Administrator
Chair, Matt Poock	P	Elle Dalton, City Baseball Coordinator
Kris Evans	P	Erika Stuart, Aldersperson
Sam Wallace	P	Jon Frey, Jays Hometown Baseball

3. Nomination for Park Board Chair

A. Motion to Appoint Matt Poock as Park Board Chair by Evans, seconded by Wallace.
Motion passed 5-0.

4. **Motion to Approve Agenda by Fuson, seconded by Evans.**

Motion to Amend the Agenda to add Leota Park leaves discussion to Park's Report by Fuson, seconded by Barker. *Motion passed 5-0.*

5. **Motion to Waive the Reading of the Minutes from February 17, 2026 meeting and Approve them as Printed by Wallace, seconded by Evans.** *Motion passed 5-0.*

6. **Civility Reminder:** Poock issued a reminder to be respectful of others.

7. **Citizen Appearances:** None

8. **New Business:**

A. Senior Project: Aubrie Mentele-The Little Heroes Kindness Project: Clerk Hurtley asked to move the agenda item to next month. Mentele will be meeting with City Staff to discuss permitting and anything else that may be needed for the event.

B. Discussion and Possible Motion to Recommend to Common Council to Waive Deposit and any fees for Evansville Jays Baseball Team for 2026 Season with the plan to review the previous years contributions by Wallace, seconded by Fuson. *Motion passed 5-0.*

The discussion included the value that the Jays have added to the community and the park and the total cost that is asking to be waived (deposit \$100, Rental \$800/\$1000, Lights \$250). The committee determined that the improvements that the Jays do each year covers or exceeds the cost of the annual rental cost.

C. Condition of Piers, update on repairs: Kriebs gave update on repairs and the new pier has been ordered and will be installed by the boat launch with plans to add a kayak launch next year.

D. Ride the Parks: There was discussion about continuing event as it had been started with the Capital Campaign to raise money for the Parks' Project. It was decided that the event would be planned and would also add the incentive of Aquatic Center pool passes.

9. Park's Report

A. General Park Updates: Kriebs shared that the Park restrooms would begin opening on Thursday April 23rd for the season.

B. Adopt-A-Park: Nothing to report

C. Leaves: Barker shared with the group that there are a large amount of property owners that are along the borders of Leota Park that have concerns with the amount of leaves that are drifting onto their properties. The Oak trees tend not to drop their leaves until spring. There was discussion about what could be done. Kriebs will talk with Public Works Foreperson Roberts to try and come up with a plan.

10. Aquatic Center: Olsen shared an update on the hiring for the season and has hopes that they may be able to open partially before the end of school on June 10th. The fate of swimming lessons is unknown as there are only 2 staff members that are able to do lessons.

11. City Youth Baseball: Dalton shared that currently there are 24 kids signed up for the program. There have been additional efforts to help acquire additional signups through an email blast to the Elementary School and mailing letters to past participants.

12. Old Business

A. Park and Outdoor Recreation Plan Update: Sergeant shared that there are no updates.

13. Upcoming Meetings:

A. May 19th at 6:00 p.m.

B. June 16, July 21, August 18, September 15, October 20, November 17, December 15

14. Adjourn: Poock adjourned the meeting at 7:19 p.m.

♥ The Little Heroes Kindness Project (Updated to Include NICU) ♥

The Big Idea: Organize a large, family-friendly community event that brings people together to create joy, comfort, and support for hospitalized children of all ages — including NICU babies and their families — through fun activities, kindness projects, and fundraising.

Goal: Raise \$1,500+ for American Family Children's Hospital

Collect 1,000+ approved toys, supplies, and encouragement items for patients and NICU families.

What Happens at the Event

♥ Kindness Stations (Expanded for All Ages)

- Help create craft kits for pediatric patients
- Assemble NICU support kits
- Assemble car kits for parents/families

♥ NICU & Patient Care Kits (How to Do It Right)

👶 1. Baby Care Kits (NICU-Safe Focus)

NICU babies are extremely sensitive, so these kits should be simple, safe, and hospital-approved.

What to Include:

- Preemie or newborn soft hats (ONLY if hospital allows handmade—otherwise buy new)
- Mittens (to prevent scratching)
- Black & white contrast cards (for early visual development)
- Soft, small blankets (only if approved)
- Preemie-sized onesies (front-snap for easy access)
- Soft baby socks or mittens
- NICU-friendly swaddle blankets
- Baby washcloths (very soft)

♥ 2. Parent Care Kits (MOST IMPORTANT)

Parents are often overlooked, but this is where you can make the biggest emotional impact.

What to Include:

- Comfort Items (socks, blankets, etc.)
- Lip balm
- Travel-size lotion
- Tissues
- Hand sanitizer
- Encouragement & Support
- A small journal & pen
- Snacks (granola bars, crackers—ONLY if hospital allows)
- Tea bags or instant coffee packets

- Hair ties/scrunchies
- Reusable water bottles
- Snacks (granola bars, crackers, trail mix – individually wrapped)
- Gum or mints
- Phone chargers (these are HUGE)

3. Pediatric Patient Kits (Non-NICU Kids)

For kids receiving treatment (this is where you can be more fun + creative):

- Coloring books
- Crayons/markers
- Small LEGO kits
- Play-Doh
- Puzzle books
- Card games

“Care Kit Assembly Station.”

Have a table where people:

Pick a kit type:

- Baby Kit
 - “Tiny Hero Kits”
 - Premie or newborn onesie (front-snap, hospital-approved)
 - Mittens (to prevent scratching)
 - Black & white contrast cards (for early visual stimulation)
 - Soft baby socks
 - “Little Love Bundles”
 - Soft small blanket (if hospital approved)
 - Baby hat (preemie/newborn, approved only)
 - Mittens
 - Soft washcloth
- Kids Activity Kit
 - “Little Hero Activity Kits”
 - Coloring book
 - Crayons or markers
 - Stickers
 - “Boredom Buster Boxes”
 - Puzzle book (mazes, word searches)
 - Card game
 - Small LEGO kit
 - Play-Doh
 - Mini Puzzle
 - Small toy/figurine

Place items into:


- Paper Bag (Kids can color on them)
- Add “Made with Love” Tag
-

 Important Hospital Rules (VERY IMPORTANT)

Before you collect anything, confirm with American Family Children’s Hospital:

- Everything must be NEW
- Most items must be fragrance-free
- No loose glitter, fuzz, or shedding materials
- No used or handmade items (unless approved)
- Cards/messages may need to be separate, not attached

 Make It Stand Out (Judges/Sponsors Will Love This)

 Add a Name to Each Kit Type:


- “Tiny Heroes Kits” (NICU babies)
- “Strong Parent Kits” (NICU families)
- “Brave Kids Kits” (pediatric patients)

 Kids Activity Area


Simple carnival-style activities:

- Ring toss
- Bean bag toss
- Face painting
- Temporary tattoos

Small prizes make it fun for kids while supporting a bigger cause.

 Community Photo Booth

Families take pictures with signs like:

- “Sending Love to Brave Kids”
- “Tiny but Mighty  ”
- “We Care”
- “Stay Strong”

Photos can be shared with the hospital to show community support.

 Important Donation Guidelines (Updated)

To protect all patients—especially NICU babies:

- All items must be brand new

- Must follow hospital safety guidelines
- No handmade or used items unless specifically approved
- No attached notes on items (cards may be collected separately)

Facebook Post

💛 The Little Heroes Kindness Project 💛


Some children spend their days playing outside and making memories with their families. But for many kids at American Family Children's Hospital, their days are spent in hospital rooms, facing treatments and challenges most of us can't imagine.

And for some of the smallest patients—babies in the NICU—their journey begins in a place filled with uncertainty, where families hold onto hope every single day.

For my senior project, I wanted to create something that brings light, comfort, and kindness to both hospitalized children and NICU families during these incredibly difficult times. That's why I created The Little Heroes Kindness Project — a community event dedicated to supporting these brave kids and their families.

These children are true heroes. And so are their parents. 💛

 July 17th July 18th

 4:00 PM – 7:00 PM

 Larson Acres Park – Evansville, WI

This event will be a family-friendly evening filled with kindness and community. We will have:

✨ Fun games and activities

🛒 Raffle baskets from local businesses

🍔 Food and treats

🎨 Hands-on stations where YOU can help create activity kits for kids and support items for NICU families

🏠 Bouncy houses, a petting zoo, and fun photo booths for families to enjoy

Because of hospital safety guidelines, all donated items must be brand new, and some items (like handmade cards or attached notes) may not be accepted.

We are collecting items to bring comfort and joy to patients, such as:

- Play-Doh
- Coloring books
- Lego sets
- Art supplies
- Craft kits
- New toys, books, and stuffed animals

We are also supporting NICU families with approved comfort items and encouragement materials.

Items from the hospital wish list are also greatly appreciated:

<https://www.amazon.com/baby-reg/afch-afch-january-2027-madison/DZQBYMM5EXHY>

Every small act of kindness matters. A simple toy, activity, or message can bring a moment of comfort, hope, or even a smile during a really hard time.

If you're interested in volunteering, donating, or supporting this event, please message me—I would love your help in making this possible.

I would also love to connect with local businesses who might be interested in collaborating for this event! If you or someone you know would consider partnering, donating, or getting involved in any way, please don't hesitate to reach out—I'd love to work together to make this even more special 🧡

Whether you attend, donate, volunteer, or simply share this post, you are helping make a real difference.

Let's come together and show these little heroes—and their families—that they are not alone. 🧡

Shopping List (https://www.amazon.com/cart?ref=ox_ewc_ret_gtc_dsk_us)

Donations will either be used in child/parent kits or as raffle items for attendees.

Highlighted Items (yellow) are already in the Amazon cart, or (green) secured through donations

- Premie/newborn onesie (front-snap, hospital-approved)
- Mittens (to prevent scratching)
- Soft baby socks
- Baby hat (preemie/newborn, approved only)
- Soft washcloth
- Coloring book
- Crayons or markers
- Stickers
- Mini notebook/sketchpad
- Card game
- Small LEGO kit
- Play-Doh
- Mini puzzle
- Paper bags (kids can color them)
- "Made with Love" tags
- Travel-size shampoo & conditioner
- Toothbrushes (individually wrapped)
- Toothpaste
- Deodorant
- Body wash/soap
- Hand sanitizer
- Wet wipes/baby wipes
- Lip balm
- Band-aids
- Mini first aid kits
- Tissues (small packs)
- Lotion
- Granola bars
- Protein bars
- Crackers (peanut butter or cheese packs)
- Applesauce pouches
- Fruit snacks
- Bottled water
- Juice boxes
- Cornhole boards
- Giant Jenga
- Ring toss
- Bean bag toss
- Face painting supplies
- Temporary tattoos
- Sidewalk chalk
- Coloring stations (paper + crayons/markers)
- Bubbles

- Bounce house
- Petting zoo
- Yard games
- Chips (variety packs)
- Popcorn
- Candy (Skittles, Sour Patch, etc.)
- Hot dogs + buns
- Water bottles
- Ice
- Tables
- Chairs
- Tents/canopies
- Tablecloths
- Coolers
- Extension cords
- Power strips
- Trash bags
- Recycling bins
- Posters
- Flyers
- Price signs
- Sponsor signs
- Cash box
- Receipt book
- Donation jars
- Raffle baskets
- Thank-you cards for sponsors
- Volunteer name tags

Secured Donations/Attractions

- Petting Zoo - Lindi Zettle
- Photo-booth - Memory Mirror (Kristina)
- Bouncy House - MrFuntastic
- Raffle Baskets - Evansville Hometown Pharmacy, Blue Devil Bowl
- Daniel Tiger Accessories - PBS Kids
- Water - Festival Foods
- Ice Cream Tokens - Chocolate Factory Ice Cream
- Gift Cards - Main Street Cafe, Milios
- Ian's Pizza - 3 X-Large Pizzas
- Culver's - Gift Cards & Premium Stuffed Animals

Food Trucks

- Infinity Pour Coffee Co.
- The Soda Haus
- Sipp'd
- Wicked Awakening Coffee
- Persephone Reigns LLC
- Jenni Krueger
- Tacos El Pechu
- Kipper Dippers

Volunteers

- Kim Titus ([REDACTED])
- Katlyn Clark ([REDACTED])
- Lynn Gillitzer ([REDACTED])
- Jessica Wendt ([REDACTED])
- Avery ([REDACTED])
- Katie Steig ([REDACTED])



February 26, 2026

City of Evansville
 Jason Sergeant
 City Administrator
 31 S. Madison Street
 PO Box 529
 Evansville, WI 53536

Regarding: **Evansville Camp Store Windows/Doors/Toilet Room**

Dear Jason Sergeant,

Destree Design Architects, Inc. is very pleased to provide Architectural and Interior Design Services for the Camp Store building located in Leota Park. Based on the approved floor plan layout selected, we will develop plans and provide bid documents so the project can be taken out for bid. Our project scope and basic services are listed below.

Design Development

- Develop detailed floor plans and exterior elevations.
- Provide a digital color board and order material samples.
- Coordinate window and door selections
- Coordinate with Town & County on MEP items.
- Hold two (2) meetings

Construction Documents

Provide a full construction drawing set including:

- Floor plan
- Reflected ceiling plan with lighting layout/concepts
- Exterior Elevations
- Interior elevations and required details
- Finish plans
- Equipment and furniture plan as required
- Door and Window Schedule
- Project specifications
- MEP guidelines and scope of work narrative

Permitting & Bidding

- Submit drawings for municipal review.
- Provide drawings, specifications and bid form for bidding. Include add alternate items.
- Review bid with the City and coordinate with the awarded bidder.

Construction Administration

- Respond to construction questions.
- Attend up to four (4) construction meetings.
- Review shop drawings.
- Complete a final site observation and provide a compliance statement.

Services Schedule

Hourly Not to Exceed \$15,000

Architectural services will be billed on a time-and-materials basis, billed monthly. MEP services will be billed directly to the City by Town & Country and are not part of the not-to-exceed amount. Refer to the attached Terms and Conditions for additional information.

Core team

\$185/hr	Architect, Interior Designer – Melissa Destree, AIA, IIDA
\$160/hr	Project Associate - Jeremy Cynkar
\$125/hr	Designer I – Amy Dittlof
\$105/hr	Designer II – Makena Masterson
\$130/hr	Technical I – Richard Dolezal
\$100/hr	Administrative – Brenda Taylor

Reimbursables

Included in Proposal

In addition, to architectural services, reimbursable expenses include reprographics, printing, sampling, postage charges, special supplies (if required), mileage and any other direct project related expenditures. Municipal & Township Fees not included.

Additional Services

- Engineering participation
- Additional requested meetings

Payment

Work will be invoiced monthly. We accept payment via credit card, check or electronic transfer.

Please call me if you have any questions or would like to discuss any part of this proposal. If this proposal meets with your approval, please sign and return one copy at your earliest convenience.

Sincerely,



Jeremy Cynkar
Destree Design Architects, Inc.



Melissa Destree, AIA, IIDA
Destree Design Architects, Inc.

Client

Date

Performance of Services: The Consultant shall perform the services outlined in the attached Letter of Agreement and this Exhibit A for the stated fees and payment terms.

Additional Services: For additional services not included above, the Consultant shall be compensated at the current rate. Additional services will commence only after written or verbal approval by Client.

Access to Site: Unless otherwise stated, the Consultant will have access to the site for activities necessary for the performance of the services. The Consultant will take reasonable precautions to minimize damage due to such activities.

Retainer/Billing/Payment: The Client agrees to pay the Consultant for all services performed and all costs incurred. Invoices for the Consultant's services shall be submitted, at the end of every month, on a monthly basis. Invoices shall be due and payable upon receipt. If any invoice is not paid within 21 days after the invoice date, the Consultant may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, suspend or terminate the performance of services. Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of an account remains unpaid 45 days after the invoice date, the Consultant may institute collection action and the Client shall pay all costs of collection, including attorney's fees.

Indemnification: The Client shall, to the fullest extent permitted by law, indemnify and hold harmless the Consultant, his or her officers, directors, employees, agents and subconsultants from and against all damage, liability and costs, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Consultant.

Information for the Sole Use and Benefit of the Client: All opinions and conclusions of the Consultant, whether written or oral, and any plans, specifications or other documents and services provided by the Consultant are for the sole use and benefit of the Client and shall not be provided to any other person or entity without the prior written consent of the Consultant. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against the Consultant.

Certifications, Guarantees and Warranties: The Consultant shall not be required to execute any document that would result in the Consultant certifying, guaranteeing or warranting the existence of any conditions.

Limitation of Liability: In recognition of the relative risks, rewards and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Consultant's total liability to the Client for any and all injuries, damages, claims, losses, expenses or claim expenses arising out of this Agreement from any cause or causes, shall not exceed \$1,000,000. Such causes include, but are not limited to, the Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

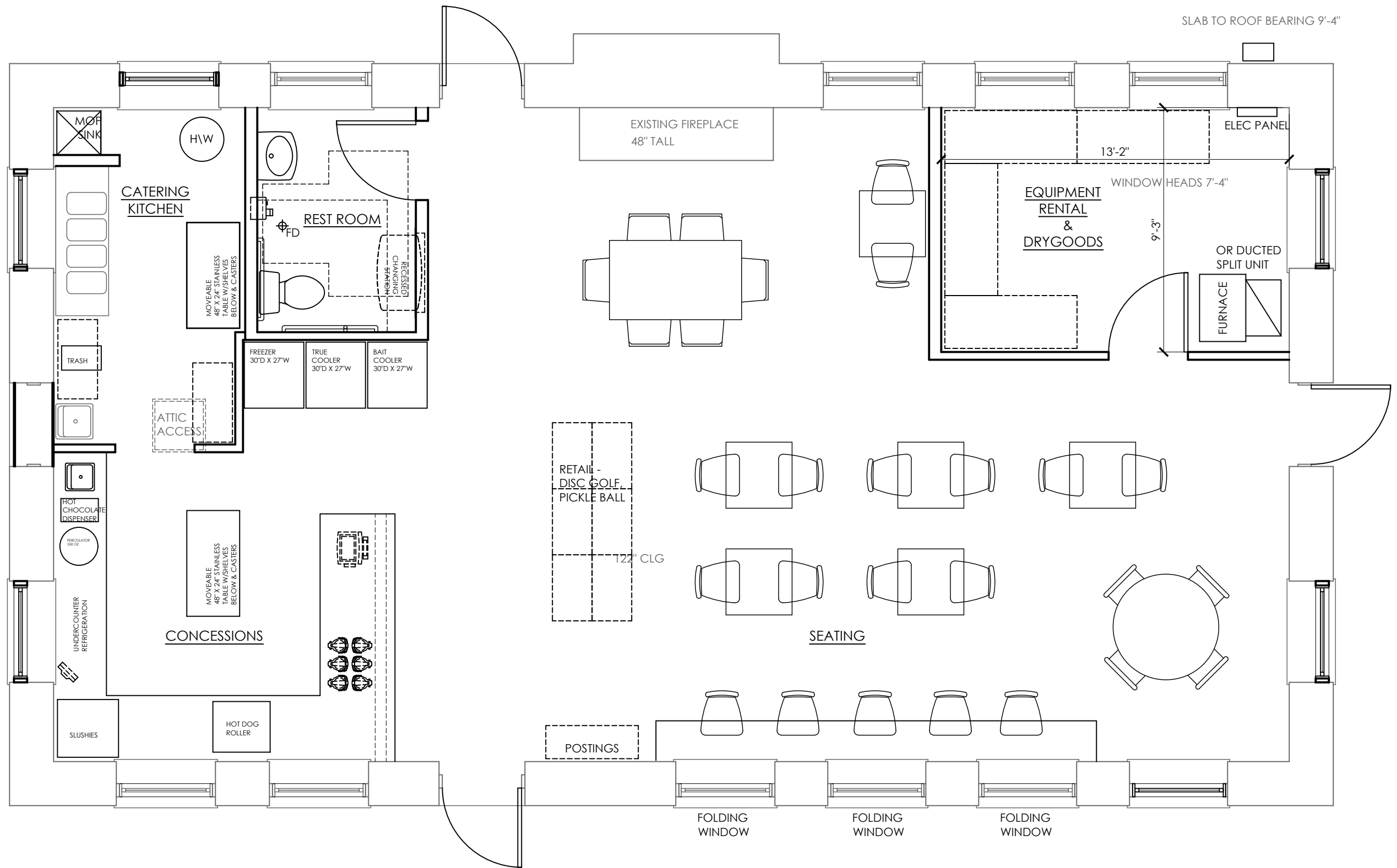
Ownership of Documents: This custom design is a unique collection of drawings intended for the sole use of the Client for this project only. All documents and concepts produced by the Consultant under this Agreement are instruments of the Consultant's professional service and shall remain the property of the Consultant. The documents may be used by the Client and MKE for facility management and retail planning purposes.

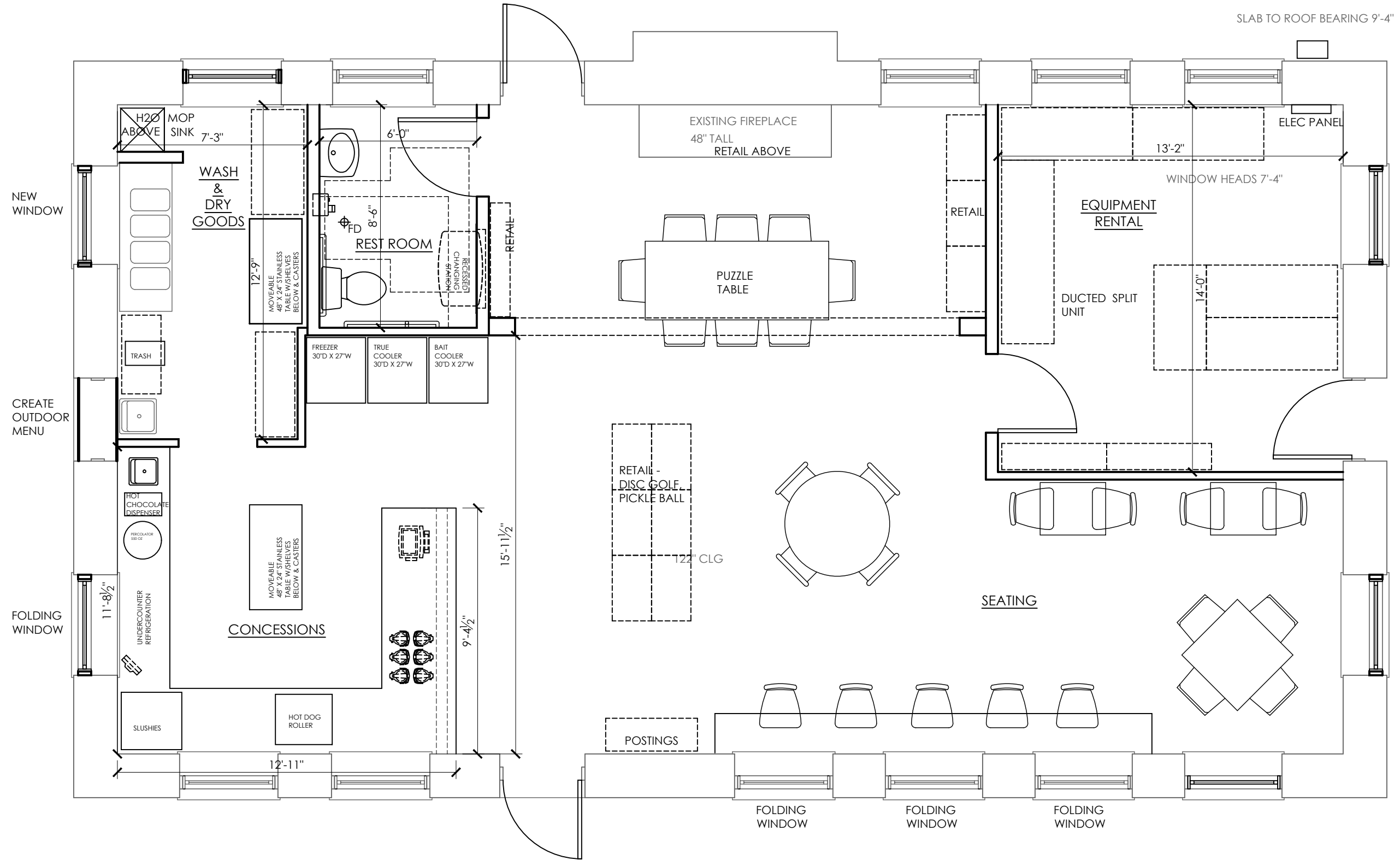
Dispute Resolution: Any claims or disputes between the Client and the Consultant arising out of the services to be provided by the Consultant or out of this Agreement shall be settled by direct discussions. If such discussions do not resolve the claim or dispute within seven (7) days after the parties meet for such discussions, upon written demand by either party to the other, the claim or dispute shall be immediately submitted to binding arbitration. The parties will attempt to agree on an arbitrator within five (5) days of such demand. Any such arbitration shall occur generally in accordance with the American Arbitration Association ("AAA") rules and procedures for arbitration, although the arbitrator need not be selected through the AAA and shall occur within thirty (30) days of appointment of the arbitrator. If the parties cannot agree on an arbitrator within seven (7) days after the demand is received, either party may file a demand for arbitration with the AAA in accordance with its rules or procedures. Any arbitration proceeding shall occur in Madison, Wisconsin. Each party will bear its own expenses of arbitration, and will share equally expenses or fees of the AAA and/or arbitrator if any.

Termination of Services: This Agreement may be terminated at any time by either party. In the event of termination by Client, Client shall pay the Consultant for all services rendered to the date of termination, all reimbursable expenses incurred prior to termination, and all expenses incurred as the result of termination.

It is agreed the above terms and conditions are incorporated into and made a part of the Letter of Agreement.

Initialed:  Consultant _____ Client





Sun Prairie - Madison Office
242 East Main Street, Suite #201
Sun Prairie, WI 53590

V: 608.825.0094
V: 608.251.7515
F: 866.926.9351



Wausau Office
4404 Rib Mountain Drive #244
Wausau, WI 54401

V: 715.803.2736
F: 866.926.9351

Date **February 10, 2023**

To: Jason Sergeant, AICP
City Administrator
PO Box 529
Evansville, Wisconsin

RE **Leonard-Leota Park Skater's Warming House and Bandstand**
259 Leonard Park Drive
Leonard-Leota Park, Evansville, WI

Dear Jason,

Below you will find an existing conditions assessment of the Skater's Warming House and Bandstand at Leonard-Leota Park, and project options for stabilization and reconstruction. Historic information is included for context, and as part of a guide for future project(s). Also as a guide for future project(s), we have included a summary of approvals required by the Wisconsin DNR and State Historic Preservation Office, with their associated costs. Finally, a brief summary of potential grant sources is included. Attached you will find detailed Opinion of Probable Construction Costs (OPCC), plans and elevations of existing conditions as well as proposed stair reconstruction.

Existing Conditions

The existing skater's warming house and bandstand is an approximately 30 foot by 21 foot stone structure located on the south shore of Lake Leota, in Leonard-Leota Park. The roof is wood framed with a concrete cap and a wood guardrail. The roof served as the bandstand, and is raised approximately 5.5 feet above Leonard Park Drive to the south. The stone structure has its floor level slightly above the lake level, a door facing east, and a door and two boarded-up windows facing the lake. It served as the skater's warming house, and still has a small woodstove inside but its flue has been removed. There is a wood deck on the lake side, a little more than 5 feet wide, and listing into the lake. A set of concrete steps leads from road level to deck level on the west side. There was a set of steps connecting road level to the top deck and down to lake level on the east side, but they have been removed.



There is a wood deck on the lake side, a little more than 5 feet wide, and listing into the lake. A set of concrete steps leads from road level to deck level on the west side. There was a set of steps connecting road level to the top deck and down to lake level on the east side, but they have been removed.



There are numerous movement cracks in the stone walls. The pattern of cracking, and cracks visible in the small amount of exposed foundation, indicate that the lakeside wall and foundation are moving outward and down into the lake. Some of the cracking at the top of walls is due to erosion of mortar by water from the roof and repeated freeze-thaw cycles. Lintels above the windows and doors have cracks at both ends and above. Some of this is due to the wall movement, some due to bearing of roof beams above the windows and door without sufficient lintel capacity for the load.

The roofing has failed. The assembly appears to be a concrete slab above a roofing membrane on top of the roof sheathing and joists. The joists are not sized to hold a concrete deck.

The interior floor is poured concrete, which has broken and is now covered by plywood.

There is minimal electric power to the building, which does not currently have any working lights.

The roof deck is unsafe, and the interior should not be used for anything other than storage.



Historic Information

The original form of the building was a bandstand, a deck on columns constructed in 1937. The band played on the bandstand with the audience sitting on the wooded hill above, overlooking the lake.

The stone walls were added as part of a WPA project in 1940. The stone is locally-quarried limestone, which is not very durable. The interior had a concrete floor with wood finished flooring, a stove for heat, and benches, plus lighting for night skating.

The east side stairs and deck have been rebuilt several times and had a few different configurations over the years. It appears that by the late 1970s the deck was missing its guardrail, and the windows were partially infilled (photo to right ca. 1978).

The Skater's Warming House and Bandstand is a contributing building to Leonard-Leota Park, listed on the State and National Registers of Historic Places. Any project will require State Historic Preservation Office (SHPO) review.



Now that the weather has become colder, skating on the park rink has increased in popularity. According to Bob Showers of the Evansville Park Board, the warming house is now open from 6 to 9 pm. on weekdays and from 1 to 5 pm. and 6 to 9 pm. on weekends and holidays.

Project Description:

The first priority is to prevent further deterioration of the structure, and to allow the roof to be used as a bandstand and as a viewing platform for the annual 4th of July fireworks. This will require rebuilding the stair access in some form. For this, we recommend the following scope of work:

- Temporary roof support
- Wood stairs to rooftop deck for temporary use
- Rubber membrane or tarp, ballasted, to cover the structure for winter to keep water out of walls

Opinion of Probable Project Cost	Stabilize	Cost	
Estimated Construction Budget		\$	24,900
Project Contingency	15%	\$	3,800
AE Fees	10%	\$	2,500
TOTAL		\$	31,200

For the long-term fix, we provide two approaches:

Option 1: Full tear down and reconstruct

- Remove top deck, concrete, railing, remains of floor slab.
- Dismantle stone walls and salvage stone for reuse. Precise location inventory not required.
- Cofferdam and dewater at edge of lake, remove wood deck and northern half of foundation
- New foundation & footings, including column footings center and (2) corners. South wall & 6' return both sides is concrete retaining wall with bearing ledge for roof framing and stone veneer.
- Rebuild stone walls in existing configuration, south wall & returns are veneer on concrete retaining wall.
- New TJI roof framing w/ LVL beams, deck, membrane supported on corner & center columns & beams not stone walls.
- New deck railings, wood perimeter & mid-height rail with mesh infill to mimic original appearance while meeting current codes.
- Cut back retaining wall, tie into new concrete step foundation
- Pour new concrete steps from roof to upper grade to lower grade, face exposed sides with salvaged stone. Steel handrail, with guardrail where grade is >30" below.
- New concrete stoop at bottom of steps.
- Lakeside deck to be stacked stone with gravel fill, deck surface.
- Power & lighting, (2) area lights for top deck, one over side door, interior
- Doors & windows to match original but with Lexan glazing
- Slope roof to drain to south, regrade & stormwater management to direct water running down hill around the building & to lake
- Allowance for tree pruning, removal of closest tree to southwest with likely root growth into wall

Opinion of Probable Project Cost	Option 1	Cost	
Estimated Construction Budget		\$	784,000
Project Contingency	15%	\$	117,600
AE Fees	6%	\$	47,000
TOTAL		\$	948,600

Option 2: Shore, underpin, repair

- Remove concrete on top deck
- Cofferdam and dewater at edge of lake, remove wood deck and repour/underpin northern half of foundation in 4' sections
- New 3'x3' interior footings, including column footings center and (4) corners
- Repoint & repair stone walls
- New roof deck, membrane on new ¾" treated plywood on existing framing. Decking on sleepers.
- New deck railings, wood perimeter & mid-height rail with mesh infill to mimic original appearance while meeting current codes.
- Cut back retaining wall, tie into new concrete step foundation
- Pour new concrete steps from roof to upper grade to lower grade, face exposed sides with salvaged stone. Steel handrail, with guardrail where grade is >30" below.
- New concrete stoop at bottom of steps.
- Lakeside deck to be stacked stone with gravel fill, deck surface.
- Power & lighting, (2) area lights for top deck, one over side door, interior
- Option – replace doors & windows to match original but with Lexan glazing
- Slope roof to drain to south, regrade & stormwater management to direct water running down hill around the building & to lake
- Allowance for tree pruning, removal of closest tree to southwest with likely root growth into wall

Opinion of Probable Project Cost	Option 2	Cost	
Estimated Construction Budget		\$	392,000
Project Contingency	15%	\$	58,800
AE Fees	8%	\$	32,000
TOTAL		\$	482,800

DNR and SHPO Approvals:

Per Wisconsin statutes Chapter 44 and 66.1111, preservation, rehabilitation, construction, and maintenance projects on a local unit of government's property, if listed on the National or State Register of Historic Places, must be reviewed by the State Historic Preservation Office to determine if there may be an adverse effect to the listed property. The review requires filling out a form, and providing project information. Budget \$2,500 for SHPO approval assistance.

Wisconsin DNR and Rock County Shoreland Zoning will require review and approval of construction on the shoreland and in the 100-year floodplain. This falls under Shoreland Zoning 4.211 Nonconforming Uses and Structures. The work appears to be permitted as an existing structure that was lawfully built when originally constructed may be maintained, repaired, restored, or rebuilt as long as the footprint is not expanded. Budget \$8,000 for Rock County/ DNR approval assistance.

Both these items are included in the AE fee budgets for reconstruction and repair above.

Potential Grant Sources:

- Daughters of the American Revolution Historic Preservation Grants – requires sponsorship by a local chapter/member – there are chapters in Janesville, Beloit, Madison, and Monroe
- Jeffris Family Foundation Capital Campaign Challenge Grants – granted to 501(c)(3) organizations or governmental agencies in small towns in the upper Midwest
- National Park Service Historic Preservation Fund

Most grants will be matching grants.

Closing:

The Skater's Warming House and Bandstand is badly in need of maintenance and repair. It is an integral part of the historic Leonard-Leota Park, and we understand the community would like to make increased use of it. The proposed stabilization buys time and makes the top of the structure usable by the community for a couple of years. But it should not be relied on as a permanent solution. The two long-term fix options are provided for that purpose.

Each long-term fix option has its advantages and disadvantages. Option 2 is obviously much less expensive. It repairs the cause of the settlement cracks and lintel cracks, and takes the load of the roof deck off the limestone walls. However, it does not address any issues that are integral to the stone wall. The stone is not a very durable limestone, it has already been in service for a long time, and we cannot predict how much longer the walls will last.

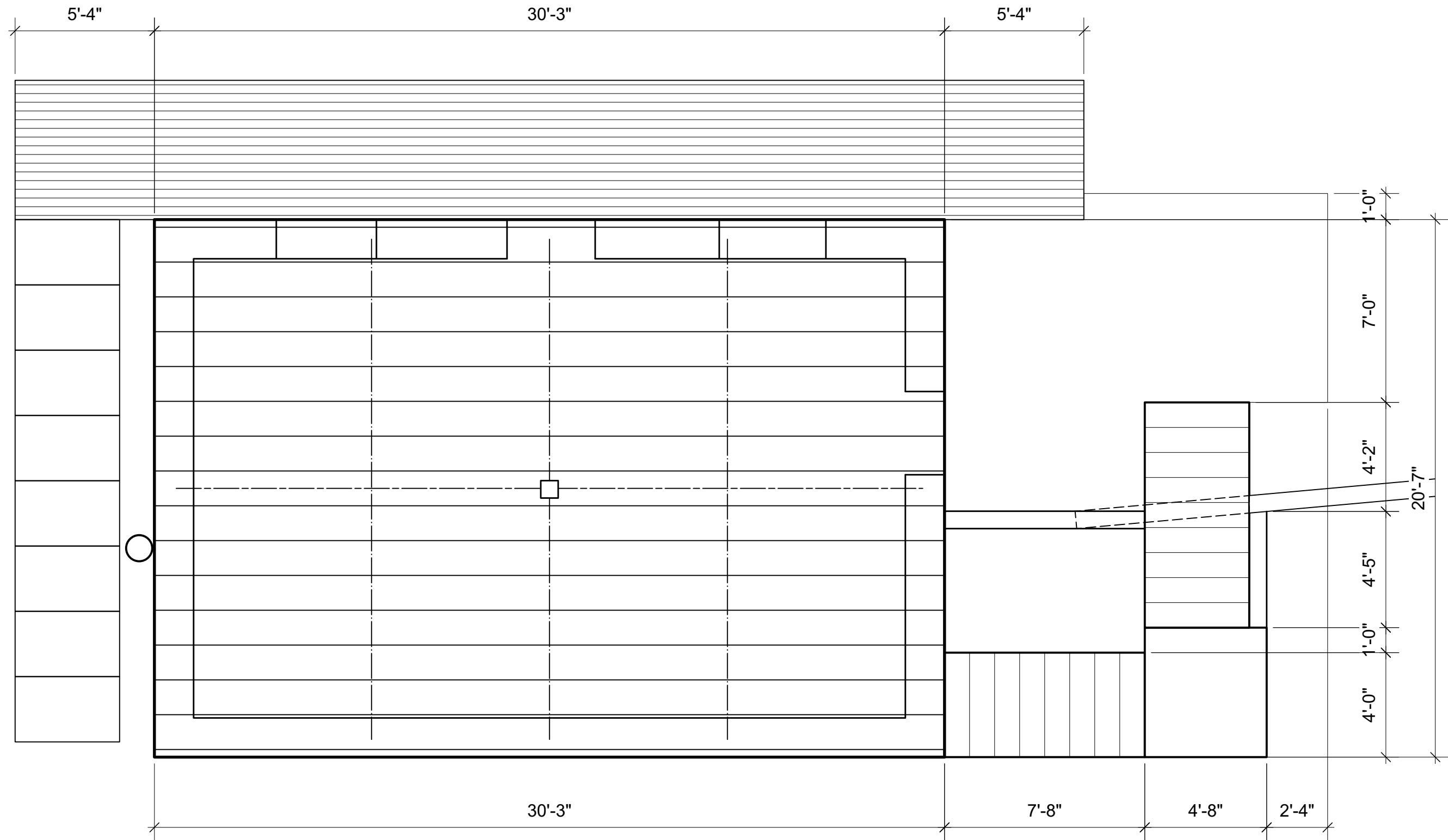
Option 1 is much more expensive, however, replacing the uphill structural wall with concrete and providing proper foundations will greatly extend the life of the building. If the stone and roof above are properly maintained it should last indefinitely, at least as long as it has served the community already.

We hope that you find this information helpful for short and/or long term planning.

Sincerely,
KONTEXT architects, LLC

Amy S Hasselman, AIA, NCARB
Architect/Project Manager

Attachments: Plan and Elevation Exhibits (3 sheets)
Detailed OPCC (3)



1 PLAN
A101 Scale: 1/4" = 1'-0"

Consultant:

Project Owner:
CITY OF EVANSVILLE
31 S MADISON STREET
EVANSVILLE, WISCONSIN

Location:
259 LEONARD PARK DRIVE
EVANSVILLE, WISCONSIN

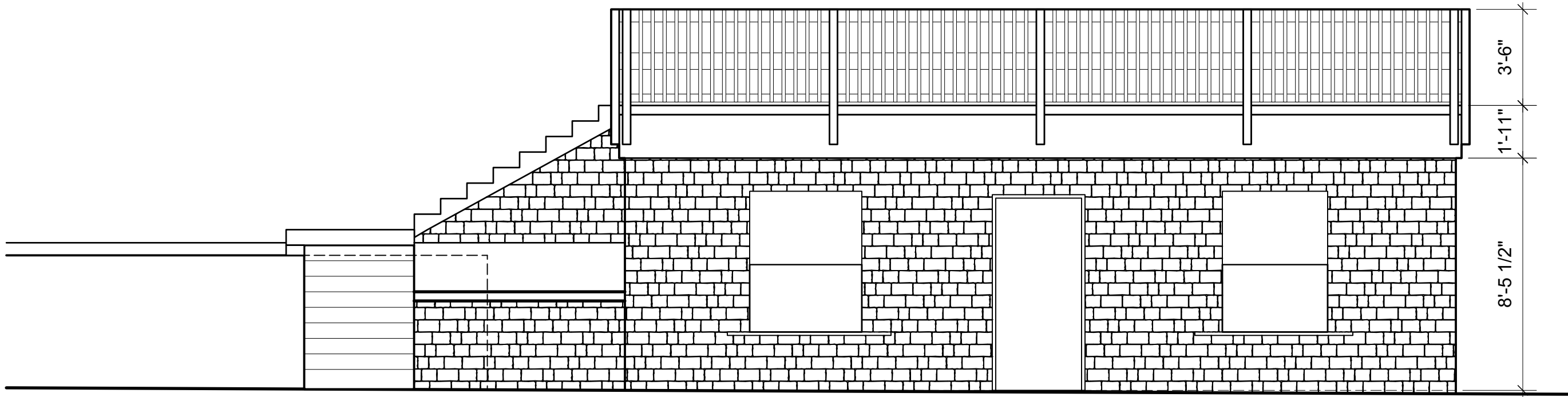
SKATER'S WARMING HOUSE & BANDSTAND
LEONARD-LEOTA PARK
FEASIBILITY STUDY
CITY OF EVANSVILLE

Sheet Title:
PLAN

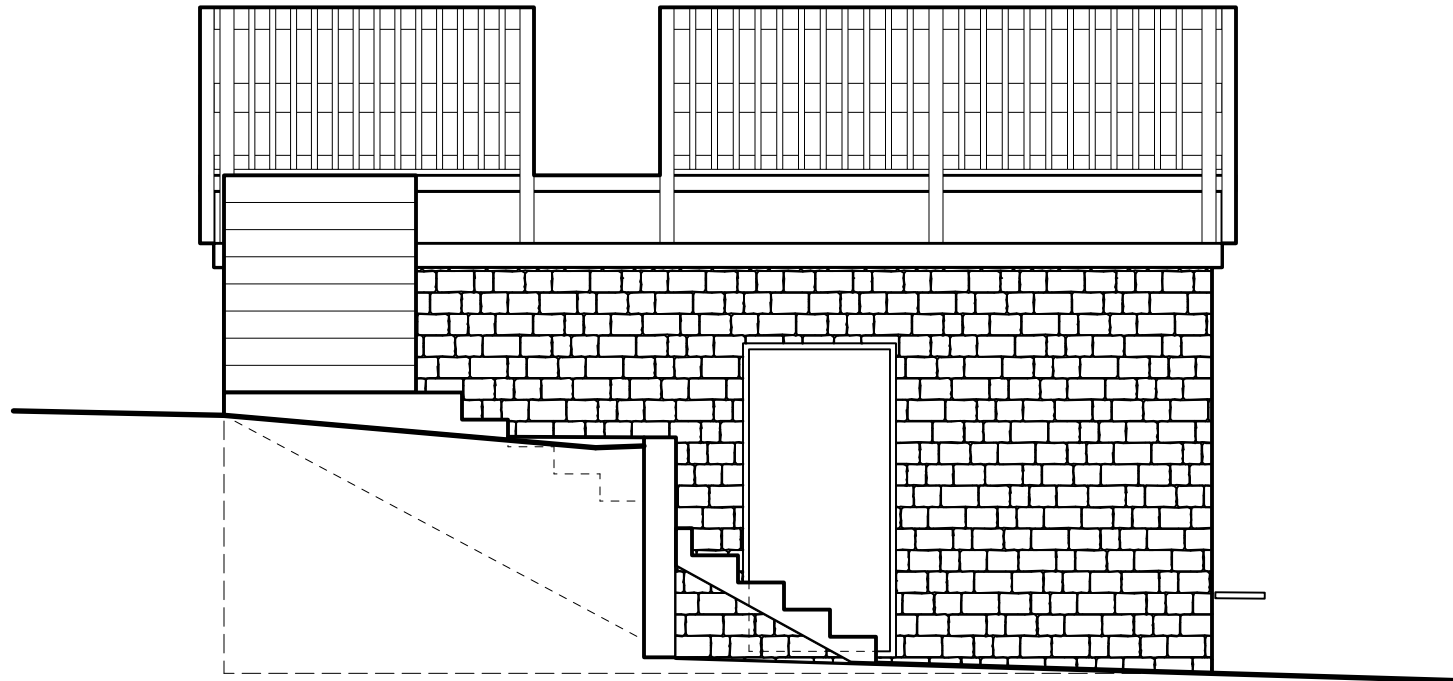
Revisions:

No.	Date	Description

Graphic Scale	Print 11X17 0" 5" 7.5"
Project Number	2240
Set Type	PROGRAMMING
Date Issued	01/20/2022
Sheet Number	A101



1 LAKESIDE ELEVATION
 A200 Scale: 1/4" = 1'-0"



2 EAST ELEVATION
 A200 Scale: 1/4" = 1'-0"

Consultant:

Project Owner:
 CITY OF EVANSVILLE
 31 S MADISON STREET
 EVANSVILLE, WISCONSIN

Location:
 259 LEONARD PARK DRIVE
 EVANSVILLE, WISCONSIN

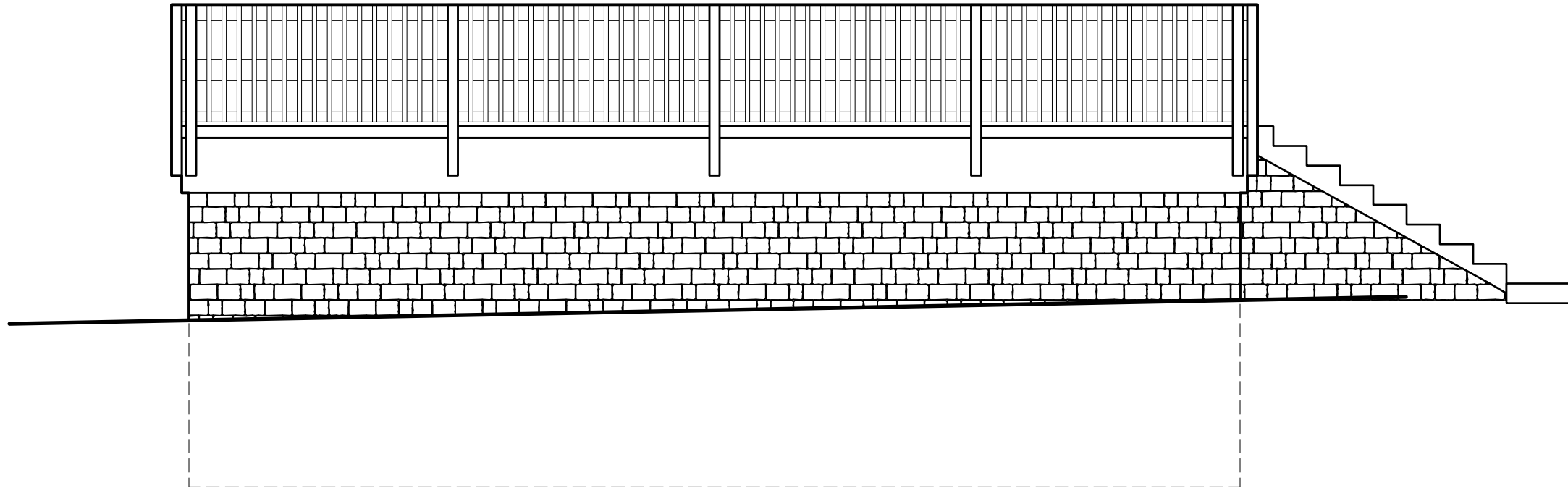
SKATER'S WARMING HOUSE & BANDSTAND
 LEONARD-LEOTA PARK
 FEASIBILITY STUDY
 CITY OF EVANSVILLE

Sheet Title:
ELEVATIONS

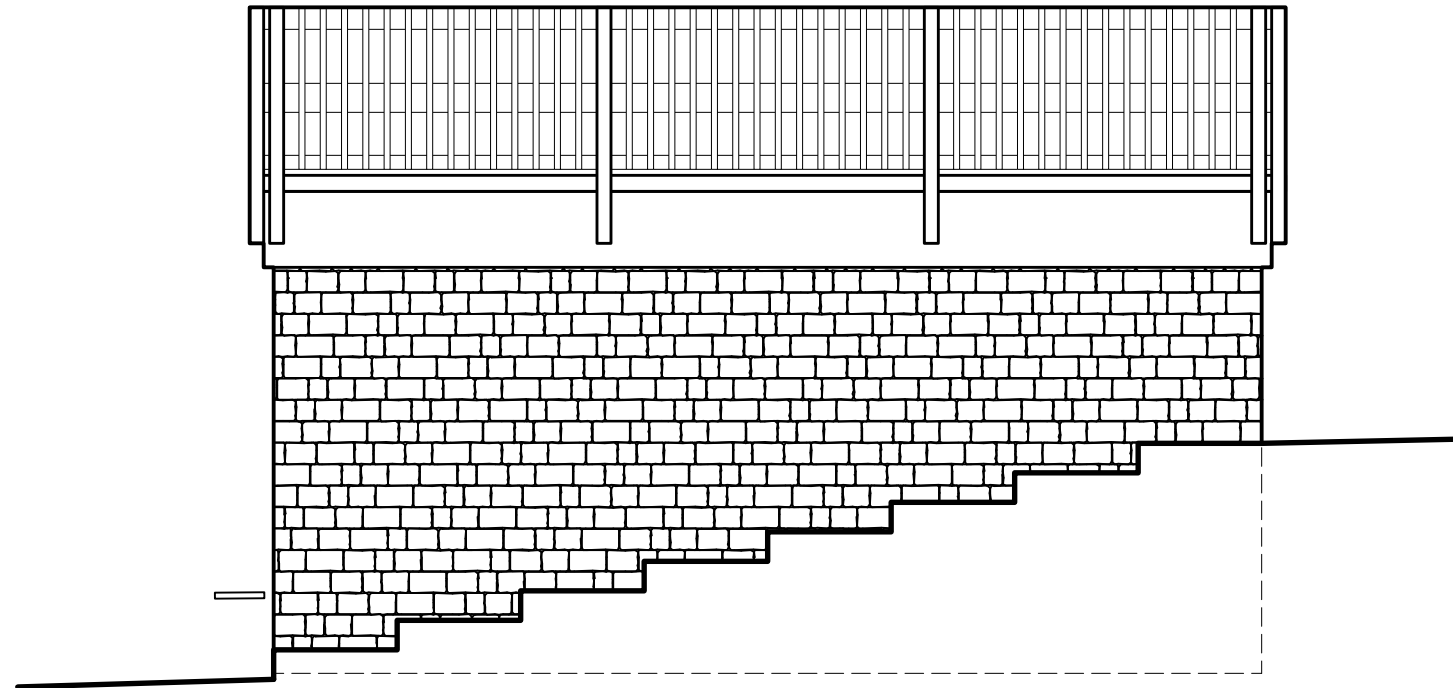
Revisions:

No.	Date:	Description:

Graphic Scale	Print 11X17 0" 5" 75"
Project Number	2240
Set Type	PROGRAMMING
Date Issued	01/20/2022
Sheet Number	A200



1 ROAD SIDE ELEVATION
A201 Scale: 1/4" = 1'-0"



2 WEST ELEVATION
A201 Scale: 1/4" = 1'-0"

Consultant:

Project Owner:
CITY OF EVANSVILLE
31 S MADISON STREET
EVANSVILLE, WISCONSIN

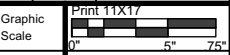
Location:
259 LEONARD PARK DRIVE
EVANSVILLE, WISCONSIN

SKATER'S WARMING HOUSE & BANDSTAND
LEONARD-LEOTA PARK
FEASIBILITY STUDY
CITY OF EVANSVILLE

Sheet Title:
ELEVATIONS

Revisions:

No.	Date:	Description:



Project Number	2240
Set Type	PROGRAMMING
Date Issued	01/20/2022
Sheet Number	A200

OPINION OF PROBABLE COST

Warming House - Maintenance Programming

February 10, 2023

STABILIZATION

Description	Quan	Unit Cost	Units	Cost
General Construction				
General conditions	1	\$ 2,000.00	allow	\$ 2,000
Temporary Roof supports	1	\$ 12,000.00	allow	\$ 12,000
Wood stairs from road level to roof deck	1	\$ 2,800.00	allow	\$ 2,800
Roof membrane, ballasted	1	\$ 4,800.00	allow	\$ 4,800
General Requirement / O&P		\$ 21,600	15%	\$ 3,240
TOTAL General Construction				\$ 24,840
Grand Total Construction				\$ 24,840

OPINION OF PROBABLE COST

Warming House - Maintenance Programming

February 10, 2023

OPTION 1 - TEAR DOWN AND RECONSTRUCT

Description	Quan	Unit Cost	Units	Cost
General Construction				
General conditions	1	\$ 37,000.00	allow	\$ 37,000
Demolition, salvage	1	\$ 42,730.00	allow	\$ 42,730
Excavation & fill	1	\$ 1,800.00	allow	\$ 1,800
Cofferdam & dewater	1	\$ 200,000.00	allow	\$ 200,000
New Foundations and Footings	1	\$ 228,750.00	allow	\$ 228,750
Slab	1	\$ 15,000.00	allow	\$ 15,000
Steps	1	\$ 18,000.00	allow	\$ 18,000
Stonework	1	\$ 61,240.00	allow	\$ 61,240
Steel structure	1	\$ 2,000.00	allow	\$ 2,000
Stair Railings	1	\$ 8,050.00	allow	\$ 8,050
Roof framing	1	\$ 6,000.00	allow	\$ 6,000
Decks & railings	1	\$ 18,000.00	allow	\$ 18,000
Benches	1	\$ 7,000.00	allow	\$ 7,000
Roof membrane and flashings	1	\$ 15,000.00	allow	\$ 15,000
New doors and windows	1	\$ 8,000.00	allow	\$ 8,000
Sitework	1	\$ 5,000.00	allow	\$ 5,000
MEP/FS Mark-up		\$ 8,000	10%	\$ 800
General Requirement / O&P		\$ 674,370	15%	\$ 101,156
TOTAL General Construction				\$ 775,526
Electrical / Lighting / Low Voltage				
Power, lights, heater	1	\$ 8,000.00	allow	\$ 8,000
TOTAL Electrical / Lighting / Low Voltage				\$ 8,000
Grand Total Construction				\$ 783,526

OPINION OF PROBABLE COST

Warming House - Maintenance Programming

February 10, 2023

OPTION 2 - SHORE, UNDERPIN, REPAIR

Description	Quan	Unit Cost	Units	Cost
General Construction				
General conditions	1	\$ 12,500.00	allow	\$ 12,500
Demolition, salvage	1	\$ 29,830.00	allow	\$ 29,830
Excavation & fill	1	\$ 22,800.00	allow	\$ 22,800
Cofferdam & dewater	1	\$ 100,000.00	allow	\$ 100,000
New Foundations and Footings	1	\$ 28,800.00	allow	\$ 28,800
Slab	1	\$ 15,000.00	allow	\$ 15,000
Steps	1	\$ 18,000.00	allow	\$ 18,000
Stonework	1	\$ 43,200.00	allow	\$ 43,200
Stair Railings	1	\$ 8,050.00	allow	\$ 8,050
Roof framing reinforcement	1	\$ 3,600.00	allow	\$ 3,600
Decks & railings	1	\$ 18,000.00	allow	\$ 18,000
Benches	1	\$ 5,000.00	allow	\$ 5,000
Roof membrane and flashings	1	\$ 15,000.00	allow	\$ 15,000
New doors and windows	1	\$ 8,000.00	allow	\$ 8,000
Sitework	1	\$ 5,000.00	allow	\$ 5,000
MEP/FS Mark-up		\$ 8,000	10%	\$ 800
General Requirement / O&P		\$ 333,580	15%	\$ 50,037
TOTAL General Construction				\$ 383,617
Electrical / Lighting / Low Voltage				
Power, lights, heater	1	\$ 8,000.00	allow	\$ 8,000
TOTAL Electrical / Lighting / Low Voltage				\$ 8,000
Grand Total Construction				\$ 391,617



CITY OF EVANSVILLE


Adopt-A-Park Program

CITY OF EVANSVILLE PARK & RECREATION DEPARTMENT
31 S. Madison St, PO Box 529, Evansville, WI 53536

Application Form

GROUP and/or INDIVIDUAL INFORMATION	PARK REQUESTED INFORMATION
Applicant Name: Evansville Wellness Group	Preferred Site (Park Name): 1 st Choice: Lake Leona Park #4
Group/Individual Supervisor (Must be over 18): Allison Becker	2nd Choice:
Supervisor's Address: 104 Garfield Ave	Comments:
Supervisor's Phone: 608-346-2802	Preferred Start Date: 5/11/26
Supervisor's Email: doctoraallison@sbcglobal.net	Is this a Renewal Agreement: Yes <input type="radio"/> No <input checked="" type="radio"/>
	Estimated # of Participants: 10

In consideration for the permission by the Adopter/Supervisor, to participate as a volunteer in a public service project for the Adopt-A-Park Program, of the City of Evansville, I have read and agree to the terms and conditions of liability and hold the City of Evansville harmless per the agreement on the reverse of this form.

SUBMITTED BY:  **DATE:** 5/11/26
(Group/Individual Supervisor)

A copy of the application/agreement form signed by the City of Evansville and the Parks Department will be mailed or emailed to the Group Supervisor upon completion, at which time you may schedule your first clean-up date.

DECISION SECTION

This form will be completed by the Park & Recreation Committee or representative.

Adopt-A-Park Program Agreement is hereby (check one):

Approved, Not approved, or Approved with the following conditions:

Approved BY: _____ **DATE:** _____
(Park & Recreation Representative)

Contract Date: _____ **EXPIRES:** _____

Email to e.natropa@evansvillewi.gov