Director's Report
April 2022

Riverfront Project

- I met with Bob Diebel from the project's steering committee and provided him information for a presentation he was going to give to a local service group.
- I hosted the steering committee meeting on March 21st.
- We had an internal meeting prior to the permitting meeting on March 21st.
- We had a permitting meeting on March 22nd.
- I met with Tyler Leeper from Madison Boats on April 6th. We toured the project site and powerhouse.
- We met with the Town of Pleasant Springs on April 7th to discuss our design and hydraulic modeling. They hired an engineering firm to assess our design. They are concerned about water surface elevations with our project and the County's dredging project. Their engineer made the comment that they should coordinate with the County about weed cutting when there are low flows because the friction caused by the weeds raises the water levels.
- I met with DNR grants staff, NPS, ACOE, and Strand to discuss the NEPA requirement and environmental documentation. DNR staff told me that ACOE and NPS met after our meeting and will be giving us clear direction on what we need to do.
- I submitted the permit applications for the River Park.
- I met with DNR staff on 4/14 to tour the site.

Mandt Park

- I contacted Tom Baron from the EDA to see when the grant awards will happen. They are behind schedule and we won't know the status until later in May.
- I met with DNR grants staff about the Mandt Park improvements.
- I started working on the grant application.

Virgin Lake Trail

- The proposal for the trail engineering has been signed and we have the kick-off meeting scheduled for 4/28. MSA will be completing the work (they are also the engineering firm working on the 51 West development).

Recreation & Youth Center

- Met with the Youth Center Manager to compile the quarterly report and submitted it to the county.
- Proposals for the kitchen remodel have been signed by the FSAYC Treasurer and the work is being scheduled.
- I met with the general contractor and HVAC contractor on April 4 to discuss the coordination of their work.
- We will need to send out a RFP for our activities guide. The newspaper was sold and they have a new salesperson. Our agreement is that there is a cost-share on ads they sell which helps fund the guide. The new salesperson is not able to sell enough ads to make it cost-effective to keep our arrangement as is. The Mayor and I met with their Sales Manager to discuss this as the cost for the Tower Times also went up.

Director's Report
April 2022

- We met with HR to discuss recruitment for seasonal workers. We are going to have a job fair on April 23 at the library.

Misc.

- I met with the Cummins Involvement Team about volunteer opportunities.
- I met with Public Works staff about Norse Park diamond upgrades. The user groups would like to put in in-ground dugouts, but I have reservations about this happening. Norse Park is a neighborhood park and having programmed use like high school baseball and home talent is not a typical use for a park like Norse. It's in the City's best long-term interest to move programmed activities like this to Racetrack Park or a community park space. This would allow for ample parking, less neighborhood traffic congestion, neighbor concerns (baseballs in backyards, noise, etc), and seating. By putting in expensive items like in-ground dugouts it may cause future issues with moving the programmed use to a different park.
- I met with One Community Bank about our sponsorship program. Interest in sponsoring events is the highest we have seen since we started doing it.
- The Recreation Supervisor was off the last week in March for vacation. Without the Recreation Assistant position being filled, this meant that I was running the day-to-day operation and couldn't get to much of my work.
- Met with Rotary members and Public Work staff on April 5th at Rotary Park. There is damage to the poles and pavers to the backside (street side) of the gazebo that needs to be addressed. We decided the best course of action was to keep the paver ramp to the gazebo, remove the sides paver areas due to lack of usage, plant vegetation in those areas to create a vegetative backdrop when bands play, and preserve the removed pavers for phase II of the project. Phase II is to relocate the railings that face the crowd when bands play to the roadside of the gazebo and re-use the pavers for a stage area in front of the gazebo. There are members of Rotary who do not like the relocation of the railings. We met with Jeff Moyer the following day to discuss the improvements and he was able to get a crew to work on phase I the week of April 11. They are unable to get to phase II until the fall.
- I was out of the office sign on April 8th.
- We had a community member contact us last year about having better fishing access in Division Street Park. The DNR told me about a grant opportunity in October that could pay for 50% of the project. I asked MSA about a recommendation on which type to get (they put multiple in on the Baraboo River) and they told me to also apply for a state grant for the match. The likelihood of it being 100% grant funded is high. I will likely put this in the CIP for 2023.
- I met with Brett Hebert and Mark Edwards to review the playground proposals for Schefelker Park. A neighborhood survey was sent out last month and they indicated that they would like a zip line and swings. Three proposals were received. One was eliminated due to the zip line not meeting the spec in the RFP. Out of the two remaining proposals, one was the clear winner since the playground structure had more play value (two slides, climbing areas, etc). The playground also incorporates swings with an inclusive swing and an inclusive spinner/merry-go-round.
- I met with Brett Hebert and Mark Edwards to discuss Racetrack Park maintenance improvements. We decided to go ahead with this work:
    - Barn rehab and painting

Director's Report
April 2022

- Concession building siding repair and new roof. The doors are also going to be looked at since the pull weight is an ADA deficiency.

Director's Report
April 2022