



**VILLAGE OF WAUSAUKEE
BUILDINGS, PARKS AND GROUNDS
COMMITTEE MEETING**

*(Committee members: *Mack McKim, Ray Gordon, and Pat Tracy)*

**FRIDAY, FEBRUARY 23, 2018
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

10:00 AM

MINUTES

1. Call to Order – Chairman Mack McKim called the meeting to order at 10:12 am. Committee members in attendance were Ray Gordon and Pat Tracy. Also present were President Hilbert Radtke, Trustee Randy Schmidt, Clerk/Treasurer Sara Pullen, Public Works Director Dennis Whitton, Jr., and Trista Hobbs with UP Engineers.
2. Pledge of Allegiance
3. Approval of Agenda – Gordon made a motion seconded by Tracy to approve the agenda as printed. Motion carried.
4. Discussion – Define scope of project for upgrades/redevelopment of Village parks. – Hobbs began by asking the Committee to decide on a budget keeping in mind that the project can be tailored to fit what they are willing to spend. She explained that the grant, should the Village be awarded, is a 50/50 match; construction could begin in the fall of 2019 at the earliest. The Committee set a tentative budget of \$200,000.

The Committee developed the following list of items to be included in the project:

Lower Campground Only

- Connect to the municipal water supply for each site
- Municipal sewer hook-ups
- Upgrade electric to 50 amps in the lower campground
- Level pads at each site
- ADA accessible fishing platform off existing site #40
- Eliminate the pit toilets, and construct a new bathroom/shower facility
 - 2 – 2 stall bathrooms (men's and women's)
 - 4 – ADA compliant, individual, unisex shower stalls
- Playground upgrades
- Possible expansion and relocation of existing sites

Evergreen Park (all)

- Addition of a warming shelter and kitchen facility off the existing lower pavilion
 - This building would also serve as the trailhead
 - Include kiosk with trail maps
 - Educational materials on native plant/animal life
- Wi-fi access
- Upgrade existing bathroom to be ADA compliant

- Trail expansion to include a route connecting Evergreen Park to Steve Stumbris Sr. Memorial Park
 - Permission needed from DNR (wetlands) and Marinette County (must cross their property)
- Upgrade security systems, including the upper pavilions
 - Tamper proof lighting
 - Security cameras

Hobbs stressed the importance of including potential stakeholders, financial and non-financial, in the development process to score extra points on the grant application. She encouraged Board members to reach out, by way of letters or attending upcoming meetings, to any group that may have an interest in these upgrades. Board members should ask for these groups to write a letter in support of the improvements. The following groups were mentioned:

- Town of Wausaukee
 - A resolution, or a letter of support, would need to be obtained from the Town Board stating they are in favor of the upgrades to the Park.
 - Pullen will contact the Town to see if a resolution/letter could be approved at their next meeting.
- Wausaukee School District
 - Ask the school if they would be interested in using the upgraded trail system for educational purposes, or possibly physical education.
- Wausaukee Recreation Association
- Wausaukee Lions Club
- Concert in the Park organizers
- Girl Scouts / Boy Scouts
- Wausaukee Business Association
- Local businesses
- Local snowmobile clubs
 - Hobbs stated that letters from various snowmobile clubs offering volunteer services to keep the trails groomed would be very beneficial.

Hobbs mentioned that she will develop a survey that Pullen can send to past campers / visitors to Evergreen Park to get their input on the improvements needed or desired.

Hobbs stated that she will put together a preliminary cost estimate for the next meeting.

5. Adjourn – Tracy made a motion seconded by Gordon to adjourn the meeting at 12:14 pm. Motion carried.

Submitted by SP