



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

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

**FRIDAY, MARCH 9, 2018  
WAUSAUKEE VILLAGE HALL  
428 HARRISON AVENUE**

**10:00 AM**

**MINUTES**

1. Call to Order – Chair Mack McKim called the meeting to order at 10:06 am. Committee members in attendance were Ray Gordon and Pat Tracy. Also present were President Hilbert Radtke, Clerk/Treasurer Sara Pullen, Public Works Supervisor Dennis Whitton, Jr., Trista Hobbs with U.P. Engineers, and Trustee Joleen Christ.
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 – Review cost estimates for upgrades/redevelopment of Village parks. – Hobbs presented preliminary cost estimates to the Committee with several different options to consider. Option 1, totaling \$594,238.00, included all the upgrades the Committee discussed at their last meeting including:
  - i. Existing bathroom ADA renovation \$ 28,470
  - ii. Shower building w/lift station \$218,660
  - iii. Warming shelter/trail head \$106,708
  - iv. Lower campsite grading and utilities \$121,000
  - v. Trail upgrades \$ 15,400
  - vi. Security upgrades \$ 5,000
  - vii. Design and construction admin (20%) \$ 99,000

Option 2, totaling \$463,474, eliminated the new shower facility and sanitary upgrades in the lower campground, but alternate options were provided including:

- i. Existing building shower addition \$120,576
- ii. Renovation to vault toilet \$ 37,720
- iii. Lower campsite upgrades – no sanitary \$ 72,600
- iv. Design and construction admin (20%) \$ 77,000

Option 3, totaling \$432,060, eliminated all renovations/upgrades to the existing bathroom as well as the warming shelter/trail head. Design and construction admin costs were reduced to \$72,000.

Option 4, totaling \$335,766, included costs to renovate the existing bathroom, upgrade the utilities in the lower campground without sanitary, and trail and security upgrades. Design and construction costs were reduced to \$56,000.

As an alternative, a smaller warming shelter/trail head (24 x 24) was estimated at \$71,913 with design costs of \$14,382.60.

The Committee decided to pursue option 1 excluding ADA renovations to the existing bathroom, but with the addition of wi-fi in the lower campground. Total project costs are currently estimated at \$565,768, wi-fi excluded. Pullen and Radtke will be meeting with SNBT representatives on March 14<sup>th</sup> to inquire about extending the current open line of credit to \$300,000.

Hobbs informed the Committee that the response from surveys sent last week to previous campers has been very good. She stated that she has received nearly 50 thus far, and many of them included comments on amenities that users would like to see in the campground. Hobbs will compile the results and present them to the Committee at a future meeting. She also spoke with members of Wausaukee School District who expressed their support of the potential park upgrades. They continued that they are interested in trail expansion to connect the school property to the existing parks in the future.

Hobbs encouraged Board members to attend upcoming meetings of any potential stake holders including the school, WBA, and the Town of Wausaukee to get letters of support for the project. She stated that she will send Pullen a general email and support letter templates to send to all Village businesses encouraging them to write letters. Hobbs stated that she will attend the next regular Board meeting to update the full Board on the progress of the grant application and project plans.

5. Adjourn – Tracy made a motion seconded by Gordon to adjourn the meeting at 11:40 am. Motion carried.

Submitted by SP