



# City of Waupun

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"Wild Goose Center of Wisconsin"

December 9, 2010

TO: Mayor and Common Council  
FROM: Kyle Clark, City Administrator  
CC: Website  
RE: December Report to Common Council

The *Administrator E-Newsletter* is designed to keep community members up-to-date with the latest City news. I hope that you will find these updates informative. The objective with these reports is to provide the Common Council and residents with a snap-shot view of major activities, specifically those identified in the City's strategic planning session held in June 2010. Please feel free to contact the Administrator's office for any additional information or questions regarding projects, issues, or concerns not addressed by these reports.

## **Pool Project**

Burbach Aquatics was retained to complete a feasibility study for the proposed development of a water facility at the Fond du Lac County Park and proposed renovations to the existing McCune Beach site. The feasibility study is near completion and expected to be released shortly. An initial meeting with Burbach Aquatics and W.A.R.P. is set for Friday, December 10.

## **Bike Trail**

The City is in the process of updating its Outdoor Recreation Plan. This will aid the City in identifying current facility and program usage. It will also help identify where community members interests lie and bring to light citizen's interest in activities that are not offered in our area. In addition, the Outdoor Recreation Plan will be used as a tool when applying for grant funding for the proposed Bike Trail. As part of the process of updating the Outdoor Recreation Plan, citizens were sent a community interest survey with questions pertaining to outdoor recreation. Survey participation has been high, with over 35% of citizens responding. The deadline for survey submission is December 15.

In November representatives from the Wisconsin Department of Transportation informed the City that the Bike Trail along Highway 49 will be extended from the City of Waupun to the Wild Goose Trail. This is a positive step in enhancing the quality of life for citizens of the Waupun community.

## **Athletic Complex**

On November 15 the City held another meeting with School and Little League representatives and staff from H& K Sports Fields to develop a final concept for the proposed athletic complex. It is anticipated that H&K will prepare a site plan for the project later this month and a cost proposal shortly thereafter.

## **New Business Recruitment**

In effort to streamline the process for recruiting new business to the City of Waupun, staff has been actively involved in updating the business park covenants and establishing funding incentives. Business incentives are scheduled for Council consideration at their December 14 meeting.

## **400 Block Inspections**

At its June strategic planning session Common Council identified the need to further develop our downtown properties. Taking the initial step in meeting this goal, the Common Council and CDA underwent a review of the properties in the Central Business District. In October, informational inspections were conducted on properties located on the south side of the 400 block of East Main Street. The goal of the inspections was to gather information to be used to help further develop opportunities for local property and business owners to partner with the CDA to enhance and develop our downtown. The final inspection reports from Vierbicher Associates are expected within the next week. Upon receipt of the reports the Common Council and CDA will meet to discuss the next steps in developing our downtown.

## **Option to Purchase State Lands**

As noted previously, the City received from DOC representatives a signed option to purchase agreement for the purchase of DOC land (approximately 250 acres) east of Highway 151 and north of Highway 49. A Request for Qualifications (RFQ) document has been prepared and distributed to be used to attract potential developers to the site. The submission deadline for RFQ's has been extended to December 3.

## **2011 Budget**

At the November 30<sup>th</sup> special meeting of the Common Council members adopted the 2011 Budget which was prepared with zero increase in the tax levy.

## **Administrative Assistant Activities**

Administrative Assistant Michelle Kast has been involved in a number of projects including working on the 2010 Tree City USA application, receipt entry, month end journal entries, broadcasting the November Council meeting on the city website, and attending the CDA meeting and taking meeting minutes.

If you have questions regarding any of the subjects or subjects not addressed, please let the appropriate department manager or me know.