



# City of Waupun

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"Wild Goose Center of Wisconsin"

January 6, 2011

TO: Mayor and Common Council  
FROM: Kyle Clark, City Administrator  
CC: Website  
RE: January 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 completed 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. A special meeting of the Committee of the Whole is scheduled for 6:00PM, February 1<sup>st</sup> at City Hall to review the findings of the feasibility study.

## **Bike Trail**

In November, citizens were sent a community interest survey with questions pertaining to outdoor recreation. Survey participation was excellent, with 38% of citizens responding. Survey results have been compiled and a summary of findings is below. The results will also be incorporated in the Outdoor Recreation Plan which will be used for future planning and grant funding purposes.

- Average age of respondents: 55
- On a scale of Excellent, Good, Fair, or Poor, 92% of citizens rated Recreation Programs and City Parks Excellent to Good
- The top 2 areas used for recreation purposes are Parks, followed by Churches
- The top 3 facility needs identified by citizens include: Walking and Biking Trails; Park Shelters/Restrooms; and Swimming Pools/Water Parks
- The top 3 activity needs/wants include: Running/Walking; Visiting Nature Areas and Spending Time Outdoors; and Attending Live Theater/Concert Performances

## **Athletic Complex**

Last month staff met with H&K Sports Fields to review cost estimates for the proposed athletic complex. City staff also met to discuss infrastructure design and project costs. The Common Council is scheduled to consider approval of the agreement at their January 11 meeting. Approval will give the go ahead to begin the process of building the sports complex.

## **New Business Recruitment**

At the December 14 meeting Common Council voted to approve the business park development incentives. The incentives will be available to existing businesses within the park looking to expand and also used to attract new business to the City of Waupun.

## **400 Block Inspections**

Inspection reports for the properties located on the south side of the 400 block of East Main Street have been received from Vierbicher Associates. The Community Development Authority is in the process of reviewing the reports and exploring options to further enhance and develop our downtown.

## **Option to Purchase State Lands**

City staff has been reviewing the Request for Qualifications (RFQ) proposal submitted for the DOC Lands. A follow up meeting with the Developer is scheduled for January 12 to discuss our interests.

## **Promote Waupun**

Staff is working on creating an E-newsletter to be distributed to citizens, service organizations and other community groups. The newsletter will be designed to inform individuals of local events and happenings of the various City departments. An email directory is being compiled and newsletter distribution is anticipated to begin in February or March. Anyone interested in receiving the newsletter may send an email to [michelle@cityofwaupun.org](mailto:michelle@cityofwaupun.org).

## **Administrative Assistant Activities**

Administrative Assistant Michelle Kast has been involved in a number of projects including finalizing and submitting the 2010 Tree City USA application, receipt entry, month end journal entries, broadcasting the Meadow View Primary and Rock River Intermediate School Holiday Concerts on the PEG Channel and updating the events calendar, 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.