CALL TO ORDER

ATTENDANCE

ACTION-RECOMMENDATIONS
   a. Approve Minutes from Facility Advisory Committee August 2, 2022 Meeting
   b. Approve Minutes from Facility Advisory Committee August 30, 2022 Meeting

DISCUSSION
   a. Senior Center Facility Conceptual Plan Updates & Discussion

FUTURE MEETINGS

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.
Meeting called to order by Administrator Schlieve at 1:03 p.m.

Attendees introduce themselves to the group. Present are the following individuals:

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<th>Group Represented</th>
<th>Needs/Design Considerations:</th>
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| Seniors                         | • There needs to be more “private areas”  
• Potentially have a community garden outside  
• Multi-purpose room should be more of a plug and play space, without having impacts to other groups and possible central location  
• We want to make sure that Seniors don’t feel like they don’t have their own space e. Current operational hours are 8 am – 4 pm (Monday – Friday)  
• Potentially putting call buttons everywhere - Incase of fall or injury, or someone needs help.  
• Host a senior lunch Monday-Friday / nutrition program |
| Staff                           | • Are we going solar? There needs to be an investigation into it.  
• Slip stream is providing free design assistance for the most efficient building and Electrical hook up for cars  
• Reference Algoma. They have a community wellness center  
• Are 4 classrooms the right number? The accordion wall between classrooms is great. The ability to separate the noise and tear down/set up is good |
- Shared space will be scheduled space (schedule is key)
- TV screens in common areas listing the scheduled activities
- Outdoor Storage is needed (they currently utilize the park shelter storage)
- Sports equipment storage
- Craft supplies storage
- There might be a music and art therapy scheduled class
- "Check out tablets”, so no physical "computer room”? Or should we have a few stationary computers? This will be determined during the programming and design
- Need WI-FI everywhere

**REACH**

- How do mentors and the youth use the space without overwhelming the seniors?
- Don’t need their own “corner”
- Need own storage
- Build in volunteering into the REACH program
- Maximum daylight

**Food Pantry**

- Shelves in the “food pantry”
- Like backside separate entrance
- A office/private room for visitors
- Need flexibility with the Seniors
- Picnic table area outside / “Social space” outside
- Separate parking area, potentially
- Bike rack is needed
- Host a community meal on Friday’s

**Gym/Fitness (All)**

- Gym has 6 group exercise regular classes
- 14 exercise equipment machines (low impact)
- Want the exercise equipment to be stationary, consider a dedicated room
- 3 pickle ball courts needed
- Walking hours (morning or evening) / Seniors need a safe walking space in the winter. Possibly elevated walkway vs making the gym bigger (etc., explained that this would be a significant cost impact)
- Fitness room, not in the basement – they want to see outside
- Potentially put gym in the center, so that other spaces can get maximum daylight
- Are locker rooms necessary? Yes, due to the fact that people change during the winter months.
- Hospital: Cardiac rehab program/phases: Phase 1 – monitor in hospital (patient period); Phase 2 – Post discharge pre-exercise period; Phase 3 – exercise and education programs, with a social component

**Day Care**

- Will be a private entity that runs (we know the least about this)
- Green space is needed for a playground
- West End Park is accessible from proposed site
- Estimate space to be 5-6K sq ft.
- Huge need in community

**Miscellaneous**

- No entrances off Beaver Dam St
- McKinley St has sewer and water / Grace St has limited access
- Underground stormwater storage will be reviewed
- Low maintenance materials should be evaluated
- Homey feel / not clinical/sterile feeling
Next steps, Cedar Corp staff will visit Waupun week of 8/15/22 to meet with individual groups and more clearly identify their needs. Once compiled, a follow up meeting will be scheduled to show some preliminary site plans for further discussion.

Meeting adjourned at 2:31 p.m.
Meeting called to order at 1:02 p.m. by Administrator Schlieve.

Attendance is recorded as follows:

Lori Steenbergen, Citizen
Ann Smits, Citizen
Dan Siebers, Alderperson
Terri Respalje, Waupun Food Pantry
Joel Sterk, Waupun Food Pantry Board
Laura Hoekstra, REACH Waupun

Kathy Schlieve, City Administrator
Jeff Daane, DPW Director
Rachel Kaminski, Recreation Program Director
Kris Dressler, Cedar Corporation
Cory Scheidler, Cedar Corporation

Absent and excused: Mike Matoushek, Alderperson; DeAnn Thurmer, Waupun Memorial Hospital; Mary Jo Kearly, Citizen

Group hears updates from Cedar Corporation on their findings and views preliminary site plan designs and associated budgets. Feedback on overall design is provided from individual groups. Of specific concern is the gym space size, which is shown to be regulation size with no seating. Schlieve encourages Cedar Corp to look at adding several rows of bleachers to allow for seating and observation in the space. Discussion on access and use of common/shared spaces of facilities while still allowing for privacy. Steenbergen expressed concern about what we’re going to communicate with Seniors and the Community about use of the facility and the fact that we need to get out ahead of our plans to explain broader use.

Budget projects exceed grant amount and Schlieve emphasizes that we need to stick as close as possible to the budget but mentions TID 6 and ARPA as possible funding options for the facility.

Discussion about applying for design assistance on energy through WPPI. Daane to pursue this.

Consideration must be given to stormwater plan for the site, Daane mentions the NW corner of the site as a possible solution and also notes that underground storage can be used.

Cedar Corp staff will continue to evolve overall plan and work with City staff to fine tune. Next meeting will be convened when there is a more detailed site plan for review along with financials. City staff is concerned about budget and will explore use of TID 6 as a possible support.

Meeting is adjourned at 2:28 p.m.