



A G E N D A
CITY OF WAUPUN FACILITIES ADVISORY
COMMITTEE MEETING
Zoom
Tuesday, October 06, 2020 at 11:00 AM

Video & Teleconference Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/88999641042?pwd=SitQRTIQZzVObUdkRlcwY08xWFpOZz09>

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-OR-

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(312) 626 6799

Meeting ID: 889 9964 1042

Passcode: 943429

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE COMMITTEE – State name, address, and subject of comments (2 minutes).

ACTION-RECOMMENDATIONS

- a. Approval of Agenda/Motion to Deviate
- b. Approval of September 22, 2020 Facilities Advisory Committee Minutes

DISCUSSION

- a. Discuss Site Analysis and Determine Next Steps

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.



MINUTES
FACILITIES ADVISORY COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Thursday, December 19, 2019, at 12:00 PM

Committee Members Present:

Laura Hoekstra REACH Waupun
Rachel Kaminski (arrived at 11:07a.m.)Senior Center Director
Pete Kaczmarek..... Common Council Representative
Joan MeyerCitizen
Julie NickelMayor
Marj PeachyCitizen

Committee Members Absent:

Mary Jo Kearley.....Citizen
Jodi MallasMy Property Shoppe
Deb Winterhack.....Citizen

Staff Present:

Jeff DaaneDirector of Public Works
Kathy Schlieve Administrator/Director of Economic Development
Sarah Van Buren.....Community & Economic Development Coordinator

Other:

Cory ScheidlerCedar Corporation

Call to Order

Vice Chair Kaczmarek called the meeting to order at 12:04 p.m.

Roll Call

Roll call and a quorum was determined.

Persons Wishing to Address the Committee

No members of the public wished to speak

ACTION-RECOMMENDATIONS

- A) Approval of Agenda/Motion to Deviate
i) A motion to approve the agenda was made by Mayor Nickel and seconded by Ms. Meyer, passing unanimously.
B) Approval of December 19, 2019 Minutes
i) A motion to approve the December 19, 2019 minutes was made by Ms. Nickel and seconded by Ms. Peachy, passing unanimously.

DISCUSSION

- C) Update on Priorities Identified in Facilities Plan
I) A motion to choose the McKinley School site as the preferred location for a multigenerational facility was made and passed unanimously at the December 19, 2020 meeting and was forwarded onto the City Council for their review and consideration of the Facilities Plan at their meeting on February 25, 2020.
II) Due to potential development opportunities on the preferred site, and impacts the City budget is taking because of COVID, the City must look at alternative options. One such option is making renovations to the current facility.
iii) Mr. Scheidler from Cedar Corporation presented a proposal/scope of work for renovations to the current site.
iv) Committee members offered other potential sites to be considered such as the property on Watertown St., the old Family Video, and the old Pamida building.

Ms. Meyer and Ms. Peachy left the meeting

- v) Though there are financial advantages of renovating the existing facility (within a TID, CDI funding from WEC, etc.), Administrator Schlieve agreed to gather information on the other sites to assist the group in making an informed decision.

FUTURE MEETINGS

Staff will gather the information and call another meeting of this group.

ADJOURNMENT

Due to a lack of a quorum, the meeting ended at 11:59 a.m.

DATE: October 2, 2020, revised October 6, 2020
TO: Waupun Facilities Advisory Committee
FROM: Cory A Scheidler
REGARDING: Senior/Community Center

Cedar Corporation has been asked to review additional sites in response to the Municipal Facilities Facilitation Project for a Senior/Multi-Generational Facility. The Municipal Facilities Project Facilitation Report presented in February 2020 recommended moving forward with a Senior Center or Multi-Generational facility. In response, the City has requested Cedar Corporation to investigate additional sites.

FACILITY

The preliminary analysis assumes that a Senior Center will be approximately 7,000 square feet, and a multi-generational facility will include 6,200 square feet, with a 5,800 square foot gymnasium used for both groups. While a needs assessment and space planning has not yet been completed, we have prepared a preliminary space plan as part of the original study. The next phase of design will require additional needs evaluation and space planning.

SITES

As part of the additional evaluation for the Senior and Multi-Generational facility, we have reviewed five additional sites. The additional sites included re-evaluating the Senior Center with additional property, the Community Center (Hockey Facility), the former Pamida building, the Video Store, and the former bus garage.

SENIOR CENTER

The existing Senior Center is a candidate for renovation for a Senior Center, however it lacks parking and space for a multi-generational facility. With the purchase of the two lots to the south, there may be sufficient space for additional parking and potential multi-generational facility. In a preliminary review of the facility, we believe that it is a candidate for renovation and may include limited demolition and new construction, including restrooms, elevator, and stairway. Additionally, this approach may include additional parking and an addition for a multi-generational facility or separate facility for the multi-generational facility.

The Senior Center site with only a Senior Center is the most cost effective solution. If the City does pursue a multi-generational facility, there will likely not be sufficient space for a contiguous facility, resulting in two buildings. Keeping downtown may be a benefit to the downtown and will provide additional parking for the downtown.

COMMUNITY CENTER (hockey building)

The Community Center site appears to have sufficient space for a Senior Center or multi-generational facility. This approach will include a complete new construction for either a Senior Center or Multi-Generational Facility. This approach will include further evaluation to determine the suitability of this site. Depending on the City's budget, this option allows for the construction of a phased facility, starting with the Senior Center, followed by a future Multi-generational Facility. This approach is the most costly option at this point of the evaluation, however does not address the downtown parking.

FORMER PAMIDA BUILDING

The former Pamida facility appears to have sufficient space for a Senior Center or Multi-Generational facility. The existing building is larger than what is required, however, this will allow for future expansion or additional services within the City. This approach will include an extensive renovation and property acquisition. Within this approach, the City could choose to proceed with finishing only the Senior Center portion of the project or the complete Multi-Generational facility. The existing building façade and site will require additional renovation, and additional pedestrian access will be required to access the facility. As part of this project, the City could expand the recreation department and consider future expansion of soccer fields in the neighboring property. This may also allow for a connection to the aquatics center. This approach will include further evaluation to determine the suitability of the facility. This approach is the most cost effective option at this point of the evaluation.

FORMER VIDEO STORE

The former Video Store facility does not offer sufficient space, and there is not sufficient space for expansion. Based on this, we do not feel that this facility is a candidate for the Senior Center or Multi-Generational facility.

FORMER BUS GARAGE

The former Bus Garage facility is not suitable for renovation of a Senior Center or Multi-Generational facility. The buildings are more typical of storage and or repair facilities. Our preliminary opinion is that this approach would require complete demolition of the existing buildings and construction of a complete new facility.

SUMMARY

In summary of our review of the sites, three of the sites are candidates for the project; the Senior Center site, the Community Center site, and the Former Pamida facility offer varying benefits to the City and have varying cost and impacts. If the City is pursuing the most fiscally conservative approach, constructing only a Senior Center downtown will be the lowest cost impact, however, offers limited opportunity for expansion. The Community Center site doesn't take any property off the tax roll, however, is the highest cost of the three, unless a phased approach is taken. The Pamida site does offer adequate space and is the lowest cost for a multi-generational facility and offers future opportunities for the City.

All facilities will require additional investigation and evaluation prior to moving forward. As part of the evaluation, property acquisition will need to be considered in the decision. If the City can negotiate the purchase of the Pamida facility and sell the existing Senior Center, there will be some offsetting of cost, which may allow for the purchase of the two lots south of the Senior Center and resolve the downtown parking need.

As the City makes a determination of what facility to investigate in greater detail, we will provide further evaluation of the cost. As part of the decision making process, it is important to understand that a multi-generational facility may not be grant eligible, however the shared portions of the building may have a portion that are grant eligible.

The next step will include further investigation, planning, and conceptual design to determine the suitability and cost for the proposed site and facility. Once this process is finalized, we will prepare a grant application and further design as requested by the City.



CLIENT: City of Waupun
PROJECT: Senior / Multi-generational site analysis
DATE: September 30,2020, revised October 6, 2020
PREPARED BY: Cory A Scheidler
CEDAR #: W6218-003
 Prices Estimated 2020

	Existing Senior Center Renovation / Addition	Existing Senior Center Renovation / Addition - Multi-gen building	Community Center	Community Center gym	Community Center Senior Center Only	Pamida site & building
PHYSICAL DATA	-	-	-	-	-	-
Address	301 E Main St	301 E Main St	510 E Spring St	510 E Spring St	510 E Spring St	1134 W Main St
Site Area	5,184 SF Lot 16,597 SF)	5,184 SF Lot 16,597 SF	658,627 SF	658,627 SF	658,627 SF	114,127 SF
Zoning	(B-2) Cntr Bus	(B-2) Cntr Bus	(C) Conservancy	(C) Conservancy	(C) Conservancy	(B-3) Shop Cntr Bus.
Distance to school	0.5 mile	0.5 mile	0.5 mile	0.5 mile	0.5 mile	1.2 miles
Distance to Downtown	0.0 mile	0.0 mile	1 mile	1 mile	1 mile	1.5 miles
Amount of parking needed	33 stalls	33	77	77	77	77
Existing Parking available	22 (2 ADA)	22 (2 ADA)	92 Stalls (4 ADA)	92 Stalls (4 ADA)	92 Stalls (4 ADA)	180 stalls +/-
Additional land needed	11 stalls	11 stalls	0	0	0	0

Building Size							
Exg Building Area	Square Foot	7600	7600	0	0	0	31000
Building area needed Seniors	Square Foot	7000	7000	7000	7000	7000	7000
Building area needed multi gen	Square Foot	6200	6200	6200	6200	0	6200
Building area needed gymnasium	Square Foot	0	5800	5800	5800	0	5800
Building renovation area	Square Foot	5800	5800	0	0	0	19000
Building addition or new const area	Square Foot	1800	1800	19000	19000	7000	0

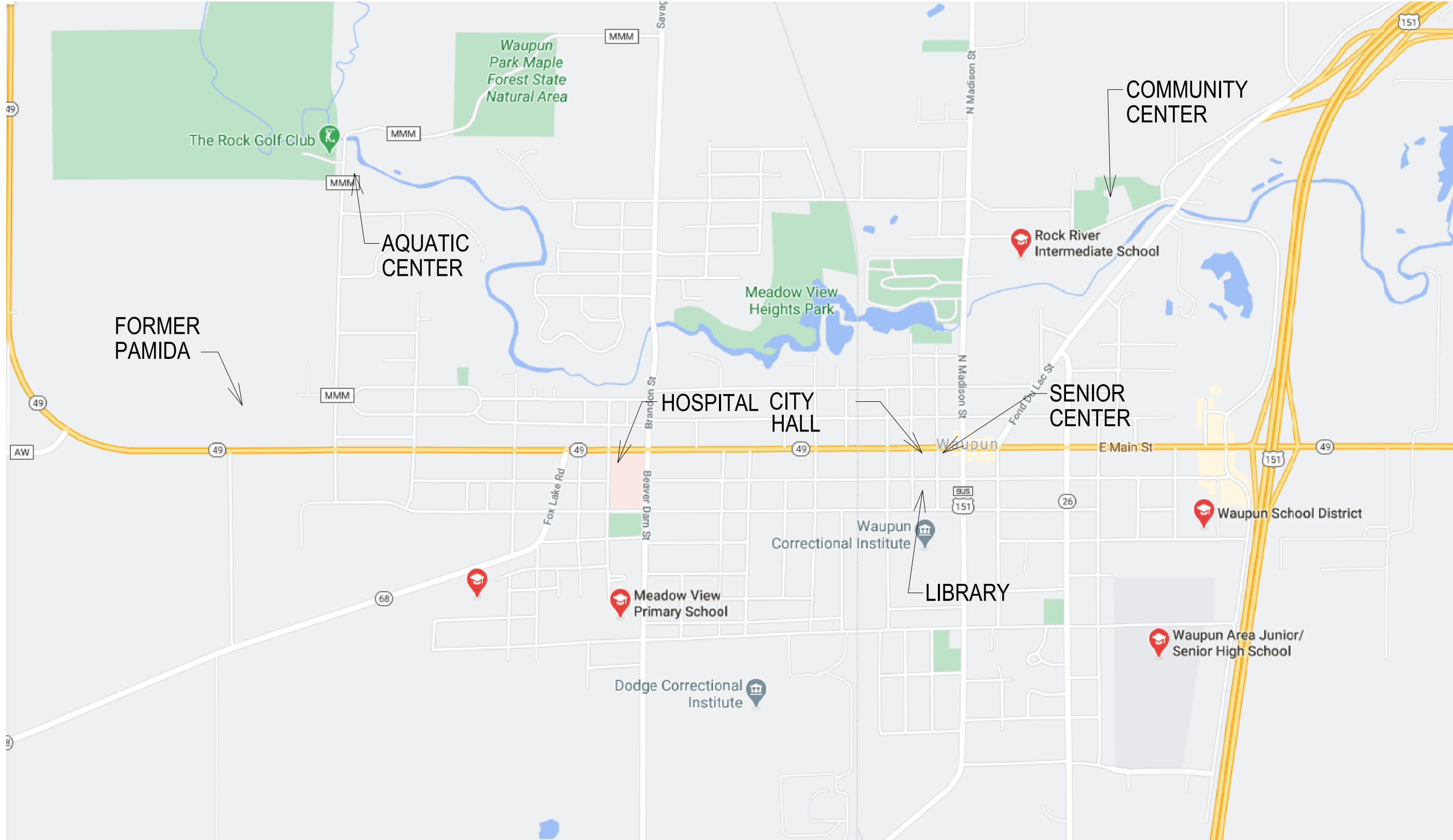
Project Cost							
Building area	Square Foot	6,700	18,300	19,000	12,800	7,000	30,000
Property acquisition cost (assumed)	Estimated Dollars	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 500,000
Overall building / site construction cost	Dollars	\$ 1,150,000	\$ 3,637,500	\$ 4,285,000	\$ 2,952,000	\$ 1,700,000	\$ 2,980,000
Contingency	Percentage	\$ 115,000	\$ 363,750	\$ 298,000	\$ 295,200	\$ 170,000	\$ 298,000
FFE / Security / Technology	Percentage	\$ 75,000	\$ 150,000	\$ 150,000	\$ 120,000	\$ 75,000	\$ 150,000
A/E Design / Construction / regulatory	Percentage	\$ 172,500	\$ 563,813	\$ 461,900	\$ 457,560	\$ 263,500	\$ 461,900
Total Cost	Estimated Dollars	\$ 1,712,500	\$ 4,915,063	\$ 5,194,900	\$ 3,824,760	\$ 2,208,500	\$ 4,389,900
Total cost / square foot		\$ 255.60	\$ 268.58	\$ 273.42	\$ 298.81	\$ 315.50	\$ 146.33



CLIENT: City of Waupun
PROJECT: Senior / Multi-generational site analysis
DATE: September 30,2020, revised October 6, 2020
PREPARED BY: Cory A Scheidler
CEDAR #: W6218-003
 Prices Estimated 2020

BENEFIT / CHALLENGE	Existing Senior Center Renovation / Addition	Renovation / Addition - Multi-gen building	Community Center	Community Center no gym	Community Center Senior Center Only	Pamida site & building
Site Pros	*Maintains downtown location	*Maintains downtown location	-			*Allows for future rec dept growth
	*City owns property	*City owns property	*City owns property	*City owns property	*City owns property	*Opportunity for future soccer fields
	*Lowest Cost				*Lowest new construction cost	*Lowest multi generational cost
	*Close to library and historical center	*Close to library and historical center	*Close to School & ballfields	*Close to School & ballfields	*Close to School & ballfields	*Most Sq ft for cost
	*Allows for added downtown parking	*Allows for added downtown parking	*Cross activities with Hockey arena	*Cross activities with Hockey arena	*Cross activities with Hockey arena	*Contiguous building
	*No impact to tax roll	*No impact to tax roll	*No impact to tax roll	*No impact to tax roll	*No impact to tax roll	*Potential connection to the aquatic
Site Cons			*Contiguous building	*Contiguous building	*Contiguous building	
	*Takes away from business district space	*Takes away from business district space	*Not centralized in community	*Not centralized in community	*Not centralized in community	*Not centralized in community
	*Doesn't allow for attached gym	*Gym is separate building			*highest cost SeniorCenter	*Requires pedestrian access
	*Doesn't address community center	*Doesn't provide downtown parking	*Highest Cost		*Doesn't address community center	*More space than needed
	*Doesn't allow for future expansion	*No space for future growth	*Doesn't provide downtown parking	*Doesn't provide downtown parking	*Doesn't provide downtown parking	
	*Removes property from tax role	*Removes property from tax roll	*No future growth space	*No future growth space		*Removes property from tax roll

*Downtown lot acquisition is anticipated to be \$200,000, with a \$175,000 construction cost for a parking lot. For a total cost of \$375,000.



1 OVERALL COMMUNITY
C104



REVISIONS		DESCRIPTION
NO.	DATE	

ARCHITECT/ENGINEER:



800-472-7372
www.cedarcorp.com

engineers • architects • planners • environmental specialists
land surveyors • landscape architects • interior designers

CONSULTANT:

CITY OF WAUPUN
COMMUNITY CENTER
201 E. MAIN ST.
WAUPUN, WI 53963

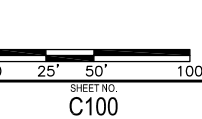
JOB NO.
WG218-003

DRAWN BY: BWR CHECKED BY: CAS

ISSUE DATE
OCTOBER 2020

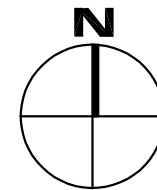
SET TYPE
PRELIMINARY

OVERALL COMMUNITY





1 AERIAL VIEW - OPTION 1
 C101 310 E. MAIN ST.



NO.	DATE	DESCRIPTION

ARCHITECT/ENGINEER:
Cedar corporation
 engineers • architects • planners • environmental specialists
 land surveyors • landscape architects • interior designers
 800-472-7372
 www.cedarcorp.com

CONSULTANT:

CITY OF WAUPUN
 COMMUNITY CENTER
 201 E. MAIN ST.
 WAUPUN, WI 53963

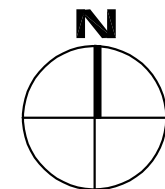
JOB NO. W6218-003

DRAWN BY: BWR	CHECKED BY: CAS
ISSUE DATE OCTOBER 2020	
SET TYPE PRELIMINARY	
AERIAL VIEW OPTION 1	

0 15' 30' 60'
 SHEET NO.
 C101



1 AERIAL VIEW - OPTION 2
 C102 510 E. SPRING ST.



NO.	DATE	DESCRIPTION

ARCHITECT/ENGINEER:
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CONSULTANT:

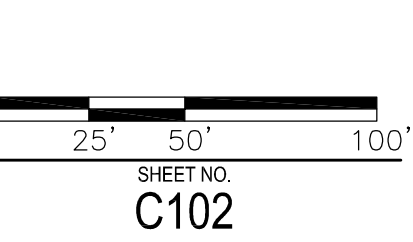
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 COMMUNITY CENTER
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 WAUPUN, WI 53963

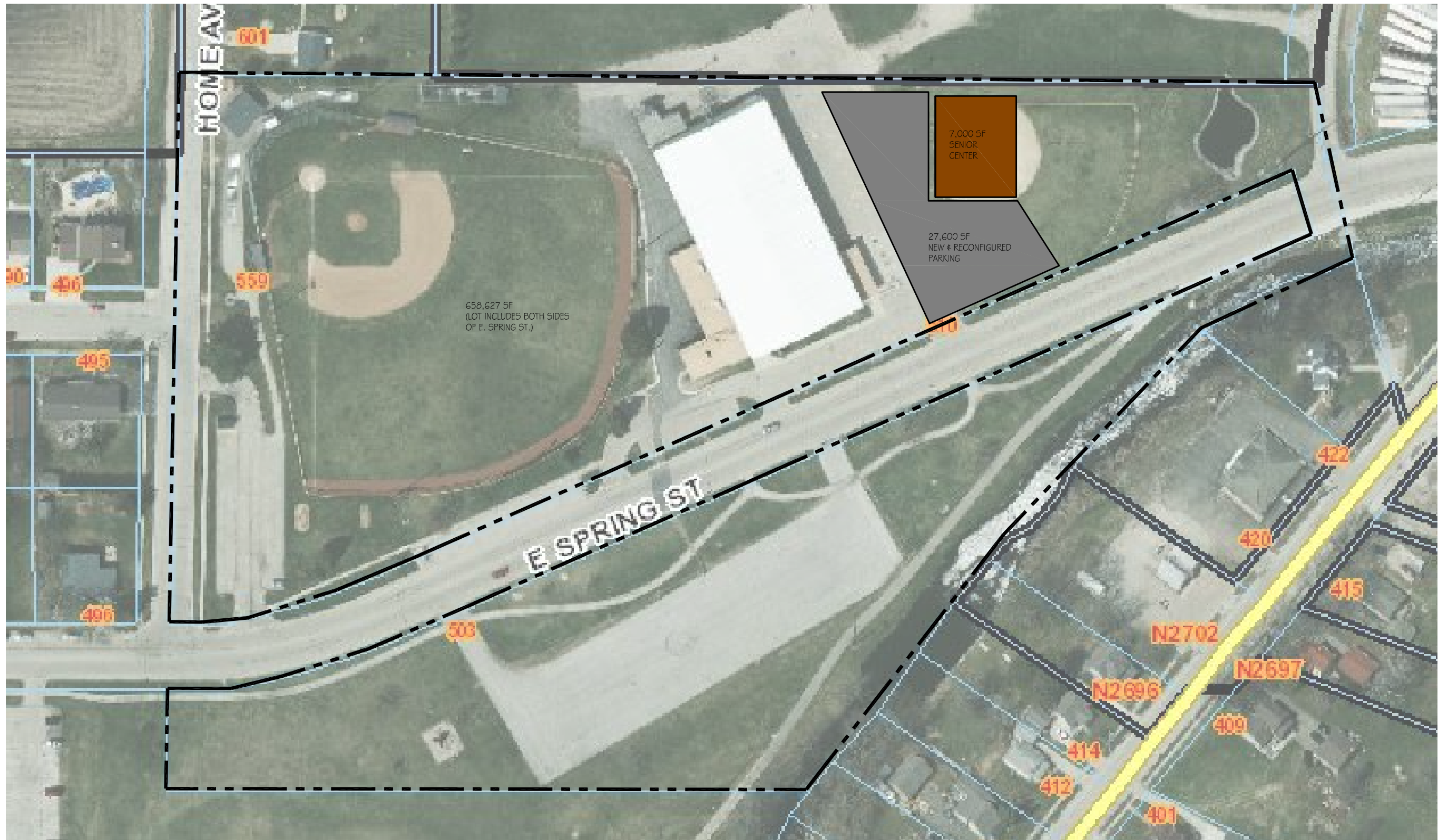
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SET TYPE
 PRELIMINARY
 AERIAL VIEW
 OPTION 2





1
C102 AERIAL VIEW - OPTION 4
510 E. SPRING ST.



NO.	DATE	DESCRIPTION

ARCHITECT/ENGINEER:



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www.cedarcorp.com

engineers • architects • planners • environmental specialists
land surveyors • landscape architects • interior designers

CONSULTANT:

CITY OF WAUPUN
COMMUNITY CENTER
201 E. MAIN ST.
WAUPUN, WI 53963

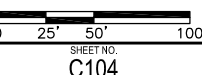
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OCTOBER 2020

SET TYPE
PRELIMINARY

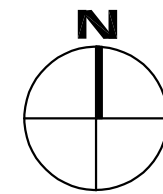
AERIAL VIEW
OPTION 4



SHEET NO.
C104



1 AERIAL VIEW - OPTION 3
C103 1134 W. MAIN ST.



NO.	DATE	DESCRIPTION

ARCHITECT/ENGINEER:
Cedar corporation
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 land surveyors • landscape architects • interior designers

CONSULTANT:

CITY OF WAUPUN
 COMMUNITY CENTER
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 WAUPUN, WI 53963

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W6218-003

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OCTOBER 2020

SET TYPE
PRELIMINARY

AERIAL VIEW
OPTION 3

