



A G E N D A
CITY OF WAUPUN SPECIAL COMMON COUNCIL
MEETING
City Hall 201 E Main Street, Waupun
Wednesday, April 27, 2022 at 6:00 PM

The Waupun Common Council will meet In-person, virtual, and teleconference. Instructions to join the meeting are provided below:

Join Zoom Meeting: <https://us02web.zoom.us/j/87800226115?pwd=cHNXVUtiOHFqNE5BbUpXb0V5R0JsUT09>

Dial by your location: 312 626 6799

Meeting ID: 878 0022 6115

Passcode: 677532

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

1. Future Meetings & Gatherings, License and Permit Applications, Expenses

CONSIDERATION - ACTION

2. Resignation of Zachary Dickhut from the Police and Fire Commission
3. Cedar Corporation-Public Safety Building Space Needs Analysis Update (Discussion)

CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (e) (g) of the WI Statutes for:

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

4. Negotiation of Funds to Invest in Waupun Industrial Park

OPEN SESSION

The Waupun Common Council will reconvene in open session under Section 19.85(2) of the WI Statutes.

ACTION FROM CLOSED SESSION

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.



AGENDA SUMMARY SHEET

MEETING DATE: 4-27-22

TITLE: Future Meetings & Gatherings, License and Permit Applications, Expenses

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

ISSUE SUMMARY:

Future meetings/gatherings of the Common Council, consideration of licenses/permits, payment of expenses.

Future Meetings/Gatherings of the Body of the Common Council (All meetings begin at 6:00pm unless otherwise noticed)

Tuesday, May 10, 2022	Common Council	6:00pm
Tuesday, May 31, 2022	Committee of the Whole	6:00pm
Tuesday, June 14, 2022	Common Council	6:00pm
Tuesday, June 28, 2022	Committee of the Whole	6:00pm
Tuesday, July 12, 2022	Common Council	6:00pm
Tuesday, July 26, 2022	Committee of the Whole	6:00pm

License and Permit Applications

OPERATOR LICENSE:

Evelyn Rodriguez

TEMPORARY OPERATOR LICENSE:

Andrea Oosterhouse

TEMPORARY CLASS B Fermented Malt Beverage License

ATTACHMENTS:

Expense Report(s)

RECOMENDED MOTION: Motion to approve the Consent Agenda. *(Roll Call)*

Angie Hull

From: Zachary Dickhut <zachary.dickhut@snc.edu>
Sent: Wednesday, April 20, 2022 11:11 AM
To: City of Waupun Mayor; Angie Hull; Mike Thurmer; Greenfield, Dawn
Subject: Waupun Police & Fire Commission - Notice of Resignation

Hello,

I am writing to send notice of my resignation from the Waupun Police & Fire Commission. After having served two years on the commission, my current obligations to a masters program as well as employment now make my attendance at meetings sparse at best, which can directly hinder the ability for the commission to operate. The work of the Commission is critical for our community, and I would hope my replacement will be one who understands the broader implications that our decisions can have on Waupun.

This group was a fantastic one to work with, in large part due to the leadership of Mike Thurmer, which is invaluable to Waupun. If, at any time my assistance or perspective may be needed, please do not hesitate to contact me.

All the best,

Zac

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Zachary Dickhut

President | Waupun Historical Society
Interim Executive Director | Waupun Area Chamber of Commerce
M.A. Candidate | UW Milwaukee



AGENDA SUMMARY SHEET

MEETING DATE: 4-27-22

TITLE: Cedar Corporation-Public Safety Building Space Needs Analysis Update (Discussion)

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Director of Public Works
Kathy Schlieve City Administrator
Corey Scheidler, Cedar Corporation
Kris Dressler, Cedar Corporation

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

ISSUE SUMMARY

The Public Safety Analysis began as a result of the Strategic Facilities Study and Citizen Participation Survey completed in 2019. As part of the process, we analyzed the existing public safety building, evaluated the space needs of the Police and Fire Departments, and are now in the process of developing options to provide both departments a functional facility that will serve the community for the next 50 years.

STAFF RECCOMENDATION:

Discussion only.

ATTACHMENTS:

Cedar Corporation Memo

RECCOMENDED MOTION:

Discussion only

DATE: April 20, 2022
TO: City of Waupun
FROM: Kris Dressler
REGARDING: Public Safety Building Space Needs Analysis Update

Cedar Corporation is nearing the completion of the Space Needs Analysis for the Public Safety Facility. As we are approaching the conclusion to our analysis, we wanted to provide the City with an update on the process, the status of study, and the anticipated next steps. The Public Safety Analysis began as a result of the Strategic Facilities Study and Citizen Participation Survey completed in 2019. As part of this process, we analyzed the existing Public Safety Building, evaluated the space needs of the Police and Fire Departments, and are now in the process of developing options to provide both departments a functional facility that will serve the community for the next 50 years.

Through our review of the existing facility and departments needs, it became apparent the existing facilities are functionally obsolete, undersized, and have extensive maintenance, improvement, and expansion needs over the next several years. As we reviewed the existing facilities, we have developed an understanding of the limitations, challenges, benefits, and opportunities that exist with the current facilities.

Some of the benefits and opportunities include:

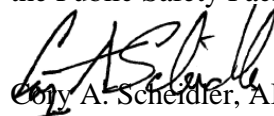
- The current facility is located in a good location for responses.
- Structure is in good condition and is a candidate for renovation and expansion.
- The Fire and Police Departments benefit from being together with shared resources.

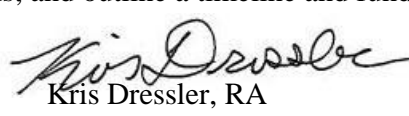
Some of the challenges and limitations include:

- The existing facility is severely undersized, and the currently owned site is limited in size.
- The facility has become functionally obsolete for both departments.
- Site access, response, and vehicle movements have limited site lines.
- Many components of the facility, including the roof and HVAC, require extensive maintenance and replacement.

As we continue our final space needs assessment, we are finalizing conceptual layouts that identify options for renovation and expansion of the existing facility. Through our process, we have also evaluated options that include a new facility and separate facilities. We have now centered our vision on a renovation and expansion option that will meet the needs of the departments and community. As previously indicated, the site size is limited, and we are currently evaluating options for a two-story facility and an expanded and shared parking opportunities.

The next step is anticipated to occur at the May Council meeting and is anticipated to include a presentation to the City Council with the intent to select an option for implementation. As we progress through the process, we will continue to evaluate opportunities for funding and continue to develop refined implementation for the project. The implementation plan will include a vision for the future of the Public Safety Facility, define the goals, and outline a timeline and funding.


Cory A. Scheidler, AIA
Director of Architecture


Kris Dressler, RA
Project Manager