

**MINUTES OF SPECIAL MEETING FOR THE PARK & REC COMMITTEE**  
**Wednesday, September 5<sup>th</sup>, 2018 @ 6:00 P.M.**

AGENDA

- 1.) Meeting called to order by: Diane Mottiff @ 6:10 p.m.
- 2.) Roll Call: Members Present: Dean Reed, Diane Mottiff, Sue Anderson.  
Members Absent: Todd Hearley & Tere Hochmuth. Others Present: John Bostedt & Trista Hobbs from U.P. Engineers & Architects, Inc.
- 3.) Approval of Agenda:  
**Motion by Reed seconded by Mottiff to approve of agenda as presented.**  
**3 ayes M/C**
- 4.) Public Input: None.
- 5.) Correspondence: John had talked to Foth on the placement of where the bridge is going, maybe losing 1 to 2 sites. Looking at putting either cement or blacktop for a pedestrian walk for people to get to the baseball diamonds. Who is paying for that? Shouldn't be the campground this is the Chambers deal. The sites that may lose are popular sites, who is going to tell those people that rent them every year that they have to go to a different site? The other thing, for the ones that have sites near the bridge & walkway aren't going to like the traffic of people by their sites.
- 6.) Discussion/Recommendation/Action on the Following:
  - a. Assessed value of North brick bathroom: Got the letter from R&R Assessing Services LLC that they viewed the bath house located in Holtwood Campground for the purpose of estimating the value of that structure for the 50% rule. Based upon that inspection, R&R Assessing opinion of the market value of that building as of August 24, 2018 is \$10,000.00. Not going to help, \$5,000 in renovations.
  - b. Approval for design services for Holtwood Campground bathroom/shower/laundry facilities: UPEA has completed a floodplain analysis in the area of the existing shower and laundry facilities at Holtwood Campground. The analysis determined an obstruction (building) 20 feet wide can be placed within the proposed floodway cross section without causing a rise in the floodplain elevation. As such, UPEA proposes the following design, bidding and construction administration services for a new laundry and shower facility at Holtwood Campground. The cost broken down for the services as follows: 1) Design & construction documents \$42,800.00; UPEA will provide design services with a final deliverable of construction documents ready for bidding. 2) Bidding Services \$4,000.00; UPEA will assist the City with soliciting bids and choosing a contractor. 3) Construction administration Services \$26,800.00; UPEA will provide construction administration services. The \$73,600.00 is not covered by the grant.  
There may be wetlands, can pay \$300.00 to have someone look at to see if there are wetlands. Get documents from DNR so can get going, not sure if will be able to break ground any more this year.

**Motion by Reed second by Anderson to recommend to Council to approve of the design services for Holtwood Campground bathroom/shower/laundry facilities to U.P. Engineers & Architects, Inc. in the amount of \$73,600.00. 3 ayes M/C**

Trista went over the tentative drawings with the committee members to show how the bathroom/shower/laundry building will layout.

**7.) Adjournment: Motion by Reed seconded by Anderson to adjourn @ 7:09 pm 3 ayes M/C**

Meeting minutes submitted by:  
Julie Galik, Deputy Clerk/Treasurer