Meeting Minutes

**Progress Meeting 5**

Laura and Peter Mossakowski Family Dog Park

Bellevue, WI

December 18, 2015

Attendance: Laura, Sandy, Shawn, Paul, Ben, Don, Kayla (Dog Park Committee), Stephanie (Village of Bellevue), & Mark (REL). Garret Perry joined by conference call.

The fifth meeting was conducted with the dog park committee to discuss:

1. Review Village Board Meeting – Everything went well, the Master Plan was approved by the Village. It seemed to have a lot of support by the board with little or no issues or comments.
2. Master Plan Complete – The work on Phase I Park Definition and Programming and Phase II Master Plan Development by REL and Design Studio Etc. is virtually complete. Phase III will consist of Stage One Construction Documents.
3. Stage One Construction Plan
   1. Type of Construction Contract – Stephanie will ask Angela if the work has to be bid or if the committee can just hire contractors on a proposal basis. Wisconsin Statues Section 61.54 and 62.15(1) state that competitively bid contracts are not required for donated materials or volunteer labor, but it is unclear if contractors hired by private donations are covered by this.
      1. Volunteer
      2. Quotes
      3. Bid
   2. Scope – The scope of Stage One is as presented to the Village Board unless the Village will contribute in some manner to construct more of the public portion of the park beside what the committee will be doing in the dog park area.
   3. Schedule – Hope to begin construction as soon as weather allows this spring.
   4. Village Participation - TBD
4. Other Topics?
   1. Fence Construction – the committee could construct the fence around the dog park in about 6 days (3 weekends) with about 12 volunteers. But this is a lot of work. We could save about 1/3 to ½ the cost of the fence.
   2. Fund Raising –
      1. Garret will send an example of what he did for Waterloo.
      2. Stewardship Grant from WDNR – is a 50/50 grant, but doesn’t seem like a good fit because it can’t be used for just the dog park, it would have to include the board walk, kayak launch, trail, trailhead, etc. In addition the timing isn’t right for it because it could take 2 years to secure. Village may want to apply for it after the dog park is running and momentum is gained for the development of the rest of the park.
      3. Naming rights
         1. Investigate for Entry Gate Structures and Tent Structures
   3. Mark and Garret should prepare proposal to develop construction plans and specs once Stephanie finds out about how contractor to be secured.
   4. Mark to refine cost estimates for driveway and parking area grading and paving from local contractors.
   5. Next Board meeting January 15th.
   6. K-9 Carnival set for May 7 at Josten Park