



136 North Monroe Street  
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[www.waterloowi.us](http://www.waterloowi.us)

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## WATERLOO PARKS COMMISSION – AGENDA

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

**Date:** WEDNESDAY, OCTOBER 9, 2019  
**Time:** 5:00 P.M.  
**Location:** COUNCIL CHAMBERS, MUNICIPAL BUILDING, 136 N. MONROE ST.

1. ROLL CALL AND CALL TO ORDER
2. MEETING MINUTES APPROVAL: AUGUST 14, 2019
3. CITIZEN INPUT
4. REPORTS/UPDATES
  - a. Coordinator's Report
  - b. Parks Financial Report
  - c. 2019 Capital Projects
5. INFORMATION
  - a. 2020 Budget Submittal
    - i. Budget
      1. Waiting on approval from Finance
    - ii. Capital Projects
      1. Waiting on approval from Finance
      2. RFP's for all projects will go out by November 1, 2019
    - iii. Parks Debt
      1. Waiting on approval from Finance
  - b. Holiday of Lights
    - i. Registration Open
      1. November 1, 2019 – November 28, 2019 for Decorating
6. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING
  - a. December 11, 2019 5:00 pm
7. ADJOURNMENT

Gabe Haberkorn

Parks Coordinator

Posted, Emailed & Mailed: 10/07/2019

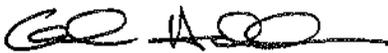
Committee Members: **Stinnett**, Kegler, Setz, Veith and Strobel

Ex-Officio Advisory Members: Chad Yerges, Public Works Director; Katy Powers, Waterloo Youth Sports Organization Representative; Charles Crave – Waterloo Regional Trailhead Implementation Team; Jessica Pickel, Friends of Firemen's Park President.

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

**WATERLOO PARKS COMMISSION – MINUTES**  
**August 14, 2019**

1. ROLL CALL AND CALL TO ORDER. Parks Commission Chair Stinnett called the Parks Commission meeting to order at 5:05 pm in the Municipal Building Council Chambers. ROLL CALL: Voting members present: Stinnett, Kegler, Setz, & Strobel. Absent: Vieth. Ex-officio members present: Public Works Director Chad Yerges, WRT Representative Charles Crave, Friends of Firemen's Park President Jessica Pickel & Parks Coordinator Gabe Haberkorn. Absent: WYSO Representative Katy Powers. Others present: None.
2. MEETING MINUTES APPROVAL: JUNE 12, 2019. MOTION: Moved by Kegler, seconded by Setz to approve the meeting minutes with changes. VOICE VOTE: Motion carried, Setz Abstained.
3. CITIZEN INPUT. Introduction and discussion with new Friends of Firemen's Park Jessica Pickel.
4. REPORTS/UPDATES
  - a. Coordinator's Report. Haberkorn spoke on the Report for the months of July and August. Haberkorn spoke about July 4<sup>th</sup>. He also spoke on weather taking a toll on events at Firemen's Park. Discussion of Community Nights Event.
  - b. Parks Financial Report February 2019 thru April 2019. Haberkorn spoke about the negative balances on line items under insurance and WRT cleaning.
  - c. 2019 Capital Projects: Haberkorn added a note that the sewer project is complete and landscaping had been done. No other Capital Projects for 2019.
5. NEW BUSINESS.
  - a. 2020 Budget Submittal. Haberkorn spoke on the 2020 Budget. Discussion. MOTION: by Strobel, seconded by Setz to approve 2020 Budget Submittal to Finance. VOICE VOTE: Motion Approved (4-0).
  - b. Capital Projects. Haberkorn spoke on
6. OLD BUSINESS
  - a. July 4<sup>th</sup> Volunteers. Discussion
7. INFORMATION.
  - a. Community Nights Event #2. June 27<sup>th</sup> with the Rusty Hearts
  - b. July 3-4<sup>th</sup> Celebration
8. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING.
  - a. Next Meeting: August 14, 2019 at 5:00 pm
9. ADJOURNMENT. MOTION: Adjourned by consensus. Approximate time: 6:04 pm



Gabe Haberkorn  
Park Coordinator



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## **PARKS COORDINATOR REPORT**

**August – October 2019**

### **EVENTS AND HIGHLIGHTS**

- COMMUNITY NIGHTS EVENT
  - Excellent turnout for final night
- W&K DAY
  - Great turnout for the weekend. Park was full from Friday until Sunday

### **ONGOING PROJECTS**

- SAND VOLLEYBALL COURTS
  - Completed
- BASEBALL FIELD TILING
  - Fall of 2019 – Started September 16, 2019

### **FINISHED PROJECTS**

- SEWER AROUND BASEBALL FIELD
  - Baseball Field sewer project was completed and mostly green by July 4<sup>th</sup>

### **CAROUSEL**

- DONATION BOARDS
  - Maureen Giese and group finished project

### **PROJECTS ON HOLD UNTIL 2020**

- CAPITAL PROJECTS LIST

### **DONATION CAMPAIGNS**

- WATERLOO FIREMEN'S PARK BEAUTIFICATION & INFRASTRUCTURE PROJECT
  - Lion Fountain Restoration

# CITY OF WATERLOO

BALANCE SHEET  
AUGUST 31, 2019

## 225-SPECIAL REVENUE PARKS

### ASSETS

225-11100	TREASURER'S CASH	( 130,166.27)	
225-11400	PARKS ATM CHECKING ACCOUNT	5,835.88	
225-11800	PETTY CASH	1,000.00	
225-11850	PETTY CASH PARKS ATM	1,680.00	
225-11900	PETTY CASH CAROUSEL	50.00	
	TOTAL ASSETS		( 121,600.39)

### LIABILITIES AND EQUITY

#### LIABILITIES

225-24301	SECURITY DEPOSITS	100.00	
	TOTAL LIABILITIES		100.00

#### FUND EQUITY

225-32600	FUND BALANCE	( 134,699.38)	
225-32602	FIREMEN'S PARK	2,750.00	
225-34105	FUND BALANCE SHOE FACTORY	17,280.39	
225-39999	FUND BALANCE-CAROUSEL	28,164.23	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 35,195.63)	
	TOTAL FUND EQUITY		( 121,700.39)
	TOTAL LIABILITIES AND EQUITY		( 121,600.39)

**CITY OF WATERLOO**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 8 MONTHS ENDING AUGUST 31, 2019

**FUND 225 - SPECIAL REVENUE PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER(UNDER)	% OF
<u>TAXES</u>					
225-41-4111-000 LOCAL TAX-GENERAL FUND	21,522.64	84,000.00	84,000.00	.00	100.0
TOTAL TAXES	21,522.64	84,000.00	84,000.00	.00	100.0
<u>LICENSES &amp; PERMITS</u>					
225-44-4421-000 DOG PARK LICENSE	.00	350.00	1,100.00	( 750.00)	31.8
TOTAL LICENSES & PERMITS	.00	350.00	1,100.00	( 750.00)	31.8
<u>PUBLIC CHARGES FOR SERVICE</u>					
225-46-4620-000 FACILITY RENTAL TRAILHEAD	600.00	1,500.00	3,000.00	( 1,500.00)	50.0
225-46-4622-000 FACILITY RENTAL FIREMEN'S PARK	2,125.00	19,607.80	35,000.00	( 15,392.20)	56.0
225-46-4624-000 FACILITY RENTAL OTHER	.00	515.00	.00	515.00	.0
225-46-4630-000 PARKS CONCESSIONS	134.00	5,497.00	5,000.00	497.00	109.9
225-46-4632-000 PARKS ALCOHOL	3,228.00	29,448.00	45,000.00	( 15,552.00)	65.4
225-46-4636-000 PARKS ADVERTISING FEE	.00	1,350.00	3,000.00	( 1,650.00)	45.0
225-46-4638-000 PARKS BARTENDERS	408.00	2,864.00	3,500.00	( 636.00)	81.8
225-46-4674-000 CAROUSEL RENTAL	.00	740.00	500.00	240.00	148.0
TOTAL PUBLIC CHARGES FOR SERVICE	6,495.00	61,521.80	95,000.00	( 33,478.20)	64.8
<u>MISCELLANEOUS REVENUES</u>					
225-48-4800-000 MISC REVENUES	8.75	173.85	200.00	( 26.15)	86.9
225-48-4830-000 SALE OF CITY PROPERTY	.00	217.00	.00	217.00	.0
225-48-4852-000 DONATIONS FIREMEN'S PARK	.00	1,030.70	.00	1,030.70	.0
225-48-4854-000 DONATIONS CAROUSEL	65.00	1,856.00	.00	1,856.00	.0
225-48-4856-000 DONATIONS DOG PARK	.00	24.00	.00	24.00	.0
225-48-4860-000 DONATIONS NOT SPECIFIED	2,530.69	2,630.69	25,000.00	( 22,369.31)	10.5
225-48-4862-000 DONATIONS JULY 4TH	.00	5,750.51	7,500.00	( 1,749.49)	76.7
TOTAL MISCELLANEOUS REVENUES	2,604.44	11,682.75	32,700.00	( 21,017.25)	35.7
<u>OTHER FINANCING SOURCES</u>					
225-49-4930-000 FUNDS APPLIED TO BUDGET	.00	.00	1,000.00	( 1,000.00)	.0
225-49-4935-000 DESIGNATED FUNDS APPLIED	.00	.00	16,780.00	( 16,780.00)	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	17,780.00	( 17,780.00)	.0
TOTAL FUND REVENUE	30,622.08	157,554.55	230,580.00	( 73,025.45)	68.3

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 8 MONTHS ENDING AUGUST 31, 2019

**FUND 225 - SPECIAL REVENUE PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
225-51-5112-390 LEGIS SUPPORT SALES TAX	931.73	2,684.48	1,000.00	( 1,684.48)	268.5
TOTAL LEGISLATIVE SUPPORT	931.73	2,684.48	1,000.00	( 1,684.48)	268.5
<u>MACHINERY &amp; EQUIPMENT</u>					
225-53-5324-340 MACH & EQUIP SUPPLY GROUNDS	2,530.69	2,732.49	2,000.00	( 732.49)	136.6
225-53-5324-342 MACH & EQUIP GAS & OIL	.00	1,165.85	1,750.00	584.15	66.6
225-53-5324-354 MACH & EQUIP REP EQUIP GROUN	.00	472.26	1,500.00	1,027.74	31.5
TOTAL MACHINERY & EQUIPMENT	2,530.69	4,370.60	5,250.00	879.40	83.3
<u>PARKS ADMIN</u>					
225-55-5505-292 PARKS ADMIN MARKETING	.00	3,911.10	2,500.00	( 1,411.10)	156.4
225-55-5505-320 PARKS ADMIN DUES & MEMBERSHIP	.00	160.00	250.00	90.00	64.0
225-55-5505-350 PARKS ADMIN OFFICE SUPPLIES	.00	113.74	125.00	11.26	91.0
225-55-5505-380 PARKS ADMIN COMPUTER MAINT/SUP	.00	.00	250.00	250.00	.0
225-55-5505-399 PARKS ADMIN MISC	441.00	441.00	2,500.00	2,059.00	17.6
TOTAL PARKS ADMIN	441.00	4,625.84	5,625.00	999.16	82.2
<u>PARKS - FIREMEN'S PARK</u>					
225-55-5510-211 FIREMEN'S PARK LEGAL FEES	.00	192.50	.00	( 192.50)	.0
225-55-5510-221 FIREMEN'S PARK ELECTRIC	2,036.63	7,926.86	12,500.00	4,573.14	63.4
225-55-5510-222 FIREMEN'S PARK HEAT	14.66	2,482.81	4,500.00	2,017.19	55.2
225-55-5510-223 FIREMEN'S PARK WATER/SEWER	713.11	4,160.76	4,000.00	( 160.76)	104.0
225-55-5510-341 FIREMEN'S PARK COMMUNICATION	169.98	1,101.18	1,250.00	148.82	88.1
225-55-5510-350 FIREMEN'S PARK FACILITY SUPPLY	722.69	2,070.85	1,500.00	( 570.85)	138.1
225-55-5510-351 FIREMEN'S PARK FACILITY MAINT	166.40	8,868.74	10,000.00	1,131.26	88.7
225-55-5510-354 FIREMEN'S PARK ALCOHOL	2,277.33	13,757.70	20,000.00	6,242.30	68.8
225-55-5510-356 FIREMEN'S PARK CONCESSIONS	184.53	3,917.58	2,000.00	( 1,917.58)	195.9
225-55-5510-357 FIREMEN'S PARK DOG PARK	.00	53.93	500.00	446.07	10.8
225-55-5510-358 FIREMEN'S PARK JULY 4TH EVENT	289.00	13,238.00	12,000.00	( 1,238.00)	110.3
225-55-5510-359 FIREMEN'S PARK ENTERTAINMENT	600.00	2,825.00	5,000.00	2,175.00	56.5
225-55-5510-360 FIREMEN'S PARK CAROUSEL	22.98	895.29	1,000.00	104.71	89.5
TOTAL PARKS - FIREMEN'S PARK	7,197.31	61,491.20	74,250.00	12,758.80	82.8

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 8 MONTHS ENDING AUGUST 31, 2019

**FUND 225 - SPECIAL REVENUE PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>PARKS - TRAILHEAD</u>					
225-55-5520-221 TRAILHEAD-WRT ELECTRIC	201.77	1,310.49	1,250.00	( 60.49)	104.8
225-55-5520-222 TRAILHEAD-WRT HEAT	.00	577.76	1,750.00	1,172.24	33.0
225-55-5520-223 TRAILHEAD-WRT WATER/SEWER	109.73	841.04	850.00	8.96	99.0
225-55-5520-240 TRAILHEAD- WRT BLDG MAINT	.00	217.65	250.00	32.35	87.1
225-55-5520-290 TRAILHEAD-WRT CLEAN CONTRACT	.00	3,200.00	2,000.00	( 1,200.00)	160.0
225-55-5520-291 TRAILHEAD-WRT SECURITY CONTR	.00	1,124.20	2,000.00	875.80	56.2
225-55-5520-341 TRAILHEAD-WRT COMMUNICATION	.00	225.00	1,000.00	775.00	22.5
<b>TOTAL PARKS - TRAILHEAD</b>	<b>311.50</b>	<b>7,496.14</b>	<b>9,100.00</b>	<b>1,603.86</b>	<b>82.4</b>
<u>PARKS WAGES</u>					
225-55-5522-110 PARKS SALARY COORDINATOR	5,590.39	31,492.52	47,500.00	16,007.48	66.3
225-55-5522-124 PARKS SEASONAL GROUNDS	2,174.13	7,804.53	10,000.00	2,195.47	78.1
225-55-5522-125 PARKS WAGES PART-TIME	1,335.00	5,420.00	5,000.00	( 420.00)	108.4
225-55-5522-151 PARKS SOC SEC	687.47	3,506.25	4,782.00	1,275.75	73.3
225-55-5522-152 PARKS RETIREMENT	366.18	2,197.08	3,250.00	1,052.92	67.6
225-55-5522-153 PARKS HEALTH INS	1,531.47	12,251.76	18,378.00	6,126.24	66.7
225-55-5522-154 PARKS INCOME & LIFE INS	12.54	100.32	100.00	( .32)	100.3
<b>TOTAL PARKS WAGES</b>	<b>11,697.18</b>	<b>62,772.46</b>	<b>89,010.00</b>	<b>26,237.54</b>	<b>70.5</b>
<u>PARKS - OTHER</u>					
225-55-5530-221 PARKS OTHER ELECTRIC	12.36	86.52	100.00	13.48	86.5
225-55-5530-223 PARKS OTHER WATER & SEWER	.00	200.45	300.00	99.55	66.8
225-55-5530-510 PROPERTY INSURANCE	.00	2,906.00	307.00	( 2,599.00)	946.6
225-55-5530-511 WORKER'S COMPENSATION	.00	1,990.00	1,922.00	( 68.00)	103.5
225-55-5530-512 LIABILITY INSURANCE	.00	3,054.00	1,062.00	( 1,992.00)	287.6
<b>TOTAL PARKS - OTHER</b>	<b>12.36</b>	<b>8,236.97</b>	<b>3,691.00</b>	<b>( 4,545.97)</b>	<b>223.2</b>
<hr/>					
225-57-5701-800 CAPITAL PROJECTS	.00	41,072.49	40,000.00	( 1,072.49)	102.7
<b>TOTAL DEPARTMENT 5701</b>	<b>.00</b>	<b>41,072.49</b>	<b>40,000.00</b>	<b>( 1,072.49)</b>	<b>102.7</b>
<hr/>					
<b>TOTAL FUND EXPENDITURES</b>	<b>23,121.77</b>	<b>192,750.18</b>	<b>227,926.00</b>	<b>35,175.82</b>	<b>84.6</b>
<hr/>					
<b>NET REVENUE OVER(UNDER) EXPENDITURES</b>	<b>7,500.31</b>	<b>( 35,195.63)</b>	<b>2,654.00</b>		

# CITY OF WATERLOO

BALANCE SHEET  
SEPTEMBER 30, 2019

## 225-SPECIAL REVENUE PARKS

### ASSETS

225-11100	TREASURER'S CASH	( 132,025.55)	
225-11400	PARKS ATM CHECKING ACCOUNT	3,094.63	
225-11800	PETTY CASH	1,000.00	
225-11850	PETTY CASH PARKS ATM	4,440.00	
225-11900	PETTY CASH CAROUSEL	50.00	
		<hr/>	
	TOTAL ASSETS		( 123,440.92)

### LIABILITIES AND EQUITY

#### LIABILITIES

225-24301	SECURITY DEPOSITS	100.00	
		<hr/>	
	TOTAL LIABILITIES		100.00

#### FUND EQUITY

225-32600	FUND BALANCE	( 133,217.84)	
225-32602	FIREMEN'S PARK	1,268.46	
225-34105	FUND BALANCE SHOE FACTORY	17,280.39	
225-39999	FUND BALANCE-CAROUSEL	28,164.23	
		<hr/>	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 37,036.16)	
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	TOTAL FUND EQUITY		( 123,540.92)
		<hr/>	
	TOTAL LIABILITIES AND EQUITY		( 123,440.92)

**CITY OF WATERLOO**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

**FUND 225 - SPECIAL REVENUE PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER(UNDER)	% OF
<u>TAXES</u>					
225-41-4111-000 LOCAL TAX-GENERAL FUND	.00	84,000.00	84,000.00	.00	100.0
TOTAL TAXES	.00	84,000.00	84,000.00	.00	100.0
<u>LICENSES &amp; PERMITS</u>					
225-44-4421-000 DOG PARK LICENSE	.00	350.00	1,100.00	( 750.00)	31.8
TOTAL LICENSES & PERMITS	.00	350.00	1,100.00	( 750.00)	31.8
<u>PUBLIC CHARGES FOR SERVICE</u>					
225-46-4620-000 FACILITY RENTAL TRAILHEAD	.00	1,500.00	3,000.00	( 1,500.00)	50.0
225-46-4622-000 FACILITY RENTAL FIREMEN'S PARK	1,745.00	21,352.80	35,000.00	( 13,647.20)	61.0
225-46-4624-000 FACILITY RENTAL OTHER	.00	515.00	.00	515.00	.0
225-46-4630-000 PARKS CONCESSIONS	2,206.00	7,703.00	5,000.00	2,703.00	154.1
225-46-4632-000 PARKS ALCOHOL	11,960.00	41,408.00	45,000.00	( 3,592.00)	92.0
225-46-4636-000 PARKS ADVERTISING FEE	.00	1,350.00	3,000.00	( 1,650.00)	45.0
225-46-4638-000 PARKS BARTENDERS	192.00	3,056.00	3,500.00	( 444.00)	87.3
225-46-4674-000 CAROUSEL RENTAL	60.00	800.00	500.00	300.00	160.0
TOTAL PUBLIC CHARGES FOR SERVICE	16,163.00	77,684.80	95,000.00	( 17,315.20)	81.8
<u>MISCELLANEOUS REVENUES</u>					
225-48-4800-000 MISC REVENUES	18.75	192.60	200.00	( 7.40)	96.3
225-48-4830-000 SALE OF CITY PROPERTY	.00	217.00	.00	217.00	.0
225-48-4852-000 DONATIONS FIREMEN'S PARK	25.00	1,055.70	.00	1,055.70	.0
225-48-4854-000 DONATIONS CAROUSEL	791.63	2,647.63	.00	2,647.63	.0
225-48-4856-000 DONATIONS DOG PARK	.00	24.00	.00	24.00	.0
225-48-4860-000 DONATIONS NOT SPECIFIED	.00	2,630.69	25,000.00	( 22,369.31)	10.5
225-48-4862-000 DONATIONS JULY 4TH	.00	5,750.51	7,500.00	( 1,749.49)	76.7
TOTAL MISCELLANEOUS REVENUES	835.38	12,518.13	32,700.00	( 20,181.87)	38.3
<u>OTHER FINANCING SOURCES</u>					
225-49-4930-000 FUNDS APPLIED TO BUDGET	.00	.00	1,000.00	( 1,000.00)	.0
225-49-4935-000 DESIGNATED FUNDS APPLIED	.00	.00	16,780.00	( 16,780.00)	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	17,780.00	( 17,780.00)	.0
TOTAL FUND REVENUE	16,998.38	174,552.93	230,580.00	( 56,027.07)	75.7

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

**FUND 225 - SPECIAL REVENUE PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
225-51-5112-390 LEGIS SUPPORT SALES TAX	317.33	3,001.81	1,000.00	( 2,001.81)	300.2
TOTAL LEGISLATIVE SUPPORT	317.33	3,001.81	1,000.00	( 2,001.81)	300.2
<u>MACHINERY &amp; EQUIPMENT</u>					
225-53-5324-340 MACH & EQUIP SUPPLY GROUNDS	.00	2,732.49	2,000.00	( 732.49)	136.6
225-53-5324-342 MACH & EQUIP GAS & OIL	571.85	1,737.70	1,750.00	12.30	99.3
225-53-5324-354 MACH & EQUIP REP EQUIP GROUN	.00	472.26	1,500.00	1,027.74	31.5
TOTAL MACHINERY & EQUIPMENT	571.85	4,942.45	5,250.00	307.55	94.1
<u>PARKS ADMIN</u>					
225-55-5505-292 PARKS ADMIN MARKETING	.00	3,911.10	2,500.00	( 1,411.10)	156.4
225-55-5505-320 PARKS ADMIN DUES & MEMBERSHIP	.00	160.00	250.00	90.00	64.0
225-55-5505-350 PARKS ADMIN OFFICE SUPPLIES	.00	113.74	125.00	11.26	91.0
225-55-5505-380 PARKS ADMIN COMPUTER MAINT/SUP	157.84	157.84	250.00	92.16	63.1
225-55-5505-399 PARKS ADMIN MISC	852.00	1,293.00	2,500.00	1,207.00	51.7
TOTAL PARKS ADMIN	1,009.84	5,635.68	5,625.00	( 10.68)	100.2
<u>PARKS - FIREMEN'S PARK</u>					
225-55-5510-211 FIREMEN'S PARK LEGAL FEES	.00	192.50	.00	( 192.50)	.0
225-55-5510-221 FIREMEN'S PARK ELECTRIC	1,669.47	9,596.33	12,500.00	2,903.67	76.8
225-55-5510-222 FIREMEN'S PARK HEAT	28.28	2,511.09	4,500.00	1,988.91	55.8
225-55-5510-223 FIREMEN'S PARK WATER/SEWER	628.36	4,789.12	4,000.00	( 789.12)	119.7
225-55-5510-341 FIREMEN'S PARK COMMUNICATION	169.98	1,271.16	1,250.00	( 21.16)	101.7
225-55-5510-350 FIREMEN'S PARK FACILITY SUPPLY	288.44	2,359.29	1,500.00	( 859.29)	157.3
225-55-5510-351 FIREMEN'S PARK FACILITY MAINT	1,844.09	10,712.83	10,000.00	( 712.83)	107.1
225-55-5510-354 FIREMEN'S PARK ALCOHOL	380.36	14,138.06	20,000.00	5,861.94	70.7
225-55-5510-356 FIREMEN'S PARK CONCESSIONS	310.92	4,228.50	2,000.00	( 2,228.50)	211.4
225-55-5510-357 FIREMEN'S PARK DOG PARK	.00	53.93	500.00	446.07	10.8
225-55-5510-358 FIREMEN'S PARK JULY 4TH EVENT	.00	13,238.00	12,000.00	( 1,238.00)	110.3
225-55-5510-359 FIREMEN'S PARK ENTERTAINMENT	2,000.00	4,825.00	5,000.00	175.00	96.5
225-55-5510-360 FIREMEN'S PARK CAROUSEL	.00	895.29	1,000.00	104.71	89.5
TOTAL PARKS - FIREMEN'S PARK	7,319.90	68,811.10	74,250.00	5,438.90	92.7

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2019

**FUND 225 - SPECIAL REVENUE PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>PARKS - TRAILHEAD</u>					
225-55-5520-221 TRAILHEAD-WRT ELECTRIC	181.22	1,491.71	1,250.00	( 241.71)	119.3
225-55-5520-222 TRAILHEAD-WRT HEAT	.00	577.76	1,750.00	1,172.24	33.0
225-55-5520-223 TRAILHEAD-WRT WATER/SEWER	108.60	949.64	850.00	( 99.64)	111.7
225-55-5520-240 TRAILHEAD- WRT BLDG MAINT	145.26	362.91	250.00	( 112.91)	145.2
225-55-5520-290 TRAILHEAD-WRT CLEAN CONTRACT	.00	3,200.00	2,000.00	( 1,200.00)	160.0
225-55-5520-291 TRAILHEAD-WRT SECURITY CONTR	.00	1,124.20	2,000.00	875.80	56.2
225-55-5520-341 TRAILHEAD-WRT COMMUNICATION	.00	225.00	1,000.00	775.00	22.5
<b>TOTAL PARKS - TRAILHEAD</b>	<b>435.08</b>	<b>7,931.22</b>	<b>9,100.00</b>	<b>1,168.78</b>	<b>87.2</b>
<u>PARKS WAGES</u>					
225-55-5522-110 PARKS SALARY COORDINATOR	3,726.94	35,219.46	47,500.00	12,280.54	74.2
225-55-5522-124 PARKS SEASONAL GROUNDS	1,356.09	9,160.62	10,000.00	839.38	91.6
225-55-5522-125 PARKS WAGES PART-TIME	1,785.00	7,205.00	5,000.00	( 2,205.00)	144.1
225-55-5522-151 PARKS SOC SEC	516.39	4,022.64	4,782.00	759.36	84.1
225-55-5522-152 PARKS RETIREMENT	244.12	2,441.20	3,250.00	808.80	75.1
225-55-5522-153 PARKS HEALTH INS	1,531.47	13,783.23	18,378.00	4,594.77	75.0
225-55-5522-154 PARKS INCOME & LIFE INS	12.54	112.86	100.00	( 12.86)	112.9
<b>TOTAL PARKS WAGES</b>	<b>9,172.55</b>	<b>71,945.01</b>	<b>89,010.00</b>	<b>17,064.99</b>	<b>80.8</b>
<u>PARKS - OTHER</u>					
225-55-5530-221 PARKS OTHER ELECTRIC	12.36	98.88	100.00	1.12	98.9
225-55-5530-223 PARKS OTHER WATER & SEWER	.00	200.45	300.00	99.55	66.8
225-55-5530-510 PROPERTY INSURANCE	.00	2,906.00	307.00	( 2,599.00)	946.6
225-55-5530-511 WORKER'S COMPENSATION	.00	1,990.00	1,922.00	( 68.00)	103.5
225-55-5530-512 LIABILITY INSURANCE	.00	3,054.00	1,062.00	( 1,992.00)	287.6
<b>TOTAL PARKS - OTHER</b>	<b>12.36</b>	<b>8,249.33</b>	<b>3,691.00</b>	<b>( 4,558.33)</b>	<b>223.5</b>
<u>225-57-5701-800 CAPITAL PROJECTS</u>					
225-57-5701-800 CAPITAL PROJECTS	.00	41,072.49	40,000.00	( 1,072.49)	102.7
<b>TOTAL DEPARTMENT 5701</b>	<b>.00</b>	<b>41,072.49</b>	<b>40,000.00</b>	<b>( 1,072.49)</b>	<b>102.7</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>18,838.91</b>	<b>211,589.09</b>	<b>227,926.00</b>	<b>16,336.91</b>	<b>92.8</b>
<b>NET REVENUE OVER(UNDER) EXPENDITURES</b>	<b>( 1,840.53)</b>	<b>( 37,036.16)</b>	<b>2,654.00</b>		

**Waterloo 2019 Project Tracking**

Sorted by Oversight Entity

2/13/2019 11:53 AM

by Clerk/Treas.

Project Began	Oversight	Project	Description	Type	Lead(s)	Status	Next Action	Notes
2015	Community Development Authority	203 E Madison St (phase 4)	Complete site work per CDA adopted concept plan	Econ. Dev. TID#2	Clerk/Treas.	Need to identify funding to complete	CDA authorized expenditure for fencing	Spring installation of fencing by DPW
2016	Community Development Authority	333 Portland Rd Demolition	Removal of blighted buildings preparing for future reuse of property	Econ. Dev. TID#3	Clerk/Treas.	Testing taking place	Site Marketing; ID Griffin Repair land amount for potential land sale	Hire a broker for site?
2013	Council	333 West Madison Street	Hawthorn & Stone build-out of assisted living facility	Econ. Dev. TID#2	Clerk/Treas.	waiting on developer financing	Monitor	Council action reduced fee in lieu of taxes amount for 2019 and 2020
2017	Council	Commercial Ave Extension	extend road 345 ft north for AB E Discovery access per agreement	Econ. Dev. TID#3	Kunkel Eng. Group; Chad & Barry	Near completion	Parcel off pond for future city maintenance	Certified Survey Map before Plan Commission on 12/18/2018
2017	Council	Ordinance update	2019 update of digital and printed ordinances	Administrative	Clerk/Treas.	2019 budget item	deferred to 2018 from 2019	Must find funding within Clerk's budget
2018	Park Comm	Repair Firemen's Park Sanitary Sewer line leaks	2016 repairs did not remedy inflow of water to lift station at river	Parks	Parks Director & DPW Director	Estimates came in a approx. 37k	Trustees not willing to use Shoe Factor dollars to fund	Waterloo Utilities has committed 25k to project
2018	Public Safety & Health Comm	Police squad car replacement	2019 purchase through bid process of new replacement vehicle with existing traded-in	Equipment	Police Chief	Police Chief collecting bids for Council	Council authorization of purchase	2019 -- \$30,000
2018	Public Works & Property Comm	2019 Edison/Franklin Reconstruct	Full street and utility reconstruction	Road & Utility improve Capital Fund	Kunkel Engineering Group; Chad & Barry	Final design phase	Public Works Committee briefed 12/6/2018	Municipal portion expense 2019 - \$687,665
2017	Public Works & Property Comm	2018 Cleveland / Mill Reconstruct	full reconstruct of Mill & Cleveland	Road & Utility improve Capital Fund	Kunkel Eng.; Chad & Barry	Punch list & a property owner drain tile remain	final close out	
2016	Public Works & Property Comm	DNR Private Lead Service Line Program	Operate program to assist private home owners to remove lead water pipes	Public Health	Clerk/Treas. & Utility Super	Entering last 6-9 months of project	Final year outreach to gain high % compliance	Coordination with Utility for public lead sections required
2017	Public Works & Property Comm	Lease Bobcat	Budget amendment #1 shifted this to 3-year lease to own rather than buy	Equipment	DPW Director	Year 2 lease payment to be made		2019 -- \$15,000
2017	Public Works & Property Comm	Replace 2004 Patrol truck	Purchase replacement truck	Equipment	DPW Director	Approved for 2019 expenditure	Competitive bid for truck purchase	2019 -- \$130,000
2019	Public Works & Property Comm	Multi-building LED light optimization	LED lighting upgrades for 873 fixtures using grant & Focus on Energy incentive	Facility Update	Clerk/Treas.	12/6 meeting on fixture installation timeline		2019 -- grant=\$50,000 and muni share = 26,033

2020 BUDGET

12/31/2016

12/31/2017

12/31/2018

6/30/2019

12/31/2019

budget

percent

1	2	3	4	5	6	7	8	9	10	11
<b>CITY OF WATERLOO BUDGET DELIBERATIONS</b>										
8/8/2019						Period Ending				
ACCT NO	DESCRIPTION (From Caselle)	DEPT. (From Caselle)	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	6/30/2019 CY YTD	2019 BUDGET	2020 SUBMITTAL	% CHANGE 18-19	NOTES
225-41-4111-000	LOCAL TAX-GENERAL FUND	#NAME?	0	52,750	52,750	62,477	84,000	84000	0.0%	
225-43-4360-000	STATE GRANTS PARKS	#NAME?	101,354	2,246	0	0	0		-	
225-44-4421-000	DOG PARK LICENSE	#NAME?	683	653	573	350	1,100	650	-40.9%	
225-46-4611-000	CAROUSEL RIDE FEES	#NAME?	1,799	618	0	0	0		-	
225-46-4620-000	FACILITY RENTAL TRAILHEAD	#NAME?	3,355	3,595	2,260	650	3,000	3000	0.0%	
225-46-4622-000	FACILITY RENTAL FIREMEN'S PARK	#NAME?	23,068	28,409	26,517	14,140	35,000	35000	0.0%	
225-46-4622-001	FACILITY RENTAL FP AT&T LEASE	#NAME?	0	0	0	0	0	0	-	
225-46-4623-000	ENTERTAINMENT/TOURNAMENT/LEAGU	#NAME?	1,640	1,028	6,197	0	0	0	-	
225-46-4624-000	FACILITY RENTAL OTHER	#NAME?	0	25	0	140	0	0	-	
225-46-4630-000	PARKS CONCESSIONS	#NAME?	5,775	7,454	4,540	3,134	5,000	5000	0.0%	
225-46-4632-000	PARKS ALCOHOL	#NAME?	38,794	44,669	45,354	15,037	45,000	45000	0.0%	
225-46-4636-000	PARKS ADVERTISING FEE	#NAME?	0	1,050	1,950	1,350	3,000	2000	-33.3%	
225-46-4638-000	PARKS BARTENDERS	#NAME?	1,124	2,112	3,778	1,928	3,500	3500	0.0%	
225-46-4674-000	CAROUSEL RENTAL	#NAME?	1,060	640	769	560	500	500	0.0%	
225-48-4800-000	MISC REVENUES	#NAME?	3,151	109	171	133	200	200	0.0%	
225-48-4830-000	SALE OF CITY PROPERTY	#NAME?	0	0	296	217	0	0	-	
225-48-4850-000	DONATIONS TRAILHEAD	#NAME?	161	12	14	0	0	0	-	
225-48-4852-000	DONATIONS FIREMEN'S PARK	#NAME?	13,205	12,876	4,652	1,031	0	0	-	
225-48-4854-000	DONATIONS CAROUSEL	#NAME?	21,278	1,826	2,677	750	0	0	-	
225-48-4856-000	DONATIONS DOG PARK	#NAME?	76	254	4	24	0	0	-	
225-48-4858-000	DONATIONS YOUTH PROGRAMS	#NAME?	292	0	0	0	0	0	-	
225-48-4860-000	DONATIONS NOT SPECIFIED	#NAME?	3,832	130	0	100	25,000	0	-	
225-48-4862-000	DONATIONS JULY 4TH	#NAME?	8,329	7,095	8,070	3,250	7,500	7500	0.0%	
225-49-4918-000	TRANSFER FROM PARKS IMPACT FEE	#NAME?	0	0	0	0	0	0	-	
225-49-4921-000	TRANSFER FROM GENERAL FUND	#NAME?	95,894	0	25,000	0	0	0	-	
225-49-4924-000	TRANSFER FROM CAPITAL PROJECT	#NAME?	4,234	0	0	0	0	25000	#DIV/0!	
225-49-4926-000	TRANSFER FROM FUND 820	#NAME?	27,186	0	0	0	0	0	-	
225-49-4930-000	FUNDS APPLIED TO BUDGET	#NAME?	0	0	0	0	1,000	0	-	
225-49-4935-000	DESIGNATED FUNDS APPLIED	#NAME?	0	0	0	0	16,780	0	-	
			356,289	167,550	185,571	105,271	230,580	211,350	-8.3%	
225-51-5112-390	LEGIS SUPPORT SALES TAX	#NAME?	3,565	4,401	4,465	1,533	1,000	1500	50.0%	
225-51-5190-906	MISC GEN GOVT UNEMPLOYMENT ST	#NAME?	2,540	0	0	0	0	0	-	
225-53-5324-340	MACH & EQUIP SUPPLY GROUNDS	#NAME?	476	1,415	124	0	2,000	2000	0.0%	
225-53-5324-342	MACH & EQUIP GAS & OIL	#NAME?	3,631	1,729	1,935	889	1,750	1750	0.0%	
225-53-5324-354	MACH & EQUIP REP EQUIP GROUN	#NAME?	3,838	1,274	1,059	432	1,500	1500	0.0%	
225-55-5505-292	PARKS ADMIN MARKETING	#NAME?	5,308	8,548	3,300	3,911	2,500	4000	60.0%	
225-55-5505-320	PARKS ADMIN DUES & MEMBERSHIP	#NAME?	164	164	0	160	250	200	-20.0%	
225-55-5505-350	PARKS ADMIN OFFICE SUPPLIES	#NAME?	57	145	162	114	125	125	0.0%	
225-55-5505-380	PARKS ADMIN COMPUTER MAINT/SUP	#NAME?	468	1,392	0	0	250	250	0.0%	
225-55-5505-399	PARKS ADMIN MISC	#NAME?	146	77	220	0	2,500	2500	0.0%	
225-55-5510-211	FIREMEN'S PARK LEGAL FEES	#NAME?	0	0	2,280	193	0	0	-	
225-55-5510-221	FIREMEN'S PARK ELECTRIC	#NAME?	12,262	15,676	15,342	4,421	12,500	12500	0.0%	
225-55-5510-222	FIREMEN'S PARK HEAT	#NAME?	1,088	2,375	2,935	2,404	4,500	4500	0.0%	



Waterloo Firemen's Park - Capital Project Priority List

Rank	Project	Cost	Notes
1A	Sewer Work	\$ 75,000.00	An absolute must to stop flow of ground water into lift station and to finish the project
1A	Mason Entrance	\$ 30,000.00	Brick is falling from areas not updated. This is creating a safety hazard and this would also finish the project
1A	Baseball Field Reno	\$ 40,000.00	Over 10 years past due and would coincide with tiling system placement so field would only be torn up once
		<b>\$ 145,000.00</b>	
1B	Fence Reno (entire park)	\$ 60,000.00	Includes: Field B backstop that is falling over & outfield fence, Field C - Entire Field, Baseball Diamond Backstop and Dog Park
1B	Dugout Reno/Press Box (all fields)	\$ 40,000.00	Includes: Field B that is a safety hazard, all of C & creating Dug outs and press box for Baseball Diamond
1B	Lower Parking Lot Paving	\$ 35,000.00	Paving area in front of concession stand to the road and over to the Carousel. Area is dangerous with no real parking restrictions.
		<b>\$ 135,000.00</b>	
1C	Bathroom Reno (outdoor/pavilion)	\$ 25,000.00	Includes: Automatic flushers in all toilets and urinals, hand dryers, new stalls, sink installs and updating paint schemes
1C	Kitchen Reno	\$ 30,000.00	Bringing kitchen up to date so it can be presented as a suitable incubator kitchen
		<b>\$ 55,000.00</b>	
	<b>Total Cost Priority 1</b>	<b>\$ 335,000.00</b>	
2A	Roundhouse Residing	\$ 10,000.00	New wood siding
2A	Banquet Chairs and Tables	\$ 30,000.00	Includes: Banquet Chairs, Folding Metal Chairs, Circular Banquet Tables and Carts
2A	Air Condition Update (Pavilion)	\$ 15,000.00	Updates Air units and coils to bring more efficient air flow
2A	Electrical Update (Pavilion)	\$ 15,000.00	Update and bring to code all electrical
2A	Upper Pavilion Floor	\$ 75,000.00	Professional flooring to bring back to life and extend life
		<b>\$ 145,000.00</b>	
2B	Lower Pavilion Reno	\$ 40,000.00	Includes: Bar area, trophy case, flooring and painting
2B	Reunion Hall/Shelter Reno	\$ 50,000.00	Tearing down Reunion Hall & replacing with outdoor shelter
2B	Basketball Court Reno	\$ 30,000.00	Putting in new basketball courts to replace old courts
		<b>\$ 120,000.00</b>	
	<b>Total Cost Priority 2</b>	<b>\$ 265,000.00</b>	
<b>PROJECTS NEEDING ATTENTION WITH LARGE FUNDING</b>			
3	Lower Bathrooms Reno	\$ 50,000.00	Updating and remodeling Lower Bathrooms. Adding Showers for camping area
3	Stadium Concrete Steps & Seating	\$ 750,000.00	Cracking and needed replacement steps. This would remove and replace all steps and ADA compliance
3	Field Lighting	\$ 400,000.00	New lighting on all fields. Creates a more economical and energy efficient lighting systems for fields
3	Firemen's Park Parking Lot	\$ 700,000.00	Creating a new parking lot: Eliminates erosion and parking confusion
3	Veteran's Park Reno	\$ 40,000.00	Mason work on Veterans Monument and painting of bandstand
		<b>\$ 1,940,000.00</b>	

YEAR 1 - 1A

YEAR 2 - 1B

YEAR 3 - 1C

YEAR 4 - 2A

YEAR 5 - 2B

YEAR 6 & OUT - 3

# City of Waterloo – Capital Purchase Request Form For Budgeting Purposes

## PHOTOCOPY OR DUPLICATE THIS FORM AS NEEDED

2020-2024 Department:  Parks  Submitted By:  Haberkorn  Date:  8/8/2019

**Project Name:**

Waterloo Firemen’s Park Beautification Project – See Attached

Priority  1  (1 High... 5 Low)

Description.....

See Attached

Justification.....

See Attached

**Expenditure Amounts**

Prior Expenditure	2020	2021	2022	2023	2024	Total	Future Total
\$0.00	\$145,000	\$135,000	\$55,000	\$145,000	\$120,000	\$600,000	\$1.94 Mil

**Funding Source(s)**

	2020	2021	2022	2023	2024	Total	Future Total
1. Computer Aid	\$145,000	\$135,000	\$55,000	\$145,000	\$120,000	\$600,000	\$1.94 Mil

**Operating Budget Impact**

Prior Total	2020	2021	2022	2023	2024	Total	Future Total
Change In Operating Expense Due To Purchase							