



136 North Monroe Street
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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, NOVEMBER 14, 2018
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 8, 2018
3. CITIZEN INPUT
4. REPORTS/UPDATES
 - a. Coordinator's Report
 - b. Parks Financial Report
 - c. 2018 Capital Projects
5. NEW BUSINESS
 - a. 720 West Madison Street Phase 4, Naming Rights
 - i. Final 3 names & Results
 - b. 2019 Budget Submittal
 - i. Revision – Submitted
 - c. Sewer Replacement in Firemen's Park
 - i. Cost - \$50,000
 1. Payment Options
6. INFORMATION
 - a. Baseball Field Tile Replacement
 - b. Wiener & Kraut Day
 - c. Pavilion Retaining Wall & Memorial Garden
 - d. Veteran's Memorial
 - e. AT&T Cell Tower
7. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING
 - a. February 13, 2019 5:00 pm
8. ADJOURNMENT

Gabe Haberkorn

Parks Coordinator

Posted, Emailed & Mailed: 10/05/2018

Committee Members: **Stinnett**, Kegler, Quimby, Kopplin 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.

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

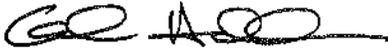
May 9, 2018

1. **ROLL CALL AND CALL TO ORDER.** Parks Commission Chair Stinnett called the Parks Commission meeting to order at 5:01 pm in the Municipal Building Council Chambers. **ROLL CALL:** Voting members present: Stinnett, Kegler, Strobel. Absent: Kopplin, Quimby. Ex-officio members present: Parks Coordinator Gabe Haberkorn, Public Works Director Chad Yerges, WYSO Representative Katy Powers & WRT Representative Charley Crave. Absent: None. Others present: Maureen Giese & Diane Graff of the Courier.
2. **MEETING MINUTES APPROVAL: MAY 9, 2018. MOTION:** Moved by Kegler, seconded by Strobel to approve the meeting minutes as presented. **VOICE VOTE:** Motion carried.
3. **CITIZEN INPUT.** Maureen Giese spoke about the May 9th meeting and the Veterans Park Memorial cost of \$15,000 where she thought it was \$25,000. Park Coordinator Haberkorn did check that it was \$15,000. Katy Powers spoke on behalf of the WYSO to thank the Park and Coordinator Haberkorn about the long hours and what the park has done for them. Haberkorn then read a letter from citizen Terry Wermuth. The letter spoke about thanking the Park Coordinator for the help they received. It also stated problems of the Bingo Hall with cleanliness and plumbing issues. Haberkorn spoke on the issues in the letter. Maureen Giese spoke on checking facilities after rentals.
4. **REPORTS/UPDATES**
 - a. **Coordinator's Report.** Haberkorn discussed concert nights are down due to weather and mosquitos. Also discussed the next 2 concerts. July 4th was ahead this year by approximate \$2,000. Less money was made, but less money was spent. More Donation money was brought in this year for July 4th. The Firemen's Park bandstand was giving a facelift this summer with the help of Cornerstone Church. Movie and Music night took place with 10 more families attending over last years numbers. The retaining wall has been ordered and hoping with weather it will be completed by W&K Day. Disc Golf on hold waiting on Trek. Sand Volleyball Court electrical is going to be removed so we can move forward with the project after the retaining wall is done. The baseball field will have a new name to it as Skalitzky Field as a large donation will be made in the form of retiling the entire baseball field. Approximate cost will be \$35,000. Sewer Replacement will take place, but will be talked about later in meeting. Haberkorn discussed the possibility of a cell tower in Firemen's Park with the possibility of a rental cost coming in each month for this project at \$7500. Maureen Giese asked about the naming rights for Firemen's Park baseball diamond was all donated by Skalitzky's. Scoreboards are all done with the new receivers in place. Pavilion bandstand is not done, but the roundhouse electrical is completed. The mason wall front is complete with lighting. Carousel donation kiosk is in discussions with the group in finding a time frame to meet. A horse was missing a donation tag and that has now been replaced. Next donation campaign will be the Lion Head drinking fountain to be put into the Memorial Garden. Maureen Giese asked for things to be done and planned now for next year. Haberkorn stated that some of the events such as Fireworks are already booked for next year, but discussed moving the Horse Pull to W&K Day is just a better move for all. Giese then asked if all bands booked for July 4th were worth the amount paid. Haberkorn stated that there was about 200 people attending the band at night. Maureen Giese stated that she did not like the name of the band "Granny Shot", but did not understand that it was a Basketball term for an underhand shot.
 - b. **Parks Financial Report December through July.** 98% of events schedule to the average. Budget is on track at 50% with numbers still low, but \$12,000 still coming in from tax levy. Deficit is around \$23,000 with most of the difference coming from maintenance. Concessions number is a little high and cleaning contract is high as it was done after budgets were out.
 - c. **2018 Capital Projects.** Noted.
5. **UNFINISHED BUSINESS.**
 - a. **720 West Madison Street Phase 4, Naming Rights.** Haberkorn spoke on the 20 names from both School and citizen input. Maureen spoke on the history of the area. Debate was taken on whether to vote now on a name or send to public for vote. Discussion. Motion was made to send out for public vote on 3 choices: Pirates Landing, Maunsha Cannery Park and Fox Park. **VOICE VOTE:** Motion Carried
 - b. **2019 Budget Submittal.** Haberkorn discussed the new submittal requesting \$110,000 in tax levy. Taking donations out of the budget. Discussion. **MOTION:** Moved by Kegler second by Strobel to move forward with budget submittal to Finance. **VOICE VOTE:** Motion Carried
6. **INFORMATION.**
 - a. **Sewer Replacement in Firemen's Park.** Haberkorn spoke on the cost of the sewer as is with possible replacement cost of the sewer. Discussion.
 - b. **Baseball Field Tile Replacement and Naming Rights.** Haberkorn spoke again about the new naming rights to the baseball field from Skalitzky Sod.

7. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING.

a. Next Meeting: November 14th, 2018 at 5:00 pm

8. ADJOURNMENT. MOTION: Adjourned by consensus. Approximate time: 6:23 pm



Gabe Haberkorn
Park Coordinator



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PARKS COORDINATOR REPORT

EVENTS AND HIGHLIGHTS

- SUMMER CONCERT SERIES
 - Finished
 - Good turnout for last concert
- W&K Day
 - Successful
 - Even
 - Lost Money moving Volleyball

ONGOING PROJECTS

- PARK BEAUTIFICATION PROJECT:
 - Dog Park
 - Fixing of fence line and proper updates
- DISC GOLF LEAGUE:
 - New Group started – hoping to incorporate into Friends of the Park
 - Moved a couple holes
 - Waiting to hear back from Trek on Disc Baskets & Equipment Donation
 - Volunteers will put in new cement tee boxes in spring
- SAND VOLLEYBALL COURTS
 - Received a donation of \$5000 for the implementation of Sand Volleyball courts in Firemen's Park
 - Electrical has been cut off.

FINISHED PROJECTS

- PAVILION MEMORIAL SITTING GARDEN
 - Complete
 - Waiting on Aluminum Cast Plaque
- DECORATIVE STONES
 - Complete
 - Michels Stone Quarry Donation

CAROUSEL

- DONATION BOARDS
 - Meeting with Individuals to go over finishing the donation wall in the kiosk at Carousel

PROJECTS ON HOLD UNTIL 2020

- BUILDING PROJECTS: Some projects that are needs at facilities

- Firemen's Park Reunion Hall
 - New Roof needed – Cost Estimation: \$20,000

DONATION CAMPAIGNS

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

| MONTHLY REVENUE (ALL REVENUE SOURCES) | | | | | | | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------------|
| | Jan 2018 | Feb 2018 | Mar 2018 | Apr 2018 | May 2018 | Jun 2018 | Jul 2018 | Aug 2018 | Sep 2018 | Oct 2018 | Nov 2018 | Dec 2018 | TOTAL 2018 |
| Current YR Revenue (all sources) [1] | \$2,422 | \$42,855 | \$2,696 | \$7,548 | \$12,702 | \$8,893 | \$30,111 | \$21,541 | \$17,084 | \$8,131 | \$0 | \$0 | \$153,983 |
| GOAL: Monthly Rev. | \$2,500 | \$42,250 | \$2,500 | \$2,500 | \$15,000 | \$17,500 | \$35,000 | \$25,000 | \$25,000 | \$15,000 | \$2,500 | \$796 | \$185,546 |
| % of Goal | 97% | 101% | 108% | 302% | 85% | 51% | 86% | 86% | 68% | 54% | 0% | 0% | 83% |
| Prior Yr Receipts | \$1,015 | \$2,643 | \$2,779 | \$2,087 | \$15,033 | \$46,097 | \$30,398 | \$22,667 | \$19,341 | \$13,145 | \$4,905 | \$1,720 | \$161,830 |

| SCHEDULED/PLANNED EVENTS (EVENT COUNT) | | | | | | | | | | | | | |
|---|------------|-------------|-------------|-------------|-------------|-------------|------------|------------|------------|------------|-------------|----------|-------------|
| | Jan 2018 | Feb 2018 | Mar 2018 | Apr 2018 | May 2018 | Jun 2018 | Jul 2018 | Aug 2018 | Sep 2018 | Oct 2018 | Nov 2018 | Dec 2018 | TOTAL 2018 |
| WRT | | 2 | | | 1 | 2 | 1 | 1 | 4 | 1 | | | 12 |
| FP - Outdoor Event | | | | 5 | 9 | 9 | 14 | 4 | 4 | 1 | 1 | | 47 |
| FP - Full Pavilion | | 1 | | | 1 | 2 | 1 | 1 | | | | | 6 |
| FP - Upper Pavilion | 1 | 2 | 3 | 4 | 4 | 3 | 3 | 3 | 4 | 3 | 1 | 1 | 32 |
| FP - Lower Pavilion | | | 2 | | 2 | 3 | 4 | 1 | | | 2 | | 14 |
| FP - Bingo Hall | | | | | | 5 | 1 | 1 | 1 | 1 | | | 9 |
| FP - Reunion Hall | | | | | | | | | | | | | 0 |
| FP - Roundhouse | | | | | | | | | | | | | 0 |
| FP - Bandstand Other | | | | | 3 | 1 | 1 | 2 | | | | | 7 |
| FP - Concession Bldg. | | | | | | 1 | | | | | | | 1 |
| Other Park | | | | | | | | | | | | | 0 |
| Current YR Event-Days Count | 1 | 5 | 5 | 9 | 20 | 26 | 25 | 13 | 13 | 6 | 4 | 1 | 128 |
| Prior Yr Event Count | 4 | 3 | 1 | 3 | 14 | 15 | 31 | 21 | 17 | 10 | 1 | 0 | 120 |
| Yr/Yr Percent Comparison | 25% | 167% | 500% | 300% | 143% | 173% | 81% | 62% | 76% | 60% | 400% | - | 107% |

NOTES:

[1] The bulk of budgeted property tax (\$52,750) is recognized in February, 76%

CITY OF WATERLOO

BALANCE SHEET
SEPTEMBER 30, 2018

FUND 225 - SPECIAL REVENUE PARKS

ASSETS

| | | | |
|-----------|--------------------------------|---------------|---------------|
| 225-11100 | TREASURER'S CASH | (88,834.38) | |
| 225-11400 | PARKS ATM CHECKING ACCOUNT | 7,357.13 | |
| 225-11800 | PETTY CASH | 1,000.00 | |
| 225-11850 | PETTY CASH PARKS ATM | .00 | |
| 225-11900 | PETTY CASH CAROUSEL | 50.00 | |
| 225-13101 | ACCOUNTS RECEIVABLE PRIOR YEAR | .00 | |
| 225-15800 | DUE FROM AGENCY FUND TAXES | .00 | |
| | | | |
| | TOTAL ASSETS | | (80,427.25) |

LIABILITIES AND EQUITY

LIABILITIES

| | | | |
|-----------|-------------------------|-----|-----|
| 225-21100 | VOUCHERS PAYABLE | .00 | |
| 225-21102 | WAGES PAYABLE | .00 | |
| 225-24301 | SECURITY DEPOSITS | .00 | |
| 225-26100 | DEFERRED REVENUE | .00 | |
| 225-26200 | DEFERRED REVENUE GRANTS | .00 | |
| | | | |
| | TOTAL LIABILITIES | | .00 |

FUND EQUITY

| | | | |
|-----------|---------------------------------|---------------|---------------|
| 225-32600 | FUND BALANCE | (93,768.67) | |
| 225-32601 | TRAILHEAD-WRT | .00 | |
| 225-32602 | FIREMEN'S PARK | 2,750.00 | |
| 225-32603 | YOUTH PROGRAMS | .00 | |
| 225-32604 | DONATIONS NOT SPECIFIC | .00 | |
| 225-32605 | JULY 4TH CELEBRATION | .00 | |
| 225-32625 | PARK EQUIPMENT CARRYOVER | .00 | |
| 225-32627 | PLAYGROUND EQUIPMENT CARRYOVER | .00 | |
| 225-32629 | MAUNESHA RIVER DOG PARK | .00 | |
| 225-32632 | VET'S PARK 720 W MADISON ST | .00 | |
| 225-34105 | FUND BALANCE SHOE FACTORY | 19,780.39 | |
| 225-39999 | FUND BALANCE-CAROUSEL | 25,186.91 | |
| | REVENUE OVER EXPENDITURES - YTD | (34,375.88) | |
| | | | |
| | TOTAL FUND EQUITY | | (80,427.25) |
| | | | |
| | TOTAL LIABILITIES AND EQUITY | | (80,427.25) |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | | PERIOD | | BUDGET | | % OF |
|-----------------------------------|----------------------------------|-----------|------------|-----------|---------------|--------|
| | | ACTUAL | YTD ACTUAL | AMOUNT | VARIANCE | BUDGET |
| <u>REVENUES</u> | | | | | | |
| <u>TAXES</u> | | | | | | |
| 225-41-4111-000 | LOCAL TAX-GENERAL FUND | .00 | 52,750.00 | 52,750.00 | .00 | 100.00 |
| | TOTAL TAXES | .00 | 52,750.00 | 52,750.00 | .00 | 100.00 |
| <u>INTERGOVERNMENTAL REVENUE</u> | | | | | | |
| 225-43-4360-000 | STATE GRANTS PARKS | .00 | .00 | 2,246.00 | (2,246.00) | .00 |
| | TOTAL INTERGOVERNMENTAL REVENUE | .00 | .00 | 2,246.00 | (2,246.00) | .00 |
| <u>LICENSES & PERMITS</u> | | | | | | |
| 225-44-4421-000 | DOG PARK LICENSE | .00 | 563.00 | 1,100.00 | (537.00) | 51.18 |
| | TOTAL LICENSES & PERMITS | .00 | 563.00 | 1,100.00 | (537.00) | 51.18 |
| <u>PUBLIC CHARGES FOR SERVICE</u> | | | | | | |
| 225-46-4611-000 | CAROUSEL RIDE FEES | .00 | .00 | 750.00 | (750.00) | .00 |
| 225-46-4620-000 | FACILITY RENTAL TRAILHEAD | 150.00 | 1,860.00 | 4,500.00 | (2,640.00) | 41.33 |
| 225-46-4622-000 | FACILITY RENTAL FIREMEN'S PARK | 2,210.00 | 19,415.00 | 30,000.00 | (10,585.00) | 64.72 |
| 225-46-4623-000 | ENTERTAINMENT/TOURNAMENT/LEAGU | .00 | 6,196.75 | 2,500.00 | 3,696.75 | 247.87 |
| 225-46-4630-000 | PARKS CONCESSIONS | 1,412.00 | 3,897.00 | 5,000.00 | (1,103.00) | 77.94 |
| 225-46-4632-000 | PARKS ALCOHOL | 11,828.00 | 40,664.41 | 45,000.00 | (4,335.59) | 90.37 |
| 225-46-4636-000 | PARKS ADVERTISING FEE | .00 | 1,950.00 | .00 | 1,950.00 | .00 |
| 225-46-4638-000 | PARKS BARTENDERS | 192.00 | 3,034.00 | 1,250.00 | 1,784.00 | 242.72 |
| 225-46-4674-000 | CAROUSEL RENTAL | 114.00 | 769.00 | 1,000.00 | (231.00) | 76.90 |
| | TOTAL PUBLIC CHARGES FOR SERVICE | 15,906.00 | 77,786.16 | 90,000.00 | (12,213.84) | 86.43 |
| <u>MISCELLANEOUS REVENUES</u> | | | | | | |
| 225-48-4800-000 | MISC REVENUES | .00 | 102.50 | .00 | 102.50 | .00 |
| 225-48-4830-000 | SALE OF CITY PROPERTY | .00 | 295.96 | .00 | 295.96 | .00 |
| 225-48-4850-000 | DONATIONS TRAILHEAD | .00 | 13.57 | 200.00 | (186.43) | 6.79 |
| 225-48-4852-000 | DONATIONS FIREMEN'S PARK | 50.00 | 3,040.20 | 25,000.00 | (21,959.80) | 12.16 |
| 225-48-4854-000 | DONATIONS CAROUSEL | 1,128.16 | 2,569.08 | 1,500.00 | 1,069.08 | 171.27 |
| 225-48-4856-000 | DONATIONS DOG PARK | .00 | 4.00 | 750.00 | (746.00) | .53 |
| 225-48-4862-000 | DONATIONS JULY 4TH | .00 | 8,070.00 | 12,000.00 | (3,930.00) | 67.25 |
| | TOTAL MISCELLANEOUS REVENUES | 1,178.16 | 14,095.31 | 39,450.00 | (25,354.69) | 35.73 |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|--------------------|------------------|------------|------------------|---------------|----------------|
| TOTAL FUND REVENUE | 17,084.16 | 145,194.47 | 185,546.00 | (40,351.53) | 78.25 |

EXPENDITURES

LEGISLATIVE SUPPORT

| | | | | | | |
|-----------------|---------------------------|-----|----------|----------|----------|-------|
| 225-51-5112-390 | LEGIS SUPPORT SALES TAX | .00 | 1,287.63 | 4,000.00 | 2,712.37 | 32.19 |
| | TOTAL LEGISLATIVE SUPPORT | .00 | 1,287.63 | 4,000.00 | 2,712.37 | 32.19 |

MISCELLANEOUS GENERAL GOVT

| | | | | | | |
|-----------------|----------------------------------|-----|-----|----------|----------|-----|
| 225-51-5190-906 | MISC GEN GOVT UNEMPLOYMENT ST | .00 | .00 | 3,012.00 | 3,012.00 | .00 |
| | TOTAL MISCELLANEOUS GENERAL GOVT | .00 | .00 | 3,012.00 | 3,012.00 | .00 |

MACHINERY & EQUIPMENT

| | | | | | | |
|-----------------|------------------------------|-----|----------|----------|----------|-------|
| 225-53-5324-340 | MACH & EQUIP SUPPLY GROUNDS | .00 | 124.15 | 3,000.00 | 2,875.85 | 4.14 |
| 225-53-5324-342 | MACH & EQUIP GAS & OIL | .00 | 1,475.39 | 1,750.00 | 274.61 | 84.31 |
| 225-53-5324-354 | MACH & EQUIP REP EQUIP GROUN | .00 | 1,058.79 | 1,750.00 | 691.21 | 60.50 |
| | TOTAL MACHINERY & EQUIPMENT | .00 | 2,658.33 | 6,500.00 | 3,841.67 | 40.90 |

PARKS ADMIN

| | | | | | | |
|-----------------|--------------------------------|-----|----------|----------|------------|--------|
| 225-55-5505-292 | PARKS ADMIN MARKETING | .00 | 1,800.20 | 3,000.00 | 1,199.80 | 60.01 |
| 225-55-5505-320 | PARKS ADMIN DUES & MEMBERSHIP | .00 | .00 | 750.00 | 750.00 | .00 |
| 225-55-5505-350 | PARKS ADMIN OFFICE SUPPLIES | .00 | 94.43 | 125.00 | 30.57 | 75.54 |
| 225-55-5505-380 | PARKS ADMIN COMPUTER MAINT/SUP | .00 | .00 | 500.00 | 500.00 | .00 |
| 225-55-5505-399 | PARKS ADMIN MISC | .00 | 219.73 | 100.00 | (119.73) | 219.73 |
| | TOTAL PARKS ADMIN | .00 | 2,114.36 | 4,475.00 | 2,360.64 | 47.25 |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | | PERIOD | | BUDGET | | % OF |
|-------------------------------|--------------------------------|-----------|------------|-----------|---------------|----------|
| | | ACTUAL | YTD ACTUAL | AMOUNT | VARIANCE | BUDGET |
| <u>PARKS - FIREMEN'S PARK</u> | | | | | | |
| 225-55-5510-211 | FIREMEN'S PARK LEGAL FEES | .00 | 990.00 | .00 | (990.00) | .00 |
| 225-55-5510-221 | FIREMEN'S PARK ELECTRIC | 1,971.86 | 11,335.67 | 12,500.00 | 1,164.33 | 90.69 |
| 225-55-5510-222 | FIREMEN'S PARK HEAT | 15.05 | 2,075.51 | 3,500.00 | 1,424.49 | 59.30 |
| 225-55-5510-223 | FIREMEN'S PARK WATER/SEWER | 405.78 | 3,146.91 | 3,500.00 | 353.09 | 89.91 |
| 225-55-5510-341 | FIREMEN'S PARK COMMUNICATION | .00 | 734.92 | 900.00 | 165.08 | 81.66 |
| 225-55-5510-350 | FIREMEN'S PARK FACILITY SUPPLY | .00 | 705.30 | 2,500.00 | 1,794.70 | 28.21 |
| 225-55-5510-351 | FIREMEN'S PARK FACILITY MAINT | 3,142.44 | 21,517.61 | 2,000.00 | (19,517.61) | 1,075.88 |
| 225-55-5510-354 | FIREMEN'S PARK ALCOHOL | 4,912.11 | 19,072.54 | 20,000.00 | 927.46 | 95.36 |
| 225-55-5510-356 | FIREMEN'S PARK CONCESSIONS | 292.55 | 4,389.76 | 2,000.00 | (2,389.76) | 219.49 |
| 225-55-5510-357 | FIREMEN'S PARK DOG PARK | .00 | .00 | 500.00 | 500.00 | .00 |
| 225-55-5510-358 | FIREMEN'S PARK JULY 4TH EVENT | .00 | 13,269.78 | 12,000.00 | (1,269.78) | 110.58 |
| 225-55-5510-359 | FIREMEN'S PARK ENTERTAINMENT | 8,930.00 | 13,318.11 | 5,000.00 | (8,318.11) | 266.36 |
| 225-55-5510-360 | FIREMEN'S PARK CAROUSEL | .00 | 468.76 | 2,000.00 | 1,531.24 | 23.44 |
| TOTAL PARKS - FIREMEN'S PARK | | 19,669.79 | 91,024.87 | 66,400.00 | (24,624.87) | 137.09 |
| <u>PARKS - TRAILHEAD</u> | | | | | | |
| 225-55-5520-221 | TRAILHEAD-WRT ELECTRIC | 147.15 | 869.14 | 1,500.00 | 630.86 | 57.94 |
| 225-55-5520-222 | TRAILHEAD-WRT HEAT | 9.57 | 1,133.84 | 1,750.00 | 616.16 | 64.79 |
| 225-55-5520-223 | TRAILHEAD-WRT WATER/SEWER | 103.61 | 703.49 | 800.00 | 96.51 | 87.94 |
| 225-55-5520-240 | TRAILHEAD- WRT BLDG MAINT | 32.26 | 95.13 | 250.00 | 154.87 | 38.05 |
| 225-55-5520-290 | TRAILHEAD-WRT CLEAN CONTRACT | 400.00 | 3,600.00 | 450.00 | (3,150.00) | 800.00 |
| 225-55-5520-291 | TRAILHEAD-WRT SECURITY CONTR | .00 | 1,105.20 | 2,000.00 | 894.80 | 55.26 |
| 225-55-5520-341 | TRAILHEAD-WRT COMMUNICATION | 75.00 | 750.00 | 1,750.00 | 1,000.00 | 42.86 |
| 225-55-5520-350 | TRAILHEAD-WRT CLEANING SUPPLY | .00 | .00 | 300.00 | 300.00 | .00 |
| TOTAL PARKS - TRAILHEAD | | 767.59 | 8,256.80 | 8,800.00 | 543.20 | 93.83 |
| <u>PARKS WAGES</u> | | | | | | |
| 225-55-5522-110 | PARKS SALARY COORDINATOR | 3,653.84 | 34,711.48 | 47,500.00 | 12,788.52 | 73.08 |
| 225-55-5522-124 | PARKS SEASONAL GROUNDS | 1,248.50 | 8,455.50 | 10,000.00 | 1,544.50 | 84.56 |
| 225-55-5522-125 | PARKS WAGES PART-TIME | 2,117.50 | 7,115.00 | 5,000.00 | (2,115.00) | 142.30 |
| 225-55-5522-151 | PARKS SOC SEC | 532.17 | 3,940.83 | 4,782.00 | 841.17 | 82.41 |
| 225-55-5522-152 | PARKS RETIREMENT | 244.80 | 2,448.00 | 3,500.00 | 1,052.00 | 69.94 |
| 225-55-5522-153 | PARKS HEALTH INS | 1,561.22 | 14,050.98 | 20,457.00 | 6,406.02 | 68.69 |
| 225-55-5522-154 | PARKS INCOME & LIFE INS | 12.54 | 85.26 | 100.00 | 14.74 | 85.26 |
| TOTAL PARKS WAGES | | 9,370.57 | 70,807.05 | 91,339.00 | 20,531.95 | 77.52 |

CITY OF WATERLOO

DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET | |
|----------------------|---------------------------------------|----------------------|----------------------|---------------------|----------------------|---------------------|
| <u>PARKS - OTHER</u> | | | | | | |
| 225-55-5530-221 | PARKS OTHER ELECTRIC | 12.36 | 99.48 | 100.00 | .52 | 99.48 |
| 225-55-5530-223 | PARKS OTHER WATER & SEWER | 29.37 | 234.07 | 300.00 | 65.93 | 78.02 |
| 225-55-5530-310 | PARKS OTHER SUPPLIES | .00 | .00 | 500.00 | 500.00 | .00 |
| 225-55-5530-510 | PROPERTY INSURANCE | (18.96) | 288.04 | 360.00 | 71.96 | 80.01 |
| 225-55-5530-511 | WORKER'S COMPENSATION | (118.70) | 1,803.30 | 1,884.00 | 80.70 | 95.72 |
| 225-55-5530-512 | LIABILITY INSURANCE | (65.58) | 996.42 | 1,022.00 | 25.58 | 97.50 |
| | TOTAL PARKS - OTHER | (161.51) | 3,421.31 | 4,166.00 | 744.69 | 82.12 |
| | TOTAL FUND EXPENDITURES | 29,646.44 | 179,570.35 | 188,692.00 | 9,121.65 | 95.17 |
| | NET REVENUES OVER EXPENDITURES | (12,562.28) | (34,375.88) | (3,146.00) | (31,229.88) | (1,092.69) |

CITY OF WATERLOO

BALANCE SHEET
OCTOBER 31, 2018

FUND 225 - SPECIAL REVENUE PARKS

ASSETS

| | | | |
|-----------|--------------------------------|----------------|---------------|
| 225-11100 | TREASURER'S CASH | (100,943.98) | |
| 225-11400 | PARKS ATM CHECKING ACCOUNT | 7,357.13 | |
| 225-11800 | PETTY CASH | 1,000.00 | |
| 225-11850 | PETTY CASH PARKS ATM | .00 | |
| 225-11900 | PETTY CASH CAROUSEL | 50.00 | |
| 225-13101 | ACCOUNTS RECEIVABLE PRIOR YEAR | .00 | |
| 225-15800 | DUE FROM AGENCY FUND TAXES | .00 | |
| | | | |
| | TOTAL ASSETS | | (92,536.85) |

LIABILITIES AND EQUITY

LIABILITIES

| | | | |
|-----------|-------------------------|-----|-----|
| 225-21100 | VOUCHERS PAYABLE | .00 | |
| 225-21102 | WAGES PAYABLE | .00 | |
| 225-24301 | SECURITY DEPOSITS | .00 | |
| 225-26100 | DEFERRED REVENUE | .00 | |
| 225-26200 | DEFERRED REVENUE GRANTS | .00 | |
| | | | |
| | TOTAL LIABILITIES | | .00 |

FUND EQUITY

| | | | |
|-----------|---------------------------------|---------------|---------------|
| 225-32600 | FUND BALANCE | (91,268.67) | |
| 225-32601 | TRAILHEAD-WRT | .00 | |
| 225-32602 | FIREMEN'S PARK | 2,750.00 | |
| 225-32603 | YOUTH PROGRAMS | .00 | |
| 225-32604 | DONATIONS NOT SPECIFIC | .00 | |
| 225-32605 | JULY 4TH CELEBRATION | .00 | |
| 225-32625 | PARK EQUIPMENT CARRYOVER | .00 | |
| 225-32627 | PLAYGROUND EQUIPMENT CARRYOVER | .00 | |
| 225-32629 | MAUNESHA RIVER DOG PARK | .00 | |
| 225-32632 | VET'S PARK 720 W MADISON ST | .00 | |
| 225-34105 | FUND BALANCE SHOE FACTORY | 17,280.39 | |
| 225-39999 | FUND BALANCE-CAROUSEL | 25,186.91 | |
| | REVENUE OVER EXPENDITURES - YTD | (46,485.48) | |
| | | | |
| | TOTAL FUND EQUITY | | (92,536.85) |
| | | | |
| | TOTAL LIABILITIES AND EQUITY | | (92,536.85) |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | | PERIOD | | BUDGET | | % OF |
|-----------------------------------|----------------------------------|----------|------------|-----------|---------------|--------|
| | | ACTUAL | YTD ACTUAL | AMOUNT | VARIANCE | BUDGET |
| <u>REVENUES</u> | | | | | | |
| <u>TAXES</u> | | | | | | |
| 225-41-4111-000 | LOCAL TAX-GENERAL FUND | .00 | 52,750.00 | 52,750.00 | .00 | 100.00 |
| | TOTAL TAXES | .00 | 52,750.00 | 52,750.00 | .00 | 100.00 |
| <u>INTERGOVERNMENTAL REVENUE</u> | | | | | | |
| 225-43-4360-000 | STATE GRANTS PARKS | .00 | .00 | 2,246.00 | (2,246.00) | .00 |
| | TOTAL INTERGOVERNMENTAL REVENUE | .00 | .00 | 2,246.00 | (2,246.00) | .00 |
| <u>LICENSES & PERMITS</u> | | | | | | |
| 225-44-4421-000 | DOG PARK LICENSE | 10.00 | 573.00 | 1,100.00 | (527.00) | 52.09 |
| | TOTAL LICENSES & PERMITS | 10.00 | 573.00 | 1,100.00 | (527.00) | 52.09 |
| <u>PUBLIC CHARGES FOR SERVICE</u> | | | | | | |
| 225-46-4611-000 | CAROUSEL RIDE FEES | .00 | .00 | 750.00 | (750.00) | .00 |
| 225-46-4620-000 | FACILITY RENTAL TRAILHEAD | 400.00 | 2,260.00 | 4,500.00 | (2,240.00) | 50.22 |
| 225-46-4622-000 | FACILITY RENTAL FIREMEN'S PARK | 3,052.00 | 22,467.00 | 30,000.00 | (7,533.00) | 74.89 |
| 225-46-4623-000 | ENTERTAINMENT/TOURNAMENT/LEAGU | .00 | 6,196.75 | 2,500.00 | 3,696.75 | 247.87 |
| 225-46-4630-000 | PARKS CONCESSIONS | 325.00 | 4,222.00 | 5,000.00 | (778.00) | 84.44 |
| 225-46-4632-000 | PARKS ALCOHOL | 3,387.00 | 44,051.41 | 45,000.00 | (948.59) | 97.89 |
| 225-46-4636-000 | PARKS ADVERTISING FEE | .00 | 1,950.00 | .00 | 1,950.00 | .00 |
| 225-46-4638-000 | PARKS BARTENDERS | 744.00 | 3,778.00 | 1,250.00 | 2,528.00 | 302.24 |
| 225-46-4674-000 | CAROUSEL RENTAL | .00 | 769.00 | 1,000.00 | (231.00) | 76.90 |
| | TOTAL PUBLIC CHARGES FOR SERVICE | 7,908.00 | 85,694.16 | 90,000.00 | (4,305.84) | 95.22 |
| <u>MISCELLANEOUS REVENUES</u> | | | | | | |
| 225-48-4800-000 | MISC REVENUES | .00 | 102.50 | .00 | 102.50 | .00 |
| 225-48-4830-000 | SALE OF CITY PROPERTY | .00 | 295.96 | .00 | 295.96 | .00 |
| 225-48-4850-000 | DONATIONS TRAILHEAD | .00 | 13.57 | 200.00 | (186.43) | 6.79 |
| 225-48-4852-000 | DONATIONS FIREMEN'S PARK | 105.21 | 3,145.41 | 25,000.00 | (21,854.59) | 12.58 |
| 225-48-4854-000 | DONATIONS CAROUSEL | 108.00 | 2,677.08 | 1,500.00 | 1,177.08 | 178.47 |
| 225-48-4856-000 | DONATIONS DOG PARK | .00 | 4.00 | 750.00 | (746.00) | .53 |
| 225-48-4862-000 | DONATIONS JULY 4TH | .00 | 8,070.00 | 12,000.00 | (3,930.00) | 67.25 |
| | TOTAL MISCELLANEOUS REVENUES | 213.21 | 14,308.52 | 39,450.00 | (25,141.48) | 36.27 |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|--|------------------|------------|------------------|---------------|----------------|
| TOTAL FUND REVENUE | 8,131.21 | 153,325.68 | 185,546.00 | (32,220.32) | 82.63 |
| <u>EXPENDITURES</u> | | | | | |
| <u>LEGISLATIVE SUPPORT</u> | | | | | |
| 225-51-5112-390 LEGIS SUPPORT SALES TAX | 2,508.53 | 3,796.16 | 4,000.00 | 203.84 | 94.90 |
| TOTAL LEGISLATIVE SUPPORT | 2,508.53 | 3,796.16 | 4,000.00 | 203.84 | 94.90 |
| <u>MISCELLANEOUS GENERAL GOVT</u> | | | | | |
| 225-51-5190-906 MISC GEN GOVT UNEMPLOYMENT ST | .00 | .00 | 3,012.00 | 3,012.00 | .00 |
| TOTAL MISCELLANEOUS GENERAL GOVT | .00 | .00 | 3,012.00 | 3,012.00 | .00 |
| <u>MACHINERY & EQUIPMENT</u> | | | | | |
| 225-53-5324-340 MACH & EQUIP SUPPLY GROUNDS | .00 | 124.15 | 3,000.00 | 2,875.85 | 4.14 |
| 225-53-5324-342 MACH & EQUIP GAS & OIL | 460.07 | 1,935.46 | 1,750.00 | (185.46) | 110.60 |
| 225-53-5324-354 MACH & EQUIP REP EQUIP GROUN | .00 | 1,058.79 | 1,750.00 | 691.21 | 60.50 |
| TOTAL MACHINERY & EQUIPMENT | 460.07 | 3,118.40 | 6,500.00 | 3,381.60 | 47.98 |
| <u>PARKS ADMIN</u> | | | | | |
| 225-55-5505-292 PARKS ADMIN MARKETING | .00 | 1,800.20 | 3,000.00 | 1,199.80 | 60.01 |
| 225-55-5505-320 PARKS ADMIN DUES & MEMBERSHIP | .00 | .00 | 750.00 | 750.00 | .00 |
| 225-55-5505-350 PARKS ADMIN OFFICE SUPPLIES | 67.11 | 161.54 | 125.00 | (36.54) | 129.23 |
| 225-55-5505-380 PARKS ADMIN COMPUTER MAINT/SUP | .00 | .00 | 500.00 | 500.00 | .00 |
| 225-55-5505-399 PARKS ADMIN MISC | .00 | 219.73 | 100.00 | (119.73) | 219.73 |
| TOTAL PARKS ADMIN | 67.11 | 2,181.47 | 4,475.00 | 2,293.53 | 48.75 |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|--|------------------|------------------|------------------|----------------------|----------------|
| <u>PARKS - FIREMEN'S PARK</u> | | | | | |
| 225-55-5510-211 FIREMEN'S PARK LEGAL FEES | 900.00 | 1,890.00 | .00 | (1,890.00) | .00 |
| 225-55-5510-221 FIREMEN'S PARK ELECTRIC | 1,556.73 | 12,892.40 | 12,500.00 | (392.40) | 103.14 |
| 225-55-5510-222 FIREMEN'S PARK HEAT | 40.13 | 2,115.64 | 3,500.00 | 1,384.36 | 60.45 |
| 225-55-5510-223 FIREMEN'S PARK WATER/SEWER | 425.08 | 3,571.99 | 3,500.00 | (71.99) | 102.06 |
| 225-55-5510-341 FIREMEN'S PARK COMMUNICATION | 179.96 | 914.88 | 900.00 | (14.88) | 101.65 |
| 225-55-5510-350 FIREMEN'S PARK FACILITY SUPPLY | .00 | 705.30 | 2,500.00 | 1,794.70 | 28.21 |
| 225-55-5510-351 FIREMEN'S PARK FACILITY MAINT | 3,450.61 | 24,968.22 | 2,000.00 | (22,968.22) | 1,248.41 |
| 225-55-5510-354 FIREMEN'S PARK ALCOHOL | 2,363.33 | 21,435.87 | 20,000.00 | (1,435.87) | 107.18 |
| 225-55-5510-356 FIREMEN'S PARK CONCESSIONS | .00 | 4,389.76 | 2,000.00 | (2,389.76) | 219.49 |
| 225-55-5510-357 FIREMEN'S PARK DOG PARK | .00 | .00 | 500.00 | 500.00 | .00 |
| 225-55-5510-358 FIREMEN'S PARK JULY 4TH EVENT | .00 | 13,269.78 | 12,000.00 | (1,269.78) | 110.58 |
| 225-55-5510-359 FIREMEN'S PARK ENTERTAINMENT | .00 | 13,318.11 | 5,000.00 | (8,318.11) | 266.36 |
| 225-55-5510-360 FIREMEN'S PARK CAROUSEL | .00 | 468.76 | 2,000.00 | 1,531.24 | 23.44 |
| TOTAL PARKS - FIREMEN'S PARK | 8,915.84 | 99,940.71 | 66,400.00 | (33,540.71) | 150.51 |
| <u>PARKS - TRAILHEAD</u> | | | | | |
| 225-55-5520-221 TRAILHEAD-WRT ELECTRIC | 122.80 | 991.94 | 1,500.00 | 508.06 | 66.13 |
| 225-55-5520-222 TRAILHEAD-WRT HEAT | 49.62 | 1,183.46 | 1,750.00 | 566.54 | 67.63 |
| 225-55-5520-223 TRAILHEAD-WRT WATER/SEWER | 85.99 | 789.48 | 800.00 | 10.52 | 98.69 |
| 225-55-5520-240 TRAILHEAD- WRT BLDG MAINT | 68.01 | 163.14 | 250.00 | 86.86 | 65.26 |
| 225-55-5520-290 TRAILHEAD-WRT CLEAN CONTRACT | 400.00 | 4,000.00 | 450.00 | (3,550.00) | 888.89 |
| 225-55-5520-291 TRAILHEAD-WRT SECURITY CONTR | .00 | 1,105.20 | 2,000.00 | 894.80 | 55.26 |
| 225-55-5520-341 TRAILHEAD-WRT COMMUNICATION | 75.00 | 825.00 | 1,750.00 | 925.00 | 47.14 |
| 225-55-5520-350 TRAILHEAD-WRT CLEANING SUPPLY | .00 | .00 | 300.00 | 300.00 | .00 |
| TOTAL PARKS - TRAILHEAD | 801.42 | 9,058.22 | 8,800.00 | (258.22) | 102.93 |
| <u>PARKS WAGES</u> | | | | | |
| 225-55-5522-110 PARKS SALARY COORDINATOR | 3,653.84 | 38,365.32 | 47,500.00 | 9,134.68 | 80.77 |
| 225-55-5522-124 PARKS SEASONAL GROUNDS | 867.75 | 9,323.25 | 10,000.00 | 676.75 | 93.23 |
| 225-55-5522-125 PARKS WAGES PART-TIME | 710.00 | 7,825.00 | 5,000.00 | (2,825.00) | 156.50 |
| 225-55-5522-151 PARKS SOC SEC | 395.38 | 4,336.21 | 4,782.00 | 445.79 | 90.68 |
| 225-55-5522-152 PARKS RETIREMENT | 244.80 | 2,692.80 | 3,500.00 | 807.20 | 76.94 |
| 225-55-5522-153 PARKS HEALTH INS | 1,561.22 | 15,612.20 | 20,457.00 | 4,844.80 | 76.32 |
| 225-55-5522-154 PARKS INCOME & LIFE INS | 12.54 | 97.80 | 100.00 | 2.20 | 97.80 |
| TOTAL PARKS WAGES | 7,445.53 | 78,252.58 | 91,339.00 | 13,086.42 | 85.67 |

CITY OF WATERLOO
 DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

FUND 225 - SPECIAL REVENUE PARKS

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|----------------------|---------------------------------------|----------------------|----------------------|-----------------------------------|---------------------|
| <u>PARKS - OTHER</u> | | | | | |
| 225-55-5530-221 | PARKS OTHER ELECTRIC | 13.03 | 112.51 | 100.00 (12.51) | 112.51 |
| 225-55-5530-223 | PARKS OTHER WATER & SEWER | 29.28 | 263.35 | 300.00 36.65 | 87.78 |
| 225-55-5530-310 | PARKS OTHER SUPPLIES | .00 | .00 | 500.00 500.00 | .00 |
| 225-55-5530-510 | PROPERTY INSURANCE | .00 | 288.04 | 360.00 71.96 | 80.01 |
| 225-55-5530-511 | WORKER'S COMPENSATION | .00 | 1,803.30 | 1,884.00 80.70 | 95.72 |
| 225-55-5530-512 | LIABILITY INSURANCE | .00 | 996.42 | 1,022.00 25.58 | 97.50 |
| | TOTAL PARKS - OTHER | <u>42.31</u> | <u>3,463.62</u> | <u>4,166.00</u> 702.38 | <u>83.14</u> |
| | TOTAL FUND EXPENDITURES | <u>20,240.81</u> | <u>199,811.16</u> | <u>188,692.00</u> (11,119.16) | <u>105.89</u> |
| | NET REVENUES OVER EXPENDITURES | <u>(12,109.60)</u> | <u>(46,485.48)</u> | <u>(3,146.00)</u> (43,339.48) | <u>(1,477.61)</u> |



136 North Monroe Street
Waterloo, WI 53594
Phone (920) 478-3025
E-mail (cityhall@waterloowi.us)

November 8, 2018

Waterloo Residents near Firemen's Park:

RE: NOTICE OF PROPOSED FIREMEN'S PARK CELL TOWER GROUND LEASE

The Waterloo City Council is considering entering into a long-term ground lease with AT&T to allow for the installation and operation of a cellular communications tower in Firemen's Park. This notice is to make you aware of the proposal and to provide background information about the proposal along with information about the public approval process for this proposal.

About the proposed cell tower lease and proposed installation:

- From AT&T representative Daniel Kalina:
 - The tower is to aid in emergency response services and to improve AT&T commercial cell service.
 - Height of tower, 190 feet. AT&T needs to achieve this height to adequately provide service.
 - It will not have a top light, either lighted or blinking. A light will not be required by the FAA and AT&T will not install a light.
 - A quiet generator will be part of the installation. The generator is only for emergency purposes only.
- This project is a source of new recurring municipal revenue. A monthly lease payment of \$790 per month equals \$9,480 per year.
- The lease agreement term under consideration is for five years with five automatic renewal provisions.

About the public approval process:

1. **City Council consideration of a long-term ground lease.**
 - a. The City Council will consider a long-term ground lease agreement on November 15, 2018 at 7 pm in Council Chambers as part of the regularly scheduled City Council meeting.
2. **AT&T's request for a conditional use permit** to construct a proposed.
 - a. If an agreement is concluded, AT&T would follow-up by seeking a conditional use permit. All property owners located within 200 feet of the proposed tower will be notified in advance of a public hearing. The Plan Commission would hold a public hearing in advance of its consideration. It is to make a recommendation to the City Council of either: approval, approval with conditions, or denial.
 - b. The City Council would take up the Plan Commission recommendation at its next regularly scheduled meeting after the Plan Commission recommendation is made.
3. If steps 1 & 2 are affirmatively completed, the final step would be for the **Building Inspector to issue a building permit** in accordance with any conditions placed on the project.

As always, we are open to your ideas and suggestions for operating municipal government in an efficient and effective manner. Questions? Comments? You are invited to call me at 920-478-3025 or email at cityhall@waterloowi.us.

Sincerely,

Mo Hansen
Clerk/Treasurer