

WATERLOO PARKS COMMISSION –*Minutes*

JANUARY 15, 2013–MUNICIPAL BUILDING, 136 NORTH MONROE STREET

- 1) **Roll Call And Call To Order.** Seidl called the meeting to order at approximately 6:30. Commissioners present: Schultz, Quimby, Cotting, and Lang. Absent: Strobel and Springer. Others attending – Public Works Director Yerges, Clerk/Treasurer Hansen, Mitch Leisses and Robert Stein, Kunkel Engineering.
- 2) **Approval Of The Past Unapproved Meeting Minutes. Motion:** Moved by Schultz, seconded by Quimby to approve all previously unapproved meeting minutes. **Voice Vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Notice of Parks Commission Mayoral Appointment**
-**Natasha Lang (Youth Sports Organization Representative – completing an unexpired term ending in 2014) – Informational.** Seidl introduced Natasha Lang and welcomed her to serve on the committee.
- 5) **Garman/Knowlton Trailhead Facility Volunteer Coordinator Update (recurring item) – Informational.** Seidl tabled the
- 6) **Unfinished Business**
- 7) **New Business**

- a) **Garman/Knowlton Trailhead Facility, Council Recommendation to Advertise and Publish Bid Notices - Action**
Leisses, Kunkel Engineering thanked all who helped to implement the Trailhead project. He went on to explain that Fox Lane was included in the project to improve the street by running sanitary sewer. In order to upgrade the water service a water booster would be need and the residents chose not to do that, they would stay on the well system. The street will be reconstructed and the residents will be sharing in 50% of the street project. Leisses mentioned that the county will still be responsible to maintain the well system for the residents since it is located on the county land. When the water tower is installed the residents will have the option to connect to city water at that time. Leisses mentioned that the residents on Fox Lane were good folks to work with. Cotting mention that she received several emails from those residents commending Mitch on his work well done.

Leisses presented an overview of the utilities of the project and Stein presented an overview of the landscaping of the project. Lang asked if the soccer field was still going to be part of the parcel and Stein said no, that the DNR does not fund soccer fields and did not want that to be part of the grant. Cotting said that does not mean that one could not play soccer there. Seidl asked how the meetings have gone with Trek and they were not responding at first but then finally did respond and they were able to explain to them the ideas that they were thinking of. The Trek team had some featured ideas of materials which Kunkel did incorporate in their plan. Cotting brought up the security of the building. Chief Thomas had suggested a timed lock on the doorway. Security cameras or alarms can be put in at a later date. Lang mentioned that the City of Sun Prairie has auto locks on all the doors at all of their parks and have not had any problems with them.

Leisses presented an overview of the floor plan of the building. There were questions about air conditioning and Leisses replied that there was no air conditioning in the plan and that the doors could be opened for circulation and that the windows were not accessible. Also that with the building be built of brick it should hold the cool or warm temperatures. There was some discussion as to where to hang recreational equipment rather than drag items all the way through the building. Seidl that benches, bicycle racks, trash receptacles would be listed to check if the City would be able to direct buy them or one of the companies would be willing to donate. Lang wondered if there would be citizens willing to purchase or donate something for the project. There were discussions on cable, fiber optics, screens, white boards, interactive touch screen display. Leisses mentioned that they planned on publishing to advertise next week, with a deadline of February 15th and approval of the awarded bidder the following week.

Moved by Cotting, seconded by Quimby to recommend to Council to Advertise and Publish Bid Notices for the Garman/Knowlton Trailhead Facility. **Roll Call Vote:** Ayes – Quimby, Lang, Cotting, and Schultz. Noes – none. Abstain – Seidl with Springer and Strobel absent. **Motion carried.**

Cotting updated the committee that the Clerk/Treasurer's office has informed her that they have received the money from Trek. She entertained discussion of funding for the interior of the project. Seidl mentioned that Trek informed him that they would be willing to make tables for the facility made of steel from the factory and wood from the "Farm". The goal is to raise \$120,000 by September 1st and we came up with different strategies to raise money and our local BP Station donated \$6,500. The list of strategies are as follows: fundraise through events; social media; Tier 2 and 3 donors (5, 4, 3 figure donors, which include Ho Chunk and Fort Health Care); general public; fund raiser hosted by Trek Bicycle on February 28th; general public fund raiser in the spring at Firemen's Park Pavilion; Mo to set up pay pal for donations; Dick Jones chairing social media and website; Rob Stein chairing fundraising brochure template. There will be no buying a brick or stain glass pane. Seidl wondered about the memorial benches. Cotting replied that the donations from the Tier 3 donors would fit that category. The actual displays would be gathered through a competition. Cotting informed the committee that a telephone conference will be taking place to finalize the plans for the DNR Grant. 6% of the grant can be used for an intern. The city would prefer not to hire another employee to help with upkeep of this facility.

The Trailhead Facility will be on the next agenda for continued discussion as will issues regarding Firemen's Park and the Youth Center and Director. Jeni Quimby suggested keeping the Youth Center budget but to be located at the library. Lang, who works for Sun Prairie Recreation Department suggested using vendors to give programs to the youth. Seidl hoped to partner with the Marshall Recreation Department. Lang mentioned she would be very interested in heading the group. She did not like having to go to Sun Prairie for her to take her kids to Sun Prairie. She would rather have activities here for them to do since she lives here and pays taxes here. No action taken.

8) Future Agenda Items, Announcements And Next Meeting Date.

-Youth Center Director Position

9) Adjourn. Moved by Quimby, seconded by Schultz to adjourn at approximately 8:27 p.m. **Motion carried.**

Attest:

Mo Hansen, Clerk/Treasurer