



136 North Monroe Street
Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

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

WATERLOO PARKS COMMISSION

DATE: September 17, 2013 **TIME:** 6:30 P.M.
LOCATION: Municipal Building, 136 North Monroe Street (room location to be assigned)

To consider the following:

1. Roll Call And Call To Order
2. Approval Of The Past Unapproved Meeting Minutes
3. Citizen Input
4. Updates, Reports And Informational Items
 - a. Waterloo Regional Trailhead - Volunteer Coordinator Update (recurring item)
 - b. Waterloo To Watertown Bike Trail – Report On 9/10 Meeting With State Agency Representatives
 - c. Review Of Water & Sewer Bills at Firemen’s Park (*July & Aug. monthly bills averaged \$620, similar to prior year water usage*)
 - d. Urban Forestry Tree Inventory, Eric Seidl
5. Unfinished Business *PARKS COMM.*
 - a. ~~Youth Director Position~~. The ~~Library Board~~ may convene to Closed Session on the matter per State Statute 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.” The committee will reconvene in open session upon conclusion of the closed session.
 - b. Dog Park
 - c. Skate Board Facility
 - d. Firemen’s Park Repairs and Improvements – Sue Leahy, Kunkel Engineering
 - e. Review Of Municipal Comprehensive Outdoor Recreation Plan (Bring previously distribute document)
6. New Business
 - a. Memorial Display At Veteran’s Memorial Park
 - b. Parks Commission Project Prioritization
7. Announcements, Future Agenda Items And Next Meeting Date
8. Adjourn

Mo Hansen
Clerk/Treasurer

Mo Hansen
Parks Commissioners: Notify the Clerk/Treasurer’s office (478-3025) if you are unable to attend.

Posted, Emailed & Mailed: September 13, 2013

**- Committee Members: Schultz, Quimby, Springer, Cotting, Lang and Joyce with Al Kegler appointed but not confirmed.
the Youth Director and the Recreation Director positions vacant**

Advisory Members: Yerges with

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.

JOB POSITION ANNOUNCEMENT
CITY OF WATERLOO
YOUTH CENTER DIRECTOR
Part-time

Application Deadline: Open Until Filled
Salary: \$12.00 per hour

The City of Waterloo is seeking an experienced candidate qualified to carry out a range of responsibilities as the Youth Center Director for the City of Waterloo. The Director will supervise the Youth Center and maintain a safe and healthy environment for children and parents participating in Youth Center activities. The Youth Center is located at 257 Mill Street. Alternatively, the position may also supervise program specific youth activities at the Junginger Memorial Library located at 625 North Monroe Street.

A high school diploma or equivalent is required for this part-time temporary position. The position calls for ten to twenty hours of work per week with some Saturday hours. Applicants must be 18 years of age or older. Application and position description may be obtained at www.waterloowi.us or from the Clerk/Treasurer's office. Completed applications are to be returned to the Clerk/Treasurer's office, 136 North Monroe Street, Waterloo, WI 53594. The City of Waterloo is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities.

Publish: The Courier August 29, 2013
 September 5, 2013

CITY OF WATERLOO YOUTH CENTER DIRECTOR

QUALIFICATIONS:

1. High School Diploma required
2. 18 years of age or older
3. Ability to work independently
4. Ability to work cooperatively with others and good public relations skills
5. Knowledge or experience working with recreational or educational programs and community leadership
6. Knowledge or experience with budget management and purchasing
7. Knowledge or experience with a variety of computer applications

RESPONSIBILITIES:

1. Supervision of the Youth Center or alternate location during the hours of operation
2. Establish and maintain effective working relationships with the City of Waterloo, the Waterloo Parks Commission, parents, children and the public
3. Establish a safe environment for all participants that are in compliance with city policy
4. General cleaning duties of the center
5. Other such duties as assigned by the Parks Commission

REPORTS TO: Waterloo Parks Commission on a monthly basis

TERMS OF EMPLOYMENT:

\$12.00 per hour. 2013 budgeted wages are set at \$3,000. Wages, hours and working conditions to be established by the City of Waterloo

EVALUATION:

Performance of the Waterloo Youth Center Director shall be evaluated in accordance with the City of Waterloo policy by the Parks Commission