



136 North Monroe Street
Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
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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: February 18, 2014 **TIME:** 5:00 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. Election Of Parks Commission Chair
5. Updates, Reports And Informational Items
 - a. Waterloo Regional Trailhead - Volunteer Coordinator Update (recurring item, Cotting)
 - b. Youker Park Landscaping Improvements (recurring item, Kegler)
6. Unfinished Business
 - a. Firemen's Park Further Discussion & Review - Park Operations And Park & Recreation Director Position
 - b. Firemen's Park Repairs, Improvements – Further review of Kunkel Engineering documents
 - c. Youth Director Position. The Commission may convene in closed session to review submitted applications per State Statute 19.85(1)(c). This permitted exemption states that the body shall meet in closed session to consider employment, promotion, compensation or performance of a public employee over which the governmental body has jurisdiction or exercises responsibility. Upon conclusion of the closed session the committee will reconvene in open session.
 - d. Dog Park
 - e. Skate Board Facility
 - f. Review Of Municipal Comprehensive Outdoor Recreation Plan (Bring previously distribute document)
 - g. Memorial Display At Veteran's Memorial Park (Springer)
 - h. 720 West Madison Street - Phase 2 Planning (from Public Works & Property Committee)
7. New Business
 - a. Parks Commission Project Prioritization (meeting handout)
 - b. Request To Permit Overnight Camping And The Sale Of Goods In A Public Park – Waterloo Regional Trailhead - May 2-4 (Herb Heck)

8. Announcements, Future Agenda Items And Next Meeting Date

9. Adjournment

Mo Hansen, Clerk/Treasurer

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

Posted, Emailed & Mailed: February 11, 2014

-Committee Members: Stinnett, Kegler, Cotting, Quimby, Springer, Joyce with one vacancy. Advisory Members: Yerges with the Youth Director and the Recreation Director positions vacant

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: July 16, 2013

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 136 NORTH MONROE STREET

- 1) **Roll Call & Call To Order.** Cotting called the meeting to order at approximately 6:30. Commissioners present: Quimby, Cotting, Springer Joyce, Lang and Schultz. Absent: Seidl. Others attending – Public Works Director Yerges and Mitch Leisses.
- 2) **Approval Of The Past Unapproved Meeting Minutes.** **Motion:** Moved by Quimby, seconded by Lang to approve The March, April, May and June meeting minutes as presented. **Voice Vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Notice of Mayor's Assignment Of Projects To Community Development Authority.** Noted.
 - a) 120 West Madison Street – Redevelopment of Parcel As A Public Space
 - b) 203 East Madison Street – Phase II Of Public Trailhead/Parking Space
- 5) **Waterloo Regional Trailhead -- Volunteer Coordinator Update (recurring item) – Informational.** Cotting handed out the intern description and project update. No action taken.
- 6) **Unfinished Business**
 - a) **Youth Center Director Position.** The item was given to Natasha Lang to pursue.
 - b) **Dog Park. Discussion.** No action taken.
 - c) **Skate Board Facility.** No action taken.
- 7) **New Business.**
 - a) **Review Of June Water & Sewer Bills at Firemen's Park.** *Informational.* The Commission was made aware of an irregularly high water bill for Firemen's Park. More research is to follow.
 - b) **Firemen's Park Repairs and Improvements.** A general discussion took place.
- 8) **Possible Future Agenda Items**
 - a) **Review of Municipal Comprehensive Outdoor Recreation Plan**
 - b) **Parks Commission Project Prioritization**
- 9) **Announcements And Next Meeting Date.**
- 10) **Adjourn.** By consensus the body adjourned.

Attest:


Mo Hansen

Clerk/Treasurer

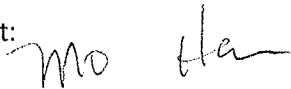
WATERLOO PARKS COMMISSION – *Minutes: August 20, 2013*

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 136 NORTH MONROE STREET

[As corrected]

- 1) **Roll Call & Call To Order.** Quimby Seidl called the meeting to order at approximately 6:30. Commissioners present: Quimby, Cotting, Springer, Joyce and Seidl. Absent: Schultz and Lang. Others attending – Public Works Director Yerges and Clerk/Treasurer Hansen for a portion of the meeting.
- 2) **Approval Of The Past Unapproved Meeting Minutes.** **Motion:** Moved by Cotting, seconded by Springer to table meeting minutes approval. **Voice Vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Waterloo Regional Trailhead -- Volunteer Coordinator Update (recurring item) – Discussion:** Cotting informed the Commission of two additional grants for the facility. Hansen reviewed the draft memorandum of understanding with the Madison Audubon Society. **Motion:** Moved by Cotting, seconded by Springer to recommend approval of the draft with the understanding that revisions are to take place prior to the memo being presented to the Council Thursday. **Voice Vote:** Motion carried
- 5) **Unfinished Business**
 - a) **Youth Center Director Position.** **Discussion:** It was noted that the position was posted. No action taken.
 - b) **Dog Park.** **Motion:** Moved by Cotting, seconded by Seidl to table the item until the next meeting. **Voice Vote:** Motion carried.
 - c) **Skate Board Facility.** **Motion:** Moved by Cotting, seconded by Seidl to table the item until the next meeting. **Voice Vote:** Motion carried.
 - d) **Review Of June Water & Sewer Bills At Firemen’s Park.** *Informational.* **Discussion:** Joyce noted steps taken by the Trustees previously to repair minor leaks. By consensus it was determined that upcoming bills should be closely monitored.
 - e) **Firemen’s Park Repairs And Improvements.** **Discussion:** Cotting said Kunkel Engineering would be ready to present at the September meeting. No action taken.
- 6) **New Business.**
 - a) **Waterloo – Watertown Bike Trail.** **Motion:** Moved by Cotting, seconded by Quimby to recommend to Council that it go on record in support of County grants for the project.
- 7) **Possible Future Agenda Items, Announcements And Next Meeting Date.** #Quimby noted that a review of the Parks Commission Comprehensive Outdoor Recreation Plan could take place at the next meeting. # The next meeting date was set for September 17th at 6:30 p.m.
- 8) **Adjourn.** By consensus the body adjourned at 7:39.

Attest:




Mo Hansen
Clerk/Treasurer

WATERLOO PARKS COMMISSION – *Minutes: September 17, 2013*

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 136 NORTH MONROE STREET

- 1) **Roll Call & Call To Order.** The meeting was called to order at approximately 6:30. Commissioners present: Quimby, Cotting, Joyce and Schultz. Absent: Lang and Springer with one vacancy. Others attending – Al Kegler and Mitch Leisses.
- 2) **Approval Of The Past Unapproved Meeting Minutes. Motion:** Moved by Quimby, seconded by Cotting to approve the August 20, 2013 meeting minutes corrected showing it being called to order by Quimby. **Voice Vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Updates, Reports And Informational Items**
 - a) **Waterloo Regional Trailhead - Volunteer Coordinator Update (recurring item).** *Informational* **Discussion:** Cotting said on a memorandum of understanding with Madison Audubon Society was in place. She said paintings and prints would be made available for the facility. She reported on Fox Lane. She and Mitch Leisses provided an updated project schedule. **Motion:** Motion by Quimby, seconded by Cotting to move to item 5d on the agenda. **Voice vote:** Motion carried. [Editor's note, for purposes of recording the minutes the sequence is left intact.]
 - b) **Waterloo To Watertown Bike Trail – Report On 9/10 Meeting With State Agency Representatives.** **Discussion:** Hansen briefed the body about a meeting in Madison to generate regional support for the project. No action taken.
 - c) **Review Of Water & Sewer Bills at Firemen's Park (July & Aug. monthly bills averaged \$620, similar to prior year water usage).** **Discussion:** Joyce stated that the Trustees did not believe there was anything faulty on their end which may have resulted in the high bill. No action taken.
 - d) **Urban Forestry Tree Inventory, Eric Seidl.** **Discussion:** Yerges provided a review of project activity. It was noted that the matter was before the Public Works and Property Committee. **Motion:** Moved by Quimby, seconded by Cotting to refer the matter to the Public Works Committee. **Voice vote:** Motion carried.
 - e)
- 5) **Unfinished Business**
 - a) **Youth Director Position.** **Discussion:** Hansen sought direction from the Parks Commission stating that two applications had been submitted. **Motion:** Moved by Quimby, seconded by Cotting to go to closed session to review the submitted applications. Upon returning from closed session, the body directed Hansen to communicate to the applications.
 - b) **Dog Park.** **Discussion:** It was noted that Lang was to take the lead on this item. No action taken.
 - c) **Skate Board Facility.** **Discussion:** It was noted that Lang was to take the lead on this item. No action taken.
 - d) **Firemen's Park Repairs and Improvements – Sue Leahy, Kunkel Engineering.** **Discussion:** Leisses presented information instead of Ms. Leahy. Leisses reported meetings with Cotting and Trustee President Chris Abell. Leisses submitted a preliminary estimate.
 - e) **Review Of Municipal Comprehensive Outdoor Recreation Plan** **Motion:** Moved by Cotting, seconded by Schultz to table the item until the next meeting. **Voice vote:** Motion carried.
- 6) **New Business**
 - a) **Memorial Display At Veteran's Memorial Park.** **Discussion:** It was noted that Springer was to take the lead on this item. No action taken.
 - b) **Parks Commission Project Prioritization.** **Discussion:** It was noted that review of the Comprehensive Outdoor Recreation Plan could suffice as a prioritization activity. No action taken.
- 7) **Announcements And Next Meeting Date.** Quimby said the future meeting time could be moved to 5:00 p.m.
- 8) **Adjournment.** By consensus the body adjourned at approximately 7:15 pm.

Attest:



Mo Hansen, Clerk/Treasurer

WATERLOO PARKS COMMISSION – *Minutes: October 15, 2013*

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 136 NORTH MONROE STREET

- 1) **Roll Call & Call To Order.** The meeting was called to order at approximately 5:00. Commissioners present: Quimby, Cotting, Stinnett, Kegler and Joyce. Absent: Springer and Lang. Others attending – Hansen and Yerges.
- 2) **Approval Of The Past Unapproved Meeting Minutes.** **Motion:** Moved by Quimby, seconded by Joyce to table the meeting minutes until such time as they are available. **Voice Vote:** Motion carried.
- 3) **Citizen Input.** ## Cotting noted the Commission of informal communications with Terri Kohls and Steve Battenberg of the Waterloo Youth Sports Organization. It was recommended that they be invited to the next meeting.
- 4) **Updates, Reports And Informational Items**
 - a) **Waterloo Regional Trailhead - Volunteer Coordinator Update (recurring item).** **Discussion:** Cotting informed the Commission of the interview process for the internship.
 - b) **Waterloo To Watertown Bike Trail – status update.** **Discussion:** Hansen briefed the members. No action taken.
- 5) **Unfinished Business**
 - a) **Youth Director Position.** **Discussion:** Hansen said he had no reply back from the two applicants. No action taken.
 - b) **Dog Park.** **Discussion:** It was noted that Lang was absent.
 - c) **Skate Board Facility.** **Discussion:** It was noted that Lang was absent.
 - d) **Firemen’s Park Repairs and Improvements – Further review of Kunkel Engineering documents.** **Discussion:** Joyce listed the Trustees priorities as the Pavilion, the parking lot and the home field side concrete seating area. He said the wish list should focus on the items that generate revenue. Additionally the possibility of tearing down the Reunion Building and putting up a different structure was mentioned along with fixing the Bingo Hall by installing bathrooms inside. Cotting suggested that the Trustees meet with Mitch.
 - e) **Review Of Municipal Comprehensive Outdoor Recreation Plan.** Documents were reviewed.
 - f) **Memorial Display At Veteran’s Memorial Park.** It was noted that Springer was absent.
 - g) **Parks Commission Project Prioritization.** No action taken.
- 6) **New Business**
 - a) **Selecting A Parks Commission Chair.** **By Consensus:** The body tabled this item until a future meeting.
 - b) **720 West Madison Street - Phase 2 Planning [from Public Works & Property Committee].** **By Consensus:** The body tabled this item until a future meeting.
- 7) **Announcements And Next Meeting Date.** None.
- 8) **Adjournment.** By consensus the body adjourned at approximately 6:00 pm.

Attest:



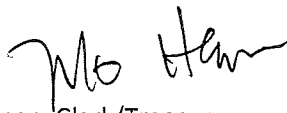
Mo Hansen, Clerk/Treasurer

WATERLOO PARKS COMMISSION – Minutes: November 19, 2013

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 136 NORTH MONROE STREET

- 1) **Roll Call And Call To Order.** The meeting was called to order at approximately 5:00. Commissioners present: Quimby, Cotting, Stinnett, Springer, Kegler and Joyce. Absent: Lang. Others attending – Terri Kohls, Steve Battenberg, Mike Tschanz, Jessica Lauersdorf, Mark Sanzenbacher, Mandy Clover, Chris Abell, Elyse Eastman, Clerk/Treasurer Hansen and Public Works Director Yerges.
- 2) **Approval Of The Past Unapproved Meeting Minutes. Motion:** Moved by Springer, seconded by Cotting to table all unapproved meeting minutes. **Voice vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Updates, Reports And Informational Items**
 - a) **Waterloo Regional Trailhead - Volunteer Coordinator Update. Discussion:** Cotting provided an update. **Motion:** Moved by Cotting, seconded by Springer to put the Parks Commission on record has supporting moving towards an RFP for sink, cabinets and fireplace. **Voice vote:** Motion carried.
 - b) **Waterloo To Watertown Bike Trail. Discussion:** Hansen provided an update.
- 5) **Unfinished Business**
 - a) **Youth Director Position.** No action taken.
 - b) **Dog Park. Discussion:** Cotting said a dog ordinance revision was taking place in the Public Safety & Health Committee. No action taken.
 - c) **Skate Board Facility.** No action taken.
 - d) **Firemen's Park Repairs and Improvements – Further review of Kunkel Engineering documents. Discussion:** Waterloo Youth Sports Organization (YSO) Board President Terri Kohl's along with Board Member Steve Battenberg and others outlined the services and tasks now carried out by the Youth Sports Organization. A general discussion took place reviewing ideas for funding a Director to take on some responsibilities at Firemen's Park. John Joyce stated that the Trustees did not want any part of a change to the current arrangement involving a Director. The YSO submitted financial reports. By consensus, the Clerk/Treasurer was directed to assemble information related to the topic. All were invited back to continue the discussion at a future meeting. No action taken.
 - e) **Review Of Municipal Comprehensive Outdoor Recreation Plan.** No action taken.
 - f) **Memorial Display At Veteran's Memorial Park.** No action taken.
 - g) **Parks Commission Project Prioritization.** No action taken.
 - h) **720 West Madison Street - Phase 2 Planning [from Public Works & Property Committee].** No action taken.
- 6) **New Business**
 - a) **Resolution – Authorizing Citizens to Install and Care for Landscaping Improvements at Youker Park. Motion:** Moved by Stinnett, seconded by Cotting to recommend Council adoption of the resolution as presented. **Voice vote:** Motion carried.
- 7) **Announcements And Next Meeting Date.** None.
- 8) **Adjournment.** By consensus the body adjourned at approximately 6:00 pm.

Attest:



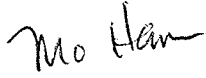
Mo Hansen, Clerk/Treasurer

WATERLOO PARKS COMMISSION - Minutes

December 17, 2013 – JUNGINGER MEMORIAL LIBRARY

No meeting was held due to lack of agenda items.

Attest:



Mo Hansen, Clerk/Treasurer

WATERLOO PARKS COMMISSION - Minutes

January 21, 2014 – MUNICIPAL BUILDING

No meeting was held due to lack of a quorum.

Attest:

A handwritten signature in black ink that reads "Mo Hansen". The signature is written in a cursive style with a long, sweeping underline.

Mo Hansen, Clerk/Treasurer