

WATERLOO PARKS COMMISSION – MINUTES

June 17, 2014 – Municipal Building – Council Chambers, 136 North Monroe Street

1. **Roll Call And Call To Order.** Parks Commissioner Quimby called the meeting to order at 7:05 p.m. Members present: Stinnett, Kegler, Quimby and Joyce. Absent: Springer with two vacancies. Others attending: Gary Yerges, Mandy Clover, Diane Ratliffe, Michelle Theis and Clerk/Treasurer Hansen.
2. **Approval Of The Past Unapproved Meeting Minutes. Motion:** Moved by Kegler, seconded by Joyce to approve the May 20, 2014; the April 15, 2014; the March 18, 2014; February 18, 2014 and the February 18, 2014 closed session meeting minutes. **Voice vote:** Motion carried.
3. **Citizen Input.** Dionne Ratliffe noted communications on Facebook about Firemen’s Park bathrooms being closed.
4. **Updates, Reports And Informational Items**
 - a. **Waterloo Regional Trailhead - Volunteer Coordinator Update. Discussion:** Hansen said Professor Steve Grabow has led two stakeholder meetings. He presented the meeting proceedings as prepared by Grabow. No action taken.
 - b. **Youker Park Landscaping Improvements. Discussion:** Kegler said he was coordinating activity and discussion with McKay Nursery and Mark Amante who was awarded a grant for work at the site. Kegler talked about putting rock along the river banks. Mandy Clover warned against rocks along the river banks saying the Trustees had their hands slapped by the DNR. Regarding Firemen’s Park, Kegler noted that he received positive comments from citizens saying that the baseball diamonds look nice and the carousel looks very nice. No action taken.
 - c. **Dog Park. Discussion:** Hansen reported that John Dunn has resigned from the Committee; that Lindsay Reynolds was preparing a parking lot plan for Gene Weihert’s sign-off; that Reynolds indicated that the Trustees had signed off on the project; that a conditional use permit to allow for a Dog Park in a Conservancy District was going before the Plan Commission and City Council; that Jenn Hughes was working on a donation from Home Depot. No action taken.
5. **Unfinished Business**
 - a. **Parks Commission Project Prioritization & Update Of Comprehensive Outdoor Recreation Plan. Discussion:** Hansen asked for more time to complete the draft plan noting the top six stated priorities in the drafted executive summary. **Motion:** Moved by Joyce, seconded by Stinnett to table the agenda item until next month. **Voice vote:** Motion carried.
 - b. **Firemen’s Park Repairs, Improvements – Update From Kunkel/Trustees March Meeting. Discussion:** Joyce said communications were in the works. He had no new information saying he may at a next meeting. Complaints about the Firemen’s Park bathrooms being locked were discussed. Mandy Clover said vandalism was recurring; that Chris Abell had ordered surveillance cameras; that a bathroom key was offered to the Waterloo Youth Sports Organization with the request that they clean the bathrooms. Joyce called for the need for parents to be responsible for their children in the restrooms. Quimby called for resolution of the matter saying it should be a top priority. Dionne Ratliffe questioned the need for money for a new trailhead facility when Firemen’s Park is in need of funds. Mandy Clover said she checks bathrooms, but not on a daily basis. Quimby asked that Mandy Clover and anyone else stay after the meeting to take up park related items. No action taken.
 - c. **Skate Board Facility- Pricing. Discussion:** Quimby noted that Hansen was to put an article in the paper. Hansen noted that the Trustees were shifting their \$1,000 donation from this project to the Dog Park project. Quimby asked for public input prior to the Parks Commission making any recommendation regarding the remaining dollars previously donated for skate park purposes. No action taken.
 - d. **Memorial Display At Veteran’s Memorial Park. Discussion:** Hansen noted Springer’s concept of moving the 4-corners memorial display to a location at 720 West Madison Street. He said Springer was talking with Mitch Leisses about the concept. Hansen noted John Joyce’s May meeting comments about using Waunakee’s drive through design as a concept idea. Quimby said complaints had been raised about the 4-corners location; that other memorials were being moved and that new names needed to be placed on the memorial bringing it up to date.
 - e. **720 West Madison Street - Phase 2 Planning. Discussion:** See discussion above. No action taken.
 - f. **Waterloo Regional Trailhead Implementation Team Request For Director’s Position – Job Description. Discussion:** Hansen informed those attending of the Stakeholder Workshop process and forwarded a proceedings report from June 13, 2014. He said it would not take long to draft a job description. Quimby said it was up to the Implementation Team to figure out a plan and then staffing. Quimby questioned why have a job description if we don’t know what we would do with it? No action taken.
6. **New Business**
 - a. **Approving A Revised Waterloo Regional Trailhead Warming Room & Back Patio Rental Agreement. Discussion:** The Commission reviewed the draft. The need for item #18 was questioned. **Motion:** Moved by Quimby, seconded by Stinnett to approve the revision with item #18 being struck. **Voice vote:** Motion carried.

- b. **2015-2017 Firemen's Park Operations And Management Agreement. Discussion:** Quimby and Stinnett spoke in favor of checks and balances being part of the agreement. Hansen said the Trustees are treated as part of municipal government in some respects, noting payroll and insurance as two examples. Hansen said the Trustees are treated as an independent organization in other respects, noting its liquor license, hiring practices, financial reporting and accountability. Stinnett and Quimby discussed the need for the Trustees to have an annual independent audit. Joyce noted that monthly statements are submitted. Quimby spoke in favor of inserting a 90 day out clause for both parties. Stinnett spoke in favor of an annual financial statement. Joyce spoke against the 90 day out clause saying it was a heavy hammer, just a step for a future termination of the agreement. Stinnett spoke in favor of the out clause saying it protects both parties. **Motion:** Moved by Quimby, seconded by Stinnett to direct the editing of the document such that it contains language for a 90-day out clause and a clause requiring Trustee submittal of a yearly financial report to the City. **Roll call vote:** Ayes: Stinnett, Kegler and Quimby. Noes: Joyce. Motion carried.
- c. **Authorizing The Dog Park Committee To Proceed With Fencing. Discussion:** Hansen summarized activity to date. Noting the Trustees had signed-off previously on having the Dog Park in a portion of Firemen's Park. **Motion:** Moved by Stinnett, seconded by Kegler to grant Parks Commission authorization to proceed with Dog Park fencing. **Vote vote:** Motion carried

7. **Announcements, Future Agenda Items And Next Meeting Date**

- a. **Parks Commission Organizational Calendar.** Noted.

8. **Adjournment. Motion:** By consensus the body adjourned. Motion carried. The approximate time was 8:45 p.m.

Attest,

Mo Hansen, Clerk/Treasurer