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 16, 2014 **TIME: 5:00 P.M.**
LOCATION: Municipal Building – 136 North Monroe Street

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. **Youker Park Landscaping Improvements** (recurring item, Kegler)
   c. **Dog Park** (Dog Park Committee Representative)

5. **Unfinished Business**
   a. **Firemen's Park Repairs, Improvements – Update From Kunkel/Trustees March Meeting** (Joyce)
   b. **Skate Board Facility**
   c. **Memorial Display At Veteran's Memorial Park** (Springer & Kunkel Engineering) **And 720 West Madison Street - Phase 2 Planning**
   d. **Waterloo Regional Trailhead – Rental Agreement**

6. **New Business**
   a. **Partnering With The Village Of Marshall For Future Park Administration Services**
   b. **2015 Budget and Fund 225 (Waterloo Trailhead Facility)**

7. **Announcements, Future Agenda Items And Next Meeting Date**
   a. **Parks Commission Project Prioritization & Update Of Comprehensive Outdoor Recreation Plan** (Quimby/Clerk-Treasurer)
   b. **Parks Commission Organizational Calendar**

8. **Adjournment**

Mo Hansen

Mo Hansen, Clerk/Treasurer

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

Posted, Emailed & Mailed: 9/10/2014
-Committee Members: Stinnett, Kegler, Quimby, Springer, Joyce with two vacancies. Advisory Members: Gary Yerges

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 15, 2014 – Municipal Building – Council Chambers, 136 North Monroe Street

1. **Roll Call And Call To Order.** Parks Commissioner Chair Springer called the meeting to order at 5:00 p.m. Members present: Stinnett, Kegler, Quimby, Springer and Joyce. Absent: none with two vacancies. Others attending: Clerk/Treasurer Hansen.

2. **Approval Of The Past Unapproved Meeting Minutes. Motion:** Moved by Kegler, seconded by Joyce to approve the June 17, 2014 meeting minutes. **Voice vote:** Motion carried with Springer noted as abstaining.

3. **Citizen Input.** None.

4. **Updates, Reports And Informational Items**
   a. **Waterloo Regional Trailhead - Volunteer Coordinator Update.** No report given. No action taken.
   b. **Youker Park Landscaping Improvements. Discussion:** Kegler provided a project update. No action taken.
   c. **Dog Park. Discussion:** Hansen gave a verbal progress report. No action taken.

5. **Unfinished Business**
   a. **Parks Commission Project Prioritization & Update Of Comprehensive Outdoor Recreation Plan.** No action taken.
   b. **Firemen's Park Repairs, Improvements – Update From Kunkel/Trustees March Meeting. Discussion:** Joyce said communications were in the works. He was looking for better direction from Kunkel Engineering in order to make progress.
   c. **2015-2017 Firemen's Park Operations And Management Agreement. Discussion:** The Commission reviewed a draft produced as a result of Commission June action. Kegler said more curb appeal was needed; that college students could be hired; that work should not be done on weekends. Quimby questioned why the Event Coordinator was receiving $350 per month. **Motion:** Moved by Quimby, seconded by Stinnett to recommend Council approval as presented. **Roll call vote:** Ayes: Stinnett, Kegler, Springer, Quimby. Noes: Joyce. Motion carried.
   d. **Skate Board Facility.** A Springer May email was reviewed. It was noted that insufficient funds had been raised to accomplish anything of value. Quimby directed the Clerk/Treasurer to seek public comment on how the donated funds should be used. No action taken.
   e. **Memorial Display At Veteran's Memorial Park. Discussion:** Springer outlined a vision for moving the 4-corners memorial to 720 West Madison Street. He said he would meet with Mitch Leisses as a next step.
   f. **720 West Madison Street - Phase 2 Planning.** No action taken.
   g. **Waterloo Regional Trailhead Implementation Team Request For Director's Position – Job Description. Discussion:** Quimby said considering a job description was not pertinent given that Fund 225 has no significant resources at this time. No action taken.

6. **New Business**
   a. **Partnering With The Village Of Marshall For Future Park Administration Services. Discussion:** Hansen said he was exploring possibilities for partnering with Marshall and that only an initial discussion with Sue Peck had taken place. No action taken.

7. **Announcements, Future Agenda Items And Next Meeting Date**
   a. **Parks Commission Organizational Calendar.** Noted.
   b. **Next Meeting:** The next meeting was set for August 19th at 5:00 PM.

8. **Adjournment. Motion:** By consensus the body adjourned. Motion carried. The approximate time was 6:15 p.m.

Attest, Mo Hansen
Mo Hansen, Clerk/Treasurer

WATERLOO PARKS COMMISSION - *Minutes*

August 19, 2014 – MUNICIPAL BUILDING

No meeting was held due to lack of a quorum.

Attest:

Mo Hansen

Mo Hansen, Clerk/Treasurer

CITY OF WATERLOO

DETAIL REVENUES /EXPENDITURES WITH COMPARISON TO BUDGET

FOR THE 6 MONTHS ENDING JUNE 30, 2014

FUND 225 - SPECIAL REVENUE TRAILHEAD-WRT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
REVENUES						
	MISCELLANEOUS REVENUES					
225-48-4820-000	FACILITY RENTAL	500.00	935.00	500.00	435.00	187.00
225-48-4850-000	DONATIONS - PUBLIC	.00	5.29	74,500.00	(74,494.71)	.01
	TOTAL MISCELLANEOUS REVENUES	500.00	940.29	75,000.00	(74,059.71)	1.25
	TOTAL FUND REVENUE	500.00	940.29	75,000.00	(74,059.71)	1.25
EXPENDITURES						
	PARKS					
225-55-5520-221	TRAILHEAD-WRT ELECTRIC	374.46	2,558.23	2,100.00	(458.23)	121.82
225-55-5520-222	TRAILHEAD-WRT HEAT	23.55	802.88	900.00	97.12	89.21
225-55-5520-223	TRAILHEAD-WRT WATER/SEWER	77.98	291.76	900.00	608.24	32.42
225-55-5520-240	TRAILHEAD- WRT BLDG MAINT	450.93	852.34	1,250.00	397.66	68.19
225-55-5520-290	TRAILHEAD-WRT CLEAN CONTRACT	45.00	225.00	540.00	315.00	41.67
225-55-5520-291	TRAILHEAD-WRT SECURITY CONTR	.00	778.20	900.00	121.80	86.47
225-55-5520-294	TRAILHEAD-WRT INTERN HOUSING	46.45	2,219.79	12,000.00	9,780.21	18.50
225-55-5520-296	TRAILHEAD-WRT INTERN STIPEND	.00	2,664.77	16,500.00	13,835.23	16.15
225-55-5520-310	TRAILHEAD-WRT OFFICE SUPPLIE	477.68	1,046.67	200.00	(846.67)	523.34
225-55-5520-330	TRAILHEAD-WRT MILEAGE	.00	.00	200.00	200.00	.00
225-55-5520-341	TRAILHEAD-WRT COMMUNICATION	170.37	1,282.75	3,360.00	2,077.25	38.18
225-55-5520-350	TRAILHEAD-WRT CLEANING SUPPLY	3.99	313.97	.00	(313.97)	.00
225-55-5520-390	TRAILHEAD-WRT PROGRAMS	.00	20.00	4,000.00	3,980.00	.50
225-55-5520-810	TRAILHEAD-WRT OUTLAY	720.00	3,974.88	2,240.00	(1,734.88)	177.45
	TOTAL PARKS	2,390.41	17,031.24	45,090.00	28,058.76	37.77
	TOTAL FUND EXPENDITURES	2,390.41	17,031.24	45,090.00	28,058.76	37.77
	NET REVENUES OVER EXPENDITURES	(1,890.41)	(16,090.95)	29,910.00	(46,000.95)	(53.80)