

**WATERLOO PARKS COMMISSION – MINUTES**  
**May 11, 2016**

1. ROLL CALL AND CALL TO ORDER. Stinnett called the meeting to order at 5:00 pm in the Municipal Building Council Chambers. ROLL CALL: Voting members present, Stinnett, Kegler, Kopplin, Strobel and Quimby. Absent: none. Ex-officio members present: Crave, Yerges, and Koele. Absent: Jones. Others present: Parks Coordinator Gabe Haberkorn and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL. April 13, 2016. MOTION: Moved by Kegler, seconded by Strobel to approve the minutes as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. REPORTS/UPDATES
  - a. Coordinator's Report. A written report was presented augmented by Haberkorn with comments about Friends of Firemen's Parks and the Dog Park.
  - b. Waterloo Regional Trailhead. Crave reported that the 4-H Club was on site on Monday night; that the facility looks good; that no weeds were present; and that a follow-up would occur in 3-4 weeks.
  - c. Friends of Firemen's Park. No report.
  - d. Friends of the Dog Park. No report.
  - e. Waterloo Youth Sports Organization. Haberkorn said Cornerstone Church Pastor Aaron Sturgill was the new organization president and Shannon Koele would represent the organization at these meetings.
  - f. Parks Financial Report – March. Hansen presented tallies saying more details would be regularly presented after Fund 225 amendments were finalized by the City Council.
  - g. 2016 Capital Project Status Tracking. Hansen submitted a written report which was reviewed. Regarding bridge removal Kopplin suggesting that the whole bridge at 575 West Madison Street be torn down removed. Kegler suggested that beams be saved for future use. Hansen suggested that an alternate be placed in the bid document to identify savings or costs relative to the two ideas.
5. UNFINISHED BUSINESS
  - a. 720 West Madison Street Phase 4. DISCUSSION: Kopplin said the site serves as a gateway to the community. He suggested adding the two idle adjacent commercial parcels as additional park space. In reply to a Strobel question, it was noted that the park's name was not yet determined. Kegler suggested that whoever donates the most get their name on it. Hansen said a next step could be drafting documents for grant applications. Quimby said the timeline was driven by a need to identify curb cuts and water service for the STH 19 project. Hansen said the curb cut as shown would be layered into the STH 19 project along with sidewalk, services for electricity, water and sewer. No action taken.
  - b. Comprehensive Outdoor Recreation Plan. DISCUSSION: Hansen said additional work was needed with staffing and policy changes now completed. He said the Wisconsin Department of Natural Resources has granted an extension for updating the plan as required by previously awarded grant applications. Quimby volunteered to review documents before the next meeting. No action taken.
6. NEW BUSINESS
  - a. Amending The 2016 Waterloo Firemen's Park Fee Schedule. MOTION: Moved by Kopplin, seconded by Quimby to recommend to the City Council a fee schedule as described and presented by the Parks Coordinator. VOICE VOTE: Motion carried.
  - b. Remedying The 2015 Fund 225 Fund Deficit. DISCUSSION: Stinnett had identifying this item as a priority to address when becoming Parks Commission Chair. Hansen proposed applying General Fund surplus revenue created in 2015 as a solution. He said a similar solution was recently approved by the Finance Committee for Fund 600 (Community Development Authority). He said the amount of the deficit was approximately \$28,000 [NOTE: This statement was incorrect, with the correct amount being: \$40,894]. In reply to a Stinnett question, Hansen said several thousand dollars was yet to be received from the Wisconsin Department of Natural Resources as part of the close out of the Trailhead Facility construction grant. MOTION: Moved by Kopplin, seconded by Quimby to recommend to the City Council that an amount equal to the 12/31/2015 Fund 225 deficit be transferred from the General Fund to Fund 225 eliminate the deficit. VOICE VOTE: Motion carried.
  - c. Uses For Lesser Known Parks. DISCUSSION: Stinnett asked that Commissioners consider identifying creative uses for lesser known parks within City.

7. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING

a. June 8, 2016 at 5 pm. Noted.

8. ADJOURNMENT. MOTION: Moved by Kegler, seconded by Strobel to adjourn. Approximate time: 6:10 pm.



Mo Hansen  
Clerk/Treasurer