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[www.waterloowi.us](http://www.waterloowi.us)

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### **WATERLOO PARKS COMMISSION – AGENDA**

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

**Date:** WEDNESDAY, FEBRUARY 5, 2025  
**Time:** 5:00 P.M.  
**Location:** COUNCIL CHAMBERS, MUNICIPAL BUILDING, 136 N. MONROE ST.

1. ROLL CALL AND CALL TO ORDER
2. MEETING MINUTES APPROVAL: DECEMBER 4, 2024
3. CITIZEN INPUT (3 MINUTE MAX)
4. REPORTS/UPDATES
  - a. Coordinator's Report
  - b. Parks Financial Report
  - c. 2025 Capital Projects
5. OLD BUSINESS
  - a. 2025 Events Policy
    - i. Future of Park Sponsored Events
6. NEW BUSINESS
  - a. Pavilion Floor
    - i. RFP – Bids
  - b. Camera – Firemen's Park Pavilion
    - i. Quote
  - c. Waterloo Regional Trailhead
    - i. Roof Problems
7. INFORMATION
  - a. Spring Clean – April 26, 2025
  - b. Easter Egg Hunt – April 19, 2025
8. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING
  - a. April 2, 2025, at 5:00 pm
9. ADJOURNMENT

Gabe Haberkorn

Parks Coordinator

Posted, Emailed & Mailed: 02/03/2025

Committee Members: Weihert, Kegler, Setz, Vieth and Quamme

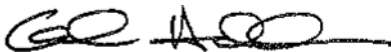
Ex-Officio Advisory Members: Chad Yerges, Public Works Director; Otto Degler, Waterloo Youth Sports Organization Representative; Jessica Pickel, Friends of Firemen's Park President

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend 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**

**December 4, 2024**

1. ROLL CALL AND CALL TO ORDER. Parks Coordinator Haberkorn called the Parks Commission meeting to order at 5:04 pm in the Municipal Building Council Chambers. ROLL CALL: Voting members present: Setz, Vieth, Quamme, Kegler, & Weihert. Absent: None. Ex-officio members present: Parks Coordinator Gabe Haberkorn and DPW Director Chad Yerges. Absent: Friends of Firemen's Park President Jessica Pickel & WYSO Representative Otto Degler. Others present: Carol Zimbric, Maureen Giese, Mary Schaefer, & Charles Crave.
2. MEETING MINUTES APPROVAL: OCTOBER 2, 2024. MOTION: Moved by Setz, seconded by Kegler. VOICE VOTE: Motion Carried 5-0.
3. CITIZEN INPUT: PARK Coordinator Haberkorn presented a plaque to long-time Park Commissioner Charles Crave for his years of service to the Parks Department and Parks Commission.
4. REPORTS/UPDATES:
  - a. Coordinator's Report: Haberkorn spoke about the new door replacement at the Firemen's Park Pavilion, that the doors are now at the pavilion and waiting for installation. Haberkorn touched base on the Carousel and sending of parts to be refabricated to Carousel Carvings in Ohio to go along with the crankshafts. Haberkorn spoke on the upcoming Park Events for the Holiday Parade and Community Party.
  - b. Parks Financial Report: Haberkorn talked about the status of the budget for 2024 and pointed to the final report of the budget with Tax Levy and Designated Funds Applied for the payback of our loan have not been rectified for 2024. Setz asked when payments usually come in from Finance. Haberkorn stated that those payments have been made in the Spring and the 2<sup>nd</sup> installment in August in previous years. Discussion
  - c. 2024 Capital Projects: Haberkorn asked if we could skip the discussion of Capital Projects as it is a part of New Business in the next section. Discussion. MOTION: Weihert moved to take 4C and 5A together, seconded by Quamme. Motion Carried 5-0.
5. NEW BUSINESS:
  - a. 2025 Capital Projects: Haberkorn spoke about the Finance Committee wanting to see different items on the Capital Projects list than what the Parks Commission had put forward for the 2025 Budget. Kegler spoke on the wants of the Parks Commission and what was the purpose of the Parks Commission. Haberkorn talked about the Parks Capital Project being cut \$45,000 for 2025 for other needs within the City of Waterloo Budget. Weihert asked about the colors of the Capital Project list and asked for a title on the top column for it. Mary Schaefer asked what things bring in the most money and spoke about fixing those problems first in the Capital Projects list. Discussion. MOTION: None.
  - b. 2025 Events Policy: Maureen Giese opened the discussion and presented a letter to the Parks Commission. Giese spoke on the history of Waterloo, its Homecomings, and Firemen's Park. Carol Zimbric spoke next and asked what the issues are, if it is cost or more specifics. Haberkorn answered by discussing the costs of the Fireworks from tax levy and the amount of people that are not citizens of Waterloo who view the fireworks and do not spend the day in Firemen's Park. Mary Schaefer asked if they would be moved to a different day like Weiner & Kraut Day. Haberkorn discussed Weiner & Kraut Day numbers along with Kegler talking about visitors staying at the park the entire day. Haberkorn spoke on the competition of July 4<sup>th</sup> events in and around the area for other communities. Discussion. MOTION: None
6. INFORMATION:
  - a. Community Holiday Parade and Party – December 7, 2024
  - b. Friends of Firemen's Park Golf Outing – George Washington Davies Open – July 25<sup>th</sup>
7. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING.
  - a. Next Meeting: February 5, 2025, at 5:00 pm
8. ADJOURNMENT. MOTION: Moved by Kegler to adjourn, seconded by Setz. VOICE VOTE: Motion Carried 5-0  
Approximate time: 6:24 pm



Gabe Haberkorn  
Park Coordinator



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## **PARKS COORDINATOR REPORT**

**December 2024 – January 2025**

### **EVENTS AND HIGHLIGHTS**

- HOLIDAY EVENTS
  - Downtown crowds seemed small, but Firemen's Park was packed all night.

### **ONGOING PROJECTS**

- UPPER PAVILION FLOORS
- UPPER PAVILION DOORS

### **FINISHED PROJECTS**

- none

### **CAROUSEL**

- CAROUSEL WORKS (OHIO)
  - Repairs are completed
  - 2 Crank shafts are in Ohio to be refabricated

### **PROJECTS FOR 2025**

- Upper Pavilion Doors (Spring 2024)
- Pavilion Floors (upstairs and downstairs)
- Bathroom Countertops (all bathrooms)

### **UPCOMING EVENTS**

- Spring Clean – April 26
- Easter Egg Hunt – April 19

### **DONATION CAMPAIGNS**

- None

### **GRANT OPPORTUNITIES**

- RESEARCH BEGINNING
  - Dog Park Grant
  - TAPS Grant

**MONTHLY REVENUE (ALL REVENUE SOURCES)**

[illegible]

Prior Yr Receipts	\$5,120	\$2,892	\$3,225	\$1,047	\$20,392	\$7,705	\$171,268	\$50	\$5,412	\$21,398	\$6,607	\$7,115	\$252,231
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SCHEDULED/PLANNED EVENTS (EVENT COUNT)	
1	2
3	4
5	6
7	8
9	10
11	12
13	14
15	16
17	18
19	20
21	22
23	24
25	26
27	28
29	30
31	32
33	34
35	36
37	38
39	40
41	42
43	44
45	46
47	48
49	50
51	52
53	54
55	56
57	58
59	60
61	62
63	64
65	66
67	68
69	70
71	72
73	74
75	76
77	78
79	80
81	82
83	84
85	86
87	88
89	90
91	92
93	94
95	96
97	98
99	100

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	TOTAL 2025
WRT	4	5	6	5	7	9	4	4	4	4	4	4	60
FP - Outdoor Event				2			1		1			1	5
FP - Full Pavilion													0
FP - Upper Pavilion	3	2		2	2	5	4	5	3	4	0	2	32
FP - Lower Pavilion			1				1		1				3
FP - Bingo Hall					1	1	0	3	1				6
FP - Reunion Hall													0
FP - Roundhouse					1	12	13	2					28
FP - Bandstand Other													0
FP - Concession Bldg.													0
Baseball/Softball				22	11	5	5	2	7	8			60
Other Park					1								
Current YR Event-Days Count	7	7	7	31	23	32	28	16	17	16	4	7	194
Prior Yr Event Count	6	2	4	13	16	40	38	6	17	12	5	2	161
Yr/Yr Percent Comparison	117%	350%	175%	238%	144%	80%	74%	267%	100%	133%	80%	350%	120%
Canceled Events					1								

**NOTES:**  
[1] The bulk of budgeted property tax (\$106,010) is recognized in February & August [2] Computer Aid recognized in July - \$150,000

[illegible]

**TITLE: PARKS DEPARTMENT DEPOSIT SPREADSHEET**

[illegible]

CASH TOTALS		
\$0.01	0	\$0.00
\$0.05	0	\$0.00
\$0.10	0	\$0.00
\$0.25	0	\$0.00
\$0.50	0	\$0.00
\$1	0	\$0.00
\$2	0	\$0.00
\$5	0	\$0.00
\$10	5	\$50.00
\$20	62	\$1,240.00
\$50	0	\$0.00
\$100	10	\$1,000.00
<b>TOTAL</b>		<b>\$2,290.00</b>

**TITLE: PARKS DEPARTMENT ACTIVENET ONLINE DEPOSITS**

DATE	EVENT/RECEIVED FROM	DESCRIPTION	PERMIT #	DEPOSIT AMOUNT
January 20, 2025	Samantha Gadicke	Rental - WRT - April 5, 2025	R123	\$ 158.26
January 21, 2025	Dylan Rozek	Rental - WRT - February 22, 2025	R128	\$ -
January 23, 2025	Gary Whitebird	Rental - WRT - February 15, 2025	R139	\$ 158.26
January 27, 2025	Tyler Thornton	Rental - WRT - March 1, 2025	R140	\$ 158.26
January 29, 2025	Haylie Regnier	Rental - Pavilion - June 20, 2026	R141	\$ 844.00
<b>TOTAL DEPOSIT</b>				<b>\$ 1,318.78</b>

# CITY OF WATERLOO

BALANCE SHEET  
DECEMBER 31, 2024

## 225-SPECIAL REVENUE PARKS

### ASSETS

225-11100	TREASURER'S CASH	( 147,252.60)	
225-11400	PARKS ATM CHECKING ACCOUNT	7,961.88	
225-11800	PETTY CASH	1,000.00	
225-11850	PETTY CASH PARKS ATM	240.25	
225-11900	PETTY CASH CAROUSEL	50.00	
225-15800	DUE FROM AGENCY FUND TAXES	113,018.02	
TOTAL ASSETS			( 24,982.45)

### LIABILITIES AND EQUITY

#### LIABILITIES

225-26100	DEFERRED REVENUE	113,018.02	
TOTAL LIABILITIES			113,018.02

#### FUND EQUITY

225-32600	FUND BALANCE	( 35,832.25)	
225-32625	PARK EQUIPMENT CARRYOVER	10,102.00	
225-39999	FUND BALANCE-CAROUSEL	30,678.98	
REVENUE OVER(UNDER) EXPENDITURES - YTD		( 142,949.20)	
TOTAL FUND EQUITY			( 138,000.47)
TOTAL LIABILITIES AND EQUITY			( 24,982.45)

**CITY OF WATERLOO**  
DETAIL REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

**FUND 225 - SPECIAL REVENUE PARKS**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER(UNDER)	% OF
	<u>TAXES</u>					
225-41-4111-000	LOCAL TAX-GENERAL FUND	.00	.00	113,018.00	( 113,018.00)	.0
	TOTAL TAXES	.00	.00	113,018.00	( 113,018.00)	.0
	<u>INTERGOVERNMENTAL REVENUE</u>					
225-43-4360-000	STATE COMPUTER AID	.00	155,000.00	155,000.00	.00	100.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	155,000.00	155,000.00	.00	100.0
	<u>LICENSES &amp; PERMITS</u>					
225-44-4421-000	DOG PARK LICENSE	70.00	670.00	400.00	270.00	167.5
	TOTAL LICENSES & PERMITS	70.00	670.00	400.00	270.00	167.5
	<u>PUBLIC CHARGES FOR SERVICE</u>					
225-46-4620-000	FACILITY RENTAL TRAILHEAD	630.53	6,980.51	4,500.00	2,480.51	155.1
225-46-4622-000	FACILITY RENTAL FIREMEN'S PARK	1,800.00	40,218.67	44,129.25	( 3,910.58)	91.1
225-46-4623-000	ENTERTAINMENT/TOURNAMENT/LEAGU	.00	240.00	.00	240.00	.0
225-46-4624-000	FACILITY RENTAL OTHER	.00	3,312.50	3,500.00	( 187.50)	94.6
225-46-4630-000	PARKS CONCESSIONS	72.00	5,130.00	7,500.00	( 2,370.00)	68.4
225-46-4632-000	PARKS ALCOHOL	553.00	21,914.00	36,000.00	( 14,086.00)	60.9
225-46-4636-000	PARKS ADVERTISING FEE	.00	1,500.00	2,000.00	( 500.00)	75.0
225-46-4638-000	PARKS BARTENDERS	.00	2,290.00	2,500.00	( 210.00)	91.6
225-46-4674-000	CAROUSEL RENTAL	.00	962.00	500.00	462.00	192.4
	TOTAL PUBLIC CHARGES FOR SERVICE	3,055.53	82,547.68	100,629.25	( 18,081.57)	82.0
	<u>MISCELLANEOUS REVENUES</u>					
225-48-4800-000	MISC REVENUES	121.25	821.25	1,000.00	( 178.75)	82.1
225-48-4852-000	DONATIONS FIREMEN'S PARK	.00	1,522.64	.00	1,522.64	.0
225-48-4854-000	DONATIONS CAROUSEL	.00	500.00	.00	500.00	.0
225-48-4856-000	DONATIONS DOG PARK	.00	10.00	.00	10.00	.0
225-48-4860-000	DONATIONS NOT SPECIFIED	.00	500.00	.00	500.00	.0
225-48-4862-000	DONATIONS JULY 4TH	.00	4,712.00	.00	4,712.00	.0
	TOTAL MISCELLANEOUS REVENUES	121.25	8,065.89	1,000.00	7,065.89	806.6



# CITY OF WATERLOO

DETAIL REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

## FUND 225 - SPECIAL REVENUE PARKS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER(UNDER)	% OF
<u>OTHER FINANCING SOURCES</u>						
225-49-4930-000	FUNDS APPLIED TO BUDGET	.00	.00	21,010.00	( 21,010.00)	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	21,010.00	( 21,010.00)	.0
	TOTAL FUND REVENUE	3,246.78	246,283.57	391,057.25	( 144,773.68)	63.0

# CITY OF WATERLOO

## DETAIL EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

### FUND 225 - SPECIAL REVENUE PARKS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>						
225-51-5112-390	LEGIS SUPPORT    SALES TAX	.00	1,062.45	2,500.00	1,437.55	42.5
	TOTAL LEGISLATIVE SUPPORT	.00	1,062.45	2,500.00	1,437.55	42.5
<u>MACHINERY &amp; EQUIPMENT</u>						
225-53-5324-340	MACH & EQUIP    SUPPLY GROUNDS	.00	444.96	1,000.00	555.04	44.5
225-53-5324-342	MACH & EQUIP    GAS & OIL	915.71	7,670.90	4,000.00	( 3,670.90)	191.8
225-53-5324-354	MACH & EQUIP    REP EQUIP GROUN	307.37	1,003.56	1,000.00	( 3.56)	100.4
	TOTAL MACHINERY & EQUIPMENT	1,223.08	9,119.42	6,000.00	( 3,119.42)	152.0
<u>PARKS ADMIN</u>						
225-55-5505-292	PARKS ADMIN MARKETING	.00	12,253.48	9,000.00	( 3,253.48)	136.2
225-55-5505-320	PARKS ADMIN DUES & MEMBERSHIP	.00	55.00	200.00	145.00	27.5
225-55-5505-350	PARKS ADMIN OFFICE SUPPLIES	46.50	46.50	100.00	53.50	46.5
225-55-5505-380	PARKS ADMIN COMPUTER MAINT/SUP	437.50	8,082.92	6,450.00	( 1,632.92)	125.3
225-55-5505-399	PARKS ADMIN MISC	.00	2,759.38	2,500.00	( 259.38)	110.4
	TOTAL PARKS ADMIN	484.00	23,197.28	18,250.00	( 4,947.28)	127.1
<u>PARKS - FIREMEN'S PARK</u>						
225-55-5510-211	FIREMEN'S PARK    LEGAL FEES	.00	2,640.00	.00	( 2,640.00)	.0
225-55-5510-221	FIREMEN'S PARK    ELECTRIC	926.69	14,731.40	15,000.00	268.60	98.2
225-55-5510-222	FIREMEN'S PARK    HEAT	171.42	2,216.90	4,750.00	2,533.10	46.7
225-55-5510-223	FIREMEN'S PARK    WATER/SEWER	673.13	13,284.61	10,500.00	( 2,784.61)	126.5
225-55-5510-341	FIREMEN'S PARK COMMUNICATION	188.19	1,798.59	1,500.00	( 298.59)	119.9
225-55-5510-350	FIREMEN'S PARK FACILITY SUPPLY	490.90	9,002.48	4,000.00	( 5,002.48)	225.1
225-55-5510-351	FIREMEN'S PARK FACILITY MAINT	2,824.46	24,543.03	15,000.00	( 9,543.03)	163.6
225-55-5510-354	FIREMEN'S PARK ALCOHOL	278.84	14,571.69	15,000.00	428.31	97.1
225-55-5510-356	FIREMEN'S PARK CONCESSIONS	.00	4,179.90	4,000.00	( 179.90)	104.5
225-55-5510-357	FIREMEN'S PARK    DOG PARK	.00	322.98	500.00	177.02	64.6
225-55-5510-358	FIREMEN'S PARK EVENTS	.00	11,375.00	13,000.00	1,625.00	87.5
225-55-5510-359	FIREMEN'S PARK ENTERTAINMENT	.00	18,804.48	7,500.00	( 11,304.48)	250.7
225-55-5510-360	FIREMEN'S PARK    CAROUSEL	41.23	4,890.23	1,000.00	( 3,890.23)	489.0
225-55-5510-521	CYBER INSURANCE	.00	164.00	335.00	171.00	49.0
	TOTAL PARKS - FIREMEN'S PARK	5,594.86	122,525.29	92,085.00	( 30,440.29)	133.1

**CITY OF WATERLOO**  
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

**FUND 225 - SPECIAL REVENUE PARKS**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>PARKS - TRAILHEAD</u>						
225-55-5520-221	TRAILHEAD-WRT ELECTRIC	138.60	1,453.13	2,500.00	1,046.87	58.1
225-55-5520-222	TRAILHEAD-WRT HEAT	103.33	987.08	1,500.00	512.92	65.8
225-55-5520-223	TRAILHEAD-WRT WATER/SEWER	173.86	2,035.70	2,000.00	( 35.70)	101.8
225-55-5520-240	TRAILHEAD- WRT BLDG MAINT	.00	844.21	500.00	( 344.21)	168.8
225-55-5520-290	TRAILHEAD-WRT CLEAN CONTRACT	137.97	1,567.97	1,560.00	( 7.97)	100.5
225-55-5520-291	TRAILHEAD-WRT SECURITY CONTR	.00	1,236.20	1,225.00	( 11.20)	100.9
225-55-5520-341	TRAILHEAD-WRT COMMUNICATION	89.99	1,079.88	1,000.00	( 79.88)	108.0
225-55-5520-350	TRAILHEAD-WRT CLEANING SUPPLY	.00	450.34	250.00	( 200.34)	180.1
225-55-5520-353	PARK VEHICLE REPAIR-MAINT	.00	1,329.28	1,500.00	170.72	88.6
TOTAL PARKS - TRAILHEAD		643.75	10,983.79	12,035.00	1,051.21	91.3
<u>PARKS WAGES</u>						
225-55-5522-110	PARKS SALARY COORDINATOR	4,059.20	50,532.80	51,428.00	895.20	98.3
225-55-5522-112	PARKS LONGEVITY	.00	.00	156.00	156.00	.0
225-55-5522-125	PARKS WAGES PART-TIME	245.00	5,050.00	5,100.00	50.00	99.0
225-55-5522-151	PARKS SOC SEC	392.00	5,191.90	5,095.00	( 96.90)	101.9
225-55-5522-152	PARKS RETIREMENT	280.08	3,554.88	3,548.53	( 6.35)	100.2
225-55-5522-153	PARKS HEALTH INS	863.46	11,009.11	11,224.72	215.61	98.1
225-55-5522-154	PARKS INCOME & LIFE INS	19.58	234.96	275.00	40.04	85.4
TOTAL PARKS WAGES		5,859.32	75,573.65	76,827.25	1,253.60	98.4
<u>PARKS - OTHER</u>						
225-55-5530-221	PARKS OTHER ELECTRIC	16.48	190.93	150.00	( 40.93)	127.3
225-55-5530-510	PROPERTY INSURANCE	.00	5,802.76	3,800.00	( 2,002.76)	152.7
225-55-5530-511	WORKER'S COMPENSATION	.00	2,235.71	1,900.00	( 335.71)	117.7
225-55-5530-512	LIABILITY INSURANCE	.00	3,226.21	3,000.00	( 226.21)	107.5
TOTAL PARKS - OTHER		16.48	11,455.61	8,850.00	( 2,605.61)	129.4
<u>CAPITAL PROJECT</u>						
225-57-5701-800	CAPITAL PROJECTS	24,460.00	114,955.28	155,000.00	40,044.72	74.2
TOTAL CAPITAL PROJECT		24,460.00	114,955.28	155,000.00	40,044.72	74.2
<u>DEBT SERVICE FUND</u>						
225-59-5929-001	TRANSFER TO DEBT SERVICE	.00	20,360.00	21,010.00	650.00	96.9
TOTAL DEBT SERVICE FUND		.00	20,360.00	21,010.00	650.00	96.9

**CITY OF WATERLOO**  
DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024  
  
FUND 225 - SPECIAL REVENUE PARKS

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNDER(OVER)</u>	<u>% OF</u>
TOTAL FUND EXPENDITURES	<u>38,281.49</u>	<u>389,232.77</u>	<u>392,557.25</u>	<u>3,324.48</u>	<u>99.2</u>
NET REVENUE OVER(UNDER) EXPENDITURES	<u>( 35,034.71)</u>	<u>( 142,949.20)</u>	<u>( 1,500.00)</u>		

Waterloo Firemen's Park - Capital Project Priority List				Update on January 31, 2025		
Rank	Project	Cost		Notes	Outcome	
2020	Sewer Work	\$	75,000.00	An absolute must to stop flow of ground water into lift station and to finish the project	2020	
2020	Mason Entrance	\$	30,000.00	Brick is falling from areas not updated. This is creating a safety hazard and this would also finish the project	2020	
2020	Roundhouse Residing	\$	10,000.00	New wood siding	2020	
2020	Baseball Field Reno	\$	40,000.00	Over 10 years past due and would coincide with tiling system placement so field would only be torn up once	2020	
		\$	155,000.00			
2021	Bathroom Reno	\$	25,000.00	Includes: Automatic flushers in all toilets and urinals, hand dryers, new stalls, sink installs and updating paint schemes		
2021	Roundhouse Concrete	\$	5,000.00	Concrete Pad and Sidewalk around Roundhouse to finish off the project	2021	
2021	Lift Station Work	\$	25,000.00	Lift Station work to bring up to standards for Waterloo Utilities	2021	
2021	Playground Equipment	\$	100,000.00	Playground Equipment for both Firemen's Park & WRT	Paid for in 2021/Completed Spring 2022	
		\$	155,000.00			
2022	Lower Parking Lot	\$	-	\$ 45,000.00	Paving area in front of concession stand to Carousel and Road. Area is dangerous with no real parking restrictions.	2026
2022	Mauneshia River Trail	\$	-	\$ 213,000.00	River Trail to extend from Riverside Park thru Youker Park connecting Downtown Waterloo and Firemen's Park	Cancelled
2022	Kitchen Renovation	\$	-	\$ 40,000.00	Renovation of Pavilion Kitchen	2029
2022	Disc Golf Course Update	\$	-	\$ 15,000.00	Includes: Baskets and Concrete Pads for entire Course and expanding course to 18 holes.	2026
2022	AC Update (Pavilion)	\$	-	\$ 15,000.00	Update AC for more efficient air flow	Installation & Payment
2022	Air Condition Update (WRT)	\$	-	\$ 15,000.00	Updates Air units and coils to bring more efficient air flow	Installation & Payment
2022	Bathroom Reno	\$	25,000.00	Includes Flooring & Lighting in both outdoor and indoor bathrooms		2022
2022	Playground Equipment	\$	7,500.00	Playground Equipment for both Firemen's Park & WRT		2022
2022	Fence Renovation (partial)	\$	60,000.00	Includes: Field B backstop that is falling over & outfield fence, Field C - Entire Field, Baseball Diamond Backstop netting		
		\$	92,500.00	\$ 343,000.00		
2023	Banquet Chairs and Tables	\$	30,000.00	Includes: Banquet Chairs, Folding Metal Chairs, Circular Banquet Tables and Carts		2023
2023	Lower Pavilion Reno	\$	40,000.00	Includes: Bar area, trophy case, flooring and painting		2023
2023	Gator A	\$	15,000.00	New Gator for Public Works and Parks (Gators now are 2008 & 2011)		2023
2023	Dog Park Fence Renovation	\$	-	\$ 33,000.00	New Dog Park and Dog Park Immenities with possible move	Complete
2023	Scoreboard Upgrades	\$	36,000.00	New Scoreboards for Fields A & B. Numbers are not working properly and scoreboards have become obsolete.		
		\$	121,000.00	\$ 33,000.00		
						Completed
2024 - 1A	Reunion Hall/Shelter Reno	\$	50,000.00	Tearing down Reunion Hall & replacing with outdoor shelter	Cancelled for more information	2024
2024 - 2A	Upper Pavilion Doors	\$	25,000.00	Upper Pavilion new doors for the outdoor entrances	Paid for in 2024/Install Spring 2025	2025
2024 - B	Electrical Update (Pavilion)	\$	25,000.00	Update and bring to code all electrical		
2024 - C	Dugout/Press Box	\$	55,000.00	New Dugouts on Fields B, C and Baseball Diamond (Press Box).		
		\$	155,000.00			
Total Cost of Previous Years:		\$	678,500.00	\$ 376,000.00		
2025	Lower Pavilion Floor	\$	55,000.00	Tear out and replace Lower Pavilion Flooring (Asbestos in flooring)		
2025	Upper Pavilion Floor	\$	30,000.00	Sand, stain, and seal existing flooring		
2025	Bathroom Countertops	\$	20,000.00	Replace indoor and outdoor bathroom countertops		
		\$	105,000.00			In Progress
2026 - A	Basketball/Pickleball Court	\$	125,000.00	Putting in new basketball courts and Pickleball courts to replace old courts		
2026 - B	Disc Golf Course Update	\$	25,000.00	Includes: Baskets and Concrete Pads for entire Course and expanding course to 18 holes.		Move Out
		\$	150,000.00			
						Carry-Over
2027	Lower Parking Lot	\$	100,000.00	Lower Parking Lot Paving (Concession Stand Area)		
2027 - B	Bingo Hall Bathrooms	\$	80,000.00	New Outdoor Bathrooms at Bingo Hall Location		Donation Campaign
		\$	180,000.00			

2028 - A	New Siding (Pavilion)	\$	125,000.00	New Siding on Pavilion
		\$	<b>125,000.00</b>	
2029	Kitchen Renovation	\$	60,000.00	Renovate Kitchen Space
2029 - B	Gator B	\$	20,000.00	Purchase of new Gator to replace old
		\$	<b>80,000.00</b>	
2030 - A	Lower Bathrooms Reno	\$	100,000.00	Updating and remodeling Lower Bathrooms. Adding Showers for camping area
2030 - B	Kitchen Renovation	\$	45,000.00	Renovation of Pavilion Kitchen
		\$	<b>145,000.00</b>	
	Total Cost Priority 2	\$	<b>785,000.00</b>	

#### PROJECTS NEEDING ATTENTION WITH LARGE FUNDING

3	Stadium Concrete Steps & Seating	\$	850,000.00	Cracking and needed replacement steps. This would remove and replace all steps and ADA compliance
3	Field Lighting	\$	526,000.00	New lighting on all fields. Creates a more economical and energy efficient lighting systems for fields
3	Field A & Coach Pitch Renovations	\$	355,585.00	Excavation of entire area with new fencing, new dugouts, and Top Dressing
3	Field B Renovation	\$	50,000.00	New field with new Top Dressing
3	Field C Renovation	\$	75,000.00	New field with Top Dressing - Note more expensive with electrical work, and scoreboard
3	Firemen's Park Parking Lot	\$	750,000.00	Creating a new parking lot: Eliminates erosion and parking confusion
3	Veteran's Park Reno	\$	40,000.00	Mason work on Veterans Monument and painting of bandstand
		\$	<b>2,646,585.00</b>	
	Total of all Projects	\$	<b>3,431,585.00</b>	

Ongoing Projects and Future Years Out

2025	Lower Pavilion Floor	\$	55,000.00	Tear out and replace Lower Pavilion Flooring (Asbestos is flooring)
2025	Upper Pavilion Floor	\$	30,000.00	Sand, stain, and seal existing flooring
2025	Bathroom Countertops	\$	20,000.00	Replace indoor and outdoor bathroom countertops
		\$	105,000.00	
2026 - A	Basketball/Pickleball Court Reno	\$	125,000.00	Putting in new basketball courts and Pickleball courts to replace old courts
2026 - B	Disc Golf Course Update	\$	25,000.00	Includes: Baskets and Concrete Pads for entire Course and expanding course to 18 holes.
		\$	150,000.00	
2027	Lower Parking Lot	\$	100,000.00	Lower Parking Lot Paving (Concession Stand Area)
2027 - B	Bingo Hall Bathrooms	\$	80,000.00	New Outdoor Bathrooms at Bingo Hall Location
		\$	180,000.00	
2028 - A	New Siding (Pavilion)	\$	125,000.00	New Siding on Pavilion
		\$	125,000.00	
2029	Kitchen Renovation	\$	60,000.00	Renovate Kitchen Space
2029 - B	Gator B	\$	20,000.00	Purchase of new Gator to replace old
		\$	80,000.00	
2030 - A	Lower Bathrooms Reno	\$	100,000.00	Updating and remodeling Lower Bathrooms. Adding Showers for camping area
2030 - B	Kitchen Renovation	\$	45,000.00	Renovation of Pavilion Kitchen
		\$	145,000.00	
Future Years Out		\$	785,000.00	

PROJECTS NEEDING ATTENTION WITH LARGE FUNDING				
3	Stadium Concrete Steps & Seating	\$	850,000.00	Cracking and needed replacement steps. This would remove and replace all steps and ADA compliance
3	Field Lighting	\$	526,000.00	New lighting on all fields. Creates a more economical and energy efficient lighting systems for fields
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3	Firemen's Park Parking Lot	\$	750,000.00	Creating a new parking lot: Eliminates erosion and parking confusion
3	Veteran's Park Reno	\$	40,000.00	Mason work on Veterans Monument and painting of bandstand
		\$	2,646,585.00	
Total of all Projects		\$	3,431,585.00	

## July 4 Survey Results

Question 1: Should the Parks Department put on large events?

<b><u>Q1 Results</u></b>	<b><u>18-29</u></b>	<b><u>30-39</u></b>	<b><u>40-49</u></b>	<b><u>50 and Older</u></b>	<b><u>Total</u></b>	<b><u>% of Vote</u></b>
YES	42	41	47	36	166	83%
NO	2	7	2	13	24	12%
IND	6	2	1	1	10	5%
Total	50	50	50	50		

Most felt that this would fall under what they believed to Parks Departments job description.

Other opinions included letting other groups host events at Firemen's Park.

Question 2: Should the Parks Dept leave July 4th and W&K Day as they are?

<b><u>Q2 Results</u></b>	<b><u>18-29</u></b>	<b><u>30-39</u></b>	<b><u>40-49</u></b>	<b><u>50 and Older</u></b>	<b><u>Total</u></b>	<b><u>% of Vote</u></b>
YES	7	11	20	34	72	36%
NO	35	32	28	12	107	54%
IND	8	7	2	4	21	11%
Total	50	50	50	50		

Most felt that Waterloo needed change in the large events they host. Those that had no opinion or indifferent, haven't been to a large event or are new to town.

Question 3: Should the Parks Dept use Tax Levy to pay for Fireworks?

<b><u>Q3 Results</u></b>	<b><u>18-29</u></b>	<b><u>30-39</u></b>	<b><u>40-49</u></b>	<b><u>50 and Older</u></b>	<b><u>Total</u></b>	<b><u>% of Vote</u></b>
YES	41	29	27	28	125	63%
NO	2	7	17	21	47	24%
IND	7	14	6	1	28	14%
Total	50	50	50	50		

The majority felt that if the item is budgeted for, then we should be paying for it. Some felt that the Parks Dept should find a large "Sponsor" or "Donation" for Fireworks.

Question 4: Should the Parks Dept move Fireworks to W&K Day?

<b><u>Q4 Results</u></b>	<b><u>18-29</u></b>	<b><u>30-39</u></b>	<b><u>40-49</u></b>	<b><u>50 and Older</u></b>	<b><u>Total</u></b>	<b><u>% of Vote</u></b>
YES	39	37	35	19	130	65%
NO	8	7	10	26	51	26%
IND	3	6	5	5	19	10%
Total	50	50	50	50		

Discussions based on Tradition and History for older generations & younger generations, based on change and time/date. Some discussion of having Fireworks for both.

Facebook Survey Question: Should Waterloo Parks Dept have Fireworks on July 4th or W&K Day.

\*The Facebook survey was done by the Facebook Group Residents of Waterloo, WI. The Admin of the group has stated that the results of that survey was a 70% to 30% split in favor of moving Fireworks to W&K Day. She could no longer get the Parks Department the final numbers, but thought there was around 100-125 answers. The Admin could also not tell me if those votes were from City Residents or visitors to the page.

These surveys were done by the Waterloo Parks Coordinator with conversations had around the City of Waterloo. All those interviewed are Citizens of Waterloo, WI



BIDDER'S COMPANY NAME: \_\_\_\_\_

# CITY OF WATERLOO REQUEST FOR PROPOSALS

## **Wood Floor Update (Pavilion)**

for the following park areas:

Waterloo Firemen's Park

500 Park Avenue

Park Pavilion

Submittal Deadline:  
February 5, 2025, 10:00 A.M.

Prepared By:

Gabe Haberkorn  
Parks Coordinator  
City of Waterloo  
136 North Monroe Street  
Waterloo, WI 53594

v- 920-478-3025  
f- 920-478-2021  
email – [parks@waterloowi.us](mailto:parks@waterloowi.us)  
web – [www.waterloowi.us](http://www.waterloowi.us)

## REQUEST FOR PROPOSAL REQUIREMENTS

The City of Waterloo, Wisconsin ("City") is committed to providing excellent service to the residents and businesses that choose to live and operate within our community. The City invites each firm ("Service Provider") who shares this commitment to excellence to submit a sealed proposal.

The proposal shall include all the following:

- a) Qualifications – A brief description and history of the firm including current size and how many persons are directly involved in the work proposed. Proof of Insurance needs to be provided with the following conditions:
- b) References – Discuss the firm's prior experience in providing the proposed service in a municipal setting or similar. Provide a list of current clients.
- c) Bid Proposal Pricing - Submit bid pricing using the example provided in this document.

**All bidders are encouraged to attend a facility walk through to view the facilities and have questions answered.  
At any time that is convenient for you and your company  
Contact Waterloo Parks Coordinator, Gabe Haberkorn at (920) 478-3025 ext. 103 to set up a  
time frame that fits your needs.**

## SCOPE OF SERVICES

### Explanation:

The City of Waterloo Parks Department is going through a Capital Project to update its large Banquet Hall facility with a wood dance floor. The floor itself is possibly over 100 years old, and our Parks Commission and community would like to keep the historic wood floor look. The City of Waterloo Parks Department is looking for a quick turnaround with the project with a little over a week for bid openings to fit our time restrictions for approval. The floor space itself is a large project with the space inside the pavilion roughly 140'x40' with a small stage and bar area.

The Waterloo Parks Department would like to offer tours of the facility at your leisure before the bid opening at anytime between now and the time of the bid opening. Please contact Waterloo Parks Coordinator Gabe Haberkorn at (920) 478-3025 ext. 103 to set up a time to meet, talk, and take a tour of the facility.

There is not a time frame for completion of the project, but timing will have to be communicated as the facility does host events throughout the year including many weekends hosting weddings or other such large events. We do have some time in the year with large breaks to accommodate the timing of the project.

Please consider submitting a bid for the Waterloo Parks Department.

Service Provider will provide the following:

### **1. Wood Floor Update (Pavilion)**

Services shall include:

- Your company's solution to the update and what you believe is the best route
  - \*We look forward to your expertise in what could be the best possible solution\*
- Possible sanding and refinishing of floor space
- Possible demolition of floor space
- Possible replacement of existing floor space

**Notes**

Any other questions or instructions will be addressed at the time of your facility walkthrough

\*Waterloo Parks and DPW will assist in any manner they can and when available

Location Contact for all work: Parks Coordinator Gabe Haberkorn, 920-478-3025 ext. 103

**PROPOSAL PRICING**

Use the format below as a guide for documenting all proposal pricing. \*If you have your own template for bids, you may use that instead of the following grid:

Bid #	Location(s)	Project	
1	Sanding and refinish		
2	Demolition		
3	Replacement of existing		
4	Any other work needed		

**SUBMITTAL SIGNATURE**

Provide a proposal that includes all contact information listed below. Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 60 days.

---

Signature

---

Company Name

---

Print Name

---

Company Address

---

Title

---

City State Zip

---

Telephone #

---

Email

**DISCLAIMERS**

The City reserves the right to seek clarification on any aspect of a proposal and to remove from consideration any proposal that, in the City's sole discretion, has deficiencies. In addition, the City reserves the right to enter negotiations with one or more respondents. In addition, the City reserves the right to refuse all bids.

**CONTACT & SUBMITTAL INFORMATION**

Contact Gabe Haberkorn at 920-478-3025 ext. 103 should you have specific questions regarding the information we are requesting.

Sealed submittals can be delivered on or before the date on the cover page to the Waterloo Park Coordinator's Office, 136 North Monroe Street, Waterloo, Wisconsin 53594.

# Pyramid Telephone & Security

4703 Triangle Street

McFarland, WI 53558

608.273.9300

Serving Southern Wisconsin Since 1984

January 22, 2025

City of Waterloo

Gabe Haberkorn

500 Park Avenue

Waterloo, WI 53594

Gabe,

Thank you for taking time to meet again to revise the quote for adding cameras to Fireman's park pavilion, bingo hall and restroom buildings. As we discussed, I will break this into two quotes as you said the auction company has offered to pay for half of the pavilion building. In the pavilion building, we would be replacing all existing cameras and existing cable. We will need to pull a CAT5e cable to every camera. In addition to the existing cameras, we will be adding three cameras, with one in the main hall and two on the lower outside south east corner. We discussed moving the NVR to the main level into the closet behind the bar. All cameras will be 8MP and have a field-of view of 113-degrees. For the bingo hall, we discussed seven cameras. We will need a shelf in the NW corner of the kitchen to put the PoE switch on to plug the cameras into. We will use black wire and have to surface run if we cannot get through the shallow attic. All cameras will be 8MP and have a FOV of 113-degrees. In order to get the camera feed back to the NVR, we will need to install an outdoor wireless gigabit bridge with one antenna on the bingo hall and one on the pavilion. For the restroom building, we would be replacing the four existing cameras and add one new camera on the SW corner. A PoE switch will be installed in the closet space. We will need to install another outdoor wireless gigabit bridge with one antenna on the restroom building and one antenna on the bingo hall with a connection to the PoE switch in the bingo hall to get all the cameras back to the NVR. All cameras here will be 8MP with 113-degree FOV. The NVR has a capability of 64 total cameras. It will be connected to the internet so you will have remote access with the phone app to view footage, etc. We will need a decent size area on a shelf to set the equipment in the closet behind the bar.

## Equipment: (Pavilion building)

1	ALI-NR642P-8-D	Alibi 64-channel NVR with three 6 TB storage drives installed
1	BV-TECH	18-port long range PoE switch
1	22LGLED	22" flat screen monitor.
13	ALI-FT81-UA-D	Alibi 8MP IP Turret camera with 113-degree FOV
13	ALI-JB03-H-IN	Junction box mounts for turret cameras
2	ALI-FB81-UA-D	Alibi 8MP Ip bullet camera with 113-degree FOV
2	ALI-JB05-B-IN	Junction box mount for bullet cameras
1	UPS	Battery back-up power supply
1	LOT	All cable, fittings, installation, programming and training
1	WARRANTY	All new equipment has a 1-year warranty

Total Installed Investment: \$10,497.00 (tax exempt)

**Equipment: (Bingo Hall & Restroom buildings)**

<b>2</b>	<b>NGeco</b>	<b>Gigabit outdoor point-to-point wireless bridge</b>
<b>2</b>	<b>BV-TECH</b>	<b>9-port PoE switch</b>
<b>5</b>	<b>ALI-FB81-UA-D</b>	<b>Alibi 8MP IP bullet camera with 113-degree FOV</b>
<b>5</b>	<b>ALI-JB05-B-IN</b>	<b>Junction box mount for bullet cameras</b>
<b>7</b>	<b>ALI-FT81-UA-D</b>	<b>Alibi 8MP IP Turret camera with 113-degree FOV</b>
<b>7</b>	<b>ALI-JB03-H-IN</b>	<b>Junction box mount for turret cameras</b>
<b>2</b>	<b>UPS</b>	<b>Battery back-up power supply</b>
<b>1</b>	<b>LOT</b>	<b>All cable, fittings, installation and programming</b>
<b>1</b>	<b>WARRANTY</b>	<b>All new equipment has a 1-year warranty</b>

**Total Installed Investment: \$6131.00 (tax exempt)**

**This quote is valid for 30 days, but if tariffs that are about to be put into effect causes equipment prices to rise, Pyramid reserves the right to make appropriate increases.**

**Paul Perdew**