


WATERLOO PARKS COMMISSION – MINUTES

February 12, 2020

1. ROLL CALL AND CALL TO ORDER. Parks Commission Member Kegler called the Parks Commission meeting to order at 5:00 pm in the Municipal Building Council Chambers. ROLL CALL: Voting members present: Kegler, Setz, & Vieth & Stinnett. Absent: Strobel. Ex-officio members present: Parks Coordinator Gabe Haberkorn, Public Works Director Chad Yerges, WRT Representative Charles Crave & Friends of Firemen's Park President Jessica Pickel. Absent: WYSO Representative Otto Degler. Others present: Jackie Rennebohm.
2. MEETING MINUTES APPROVAL: DECEMBER 11, 2019. MOTION: Moved by Kegler, seconded by Vieth to approve. Abstain: Stinnett. VOICE VOTE: Motion carried 3-0
3. CITIZEN INPUT. Parks Coordinator Haberkorn: Read letter from Maureen Giese to be put into the record.
4. REPORTS/UPDATES:
 - a. **Coordinator's Report:** Park Coordinator Haberkorn spoke about the Holiday of Lights with the largest turnout of participants and votes for the 2nd year in a row. Haberkorn also spoke on electrical issues over Thanksgiving weekend due to the rain. Haberkorn spoke on the 50th Birthday bash success. Coordinator spoke on ticket sales for the comedy night event. Haberkorn spoke on other renovations to the park and baseball field. Haberkorn talked about finishing of Volleyball court and signage for both volleyball court and front of park pavilion front. Haberkorn spoke about the carousel kiosk being finished off in the summer with pictures from the Historical Society. Coordinator Haberkorn spoke on renovation projects in the Park Pavilion with lowering the stage wall and finishing the ceiling. Discussion on Capital Project completions and dates with scope of work. Discussion on RFP for Baseball Field Renovation. Setz asked about start and completion dates for RFP work. Haberkorn discussed dates with everything corresponding with completion to be done by July 4th. Haberkorn spoke about the donation campaigns running this year through the Friends Group. Haberkorn spoke on the Comedy Night in Firemen's Park March 7th. Haberkorn spoke on grant opportunities for parks with Safe Routes to Parks and DNR grant applications.
 - b. **Parks Financial Report:** December 2019 thru February 2020. Haberkorn spoke on having the best January to date. Haberkorn also spoke on bills that have pushed the budget into deficit for the first month being bills for security and marketing that cover the entire year.
 - c. **2020 Capital Projects:** Coordinator Haberkorn spoke about the upcoming projects along with the RFP responses.
5. NEW BUSINESS:
 - a. **2020 Capital Projects:** Haberkorn spoke again on the Capital Projects with the entire scope of projects coming under the budgeted amount. Discussion. MOTION: Moved by Kegler to approve all Capital Projects RFP Bids, seconded by Vieth to approve. VOICE VOTE: Motion Carried 4-0
 - b. **Purchase of Window Clings:** Haberkorn spoke on the idea of purchasing window clings for the front windows of the Parks Department Office. Discussion. MOTION: Moved by Vieth to approve purchase of window clings not to exceed \$375 in total or \$125 for each, seconded by Kegler to approve. VOICE VOTE: Motion Carried 4-0
 - c. **EVENT BILLBOARD IN FIREMEN'S PARK:** Chair Stinnett spoke on behalf of the CDA on purchasing the old High School sign from 2 years ago and the decision of the CDA to give the sign to Waterloo Parks. Haberkorn spoke about placement, not cost to put in the sign. Discussion. MOTION: Moved by Stinnett for placement of sign only with more information to be given on cost later, seconded by Kegler to approve. VOICE VOTE: Motion Carried 4-0
6. INFORMATION:
 - a. **Grant Work:** Haberkorn spoke about the Grants that have been applied and being applied for this year. Safe Routes to Park and Wisconsin DNR Grants in specific. Discussion
 - b. **Comedy Night:** Haberkorn spoke on the Comedy Night being booked and the need for volunteers for the night. Discussion.
 - c. **Friends Group:** Haberkorn spoke on the Friends Group role in Waterloo Firemen's Park. Discussion.
7. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING.
 - a. Next Meeting: April 8, 2020 at 5:00 pm
8. ADJOURNMENT. MOTION: Adjourned by consensus. Approximate time: 5:55 pm

A handwritten signature in black ink, appearing to read 'Gabe Haberkorn', with a long horizontal line extending to the right.

Gabe Haberkorn
Park Coordinator