

WATERLOO PARKS COMMISSION – MINUTES

February 8, 2023

1. **ROLL CALL AND CALL TO ORDER.** Parks Coordinator Haberkorn called the Parks Commission meeting to order at 5:01 pm in the Municipal Building Council Chambers. **ROLL CALL:** Voting members present: Vieth, Crave, Weihert, & Kegler. Absent: Setz. Ex-officio members present: Parks Coordinator Gabe Haberkorn. Absent: Public Works Director Chad Yerges, Friends of Firemen's Park President Jessica Pickel & WYSO Representative Otto Degler. Others present: Jeffrey Otteson & Jennifer Zimmerman.
2. **MEETING MINUTES APPROVAL:** DECEMBER 7, 2022. **MOTION:** Moved by Crave, seconded by Kegler. **VOICE VOTE:** Motion Carried 4-0
3. **CITIZEN INPUT:** Park Coordinator Haberkorn spoke on the Citizen Input rules and Parliamentary Procedure. Haberkorn handed out Parliamentary Procedure study by UW-Madison from 2013. Haberkorn spoke on how he would like to go forward with Citizen Input and asked for suggestions or ideas from the Commission members. Haberkorn stated, by Parliamentary Procedure, we do not have to allow for Citizen Input. Crave spoke that he would prefer 2 minutes per Citizen Input at the beginning of meetings on items not on the agenda and 2 minutes when an agenda item is presented. Weihert asked that to speak, citizens would have to be recognized by the Chair, only speak to the Parks Commission, and that it would not be a back and forth between citizens and commission members. Haberkorn also stated that anyone giving false information or speaking off topic would be corrected or asked to remain on task and that it would go against their 2 minutes.
4. **REPORTS/UPDATES:**
 - a. **Coordinator's Report:** Haberkorn spoke on WinterFest being another success. Haberkorn spoke on the finishing of the bathroom renovation. AC/Heat update and that the Heat portion is already complete with the AC portion to be completed this spring. Haberkorn spoke on the Carousel and that Carousel Works will be out this spring to get the Carousel ready for the upcoming season. Haberkorn also spoke on the updates to the Donation Campaigns and Upcoming Events in 2023
 - b. **Parks Financial Report:** December 2022 thru January 2023. Haberkorn spoke on the bump of park usage and adding an additional baseball league on Sundays. Haberkorn spoke on the strong start to the year with the budget. Haberkorn spoke on total fund equity \$89,502.80 and 2022 fund equity at \$42825.58 fund balance in 2022. Haberkorn mentioned that the ledger will no longer show the Shoe Factory Fund as that has been spent and put at zero. Haberkorn spoke on the start to 2023 and that January is \$10,000 over expected numbers.
 - c. **2023 Capital Projects:** Haberkorn spoke on the Projects for 2023. Gator purchase has already been made and should arrive this spring. Weihert asked if the Parks Department is keeping the old Gator and Haberkorn confirmed that the City of Waterloo would be keeping it. Furniture has already been shipped and should arrive at the Park Pavilion in the next couple of weeks. Haberkorn spoke on the scoreboards and completion at the end of April. Haberkorn also spoke on the two large donations for the scoreboards. Haberkorn spoke on the TRP Play Space from Greater Watertown Community Health Foundation for the summer.
5. **NEW BUSINESS:**
 - a. **TRP Play Structures – Grant Process:** Haberkorn spoke about what the Greater Watertown Community Health Foundation and a \$75,000 Grant that they are giving local communities for Talk/Read/Play Play Structures thru Gerber Leisure Products. Haberkorn spoke that these play structures are for younger age children from 2-5 years old and that it is a play structure that has adults interact with the children to help early childhood development. Haberkorn stated that the project is fully funded by the Grant from GWCHF. Kegler and Weihert asked about location. Haberkorn also showed the Commission where the play structure would be in the lower area of Firemen's Park next to the bike trail. Vieth asked what the base layer would be and Haberkorn stated it would be the same wood fiber surfacing as the previous playgrounds. Discussion. **MOTION:** Moved by Crave to accept the grant from GWCHF and move forward with the proposed plans, seconded by Vieth. **VOICE VOTE:** Motion Carried 4-0 **ROLL CALL VOTE:** Motion Carried 4-0 with Vieth, Crave, Kegler, & Weihert
 - b. **July 4th – Plans for Future July 4th Events:** Haberkorn spoke on the costs associated with July 4th Celebration. Haberkorn also spoke on all expenses including utilities. Kegler stated that revenue can also be associated with timing of the week and should be noted. Vieth asked if any of the dates were moved or kept on the weekends if it did in fact fall on a weekday. Haberkorn spoke on the utility rates and for the most part has remained the same from year to year except in years when utility rates have changed. Haberkorn spoke about July 4th Donations and that for the most part, only \$3000 of yearly donations earmarked for July 4th are used for Fireworks, putting \$7000 still on the City of Waterloo to provide Fireworks. Weihert asked if we are losing out to other communities on July 4th. Haberkorn spoke on the email questions that were sent out and that the Parks Department did not receive any call backs or emails from that. Haberkorn discussed the Social Media question that did get approximately 125 responses. Haberkorn stated that the social media question was split 50/50 with 61 for keeping it the same, 62 for moving fireworks to W&K Day and having a small Community event only, and 5 for eliminating July 4th altogether. Haberkorn also stated that there were 33 votes from Non-Citizens of Waterloo and that was even split 50/50 with 17 for keeping it the same and 16 for moving it to W&K Day. Weihert stated that keeping it on July 4th is tradition and as a long-time resident of the City of Waterloo he would like to keep it the same. Vieth asked if we work with other communities on the timing/day of fireworks, so we do not overlap or have separate days. Kegler

stated that fireworks are always July 4. Discussion on having an event on the same weekend vs having the event on a different day of the week each year. Vieth stated that maybe we should have more input. Discussion.

MOTION: Moved by Weihert to table the discussion until a Community Survey and questions can be put in front of the Parks Department at the next meeting. VOICE VOTE: None. Motion tabled.

- c. CORP 2023 to 2028: Haberkorn spoke on what the CORP Package is and what it stands for. Haberkorn stated it stands for the Comprehensive Outdoor Recreation Plan for going out for certain grants and a CORP package is needed for these grants. Haberkorn discussed that the CORP Package is not a set in stone item for the future, but your possible future plans or vision for the future of your outdoor recreation. Haberkorn then discussed the changes to the CORP package. Haberkorn discussed the updates to the Plan Contributors, updates to add Fox Park and Riverside Park to the Park inventory list and both have been moved from the Future Parks list and pages. Haberkorn spoke about Public Power Park has been removed from the plan as the City of Waterloo sold off most of the area to River's Edge Venue for a parking lot. Kegler asked about South Side Park and where it would be located. Haberkorn and Weihert stated it is in Phase 3 of DeYoung Farms Subdivision. Haberkorn stated on the planning process that the Parks Department was in it infancy when we first did a CORP and so an addition to mention the Parks Commission and Parks Department was added. Vieth discussed some typos that needed to be addressed in the CORP package. Haberkorn discussed the Facility Inventory that Fox Park and Riverside Park have been updated to the list and moved from Future Parks. Haberkorn spoke on the items or projects that have finished in certain parks have been removed from the Action Program for each park. Haberkorn spoke on the Facility Matrix and that some font design flaws will be changed for a better reading and that park amenities will be distinguished with color codes. Amenities that are available in white and future amenities in yellow. Discussion. MOTION: Moved by Weihert to approve the CORP Package and send to City Council for Resolution and approval, seconded by Crave. VOICE VOTE: Motion Carried 4-0
- d. Dog Park Ideas & Donation Campaign: Haberkorn asked if there could be a motion made to move the Dog Park ahead of the CORP 2023 to 2028 for citizens in the Council Chambers. Motion made by Weihert to switch agenda items. Haberkorn spoke on the number of Dog Park license in the City of Waterloo. That the number has dropped significantly in the last 3 years. Haberkorn spoke on the Dog Park and what condition it is in. Haberkorn stated how he would like to move the Dog Park and what he would like to do going forward. Haberkorn also stated that if the City of Waterloo and Parks Department were to go forward with this project, he wants to do it right and instead of folks going to other communities, he wants other communities coming to our Dog Park. Kegler asked about the number of Dog Park License in Waterloo. Haberkorn discussed the Dog Park project and phases of the construction. Haberkorn spoke that Phase 1 is complete with the addition of the parking lot. Phase 2 would be the construction of Riverside Park itself and the Dog Park. Haberkorn spoke on Phase 3 of the project would be the Trail connecting Riverside Park to the Dog Park and Firemen's Park. Haberkorn discussed the parameters of the Dog Park and amenities. Vieth asked about number of Dog Park users and Haberkorn said numbers have dropped from 60 license bought to only 30 in the last year. Weihert asked about the building of shelters if we phased out the project. Haberkorn stated that the Dog Park would have a dive in gate for mowing and other needs. Kegler asked about the parking and areas. Haberkorn asked if the Parks Commission would want to go in a Phase portion for the Dog Park. Haberkorn stated Phase 1 would be fencing and Dog Waste Containers. Phase 2 would be structures and amenities. Discussion. MOTION: No Motion needed. Haberkorn spoke about going forward with the Dog Park and Donation Campaign for the building of the project.

6. INFORMATION:

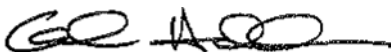
- a. Bree Morgan Spring Concert Fundraiser – April 1, 2023
- b. Easter Egg Hunt: April 8, 2023
- c. Spring Clean: April 22, 2023

7. ANNOUNCEMENTS, FUTURE AGENDA ITEMS AND NEXT MEETING.

- a. Next Meeting: April 5, 2023, at 5:00 pm

8. ADJOURNMENT. MOTION: Moved by Crave, seconded by Weihert. VOICE VOTE: Motion Carried 4-0 Approximate time: 6:40 pm

9.



Gabe Haberkorn
Park Coordinator