

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, October 17, 2022

1. Call to order

The Watertown Parks, Recreation & Forestry Commission met virtually and in person on October 17, 2022. The meeting was called to order by Brian Konz. Members present were: Brian Konz, Jennifer Clayton, Brad Clark, Emily Lessner, Julie Chapman, Ald. William Licht, and Kyle Krueger. Also present were: Kristine Butteris and Kyle Fowler

2. Review and approval of September minutes

Brian Konz was motioned to approve the September 19, 2022 Parks, Recreation & Forestry Commission meeting minutes as written. It was seconded. Motion carried.

3. Review and Approval of the June and July Financial Reports

Kyle Krueger motioned to approve the June financial reports as written (July was not complete at the time of the meeting). Brad Clark seconded. Motion carried.

4. Citizens to be heard

N/A

5. Director's Report

Senior/Community Center has set a few workdays at the office to allow for focus on programming.

a. Parks status and project updates

i. Riverside restroom and stone walls updates

Riverside Restrooms - A change order for work at the Riverside restrooms was shown.

Stone Walls were discussed but more information will be provided after the finance meeting.

ii. Aquatic Center Budget Updates

Aquatic Center slide restoration was approved to put a resolution together for the down payment.

iii. Washington Park fence update

Washington Park Fence – we are still waiting on Engineering to survey the area.

iv. Riverside Stairs behind Diamond #2

Riverside stairs behind diamond #2 – Parks Department will be removing the stairs due to the potential hazard they cause.

b. Senior and Community Center building updates

The Senior/Community Center basement had water coming up through the floor in late September. Waiting on a few companies site visits to assess potential issues.

c. Update on Programming:

i. Recreation

Holiday Tree lighting is on Thursday, November 17th, our department will be in the holiday parade on Saturday, November 26th and the Holiday Train is stopping in Watertown on Friday, December 9th. We also have many other holiday events happening at the Senior/Community Center.

It was asked if the Commission would consider allowing groups to be a contracted service instead of hiring individuals for events. The commission agreed it would be nice to offer groups a fund-raising opportunity for assistance at programs. Kristine will work with the City Attorney to draft a contract.



ii. Senior & Enrichment Programming

No report as Kristine left to attend a Finance meeting and Andrea was off.

iii. Aquatics Update

Kristine mentioned Kelli resigned from her position on September 20th and mentioned we were interviewing for that position and had 10 applicants, 5 with rec. experience, 3 with aquatic experience and one that had responded to an interview.

6. Adjournment – Next meeting date: November 21, 2022

Brian Konz motioned to adjourn the meeting. Jennifer Clayton seconded. Motion carried.