

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, August 21, 2023

1. Call to order

The Watertown Parks, Recreation & Forestry Commission in person on August 21, 2023. The meeting was called to order by Brian Konz. Members present were: Julie Chapman, Ald. Jonathan Lampe, Brian Konz, Kyle Krueger, Brad Clark, Emily Lessner and Jennifer Clayton. Also present were: Kristine Butteris, Andrea Draeger, Jacie Schmidt, Ali Nicholson, Jeff Doyle, Stephanie Juhl, Robert Stocks, David Schroeder, and Katie Higgins.

2. Review and approval of minutes:

Jennifer Clayton motioned to approve the July 17, 2023 Parks, Recreation & Forestry Commission meeting minutes as written. Brad Clark seconded. Motion carried.

Brad Clark motioned to approve the June 20, 2023 Senior Center Advisory Board meeting minutes as written. Jennifer Clayton seconded. Motion carried.

3. Review and approval of financial reports

Kyle Krueger motioned to approve the June financial reports. Emily Lessner seconded. Motion carried.

4. Citizens to be heard

Robert Stocks is a middle school teacher and coach who inquired about the potential for him and his team to assist with cleaning the tennis courts at Brandt Quirk Park. They will follow up with Parks Supervisor, Jeff Doyle.

5. Business

a. Review and discuss River Launch Access – Yes! Watertown

Katie Higgins spoke on limited access for boat launches in the city and the desire to improve the launch at Fannie P. Lewis Park. Discussion occurred regarding extending the pier, a sign for power loading, re-grading the launch, marking channels, etc. Yes! Watertown will continue to conduct research and present at a future meeting for DNR approval. No action is required.

b. Review and possible approval of Luther Preparatory School field use and fees

Luther Preparatory School approached the department in order to have fees waived for field use. Kyle Krueger motioned to approve the use of our facilities by the school with the current fee structure for private schools or the potential for contract for reciprocal facility use. Jennifer Clayton seconded. Motion carried.

c. Review and discuss General Facility Use Agreement with concession, parking, and banner contracts

General review of the facility use agreements occurred with no suggestions or edits. No action is required.

d. Review and discuss Condition of Facility Use Agreement

General review of the condition of facility use agreement occurred with no suggestions or edits. No action is required.

e. Review and discuss 2024 Fee Schedule

General review of the condition of facility use agreement occurred with no suggestions or



edits. No action is required and can be sent to the City Attorney for approval.

6. Director's Report:

A. Project updates:

- i. **Parks Updates –**
 - a. **Stone Wall** – Work on the stone wall began last week.
 - b. **Stream Restoration** – restoration is beginning with bank walls and collaboration with stormwater.
 - c. **All Inclusive Park** – the committee will be meeting soon to oversee the plan ideas.
 - d. **Reflection Park** – The pergola, picnic table, and bench are being installed soon.
- ii. **Senior & Community Center** – the parking lot and sidewalk concrete will be worked on this week with a completion date set for the end of August. The original entrance will be rebricked and contain one door.

B. Update on programming:

- i. **Recreation programming**

Day camp finished last week along with Kart Park, besides special events. Soccer teams are being created. Flag football, along with other fall sports, are open for registration and are being planned.
- ii. **Town Square Programming**

Two summer concert series events are left along with additional programming continuing throughout the fall.
- iii. **Senior and enrichment programming**

Senior Citizen Day was celebrated today with donations from Pizza Ranch, Farm and Fleet, and Mullen's for a pizza party and build-your-own sundae and entertainment. New instructors and classes are being created to include Zumba, Zumba gold, barre, senior dance, kickboxing, yoga, etc. Enrichment activities to celebrate Fall Foliage Week and Indoor Plant Week in September are being created. New senior activities include fall risk screenings, Medicare seminars, hobby share time, and a poker walk.
- iv. **Aquatics programming**

Working to get some indoor pool hours this week for people to beat the heat as the AC closed yesterday for the season. We are beginning to drain and close down this week. Total visits = 20,770 passes and admissions. Total of 24 combo passes, 150 total outdoor. Slide inspection occurred last week and are in good order with a few items to be repaired. Fall programming will include fitness classes to also be repeated in winter.

7. Adjournment – Next meeting date September 18, 2023

Kyle Krueger motioned to adjourn the meeting. Emily Lessner seconded. Motion carried.