



## **PARKS, RECREATION & FORESTRY COMMISSION MEETING AGENDA**

**MONDAY, JULY 15, 2024 AT 4:30 PM**

**514 S. FIRST STREET, WATERTOWN, WI 53094 - FIRST FLOOR, CONLEY HALL**

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Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 563 709 0828 Passcode: 53094 One tap mobile +16469313860

### **1. CALL TO ORDER**

### **2. REVIEW AND APPROVAL OF MINUTES**

- [A.](#) Review and approval of the Park, Recreation, and Forestry Commission minutes from June 17, 2024
- [B.](#) Review and approval of the Senior Center Advisory Board minutes from June 18, 2024

### **3. REVIEW AND APPROVAL OF FINANCIAL REPORTS**

- [A.](#) Review and approval of the monthly financial reports

### **4. CITIZENS TO BE HEARD**

*Each individual who would like to address the Committee will be permitted up to three minutes for their comments*

### **5. BUSINESS**

- [A.](#) Review and take action: rental fee reduction for Dodge County Republican Party

### **6. DIRECTOR'S REPORT**

- A. Project Updates: Parks
- B. Project Updates: Smoking in parks ordinance
- C. Project Updates: Forestry
- D. Project Updates: Aquatics
- E. Project Updates: Town Square
- F. Project Updates: Senior & Community Center
- G. Programming Updates: Recreation and Kayaks
- H. Programming Updates: Town Square
- I. Programming Updates: Senior & Enrichment
- J. Programming Updates: Aquatics

### **7. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

**PARKS, RECREATION & FORESTRY COMMISSION****MINUTES**

Monday, June 17, 2024

**1. Call to order**

The Watertown Parks, Recreation & Forestry Commission met in person on June 17, 2024. The meeting was called to order by Brad Clark. Members present were: Julie Chapman, Ald. Jonathan Lampe, Jennifer Clayton, Brad Clark, Emily Lessner. Not present was: Brian Konz and Kyle Krueger. Also present were: Kristine Butteris, Jeff Doyle, Andrea Draeger, Jarrod Folkman, Stephanie Juhl, Ali Nicholson.

**2. Review and approval of minutes:**

Emily Lessner motioned to approve the May 20, 2024 Parks Recreation and Forestry minutes as written. Julie Chapman seconded. Motion carried.

**3. Review and approval of financial reports**

Emily Lessner motioned to approve the April 2024 financial reports. Jennifer Clayton seconded. Motion carried.

**4. Citizens to be heard**

There were none.

**5. Business****A. Review and take action: senior center advisory board by-laws**

Andrea reviewed the requirement to approve updated by-laws which govern the senior center advisory board every three years. No changes were made this year. Emily Lessner motioned to approve the by-laws. Julie Chapman seconded. Motion carried.

**B. Review and take action: kart park leases**

Kristine reviewed the 2024 Kart Park leases, which has been approved to automatically renew each year for up to 5 years for the period from June 1 through August 31 of each year. Jennifer Clayton motioned to approve the Kart Park leases. Emily Lessner seconded. Motion carried.

**C. Review and discuss: rental of kart park**

Kristine reviewed situations in which Kart Park would like to be rented by organizations or groups. Rental costs would need to be added to the fee schedule. Discussion included the ability to rent Kart Park as long as city staff would deliver the trailer and staff the event, and as long as any rentals would not be utilizing our staff which may be needed for other programming.

**D. Review and take action: smoking in parks ordinance**

Kristine reviewed changes recently compiled between the city attorney and health officer for ordinance 410-56. There was support for a stronger ordinance than previously presented. Ald. Jonathan Lampe also presented information and suggested additional clauses for the ordinance for consideration. Emily Lessner motioned to table action on the smoking in parks ordinance until the July meeting. Julie Chapman seconded. Motion carried.

**E. Review and take possible action: fee reduction for Windmill tournament**

Section 2, Item A.

Barb Walters and Alan from Thunder organization were present to ask for a fee reduction or waiver for the upcoming Windmill tournament in August. The department has historically not charged regular field rental fees for this tournament since department teams were involved, though without an official contract. Department teams are no longer involved with this tournament and fee reductions can no longer be approved by the department or director outside of the Park & Rec Commission. Brad Clark motioned to have the department negotiate with the host organization, Thunder, and develop a condition of facility use agreement for approval. Emily Lessner seconded. Motion carried.

**F. Review and take possible action: seasonal wage increases**

Kristine discussed and reviewed potential seasonal positions to increase wages in 2025 since none regularly receive a cost of living increase. Right now the department would like to increase the current wage for umpires from \$21/hour to \$30/hour beginning in the next pay period in order to remain competitive with neighboring communities. Julie Chapman motioned to increase the umpire wage for the current season. Brad Clark seconded. Motion carried.

**G. Review and take action: bandshell concrete pad**

Based on previous information presented, the department is looking for approval to install a concrete pad at the Riverside Park bandshell. Jennifer Clayton motioned to approve the concrete pad. Julie Chapman seconded. Ald. Jonathan Lampe abstained. Motion carried.

**6. Director's Report:**

**A. Parks Updates – weed ordinance complaints**

Weed ordinance complaints continue. Kristine waived a fee for an unoccupied residence before it was billed. The Buchholz memorial bench is now installed as well as one at the Town Square.

**B. Forestry**

Removing trees is finishing up, some storm clean up.

**C. Aquatics**

No project updates.

**D. Town Square**

Preparing for summer programming.

**E. Senior & Community Center**

Terrace wall completed and looking at landscaping. Break area is being finalized.

**F. Programming - recreation**

No updates.

**G. Programming – town square**

Food trucks will be available tonight. Thursday night markets begin June 27. Weekend concert series is in full swing.

**H. Programming – senior & enrichment**

We held a great volunteer recognition event in May and are looking forward to celebrating Senior Citizens Day in August.

**I. Programming – aquatics**

Summer swim lessons have started and looking forward to theme weeks at the aquatic center, along with summer aqua exercise classes.

**7. Adjournment – Next meeting date July 15, 2024**

Jennifer Clayton motioned to adjourn the meeting. Julie Chapman seconded. Motion carried.

**Watertown Senior Center  
Advisory Board Minutes  
June 18, 2024**

**1. Call to Order**

The Senior Center Advisory Board met in person on June 18, 2024, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Betty Jimenez, Cathie Wallen, Kathleen Gillingham, Jolene Lucas, and Mara O'Brien. Not present was: Beth Beckett (passed away June 10, 2024). Also present was Andrea Draeger.

**2. Review and Approve the May Minutes**

Cathie Wallen motioned to approve the May special meeting minutes as written. Kathleen Gillingham seconded. Motion carried.

**3. Review and Approve the Monthly Financial Report**

Mara O'Brien motioned to approve the financial report as written. Kathleen Gillingham seconded. Motion carried.

**4. Citizens to be Heard**

Kerry Kneser asked the board to take into consideration the option to provide a donation to Beth Beckett's funeral. He asked about the status of the Green Bay Packer grant as well as the new designation as heating and cooling shelter in the future.

**5. Business**

**a. Board Committee Appointments**

Since two board positions are vacant, it was determined that two members will be approached and appointed in August. Before then, the board members will meet and discuss committee appointments and will be finalized at the August meeting. A president will also need to be appointed by the board.

**b. Open Board Positions**

Betty read summaries from two potential board members to appoint: Lisa Banks and Dawn Justman.

**6. Chairperson's Committee Report**

**a. Update Fundraising Committee on Current Efforts**

The annual rummage sale was discussed along with volunteer needs, hours of donations, hours of the sale, etc. The next bake sale will be at the November election. Betty and Cathie will follow up on the potential fundraiser with Piggly Wiggly.

**b. Update Membership Committee on Current Memberships and Renewals**

A new member packet has been finished and are available at the reception desk.

**c. Update Community Services Committee on Projects/Efforts**

The donations for the assisted living facility have been collected and will need to be delivered – Jolene volunteered to do so.

**d. Update Program Committee on Program Attendance & New Programs**

The board discussed a holiday tree decorating contest for the winter. They would like more cornhole boards and bags. The speaker and announcement system will

be replaced in the future; in the meantime we will use a portable speaker for programming.

**7. Director's Report**

**a. Updates**

The volunteer recognition event went well with our new catering option. Senior Citizen Day is coming up on August 21 and will be looking for volunteers as well as donations for pizza and ice cream.

**8. Adjournment**

Next meeting is scheduled for Tuesday August 20, 2024 at 9:00 am. Jolene Lucas motioned to adjourn. Cathie Wallen seconded. Motion carried.

## Watertown Parks and Recreation Department

## Financial Report

Section 3, Item A.

End of Month MAY 2024

Revenue Account #	Description	Year to Date Revenue	Year to Date Budget	Budgeted Amount	Balance
01-446210	Rec Dept Non Taxable Revenue	\$ 45,359.29	\$ 20,250.00	\$ 81,000.00	\$ 35,640.71
01-446211	Rec Dept Taxable Revenue	15,627.74	\$ 11,250.00	\$ 45,000.00	\$ 29,372.26
01-446212	Rec Concession Revenue	111.00	\$ 250.00	1,000.00	\$ 889.00
01-446220	Net Ticket Sales	-	\$ 100.00	400.00	\$ 400.00
01-446230	Aquatic Center Revenue	10,144.43	\$ 35,250.00	141,000.00	\$ 130,855.57
01-446232	Indoor Pool Non Taxable Revenue	10,120.50	\$ 6,500.00	26,000.00	\$ 15,879.50
01-446233	Indoor Pool Taxable Revenue	4,175.40	\$ 2,750.00	11,000.00	\$ 6,824.60
01-446234	Senior Center Revenue	100.61	\$ 100.00	400.00	\$ 299.39
01-446235	Senior Center Memberships	1,418.72	\$ 1,250.00	5,000.00	\$ 3,581.28
01-446236	Senior Center Rental Fees	8,722.94	\$ 4,250.00	17,000.00	\$ 8,277.06
01-446264	Park Rental	19,247.54	\$ 7,750.00	31,000.00	\$ 11,752.46
01-446266	Misc Park Revenue	5,181.01	\$ 5,625.00	22,500.00	\$ 17,318.99
<b>Grand Total Revenue</b>		<b>\$ 120,209.18</b>	<b>\$ 95,325.00</b>	<b>\$ 381,300.00</b>	<b>\$ 261,090.82</b>
Expense Account #	Description	Year to Date Expenses	Year to Date Budget	Budgeted Amount	Balance
<b>Administration</b>					
01-552010	Salaries	\$ 147,551.35	\$ 92,997.25	\$ 371,989.00	\$ 224,437.65
01-552014	Overtime	-	\$ 125.00	500.00	500.00
01-552016	Part-time Salaries	(20.00)	\$ 3,300.00	13,200.00	13,220.00
01-552017	Contract Services	8,493.07	\$ 3,525.00	14,100.00	5,606.93
01-552018	Supplies & Expenses	3,700.02	\$ 1,850.00	7,400.00	3,699.98
01-552019	Advertisement	-	\$ 500.00	2,000.00	2,000.00
01-552020	Repairs	2,188.65	\$ 875.00	3,500.00	1,311.35
01-552021	Contribution to Town Square	(18,825.00)	\$ 18,825.00	75,300.00	94,125.00
01-552022	Dues, fees, subs	2,031.08	\$ 695.00	2,780.00	748.92
01-552023	Training	-	\$ 15.00	60.00	60.00
01-552024	Travel	2,027.63	\$ 750.00	3,000.00	972.37
01-552026	Maintenance Supplies	2,324.58	\$ 900.00	3,600.00	1,275.42
01-552028	Fuel	2,679.00	\$ 1,500.00	6,000.00	3,321.00
01-552030	Electric	5,768.62	\$ 3,875.00	15,500.00	9,731.38
01-552031	Water	493.84	\$ 500.00	2,000.00	1,506.16
01-552032	Telephone	1,695.44	\$ 1,062.50	4,250.00	2,554.56
01-552033	Wisconsin Retirement	9,860.83	\$ 6,131.75	24,527.00	14,666.17
01-552034	Social Security	8,855.97	\$ 5,978.50	23,914.00	15,058.03
01-552035	Medicare	2,071.26	\$ 1,398.25	5,593.00	3,521.74
01-552036	Health Insurance	24,216.28	\$ 16,466.75	65,867.00	41,650.72
01-552037	Life Insurance	274.95	\$ 116.00	464.00	189.05
01-552038	Dental Insurance	1,547.48	\$ 1,028.00	4,112.00	2,564.52
01-552042	Mileage	350.08	\$ 200.00	800.00	449.92
01-552060	Capital Outlay	2,620.97	\$ 2,500.00	10,000.00	7,379.03
<b>Total Administration</b>		<b>\$ 209,906.10</b>	<b>\$ 165,114.00</b>	<b>\$ 660,456.00</b>	<b>\$ 450,549.90</b>
<b>Recreation</b>					
01-552114	Rec Overtime	\$ -	\$ 125.00	\$ 500.00	\$ 500.00
01-552116	Part-time Salaries	11,170.81	\$ 9,981.25	39,925.00	28,754.19
01-552117	Contract Sports Services	7,648.80	\$ 4,641.00	18,564.00	10,915.20
01-552118	Supplies & Expenses	5,865.74	\$ 7,750.00	31,000.00	25,134.26
01-552134	Social Security	703.24	\$ 924.25	3,697.00	2,993.76
01-552135	Medicare	164.50	\$ 216.25	865.00	700.50
01-552160	Capital Outlay	-	\$ 1,000.00	4,000.00	4,000.00
<b>Total Recreation</b>		<b>\$ 25,553.09</b>	<b>\$ 24,637.75</b>	<b>\$ 98,551.00</b>	<b>\$ 72,997.91</b>
<b>Aquatic Center</b>					
01-552214	Aq Ctr Overtime	\$ -	\$ 500.00	\$ 2,000.00	\$ 2,000.00
01-552216	Part-time Salaries	2,988.19	\$ 25,082.00	100,328.00	97,339.81
01-552217	Svc Contracts/Licenses	1,069.67	\$ 875.00	3,500.00	2,430.33
01-552218	Supplies & Expenses	2,310.15	\$ 1,125.00	4,500.00	2,189.85
01-552220	Repairs	8,418.66	\$ 3,000.00	12,000.00	3,581.34
01-552223	Training	104.36	\$ 375.00	1,500.00	1,395.64
01-552228	Fuel	149.62	\$ 2,125.00	8,500.00	8,350.38

Expense Account #	Description	Year to Date Expenses	Year to Date Budget	Budgeted Amount	Bal
01-552230	Electric	2,813.07	\$ 4,125.00	16,500.00	13,666.93
01-552231	Water	1,683.78	\$ 4,500.00	18,000.00	16,316.22
01-552232	Telephone	272.40	\$ 125.00	500.00	227.60
01-552234	Social Security	185.30	\$ 1,710.00	6,840.00	6,654.70
01-552235	Medicare	43.32	\$ 400.00	1,600.00	1,556.68
01-552240	Chemicals	12,055.58	\$ 6,500.00	26,000.00	13,944.42
01-552244	Uniforms	2,500.60	\$ 550.00	2,200.00	(300.60)
01-552246	Concessions Supplies	368.81	\$ 5,250.00	21,000.00	20,631.19
01-552260	Capital Outlay	-	\$ 1,500.00	6,000.00	6,000.00
<b>Total Aquatic Center</b>		<b>\$ 34,963.51</b>	<b>\$ 56,242.00</b>	<b>\$ 224,968.00</b>	<b>\$ 196,004.49</b>
05-552270	Capital Projects	-	\$ 54,495.00	217,980.00	217,980.00

Section 3, Item A.



Expense Account #	Description	Year to Date Expenses	Year to Date Budget	Budgeted Amount	Balance
Section 3, Item A.					
<b>Indoor Pool</b>					
01-552314	Indoor Pool Overtime	\$ -	\$ 250.00	\$ 1,000.00	\$ 1,000.00
01-552316	Part-time Salaries	15,556.21	\$ 9,656.50	38,626.00	23,069.79
01-552317	WUSD Maintenance Staff	-	-	-	-
01-552318	Supplies & Expenses	6,814.69	\$ 2,500.00	10,000.00	3,185.31
01-552320	Repairs	-	\$ 375.00	1,500.00	1,500.00
01-552328	Fuel	-	\$ 1,875.00	7,500.00	7,500.00
01-552330	Electric	-	\$ 3,875.00	15,500.00	15,500.00
01-552331	Water	-	\$ 1,375.00	5,500.00	5,500.00
01-552332	Telephone	-	\$ 87.50	350.00	350.00
01-552334	Social Security	964.45	\$ 978.25	3,913.00	2,948.55
01-552335	Medicare	225.60	\$ 228.75	915.00	689.40
<b>Total Indoor Pool</b>		<b>\$ 23,560.95</b>	<b>\$ 21,201.00</b>	<b>\$ 84,804.00</b>	<b>\$ 61,243.05</b>
<b>Total Parks &amp; Rec Budget</b>		<b>\$ 293,983.65</b>		<b>\$ 1,068,779.00</b>	<b>\$ 774,795.35</b>
<b>Reserve Accounts</b>					
<b>YTD Expenses</b>			<b>Beginning Balance</b>		<b>Balance</b>
24-581107	Senior Center Fundraising	\$ 4,740.09		\$ 25,220.92	\$ 26,289.80
01-271970	Senior Center Security Deposits	\$ -		\$ -	\$ -
01-581121	BQ Baseball	\$ -		\$ -	\$ -
01-581137	River Walkway Repairs	\$ -		\$ -	\$ -
01-581139	InterUrban Trail	\$ -		\$ -	\$ -
01-581140	Bike Trail	\$ -		\$ -	\$ -
05-552070	Quarry Study	\$ -		\$ 45,000.00	\$ 45,000.00
05-552470	Sr Ctr Retaining Wall	\$ -		\$ -	\$ -
05-581104	Chamberland Improvements	\$ -		\$ -	\$ -
05-581106	Park Facility Improvements	\$ -		\$ 5,969.65	\$ 5,969.65
05-581110	Roeseler Will/Forestry Donation	\$ 7,601.48		\$ 80,595.13	\$ 72,993.65
05-581118	Heron View Park (micro park)	\$ -		\$ -	\$ -
05-581120	Park Expansion & Improvements	\$ 462.92		\$ 16,350.91	\$ 17,527.27
07-581113	Park Dedication Fees (land purchase)	\$ -		\$ 94,503.32	\$ 94,503.32
07-581115	Park Improvements	\$ -		\$ 51,500.00	\$ 51,500.00

**Watertown Parks and Recreation Department**  
**Financial Report**  
**May-24**

Expense Account #	Description	Year to Date Expense	Year to Date Budget	Budgeted Amount	Balance
<b>Park</b>					
01-554110	Salaries	\$ 168,518.92	\$ 117,630.00	\$ 470,520.00	\$ 302,001.08
01-554112	Longevity	-	\$ 527.00	\$ 2,108.00	\$ 2,108.00
01-554114	Overtime	2,471.21	\$ 3,000.00	12,000.00	\$ 9,528.79
01-554116	Part-time Salaries	104.00	\$ 8,000.00	32,000.00	\$ 31,896.00
01-554118	Supplies & Expenses	16,047.29	\$ 9,250.00	37,000.00	\$ 20,952.71
01-554120	Repairs	5,260.07	\$ 4,500.00	18,000.00	\$ 12,739.93
01-554126	Goose Control	-	\$ 625.00	2,500.00	\$ 2,500.00
01-554128	Fuel	1,142.48	\$ 1,250.00	5,000.00	\$ 3,857.52
01-554130	Electric	36,299.99	\$ 9,250.00	37,000.00	\$ 700.01
01-554131	Water	15,194.22	\$ 12,500.00	50,000.00	\$ 34,805.78
01-554132	Telephone	399.99	\$ 275.00	1,100.00	\$ 700.01
01-554133	Wisconsin Retirement	11,793.51	\$ 8,463.25	33,853.00	\$ 22,059.49
01-554134	Social Security	10,109.00	\$ 8,100.75	32,403.00	\$ 22,294.00
01-554135	Medicare	2,364.26	\$ 1,894.50	7,578.00	\$ 5,213.74
01-554136	Health Insurance	57,157.12	\$ 38,783.25	155,133.00	\$ 97,975.88
01-554137	Life Insurance	(3,711.00)	\$ 429.25	1,717.00	\$ 5,428.00
01-554138	Dental Insurance	(12,161.32)	\$ 2,208.00	8,832.00	\$ 20,993.32
01-554140	Gasoline	11,506.68	\$ 8,125.00	32,500.00	\$ 20,993.32
01-554141	Fertilizers & Herbicides	-	\$ 2,500.00	10,000.00	\$ 10,000.00
01-554142	Equipment Repairs	15,076.57	\$ 7,000.00	28,000.00	\$ 12,923.43
01-554144	Washington Park Lights	578.31	\$ 1,000.00	4,000.00	\$ 3,421.69
01-554148	Water Bubblers	532.96	\$ 500.00	2,000.00	\$ 1,467.04
01-554150	Staff Training	1,175.50	\$ 375.00	1,500.00	\$ 324.50
01-554159	Safety Equipment	1,581.44	\$ 750.00	3,000.00	\$ 1,418.56
01-554160	Capital Outlay	7,703.09	\$ 2,487.50	9,950.00	\$ 2,246.91
<b>Total Park</b>		<b>\$ 349,144.29</b>	<b>\$ 249,423.50</b>	<b>\$ 997,694.00</b>	<b>\$ 648,549.71</b>
05-554170	Capital Projects	\$ 210,000.00	\$ 52,500.00	<b>\$ 210,000.00</b>	
<b>Forestry</b>					
01-561110	Salaries	\$ 29,228.97	\$ 29,900.00	\$ 119,600.00	\$ 90,371.03
01-561112	Longevity	27.30	\$ 131.75	527.00	499.70
01-561118	Supplies & Expense	2,298.85	\$ 1,000.00	4,000.00	\$ 1,701.15
01-561119	UF Grant Exp: Tree/Ash Inje	17,568.88	\$ 6,250.00	25,000.00	7,431.12
01-561120	Repairs	677.29	\$ 750.00	3,000.00	2,322.71
01-561124	Cont. Education Forester Cert	310.70	\$ 400.00	1,600.00	1,289.30
01-561126	Annual Bucket Truck Inspection	0.00	\$ 1,000.00	4,000.00	4,000.00
01-561133	Wisconsin Retirement	2,018.69	\$ 2,072.00	8,288.00	6,269.31
01-561134	Social Security	1,505.97	\$ 1,862.00	7,448.00	5,942.03
01-561135	Medicare	352.19	\$ 435.50	1,742.00	\$ 1,389.81
01-561136	Health Insurance	12,503.12	\$ 11,081.00	44,324.00	31,820.88
01-561137	Life Insurance	61.50	\$ 123.50	494.00	432.50
01-561138	Dental Insurance	644.00	\$ 552.00	2,208.00	1,564.00
01-561160	Capital Outlay	1,799.11	\$ 2,075.00	8,300.00	6,500.89
<b>Total Forestry</b>		<b>\$ 68,996.57</b>	<b>\$ 57,632.75</b>	<b>\$ 230,531.00</b>	<b>\$ 161,534.43</b>
05-561170	Capital Projects	-	\$ -	-	\$ -

## Watertown Parks and Recreation Department

## Financial Report

Section 3, Item A.

End of Month MAY 2024

Revenue		Year to Date	Year to Date	Budgeted	
Account #	Description	Revenue	Budget	Amount	Balance
26-446210	TS Revenue - Nontaxable	\$ 16,475.00	\$ 200.00	\$ 1,200.00	\$ (15,275.00)
26-446211	TS Revenue - Taxable	\$ 9,200.00	\$ 4,083.34	\$ 24,500.00	\$ 15,300.00
26-446250	Contributions FR General Fund	\$ (18,825.00)	\$ 12,550.03	75,300.00	\$ 94,125.00
26-446266	TS Future Fund Contributions	\$ -	\$ 19,000.04	114,000.00	\$ 114,000.00
<b>Grand Total Revenue</b>		<b>\$ 6,850.00</b>	<b>\$ 35,833.41</b>	<b>\$ 215,000.00</b>	<b>\$ 208,150.00</b>
Expense		Year to Date		Budgeted	
Account #	Description	Expenses		Amount	Balance
26-554310	Salaries	-	10,913.02	\$ 65,478.00	\$ 65,478.00
26-554316	Part-time Salaries	-	-	-	-
26-554318	Supplies	8,155.94	-	-	\$ (8,155.94)
26-554319	Advertising	-	1,166.67	7,000.00	\$ 7,000.00
26-554320	Repair/Maintenance	15,773.99	2,050.00	12,300.00	\$ (3,473.99)
26-554330	Electricity	796.31	433.33	2,600.00	\$ 1,803.69
26-554331	Water	1,493.76	7,124.01	42,744.00	\$ 41,250.24
26-554333	Wisconsin Retirement	-	753.00	4,518.00	\$ 4,518.00
26-554334	Social Security	-	676.67	4,060.00	\$ 4,060.00
26-554335	Medicare	-	158.17	949.00	\$ 949.00
26-554336	Health Insurance	-	-	-	\$ -
26-554337	Life Insurance	-	49.17	295.00	\$ 295.00
26-554338	Dental Insurance	-	-	-	\$ -
26-554341	Event Expenses	27,878.90	7,387.51	44,325.00	\$ 16,446.10
26-554360	Capital Outlay	-	1,666.67	10,000.00	\$ 10,000.00
<b>Grand Total</b>		<b>\$ 54,098.90</b>	<b>32,378.23</b>	<b>\$ 194,269.00</b>	<b>\$ 140,170.10</b>



THE CITY OF  
**WATERTOWN**

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## MEMO

TO: Park, Recreation, and Forestry Commission  
FROM: Andrea Draeger, Director of Senior & Enrichment Services/Office Manager  
DATE: July 15, 2024  
RE: Dodge County Republican Party Rental Fee

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Commission Members,

The Parks, Recreation, & Forestry department received a request from the Dodge County Republican Party regarding potential meeting space at the Senior & Community Center. Please see the included letter from the President and Treasurer of the Dodge County Republican Party for more information regarding the request.

In accordance with our current Policies Governing the Use of the Senior & Community Center, which was approved at the May 2024 Park, Recreation, and Forestry Commission meeting, the interpretation of the department would classify this organization and their intended use of the building as a class 5: exhibitions attended by the public, which is subject to regular, per-hour fees and security deposit according to the Room Rental Application.

**Andrea Draeger**

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**From:** mustangsoaps <mustangsoaps@proton.me>  
**Sent:** Tuesday, July 9, 2024 1:28 PM  
**To:** Kristine Butteris; Andrea Draeger  
**Cc:** jyuds@yahoo.com  
**Subject:** August 19th Agenda Item

Dear Park & Recreation Committee Members,

Our group, Dodge County Republican Party, is a not for profit community organization in Watertown. We primarily hold monthly “conservative coffee” meet-ups at coffee shops around the county where we enjoy coffee and conversation. Our meet-ups are always free and open to the public. Our most popular and well attended meet-up is the one we have at Two Sisters in Watertown every several months, but we have outgrown the space. In addition, we are holding a Women’s Tea at Literatus Bookstore. (The theme this month is book-club-focused with Author Nancy Wild sharing insights from her book about the need for civility in public discourse.) The news of this meet-up is also getting popular, and I’m concerned that we will eventually outgrow this space as well. The frequency of the Women’s Tea meet-up will be determined by how often attendees are interested in meeting, and we’re still gauging interest. In an effort to keep our meet-ups free and open to the public we are asking that you approve our application to be one of the not for profit organizations that are able to use the Senior Center without the fees that would be associated with fundraising or private events.

How often we would ask to use the space would be determined on availability and interest in more or less frequent meet-ups.

Thank you for your consideration.

Best Regards,

Laurie Hoffmann, Treasurer, Dodge County Republican Party  
And  
Jack Yuds, President, Dodge County Republican Party

Sent from Proton Mail for iOS