



PARKS, RECREATION & FORESTRY COMMISSION MEETING AGENDA

MONDAY, NOVEMBER 21, 2022 AT 4:30 PM

514 S. FIRST STREET, FIRST FLOOR, CONLEY HALL

514 S. First Street, First Floor, Conley Hall,

By Phone or GoToMeeting: You may dial in by calling: United States: +1 (786) 535-3211

Access Code: 661-666-493

or you may attend by utilizing the following link: <https://www.gotomeet.me/WatertownParkRec>

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. REVIEW AND APPROVAL OF MINUTES

- [A.](#) Review and approval of Park & Recreation minutes from October 17, 2022
- [B.](#) Review and approval of Park & Recreation minutes from November 2, 2022
- [C.](#) Review and approval of Senior Center Advisory Board meeting minutes from October 18, 2022

3. REVIEW AND APPROVAL OF FINANCIAL REPORTS

- [A.](#) Review and approval of the July and August 2022 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 approve advertising and hiring of Programming Event Coordinator for the Bentzin Family Town Square
- B. Review and approve down payment for slide repair
- C. Review and approve purchase of parks truck
- D. Discuss and take possible action on Resident/Non-Resident admission fees for Aquatic Center
- E. Review and approve new PT-Seasonal wages
- F. Review and approve new Facility Rental Fees
- G. Discuss and take possible action on alcohol policy for Senior & Community Center

6. DIRECTOR'S REPORT

- A. Parks status and project updates: Riverside restroom and stone walls updates
- B. Parks status and project updates: Aquatic Center - candidate selection and pool pass prices
- C. Parks status and project updates: Washington Park fence update
- D. Senior and Community Center building updates - window and basement floor repairs
- E. Budget Meeting Updates
- F. Update on programming: Recreation
- G. Update on programming: Senior and enrichment
- H. Update on programming: Aquatics

7. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@CityofWatertown.org, 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

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 on.

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.

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Wednesday, November 2, 2022

1. 1. Call to order

The Watertown Parks, Recreation & Forestry Commission met virtually and in person on November 2, 2022. The meeting was called to order by Brian Konz. Members present were: Brian Konz, Jennifer Clayton, Brad Clark, Kyle Krueger, Emily Lessner and Ald. William Licht. Not present was: Julie Chapman. Also present was: Kristine Butteris

2. Review and take possible action: Change order no. 1 with Forest Landscaping and Construction, Inc. for demolition of existing Riverside Park restroom facility and sewer and water service installation for \$58,085

Ald. William Licht motioned to approve change order no. 1. Brad Clark seconded. Motion carried.

3. Adjournment

Ald. William Licht motioned to adjourn. Jennifer Clayton seconded. Motion carried.

**Watertown Senior Center
Advisory Board Minutes
October 18, 2022**

1. Call to Order

The Senior Center Advisory Board met in person on October 18, 2022, at 9:00 am. The meeting was called to order by board President Phyllis Krahn. Present: Phyllis Krahn, Beth Beckett, Becky Shult, and Teddi Flahive. Also present were: Andrea Draeger, Kristine Butteris, Megan Schwefel. Not present: Lori Fort-Hoerig and Justin Munzel. Citizens present: Harry Lenius, Cindee Lenius, Marilyn Schultz, Mark Roesch, Peggy Brown, Mary Ann Carrillo, and Linda Buss.

2. Review and Approve the August Minutes

Members didn't receive the August minutes prior to the meeting. Teddi Flahive motioned to table the August minutes. Phyllis Krahn seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

The rummage sale netted the center \$1,656.34 – the highest total in rummage sale history. The book sale in July netted \$329.63 – first time sale. Becky Shult motioned to approve the financial report. Beth Beckett seconded. Motion carried.

4. Citizens to be Heard

Andrea Draeger stated that citizens were allowed 3 minutes maximum to be heard.

Harry Lenius stated that there is a certain senior center member that is having conflicts with the sheephead group. He is concerned that members may not show up to cards because of this individual.

Marilyn Schultz stated that there are certain individuals that have improper conversations. There are some people who are being bullies.

Mark Roesch would like to know what is happening to the complaint forms that people have filled out against a certain individual. He has not heard from office staff for follow up on the form. He also stated that this certain individual has been causing issues at card games and is not friendly.

Peggy Brown stated that she used to run the sheephead tournaments on Tuesdays and Sundays and that she enjoyed it. However, she stepped down from that position due to a certain individual's behavior. Peggy has not been to any of the card games at the center because of this individual.

Mary Ann Carrillo stated that she is also having issue with this certain individual. She filed a complaint form against them, too. Would like to see the senior center environment to be a safe one for everyone.

Cindee Lenius stated that this certain individual has a nice side. Lately, they also have a not so nice side. They have made mistakes and misplays at sheepshead frequently. Cindee gave an example that happened at a sheepshead game with this individual.

Linda Buss stated that this certain individual says to people that they aren't Christians. This shouldn't be said by anyone to anybody. Linda was a past senior center board member and said that there used to be something in the senior center by-laws about religion.

5. Business

a. Discuss and Approve 2023 membership fees

Current membership fees are \$10/city resident and \$15/non-city resident. These fees go half price in July. Andrea Draeger is proposing to the board to do an incentive to members to pay their dues by the end of January. This would be a 25% discount - \$7.50/city resident and \$11.25/non-city resident. We would also eliminate the ½ price discount in July. New members would pay the \$7.50/city resident and \$11.25/non-city resident fee. If non-members want to participate in activities, they will get into their first activity for free (plus paying the programming fee-usually \$1). After that, they would pay \$1 per activity or be asked to join the center.

Phyllis Krahn motioned to give a 25% discount to renewing members by the end of January 2023 and to new members. Beth Beckett seconded. Motion carried.

6. Chairperson's Committee Report

a. Update Fundraising Committee on Current Efforts

Becky Shult stated that more help is needed for fundraisers. Would like to see board members and senior center members step up to help. Next fundraiser is the bake sale on November 8, Election Day. Need people to bake and/or donate to the sale. Teddi Flahive and Megan Schwefel will be baking at the center on Saturday, November 5 beginning at 10:00 am. There will be a sign-up sheet at the reception desk for people to sign up to bake, help at the sale, bake on that Saturday, or organize the bake sale items on Monday, November 7 in the snack shop.

Another Holiday Baking event could be held the first weekend in December. This event would be aimed for people to bake at the center for a fee. They would get to take home baked items. Items leftover from event could be sold as a Holiday Bake Sale, too. Details are still being worked out if we will hold this event or not.

At the end of January, the center will hold a soup fundraiser. More details will be in the December and January newsletter.

- b. Update Membership Committee on Current Memberships and Renewals
We have 136 members from 2021 that have not paid their 2022 membership. The membership renewal letter with the updated fees will be mailed out at the end of October.
- c. Update Community Services Committee on Projects/Efforts
The center is partnering with Channel 15 for their Fund & Food Drive to benefit Second Harvest Foodbank of Southern Wisconsin. A food donation barrel will be dropped off at the center at the end of October. We will be a collection point for the month of November.

The school supplies that were collected this past year went to the Watertown High School Gosling Nest for kids in need.

- d. Update Program Committee on Program Attendance & New Programs
The center needs to build up its volunteer base.

Soon we will be decorating for Christmas. A suggestion to ask for volunteers from the high school to help decorate trees and the building was made.

Andrea Draeger will check with the Watertown High School music director to see if the choir would be available to sing at the center.

Becky Shult will reach out to Josh Howard from Maranatha Baptist Academy to see if their hand chime choir would be available. She will get their info to the office.

Office staff are still hearing how big of a hit Senior Citizen Day was! Pizza Ranch sponsored the pizza party and the center had “A Little Bit of Heaven” for entertainment.

Looking at 2023 future programs...Wildlife in Need, Grandparents Day, and holding “theme” days.

7. Director’s Report

- a. Update on By-Laws and Policies
Andrea Draeger is working with the city attorney, Steven Chesebro, on updating the by-laws and policies.
- b. Update on Upcoming Events
Bake Sale is on Tuesday, November 8 beginning at 7:00 am. Veteran’s Day Event is on Thursday, November 10 – entertainment is Cowboy Bob. Holiday Party is on Thursday, December 15 – entertainment is Tony Rocker. Hold a Soup Day fundraiser in January and another in March. Upcoming 2023 special days could be Valentine’s Day and St. Patrick’s Day.

- c. Update in Current Building Improvements
There are currently none.

8. Adjournment

Next meeting is scheduled for Tuesday, December 20 at 9:00 am. Teddi Flahive motioned to adjourn. Phyllis Krahn seconded. Motion carried.

Watertown Parks and Recreation Department				
Financial Report				
End of Month July 2022				
Revenue Account #	Description	Year to Date Revenue		Budgeted Amount
				Balance
01-446210	Rec Dept Non Taxable Revenue	\$ 52,444.58	\$ 80,000.00	\$ 27,555.42
01-446211	Rec Dept Taxable Revenue	33,915.16	\$ 40,000.00	\$ 6,084.84
01-446212	Rec Concession Revenue	-	1,000.00	\$ 1,000.00
01-446220	Net Ticket Sales	-	400.00	\$ 400.00
01-446230	Aquatic Center Revenue	93,281.05	140,000.00	\$ 46,718.95
01-446232	Indoor Pool Non Taxable Revenue	12,117.60	25,000.00	\$ 12,882.40
01-446233	Indoor Pool Taxable Revenue	7,806.41	10,000.00	\$ 2,193.59
01-446234	Senior Center Revenue	99.10	300.00	\$ 200.90
01-446235	Senior Center Memberships	1,708.08	3,000.00	\$ 1,291.92
01-446236	Senior Center Rental Fees	10,212.14	10,000.00	\$ (212.14)
01-446264	Park Rental	25,992.24	30,000.00	\$ 4,007.76
01-446266	Misc Park Revenue	13,879.16	25,000.00	\$ 11,120.84
Grand Total Revenue		\$ 251,455.52	\$ 364,700.00	\$ 113,244.48
Expense Account #	Description	Year to Date Expenses		Budgeted Amount
				Balance
Administration				
01-552010	Salaries	\$ 90,910.21	\$ 144,594.00	\$ 53,683.79
01-552017	Annual Recreation Software Fees	-	5,300.00	5,300.00
01-552018	Supplies & Expenses	2,456.69	5,000.00	2,543.31
01-552022	Dues, fees, subs	290.52	1,120.00	829.48
01-552024	Travel	494.18	1,000.00	505.82
01-552032	Telephone	1,628.29	3,150.00	1,521.71
01-552033	Wisconsin Retirement	5,207.33	9,399.00	4,191.67
01-552034	Social Security	5,210.16	8,965.00	3,754.84
01-552035	Medicare	1,218.50	2,097.00	878.50
01-552036	Health Insurance	21,232.68	36,399.00	15,166.32
01-552037	Life Insurance	106.38	184.00	77.62
01-552038	Dental Insurance	1,288.00	2,208.00	920.00
01-552042	Mileage	654.96	650.00	\$ (4.96)
01-552060	Capital Outlay	-	-	-
Total Administration		\$ 130,697.90	\$ 220,066.00	\$ 89,368.10
Recreation				
01-552114	Rec Overtime	\$ -	\$ -	\$ -
01-552116	Part-time Salaries	25,801.94	55,000.00	29,198.06
01-552117	Contract Sports Services	9,866.00	18,000.00	8,134.00
01-552118	Supplies & Expenses	12,972.57	30,000.00	17,027.43
01-552134	Social Security	1,599.79	3,410.00	1,810.21
01-552135	Medicare	374.28	798.00	423.72
01-552160	Capital Outlay	-	5,000.00	5,000.00
Total Recreation		\$ 50,614.58	\$ 112,208.00	\$ 61,593.42
Aquatic Center				
01-552214	Aq Ctr Overtime	\$ 1,508.47	\$ -	\$ (1,508.47)
01-552216	Part-time Salaries	40,471.88	104,634.00	64,162.12
01-552217	Svc Contracts/Licenses	3,356.00	3,500.00	144.00
01-552218	Supplies & Expenses	2,521.54	4,500.00	1,978.46
01-552220	Repairs	19,453.28	18,000.00	\$ (1,453.28)
01-552228	Fuel	6,073.90	5,500.00	\$ (573.90)
01-552230	Electric	5,299.92	16,500.00	11,200.08
01-552231	Water	6,571.28	17,500.00	10,928.72
01-552232	Telephone	358.92	300.00	\$ (58.92)
01-552234	Social Security	2,602.88	6,487.00	3,884.12
01-552235	Medicare	608.67	1,517.00	908.33
01-552240	Chemicals	19,689.68	31,000.00	11,310.32
01-552244	Uniforms	1,410.30	2,200.00	789.70
01-552246	Concessions Supplies	14,871.79	25,000.00	10,128.21
Total Aquatic Center		\$ 124,798.51	\$ 236,638.00	\$ 111,839.49
05-552270	Capital Projects	-	-	-

Section 3, Item A.

Expense Account #	Description	Year to Date Expenses		Budgeted Amount	Balance
Indoor Pool					
01-552314	Indoor Pool Overtime	\$ 988.75	\$ 500.00	\$ (488.75)	
01-552316	Part-time Salaries	18,968.86	60,000.00		41,031.14
01-552317	WUSD Maintenance Staff	17,587.17	60,000.00		42,412.83
01-552318	Supplies & Expenses	5,172.59	12,000.00		6,827.41
01-552320	Repairs	405.00	2,500.00		2,095.00
01-552328	Fuel	5,479.34	7,500.00		2,020.66
01-552330	Electric	8,616.77	15,500.00		6,883.23
01-552331	Water	2,713.32	5,500.00		2,786.68
01-552332	Telephone	-	350.00		350.00
01-552334	Social Security	1,237.48	3,751.00		2,513.52
01-552335	Medicare	289.43	877.00		587.57
Total Indoor Pool		\$ 61,458.71	\$ 168,478.00	\$ 107,019.29	
Senior Center					
01-552410	Salaries	\$ 82,552.85	\$ 144,051.00	\$ 61,498.15	
01-552412	Longevity	-	-	-	
01-552414	Overtime	265.22	400.00	134.78	
01-552416	Part-time Salaries	5,860.01	10,200.00	4,339.99	
01-552417	Contract Services	3,477.82	8,700.00	5,222.18	
01-552418	Supplies & Expenses	1,302.50	3,000.00	1,697.50	
01-552420	Repairs	2,436.57	5,000.00	2,563.43	
01-552422	Dues, fees, subs	65.00	425.00	360.00	
01-552426	Maintenance Supplies	2,118.57	3,600.00	1,481.43	
01-552428	Fuel	4,378.56	5,000.00	621.44	
01-552430	Electric	6,902.14	17,500.00	10,597.86	
01-552431	Water	938.28	1,650.00	711.72	
01-552433	Wisconsin Retirement	5,383.20	9,389.00	4,005.80	
01-552434	Social Security	5,159.50	9,588.00	4,428.50	
01-552435	Medicare	1,206.69	2,242.00	1,035.31	
01-552436	Health Insurance	20,137.60	35,086.00	14,948.40	
01-552437	Life Insurance	179.41	311.00	131.59	
01-552438	Dental Insurance	1,133.72	1,944.00	810.28	
01-552460	Capital Outlay	6,500.00	6,500.00	-	
Total Senior Center		\$ 149,997.64	\$ 264,586.00	\$ 114,588.36	
Total Parks & Rec Budget		\$ 517,567.34	\$ 1,001,976.00	\$ 484,408.66	
Reserve Accounts					
		YTD Expenses	Beginning Balance	Balance	
01-581107	Senior Center Fundraising	\$ 524.29	\$ 25,220.92	\$ 24,696.63	
01-271970	Senior Center Security Deposits	\$ -	\$ -	\$ -	
01-581121	BQ Baseball	\$ -	\$ -	\$ -	
01-581137	River Walkway Repairs	\$ -	\$ 4,750.00	\$ 4,750.00	
01-581139	InterUrban Trail	\$ 22,374.20	\$ 22,374.20	\$ -	
01-581140	Bike Trail	\$ -	\$ 2,000.00	\$ 2,000.00	
05-581104	Chamberland Improvements	\$ -	\$ 129.57	\$ 129.57	
05-581106	Park Facility Improvements	\$ -	\$ 12,629.71	\$ 12,629.71	
05-581110	Forestry Donation	\$ (1,788.11)	\$ 91,805.02	\$ 93,593.13	
05-581118	Heron View Park (micro park)	\$ 312.00	\$ 6,759.05	\$ 6,447.05	
05-581120	Park Expansion & Improvements	\$ 4,438.14	\$ 57,853.71	\$ 53,415.57	
07-581113	Park Dedication Fees (land purchase)	\$ 925.00	\$ 95,428.32	\$ 94,503.32	
07-581115	Park Improvements	\$ 1,139.33	\$ 61,759.72	\$ 60,620.39	

Section 3, Item A.

Watertown Parks and Recreation Department
Financial Report
End of Month July 2022

Expense Account #	Description	Year to Date Expense	Budgeted Amount	Balance
Park				
01-554110	Salaries	\$ 228,172.95	\$ 398,286.00	\$ 170,113.05
01-554112	Longevity	-	\$ 2,106.00	\$ 2,106.00
01-554114	Overtime	5,371.01	18,000.00	\$ 12,628.99
01-554116	Part-time Salaries	10,877.75	30,000.00	\$ 19,122.25
01-554118	Supplies & Expenses	29,960.32	31,000.00	\$ 1,039.68
01-554120	Repairs	8,180.51	20,000.00	\$ 11,819.49
01-554126	Goose Control	-	-	\$ -
01-554128	Fuel	125.92	400.00	\$ 274.08
01-554130	Electric	13,643.10	32,000.00	\$ 18,356.90
01-554131	Water	18,107.17	42,000.00	\$ 23,892.83
01-554133	Wisconsin Retirement	15,177.08	27,195.00	\$ 12,017.92
01-554134	Social Security	14,345.54	27,800.00	\$ 13,454.46
01-554135	Medicare	3,355.06	6,502.00	\$ 3,146.94
01-554136	Health Insurance	63,698.04	109,197.00	\$ 45,498.96
01-554137	Life Insurance	788.07	1,392.00	\$ 603.93
01-554138	Dental Insurance	4,073.16	6,982.00	\$ 2,908.84
01-554140	Gasoline	24,384.00	26,000.00	\$ 1,616.00
01-554141	Fertilizers & Herbicides	6,295.73	12,500.00	\$ 6,204.27
01-554142	Equipment Repairs	10,667.17	25,000.00	\$ 14,332.83
01-554144	Washington Park Lights	1,249.69	4,000.00	\$ 2,750.31
01-554148	Water Bubblers	911.61	1,000.00	\$ 88.39
01-554150	Staff Training	-	100.00	\$ 100.00
01-554159	Safety Equipment	3,561.89	4,500.00	\$ 938.11
01-554160	Capital Outlay	14,414.27	32,500.00	\$ 18,085.73
Total Park		\$ 477,360.04	\$ 858,460.00	\$ 381,099.96
05-554170	Capital Projects	\$ 43,739.00	\$ 797,809.00	\$ 754,070.00
Park Garage				
01-554220	Repairs & Supplies	\$ 2,450.74	\$ 5,000.00	\$ 2,549.26
01-554228	Fuel	5,036.16	3,000.00	(2,036.16)
01-554230	Electric	1,870.55	4,500.00	2,629.45
01-554231	Water	3,568.77	6,300.00	2,731.23
01-554232	Telephone	582.22	1,000.00	417.78
01-554260	Capital Outlay	-	-	-
Total Park Garage		\$ 13,508.44	\$ 19,800.00	\$ 6,291.56
Forestry				
01-561110	Salaries	\$ 63,259.65	\$ 110,560.00	\$ 47,300.35
01-561112	Longevity	-	527.00	527.00
01-561118	Supplies & Expense	1,596.69	3,866.00	\$ 2,269.31
01-561119	UF Grant Exp: Tree/Ash Inje	21,816.18	25,000.00	3,183.82
01-561120	Repairs	86.24	4,000.00	3,913.76

01-561124	Cont. Education Forester Cert	777.12	1,200.00	422.88
01-561126	Annual Bucket Truck Inspection	3,173.16	4,000.00	826.84
01-561133	Wisconsin Retirement	4,111.86	7,221.00	3,109.14
01-561134	Social Security	3,568.01	6,887.00	3,318.99
01-561135	Medicare	834.36	1,611.00	\$ 776.64
01-561136	Health Insurance	21,232.68	36,399.00	15,166.32
01-561137	Life Insurance	243.61	419.00	175.39
01-561138	Dental Insurance	1,288.00	2,208.00	920.00
01-561160	Capital Outlay	260.68	1,500.00	1,239.32
Total Forestry		\$ 122,248.24	\$ 205,398.00	\$ 83,149.76
05-561170	Capital Projects	-	-	\$ -

Watertown Parks and Recreation Department				
Financial Report				
End of Month August 2022				
Revenue Account #	Description	Year to Date Revenue		Budgeted Amount
				Balance
01-446210	Rec Dept Non Taxable Revenue	\$ 64,408.55	\$ 80,000.00	\$ 15,591.45
01-446211	Rec Dept Taxable Revenue	37,438.38	\$ 40,000.00	\$ 2,561.62
01-446212	Rec Concession Revenue	-	1,000.00	\$ 1,000.00
01-446220	Net Ticket Sales	-	400.00	\$ 400.00
01-446230	Aquatic Center Revenue	116,540.74	140,000.00	\$ 23,459.26
01-446232	Indoor Pool Non Taxable Revenue	12,430.87	25,000.00	\$ 12,569.13
01-446233	Indoor Pool Taxable Revenue	8,139.08	10,000.00	\$ 1,860.92
01-446234	Senior Center Revenue	106.22	300.00	\$ 193.78
01-446235	Senior Center Memberships	1,833.68	3,000.00	\$ 1,166.32
01-446236	Senior Center Rental Fees	11,131.57	10,000.00	\$ (1,131.57)
01-446264	Park Rental	28,381.91	30,000.00	\$ 1,618.09
01-446266	Misc Park Revenue	13,978.69	25,000.00	\$ 11,021.31
Grand Total Revenue		\$ 294,389.69	\$ 364,700.00	\$ 70,310.31
Expense Account #	Description	Year to Date Expenses		Budgeted Amount
				Balance
Administration				
01-552010	Salaries	\$ 100,351.17	\$ 144,594.00	\$ 44,242.83
01-552017	Annual Recreation Software Fees	-	5,300.00	5,300.00
01-552018	Supplies & Expenses	3,392.67	5,000.00	1,607.33
01-552022	Dues, fees, subs	290.52	1,120.00	829.48
01-552024	Travel	494.18	1,000.00	505.82
01-552032	Telephone	1,817.04	3,150.00	1,332.96
01-552033	Wisconsin Retirement	5,820.99	9,399.00	3,578.01
01-552034	Social Security	5,747.54	8,965.00	3,217.46
01-552035	Medicare	1,344.17	2,097.00	752.83
01-552036	Health Insurance	22,749.30	36,399.00	13,649.70
01-552037	Life Insurance	114.73	184.00	69.27
01-552038	Dental Insurance	1,380.00	2,208.00	828.00
01-552042	Mileage	706.40	650.00	\$ (56.40)
01-552060	Capital Outlay	-	-	-
Total Administration		\$ 144,208.71	\$ 220,066.00	\$ 75,857.29
Recreation				
01-552114	Rec Overtime	\$ -	\$ -	\$ -
01-552116	Part-time Salaries	41,088.94	55,000.00	13,911.06
01-552117	Contract Sports Services	10,970.00	18,000.00	7,030.00
01-552118	Supplies & Expenses	14,754.82	30,000.00	15,245.18
01-552134	Social Security	2,547.59	3,410.00	862.41
01-552135	Medicare	595.95	798.00	202.05
01-552160	Capital Outlay	-	5,000.00	5,000.00
Total Recreation		\$ 69,957.30	\$ 112,208.00	\$ 42,250.70
Aquatic Center				
01-552214	Aq Ctr Overtime	\$ 1,721.09	\$ -	\$ (1,721.09)
01-552216	Part-time Salaries	80,324.48	104,634.00	24,309.52
01-552217	Svc Contracts/Licenses	3,356.00	3,500.00	144.00
01-552218	Supplies & Expenses	2,775.51	4,500.00	1,724.49
01-552220	Repairs	21,343.88	18,000.00	\$ (3,343.88)
01-552228	Fuel	6,073.90	5,500.00	\$ (573.90)
01-552230	Electric	8,939.66	16,500.00	7,560.34
01-552231	Water	8,791.49	17,500.00	8,708.51
01-552232	Telephone	464.04	300.00	\$ (164.04)
01-552234	Social Security	5,086.91	6,487.00	1,400.09
01-552235	Medicare	1,189.52	1,517.00	327.48
01-552240	Chemicals	24,760.89	31,000.00	6,239.11
01-552244	Uniforms	1,410.30	2,200.00	789.70
01-552246	Concessions Supplies	20,000.69	25,000.00	4,999.31
Total Aquatic Center		\$ 186,238.36	\$ 236,638.00	\$ 50,399.64
05-552270	Capital Projects	17,887.50	20,000.00	2,112.50

Section 3, Item A.

Expense Account #	Description	Year to Date Expenses	Budgeted Amount	Balance
Indoor Pool				
01-552314	Indoor Pool Overtime	\$ 1,128.85	\$ 500.00	\$ (628.85)
01-552316	Part-time Salaries	24,456.88	60,000.00	35,543.12
01-552317	WUSD Maintenance Staff	17,587.17	60,000.00	42,412.83
01-552318	Supplies & Expenses	5,172.59	12,000.00	6,827.41
01-552320	Repairs	405.00	2,500.00	2,095.00
01-552328	Fuel	5,479.34	7,500.00	2,020.66
01-552330	Electric	8,616.77	15,500.00	6,883.23
01-552331	Water	2,713.32	5,500.00	2,786.68
01-552332	Telephone	-	350.00	350.00
01-552334	Social Security	1,586.43	3,751.00	2,164.57
01-552335	Medicare	371.09	877.00	505.91
Total Indoor Pool		\$ 67,517.44	\$ 168,478.00	\$ 100,960.56
Senior Center				
01-552410	Salaries	\$ 99,110.45	\$ 144,051.00	\$ 44,940.55
01-552412	Longevity	-	-	-
01-552414	Overtime	265.22	400.00	134.78
01-552416	Part-time Salaries	7,035.01	10,200.00	3,164.99
01-552417	Contract Services	3,773.22	8,700.00	4,926.78
01-552418	Supplies & Expenses	1,302.50	3,000.00	1,697.50
01-552420	Repairs	2,762.29	5,000.00	2,237.71
01-552422	Dues, fees, subs	65.00	425.00	360.00
01-552426	Maintenance Supplies	2,755.77	3,600.00	844.23
01-552428	Fuel	4,378.56	5,000.00	621.44
01-552430	Electric	8,629.59	17,500.00	8,870.41
01-552431	Water	1,096.56	1,650.00	553.44
01-552433	Wisconsin Retirement	6,459.45	9,389.00	2,929.55
01-552434	Social Security	6,225.93	9,588.00	3,362.07
01-552435	Medicare	1,456.11	2,242.00	785.89
01-552436	Health Insurance	23,014.40	35,086.00	12,071.60
01-552437	Life Insurance	205.04	311.00	105.96
01-552438	Dental Insurance	1,295.68	1,944.00	648.32
01-552460	Capital Outlay	6,500.00	6,500.00	-
Total Senior Center		\$ 176,330.78	\$ 264,586.00	\$ 88,255.22
Total Parks & Rec Budget		\$ 644,252.59	\$ 1,001,976.00	\$ 357,723.41
Reserve Accounts				
		YTD Expenses	Beginning Balance	Balance
01-581107	Senior Center Fundraising	\$ 524.29	\$ 25,220.92	\$ 24,696.63
01-271970	Senior Center Security Deposits	\$ -	\$ -	\$ -
01-581121	BQ Baseball	\$ -	\$ -	\$ -
01-581137	River Walkway Repairs	\$ -	\$ 4,750.00	\$ 4,750.00
01-581139	InterUrban Trail	\$ 22,374.20	\$ 22,374.20	\$ -
01-581140	Bike Trail	\$ -	\$ 2,000.00	\$ 2,000.00
05-581104	Chamberland Improvements	\$ -	\$ 129.57	\$ 129.57
05-581106	Park Facility Improvements	\$ -	\$ 12,629.71	\$ 12,629.71
05-581110	Forestry Donation	\$ (1,788.11)	\$ 91,805.02	\$ 93,593.13
05-581118	Heron View Park (micro park)	\$ 312.00	\$ 6,759.05	\$ 6,447.05
05-581120	Park Expansion & Improvements	\$ 4,438.14	\$ 57,853.71	\$ 53,415.57
07-581113	Park Dedication Fees (land purchase)	\$ 925.00	\$ 95,428.32	\$ 94,503.32
07-581115	Park Improvements	\$ 1,139.33	\$ 61,759.72	\$ 60,620.39

Section 3, Item A.

Watertown Parks and Recreation Department
Financial Report
End of Month August 2022

Expense Account #	Description	Year to Date Expense	Budgeted Amount	Balance
Park				
01-554110	Salaries	\$ 273,952.97	\$ 398,286.00	\$ 124,333.03
01-554112	Longevity	-	\$ 2,106.00	\$ 2,106.00
01-554114	Overtime	6,639.24	18,000.00	\$ 11,360.76
01-554116	Part-time Salaries	20,260.50	30,000.00	\$ 9,739.50
01-554118	Supplies & Expenses	31,497.90	31,000.00	\$ (497.90)
01-554120	Repairs	12,069.33	20,000.00	\$ 7,930.67
01-554126	Goose Control	-	-	\$ -
01-554128	Fuel	125.92	400.00	\$ 274.08
01-554130	Electric	17,121.82	32,000.00	\$ 14,878.18
01-554131	Water	21,587.09	42,000.00	\$ 20,412.91
01-554133	Wisconsin Retirement	18,448.12	27,195.00	\$ 8,746.88
01-554134	Social Security	18,017.73	27,800.00	\$ 9,782.27
01-554135	Medicare	4,213.92	6,502.00	\$ 2,288.08
01-554136	Health Insurance	72,797.76	109,197.00	\$ 36,399.24
01-554137	Life Insurance	910.14	1,392.00	\$ 481.86
01-554138	Dental Insurance	4,655.04	6,982.00	\$ 2,326.96
01-554140	Gasoline	29,446.39	26,000.00	\$ (3,446.39)
01-554141	Fertilizers & Herbicides	5,414.18	12,500.00	\$ 7,085.82
01-554142	Equipment Repairs	12,709.24	25,000.00	\$ 12,290.76
01-554144	Washington Park Lights	1,893.40	4,000.00	\$ 2,106.60
01-554148	Water Bubblers	1,251.99	1,000.00	\$ (251.99)
01-554150	Staff Training	-	100.00	\$ 100.00
01-554159	Safety Equipment	4,029.83	4,500.00	\$ 470.17
01-554160	Capital Outlay	15,182.24	32,500.00	\$ 17,317.76
Total Park		\$ 572,224.75	\$ 858,460.00	\$ 286,235.25
05-554170	Capital Projects	\$ 47,595.00	\$ 797,809.00	\$ 750,214.00
Park Garage				
01-554220	Repairs & Supplies	\$ 2,450.74	\$ 5,000.00	\$ 2,549.26
01-554228	Fuel	5,036.16	3,000.00	(2,036.16)
01-554230	Electric	2,470.97	4,500.00	2,029.03
01-554231	Water	4,352.55	6,300.00	1,947.45
01-554232	Telephone	694.28	1,000.00	305.72
01-554260	Capital Outlay	-	-	-
Total Park Garage		\$ 15,004.70	\$ 19,800.00	\$ 4,795.30
Forestry				
01-561110	Salaries	\$ 75,967.65	\$ 110,560.00	\$ 34,592.35
01-561112	Longevity	-	527.00	527.00
01-561118	Supplies & Expense	1,666.69	3,866.00	\$ 2,199.31
01-561119	UF Grant Exp: Tree/Ash Inje	28,752.18	25,000.00	(3,752.18)
01-561120	Repairs	86.24	4,000.00	3,913.76

01-561124	Cont. Education Forester Cert	777.12	1,200.00	422.88
01-561126	Annual Bucket Truck Inspection	3,173.16	4,000.00	826.84
01-561133	Wisconsin Retirement	4,937.89	7,221.00	2,283.11
01-561134	Social Security	4,304.82	6,887.00	2,582.18
01-561135	Medicare	1,006.68	1,611.00	\$ 604.32
01-561136	Health Insurance	24,265.92	36,399.00	12,133.08
01-561137	Life Insurance	279.56	419.00	139.44
01-561138	Dental Insurance	1,472.00	2,208.00	736.00
01-561160	Capital Outlay	1,449.35	1,500.00	50.65
Total Forestry		\$ 148,139.26	\$ 205,398.00	\$ 57,258.74
05-561170	Capital Projects	-	-	\$ -