PARKS, RECREATION & FORESTRY COMMISSION MEETING AGENDA

MONDAY, AUGUST 17, 2026 AT 4:30 PM

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

1. CALL TO ORDER

2. REVIEW AND APPROVAL OF MINUTES

A. Review and approve Parks, Recreation, and Forestry minutes from July 20, 2026

3. REVIEW AND APPROVAL OF FINANCIAL REPORTS

A. Review and approve: July 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 possible action: Fuelify/School's Out Hangout waiver of meridian barrier fee request

B. Review and take possible action: Linda Kilps Senior Center Room Rental Letter

6. DEPARTMENT REPORTS

A. Parks and forestry projects and program updates

B. Recreation and aquatics projects and program updates

C. Senior and Community Center projects and program updates

7. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

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

Monday, July 20, 2026 at 4:30 p.m.

The Parks, Recreation & Forestry Commission met on the above date and time. The following members were present: Kerry Kneser, Rick Schultz, Dana Davis, Julie Chapman, Jennifer Clayton (virtual), as well as Hunter Karnitz, Andrea Draeger, Ryan Schmidt, and several members of the public.

1. Call to Order

The meeting was called to order at 4:32 p.m.

2. Review and Approval of Minutes

Rick Schultz moved to approve the Parks, Recreation & Forestry Commission minutes from June 15, 2026, and the Senior Center Advisory Board minutes from June 16, 2026, as presented, seconded by Julie Chapman, and carried by unanimous voice vote.

3. Review and Approval of Financial Reports

Dana Davis asked questions regarding revenue tracking for the Watertown Aquatic Center. Staff noted revenue tracking will continue to be monitored. Discussion also occurred regarding repairs needed at the Riverside Bandshell. Ryan Schmidt stated funding had been identified with assistance from the Mayor and Ryan Thurow after the repair needs were brought to staff's attention. Kerry Kneser asked about administrative supply expenses and the Watertown Aquatic Center phone charges. Staff noted administrative supply costs are expected to be offset through a City grant.

Dana Davis moved to approve the financial reports as presented, seconded by Julie Chapman, and carried by unanimous voice vote.

4. Citizens to be Heard

None.

5. Business

A. Review and take action: Elect Parks, Recreation, and Forestry commission president

Julie Chapman nominated Kerry Kneser to serve as Commission President. Dana Davis seconded the nomination. There being no further nominations, Kerry Kneser was elected President by unanimous voice vote.

B. Review and take action: Future Brandt-Quirk Pickleball Complex

Ryan Schmidt presented a conceptual site plan for a future dedicated pickleball complex at Brandt-Quirk Park and reviewed the proposed location with the Commission.

Bill Oswald discussed the grassroots fundraising effort for the project, noting approximately $260,000 has been committed toward the estimated $400,000 cost. He also reviewed discussions held with staff and City Engineering regarding the proposed site.

The map presented would be the smallest size that the eight pickleball courts would be. A modest sized pickleball court with adequate buffer space between the boundary lines and the fencing is 60’ x 30’. If completed these courts would take up a relatively small footprint in the current soccer Field #4 area

During preliminary discussions with Engineering and DPW this site has gained their stamp of approval as suitable to build pickleball courts on. It is anticipated, once all approvals are obtained, the engineering and DPW would assist this project with any excavating, filling, and possibly paving that they are able to build into their schedule. Once the pickleball courts would be completed the facility as a whole would be donated to the PRF Department to maintain for the future.

Ryan Schmidt discussed future maintenance responsibilities, potential expansion opportunities, and utilizing Department of Public Works staff to assist with surfacing and construction expertise.

Dana Davis moved to forward the proposed site to the Plan Commission for site selection review, seconded by Kerry Kneser, and carried by unanimous voice vote.

C. Review and take action: Outlawz June Tournament Waiver of Fees

The Outlawz softball group is requesting consideration for waiving field rental fees for a camp that was scheduled for Thursday July 11th. There was heavy rain and strong winds that moved through the Watertown area making it impossible to conduct any portion of the camp that afternoon. After the rain ended in the evening several Outlawz group members returned to the Brandt-Quirk diamonds from 9:30pm to 1:00am and spent this time pushing standing water off of fields and clearing flooded areas behind the backstops. The work done by the Outlawz group significantly reduced the amount of work that PRF Department staff needed to complete the next day. Though our policy states rain our shine, I believe that an exception should be considered due to the scale of the weather conditions and the restoration efforts of the Outlawz group to help make BQ playable the following day for the softball tournament.

Staff recommended waiving one-half of the rental fee in recognition of the organization's assistance with field maintenance and partnership with the Department.

Julie Chapman moved to waive 50% of the rental fee, seconded by Rick Schultz, and carried by unanimous voice vote.

D. Review and take action: Watertown Tennis Association Tournament Waiver of Fees

The Watertown Tennis Association is looking to hold their annual tennis tournament and would like to have this at the Brandt Quirk courts provided they are ready by then. This tournament used to be in conjunction with Riverfest. They have also incorporated a fundraiser for this tournament for their league president, Dan Leija who lost his youngest son in January. A previous Park & Rec commission meeting already waived court rental fees for the rest of the 2026 season.

The Commission discussed maintaining the current fee waiver structure until updated fees and Memorandums of Understanding are established for 2027.

Kerry Kneser moved to approve the waiver under the existing structure, seconded by Julie Chapman, and carried by unanimous voice vote.

E. Review and take action: Removal of Lincoln and Riverside Volleyball Standards; Removal of Union Park Ball Diamond Infield and Relocation of Gaga Pit

Currently, at Lincoln and Riverside Park there are volleyball standards that do not have nets on them and have not for many years. At present, these courts are on grass and are reported to have no use as residents would need to provide their own net. What we currently have is two timbers at each park sticking out of the ground with a ratcheting winch on them. The removal of these volleyball standards is expected to have no impact on the community. The Parks, Recreation and Forestry Department is seeking approval to replace both sets of volleyball standards.

The backstop at the Union Park ball diamond was removed last fall. The infield of the ball diamond remains in the park but does not have any purpose as it is not maintained by our department nor is it rented. The Parks, Recreation and Forestry Department is seeking approval to removal the infield mix and fill with topsoil and seed in fall 2026.

Currently there is a Gaga Ball pit on the infield mix. This Gaga Ball pit was done as an Eagle Scout project. Our Department is seeking approval to relocate the Gaga Ball Pit to a location closer to the playground that will be more beneficial to park users.

Dana Davis moved to approve the proposed improvements, seconded by Rick Schultz, and carried by unanimous voice vote.

F. Review and take action: Updated Fees and Schedule Policy

Ryan Schmidt reported the updated fee schedule and scheduling policy are still being developed as part of the 2027 Fees & Charges review and requested the item be postponed until a future meeting.

No action was taken.

G. Review and take action: Accept donation from the Greater Watertown Community Health

Foundation for fees associated with developing a master plan for Rock River Ridge Park

Ryan Schmidt presented a donation from the Greater Watertown Community Health Foundation to fund approximately $20,000 toward the development of a master plan for approximately three acres at Rock River Ridge Park.

Julie Chapman moved to accept the donation, seconded by Dana Davis, and carried by unanimous voice vote.

6. Director's Report

A. Parks and Forestry Program and Maintenance Updates

- Staff are working on an Urban Forestry DNR matching grant for $25,000, to be presented at a future Finance Committee meeting.

- Improvements continue at the Parks Shop, including HVAC, electrical, paint, etc.
- Both lift station pumps at Brandt-Quirk Park recently failed and are expected to be replaced within the coming week.
- Replacement parts are being sourced for the Riverside Park tennis court lights.
- Poor air quality impacted several outdoor programs and Aquatic Center operations, as well as an electrical issue requiring replacement parts.
- Staff continue preparations for Riverfest, including restroom operations and parking logistics, as well as other public and special events.
- The Brandt-Quirk tennis court resurfacing project remains underway, with discussion regarding potential charges if the contractor exceeds the completion deadline due to delays with the surfacing company.

B. Recreation Program Updates

- Weather-related cancellations have impacted several recreation programs, though staff have worked to reschedule activities whenever possible.
- Day Camp concludes next week.
- Summer gymnastics has ended, and registration for fall programs is now open.

C. Senior Center and Enrichment Program and Building Project Updates

- Elevator modernization and front entrance door replacement projects continue, with no start dates set at this time.
- The Senior Center Cookout Fundraiser held on June 26 was successful and sold out.
- KidsFest was held on July 12 with approximately 350 attendees and sponsorship from Bank of Lake Mills.
- The Lake Geneva Day Trip on July 10 was successful with 26 participants.
- Planning continues for National Senior Citizen Day on August 19 with sponsorship from Pizza Ranch, Culver's and Watertown Regional Medical Center.

7. Adjournment

Julie Chapman moved to adjourn at 5:23 p.m., seconded by Rick Schultz, and carried by unanimous voice vote.

Next meeting date: August 17, 2026.

Respectfully submitted,

Andrea Draeger
Senior Center, Enrichment, and Office Manager

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

Watertown Parks and Recreation Department

Financial Report

End of Month July 2026

Revenue Account #	Description	Budgeted Amount	YTD Budget	YTD Actual Revenue	YTD Actual Budget	Balance
01-446210	Rec Dept Non Taxable Revenue	$ 86,000.00	$ 50,138.00	$ 54,125.21	63%	$ 31,874.79
01-446211	Rec Dept Taxable Revenue	$ 53,600.00	$ 31,248.80	28,062.60	52%	$ 25,537.40
01-446212	Rec Concession Revenue	600.00	$ 349.80	300.00	50%	$ 300.00
01-446220	Net Ticket Sales	100.00	$ 58.30	-	0%	$ 100.00
01-446230	Aquatic Center Revenue	130,000.00	$ 75,790.00	117,294.76	90%	$ 12,705.24
01-446232	Indoor Pool Non Taxable Revenue	22,000.00	$ 12,826.00	16,550.00	75%	$ 5,450.00
01-446233	Indoor Pool Taxable Revenue	9,000.00	$ 5,247.00	4,175.83	46%	$ 4,824.17
01-446234	Senior Center Revenue	300.00	$ 174.90	165.15	55%	$ 134.85
01-446235	Senior Center Memberships	3,000.00	$ 1,749.00	1,652.54	55%	$ 1,347.46
01-446236	Senior Center Rental Fees	18,000.00	$ 10,494.00	9,232.03	51%	$ 8,767.97
01-446264	Park Rental	30,000.00	$ 17,490.00	22,477.75	75%	$ 7,522.25
01-446266	Misc Park Revenue	9,000.00	$ 5,247.00	5,692.44	63%	$ 3,307.56
26-446210	TS Revenue - Nontaxable	20,000.00	$ 11,660.00	3,200.00	16%	$ 16,800.00
26-446250	TS Revenue - Taxable	15,000.00	$ 8,745.00	835.00	6%	$ 14,165.00
Grand Total Revenue		**$ 396,600.00**	**$ 231,217.80**	**$ 259,728.31**	**65%**	**$ 132,836.69**
Expense Account #	**Description**	**Budgeted Amount**	**YTD Budget**	**YTD Acutal Expenses**	**YTD Actual Budget**	**Balance**
	Administration					
01-552010	Salaries	$ 338,274.00	$ 197,213.74	$ 181,362.08	54%	$ 156,911.92
01-552014	Overtime	540.00	$ 314.82	534.60	99%	5.40
01-552016	Part-time Salaries	13,955.00	$ 8,135.77	5,187.00	37%	8,768.00
01-552017	Contract Services	15,550.00	$ 9,065.65	12,333.27	79%	3,216.73
01-552018	Supplies & Expenses	5,000.00	$ 2,915.00	6,081.48	122%	**(1,081.48)**
01-552019	Advertisement	1,000.00	$ 583.00	228.05	23%	771.95
01-552020	Repairs	6,000.00	$ 3,498.00	407.91	7%	5,592.09
01-552021	Contribution to Town Square	-	$ -	-	0%	-
01-552022	Dues, fees, subs	3,100.00	$ 1,807.30	2,071.26	67%	1,028.74
01-552023	Training	1,200.00	$ 699.60	774.00	65%	426.00
01-552024	Travel	2,000.00	$ 1,166.00	613.30	31%	1,386.70
01-552026	Maintenance Supplies	4,000.00	$ 2,332.00	2,219.71	55%	1,780.29
01-552028	Fuel	5,000.00	$ 2,915.00	3,836.63	77%	1,163.37
01-552030	Electric	15,000.00	$ 8,745.00	4,471.36	30%	10,528.64
01-552031	Water	2,080.00	$ 1,212.64	1,529.66	74%	550.34
01-552032	Telephone	4,665.00	$ 2,719.70	1,573.06	34%	3,091.94
01-552033	Wisconsin Retirement	30,508.00	$ 17,786.16	12,246.28	40%	18,261.72
01-552034	Social Security	27,136.00	$ 15,820.29	11,268.24	42%	15,867.76
01-552035	Medicare	6,346.00	$ 3,699.72	2,635.33	42%	3,710.67
01-552036	Health Insurance	65,772.00	$ 38,345.08	39,843.79	61%	25,928.21
01-552037	Life Insurance	668.00	$ 389.44	347.48	52%	320.52
01-552038	Dental Insurance	3,816.00	$ 2,224.73	1,982.29	52%	1,833.71
01-552042	Mileage	1,000.00	$ 583.00	-	0%	1,000.00
01-552060	Capital Outlay	5,858.00	$ 3,415.21	4,458.26	76%	1,399.74
Total Administration		**$ 558,468.00**	**$ 325,586.84**	**$ 296,005.04**	**53%**	**$ 262,462.96**
	Recreation					
01-552114	Rec Overtime	$ -	$ -	$ -	#DIV/0!	$ -
01-552116	Part-time Salaries	80,731.00	$ 47,066.17	28,630.49	35%	52,100.51
01-552117	Contract Sports Services	22,344.00	$ 13,026.55	9,230.40	41%	13,113.60
01-552118	Supplies & Expenses	25,000.00	$ 14,575.00	18,094.65	72%	6,905.35
01-552134	Social Security	3,565.00	$ 2,078.40	1,775.19	50%	1,789.81
01-552135	Medicare	834.00	$ 486.22	415.22	50%	418.78
01-552160	Capital Outlay	2,000.00	$ 1,166.00	-	0%	2,000.00
Total Recreation		**$ 134,474.00**	**$ 78,398.34**	**$ 58,145.95**	**43%**	**$ 76,328.05**
05-55-24-70	Senior Center Capital Projects	$ 158,474.00	$ 92,390.34	$ 49,185.30	31%	$ 109,288.70
	Aquatic Center					
01-552214	Aq Ctr Overtime	$ 3,500.00	$ 2,040.50	$ 716.08	20%	$ 2,783.92
01-552216	Part-time Salaries	121,568.00	$ 70,874.14	67,568.88	56%	53,999.12
01-552217	Svc Contracts/Licenses	2,950.00	$ 1,719.85	1,920.67	65%	1,029.33

Expense Account #	Description	Budgeted Amount	YTD Budget	YTD Acutal Expenses	YTD Actual Budget	
01-552218	Supplies & Expenses	4,500.00	$ 2,623.50	5,108.71	114%	**(608.71)**
01-552220	Repairs	12,445.00	$ 7,255.44	2,684.40	22%	9,760.60
01-552223	Training	1,000.00	$ 583.00	288.00	29%	712.00
01-552228	Fuel	4,000.00	$ 2,332.00	151.36	4%	3,848.64
01-552230	Electric	18,000.00	$ 10,494.00	1,883.82	10%	16,116.18
01-552231	Water	14,500.00	$ 8,453.50	8,288.24	57%	6,211.76
01-552232	Telephone	600.00	$ 349.80	761.72	127%	**(161.72)**
01-552234	Social Security	6,448.00	$ 3,759.18	4,233.01	66%	2,214.99
01-552235	Medicare	1,508.00	$ 879.16	990.07	66%	517.93
01-552240	Chemicals	26,000.00	$ 15,158.00	24,169.24	93%	1,830.76
01-552244	Uniforms	2,500.00	$ 1,457.50	1,869.31	75%	630.69
01-552246	Concessions Supplies	25,000.00	$ 14,575.00	22,931.97	92%	2,068.03
01-552260	Capital Outlay	-	$ -	-	#DIV/0!	-
Total Aquatic Center		**$ 244,519.00**	**$ 142,554.58**	**$ 143,565.48**	**59%**	**$ 100,953.52**
05-552270	Capital Projects	18,500.00	$ 10,785.50	2,503.24	14%	15,996.76

Section 3, Item A.

Expense Account #	Description	Budgeted Amount	YTD Budget	YTD Acutal Expenses	YTD Actual Budget	
	Indoor Pool					
01-552314	Indoor Pool Overtime	$ 1,000.00	$ 583.00	$ 306.00	31%	$ 694.00
01-552316	Part-time Salaries	40,773.00	$ 23,770.66	25,556.68	63%	15,216.32
01-552317	WUSD Maintenance Staff	17,500.00	$ 10,202.50	-	0%	17,500.00
01-552318	Supplies & Expenses	9,000.00	$ 5,247.00	1,491.67	17%	7,508.33
01-552320	Repairs	500.00	$ 291.50	-	0%	500.00
01-552328	Fuel	3,750.00	$ 2,186.25	-	0%	3,750.00
01-552330	Electric	7,750.00	$ 4,518.25	-	0%	7,750.00
01-552331	Water	2,750.00	$ 1,603.25	-	0%	2,750.00
01-552332	Telephone	-	$ -	-	#DIV/0!	-
01-552334	Social Security	2,590.00	$ 1,509.97	1,603.56	62%	986.44
01-552335	Medicare	606.00	$ 353.30	374.97	62%	231.03
Total Indoor Pool		**$ 86,219.00**	**$ 50,265.68**	**$ 29,332.88**	**34%**	**$ 56,886.12**
	Bentzin Family Town Square					
26-554310	Salaries	$ 70,179.00	$ 40,914.36	$ 1,949.51	3%	$ 68,229.49
26-554316	Part-time Salaries	-	$ -	-		-
26-554318	Supplies	5,000.00	$ 2,915.00	-	0%	5,000.00
26-554319	Advertising	4,000.00	$ 2,332.00	78.00	2%	3,922.00
26-554320	Repairs/Maintenance	17,300.00	$ 10,085.90	8,778.55	51%	8,521.45
26-554330	Electric	2,300.00	$ 1,340.90	449.77	20%	1,850.23
26-554331	Water	7,500.00	$ 4,372.50	4,042.22	54%	3,457.78
26-554333	Wisconsin Retirement	5,053.00	$ 2,945.90	60.49	1%	4,992.51
26-554334	Social Security	4,351.00	$ 2,536.63	119.22	3%	4,231.78
26-554335	Medicare	1,018.00	$ 593.49	27.88	3%	990.12
26-554336	Health Insurance	10,188.00	$ 5,939.60	849.27	8%	9,338.73
26-554337	Life Insurance	390.00	$ 227.37	31.82	8%	358.18
26-554338	Dental Insurance	372.00	$ 216.88	31.37	8%	340.63
26-554341	Event Expenses	40,000.00	$ 23,320.00	26,253.67	66%	13,746.33
26-554360	Capital Outlay	-	$ -	-		-
Total BFTS		**$ 167,651.00**	**$ 97,740.53**	**$ 42,671.77**	**25%**	**$ 124,979.23**
	Total Parks & Rec Budget	$ 1,191,331.00	$ 595,665.50	$ 569,721.12	**48%**	$ 621,609.88
	Reserve Accounts					
		Beginning Balance		**YTD Actual Expense**		**YTD Balance**
26-446215	Park Donations	$0.00		$ (1,220.00)		$1,220.00
24-561119	Urban Forestry Grant	$ 25,000.00		$ 15,626.60		$ 9,373.40
24-581107	Senior Center Fundraising	$ 37,750.40		$ (4,495.28)		$ 42,245.68
01-271970	Senior Center Security Deposits	$ -		$ -		$ -
01-581121	BQ Baseball	$ 4,128.12		$ -		$ 4,128.12
01-581137	River Walkway Repairs	$ 4,750.00		$ -		$ 4,750.00
01-581139	InterUrban Trail	$ -		$ -		$ -
01-581140	Bike Trail	$ 2,000.00		$ -		$ 2,000.00
05-581104	Chamberland Improvements	$ 129.57		$ -		$ 129.57
05-581106	Park Facility Improvements	$ 8,353.65		$ (589.00)		$ 8,942.65
05-581110	Roeseler Will/Forestry Donation	$ 76,694.71		$ 398.00		$ 76,296.71
05-581118	Heron View Park (micro park)	$ 6,392.05		$ -		$ 6,392.05
05-581120	Park Expansion & Improvements	$ 16,772.74		$ (3,235.00)		$ 20,007.74
07-581113	Park Dedication Fees (land purchase)	$ 86,250.00		$ (2,528.00)		$ 88,778.00
07-581115	Park Improvements	$ 162,295.22		$ (36,219.40)		$ 198,514.62

Watertown Parks and Recreation Department
Financial Report
Jul-26

Expense Account #	Description	Budgeted Amount	YTD Budget	YTD Actual Expenses	YTD Actual Budget	Balance
			Park			
01-554110	Salaries	$ 422,202.00	$ 246,143.77	$ 259,722.24	62%	$ 162,479.76
01-554112	Longevity	$ 2,106.00	$ 1,227.80	-	0%	$ 2,106.00
01-554114	Overtime	11,960.00	$ 6,972.68	5,214.28	44%	$ 6,745.72
01-554116	Part-time Salaries	33,779.00	$ 19,693.16	15,408.75	46%	$ 18,370.25
01-554118	Supplies & Expenses	40,000.00	$ 23,320.00	28,826.58	72%	$ 11,173.42
01-554120	Repairs	18,000.00	$ 10,494.00	8,567.53	48%	$ 9,432.47
01-554126	Goose Control	-	$ -	-	0%	$ -
01-554128	Fuel	3,000.00	$ 1,749.00	1,510.87	50%	$ 1,489.13
01-554130	Electric	37,000.00	$ 21,571.00	9,238.78	25%	$ 27,761.22
01-554131	Water	51,000.00	$ 29,733.00	30,804.66	60%	$ 20,195.34
01-554132	Telephone	1,432.00	$ 834.86	416.16	29%	$ 1,015.84
01-554133	Wisconsin Retirement	38,158.00	$ 22,246.11	19,201.08	50%	$ 18,956.92
01-554134	Social Security	34,952.00	$ 20,377.02	16,476.99	47%	$ 18,475.01
01-554135	Medicare	8,174.00	$ 4,765.44	3,853.45	47%	$ 4,320.55
01-554136	Health Insurance	200,160.00	$ 116,693.28	108,418.96	54%	$ 91,741.04
01-554137	Life Insurance	2,100.00	$ 1,224.30	801.69	38%	$ 1,298.31
01-554138	Dental Insurance	9,312.00	$ 5,428.90	5,023.20	54%	$ 4,288.80
01-554140	Gasoline	30,000.00	$ 17,490.00	15,995.21	53%	$ 14,004.79
01-554141	Fertilizers & Herbicides	6,500.00	$ 3,789.50	5,196.20	80%	$ 1,303.80
01-554142	Equipment Repairs	28,000.00	$ 16,324.00	23,614.94	84%	$ 4,385.06
01-554144	Washington Park Lights	2,500.00	$ 1,457.50	1,847.81	74%	$ 652.19
01-554148	Water Bubblers	2,000.00	$ 1,166.00	639.96	32%	$ 1,360.04
01-554150	Staff Training	4,500.00	$ 2,623.50	2,141.41	48%	$ 2,358.59
01-554159	Safety Equipment	3,000.00	$ 1,749.00	2,123.79	71%	$ 876.21
01-554160	Captial Outlay	4,000.00	$ 2,332.00	-	0%	$ 4,000.00
Total Park		**$ 993,835.00**	**$ 579,405.81**	**$ 565,044.54**	**57%**	**$ 428,790.46**
05-554170	Capital Projects	$ 490,500.00	$ 285,961.50	$ 53,239.30	11%	$ 437,260.70
			Forestry			
01-561110	Salaries	$ 134,680.00	$ 78,518.44	$ 40,323.28	30%	$ 94,356.72
01-561112	Longevity	-	$ -	-		-
01-561118	Supplies & Expense	12,300.00	$ 7,170.90	5,356.82	44%	$ 6,943.18
01-561120	Repairs	3,000.00	$ 1,749.00	1,593.43	53%	1,406.57
01-561124	Cont. Education Forester Cert	1,600.00	$ 932.80	1,588.00	99%	12.00
01-561126	Annual Bucket Truck Inspection	5,000.00	$ 2,915.00	0.00	0%	5,000.00
01-561133	Wisconsin Retirement	9,697.00	$ 5,653.35	2,903.32	30%	6,793.68
01-561134	Social Security	8,350.00	$ 4,868.05	2,386.68	29%	5,963.32
01-561135	Medicare	1,953.00	$ 1,138.60	558.15	29%	$ 1,394.85
01-561136	Health Insurance	50,040.00	$ 29,173.32	16,679.84	33%	33,360.16
01-561137	Life Insurance	134.00	$ 78.12	45.28	34%	88.72
01-561138	Dental Insurance	2,327.00	$ 1,356.64	772.80	33%	1,554.20
01-561160	Capital Outlay	-	$ -	-		-
Total Forestry		**$ 229,081.00**	**$ 133,554.22**	**$ 72,207.60**	**32%**	**$ 156,873.40**
05-561170	Capital Projects	6,500.00	$ 3,789.50	5,148.00	79%	$ 1,352.00

THE CITY OF WATERTOWN

MEMO

Parks, Recreation, and Forestry Department

To: Parks, Recreation, and Forestry Commission

From: Andrea Draeger – Senior Center, Enrichment, and Office Manager

Date: 8/17/2026

Subject: Fuelify/School's Out Hangout waiver of meridian barrier fee request

Background

At its June 2026 meeting, the Parks, Recreation & Forestry Commission considered and **denied** a request to waive the Meridian barrier fees associated with the June 4, 2026, Fuelify/School's Out Hangout event. On June 3, 2026, the Public Safety & Welfare Committee approved the event permit with the stipulation that Meridian barriers be utilized to close the roadway adjacent to the event area.

The event organizer has requested that the Commission reconsider its previous action and is again requesting a refund of the Meridian barrier fee.

Budget Goal

2. Maintain indoor and outdoor recreational facilities to enhance safety, overall health, and quality of life.

Financial Impact

The Meridian barrier fee of $275 helps offset staff time, equipment usage, setup, and removal costs associated with roadway closures. Refunding the fee would reduce cost recovery for these services.

Recommendation

The Commission previously reviewed this request and voted to deny the fee waiver. At the request of the event organizer, the item has been placed back on the agenda for reconsideration. Staff presents the request for the Commission's review and direction.

Proposed Motion:

Motion to approve (or deny) the request to refund the $275 Meridian barrier fee associated with the June 4, 2026, Fuelify/School's Out Hangout event.

Linda Kilps
1211 Western Ave
Watertown, WI 53094
920-918-1802
lmkilps@sbcglobal.net

8/11/2026

Watertown Senior and Community Center
514 S First Street
Watertown, WI 53094

Dear Park and Rec Committee

On Sunday October 25, 2026, I am planning to a host an event sponsored by Foresters Financial. It is a fun event at no cost to participants. The Foresters have been very generous with grants given for the benefit of the Senior Center. The organization has provided money to purchase Corn Hole Boards and bags, bingo prizes and treats, candy for the front desk, and this year providing money to support the "Joy Tree" during the holidays.

Based on the previous support by this organization, I am requesting a wave of the fees general association with room rental at the senior center.

Sincerely,

Linda Kilps