

# PARKS, RECREATION & FORESTRY COMMISSION

## MINUTES

Monday, November 18, 2024

### 1. Call to order

The Watertown Parks, Recreation & Forestry Commission met in person on November 18, 2024. The meeting was called to order by Brian Konz. Members present: Brian Konz, Kyle Krueger, Ald. Jonathan Lampe, Julie Chapman, Brad Clark. Not present: Jennifer Clayton and Emily Lessner. Also present: Kristine Butteris, Andrea Draeger, Stephanie Juhl, Ali Nicholson, and Jarrod Folkman.

### 2. Review and approval of minutes:

Julie Chapman motioned to approve the October 21, 2024 Parks Recreation and Forestry minutes as written. Brad Clark seconded. Motion carried.

Julie Chapman motioned to approve the October 15, 2024 Senior Center Advisory Board minutes as written. Brad Clark seconded. Motion carried.

### 3. Review and approval of financial reports

Brad Clark motioned to approve the September 2024 financial reports. Kyle Krueger seconded. Motion carried.

### 4. Citizens to be heard

There were none.

### 5. Business

#### A. Review and take action: 2025 aquatic center rentals

Ali Nicholson discussed updated documents for 2025, including new rental guidelines for hours, rental rates (to reflect direct and indirect costs for operating, etc.) in order to maintain the aquatic revenue budget and continue to offer rental options. In the past, a flat rate was offered, which did not cover a significant portion of operating costs for lifeguards, cleaning, maintenance, etc.

Kyle Krueger motioned to approve the 2025 rental documents. Ald. Jonathan Lampe seconded. Motion carried.

#### B. Review and recommend: lake Victoria plant management

Kristine Butteris discussed letters from citizens requesting city assistance in the treatment of Lake Victoria for health and safety purposes. It is also stated in the letter that treatment of lake weeds and algae would be a benefit to both the 10 homeowners along Lake Victoria and community benefit as there is public access to the area. Treatment of the lake doesn't affect the city access path in a positive or negative manner. Majority of public use of Lake Victoria is for fishing which treatment would undermine. It was recommended that the city not assist in the treatment of Lake Victoria due to limited recreational use by the community and hinderance of use if treatment occurred. Treatment is also not currently within city budget. This request will be tabled.

#### C. Review and take action: weather cancellation policy

Due to recent changes within the Senior and Community Center's designation as a heating and cooling center and shelter, the weather cancellation policy was altered to simply a cancellation policy. The updated policy now includes all cancellation policies, including program cancellations when the building is enacted as a warming or cooling center or shelter and family assistance center along with clearer guidelines for program cancellations and building closures due to

weather. Ald. Jonathan Lampe motioned to approve the cancellation policies. Kyle Krueger seconded. Motion carried.

**D. Review and recommend: RFP for parks and open spaces plan**

The timeline for approval of an RFP for the parks and open spaces plan will be adjusted this week as many were submitted last Friday. The commissioners were asked to assist with grading the RFP options. A special meeting will be arranged for this week to approve the selection.

**6. Director's Report:**

**A. Parks Updates**

The Riverside restrooms are not completed at this time as there are issues with the standards of construction.

**B. Forestry Updates**

A 2025 Urban Forestry grant was not awarded to Watertown due to needs from other communities. There will be a plan for equipment and tree purchases next year.

**C. Aquatics Projects Updates**

There is cracking with the small slide, though should be covered under warranty.

**D. Senior & Community Center Projects Updates**

The generator will likely not be installed until spring. The paging system fell into disrepair and are working to replace with health ARPA funds.

**E. Programming - recreation**

We are in the middle of fall programming, including adult volleyball, men's basketball, little dunkers, wrestling, etc. Mid-season feedback was gathered with good results. There may be a potential for winter soccer clinics and open gym. We are also working on cost analysis to remain competitive and cover costs.

**F. Programming – town square**

The tree lighting occurred last weekend with good turnout. Coming up is jingle bell on the rock, the holiday train, and stuff the bus event.

**G. Programming – senior & enrichment**

The radio club will be reclassified as class one per Chiefs Brower and Reynen. The December newsletter is printed – the holiday party is coming up as well as a cookie box and soup fundraiser. There was a good turnout for the Veteran's Day event with support from Glenn's catering. Winter break enrichment is being planned.

**H. Programming – aquatics**

Water aerobics is going well and winter registration is still available for January sessions. We are halfway through this session of swim lessons. 2025 pool passes will be available in early December. The next lifeguarding class will be available over winter break.

**7. Adjournment – Next meeting date December 16, 2024**

Kyle Krueger motioned to adjourn the meeting. Julie Chapman seconded. Motion carried.