

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, August 18, 2025

1. Call to order

The Watertown Parks, Recreation & Forestry Commission met in person on August 18, 2025. The meeting was called to order by Kerry Kneser at 4:32pm. Members present: Kerry Kneser, Emily Lessner, Jennifer Clayton, Kyle Krueger, Ald. Jonathan Lampe. Not present was: Brad Clark and Julie Chapman. Also present: Kristine Butteris, Andrea Draeger, Jarrod Folkman, Stephanie Juhl.

2. Review and approval of minutes:

Jennifer Clayton motioned to approve the July 21, 2025, Parks Recreation and Forestry minutes as written. Emily Lessner seconded. Motion carried.

3. Review and approval of financial reports

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

4. Citizens to be heard

There were none.

5. Business

A. Review and take action: YMCA Facility Use Contract

Kim Scooley, YMCA, asked to review reduction in fees for their programming held on park property during the year. Facility use fees from April 2025-December 2025 total \$5,550. Facility use agreements and fees are new this year. The contract will be renewed every year. No charge for camps and practices, but charged for games and programs. Kyle Krueger motioned to be 30% of presented costs. Seconded by Jonathan Lampe. Motion carried.

B. Review and Discuss: Truck Purchase

Kristine Butteris, Director, had put into the 2025 budget to purchase a new dump truck. The need to purchase a new lift truck instead of dump truck was taken to the Finance Committee meeting earlier in August. Finance Committee approved the purchase of a new lift truck. Questions were asked regarding budgets and replacement of equipment on rotating schedule. Equipment is always contingent on each year's budget.

6. Director's Report:

A. Donation Awareness

A list of donations the department has given out to community partners for 2025 and 2026 was given out.

B. Project updates: parks

Tennis courts go to Engineering Department for Public Works Project and will discuss the next steps and options. No bids were received in July. Riverside Park Tennis Court lights were hit by lightning and out until further notice. Washington Park Fence and Watertown Senior & Community Center were hit by wind damage and still dealing with issues. Bathrooms at Riverside Park are open.

C. Project updates: Forestry

The department is working on next steps for the cemetery and will be working on an agreement to assist with taking down trees.

D. Program updates: aquatics

The aquatic center closed on August 17. Final program at the aquatic center was a Flick 'n Float. Fall swim lessons begin in September.

E. Program updates: Town Square

Three markets are left for the 2025 season. Last concert will be held on September 6, 2025. Some food truck Mondays were canceled due to the heat and weather. The Wisconsin Badger game will not be streamed on October 4, 2025.

F. Program updates: Recreation

Summer programming is wrapping up and fall programming is beginning. High participation in soccer, football, wrestling, basketball, and adult softball so far.

G. Program updates: Senior & Community Center

Recent events at the center include quarterly birthday party and Senior Citizen Day. Upcoming events: Brat Fry Fundraiser, Patio Party on September 24. The annual rummage sale is not being held this year. Family nights (grandparent, monster mash bash), and other non-school day activities are being planned out.

H. Jonathan Lampe presented information regarding the warming/cooling shelter policy that will be presented at the Common Council meeting on August 19, 2025. The last Public Safety Committee Meeting has the procedure in its packet. Riverfest was successful. Weather impacted the event, as well as upkeep/damages to park. The Park & Rec Department is working on final charges to submit.

7. Adjournment – Next meeting date September 15, 2025

Kyle Krueger motioned to adjourn the meeting at 5:27pm. Emily Lessner seconded. Motion carried.