

Bentzin Family Town Square COMMISSION

MINUTES

Monday, August 21, 2023

1. Call to order

The Bentzin Family Town Square Commission in person on August 19, 2023. The meeting was called to order by Brian Konz. Members present were: Melissa Lampe, David Zimmerman, Dan Bartz, Brian Konz

Also present were: Kristine Butteris, Stephanie Juhl. 1-Community Member in attendance – John Katsch.

2. Review and approval of minutes:

Melissa made motion to approve. Dave seconded. So moved.

3. Review and approval of financial reports

Discussed the development of a 501c3 and how early we would be able to create a non profit. Nothing date confirmed.

Melissa made motion to approve financial report. Robin seconded. So moved.

4. Citizens to be heard

John Katsch mentioned an huge decrease in attendance at the splash pad once we changed the program to decrease water bill, inadequate electricity on the library side of Water Street. Requesting more food truck outlets and a proper outlet for Santa House.

5. Business

a. Review and take possible action: BFTS Reservation Packet

Discussion was around the price of renting the space. Robin does not like the idea of charging for an open space. Melissa thought \$1000 is not reasonable for an event venue. Robin also mentioned to charge that same as we do for other park rentals. The park will never be able to have events that are completely private. It will always be open to the public. Will finalize at next meeting.

b. Discuss Winter Usage of Water Street and use of special event for holiday season

Per the Safety Meeting it was decided Water Street could not be closed. All winter activities placement are unknown at this time until Water Street usage is figured out. Discussed placement of Santa House placement options on sidewalk if necessary. Tree placement will be a bit more difficult and will depend on T-Wall construction.

Restrooms were also discussed. The times they should be open, etc. Brian motioned to table. Melissa seconded.

c. Discuss Tree lighting festivities ideas

Decided to keep same as past years.

d. Discuss and take possible action on holiday tree sponsorship

Will be on a first come first serve basis. Promote at Wake up Watertown. Voting will be at Tree Lighting Ceremony on Nov 16. Tree will be all white lights Tree trophy will be given to winner. We will try to light up small trees in a spiral going up the square with the big tree lit last.



e. Discuss and take possible action to move forward with the maintenance contract for Theder Landscaping

Robin asked if there is an estimate of hours/week? Melissa questioned what if we have a low event season then? Who would take care of general clean up – grease spills, stains on pavers. Dave asked for an as needed cost. Brian requested we need to have a clear budget to move forward. Steph to initiate the email and ask Theder. Tabled until August meeting.

6. Event Coordinator's Report:

***Review and discuss report.**

- i. Fee for Lyn will be part of budget discussion.
- ii. Dave asked if we can encourage people to use the lower stage.
- iii. Tarps on the top of the upper shelter are not within the design scope of the BFTS.

7. Adjournment – Next meeting date September 18, 2023

Brian motioned to adjourn the meeting. Dan 1st, Melissa seconded. All approved..