

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, January 16, 2023

1. Call to order

The Watertown Parks, Recreation & Forestry Commission in person on January 16, 2023. The meeting was called to order by Kyle Krueger. Members present were: Emily Lessner, Julie Chapman, Kyle Krueger, Brad Clark, and Ald. William Licht. Not present: Brian Konz and Jennifer Clayton. Also present were: John Kaliebe, Kristine Butteris, Jeff Doyle, Ali Nicholson, and Andrea Draeger.

2. Review and approval of minutes:

Brad Clark motioned to approve the December 19, 2022 Parks, Recreation & Forestry Commission meeting minutes as written. Ald. William Licht seconded. Motion carried.

3. Review and approval of the October 2022 financial reports

Emily Lessner motioned to approve the October financial reports as written. Julie Chapman seconded. Motion carried.

4. Citizens to be heard

John Kliebe presented information to the commission regarding the history of the Washington Park fence. He quoted the Mayor regarding regular maintenance should be done throughout the city. He asked for the fence to be fixed or replaced with our department or other city funds.

5. Business

a. Review and approve Swim Instructor Wage for Aquatic Center

Kristine explained the difficulties in recruiting swim instructors for swim lessons. In order to encourage more people to apply she proposed the wage be increased one dollar per hour. Ald. William Licht motioned to approve the swim instructor wage increase. Kyle Krueger seconded. Motion carried.

b. Review and approve Washington Park Fence options

Kristine presented options for the Washington Park fence she had discussed with the City Attorney and Mayor. Due to disrepair, the options include tearing it down which would include no cost besides staff time, replace with a chain link fence for roughly \$7,800 not including staff time to install, or plant a tree barrier with the cost of roughly \$100 per tree. The consensus among the commission was to remove the fence immediately and wait to decide on a future fence, tree barrier, or nothing in the next few months. Brad Clark motioned to remove the fence. Julie Chapman seconded. Motion carried.

6. Director's Report:

a. Project updates:

- i. Aquatic Center updates** – Ali introduced herself as Aquatic and Recreation Manager and mentioned that winter swim lessons have begun.
- ii. Stairs at Riverside** – Jeff indicated the stone stairs have been removed and area backfilled. The crew will continue to fill and seed in the spring. Tree removals are continuing. Snow has not been an issue this year.



- iii. **Senior & Community Center Updates-** Andrea mentioned the counters in Conley Hall were broken by a weekend rental a few weeks ago. Our crew removed them and repaired the wall. The renter will be invoiced for the damages. Kristine also mentioned a contractor came to review the old entrance doors and we are waiting on a quote to remove and replace. We are also looking into the possibility of remodeling a portion of the office space to create more space for additional staff. A closet was also created downstairs for more storage.

b. Update on programming:

- i. **Recreation programming**

Kristine mentioned the office will have regular work days every other month in which the office will be closed to the public. The spring and fall City Connection editions will be more organized with all of our programming included with dates.

- ii. **Senior and enrichment programming**

All regular programs continue. Events and activities will continue to be planned around holidays and special fun days.

Another family bingo day will be scheduled for spring break along with other activities.

- iii. **Aquatics update –**

Winter swim lessons began last week, including full and mini sessions.

7. Adjournment – Next meeting date February 20, 2023

Brad Clark motioned to adjourn the meeting. Kyle Krueger seconded. Motion carried.