

## **PARKS, RECREATION & FORESTRY COMMISSION**

Monday, February 16, 2026 at 4:30 p.m.

The Parks, Recreation & Forestry Commission met on the above date and time. The following members were present: Jennifer Clayton, Julie Chapman, Kyle Krueger, Kerry Kneser, Ald. Jonathan Lampe, Emily Lessner. Also present: Andrea Draeger, Kristine Butteris, Hunter Karnitz, Ryan Thurow.

1. **Call to order.**

The meeting was called to order at 4:33 p.m.

2. **Review and approval of minutes.**

Jennifer Clayton moved to approve the minutes as presented, seconded by Julie Chapman, and carried by unanimous voice vote.

3. **Review and approval of financial reports.**

Julie Chapman moved to approve the financial reports as presented, seconded by Jennifer Clayton. Motion carried by unanimous voice vote.

4. **Citizens to be heard.**

None.

5. **Business.**

**A. Review and recommend: World Migratory Bird Day.**

Andrea provided an overview of the proposed World Migratory Bird Day event as part of the Bird City designation. Discussion followed regarding the event details and programming. Julie Chapman moved to recommend approval of the World Migratory Bird Day resolution, seconded by Kyle Krueger, and carried by unanimous voice vote.

**B. Review and discuss: Center rentals on holidays.**

Staff initiated discussion regarding whether private rentals should be allowed at the Center on holidays. Commissioners discussed how often the facility had been rented on holidays over the past five years, the potential need for a building supervisor, and whether the supervisor would need to remain onsite for the duration of a rental. Additional discussion included the possibility of establishing a four- or eight-hour minimum rental timeframe. Staff will return at the next meeting with two policy options for the Commission to review and consider.

6. **Director's Report**

**A. Project Updates.**

Ryan was introduced in his dual role as Parks Project Supervisor and City Forester. Ryan will assume primary responsibility for department projects until a new director is hired. The Riverside Park Master Plan is currently on hold. Hunter will serve in an interim capacity covering aquatics and recreation programming. Andrea will oversee senior services, enrichment programming, and office operations.

Staff also reported that the Candlelight Hike scheduled for the upcoming Saturday was canceled. Kerry will be meeting with Kristine and staff regarding transition items. Commissioners also acknowledged that Kristine's last day with the

department will be Friday, February 20, and appreciation was expressed for her service by Kerry, Jonathan, and Kyle.

### **Forestry Updates**

Staff provided updates on forestry-related activities and ongoing work.

### **B. Update on Programming.**

Andrea Draeger provided updates related to the Senior and Community Center and current programs and activities, as well as a recap from the successful soup fundraising event.

### **7. Adjournment.**

Ald. Jonathan Lampe moved to adjourn at 5:26 p.m., seconded by Kyle Krueger, and carried by unanimous voice vote. Next meeting date: March 16, 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.*