

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, December 15, 2025

1. Call to Order

The Watertown Parks, Recreation & Forestry Commission met in person and virtually on December 15, 2025. The meeting was called to order by Kerry Kneser at 4:34 p.m. Members present: Kerry Kneser and Emily Lessner, as well as Andrea Draeger, Stephanie Juhl, and Kristine Butteris. Not present: Julie Chapman, Ald. Jonathan Lampe, Brad Clark, Jennifer Clayton, Kyle Krueger.

A quorum was not present, so Kerry Kneser motioned for action items to be tabled to the January 2026 meeting. Emily Lessner seconded. Motion carried.

2. Review and Approval of Minutes - tabled

3. Review and Approval of Financial Reports - tabled

4. Citizens to Be Heard

There were none.

5. Business

A. Review and Take Action: pool passes for city employees - tabled

B. Review and Take Action: facility use agreements - tabled

C. Review and update: 4th of July 2026 fees

Kristine presented the information approved at the January 2025 commission meeting, which recommended fees be reduced to 50% of the costs each year. The department is still comfortable with this approval and will move forward with this cost reduction in 2026.

D. Review and update: Bentzin Family Town Square 2025 report

Stephanie Juhl provided highlights of the report, including new data obtained from Pacer AI, which is able to give statistical information for each park, including the Town Square.

6. Director's Report

A. Project Updates

- The parks crew is in the process of removing the tiles at Chamberland as well as the towers.
- Snow removal efforts continue and other projects have been on hold, such as pruning and tree removals.
- The department received the DNR forestry grant this year (\$25,000).

- The park project supervisor position will be open through the end of the year. Mark Faltersack is retiring at the end of the year, and the position will not be replaced. Stephanie Juhl's last day will be January 2, 2026, and the position will not be replaced. The new Recreation Program Manager will begin January 7.

B. Programming Updates

Recent and upcoming activities include:

- Generations of Joy & Open House, Craft & Wrap Family Night, Senior Center Holiday Party, Badger Talk on aging, Holiday Train, a self-defense class for all adults, and Thanksgiving break activities. School break enrichment programming, to include family bingo, puzzle hustle, etc., will continue for winter break.
- Kerry thanked Stephanie for her passion and hard work to make events at the Town Square and in the community fun and enjoyable.

7. Adjournment

Kerry Kneser motioned to adjourn at 5:05 p.m. Ald. Emily Lessner seconded. Motion carried. Next meeting date: January 19, 2026.