

# **PARKS, RECREATION & FORESTRY COMMISSION**

## **MINUTES**

Monday, October 16, 2023

### **1. Call to order**

The Watertown Parks, Recreation & Forestry Commission in person on October 16, 2023. The meeting was called to order by Brian Konz. Members present were: Julie Chapman, Ald. Jonathan Lampe, Brian Konz, Kyle Krueger, Emily Lessner and Jennifer Clayton. Not present was: Brad Clark. Also present were: Kristine Butteris, Andrea Draeger, Jeffy Doyle, Ali Nicholson, and Stephanie Juhl.

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

Jennifer Clayton motioned to approve the September 18, 2023 Parks, Recreation & Forestry Commission meeting minutes as written. Julie Chapman seconded. Motion carried.

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

Julie Chapman motioned to approve the August financial reports. Kyle Krueger seconded. Motion carried.

### **4. Citizens to be heard**

There were none.

### **5. Business**

#### **A. Review and approve - 2024 fees and charges**

Kyle Krueger motioned to approve 2024 fees and charges pending any legal changes. Julie Chapman seconded. Motion carried.

#### **B. Review and discuss – NR Volleyball Player Fee**

Kristine discussed numerous accounting issues with sponsors and the difficulty to enforce this rule. Kyle Krueger motioned to waive the non-resident fee across all adult leagues. Julie Chapman seconded. Motion carried.

#### **C. Review and discuss – Am Vets – Easter Egg Hunt Plaque**

Two Am Vet representatives were present to advocate for a plaque on a quarry rock at Riverside Park. Discussion occurred and it was suggested for Kristine to create a list of wants/needs in park system for memorials, donations, etc.

### **6. Director's Report:**

Ald. Jonathan Lampe gave background information on finance proceedings so far and an update on the status of full-time recreation programmer at 75% of year, beginning in April 2024, a \$2/hr lifeguard increase, and the transfer of the town square salary and benefits to the town square accounts. Also on budget this year is a new rec vehicle, mechanic vehicle, and WAC filtration system. The five-year capital plan will be reviewed again in May 2024.

#### **A. Project updates:**

##### **i. Parks Updates**

- a. **Restroom/Shelter Upgrades** – we received some ARPA funds to upgrade plumbing, electrical, and doors at our facilities at Timothy Johnson, Lincoln, Union and Clark. We will be doing the work in November. We do have additional funds to use next year for roofing and ventilation for the restrooms. Some funds were added to the Riverside



restroom account to help offset, with a January 2024 bid process set.

**b. Retaining Wall** – no update at this time.

**B. Update on programming:**

**i. Recreation programming**

Starting in April 2024 a full-time Rec Programmer will be hired to manage all youth and adult sports, etc. Volleyball is starting tonight. Wrestling and Little Dunkers will begin soon. Winter fitness classes and sports are being planned.

**ii. Town Square Programming**

Pumpkin Palooza will occur on October 28, Tree Lighting on November 16, Jingle Bell on the Rock on December 2. Water St will be closed from November 13-January 3 for the winter festivities.

**iii. Senior and enrichment programming**

Dance classes, music classes, art classes, and fitness classes are being planned or are underway. The Senior Center Veteran's Day Event is planned for November 9 and Holiday Party for December 21. School break weeks are being planned with enrichment activities such as family bingo and puzzle contest, including both of those for Thanksgiving week. Halloween Hoopla is being retooled as a family night. Senior Center use policies are currently being updated.

**iv. Aquatics programming**

Session 1 current and session 2 upcoming of swim lessons are mostly full. Registration begins November 13. Lifeguard class numbers are looking better than before and more training opportunities will be planned. Additional aqua fitness classes are being explored.

**7. Adjournment – Next meeting date November 20, 2023**

Ald. Jonathan Lampe motioned to adjourn the meeting. Jennifer Clayton seconded. Motion carried.