

## Parks, Recreation, and Forestry Department

To: Parks, Recreation, and Forestry Commission

From: Andrea Draeger – Senior Center, Enrichment, and Office Manager

Date: 4/20/2026

Subject: Facility use agreements – Watertown Tennis Association

### Background

Facility use agreements are being executed annually for organizations utilizing Parks & Recreation facilities. The Watertown Tennis Association has utilized department facilities in previous years; however, a formal facility use agreement had not been presented or executed with the organization prior to this year. As part of a department-wide effort to ensure consistency and standardization across all user groups, a formal facility use agreement is now being implemented for the Watertown Tennis Association. This agreement establishes clear expectations regarding facility use, scheduling, and applicable terms and conditions for use of Parks & Recreation facilities.

The Tennis Association is also requesting consideration of a reduction or waiver of applicable facility rental fees.

### Budget Goal

2. Maintain indoor and outdoor recreational facilities to enhance safety, overall health, and quality of life.

### Financial Impact

Facility rental revenues contribute toward offsetting the costs of field preparation, maintenance, and ongoing upkeep of Parks & Recreation facilities. A reduction or waiver of fees would decrease cost recovery for these services.

### Recommendation

Recommendation for approval of the facility use agreement with the Watertown Tennis Association, including the applicable rental terms and conditions as presented.

Motion to approve the facility use agreements with the Cardinals organization as presented, including applicable fees and conditions of use.