

Parks, Recreation, and Forestry Department

To: Parks, Recreation, and Forestry Commission

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

Date: 6/15/2026

Subject: 2026 park rental application & waiver of fees – Watertown municipal band

Background

Park reservation applications are being executed annually for organizations utilizing Parks & Recreation facilities. This agreement establishes clear expectations regarding facility use, scheduling, and applicable terms and conditions for use of Parks & Recreation facilities.

The Watertown Municipal Band has submitted a park reservation form for four events scheduled during the 2026 season. The total applicable rental fees, including the required amplified music permits, are \$630.

The Watertown Municipal Band is requesting a waiver of these fees due to the community-focused nature of its performances. The concerts are free and open to the public and provide cultural and recreational opportunities for residents and visitors throughout the summer season.

Budget Goal

1. 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 facility preparation, maintenance, utilities, and ongoing upkeep of Parks & Recreation facilities. Waiving the applicable fees would result in a loss of \$630 in anticipated revenue, though has not been charged in the past.

Recommendation

Staff recommends approval of the park reservation application for the Watertown Municipal Band and requests Commission consideration of waiving the applicable rental and amplified music permit fees due to the public benefit and community nature of the events.

Motion

Motion to approve the facility use agreement with the Watertown Municipal Band and waive the applicable facility rental and amplified music permit fees totaling \$630 or charge applicable fees.