

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, September 16 2024

1. Call to order

The Watertown Parks, Recreation & Forestry Commission met in person on September 16, 2024. The meeting was called to order by Brian Konz. Members present: Brian Konz, Kyle Krueger, Ald. Jonathan Lampe, Jennifer Clayton, Emily Lessner, Brad Clark. Not present: Julie Chapman. Also present: Kristine Butteris, Andrea Draeger, Jeff Doyle, Ali Nicholson.

2. Review and approval of minutes:

Brad Clark motioned to approve the August 19, 2024 Parks Recreation and Forestry minutes as written. Jennifer Clayton, seconded. Motion carried.

Brad Clark motioned to approve the August 20, 2024 Senior Center Advisory Board minutes as written. Jennifer Clayton seconded. Motion carried.

3. Review and approval of financial reports

Kyle Krueger motioned to approve the July 2024 financial reports. Brad Clark seconded. Motion carried.

4. Citizens to be heard

A citizen from the Mary Knoll subdivision expressed their concerns with dogs off leash and not on designated walking trails at Brandt-Quirk Park, along with frustration with perceived lack of enforcement of this ordinance.

5. Business

Agenda item D was moved to the beginning due to citizens present.

D. Review and discuss: indoor pool swimming

Erin O'Neil and Ann Gifford were present to inquire about indoor pool schedule revisions and the potential to increase time slots for lap swimming. Kristine explained the need for swimming lessons, water exercise classes, partnership with the swim team and school district, etc. which limits the time available for other options, such as lap swimming. It was requested for Ali to work additional hours in the early morning or during the day in order to offer additional programming, which was turned down due to scheduling conflicts. Suggestions were also made to have more communication regarding schedule changes as well as promotion for open swim, classes, etc.

A. Review and take action: 2025 facility reservation policy, early park reservation list, and park reservation application

Updates to the 2025 facility reservation policies were highlighted, including the addition to obtain commission approval for early park reservation applicants every five years. The 2025 park shelter rental application was also reviewed. Ald. Jonathan Lampe motioned to approve the 2025 facility reservation documents. Kyle Krueger seconded. Motion carried.

B. Review and take action: updated 2025 fees and charges schedule

The 2025 fees and charges schedule has been updated to include non-profits within resident rates and for-profit groups within non-resident rates. Kyle Krueger motioned to approve the updated 2025 fees and charges schedule. Brad Clark seconded. Motion carried.

C. Review and take action: updated 2025 facility use contracts

The contracts have been updated to include additional information regarding field prep, emergency contacts, restroom capacity, cancellation policies, etc. Brad Clark motioned to approve the 2025 facility use contracts. Jennifer Clayton seconded. Motion carried.

6. Director's Report:

A. Parks Updates

The Riverside restrooms are nearing completion. Rip rap work is occurring at Tivoli Island and the Senior & Community Center. The streambank project at Riverside Park is continuing to dredge invasive species and prevent erosion. Dots are being painted on trees which are marked for removal by forestry.

B. Aquatics

The filtration system is mostly complete. The playground has been taken down and expected to be turned into a green space with potential yard games next year.

C. Programming - recreation

Soccer has started and football will begin soon.

D. Programming – town square

The Boo Bash will occur on October 26 and are looking for more vendors.

E. Programming – senior & enrichment

The next upcoming events are Veteran's Day and Holiday Party. The generator will be installed soon along with a new speaker and paging system. Our annual rummage sale raised almost \$2,000. Upcoming school break enrichment is being planned, including family bingo dates.

7. Adjournment – Next meeting date October 21, 2024

Brad Clark motioned to adjourn the meeting. Kyle Krueger seconded. Motion carried.