

AGENDA

WATERTOWN PARKS, RECREATION & FORESTRY BOARD MEETING

TUESDAY, OCTOBER 30, 2018

****5:30 p.m.****

****Discovery Center – Bramble Park Zoo****

800 10th St. NW

Call to Order

Public Comment

Delegations

1. Approval of Agenda
2. Approval of Minutes of September 25, 2018 Board meeting
3. Approval of Bills & Payroll for October 2018
4. Volunteer Approval
5. Old Business
 - a. Update on Foundation Field #4 Turf Proposal
 - b. Update on Recreational Trail Grant
 - c. Open
6. New Business
 - a. Approval of Minutes from Facility Committee Meeting
 - b. Approval of Facility Rates for 2019
 - c. Shooting Range Update
 - d. Open
7. Superintendent and Status Reports
 - a. Parks & Forestry
 - b. Golf Course
 - c. Zoo
 - d. Prairie Lakes Wellness Center
 - e. Recreation
 - f. City Park & Cemetery
8. Executive Session
9. Adjournment

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of Board Meeting – September 25, 2018

Bramble Park Zoo Discovery Center – 5:30 p.m.

Members Present: Bill McElhany, Pat Shriver, Scott Johnston, Heidi Stoick and Bruce Buhler

Members Absent: Justin Struckman, Lee Rycraft

Staff Present: Jay DeLange, Terry Kelly, Jeremy Herrboldt, Todd Walker, John Small, Dan Miller, Wade Pengilly

Staff Absent: Levi Pearson

Media: Dan Crisler, Watertown Public Opinion

Guests: none

Call to Order: President McElhany called the meeting to order.

Public Comment: none

Delegations: none

1. **Approval of Agenda** – Motion by Shriver to approve Agenda, with a motion by Stoick to amend item 5a. to Park Dedication Discussion, both motions seconded by Johnston. Motions carried.
2. **Approval of Minutes** – Motion by Shriver to approve the minutes of the August 28, 2018 Board meeting, seconded by Stoick. Motion carried.
3. **Approval of Bills and Payroll** – Motion by Johnston to approve the September 2018 bills and payroll, seconded by Stoick. Motion carried.
4. **Volunteer Approval** – Motion by Stoick to approve Zoo and City Park volunteers listed in their reports, seconded by Buhler. Motion carried.
5. **Old Business** –
 - a. **Park Dedication Discussion** - Discussion on how to work with planning commission and develop a funding plan for development.
 - b. **2018 Project Update** – Director reviewed status of 2018 CIP projects.
 - c. **Open** - none
6. **New Business** –
 - a. **Foundation Field #4 Turf Discussion** – Motion by Shriver to partner with Watertown Baseball Association to install turf at Foundation Fields along baselines and batter boxes with city commitment to provide in-kind labor and financial assistance not to exceed \$1,000.00, seconded by Stoick. Motion carried.
 - b. **Open** – Jeremy will arrange a Facility Committee meeting prior to the October Board meeting to establish Facility fees.
7. **Superintendent and Status Reports**
 - a. **PLWC** – See written report.
 - b. **City Park & Cemetery** – see written report.
 - c. **Recreation** – See written report.
 - d. **Golf**– See written report. Motion by Johnston to accept quote from Hurley Excavation for \$11,632.67 to move forward with shoreline stabilization project, seconded by Buhler. Motion carried.
 - e. **Zoo** – See written report. Dan reported the Chili Cook-Off numbers were up. Tom Leifort donated a week of his time painting at the Zoo.
 - f. **Parks & Forestry** – See written report. Motion by Johnston to authorize the purchase of a stump vacuum for the Forestry Department, seconded by Shriver. Motion carried.
8. **Executive Session** – none
9. **Adjournment** – Motion by Shriver to adjourn, seconded by Johnston. Motion carried.

Jay DeLange, Director

MINUTES
WATERTOWN PARKS, RECREATION & FORESTRY
RECREATION FACILITIES & PROGRAM COMMITTEE MEETING
WEDNESDAY, OCTOBER 24, 2018

****12:00PM****

Fieldhouse Conference Room

Board Present: Pat Shriver

Staff Present: Jay DeLange, Terry Kelly, Jeremy Herrboldt, Todd Walker,
Dan Miller

Call to Order: by Chairperson Shriver

1. **2019 Facility Usage Fees** – Reviewed and recommended to approve attached fees to the regular Board on October 30, 2018.
2. **Open** – No Business
3. **Adjournment**

Terry Kelly, Assistant Director

Park and Rec Facility and Usage Fees

	2016	2017	2018		Proposed 2019
AUDITORIUM					
<i>Facility Rental</i>					
Non Profit	\$20/hr or \$2/kid whichever greater	\$20/hr or \$2/kid whichever greater	\$20/hr or \$2/kid whichever greater		\$20/hr or \$2/kid whichever greater
Non Profit Private	\$20/hr	\$20/hr	\$20/hr		\$20/hr
Profit	\$30/hr	\$30/hr	\$30/hr		\$30/hr
Birthdays	\$75/ 1 1/2 hr, \$100/ 2 hr	\$75/ 1 1/2 hr, \$100/ 2 hr	\$75/ 1 1/2 hr, \$100/ 2 hr		\$100/ 2 hours
<i>Multi Purpose Rm Rental</i>					
Non Profit					
Non Profit Private	\$10/ time block	\$10/ time block	\$20/ time block		\$20/ time block
Profit	\$20/ time block	\$20/ time block	\$20/ time block		\$20/ time block
FIELDHOUSE					
<i>Facility Rental</i>					
Meeting Rooms			\$20/hr		\$20/hr
Turf/Rental	\$30/hr	\$30/hr	\$30/1 hour		\$30/1 hour
			\$50/2 hours		\$50/2 hours
			\$75/3 hours		\$75/3 hours
			\$100/4 hours		\$100/4 hours
			\$125/5 hours		\$125/5 hours
			\$150/6 hours		\$150/6 hours
			\$175/7 hours		\$175/7 hours
			\$200/8 hours		\$200/8 hours
			\$225/9 hours		\$225/9 hours
			\$250/10 hours		\$250/10 hours
Birthdays	\$75/ 1 1/2 hr, \$100/ 2 hr	\$75/ 1 1/2 hr, \$100/ 2 hr	\$75/ 1 1/2 hr, \$100/ 2 hr		\$100/ 2 hours
FORESTRY					
Boulevard Trees	\$ 45.00	\$ 45.00	\$ 45.00		\$ 45.00
Arborist License	\$5.00 New \$2.50 renewal	\$5.00 New \$2.50 renewal	\$5.00 New \$2.50 renewal		\$20.00 New \$10.00 renewal
PARKS SYSTEM					
Garden Plots	\$ 35.00	\$ 40.00	\$ 40.00		\$ 40.00
Shelter Reservations half day	\$ 16.00	\$ 25.00	\$ 25.00		\$ 25.00
Showmobile (non-profit)	0	\$150/day + \$.75/mile	\$150/day + \$.75/mile		\$150/day + \$.75/mile
Showmobile (for profit)	\$100/day + \$.50/ mile	\$200/day + \$.75/mile	\$200/day + \$.75/mile		\$200/day + \$.75/mile
Showmobile stage	0	\$100	\$100		\$100
Trolley	\$25/ hr + \$.55/ mile	\$30/ hr + \$.55/mile	\$30/ hr + \$.55/mile		\$30/ hr + \$.55/mile
CITY PARK CAMPGROUND FEES					
Pads - camper/ tent	\$ 21.00	\$ 22.00	\$ 22.00		\$ 22.00
Full Service Pad		\$ 30.00	\$ 30.00		\$ 30.00
Wood	\$ 5.00	\$ 5.00	\$ 5.00		\$ 5.00
DERBY DOWNS					
Clubhouse	\$ 50.00	\$ 75.00	\$ 75.00		\$ 75.00
Arena	\$ 150.00	\$ 150.00	\$ 150.00		\$ 150.00
LION'S PARK					
Shelter Rental/ half day		\$ 30.00	\$ 40.00		\$ 40.00
AQUATIC CENTER					
<i>Season Pass</i>					
Family up to Five	\$185/ June 1	\$185/ June 1	\$185/ June 1		\$150 Saver Day \$190/ June 1
Each Addtl. Family member	\$25/June 1	\$25/June 1	\$25/June 1		\$25/June 1
Individual	\$65/ June 1	\$65/ June 1	\$65/ June 1		\$50 Saver Day \$70/ June 1
10 - Pk Ticket Books	\$ 50.00	\$ 50.00	\$ 50.00		\$ 60.00
Daily Fees	\$ 6.00	\$ 6.00	\$ 6.00		\$ 7.00
Adventure Open Swim	\$ 3.00	\$ 3.00	\$ 3.00		\$ 5.00
Birthdays Parties	\$ 75.00	\$ 75.00	\$ 75.00		Pkg A \$100 Pkg B \$125
Shelter Reservations	\$ 10.00	\$ 10.00	\$ 10.00		\$30.00 for 3 hr block
<i>Swimming Lessons</i>					
Tadpoles/ Wee Waders	\$ 25.00	\$ 25.00	\$ 25.00		\$ 30.00
All Youth	\$ 30.00	\$ 30.00	\$ 30.00		\$ 35.00
Guard Start	\$ 40.00	\$ 40.00	\$ 40.00		\$ 45.00

	2016	2017	2018	Proposed 2019
ICE ARENA				
Open Skate	\$ 3.00	\$ 3.00	\$ 3.00	\$ 4.00
Season Passes				
Individual	\$ 30.00	\$ 30.00	\$ 30.00	\$ 35.00
Family	\$ 70.00	\$ 70.00	\$ 70.00	\$ 80.00
Facility Rental	\$ 75.00	\$ 100.00	\$ 100.00	\$ 100.00
5-FIELD SOFTBALL COMPLEX				
Field Rental		\$30/per field/day	\$30/per field/day	\$30/per field/day
Concessions Building				
FOUNDATION FIELDS				
Field Rental		\$30/per field/day	\$30/per field/day	\$30/per field/day
Concessions Building				
KOCH COMPLEX				
Field Rental	\$ 30.00	\$30/per field/day	\$30/per field/day	\$30/per field/day
Concessions Building	\$30/day - \$50/wknd			
PRAIRIE LAKES WELLNESS CENTER				
Gym Rental		\$25/hr/court	\$25/hr/court	\$25/hr/court
1/2 Day		\$400 Four Courts	\$400 Four Courts	\$400 Four Courts
Full Day		\$750 Four Courts	\$750 Four Courts	\$750 Four Courts
CONCESSIONS			\$150/ Event	\$150/ Event

ZOO

Admission

2 years and under	Free	Free	Free	Free
Youth 3 - 12 years	\$7.00 + tax	\$7.00 + tax	\$7.50 + tax	\$8.00 + tax
Adults 13 & over	\$9.00 + tax	\$9.00 + tax	\$9.50 + tax	\$10.00 + tax
Cod. Cty Students	\$3.00	\$3.00	\$3.00	\$3.00 + tax
Nursing homes & Asst Living - Wtn (Codington County)	\$50 first show \$10 each addtl show	\$50 first show \$10 each addtl show	\$50 first show \$10 each addtl show	\$50 + tax first show \$10 + tax each addtl show
Educational Facilities pre-schools and schools Watertown	\$30.00	\$30.00	\$30.00	\$30.00 + tax
Educational Facilities Pre-schools & Schools Codington County	\$50.00	\$50.00	\$50.00	\$50.00 + tax
All other non-profits and for profits Organizations	\$55/hr & .55/mile	\$55/hr & .55/mile	\$55/hr & .55/mile	\$55/hr & .55/mile + tax

Special Events

Sippin' Safari Fundraiser	Friday-Tickets \$40 (21+)	Friday-Tickets \$40 (21+)	Friday-Tickets \$40 (21+)	Friday-Tickets \$40 (21+)
Farm Fun Day	Regular Admission	Regular Admission	Regular Admission	Regular Admission
LAZS Member's Only Picnic	LAZS Membership	LAZS Membership	LAZS Membership	LAZS Membership
Midco Free Day	Free (Midco Pays)	Free (Midco Pays)	Free (Midco Pays)	Free (Midco Pays)
Wtn Radio Chili Cook-off	\$75 team fee \$4 adm \$3 cup sales	\$75 team fee \$4 adm \$3 cup sales	\$75 team fee \$4 adm \$3 cup sales	\$75 team fee \$4 adm \$3 cup sales
ZOO BOO	\$7.00 Ages 3 and Up	\$7.00 Ages 3 and Up	\$7.00 Ages 3 and Up	\$8.00 Ages 3 and Up
Breakfast w/ Santa	\$6.00 presale, \$7 at door	\$6.00 presale, \$7 at door	\$6.00 presale, \$7 at door	\$7.00 presale, \$8 at door
TREC Classrooms	\$40 + Zoo Admission	\$40 + Zoo Admission	\$40 + Zoo Admission	\$20/hr. + Zoo Admission + tax
Barn Classroom	\$40 + Zoo Admission	\$40 + Zoo Admission	\$40 + Zoo Admission	\$20/hr. + Zoo Admission + tax
Prairie Porch Shelter	\$16 + Zoo Admission	\$16 + Zoo Admission	\$25 + Zoo Admission	\$25 + Zoo Admission + tax

Cattail Crossing Golf Course Fee Comparison 2016-2018

	2016	2017	2018 *	2018*	*2019 Proposed	*2019 Proposed
			<i>Super Saver</i>	In Season	<i>Super Saver</i>	In Season
Season Passes						
Family	820.00	890.00	750.00	890.00	815.00	915.00
Couple	745.00	795.00	650.00	795.00	735.00	815.00
Adult 7-day/Individual*	500.00	540.00	450.00	540.00	495.00	560.00
Adult 5-day/Senior 7-day*	400.00	440.00	370.00	440.00	395.00	455.00
Young Adult (19-23)	325.00	360.00	300.00	360.00	330.00	370.00
Youth (18 & under)	160.00	160.00	120.00	160.00	140.00	165.00
<i>* New Members (no pass within last 3 seasons) 10% Off Season Pass (excludes ACH).</i>						
Green Fees						
9-H Wkday	18.00	18.00		18.00		20.00
9-H Wkend	20.00	20.00		20.00		22.00
18-H Wkday	25.00	25.00		25.00		30.00
18-H Wkend	30.00	30.00		30.00		35.00
Addn. 9-H	10.00	10.00		10.00		12.00
Youth 9-H	7.00	7.00		7.00		10.00
Family Sunday after 5:00	25.00	40.00		40.00		40.00
Punch Card (10 punches)						
9-Hole	170.00	170.00		170.00		180.00
18-Hole (new)	-	-		-		280.00
Trail Fees						
Daily	10.00	10.00		10.00		10.00
Season	180.00	180.00		180.00		200.00
Cart Storage						
Gas	320.00	380.00		380.00		380.00
Electric	342.00	400.00		400.00		400.00
Driving Range						
Bucket (35)	4.00	5.00		4.00		5.00
5 Buckets	18.00	20.00		18.00		20.00
10 Buckets	33.00	35.00		33.00		35.00
50 Buckets	150.00	160.00		n/a		
Season pass Junior	125.00	125.00		125.00		125.00
Season Pass Adult	190.00	190.00		190.00		190.00
Season Pass Family	220.00	250.00		250.00		250.00
Cart Rentals						
9 - H	8.00	9.00		9.00		9.00
18 - H	15.00	16.00		16.00		16.00
Season Individual	400.00	440.00		440.00		440.00
Season Family	500.00	540.00		540.00		540.00

CEMETERY

Adult or regular grave opening

Infant in Family Plot

(25% of reg. open.)

Infant in Infant Section

Infant (infant Section) non resident

Cremation Grave

(non frost condition)

Cremation Grave

(full price for oversize in frost conditions)

Surcharge for weekend/holiday/ opening/closing

Surcharge for after 4:00 p.m. closing

Columbarium Opening

Surcharge for Columbarium weekend/holiday opening/

Mausoleum storage (not buried @ Mt. Hope)

Disinterment (non-frozen ground only)

	2017	2018	Proposed 2019
	\$ 665.63	\$ 665.63	\$ 698.64
	\$ 166.41	\$ 166.41	\$ 174.66
	Free	Free	Free
	\$ 207.68	\$ 207.68	\$ 218.33
	\$ 330.15	\$ 330.15	\$ 346.13
	\$ 665.63	\$ 665.63	\$ 698.64
	\$ 234.30	\$ 234.30	\$ 246.02
	\$ 234.30	\$ 234.30	\$ 246.02
	\$ 79.88	\$ 79.88	\$ 84.14
	\$ 85.70	\$ 85.70	\$ 89.46
	\$ 143.78	\$ 143.78	\$ 151.23

Monument Setting

(move within Mt. Hope - 3 x regular opening or cremation + tax)

Grave Space Costs (move outside Mt. Hope - 2 x regular opening or cremation + tax)

Single grave space & overuse in numbered sections

Single grave space & overuse in lettered sections

Columbarium purchase - City receives (fixed by agreement)

Perpetual care - 1/2 cost of regular grave opening (numbered)

Perpetual care - 1/2 cost of regular grave opening (lettered)

Recording Fee (as established by Codington County)

Affidavit of Ownership (\$140 + recording fee of \$30 affidavit)

Niches + 6.5% Tax

11 1/2" x 12"

Top 2 Rows

Middle 5

Bottom Row

17 1/4" x 12"

Top 2 Rows

Middle 5

Bottom Row

23"x12"

Top 2 Rows

Middle 5

N/A

8 niches w/ 2 sides glass, add:

	\$ 79.88	\$ 79.88	\$ 84.14
	\$ 625.00	\$ 625.00	\$ 656.00
	\$ 765.00	\$ 765.00	\$ 803.00
	\$ 52.50	\$ 52.50	\$ 55.00
	\$ 330.15	\$ 330.15	\$ 346.13
	\$ 410.03	\$ 410.03	\$ 430.26
	\$ 30.00	\$ 30.00	\$ 30.00
	\$ 200.00	\$ 200.00	\$ 207.00
	\$ 940.00	\$ 940.00	\$ 987.00
	\$ 1,325.00	\$ 1,325.00	\$ 1,391.00
	\$ 940.00	\$ 940.00	\$ 987.00
	\$ 1,375.00	\$ 1,375.00	\$ 1,444.00
	\$ 1,935.00	\$ 1,935.00	\$ 2,032.00
	N/A	N/A	N/A
	\$ 1,765.00	\$ 1,765.00	\$ 1,853.00
	\$ 2,425.00	\$ 2,425.00	\$ 2,546.00
	\$ 265.00	\$ 265.00	\$ 278.00

**Parks & Forestry
Board Report
October 2018**

Parks

- Staff, along with hockey parent volunteers prepared and painted the ice preparing the arena for the upcoming Hockey and Figure Skating seasons.
- The Figure skating club was in the Ice Arena already the weekend of October 20th for a camp and hockey used the facility as well.
- Staff have started working their winter hours at the Ice Arena.
- The winterization process has been completed at all our facilities except for the Clubhouse at Derby Downs.
- All the uptown flower baskets were taken down, emptied and put away until next spring.
- All volleyball nets and in-town bases have been removed and stored.
- All sun shades and wind screens have been taken down.
- Flower beds have been cleaned and tilled.
- Public gardens have been tilled.
- Mowers continue to mow and mulch leaves in the parks on a daily basis.
- A flag football field was painted on Koch field 6.
- Football fields at Mt. Hope were mowed until last week.
- Staff poured twelve (12) gun rest forms for the new gun range and will attach legs and get them installed prior to October 30th.
- Fall softball league is now completed at Premier complex.
- A condensation pump in one of the heaters at Premier complex has failed.
- Premier softball complex was aerated and overseeded.
- The grass infield at Foundation Field number 4 was aerated and overseeded.

Forestry

- The crew continues to work on boulevard trees.
- Stump grinding is nearing completion.
- Garden refuse will continue to be hauled out as necessary.
- Forestry staff hung the Rooster Rush banners along highway 212
- A Billy Goat debris vacuum has been purchased to help with stump grinding and leaf removal.

Wade Pengilly
Parks & Forestry Superintendent

**CATTAIL CROSSING GOLF COURSE
BOARD REPORT
OCTOBER 2018**

Notes:

- The staff has been busy with the fall fertilizer and fungicide applications in preparation for the upcoming winter months.
- The staff has been performing irrigation repairs and replacing old irrigation heads that continue to weep and create wet spots.
- The process of blowing out the irrigation system will be completed Oct. 29 – Nov. 1
- Additional trees will be purchased and planted around the course this fall to continue the effort of re-defining and improving some of the holes on the course. Some of the placement of these trees coincides with recommendations made by the vision and project committee, which I continue to use as a guide for the future.
- The staff has brought in all of the tee markers, ball washers and garbage cans from the course. During the recent frost filled mornings the staff has been busy painting and re-building these items in preparation for next year's use.
- The staff continues to maintain the golf course for play and is now very busy with the task of cleaning up the fallen leaves around the golf course.
- The driving range will be closed for the season following irrigation blowout. At this time, the ball dispenser will be emptied and the mechanism removed. The items on the tee and fairway will be brought in, cleaned and stored for the winter months.
- The weather will be monitored very closely in the future in an effort to determine a date to close the golf course to play for the season. It is extremely important to safeguard the health of the turf at this time of the year as this plays a huge part in how the turf responds next spring. Even though the weather may be nice enough for golfers to want to play, the turf does not recover from ball marks, divots and cart traffic this time of year. A PSA will be issued when this date is determined and notices will be posted at the clubhouse as well.
- The chemical for the final fungicide application to control snow mold has arrived and will be applied in the next couple of weeks or as the weather dictates.

Upcoming

- Some "in house" project work will continue to certain areas of the course as the weather allows.
- The lake shore stabilization project by the pump house will be completed.

**Todd Walker
Golf Course Superintendent
Cattail Crossing Golf Course**

GOLF COURSE STATUS REPORT
Season and Year to Date Comparison
October 2018

<u>SEASON TICKET</u>	<u>Season Comparison</u>			<u>Year to date</u>		
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>10/17/16</u>	<u>10/17/17</u>	<u>10/8/18</u>
<u>CATEGORIES:</u>						
Family (head of household)	38	28	22	28	22	36
Family Duplicate (spouse & kids)	149	100	70	100	70	116
Couple	87	74	69	74	69	84
Couple Duplicate	87	74	69	74	69	84
Adult 7 day	246	236	242	237	241.5	221
Adult 5 day / Senior	52	51	49	51	48	116
Young Adult 19-23	9	8	7	8	7	13
Youth 18 & under	<u>24</u>	<u>25</u>	<u>26</u>	<u>25</u>	<u>25</u>	<u>40</u>
TOTALS:	692	596	554	597	551.5	710
<u>GREEN FEES:</u>						
9 hole weekday	2,465	2,206	2,029	2,155	2,029	2,054
9 hole weekend	1,586	1,510	1,334	1,463	1,334	1,471
18 hole weekday	1,136	1,410	892	1,388	892	917
18 hole weekend	1,133	1,045	932	1,039	932	829
Youth 9 hole wkdy	310	243	201	243	201	146
9 hole add'l	153	135	221	134	221	219
Driving Range - 1 bucket	3,128	2,932	2,019	2,924	2,019	2,464
Driving Range - 5 buckets	173	189	156	188	156	147
Driving Range - 10 buckets	40	69	116	69	116	93
Driving Range - 50 buckets	26	15	10	15	10	0
Driving Range Seas Pass - Junior	2	3	2	3	2	3
Driving Range Seas Pass - Adult	8	9	10	10	10	13
Driving Range Seas Pass - Family	15	7	8	8	8	9
Family after 5:00	62	60	28	60	28	21
9-hole punch card (10 punch)	116	104	101	104	101	70
<u>RENTAL CARTS:</u>						
<u>Season Leases:</u>						
Family	36	28	19	28	19	28
Individual	37	34	44	34	44	44
<u>Rental by Rounds:</u>						
9 hole	4,207	3,532	3,493	3,518	3,493	3,827
18 hole	1,994	1,941	1,635	1,932	1,635	1,691
Season Cart Trail #'s	83	78	76	78	76	81
# of weekends open	31	33	33	29	29	28
Receipts (excluding cart storage)	\$375,635	\$356,311	\$352,093	\$353,831	\$352,093	\$370,766
Receipts (ACH)	\$61,564	\$61,922	\$62,888	\$51,542	\$57,180	\$40,375
Cart Storage/Trail Fee	\$32,386	\$31,681	\$36,370	\$31,681	\$36,370	\$34,570
Cart Storage/Trail Fee (ACH)	\$10,078	\$9,684	\$10,427	\$8,075	\$9,480	\$9,204
Rental Cart Receipts	\$84,639	\$75,119	\$76,858	\$74,888	\$76,858	\$86,718
Rental Cart Receipts (ACH)	\$4,216	\$5,364	\$5,061	\$4,470	\$4,601	\$4,909

Bramble Park Zoo Board Report October 2018

Animal Care

- Consulting veterinarian spent 34 hours performing rounds and consults
- Aquarium maintenance (sand in sand filters)
- Record keeping on ZIMS is almost updated
- Animal surveys and SSP's
- Animal training and enrichment
- Bottle feeding camel
- Animal weights
- Treating snow goose
- Trimming hooves
- Vaccinating ferrets
- Otter mouth abscess
- Trimming beaks and talons on birds of prey
- Moving animals in for winter

Maintenance Projects

- Blowing out waterlines
- Cat door project
- Installing energy efficient lights in zoo center & primate buildings (contractor)
- Lots of fall cleanup
- Put up water misters in Sloth exhibit (contractor)
- Shop project
- Otter pool maintenance
- Put up new fence panels for bison
- Repaired bison fence
- New metal pheasant cut-outs
- Set up for chili-cook off

Education, Roots & Shoots, Special Events, and Marketing

- Fall Zoo School is underway with more classes on Thursdays and Fridays in November and December.
- Early Out Zoo Schools will be held when Watertown Schools get out at 12:30 for teacher in-services.
- 152 school kids have come for programs such as photography, zoology, adaptations, etc.
- 93 Cubs Scouts and Girl Scouts have used the zoo for bridging ceremonies and badge opportunities.
- VIP tours are still a hit, largely due to Linus the two-toed sloth.
- 1,089 people attended the 24th Annual Watertown Radio Chili Cook-off. Plans are under way to make the 25th Annual event in 2019 even bigger and better!
- 422 people have been reached through outreach programs this month.

Other

- Volunteers, interns and project skills provided 2 hours of volunteer time.
- Working on NWWF exhibit
- Tree project signs
- Training new part-staff members
- CivicRec (POS) implementation Team—Meetings, Training & Data Entering
- Digital sign is up (LAZS paid for sign)

Upcoming

- Winterizing zoo
- Complete Zoo shop
- Work on cat caging

Animal Update

Animal Acquisitions

Animal Deaths

- 1.0 Black & ruffed lemur (unknown)
- 0.0.1 Screech owl (Trauma)

Animal Births & Hatches

Animal Disposition

Rehab Birds

- Red-tailed hawk
- Red-tailed hawk
- 3 Red-tailed hawks
- White pelican

Status

- Euthanized
- DOA
- Released
- Euthanized

Volunteers

BRAMBLE PARK ZOO
Status Report and Comparison
October 2018

DAILY ATTENDANCE

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>YTD</u> <u>10/18/16</u>	<u>YTD</u> <u>10/18/17</u>	<u>YTD</u> <u>10/18/18</u>
Adult	21,638	18,925	17,474	17,673	16,208	16,494
Youth	12,349	9,590	9,650	8,617	8,638	8,373
LAZS	13,893	13,406	12,205	12,504	11,670	11,149
Under 2	4,462	4,011	4,022	3,734	3,692	3,909
Non-paid Education	7,668	7,588	7,079	7,114	6,522	5,819
Codington Schools	312	319	145	313	145	261
Free Passes	1,234	1,244	1,347	1,174	1,290	977
Reciprocity	2,051	2,357	2,447	2,252	2,341	903
Free Days	4,713	4,348	5,978	4,348	5,978	2,703
50% Reciprocity - adult	145	149	159	135	151	736
50% Reciprocity - youth	91	114	103	113	101	614
Tax Exempt - adult	350	563	464	563	464	259
Tax Exempt - youth	1,387	1,561	1,416	1,557	1,416	1,633
Tax Exempt - Cod. Schools	153	200	303	200	303	368
Tax Exempt-50% Rec. Youth	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	70,447	64,375	62,792	60,297	58,919	54,198

DAILY RECEIPTS

Net Admissions	\$254,710	\$253,765	\$243,082	\$238,074	\$226,571	\$239,236
Concessions	\$0	\$0	\$31,447	\$0	\$30,773	\$29,697
Rentals--Wagons & Strollers	\$0	\$0	\$1,293	\$0	\$1,116	\$1,369
Other--Gifts, Feeders, Rides	\$0	\$0	\$66,597	\$0	\$62,770	\$68,883
Ed. Programs & Donations	\$34,326	\$32,383	\$30,912	\$31,974	\$28,333	\$32,496
Memberships	\$0	\$0	\$68,295	\$0	\$52,498	\$65,628
Over/Short	<u>\$0</u>	<u>\$0</u>	<u>-\$119</u>	<u>\$0</u>	<u>-\$129</u>	<u>-\$5</u>
TOTAL	\$289,036	\$286,148	\$441,507	\$270,048	\$401,931	\$437,303

Prairie Lakes Wellness Center October Program Report

- We started Holiday Boot Camp today the 30th of October. We have approximately 40 participants.
- We hosted our Annual Halloween Hustle on Saturday the 27th. We get between 35 to 45 participants, the majority of the runners will run dressed up in a costume.
- We will be hosting our first Annual Trick or Treat night in the Wellness Center. This will be held tomorrow night the 31st from 4:00 to 6:00. Tables will be position all throughout the building. We have approximately 21 businesses participating in the event.
- We will be hosting the 17th Annual Optimist Youth Girls Volleyball Tournament on November 2nd and 3rd. Will be having approximately 25 to 30 teams from Minnesota, Iowa and South Dakota. It is a very good fund raiser for the Wellness Center each year.
- Dave will hosting our second Annual Pickle Ball Tournament on Saturday November 10th. Last year we had players from Rapid City, Pierre, Sioux Falls, Alexandra MN as well as local participants.
- Pickle Ball league wrapped up on Tuesday November 30th.
- We will be starting our Fall Bean Bag league in mid-November
- Our Co-ed Volleyball League will be wrapping up in a week or two
- Weekend Birthday parties. From the January 1st through the end of September, we had 142 birthday parties, held on Friday evenings and Saturday and Sunday afternoon

Recreation Board Report October 2018

- City League Basketball is getting closer to the start of the season as teams registrations are rolling in. The league will get underway on November 5 at the Prairie Lakes Wellness Center.
- Junior Arrows Basketball will be kicking off on October 30. So far we are sitting right now at 155 participants which is down a little bit, but will still see some more signing up this week.
- Initiation Hockey Program is underway with a total of 94 kids in the program. The first night was on the 22nd and will be going strong through the end of November.
- Wee Wobblers had their first night for the young ones born between 2011-2016. This year we have 35 participants compared to 24 like last season.
- Open Skates at the Ice Arena will be starting up on Halloween for the first one this year. We are excited and expecting a huge crowd as we are encouraging everyone to wear costumes as we will have a costume contest and will hand out candy on their way out. Little Skate goes from 7:30 p.m. till 8:30 p.m. and then Big Skate for anyone 7th grade or older from 8:30 p.m. till 9:30 p.m. Should be a fun way to kick off the open skates.
- Adult Flag Football wrapped up the season with decent weather after having to reschedule a couple of dates due to heavy rains. The league went over very well this year with having officials for the competitive division. This made the play much better and will definitely continue with this in the future years.
- Women's Volleyball League continues on Sundays with 21 teams participating this season at the Prairie Lakes Wellness Center Park and Rec. Gyms.
- Junior Arrows Volleyball will be wrapping up at the end of October and this year attendance was up with 76 participants compared to 60 last year.
- Volleyball Academy and Future Arrows Volleyball saw an increase of 12 more girls this year than what we had last year. Good to see these programs picking up steam.
- The Park and Rec. will be hosting a 3 on 3 Fall Classic Basketball Tournament at the Prairie Lakes Wellness Center on November 17. We had a 3 on 3 tournament back in April and had a great response and we expect more of the same for this one coming up. Will look at having a 3 point shootout as a special event during the event.
- Roller Skating returns to the City Auditorium on October 26 for the Halloween Skating Spooktacular. There will be one more on November 16 for the annual Turkey Skate.
- Staff are continuing to work on the new software for the Park and Rec. Will be a busy couple months coming up leading to the launch in the new year.

Volunteers – See attached page

Jeremy Herrboldt – Recreation Superintendent

**RECREATION BOARD REPORT
OCTOBER 2018**

Programs Upcoming:

Rollerskating	10/26/2018	Archery	11/1/2018
Initiation Hockey	10/22/2018	Adult City League Ba	11/5/2018
Wee Wobbler Hockey	10/23/2018	Youth Basketball Ac	11/5/2018
Jr Arrows Basketball	10/30/2018	3 on 3 Basketball To	11/17/2018
Wii Bowling Team League	10/30/2018		

Programs Ongoing:

Basketball Madness	Sr. Activities
Fall 8-Ball Pool League	Wii Bowling
Line Dancing	Women's Volleyball

Programs Ending:

Youth Soccer Clinic	6 on 6 Flag Football
Cooking Creation	Volleyball Academy
Future Arrows VB	Girls Jr Arrows Volleyball

Season to Date

Auditorium/ Fieldhouse Usage Revenue

10/17/18

Watertown Youth Soccer Association	\$ 4,000
Watertown Baseball Association	\$ 2,400
Hockey	\$ 1,500
Private Fieldhouse Rentals	\$ 11,082
Private Auditorium Rentals	\$ 17,281
Private PLWC Rentals	\$ 23,996
Weight Watcher Rentals	\$ 5,611
Auditorium/Fieldhouse Birthdays	\$ 9,631
Total Revenue	\$75,501

Recreation Volunteers List

Junior Arrow Basketball

Jim Dylla
John Nelson
Matt Hlavacek
Brian Norberg
Rich Remmers
Luke Muller
Adam Stemwedal
Heath Rylance
Jeff Hansen
Bryan Wientjes
Andrew Meek
Dan Bayse
Todd Mack
Doug Olson
Haley Ellis
Matti Kranz
Mike Paulson
Mike Beavers
Chad Struckman
Jason Adams
Matt Thorson
Todd Stark
Cam Corey
Pat McClemons
Dustin Flatten
Brian Buisker
Scott Olson
Matt Bastian
Steve Buchholz
Kris Munger

Initiation Hockey

Jarod Sutton
Jacob Fastenau
Sam Dunn
Austin McNamara
Eric Scott
Chad Crom
Ryan Lawrence
Adam Sullivan
Ryan Linke
Jim McCormick
Jason Murray
Zach Hunke
Todd Bohls
Derek Wensel
Jeff Holgate

Wee Wobblers Hockey

Vince Foley
Steve Sheehan
Jack Rassmussen
Taylor Johnson
Lucas Deutsch

Junior Arrows Volleyball

Kris Munger
Teresa Remmers
Brandi Paszek
Kari Gales
Erica Paulson
Seth Luoma
Bridget Bury
Sara Dornbusch

CITY PARK CAMPGROUND
 STATUS REPORT AND COMPARISON
 OCTOBER 2018

	<u>Season Comparison</u>			<u>Year to date</u>		
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>10/11/16</u>	<u>10/16/17</u>	<u>10/18/18</u>
Standard Camping Sites	5,403	5,875	5,908	5,874	5,002	3,971
Full Service Sites					670	624
Firewood	475	578	495	465	0	243
Net Revenue	\$101,833	\$116,465	\$116,249	\$115,594	\$119,379	\$97,478
# of Weekends	26	26	27	23	25	24

Opened May 1, 2018

* 2018 Water issues on North Side
 Volunteer Host: Jerry & Ardes Bybee

**MT. HOPE CEMETERY
STATUS REPORT COMPARISON
September 2018**

BURIAL INFORMATION

	Sep-16			Sep-17			Sep-18			2015 Total	2016 Total	2017 Total
	No.	Fees	Amount	No.	Fees	Amount	No.	Fees	Amount			
Regular Opening	41	\$595	\$24,395	39	\$625	\$24,375	42	\$625	\$26,250	69	55	53
Weekend/Holiday Opening	8	\$805	\$6,440	15	\$845	\$12,675	16	\$845	\$13,520	18	17	17
Cremation Opening	26	\$297.50	\$7,735	23	\$310	\$7,130	15	\$310	\$4,650.00	22	30	24
Cremation Wkend/Holiday	5	\$507.50	\$2,537.50	8	\$530	\$4,460	7	\$530	\$3,710.00	10	7	8
Columbarium Opening	1	\$70	\$70	7	\$75	\$745	6	\$75	\$750	3	2	8
Infant	0	\$185	\$0.00	2	\$156.25	\$312.50	2	\$156.25	\$0.00	2	2	3
		(Infant section - free)			(1 wkend fee only)							
Disinterment	0	\$595	\$0.00	0	\$625	\$0.00	1	\$1,250	\$1,250.00	4.5	0	0
		(Infant section - free)			(1 wkend fee only)							
		(Infant section - free)			(Infant section - free)							
Total Burials	81			94			89			128.5	113	113
TOTAL REVENUE FROM OPENINGS		<u><u>\$41,177.50</u></u>			<u><u>\$49,697.50</u></u>			<u><u>\$50,130.00</u></u>		<u><u>\$69,905.50</u></u>	<u><u>\$59,027.50</u></u>	<u><u>\$60,522.50</u></u>

LOT INFORMATION

	Sep-16			Sep-17			Sep-18			2015 Total	2016 Total	2017 Total
	No.	Fees	Amount	No.	Fees	Amount	No.	Fees	Amount			
Lot Sale	56	\$595	\$33,380	54	\$625	\$33,750	78	\$625	\$48,750	\$29,690	\$39,330	\$38,750
	19	\$730	\$13,870	14	\$765	\$10,710	6	\$765	\$4,590	\$24,680	\$14,600	\$10,710
Columbarium Sale	0	\$50	\$0	0	\$52.50	\$0	0	\$52.50	\$0	\$0	\$0	\$0
Overuse Fee	4	\$595	\$2,380	4	\$625	\$2,500	2	\$625	\$1,250	\$5,355	\$3,570	\$3,750
	5	\$730	\$3,650	4	\$765	\$3,060	3	\$765	\$2,295	\$3,615	\$3,650	\$3,060
Perpetual Care	5	\$297.50	\$1,487.50	3	\$310	\$930	0	\$310	\$0	\$1,770	\$1,487.50	\$1,240.00
	2	\$365	\$730	4	\$385	\$1,540	0	\$385	\$0	\$2,555	\$1,095	\$1,540
Recording Fee	30	\$30	\$900	31	\$30	\$930	37	\$30	\$1,110	\$1,080	\$1,020	\$1,020
(affidavit - 3 pg)												
Niche Sale	2		\$3,570	8		\$15,100	4		\$7,060	\$4,465	\$5,410	\$18,850
Maus Storage Fee	1	\$130	\$130	4	\$135	\$540	0	\$135	\$0	\$0	\$260	\$540
Monument Settings	40	\$70	\$2,800	54	\$75	\$3,992	37	\$75	\$2,775	\$3,683	\$3,640	\$5,117
					(1 @ \$67 / 10 @ \$70)							
Affidavit Fee	0	\$140	\$0	0	\$140	\$0	0	\$140	\$0	\$0	\$0	\$0
TOTAL REVENUE FROM LOT SALES AND FEES		<u><u>\$62,897.50</u></u>			<u><u>\$73,052.00</u></u>			<u><u>\$67,830.00</u></u>		<u><u>\$76,893.00</u></u>	<u><u>\$74,062.50</u></u>	<u><u>\$84,577.00</u></u>