

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of Board Meeting – February 27, 2018

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

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

Members Absent: Lee Rycraft

Staff Present: Jay DeLange, Terry Kelly, Dan Miller, Wade Pengilly, John Small and Tom Weeks

Staff Absent: Todd Walker, Jeremy Herrboldt (both excused)

Media: Dan Crisler, Watertown Public Opinion

Guests: Mayor Caron, Brandi Hanten, Shane Waterman, David Ebbers and Colin DeJong from Aason Engineering

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

Delegations: John Sperry, representing Thunder Road, who wants to retire and is attempting to sell the business. Board authorized staff to enter into discussion with Sperry to identify potential contract changes to recommend to Board.

1. **Approval of Agenda** – Motion by Johnston to approve Agenda with the addition of Sidewalk Quotes in New Business Open, seconded by Stoick. Motion carried.
2. **Approval of Minutes** – Motion by Shriver to approve the minutes of the January 30, 2018 Board meeting, seconded by McElhany. Motion carried.
3. **Approval of Bills and Payroll** – Motion by Shriver to approve the February 2018 bills and payroll, seconded by Stoick. Motion carried.
4. **Volunteer Approval** – none
5. **Old Business** –
 - a. **Concession Agreement Update** – Motion by Shriver to accept concession proposal with the change of private tourneys from \$15 to \$20 per team per tourney, seconded by Johnston. Motion carried.
 - b. **River Ridge Park Dedication** – Motion by Shriver to have urban planner research current annexed values of property to determine cash payment in lieu of land, seconded by Buhler. Motion carried.
 - c. **Open** – None
6. **New Business** –
 - a. **Summer 2018 Program Fees** - Motion by Stoick to approve the proposed Summer 2018 program fees, seconded by Shriver. Motion carried.
 - b. **Authorize release of \$42,000 of Golf Course restricted funds for mower purchase** – Motion by Johnston to authorize the release of \$42,000 of Golf Course restricted funds for mower purchase, seconded by Stoick. Motion carried.
 - c. **Relocating 11 individuals in gas storage building at Golf Course** – Motion by McElhany to relocate 11 individuals in the gas storage building to open first 20 spots for rental carts, seconded by Buhler. Motion carried. Motion by Stoick to pursue legal notice on abandoned cart, seconded by McElhany. Motion carried.
 - d. **Discussion of PLWC drug court program** – Board supports utilizing the Wellness Center facility for the proposed drug court program.
 - e. **Cemetery Bench Policy** – After discussion, Board supports retaining the language of ordinance 6.0305 and not to recommend a change to City Council.
 - f. **Open (Sidewalk Accessibility project bid review)** – Motion by Shriver to recommend low bid of \$30,091 by DeGroot Construction to City Council for approval for Sidewalk Accessibility Project, seconded by Buhler. Motion carried.
7. **Superintendent and Status Reports**
 - a. **Golf Course** – See written report.
 - b. **Parks & Forestry** – See written report.
 - c. **PLWC** – Recent swim meet had 356 participants. PLWC will be hosting Chamber After 4:00 on March 22nd.
 - d. **Zoo** – See written report.
 - e. **Recreation** – See written report. Working on Summer Brochure which will come out the first week of April.
 - f. **City Park & Cemetery** – See written report.
8. **Executive Session** – none.
9. **Adjournment** – Motion by Johnston to adjourn, seconded by Shriver. Motion carried.

Jay DeLange, Director