

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of Board Meeting – March 27, 2018

Park & Rec Fieldhouse – 5:15 p.m.

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

Members Absent: Justin Struckman

Staff Present: Jay DeLange, Terry Kelly, Todd Walker, Jeremy Herrboldt, and John Small

Staff Absent: Dan Miller, Wade Pengilly (both excused)

Media: Dan Crisler, Watertown Public Opinion

Guests: Bill Conlon, Clay Bach, David Ebbers, Glen Vilhauer, Julie Knutson, Gary Young, Matt Roby, Brandi Hanten, Shane Waterman, Kelly Johnson, Aaron Hoffman, Greg Hoftiezer, John Stonebarger, Todd Kays and Liam Culhane.

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

1. **Approval of Agenda** – Motion by Rycraft to approve Agenda, seconded by Johnston. Motion carried.

2. **Approval of Minutes** – Motion by Johnston to approve the minutes of the February 27, 2018 Board meeting, seconded by Buhler. Motion carried.

3. **Approval of Bills and Payroll** – Motion by Rycraft to approve the March 2018 bills and payroll, seconded by Shriver. Motion carried.

4. **Volunteer Approval** – none

5. **Old Business** –

a. **Reconsideration of Ball Complex Tournament & Concession fees** – Motion by Shriver to suspend 2018 tourney fees to evaluate and explore financial options from the City for future expenses, seconded by Johnston. Motion carried.

b. **Open** – None

6. **New Business** –

a. **Use of Photos/Video for Private Promotional Opportunities at PLWC** - Motion by Shriver to adopt policy as written and attached pertaining to PLWC use of unauthorized use of photography & videography, seconded by Johnston. Motion carried.

b. **Conditional Use Permit for Alcoholic Beverages at Premier Softball Complex** – Motion by Shriver to recommend to Board of Adjustment to approve conditional use permit for malt beverage sales at Premier Softball Complex, seconded by Rycraft. Motion carried.

c. **LCSSA Malt Beverage License** – Motion by Shriver to recommend to the City Council to support Lake City Slowpitch Softball Association obtaining an on/off sale malt beverage license at Premier Softball Complex, contingent on both parties entering into a facility lease agreement, seconded by Johnston. Motion carried.

d. **Joint Discussion on Park Master Planning & River Ridge Development with Plan Commission** – Plan commission members John Stonebarger, Todd Kays and Liam Culhane were present for the discussion.

e. **Open** - None

7. **Superintendent and Status Reports**

a. **Zoo** – See written report.

b. **City Park & Cemetery** – See written report. City Engineering is preparing bid documents for road repair for the north loop of the campground, the south loop of Mt. Hope Cemetery and upgrades and development to the Bike Trail on 21st St. between 4th Ave. South and 3rd Ave. North.

c. **Recreation** – See written report.

d. **Golf** – See written report.

e. **Parks & Forestry** – See written report. Looking to fund \$7,800 to pave Koch Complex access road. Director will seek areas in current budget to fund project. Ice Arena compressors need new gaskets priced around \$11,000. Will seek areas of funding for that project.

f. **PLWC** – See written report.

8. **Executive Session** – Motion by Stoick to enter into Executive Session at 7:48 p.m., seconded by Shriver.

Motion carried. Motion by Johnston to come out of Executive Session at 8:04 p.m., seconded by Buhler. Motion carried. No action taken.

9. **Adjournment** – Motion by Buhler to adjourn, seconded by Stoick. Motion carried.

Jay DeLange, Director