

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of June 27, 2019 Board Meeting

Park & Rec Fieldhouse Training Room – 12:00 noon

Members Present: Pat Shriver, Justin Struckman, Scott Johnston and Lee Rycraft

Members Absent: Bill McElhany, Heidi Stoick and Bruce Buhler

Staff Present: Jay DeLange, Terry Kelly, Jeremy Herrboldt, Todd Walker, Matt Brandsrud, John Small, Doug Taken, Laurie Taken (volunteer), Levi Pearson

Staff Absent: Dan Miller (excused - MAZA Conference)

Media: Laura Butterbrodt, Watertown Public Opinion

Guests: Jeff Stoudt - Aason Engineering, Brandi Hanten – Urban Planner, Greg Hoftiezer

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

Public Comment: none

Delegations: Jeff Moffatt, representing Watertown Tennis Association, seeking advertisement for benches at tennis courts in addition to 3 x 4 signs on fencing. Motion by Johnston to allow Watertown Tennis Association to pursue benches and fence advertisement, seconded by Struckman. Motion carried.

1. **Approval of Agenda** – Motion by Struckman to approve Agenda, seconded by Shriver. Motion carried.

2. **Approval of Minutes** – Motion by Shriver to approve the minutes of the May 28, 2019 Board meeting, seconded by Johnston. Motion carried.

3. **Approval of Bills and Payroll** – Motion by Johnston to approve the June 2019 bills and payroll, seconded by Struckman. Motion carried.

4. **Volunteer Approval** – none

5. **Old Business** –

a. **Open** – none.

6. **New Business** –

a. **Park Dedication of River Ridge Estates Preliminary Plan** – Urban Planner, Brandi Hanten, updated Board on revised park location. Motion by Johnston to accept final location and override 5/29/18 motion and accept the 8.46 acre park property as shown on plan, seconded by Shriver. Motion carried.

b. **PLWC Holiday Closure Proposal** – Motion by Shriver to approve revised holiday schedule, as attached, for a one year trial and revisit in 2020, seconded by Johnston. Motion carried.

c. **Review City Park Campground Rules** – Motion by Johnston to create a focus group to evaluate the 14-day camping limit, seconded by Shriver. Motion carried. Motion by Johnston to support the enforcement of courtesy rules at City Park implemented in 2019, seconded by Struckman. Motion carried.

d. **Open** – Discussion on Shooting Range maintenance.

7. **Superintendent and Status Reports**

a. **Recreation**– See written report.

b. **PLWC** – See written report.

c. **Golf Course** –See written report.

d. **Zoo**– See written report. AZA inspection still getting hit on low staffing and no dedicated quarantine area.

e. **Parks & Forestry** – See written report. Work planned on Lions Park dock the week of July 8.

f. **City Park & Cemetery** – see written report.

8. **Executive Session** – none

9. **Adjournment** – Motion by Johnston to adjourn, seconded by Struckman. Motion carried.

Jay DeLange, Director