

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of Board Meeting – October 30, 2018

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

Members Present: Bill McElhany (arrived late), Pat Shriver, Scott Johnston, Heidi Stoick, Justin Struckman, Lee Rycraft and Bruce Buhler

Members Absent: none

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

Staff Absent: Dan Miller (excused), Levi Pearson

Media: J. T. Fey, Watertown Public Opinion; Don Egert, KXLG Radio

Guests: none

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

Public Comment: none

Delegations: none

1. **Approval of Agenda** – Motion by Struckman to approve Agenda, with the addition of item 6d. recommendation of special alcoholic beverage license for Grit & Sip program at PLWC, seconded by Shriver. Motion carried.

2. **Approval of Minutes** – Motion by Johnston to approve the minutes of the September 25, 2018 Board meeting, seconded by Stoick. Motion carried.

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

4. **Volunteer Approval** – Motion by Rycraft to approve Recreation and City Park volunteers, seconded by Johnston. Motion carried.

5. **Old Business** –

a. **Update on Foundation Field #4 Turf Proposal** – Scott Johnston updated Board on progress.

b. **Update on Recreational Trail Grant** – Director will present to the Grant Committee on November 14th, the need for \$400,000 to put towards Trail Project.

c. **Open** – Update on Splash Park.

6. **New Business** –

a. **Approval of Minutes from Facility Committee Meeting** – Motion by Rycraft to approve Minutes from October 24th Facility Committee Meeting, seconded by Struckman. Motion carried.

b. **Approval of Facility Rates for 2019** – Motion by Shriver to approve proposed 2019 Facility and Usage Fees with the omission of Arborist License fees, seconded by Johnston. Motion carried.

c. **Shooting Range Update** – Ribbon cutting held on October 30 at 4:00 p.m. Parks Department will maintain the grounds with help from other City Departments.

d. **Recommendation of Special Alcoholic Beverage License for Grit & Sip Program at PLWC** – Motion by Johnston to recommend to City Council to approve application to provide wine for Grit & Sip Event at PLWC on November 29, 2018, seconded by Stoick. Motion carried.

e. **Open** – none

7. **Superintendent and Status Reports**

a. **Parks & Forestry** – See written report.

b. **Golf** – see written report. Closing driving range on November 1, following irrigation blowout. Lakeshore stabilization project is completed.

c. **Zoo** – See written report.

d. **PLWC** – See written report.

e. **Recreation** – See written report.

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

8. **Executive Session** – Motion by Stoick to go into Executive Session at 6:20 p.m. for the purpose of contract negotiations with John Small present, seconded by Struckman. Motion carried. Motion to come out of Executive Session at 6:30 p.m., by Shriver, seconded by Rycraft. Motion carried. No action taken.

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

Jay DeLange, Director