

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of Board Meeting – January 31, 2017

Park & Rec Fieldhouse – 7:00 a.m.

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

Members Absent: Lee Rycraft and Jon Solum

Staff Present: Jay DeLange, Nate Geist, Terry Kelly, Todd Walker and Dan Miller

Staff Absent: none

Media: none

Guests: Glen Vilhauer

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

Delegation: none

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

2. **Approval of Minutes** – Motion by Johnston to approve the minutes of the December 27, 2016 Board meeting, seconded by Stoick. Motion carried.

3. **Approval of Bills and Payroll** – Motion by Stoick to approve the January 2017 bills and payroll, seconded by Johnston. Motion carried.

4. **Volunteer Approval** – Motion by Stoick to approve the 33 volunteers listed on the Zoo report, seconded by McElhany. Motion carried.

5. **Superintendent and Status Reports**

a. **Recreation** – See written report. Discussed progress and gave an update on the new Wellness Center.

b. **Parks, Forestry & Cenetry** – See written report.

c. **Zoo** – See written report. Discussed new Native American Exhibit.

d. **Golf** – See written report.

6. **Old Business** –

a. **Declare existing skate park ramps and skatelite as surplus (tabled from December meeting)** – Motion by Stoick to take off table, seconded by Johnston. Motion carried. Motion by McElhany to declare existing skate park ramps and skatelite as surplus and dispose of through sale, donation or junk, with the assurance there will be a new skate park, seconded by Johnston. Motion carried.

b. **Open** – Discussion on Ice Plex, Splash Park and Auditorium. Motion by Stoick to allow only adult walking in the Fieldhouse on Mondays – Fridays during business hours, provided a signed waiver is on file, seconded by Johnston. Motion carried.

7. **New Business** –

a. **Consideration of bids for Golf Course Greens Mower**– Motion by Johnston to recommend to City Council the low bid of \$26,881 from Midwest Turf for a Toro Greens Master mower, seconded by Struckman. Motion carried.

b. **Permission to request Council authorization to advertise to bid parks mower, sunshades and Fieldhouse lower roof replacement** – Motion by Struckman to request Council authorization to advertise to bid parks mower, sunshades and Fieldhouse lower roof replacement, seconded by McElhany. Motion carried.

c. **Open** – None

8. **Executive Session** – none.

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

Jay DeLange, Director