

---

**Recreation Committee Meeting**  
**Wednesday June 28<sup>th</sup>, 2023**  
**5:30 at Juneau Community Center**  
**MINUTES**

---



Members Present: Kay Marose, Wendy Jo Smedema, Jacob Caltagerone, Jennifer White, and Mayor Wegener  
Members Absent: Kara Erstad and Amy Wolter  
Also Present: Joe Ludtke

1. This meeting was called to order at 5:39 pm, and roll call was taken.
2. April's meeting minutes were not attached to the agenda, however, will be attached to the next month's agenda for approval. Jacob did provide the committee with a draft copy of the upcoming Community Center Lease.
3. Public Appearances or Comments: None
4. **Review, Discuss, and Possibly Approve the placement of security cameras in Juneau City Park and Community Center after discussion with DPW Superintendent Joe Ludtke and David Gratton.**  
General discussion around security cameras. Jacob has obtained some quotes from vendors. Jacob and Joe will meet with vendors to discuss number of cameras needed, placement of cameras and cost and bring the matter back to committee. Budget request would be a joint request from the Recreation Department and the DPW.
5. **Review, Discuss, and Possibly Approve policy regarding rentals and reservations of concession stands and the Community Center after discussion with DPW Superintendent Joe Ludtke and David Gratton.**  
General discussion around providing keys/door codes to parties using the Community Center. There does not appear to be any written policies around the issue. Jacob will investigate some alternative ways the Community Center can be opened and secured and provide the information at an upcoming meeting.
6. **Review, Discuss, and Possibly Approve creating a Parks and Recreation Policies and Procedures Manual for the department.**  
Policy manual discussion will be moved to an upcoming meeting.
7. **Review, Discuss, and Possibly Approve modifying the current policy for background checks of volunteers and staff of the parks and recreation programs.**  
Discussed the Background Check Policy. The policy states that checks are for persons with "direct repetitive contact". The committee did not intend it for referees/umpires/etc..
8. **Recreation Director Report:** Jacob reported that due to low enrollment Bike Ride, Outdoor Dodgeball, Co-Ed Sand Volleyball, Tot Lot, and Youth Baseball programs will not run. The current programs are: Adventure Club, Rec Club, Instructional Soccer, Olympics Day, Plush Patrol, Adult Soccer, T-Ball, and Tennis. Jacob reported that on Thursday July 6, 2023 is Touch-a-

Truck. Vehicles and equipment for Fire/EMS/Police, DPW, and Utilities will be on site so that kids can get an up close look at the different vehicles the City uses to get jobs done! Basketball camp will run from August 1<sup>st</sup>-August 4<sup>th</sup>, and Volleyball camp will run from August 7<sup>th</sup>-August 10<sup>th</sup>.

**9. Old Business:** None

**10. New Business:** None

11. Date and Time set for next meeting: July 26, 2023, at 5:30 pm.

12. White motioned and Smedema seconded to adjourn the meeting at 6:09 pm. Motion carried.

Minutes Reported by:  
Kay Marose